

LEVY COUNTY BOARD OF COUNTY COMMISSIONERS
PROPOSAL ATTENDANCE SHEET

DATE: 8/19/2021

TIME: 2:00 P.M.

PROPOSAL IDENTIFIER: RFP_2021_005 – CR341

STAFF IN ATTENDANCE:

PRINT NAME	SIGNATURE	DEPARTMENT
Alicia Tutneway	<i>Alicia Tutneway</i>	Proc. Dept.
Wilbur Deau	<i>Wilbur Deau</i>	Boce
James M. Harrell	<i>James M. Harrell</i>	Public Safety

BIDDERS IN ATTENDANCE:

PRINT NAME	SIGNATURE	COMPANY

PUBLIC IN ATTENDANCE:

PRINT NAME	SIGNATURE

eBid Response

Add Response

Supplier

Date ▼ ≡

Dewberry

Responded Date : 08/19/2021

Kimley-Horn and Associates, Inc.

Responded Date : 08/19/2021

DRMP, Inc.

Responded Date : 08/18/2021

Supplier Details

Edit eBid Response

View History

Supplier Name	Kimley-Horn and Associates, Inc.
Address	800 SW 2nd Avenue, Suite 100 , Gainesville, Florida 32601
Phone Number	352-374-3274
Bid Response Date	08/19/2021 8:29 AM Eastern
Bid Amount	0
Response Status	Complete
Notes	Kimley-Horn submittal for RFP_2021_005 Engineering Services for the Resurfacing of CR 341

Required Documents

[Bid Document](#)(Electronic/Online)

Download Entire Bid Package

eBid Response

Add Response

Supplier

Date

Dewberry

Responded Date : 08/19/2021

Kimley-Horn and Associates, Inc.

Responded Date : 08/19/2021

DRMP, Inc.

Responded Date : 08/18/2021

Supplier Details

Edit eBid Response

View History

Supplier Name	DRMP, Inc.
Address	706 SW 4th Avenue , Gainesville, Florida 32601
Phone Number	352-371-2741
Bid Response Date	08/18/2021 4:52 PM Eastern
Bid Amount	0
Response Status	Complete
Notes	Thank you for your consideration of our firm.

Required Documents

✓ [Bid Document\(Electronic/Online\)](#)

Download Entire Bid Package

eBid Response

Add Response

Supplier

Date 

Dewberry

Responded Date : 08/19/2021

Kimley-Horn and Associates, Inc.

Responded Date : 08/19/2021

DRMP, Inc.

Responded Date : 08/18/2021

Supplier Details

Edit eBid Response

View History

Supplier Name	Dewberry
Address	654 Southeast Baya Drive , Lake City, Florida 32025
Phone Number	850-571-1254
Bid Response Date	08/19/2021 12:58 PM Eastern
Bid Amount	0
Response Status	Complete

Required Documents

[Bid Document](#)(Electronic/Online)

Download Entire Bid Package

Tabulation Sheet

Agency Name Levy County Board of County Commissioners

Bid Number RFP-RFP_2021_005-0-2021/AT

Bid Name ENGINEERING SERVICES FOR THE RESURFACING OF CR 341

Bid Due Date 08/19/2021 14:00:00 Eastern

Bid Opening **Closed**

3 responses found.

✓ online,
 ✘ offline,
 ● not submitting,
 ⚠ not received

Company		Responded	Address	Bid Amount	Alt Bid Amount	Declared Attributes	Documents	Sent
Complete								
1.	Dewberry	08/19/2021 12:58:57 Eastern	654 Southeast Baya Drive, Lake City, FL, 32025	\$0.0000	0.0000		Bid Document	✓
2.	DRMP, Inc.	08/18/2021 16:52:13 Eastern	706 SW 4th Avenue, Gainesville, FL, 32601	\$0.0000	0.0000		Bid Document	✓
3.	Kimley-Horn and Associates, Inc.	08/19/2021 08:29:08 Eastern	800 SW 2nd Avenue, Suite 100, Gainesville, FL, 32601	\$0.0000	0.0000		Bid Document	✓

PROPOSAL CHECKLIST – RFP_2021_005 – CR 341

PROPOSER NAME: Dewberry Engineers, Inc.

1. Introductory Letter: Yes No

2. Team Organization Tab 1: Yes No

3. Individual Qualifications Tab 2: Yes No

4. Work Plan Tab 3: Yes No

5. Experience and References Tab 4: Yes No

6. Forms Tab 5:
 - a. Proposal Signature Form: Yes No
 - b. Financial Stability: Yes No
 - c. Summary of Litigation: Yes No
 - d. Insurance: Yes No
 - e. Corporation Certificates: Yes No
 - f. Minority Business Statement: Yes No
 - g. Drug Free Workplace Form: Yes No
 - h. Non-Collusion Affidavit: Yes No
 - i. Conflict of Interest Form: Yes No
 - j. Licenses/Certs: Yes No
 - k. W9: Yes No
 - l. Vendor Information Sheet: Yes No
 - m. Form Agreement Exception Form: Yes No
 - n. Ethics Clause Form: Yes No

PROPOSAL CHECKLIST – RFP_2021_005 – CR 341

PROPOSER NAME: Kimley-Horn & Associates, Inc.

1. Introductory Letter: Yes No

2. Team Organization Tab 1: Yes No

3. Individual Qualifications Tab 2: Yes No

4. Work Plan Tab 3: Yes No

5. Experience and References Tab 4: Yes No

6. Forms Tab 5:
 - a. Proposal Signature Form: Yes No
 - b. Financial Stability: Yes No
 - i. Inserted in Tab 2. and Tab 5.
 - c. Summary of Litigation: Yes No
 - d. Insurance: Yes No
 - e. Corporation Certificates: Yes No
 - f. Minority Business Statement: Yes No
 - g. Drug Free Workplace Form: Yes No
 - h. Non-Collusion Affidavit: Yes No
 - i. Conflict of Interest Form: Yes No
 - j. Licenses/Certs: Yes No
 - k. W9: Yes No
 - l. Vendor Information Sheet: Yes No
 - m. Form Agreement Exception Form: Yes No
 - n. Ethics Clause Form: Yes No

PROPOSAL CHECKLIST – RFP_2021_005 – CR 341

PROPOSER NAME: DRMP, Inc.

1. Introductory Letter: Yes No
2. Team Organization Tab 1: Yes No
3. Individual Qualifications Tab 2: Yes No
4. Work Plan Tab 3: Yes No
5. Experience and References Tab 4: Yes No
6. Forms Tab 5:
 - a. Proposal Signature Form: Yes No
 - b. Financial Stability: Yes No
 - i. Inserted in Tab 2. and also in Tab 5.
 - c. Summary of Litigation: Yes No
 - d. Insurance: Yes No
 - e. Corporation Certificates: Yes No
 - f. Minority Business Statement: Yes No
 - g. Drug Free Workplace Form: Yes No
 - h. Non-Collusion Affidavit: Yes No
 - i. Conflict of Interest Form: Yes No
 - j. Licenses/Certs: Yes No
 - k. W9: Yes No
 - l. Vendor Information Sheet: Yes No
 - m. Form Agreement Exception Form: Yes No
 - n. Ethics Clause Form: Yes No



LEVY COUNTY BOARD OF COUNTY COMMISSIONERS
Government Serving Citizens

COMMISSIONERS
John Meeks, Chair
Rock Meeks, Vice Chair
Lilly Rooks
Matt Brooks

PUBLIC MEETING NOTICE

NOTICE IS HEREBY GIVEN THAT LEVY COUNTY PROFESSIONAL SERVICES COMMITTEE REVIEW FOR SELECTION OF ENGINEERING FIRMS TO PROVIDE ENGINEERING SERVICES FOR THE RESURFACING OF CR 341 WILL BE HELD AT THE LEVY COUNTY ANNEX BOARD ROOM, 310 SCHOOL STREET, BRONSON, FL ON THURSDAY, AUGUST 26, 2021 AT 10:00 AM

ALICIA TRETHERWAY
PROCUREMENT COORDINATOR

If a person decides to appeal any decision by this committee with respect to any matter considered at this meeting, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceeding is made, which record includes testimony and evidence upon which the appeal is to be based.

NOTICE REGARDING THE AMERICANS WITH DISABILITIES ACT OF 1990. In accordance with the Americans with Disabilities Act, persons needing special accommodations to participate in this proceeding should contact the OFFICE OF THE COUNTY COMMISSION prior to the proceeding at (352) 486-5217, Bronson, Florida.

P.O. Box 310 Bronson Florida 32621
Telephone (352) 486-5218 Fax (352) 486-5167
E-mail: levybocc@levycounty.org Website: Levycounty.org

RFP_2021_005

ENGINEERING SERVICES RESURFACING CR 341

EVALUATION SCORES

TOTAL SCORE	COMPANY NAME
97	Dewberry
94	DRMP
85	Kimley-Horn

RFP_2021_005

ENGINEERING SERVICES FOR RESURFACING CR 341

EVALUATION TOTAL SHEET

COMPANY: Dewberry

CRITERIA	POINTS MAXIMUM 100	EVALUATOR 1	EVALUATOR 2	EVALUATOR 3
1.	20	20	18	18
2.	20	19	20	20
3.	20	20	18	19
4.	20	19	20	20
5.	20	20	20	20
EVALUATOR TOTALS:		98	96	97
EVALUATION SCORE *(TOTAL POINTS DIVIDED BY NUMBER OF EVALUATORS 3)*				97

COMMITTEE RANKING FORM – RFP_2021_005

Proposer Name: ~~Alfreda~~ Dewberry

CRITERIA FOR EVALUATION	POOR	FAIR	GOOD	EXCELLENT	OUTSTANDING	SUB-TOTAL	
	4	8	12	16	20		
1. Team Organization, Management and General Qualifications:				18		18 /20	
2. Individual Qualifications:					20	20 /20	
3. Work Plan:				18		18 /20	
4. Experience and References:					20	20 /20	
5. Required Forms/Information:					20	20 /20	
Total Points:						96/100	
Proposal Scorer (Printed):						Total Score:	96
Signature of Scorer: <u>Oliver Yarkonde</u>						Date:	8/26/21

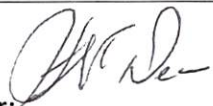
COMMITTEE RANKING FORM – RFP_2021_005

Proposer Name: Dewberry

CRITERIA FOR EVALUATION	POOR	FAIR	GOOD	EXCELLENT	OUTSTANDING	SUB-TOTAL
	4	8	12	16	20	
1. Team Organization, Management and General Qualifications:					20 ✓	20 /20
2. Individual Qualifications:					19	19 /20
3. Work Plan:					20	20 /20
4. Experience and References:					19	19 /20
5. Required Forms/Information:					20	20 /20
Total Points:						98 /100
Proposal Scorer (Printed):						Total Score: 98
Signature of Scorer: <i>Wally Duffin</i>						Date: 8-26-21

COMMITTEE RANKING FORM – RFP_2021_005

Proposer Name: *Jewberry*

CRITERIA FOR EVALUATION	POOR	FAIR	GOOD	EXCELLENT	OUTSTANDING	SUB-TOTAL	
	4	8	12	16	20		
1. Team Organization, Management and General Qualifications:						<i>18</i> /20	
2. Individual Qualifications:						<i>20</i> /20	
3. Work Plan:						<i>19</i> /20	
4. Experience and References:						<i>20</i> /20	
5. Required Forms/Information:						<i>20</i> /20	
Total Points:						<i>97</i> /100	
Proposal Scorer (Printed):						Total Score:	<i>97</i>
Signature of Scorer:						Date:	<i>8-26-21</i>

RFP_2021_005

ENGINEERING SERVICES FOR RESURFACING CR 341


EVALUATION TOTAL SHEET

COMPANY: DRMP, Inc.

CRITERIA	POINTS MAXIMUM 100	EVALUATOR 1	EVALUATOR 2	EVALUATOR 3
1.	20	20	16	16
2.	20	17	17	18
3.	20	20	20	20
4.	20	20	19	20
5.	20	20	20	20
EVALUATOR TOTALS:		97	92	94
EVALUATION SCORE *(TOTAL POINTS DIVIDED BY NUMBER OF EVALUATORS 3)*				94

COMMITTEE RANKING FORM – RFP_2021_005

Proposer Name: DRMP

CRITERIA FOR EVALUATION	POOR	FAIR	GOOD	EXCELLENT	OUTSTANDING	SUB-TOTAL
	4	8	12	16	20	
1. Team Organization, Management and General Qualifications:					20	20 /20
2. Individual Qualifications:					20 17	17 /20
3. Work Plan:					20	20 /20
4. Experience and References:					20	20 /20
5. Required Forms/Information:					20	20 /20
Total Points:						97 /100
Proposal Scorer (Printed):						Total Score: 97
Signature of Scorer: 						Date: 8-26-21


COMMITTEE RANKING FORM – RFP_2021_005

Proposer Name: DRMP

CRITERIA FOR EVALUATION	POOR	FAIR	GOOD	EXCELLENT	OUTSTANDING	SUB-TOTAL	
	4	8	12	16	20		
1. Team Organization, Management and General Qualifications:				16		16/20	
2. Individual Qualifications:				18		18/20	
3. Work Plan:					20	20/20	
4. Experience and References:					20	20/20	
5. Required Forms/Information:					20	20/20	
Total Points:						94/100	
Proposal Scorer (Printed):						Total Score:	94
Signature of Scorer:	Oliver Raybode					Date:	8/26/21

COMMITTEE RANKING FORM – RFP_2021_005

Proposer Name: DIRMP

CRITERIA FOR EVALUATION	POOR	FAIR	GOOD	EXCELLENT	OUTSTANDING	SUB-TOTAL
	4	8	12	16	20	
1. Team Organization, Management and General Qualifications:						16 /20
2. Individual Qualifications:						17 /20
3. Work Plan:						20 /20
4. Experience and References:						19 /20
5. Required Forms/Information:						20 /20
Total Points:						92 /100
Proposal Scorer (Printed):					Total Score: 92	
Signature of Scorer: 					Date: 8-26-21	

RFP_2021_005

ENGINEERING SERVICES FOR RESURFACING CR 341

EVALUATION TOTAL SHEET

COMPANY: Kimley-Horn & Associates, Inc.

CRITERIA	POINTS MAXIMUM 100	EVALUATOR 1	EVALUATOR 2	EVALUATOR 3
1.	20	18	16	16
2.	20	19	20	20
3.	20	16	18	18
4.	20	15	15	15
5.	20	15	15	20
EVALUATOR TOTALS:		83	84	89
EVALUATION SCORE *(TOTAL POINTS DIVIDED BY NUMBER OF EVALUATORS 3)*				85


COMMITTEE RANKING FORM – RFP_2021_005

Proposer Name: Kimley - Horn

CRITERIA FOR EVALUATION	POOR	FAIR	GOOD	EXCELLENT	OUTSTANDING	SUB-TOTAL	
	4	8	12	16	20		
1. Team Organization, Management and General Qualifications:				16		16 /20	
2. Individual Qualifications:					20	20 /20	
3. Work Plan:				18		18 /20	
4. Experience and References:			15			15 /20	
5. Required Forms/Information:			15			15 /20	
Total Points:						84/100	
Proposal Scorer (Printed):						Total Score:	84
Signature of Scorer: <i>Alice Kahorde</i>						Date:	8/26/21

COMMITTEE RANKING FORM – RFP_2021_005

Proposer Name: Kimley-Horn and Associates Inc.

CRITERIA FOR EVALUATION	POOR	FAIR	GOOD	EXCELLENT	OUTSTANDING	SUB-TOTAL
	4	8	12	16	20	
1. Team Organization, Management and General Qualifications:					18	18 /20
2. Individual Qualifications:					19	19 /20
3. Work Plan:				16		16 /20
4. Experience and References:				15		15 /20
5. Required Forms/Information:				15		15 /20
Total Points:						83 /100
Proposal Scorer (Printed):						Total Score: 83
Signature of Scorer: 						Date: 8-26-21

COMMITTEE RANKING FORM – RFP_2021_005

Proposer Name: Kurley-Horn

CRITERIA FOR EVALUATION	POOR	FAIR	GOOD	EXCELLENT	OUTSTANDING	SUB-TOTAL
	4	8	12	16	20	
1. Team Organization, Management and General Qualifications:						16 /20
2. Individual Qualifications:						20 /20
3. Work Plan:						18 /20
4. Experience and References:						15 /20
5. Required Forms/Information:						20 /20
Total Points:						89 /100
Proposal Scorer (Printed):				Total Score: 89		
Signature of Scorer: <i>J. Horn</i>				Date: 8-26-21		

ENGINEERING SERVICES FOR THE RESURFACING OF CR 341

Levy County, Florida

AUGUST 19, 2021



SUBMITTED BY

Dewberry Engineers Inc.
654 Southeast Baya Drive
Lake City, FL 32025
386.719.9985

SUBMITTED TO

Levy County via Demandstar
Procurement Department
PO Box 310
Bronson, FL 32621

August 19, 2021

Levy County
Attn: Alicia Tretheway, Procurement Coordinator
Procurement Department
PO Box 310
Bronson, FL 32621

RE: RFP_2021_005 – Engineering Services for the Resurfacing of CR 341

Dear Ms. Tretheway and Evaluation Committee,

Dewberry understands that Levy County is seeking a consultant to provide professional services for the resurfacing of CR 341. Our team is ready to provide engineering, design, planning, surveying, permitting, administrative and any other related services required to deliver a successful project. Dewberry is known state-wide for our technical abilities and knowledge of FDOT-funded projects. Apart from our vast state transportation resources, our responsible Lake City office has a local focus on roadway systems that are safe and durable for communities for generations to come. We understand that the design intentions, agreed budget and schedule are the County's priority. Dewberry's goals match the County's for this project and we hope to achieve your high level of expectation through our unique offerings and values:

- **Established Relationships.** Dewberry's local staff will serve as an extension of the County throughout the duration of this project. We believe in a true partnership approach which will continue as we deliver responsive service and open communication. Our staff will be present at all County Board meetings and the local team members presented herein will be the personnel closely serving you. Relationships matter and our team is committed to Levy County.
- **Familiarity with Geography.** Our Lake City office is located within an hour's drive from the project location. As your engineering design consultant, we have the qualifications, experience, and personnel to confidently staff this project immediately. Our team has extensive knowledge of the region and we are familiar and knowledgeable with Levy County and its roadway networks.
- **Experienced & Dedicated Project Manager.** As your proposed Project Manager, I am fully committed to Levy County. My experience with FDOT-funded roadway design and thorough understanding of the County is unmatched. As your point of contact, I will be available to the County and will make successful project execution, open communication, and quality delivery my priority. Dewberry is here to serve Levy County and I am dedicated to lead our team, always striving to exceed expectations.

Thank you for the opportunity to express our interest in providing these services for the SCRAP resurfacing of CR 341. We hope to continue to have our mark on the continuing improvements of Levy County's transportation infrastructure.

Sincerely,



Bill Menadier, PE
Senior Project Manager
850.571.1254 | wmenadier@dewberry.com

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TAB 1: Team Organization, Management and
General Qualifications

TEAM ORGANIZATION, MANAGEMENT AND GENERAL QUALIFICATIONS

General Information

Firm Background

Dewberry Engineers Inc. is a leading, market-facing firm with a proven history of providing professional services to a wide variety of public- and private-sector clients. Recognized for combining unsurpassed commitment to client service with deep subject matter expertise, Dewberry is dedicated to solving clients' most complex challenges and transforming their communities. Established in 1956, Dewberry is headquartered in Fairfax, Virginia, with more than 50 locations and 2,000 plus professionals nationwide. Our Florida operations boasts 16 offices with more than 350 employees available to provide support throughout the state.

Our staff have provided transportation related design services in Florida for over 30 years. Our expertise includes project development & environmental (PD&E) studies, roadway design, structural design, drainage design, traffic engineering, and construction administration & inspection. Dewberry's Florida transportation client list boasts of over 40 public clients, including the Florida Department of Transportation (FDOT). As leaders in infrastructure development and design, Dewberry stands committed to serve the County with the necessary skills and expertise to support this contract.

Firm Qualifications

ENGINEERING DESIGN

Our transportation design projects have ranged from minor intersection improvements and milling and resurfacing of existing roadways to capacity improvements and complex, multilevel interchanges. The extensive experience of our staff in the design, preparation of construction documents and post design services for roadways, bridges, and associated systems provides Levy County with the expertise needed to handle any type of transportation related assignment. Our transportation design staff, coupled with the survey, drainage, environmental, and permitting capabilities, allows us to efficiently complete any assignment, as all disciplines required are available in-house.

PLANNING

Traffic planning may include one or more of the following items, dependent upon a specific project: signing design, pavement marking design, signal warrant analysis, signalization design, lighting justification, lighting design and traffic studies. We have extensive experience in these phases of the project and we are qualified to perform all aspects of traffic engineering and planning.



2021 ENR SOURCEBOOK
RANKINGS

 **#37** Top 500
DESIGN FIRMS



SURVEYING

Dewberry has provided continuing surveying services for several counties and municipalities throughout the state of Florida. We utilize state-of-the-art equipment to provide cost effective surveying, right of way mapping, utility designation and Subsurface Utility Excavation (SUE) for roadway, municipal, and civil development projects. We have extensive experience in boundary surveys, topographic design surveys, tree surveys, inventory surveys and underground utility mapping. Our services for surveying and mapping may include:

- As-Built Surveys
- Boundary Surveys
- Eminent Domain Surveys
- GIS
- Legal Description Preparation
- Plat Preparation
- Property Sketches
- Right-of-Way Mapping
- SUE
- Topographic Surveys
- Utility Surveys

ENVIRONMENTAL / PERMITTING SERVICES

From determining wetland lines, to the understanding of current rules and regulations for water management districts, our staff has full understanding and experience in providing these services for local and state governments as well as federal agencies. We understand how to prepare permit applications, work closely with local, state, and federal agencies, and obtain necessary permits for your project. Dewberry will track the permit status for each agency, keep the County informed of the progress of all permits and respond promptly to all requests for additional information.

GEOTECHNICAL TESTING

If needed for the project, geotechnical engineering and testing procedures will be carried out by subconsultant, Cal-Tech Testing, Inc. (Cal-Tech). Cal-Tech was established as a geotechnical engineering and construction materials testing firm in 1980 and is headquartered in Lake City, Florida, with additional offices in Jacksonville, Florida and St. Thomas, USVI. Their firm is DBE & MBE certified and with a CMEC certified materials testing laboratory using state-of-the-industry field/lab testing and data gathering techniques. Cal-Tech provides construction material testing services to the construction industry in concrete, soil and asphalt. Cal-Tech maintains fully operational drill rigs for performance of: Standard Penetration Test Borings, Auger Borings, Rock Coring and Monitoring Well Installation.

DEWBERRY OFFERS
A LOCAL FOCUS TO
CRITICAL ROADWAY
SAFETY AND DURABILITY
STANDARDS



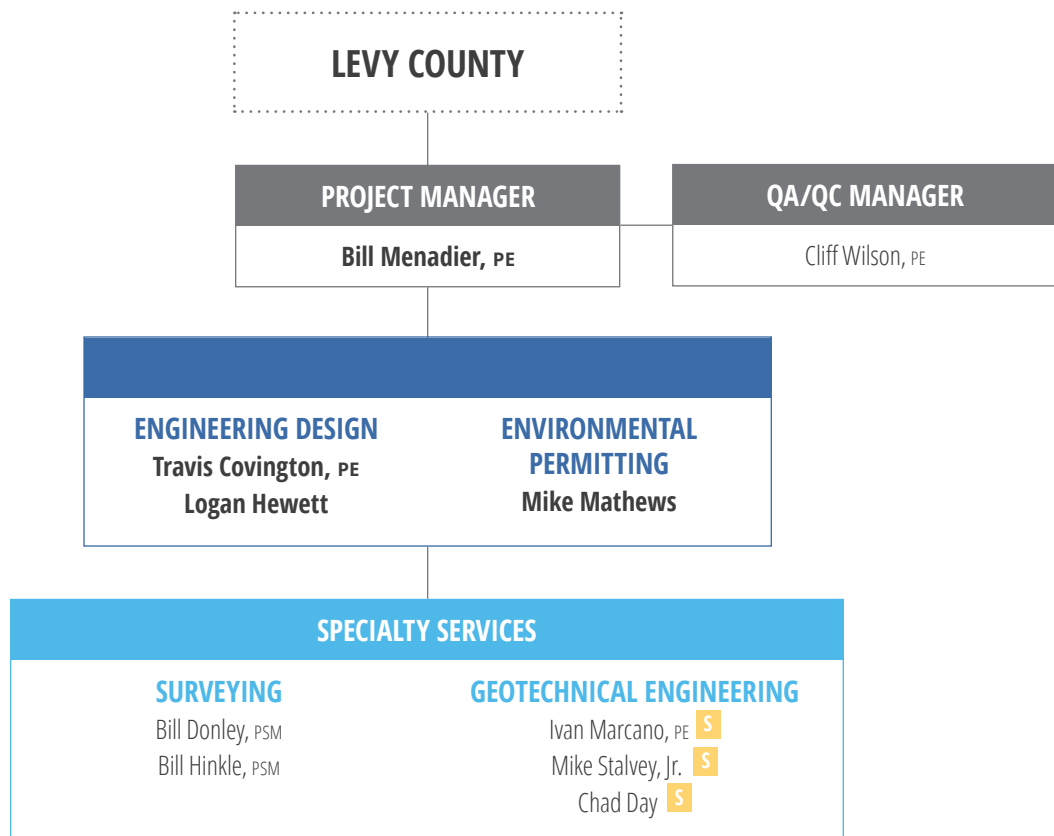
Team Roles and Responsibilities

Organizational Chart

Our team of professionals were specifically chosen for this project from their matched capabilities and specialties. In addition to the Dewberry employees listed within the organizational chart below, we also have transportation experts and other professionals easily available across the state. Our team is committed to delivering a quality project the County will be proud of.

Although Dewberry is not an MBE certified firm, we routinely work alongside these firms, including our chosen geotechnical subconsultant. Our team will truly be the personnel closely serving you - members will not be substituted without the permission of the County. Dewberry's proposed project team can be found below, with individual roles indicated.

WITH THE BENCH
 STRENGTH OF OUR
 FULL-SERVICE FIRM, WE
 ARE ABLE TO MEET ALL
 ANTICIPATED SERVICES
 AND REQUIREMENTS
 FOR THIS CONTRACT



S Subconsultant firm, Cal-Tech

Bold indicates key personnel, Resume included

Project Management

Effective project management is an essential part of transportation infrastructure design and construction. Our proposed **Project Manager, Bill Menadier, PE**, understands the tasks needed in order to complete this project successfully. He will serve as your sole point of contact throughout the life of the project - our management personnel will not be replaced without proper notification and acceptance by the County.

DEDICATED TO SERVING LEVY COUNTY

Dewberry understands that in order to continue to build your trust and confidence in our team, it is imperative we offer a team leader with the availability and commitment required to deliver throughout the term of the contract. Our team members' availability to you when needed is a core commitment of Bill Menadier, PE. He will lead a steadfast team through project completion. Bill is fully available to Levy County for any anticipated or unexpected project needs. He is dedicated to serving Levy County as a true extension of your staff.

EXPERIENCE THAT TRAVELS THE STATE

Bill has a proven track record as Project Manager on roadway projects throughout Central and Northwest Florida. He has managed projects of all sizes and complexities in urban and rural areas alike; including throughout Okaloosa, Walton, Washington, Holmes, Suwannee, Duval, Levy, Alachua, Bradford, Marion, Citrus, Sumter, Gilchrist, and Lafayette Counties. This experience has afforded Bill the opportunity to form solid working relationships with many different governing agencies. He possesses unmatched knowledge in FDOT design standards and has formed a local team specifically tailored for the County's surveying needs, engineering design, jurisdictional permitting, construction administration and inspection, as well as grant writing and loan program assistance related to this FDOT SCRAP funded CR 341 resurfacing project.



“WE UNDERSTAND THE IMPORTANCE OF IMPROVING COUNTY ROADWAYS BECAUSE WE TRAVEL THESE SAME ROUTES. MY TEAM AND I STRIVE TO PROVIDE SAFE AND COST-EFFECTIVE DESIGNS FOR OUR COMMUNITIES.”

— BILL MENADIER, PE
SENIOR PROJECT MANAGER

PROJECT PRINCIPAL AND POINT OF CONTACT

Led by our Project Manager, Bill Menadier, PE, our team will serve as an extension of Levy County staff and have a vested interest in making this project a success. The Dewberry team includes staff who have the knowledge and understanding of the requirements under this contract. Our personnel see Levy County as more than just a client - your local communities are where we live, work, and play.



Bill Menadier, PE
PROJECT MANAGER

“I value the friendships and working relationships that I have developed with Levy County. At the end of the day your character and integrity are what matters. Doing what’s best for the County and its citizens; performing at your highest level; and staying true to your word and commitments is the foundation of our relationship.”

Q&A Session

Why should the County select your firm?

In recent years, Dewberry has been able to provide sound consulting, grant funding assistance, and engineering design services to the County. Our local staff are engaged regularly with staff from the Board Office, Road Department, Parks & Recreation, and Mosquito Control. We’re familiar geographically with the County and understand your vision for preserving “natural Florida.” Dewberry’s team of engineers, inspectors, and environmental scientists challenge ourselves in environmental preservation during an increasing era of development. I personally feel we are a great fit for Levy County and can’t wait to bring even more to the County.

What does Dewberry offer Levy County?

A dedicated leader with a committed team. We understand Levy County’s vision for the future and pride ourselves on the relationships we’ve developed among County staff and within the community.

What will make your team effective at managing this contract?

We’re familiar with the process and we have managed many similar projects. I have a great relationship with the County Road Department and an experienced team that will get the job done right.

Is your team available for this project?

Yes! With several current projects coming to a close, our team has the availability to provide all the services required in the County’s request for proposal. Our team is committed to this project.

What excites you most about working on this contract with Levy County?

The opportunity! It’s another opportunity for Dewberry to solidify our working relationship with the County and showcase our local team’s ability to deliver. Quality of service and timely delivery is our top priority.

TAB 2: Individual Qualifications

INDIVIDUAL QUALIFICATIONS

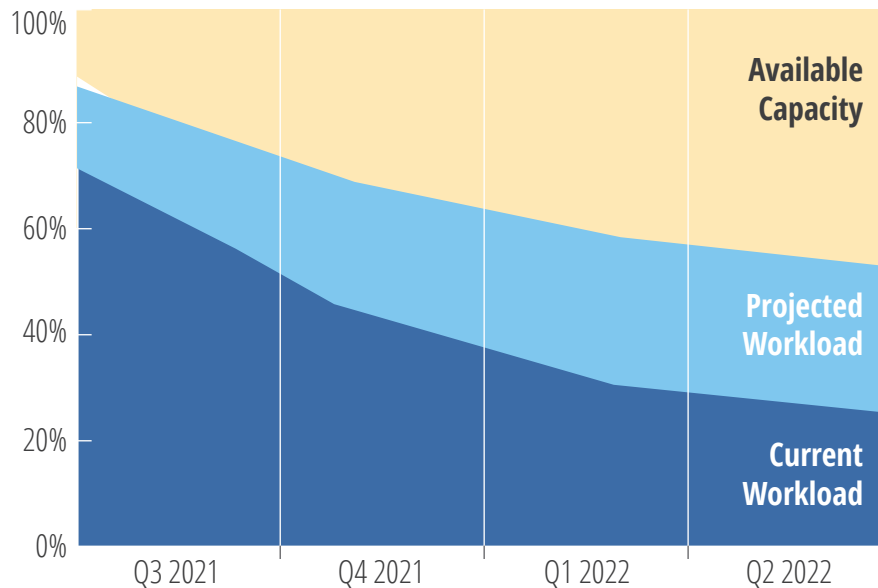
Financial, Scheduling and Staffing Capabilities

Weathering many economic ups and downs, Dewberry has the financial stability and resources needed to remain ahead of our project needs. As a highly diversified firm with over a century of experience in the engineering field, Dewberry is able to meet your contract requirements while providing budgetary lessons learned.

Our project team includes professionals with the requisite experience to provide the anticipated services required under this contract. Based on our key personnel's current and projected workload, we have ample capacity to tackle all tasks for Levy County on time and within budget. Our availability is illustrated below and resumes are found on the following pages.

LEVY COUNTY'S
ROADWAY
INFRASTRUCTURE
PROJECTS ARE TOP
PRIORITY FOR OUR
PROJECT MANAGER

WE WILL DEDICATE THE RESOURCES NECESSARY TO
HAVE THIS PROJECT SUCCESSFULLY COMPLETED
ON TIME AND WITHIN BUDGET





Bill Menadier, PE
PROJECT MANAGER

Bill Menadier has extensive professional engineering experience in commercial and residential land development, land planning, utility design and stormwater analysis throughout the state of Florida. His primary responsibilities include design and permitting through FDEP, FDOT, various Water Management Districts and municipalities. Bill also serves as a client manager to several municipalities, providing excellent customer service and client satisfaction.

- **EDUCATION**
MS • Civil Engineering • University of Florida • 2009
BS • Civil Engineering • University of Florida • 2007
- **REGISTRATIONS**
PE • FL #74581
- **YEARS OF EXPERIENCE**
Dewberry • 4
Prior • 12

CR 40 Widening and Resurfacing SCOP, Levy County, FL, Project Manager

Designed improvements include widening and resurfacing of approximately 6.7 miles. This project has extensive permitting requirements due to the environmentally sensitive nature of the surrounding salt marsh. Coordination with USFWS, USACE, FDEP and SWFWMD was required for successful permitting. Other improvements include upgrading all signage as well as the addition of pavement markings throughout the project. The Florida Green Book and Manual on Uniform Traffic Control Devices are being used to meet all FDOT requirements. Dewberry will also provide resident CEI services for the project. This project is nearing construction initiation.

CR 236 Widening and Resurfacing SCOP, Gilchrist County, FL, Project Manager

Project improvements included widening and resurfacing of approximately 2.5 miles of roadway from CR 341 to US 129 in Gilchrist County. Improvements also included extending existing cross drains to meet clear zone requirements and providing end treatments. The typical section resulted in a 20-ft wide roadway with 8-ft wide sodded shoulders graded to meet existing elevations. Other improvements include upgrading signage as well as the addition of pavement markings throughout the project. The Florida Green Book and Manual on Uniform Traffic Control Devices were used to meet all FDOT requirements. Dewberry also provided resident CEI services for the project.

Bird Creek Boat Ramp FBIP, Levy County, FL, Project Designer/ Manager

Design included the reconstruction of two reinforced concrete boat ramps, fixed wooden dock systems, wooden observation and fishing dock, parking lot improvements, and shoreline stabilization. Because this project is located at the end of CR 40, our parking lot improvements are being designed to account for the widening efforts of the existing roadway.

NW Sumter Ave SCOP, Lafayette County, FL, Project Manager

This project includes the resurfacing of approximately 1.34 miles of roadway from CR 53 to the dead-end. The project consists of milling the existing asphalt, replacing one 18-inch cross drain, two full pavement replacement sections, and providing 10-ft wide travel lanes. Other improvements include upgrading signage as well as the addition of pavement markings throughout the project.

NE 2nd Way SCOP, Gilchrist County, FL, Project Manager

The project included new roadway construction of approximately 2.6 miles. The existing limerock road was re-graded and paved to provide 9-ft wide travel lanes. Four feet wide sodded shoulders and roadside swales were provided to convey stormwater to existing outfall locations. Other improvements include upgrading signage as well as the addition of pavement markings throughout the project.



Travis Covington, PE
PROJECT ENGINEER

Travis Covington is experienced in the required design and permitting for various roadway and related drainage design projects. This prior FDOT project experience before joining Dewberry included sidewalks, ITS device, turn lanes, and ERC reviews. He understands the requirements and details expected for FDOT design projects. Travis will provide permitting and design support services to the team throughout this project's design and construction.

Relevant Experience

- CR 354 SCRAP Resurfacing, Lafayette County, FL
- CR 40 SCOP Improvements, Levy County, FL
- Bird Creek Boat Ramp FBIP, Levy County, FL
- Sumter Avenue Resurfacing, Lafayette County, FL
- CR 405 CEI, Lafayette County, FL
- SE McCray Road SCOP CEI, Lafayette County, FL
- Monroe Avenue CEI, Lafayette County, FL
- Peacock Lake Boat Ramp, Suwannee County, FL
- Ruth Springs Restoration, Lafayette County, FL

- **EDUCATION**
BS • Civil Engineering •
University of Florida • 2016
- **REGISTRATIONS**
PE • FL #89637
- **YEARS OF EXPERIENCE**
Dewberry • 1
Prior • 4



Logan Hewett
STAFF DESIGNER

Logan Hewett is a Staff Designer with a focus in roadway and drainage design. Prior to his hire with Dewberry, Logan served as a dedicated intern at our Tallahassee office. Logan also gained experience through his internship at another engineering firm and at Suwannee River Water Management District. He will provide design assistance throughout the duration of the project.

Relevant Experience

- CR 354 SCRAP Resurfacing, Lafayette County, FL
- CR 40 SCOP Improvements, Levy County, FL
- Bird Creek Boat Ramp, Levy County, FL
- CR 136 and CR 137 Watermain CEI, Suwannee County, FL
- 1st Street SCOP Resurfacing, Havana, FL
- CR 405 CEI, Lafayette County, FL
- SE McCray Road SCOP CEI, Lafayette County, FL
- Sumter Avenue Resurfacing, Lafayette County, FL

- **EDUCATION**
BS • Civil Engineering •
Florida State University •
2020
- **YEARS OF EXPERIENCE**
Dewberry • 1
Prior • 1



Mike Mathews
ENVIRONMENTAL SCIENTIST

Mike Mathews has 14 years of experience with 10 of those prior years with the FDEP's Submerged Lands and Environmental Resources permitting and compliance and enforcement sections. Through this experience, Michael has a vast working knowledge of the required environmental and ecological reviews needed to be provided to the regulatory agencies for environmental permitting approval. Over the past decade, Michael has been involved in regulatory agency environmental site assessments of over 1,500 Environmental Resource Permitting projects. Mike is able to provide environmental assessments and relevant agency permitting in support of various civil projects.

- **EDUCATION**
BA • Environmental Studies
• Florida International University • 2004
- **CERTIFICATIONS**
FDEP Erosion & Sediment Control Inspector • FL #12884
- **YEARS OF EXPERIENCE**
Dewberry • 4
Prior • 10

Relevant Experience

- CR 386 SCOP Resurfacing, Gulf County, FL
- CR 30A Resurfacing, Gulf County, FL
- CR 5 SCOP Resurfacing, Gulf County, FL
- CR 382 SCOP, Gulf County, FL
- CR 392 SCOP, Calhoun County, FL
- CR 67 Widening and Resurfacing, Franklin County, FL
- Bay Parkway Segment 2, Bay County, FL
- CR 162 HMGP, Jackson County, FL

2020 ENR SOURCEBOOK RANKINGS

#32 Top 50 TRANSPORTATION

#16 Top 25 HIGHWAYS

#22 Top 25 BRIDGES

The graphic features a blue background with white text and a stylized white road icon curving to the right. The text is arranged in a clean, modern layout, highlighting the company's performance in various transportation categories.

TAB 3: Work Plan

WORK PLAN

Project Understanding

Dewberry has reviewed and fully understands Levy County's scope of services to provide professional engineering, design, planning, surveying, permitting, administrative and related services for the resurfacing of CR 341. We understand the funding requirements of the FDOT Small County Road Assistance Program (SCRAP) as it pertains to this project. Prior to issuance of the Notice to Proceed (NTP), Dewberry's Project Manager and staff will thoroughly review the funding agreement and make note of milestone dates to establish a project plan and allocate resources. We will identify any potential issues or concerns and coordinate with County and FDOT staff continually throughout this initial phase.

Project Approach

Our approach begins with an experienced **Project Manager, Bill Menadier, PE** and will be supported by our Lake City engineering staff. The overriding objective of this contract is to partner with the County to deliver a quality project in a consistent, cost-effective, and timely manner.

Once the design contract is awarded and the NTP is issued, Dewberry will coordinate with Levy County to set an anticipated schedule of all tasks required to complete the resurfacing of CR 341. The project schedule will be formulated to complete all required tasks and present all deliverables in accordance with the funding agreement. Dewberry understands the importance of FDOT funding limits and schedules and we will tailor our planning and design efforts accordingly.

Planning & Preliminary Design

Dewberry has analyzed the roadway within the project limits and observed fatigue cracking, edge cracking, rutting, depressions, patch failures, and potholes. This initial observation indicates weaknesses in the base or subgrade combined with aged asphalt. Further exploration will be required to confirm our final design; however, the proposed course of action is to mix existing asphalt and base material using rotary tillers until uniformity, particle size limitation, compaction, and other requirements of Section 160-4 of the FDOT Standard Specification



By preliminarily assessing the existing roadway conditions of CR 341, our Project Manager and supporting team can transfer this critical knowledge towards the repair and improvements design effort. By obtaining this information at such an early stage, it ultimately saves the County time and money even before a NTP is issued.

OUR TEAM UNDERSTANDS LEVY COUNTY ROADWAY CONDITIONS AND THE NUANCES OF WHAT THESE IMPROVEMENTS MEAN TO YOUR COMMUNITY

for Road and Bridge Design requirements are achieved. This will promote meeting adequate base densities and thicknesses prior to installing new asphalt pavement. The final pavement design will be based on the existing and anticipated traffic loads, considering; buses, truck traffic, recreational vehicles, and passenger cars. The user data will then be converted to Equivalent Single Axle Loads (ESAL) to determine the type of asphalt and thickness proposed.

Survey

Immediately following the issuance of the NTP, we will schedule our survey team to perform a route survey of the project limits. Dewberry will provide a topographic survey including right-of way boundaries, above ground and subsurface utility designations, all existing improvements, signage and striping, wetland and surface water boundaries in accordance with the minimum Technical Standards as prescribed by the Florida Board of Professional Land Surveyors in Chapter 5J-17.051 FAC, pursuant to Section 472.027, Florida Statutes. In addition, we will ensure the school zone and multiple traffic control devices are considered during the design phase. Our mapping team will prepare all necessary documents to assist our design team with producing construction drawings. The project datum will be NAD83/2011 (horizontal) and NAVD88 (vertical). Survey data will be collected in State Plane Coordinates and in accordance with the limits described in this proposal.

Final Design and Permitting

Our final design will make use of the information gathered from our field visits along with our detailed topographic route survey. Any jurisdictional permitting requirements will be considered. Our construction drawings will include quantities, existing conditions, proposed improvements, detailed cross-sections in areas of concern, as well as signage and striping plans. Our typical section will include shoulder build-out where needed and minor drainage improvements identified. During the various phases of design, our Project Manager will create a cost estimate to guide budget expectations. Any discrepancies between the scope of work and amount of funding will be brought to the County and FDOT's attention immediately. Our design team will produce a quality set of construction drawings in accordance with the FDOT Standard Plans and Florida Greenbook while meeting all permitting requirements from the governing agencies.



TAB 4: Experience and References

EXPERIENCE AND REFERENCES

Relevant Experience

Our engineers apply proven methodologies and reliable technology to support our client's transportation goals, strengthening communities and positively impacting the quality of life. Dewberry's Florida transportation client list boasts of over 40 public clients, including multiple FDOT Districts. As leaders in infrastructure development and design, Dewberry stands committed to serve the County with the necessary skills and expertise to support this project from start to finish.

The following projects demonstrate our similar scope of work expertise and extensive local knowledge. The County will find that our firm has locally similar and successful work and an unmatched understanding of FDOT funded projects.

OUR PROJECT MANAGER
ALONE HAS DESIGNED
NEARLY 20 FDOT SCOP
AND SCRAP PROJECTS
THROUGHOUT HIS
CAREER

DEWBERRY'S FDOT HISTORY SPANS OVER 30 YEARS
- WE'RE CONFIDENT IN OUR ABILITY TO PERFORM



CR 40 Widening & Resurfacing SCOP LEVY COUNTY, FLORIDA

Designed improvements include widening and resurfacing of approximately 6.7 miles. This project has extensive permitting requirements due to the environmentally sensitive nature of the surrounding salt marsh. Coordination with UFWWS, USACE, FDEP and SWFWMD was required for successful permitting. Other improvements include upgrading all signage as well as the addition of pavement markings throughout the project. The Florida Green Book and Manual on Uniform Traffic Control Devices are being used to meet all FDOT requirements. Dewberry will also provide resident CEI services for the project. This project is nearing construction initiation.



CR 354 Resurfacing SCRAP **LAFAYETTE COUNTY, FLORIDA**

Improvements will include milling and resurfacing of approximately 6.7 miles from US 27 to CR 53. Minimal grading will be required to build out the sodded shoulders to meet safety and clear zone concerns. The project will adhere to FDOT, Florida Greenbook, and ASHTO standards. Signage and striping will be in accordance with the MUTCD. Dewberry will also provide CEI services for the project. This project is currently under design.

CR 236 Widening & Resurfacing SCOP **GILCHRIST COUNTY, FLORIDA**

Project improvements included widening and resurfacing of approximately 2.5 miles of roadway from CR 341 to US 129 in Gilchrist County. Improvements also included extending existing cross drains to meet clear zone requirements and providing end treatments. The typical section resulted in a 20-ft wide roadway with 8-ft wide sodded shoulders graded to meet existing elevations. Other improvements include upgrading signage as well as the addition of pavement markings throughout the project. The Florida Green Book and Manual on Uniform Traffic Control Devices were used to meet all FDOT requirements. Dewberry also provided resident CEI services for the project.



NE 2nd Way Improvements SCOP **GILCHRIST COUNTY, FLORIDA**

The project included new roadway construction of approximately 2.6 miles. The existing limerock road was re-graded and paved to provide 9-ft wide travel lanes. Four feet wide sodded shoulders and roadside swales were provided to convey stormwater to existing outfall locations. Other improvements include upgrading signage as well as the addition of pavement markings throughout the project. The Florida Green Book and Manual on Uniform Traffic Control Devices were used to meet all FDOT requirements. Dewberry also provided resident CEI services for the project. This project was designed, permitted, and constructed in 2019.



NW Sumter Ave Resurfacing SCOP **LAFAYETTE COUNTY, FLORIDA**

Currently in the bidding phase, this project includes the resurfacing of approximately 1.34 miles of roadway from CR 53 to the dead-end. The project consists of milling the existing asphalt, replacing one 18-inch cross drain, two full pavement replacement sections, and providing 10-ft wide travel lanes. Other improvements include upgrading signage as well as the addition of pavement markings throughout the project. The Florida Green Book and Manual on Uniform Traffic Control Devices were used to meet all FDOT requirements.

CR 3280 SCOP Improvements **WALTON COUNTY, FLORIDA**

The CR 3280 Roadway Improvement Project consisted of widening and resurfacing and widening 2.5 miles of existing paved road from Magnolia Lodge Road from 20' to 22'to STA 132+00 and reconstruction of the remaining 5.3 miles of roadway. The finished project included a 22 foot wide roadway with 8 foot wide shoulders and several major drainage improvements. The project also included sodding, thermoplastic striping, and installation of guardrails.



CR 183 (Kidd Road) Widening and Resurfacing SCRAP **WALTON COUNTY, FLORIDA**

This project included the milling, widening, and resurfacing of 7.02 miles of CR 183 (Kidd Road) to provide 12-ft travel lanes. Our design tasks involved replacing all cross drains, side drains, extending structures to meet clear zone requirements, guardrail replacement, new signage, and thermoplastic traffic striping.



References

Dewberry believes that project success depends on diligent project management. Your Project Manager, Bill Menadier, PE, has a strong background in project management, especially transportation infrastructure projects. He has extensive experience in concept plans, site planning, transportation design, utility design, cost estimating, and permitting. He also has a successful history of managing complex projects for public-sector clients. Bill has been providing project management services to Levy County on other transportation improvement projects and looks forward to providing the same level of service on this CR 341 SCRAP Resurfacing project. Feel free to contact any of Bill's references listed below.

**DEWBERRY IS
 UNIQUELY QUALIFIED
 TO PERFORM ON THIS
 PROJECT - WE HOLD
 UNMATCHED LOCAL
 KNOWLEDGE, PROJECT
 UNDERSTANDING, AND
 AVAILABLE RESOURCES**

Project Manager References

Client	Contact Information	Project
Lafayette County	Steve Land, Clerk of Court 120 W Main Street, Mayo, FL 32066 sland@lafayetteclerk.com	CR 425, CR 480, CR 500, CR 405, and Monroe Avenue - Bill oversaw the CEI of five (5) projects concurrently. Each road possessed unique characteristics and challenges. CR 405 required many field engineering adjustments to meet clear zone and safety requirements overlooked by the design firm. Bill was able to work with County staff and FDOT to meet tight budget constraints while providing a quality finished product.
Gilchrist County	Bobby Crosby, Jr., County Administrator 209 SE 1st Street, Trenton, FL 32693 bcrosby@gilchrist.fl.us	Santa Fe Boat Ramp - This project included new boat ramp construction with boardwalk and a floating dock system. Paved parking and stormwater management systems were provided along with ADA accessibility upgrades.
Town of Mayo	Wayne Hamlin, Mayor 276 E. Main Street Mayo, FL 32066 MayoTownInfo@windstream.net	Mayo Stormwater Improvements - This project included construction of two large retention areas to mitigate flooding throughout the Town. Additional improvements included a storm water conveyance system with grate inlets. CEI and grant administration was provided throughout the project.
Walton County	Wilmer Stafford, Public Works Director 117 Montgomery Circle, DeFuniak Springs, FL 32435 stawilmer@co.walton.fl.us	CR 395 Reconstruction & Multi-Use Path - This project included widening and reconstruction of the existing 20-ft wide roadway to a new 22-ft wide roadway with sodded shoulders and swales to convey stormwater to the existing outfall locations. This project also included constructing a 10-ft wide multi-use path, replacing all cross drains and culverts, as well as replacing headwalls and mitered end sections.

Firm References

REFERENCE FORM

Use of this form for references is OPTIONAL, however, all proposers must provide references from current clients or former clients with whom they have provided similar services.

Proposer's Name: Dewberry Engineers Inc.

Proposers are required to submit references with their response with which they have provided similar services as requested in this solicitation. Proposers may use this attachment to provide the required reference information. Attach additional sheets as necessary. Levy County reserves the right to contact any and all references in the course of this solicitation and make a responsibility determination, not subject to review or challenge.

FORMER CLIENTS	
Company Name:	Holmes County
Address:	107 E Virginia Avenue, Bonifay, FL 32425
Contact Name(s):	Clint Erickson, Chairman
Phone:	850.373.7475
Email:	clinterickson@holmescountyfl.org
Service Dates:	2011 - Present
Description of Work:	roadway design, utility design, CEI, environmental resource permitting, grant coordination, parks and recreation improvements, and contract administration
Company Name:	City of Freeport
Address:	112 Hwy 20 West, Freeport, FL 32439
Contact Name(s):	Russ Barley, Mayor
Phone:	386.294.1600
Email:	rbarley@freeportflorida.gov
Service Dates:	2008 - Present
Description of Work:	roadway design, utility design, CEI, environmental resource permitting, grant coordination, parks and recreation improvements, and contract administration
Company Name:	Gulf County
Address:	1000 Cecil G. Costin Sr. Blvd, Port St. Joe, FL 32456
Contact Name(s):	Michael Hammond, County Administrator
Phone:	850.229.6106
Email:	bocc@gulfcounty-fl.gov
Service Dates:	1991 - Present
Description of Work:	SCOP/SCRAP roadway design and CEI, environmental permitting, grant procurement and administration, surveying services
Company Name:	Calhoun County
Address:	20859 Central Avenue East, Blountstown, FL 32424
Contact Name(s):	Joe Wood, Public Works Director
Phone:	850.674.8075
Email:	calem@fairpoint.net
Service Dates:	1994 - Present
Description of Work:	SCOP/SCRAP/CIGP road paving/resurfacing design and CEI, drainage design, erosion control, boat ramps and parks

Authorized Signature:  **Title:** Senior Project Manager

TAB 5: Required Forms

PROPOSAL SIGNATURE FORM

The undersigned attests to his/her authority to submit this proposal 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 Proposals package, and any other documentation relating to the Request for Proposals, and that this proposal is submitted with full knowledge and understanding of the requirements and time constraints noted herein.

Type of Organization (please check one):

- INDIVIDUAL
- PARTNERSHIP
- CORPORATION
- JOINT VENTURE
- LLC

Firm Name: Dewberry Engineers Inc.

Home Office Address: 8401 Arlington Boulevard


City, State, Zip: Fairfax, VA 22031

Address (Servicing Levy County if Different from Above): 654 Southeast Baya Drive, Lake City, FL 32025

Email Address: wmenadier@dewberry.com

Name/Title of Levy County Rep: Bill Menadier, PE

Telephone: 850.571.1254 Fax: N/A

Signature:  Date: August 6, 2021


Is Proposer 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 Proposals, it is critical each proposer acknowledge receipt of same. The submittal may be considered void if receipt of addendum is not acknowledged.

Receipt of Addenda Acknowledged:

Addendum No. 1 Dated 7.28.2021

Signature 

Addendum No. 2 Dated 8.5.2021

Signature 

Addendum No. 3 Dated 8.13.2021

Signature 

Financial Stability

Given that Dewberry is a privately-owned entity, we do not actively report to D&B services individually or as a whole. Our financial statements are audited by KPMG LLP annually and are available on an as needed basis. Our most recent audited financial statement is for the year ended December 31, 2020. In 2020, the combined gross revenue of Dewberry is \$461.9M, with EBITDA of \$37.5M; current ratio of 1.99; Debt to Equity ratio of 0.85. Dewberry maintains ample cash reserves and enjoys a strong banking relationship with PNC Bank. With a \$40 million line of credit, we have the ability to meet any cash requirement should the need arise. Dewberry has no outstanding balance on our debt facility for the past 4 years. Our credit info can be obtained upon request.

Litigation

As a large and highly diversified firm, Dewberry Engineers Inc., is periodically named as a party to a lawsuit or participates in dispute resolutions in the normal course of doing business for a company of our size. Dewberry is engaged in a limited number of claims and disputes of the types and in amounts consistent with the size of the company and the services provided in the normal course of business. Dewberry always maintains a comprehensive insurance program which includes professional liability, workers' compensation, comprehensive general liability, automobile and umbrella policies, with limits sufficient to cover the defense and payment of all outstanding claims against Dewberry. There are currently no claims, conflicts, judgments or disputes that would interfere with our ability to perform the services for this project.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
06/30/2021

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

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

PRODUCER MARSH USA, INC. 1050 CONNECTICUT AVENUE, SUITE 700 WASHINGTON, DC 20036-5386 CN102736896-7/1-1.1a-21-22	CONTACT NAME: Alex Gasta PHONE (A/G, No, Ext): 202-263-7881 FAX (A/G, No): 202-296-0909 E-MAIL ADDRESS: Alex.Gasta@marsh.com														
INSURED DEWBERRY ENGINEERS INC. 8401 ARLINGTON BOULEVARD FAIRFAX, VA 22031	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">INSURER(S) AFFORDING COVERAGE</th> <th style="text-align: center;">NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A : Charter Oak Fire Insurance Company</td> <td style="text-align: center;">25615</td> </tr> <tr> <td>INSURER B : Travelers Indemnity Co</td> <td style="text-align: center;">25658</td> </tr> <tr> <td>INSURER C : Travelers Property Casualty Co. Of America</td> <td style="text-align: center;">25674</td> </tr> <tr> <td>INSURER D : Beazley Insurance Company, Inc.</td> <td style="text-align: center;">37540</td> </tr> <tr> <td>INSURER E : Travelers Casualty And Surety Company</td> <td style="text-align: center;">19038</td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </tbody> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Charter Oak Fire Insurance Company	25615	INSURER B : Travelers Indemnity Co	25658	INSURER C : Travelers Property Casualty Co. Of America	25674	INSURER D : Beazley Insurance Company, Inc.	37540	INSURER E : Travelers Casualty And Surety Company	19038	INSURER F :	
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INSURER D : Beazley Insurance Company, Inc.	37540														
INSURER E : Travelers Casualty And Surety Company	19038														
INSURER F :															

COVERAGES CERTIFICATE NUMBER: CLE-005441385-25 **REVISION NUMBER:** 14

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> CONTRACTUAL INS. COV. ((INSURED CONTRACTS)) GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			630-7792B312-COF-21	07/01/2021	07/01/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY <input type="checkbox"/> AUTOS ONLY			810-1N788974-21-43-G	07/01/2021	07/01/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ COMP / COLL DED: \$ 1,000
C	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			CUP-4J580377-21-43	07/01/2021	07/01/2022	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
E	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N N	N / A	UB-6P972264-21-43-G	07/01/2021	07/01/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER 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			V11B5E211201 RETRO. DATE: FULL PRIOR ACTS	07/01/2021	07/01/2022	PER CLAIM/AGGREGATE 5,000,000 SIR 1,000,000

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

CERTIFICATE HOLDER DEWBERRY ENGINEERS INC. 8401 ARLINGTON BLVD. FAIRFAX, VA 22031	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE of Marsh USA Inc. Manashi Mukherjee <i>Manashi Mukherjee</i>
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State of Florida Department of State

I certify from the records of this office that DEWBERRY ENGINEERS INC. is a New York corporation authorized to transact business in the State of Florida, qualified on December 26, 2000.

The document number of this corporation is F00000007242.

I further certify that said corporation has paid all fees due this office through December 31, 2021, that its most recent annual report/uniform business report was filed on June 14, 2021, and that its status is active.

I further certify that said corporation has not filed a Certificate of Withdrawal.

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Sixteenth day of June, 2021*



Randy Bee
Secretary of State

Tracking Number: 3123734411CU

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

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

MBE Statement

Dewberry is not a minority business enterprise (MBE).

DRUG FREE WORKPLACE FORM

The undersigned Proposer in accordance with Section 287.087, Florida Statutes, hereby certifies that the Proposer Dewberry Engineers 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 PROPOSER:

Dewberry Engineers Inc.

David Maxwell, PE

Signature:

David Maxwell

Title: Executive Vice President

Date: August 6, 2021

NON-COLLUSION AFFIDAVIT

I, David Maxwell, PE of the County of Richmond

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

1. I am Executive Vice President of the firm of Dewberry Engineers Inc. providing this proposal in response to the RFP for Engineering Services for the Resurfacing of CR 341, and that I executed the said proposal 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 RFP for said project.

David Maxwell
Signature of Proposer Representative

August 6, 2021
Date

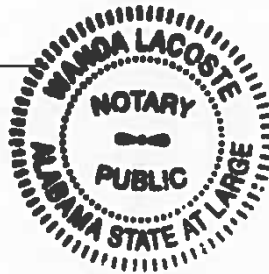
STATE OF: Alabama
COUNTY OF: Baldwin

Sworn to (or affirmed) and subscribed before me by means of physical presence or online notarization, this 6 day of August, 2021, by David Maxwell (name), as Executive Vice President (title) for Dewberry Engineers Inc (name of proposer). X Personally known OR Produced Identification (type of identification)

Wanda La Coste

NOTARY PUBLIC

My Commission Expires: 2-4-2025



21 - RFP_2021_005

CONFLICT OF INTEREST DISCLOSURE STATEMENT

The award hereunder is subject to the provisions of Chapter 112, Florida Statutes. All proposers must disclose with their proposals or bids whether any officer, director, employee or agent is also an officer or an employee of the Board of County Commissioners. All proposers 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 proposers 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 proposers 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 RFP. All proposers are also required to include a disclosure statement of any potential conflict of interest that the proposer may have due to other clients, contracts, or interest associated with the performance of services under this RFP 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 Proposer'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: X

Signature: David Maxwell Printed Name: David Maxwell, PE

Proposer Name: Dewberry Engineers Inc.

Date: August 6, 2021

Form W-9 (Rev. October 2018) Department of the Treasury Internal Revenue Service	<h2 style="margin:0;">Request for Taxpayer Identification Number and Certification</h2> <p style="margin:0; color:blue;">▶ Go to www.irs.gov/FormW9 for instructions and the latest information.</p>	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. Dewberry Engineers 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 type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____ <small>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.</small> <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) <u>5</u> 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. 8401 Arlington Blvd.	Requester's name and address (optional)																																																																					
	6 City, state, and ZIP code Fairfax, VA 22031																																																																						
	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 <i>How to get a TIN</i> , later. Note: If the account is in more than one name, see the instructions for line 1. Also see <i>What Name and Number To Give the Requester</i> for guidelines on whose number to enter.																																																																							
<table border="1" style="border-collapse: collapse;"> <tr> <td colspan="9" style="text-align: center; font-size: small;">Social security number</td> </tr> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> </tr> <tr> <td colspan="3"></td> <td style="text-align: center;">-</td> <td colspan="3"></td> <td style="text-align: center;">-</td> <td colspan="3"></td> </tr> <tr> <td colspan="9" style="text-align: center; font-size: small;">or</td> </tr> <tr> <td colspan="9" style="text-align: center; font-size: small;">Employer identification number</td> </tr> <tr> <td style="width: 20px; height: 20px;">1</td> <td style="width: 20px; height: 20px;">3</td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> </tr> <tr> <td colspan="3"></td> <td style="text-align: center;">-</td> <td colspan="3"></td> <td style="text-align: center;">-</td> <td colspan="3"></td> </tr> </table>			Social security number																						-				-				or									Employer identification number									1	3												-				-			
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Under penalties of perjury, I certify that:																																																																							
1. 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 2. 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 3. I am a U.S. citizen or other U.S. person (defined below); and 4. 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 ▶ <i>Richard Goldstein</i>	Date ▶ 2/16/2021																																																																					
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.																																																																							
<ul style="list-style-type: none"> • Form 1099-DIV (interest earned or paid) 	<ul style="list-style-type: none"> • 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. <i>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.</i> 																																																																						
Cat. No. 10231X Form W-9 (Rev. 10-2018)																																																																							

VENDOR INFORMATION SHEET

DATE: August 19, 2021

COMPANY NAME: Dewberry Engineers Inc.

PHYSICAL ADDRESS: 654 Southeast Baya Drive, Lake City, FL 32025

MAILING ADDRESS: 654 Southeast Baya Drive

CITY: Lake City STATE: Florida ZIP: 32025

TELEPHONE NUMBER: 386.719.9985

FAX NUMBER: N/A

TOLL FREE NUMBER: N/A

EMAIL: wmenadier@dewberry.com

FEID NUMBER: 13-0746510 OR SSN: _____

CONTACT PERSON: Bill Menadier, PE

TITLE: Senior Project Manager

CONTACT NUMBER: 850.571.1254

.....

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.

ETHICS CLAUSE FORM

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a member of congress, an officer or employee of congress, or an employee of a member of congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification or any federal contract, grant, loan or cooperative agreement.
2. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of congress, an officer or employee of congress, or an employee of a member of congress in connection with any federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.
4. This certification is a material representation of fact upon reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

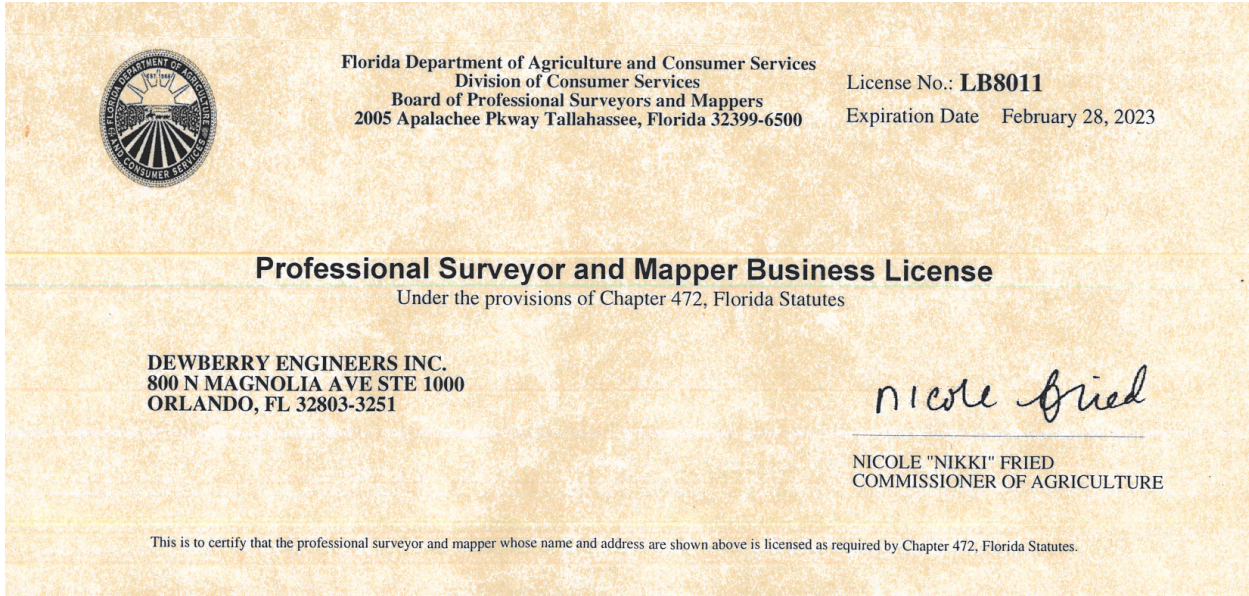
Signature: David Maxwell Date: August 6, 2021

Name of Authorized Individual: David Maxwell, PE

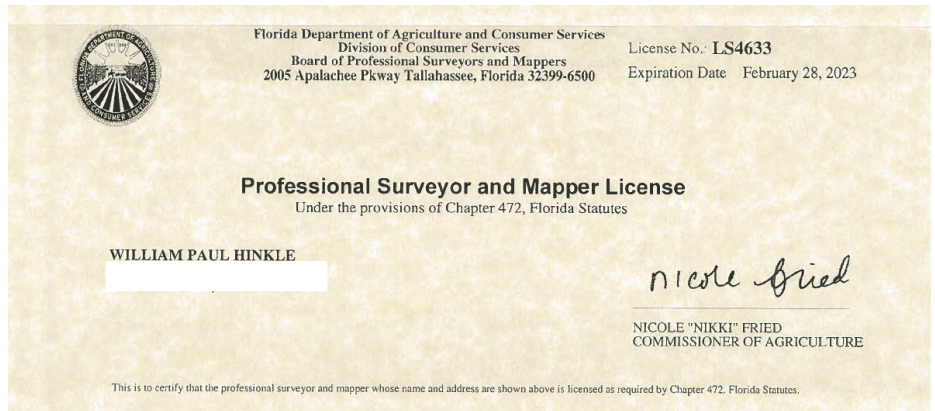
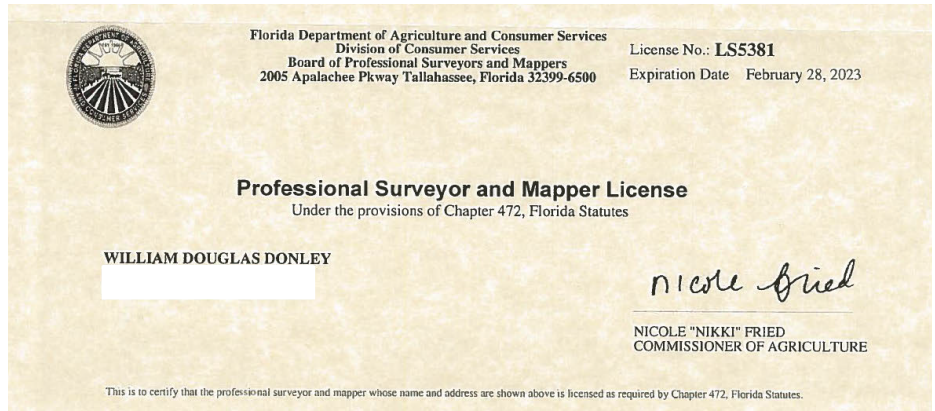
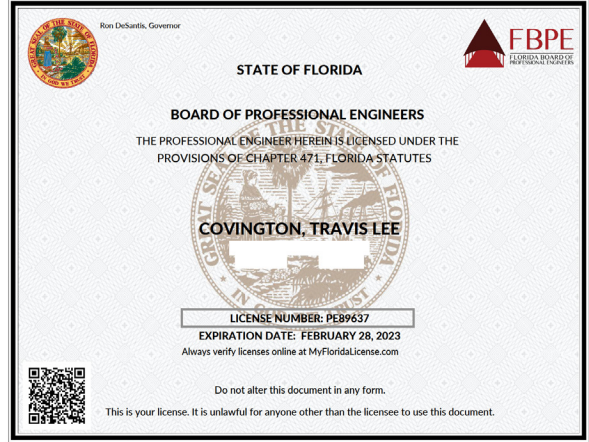
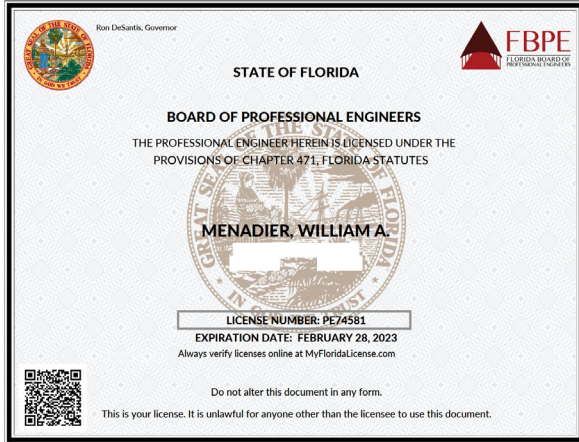
Name of Proposer Company/Organization: Dewberry Engineers Inc.

Address of Company/Organization: 654 Southeast Baya Drive

City/State: Lake City, FL 32025



Please be advised that as of February 2021, the Florida Board of Professional Engineers (FBPE) does not require companies to renew their engineering licensure and therefore no longer have printable licenses nor applicable expiration dates, only a requirement that they be currently listed on the Board's registry. Dewberry Engineers Inc. is up-to-date on professional registration to the board, which can be confirmed with a Florida Department of Business & Professional Regulation (DBPR) licensee search.





Florida Department of Transportation

RON DESANTIS
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

KEVIN J. THIBAUT, P.E.
SECRETARY

June 30, 2021

Kevin Knudsen, Vice President
DEWBERRY ENGINEERS INC.
800 North Magnolia Avenue, Suite 1000
Orlando, Florida 32803-3251

Dear Mr. Knudsen:

The Florida Department of Transportation has reviewed your application for prequalification package and determined that the data submitted is adequate to technically prequalify your firm for the following types of work:

- Group 2 - Project Development and Environmental (PD&E) Studies
- Group 3 - Highway Design - Roadway
 - 3.1 - Minor Highway Design
 - 3.2 - Major Highway Design
 - 3.3 - Controlled Access Highway Design
- Group 4 - Highway Design - Bridges
 - 4.1.1 - Miscellaneous Structures
 - 4.1.2 - Minor Bridge Design
 - 4.2.1 - Major Bridge Design - Concrete
 - 4.2.2 - Major Bridge Design - Steel
- Group 5 - Bridge Inspection
 - 5.4 - Bridge Load Rating
- Group 6 - Traffic Engineering and Operations Studies
 - 6.1 - Traffic Engineering Studies
 - 6.2 - Traffic Signal Timing
 - 6.3.1 - Intelligent Transportation Systems Analysis and Design
 - 6.3.2 - Intelligent Transportation Systems Implementation
- Group 7 - Traffic Operations Design
 - 7.1 - Signing, Pavement Marking and Channelization
 - 7.2 - Lighting
 - 7.3 - Signalization

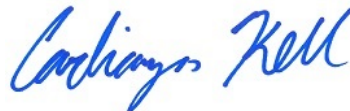
Safety, Mobility, Innovation
www.fdot.gov

- Group 8 - Survey and Mapping
 - 8.1 - Control Surveying
 - 8.2 - Design, Right of Way & Construction Surveying
 - 8.3 - Photogrammetric Mapping
 - 8.4 - Right of Way Mapping
- Group 10 - Construction Engineering Inspection
 - 10.1 - Roadway Construction Engineering Inspection
 - 10.4 - Minor Bridge & Miscellaneous Structures CEI
- Group 11 - Engineering Contract Administration and Management
- Group 13 - Planning
 - 13.4 - Systems Planning
 - 13.5 - Subarea/Corridor Planning
 - 13.6 - Land Planning/Engineering
- Group 14 - Architect
- Group 15 - Landscape Architect

Your firm is now technically prequalified with the Department for Professional Services in the above referenced work types. Your firm may pursue projects in the referenced work types with fees estimated at less than \$500,000.00. This status shall be valid until June 30, 2022, for contracting purposes.

Should you have any questions, please feel free to contact me by email at carliayn.kell@dot.state.fl.us or by phone at 850-414-4597.

Sincerely,



Carliayn Kell
Professional Services
Qualification Administrator

CBHK/kw



www.dewberry.com

**PART V – FORM OF AGREEMENT
BETWEEN LEVY COUNTY AND**

FOR

ENGINEERING SERVICES FOR THE RESURFACING OF CR 341

This Agreement is made and entered into by and between LEVY COUNTY, a political subdivision of the State of Florida, P.O. Box 310, Bronson, FL 32621 (hereinafter referred to as "County"), and _____, (hereinafter referred to as "_____") on this day of _____, 2021.

WITNESSETH:

WHEREAS, County issued a Request for Proposal for engineering services for the resurfacing existing lanes on CR 341 from SR 345 to US 19 ("RFP_2021_005"), in accordance with the provisions of Section 287.055, Florida Statutes, and applicable County procurement policies and procedures; and

WHEREAS, _____ submitted a proposal in response to RFP_2021_005, and was subsequently selected by County as the company to provide the services requested by RFP_2021_005; and

WHEREAS, County desires to acquire engineering and related services from _____, and _____ desires to provide such services in accordance with RFP_2021_005, _____ proposal, applicable provision of the agreement between County and the Florida Department of Transportation dated March 17, 2021 (herein "FDOT Agreement") for funding for the resurfacing existing lanes on CR 341 from SR 345 to US 19 (herein "the Project"), and subsequent negotiations between parties;

NOW, THEREFORE, in consideration of the mutual terms and conditions, promises, covenants and payment hereinafter set forth, County and _____ agrees as follows:

ARTICLE 1

INCORPORATION OF DOCUMENTS

1.1 The RFP, consisting of pages 1 through 38 and including RFP_2021_005, the Addendum to RFP_2021_005 dated _____, 2021, issued by the County, the Proposal submitted by _____ dated _____, 2021, all filed with the Procurement Department of Levy County, the Scope of Services attached hereto, and the FDOT Agreement are hereby specifically made part of this Agreement as if same had been set forth at length herein.

In the event of any conflict between the documents constituting this Agreement, the documents shall be given precedence in the following order:

- 1) The FDOT Agreement;

- 2) This Agreement;
- 3) The Scope of Services attached hereto;
- 4) RFP_2021_005 and the Addenda issued thereto;
- 5) The Proposal submitted by _____ dated _____, 2021.

ARTICLE 2

_____’S DUTIES

2.1 _____ agrees to perform all the services and provide all the materials requested by RFP_2021_005, as described in the Scope of Services attached hereto. _____ shall perform all the services and provide all materials in strict accordance with the provisions contained herein. _____ shall perform all services under the Scope of Services attached hereto in professional, workmanlike manner, with such professional care, technical skill, ability and diligence as required of similar engineers having the level of skill, expertise and specialized knowledge, as represented to County, both orally and in writing, to be possessed by _____.

2.2 _____ agrees to provide its services and materials in the times allowed for performance contained in the Scope of Services attached hereto.

2.3 Compliance with Laws

_____ shall comply with all federal, state and local statutes, laws, ordinances, resolutions, rules and regulations in the performance of its obligations under this Agreement.

2.4 Compliance with Chapter 119, Florida Statutes.

- a) In addition to compliance with any other laws as required by this Agreement, _____ shall comply with public records laws of the State of Florida contained in Chapter 119, Florida Statutes, as the same may be amended. Failure to comply with the provision of this subsection shall constitute a substantial failure to perform on the part of _____ in accordance with the terms of this Agreement. Specifically, but not by way of limitation, _____ shall:
 - i. Keep and maintain public records by County to perform the service;
 - ii. Upon request by County’s custodian of public records, provide County with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law;
 - iii. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the term of this Agreement and following completion of the services to be provided by _____ under this Agreement if _____ does not transfer the records to County;
 - iv. Upon completion of the services to be provided under this Agreement, transfer, at no cost, to County all public records in possession of _____ or keep and maintain public records required by County to perform the services. If _____ transfers all public records to County upon completion of this

Agreement, _____ shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If _____ keeps and maintains public records upon completion of this Agreement, _____ shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to County, upon request from County's custodian of public records, in a format that is compatible with the information technology systems of County.

- b) The definitions contained in Chapter 119, Florida Statutes, apply to terms used in this section, unless alternate or more specific definitions for any such terms are provided in this Agreement.
- c) For purposes of this Agreement, the term "custodian of public records" shall mean the County Coordinator of County or his/her designee.

d) **IF _____ HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO _____'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT:**

TELEPHONE: (352) 486-5218

EMAIL: LEVYBOCC@LEVYCOUNTY.ORG

MAILING ADDRESS: P.O. BOX 310, BRONSON, FL 32621

ARTICLE 3

ADDITIONAL SERVICES

3.1 In the event that County desires _____ to perform any additional services not specifically contained in the Scope of Services attached hereto, the parties shall enter into an addendum to this Agreement to provide for the provision of such additional services by _____ and payment therefor by County.

ARTICLE 4

TERM/TERMINATION

4.1 The term of this Agreement shall begin on the date and year first above written and shall continue until _____ completes all services and provides all products contained in the Scope of Services attached hereto and required under this Agreement, and County accepts such services and products as satisfactory, unless otherwise terminated in accordance herewith.

4.2 This Agreement may be terminated by County, with or without cause, by written notice to _____ of the intent to terminate. Such termination shall be effective thirty (30) days after receipt by _____ of such written notice of intent to terminate. However, no termination for cause will be effective unless _____ is first given ten (10) calendar days after receipt of notice of intent to terminated in which to cure the cause for termination.

4.3 In the event of termination, _____ shall be entitled to compensation for services rendered and costs incurred through the effective date of termination. All finished or unfinished documents, data, studies, surveys, analyses, sketches, tracings, specifications, plans, designs, design calculations, details, computations, drawings, maps, models, photographs, reports, and other documents prepared by _____ shall become the property of County and shall be delivered by _____ to County immediately upon the effective date of termination.

ARTICLE 5

METHOD OF BILLING AND PAYMENT

5.1 County shall pay to _____ the sums indicated for each Task or sub-Task in the Scope of Services attached hereto for those Tasks or sub-tasks actually performed by _____. The total payment to _____ shall not exceed _____ Dollars (\$ _____) for _____'s services under this Agreement, performed in accordance with the Scope of Services attached hereto and this Agreement.

5.2 Payment for services rendered by _____ shall be made on a monthly basis in proportion to the percentage completed of those services listed in the _____ Section of the Scope of Services attached hereto. Percentage of services completed shall be subject to review and approval by the County Director or his/her designee.

5.3 _____ shall submit all billings for payment of services rendered on a monthly basis to the County Purchasing Department for processing. Billings shall be detailed as to nature of services performed and shall refer to the particular line item or _____ Section of the Scope of Services attached hereto, or services contained in RFP_2021_005, to which the services apply. Billings shall include a summary of any amounts previously billed and any credits for amounts previously paid.

5.4 _____ acknowledges that each billing must be reviewed and approved by the County _____ Director, or his/her designee. Should the County _____ Director, or his/her designee, determine that the billing is not commensurate with services performed, work accomplished or hours expended, _____ shall adjust billing accordingly. However, _____ shall be entitled to payment of any portion of a billing not in dispute.

5.5 County shall pay _____'s monthly billings in accordance with Sections 218.70 through 218.80, Florida Statutes, the Florida Prompt Payment Act.

5.6 In the event budgeted funds which are sufficient for the County to pay the amounts provided for under this Agreement are not available for any upcoming fiscal period, the County shall notify the _____ of such occurrence and this Agreement shall terminate on the last day of the then current fiscal period without penalty or expense to the County.

ARTICLE 6

COUNTY'S RESPONSIBILITIES

6.1 County shall perform the responsibilities contained in this Article 6 in a timely manner so as not to delay the services of _____.

6.2 County shall furnish to _____, upon request of _____ and a County expense, all existing studies, reports and other available data pertinent to the services to be performed under this Agreement which are within the County's possession. However, _____ shall be required to evaluate all materials furnished hereunder using reasonable professional judgement before relying on such materials.

6.3 County shall provide reasonable access and entry to all public property required by _____ to perform the services described in this Agreement. All such access and entry shall be provided at County expense. County shall also use reasonable efforts to obtain permission for reasonable access and entry to any private property required by _____ to perform the services described in this Agreement.

ARTICLE 7

STANDARDS AND CORRECTIONS

7.1 _____ shall perform or furnish to County all engineering and related services for the Project to a level of technical skill, ability, and diligence as required of design professional having the level of skill, expertise and specialized knowledge, as represented to the County, both orally and in writing, to be possessed by _____, all in accordance with the standards of professional engineering practice and with the laws, statutes, ordinances, codes, rules and regulations governing _____'s profession and the services and deliverables it is required to provide pursuant to this Agreement. The same standards of care shall be required of any subconsultant or subcontractor engaged by _____.

7.2 _____ shall, without additional compensation, correct and revise any errors, omissions, or other deficiencies in its work product, services, or materials arising from the negligent act, error or omission of _____ or any subconsultant or subcontractor engaged by _____ under this Agreement. The foregoing shall be construed as an independent duty to correct rather than a waiver of County's rights under any applicable statute of limitations. County review of, approval of, acceptance of, or payment for any of _____'s work product, services, or materials shall not be construed to operate as a waiver of any of County's rights under this Agreement, or cause of action County may have arising out of the performance of this Agreement.

ARTICLE 8

COUNTY PROPERTY

8.1 All documents, data, studies, surveys, analyses, sketches, tracings, specifications, plans, designs, design calculations, details, computations, drawings, maps, models, photographs, reports, and other documents plans resulting from _____'s services under this Agreement shall become property of and shall be delivered to County without restriction or limitation as to use. However, any use subsequent to or other than for the specific project for which such items were created, shall be at the sole risk of County.

ARTICLE 9

NOTICES

9.1 Any notice required or permitted to be sent hereunder shall be sent by United States first class mail, postage prepaid, or hand-delivered to the parties at the addresses listed below:

If to County:

County Coordinator

P.O. Box 310

Bronson, FL 32621

With a copy to:

(insert applicable county department and address)

If to _____:

ARTICLE 10

NO CONTINGENT FEES

10.1 _____ certifies that it has not employed or retained any company or person, other than a bona fide employee working solely for _____ to solicit or secure this Agreement and that it has not paid or agreed to pay any person, company, corporation, individual or firm, other than a bona fide employee working solely for _____ any fee, commission, percentage, gift or other consideration contingent upon or resulting from the award or making of this Agreement. For the breach or violation of this provision, County shall have the right to terminate the Agreement without liability at its discretion, to deduct from the contract price, or otherwise recover, the full amount of such fee, commission, percentage, gift or consideration.

ARTICLE 11

NO ASSIGNMENT

11.1 This Agreement, or any interest herein, shall not be assigned, transferred or otherwise encumbered, under any circumstances by _____ without prior written consent of County. Further, no portion of this Agreement may be performed by subcontractors or subconsultants without written notice to and approval of such action by County.

ARTICLE 12

CONTACT PERSONS

12.1 Upon written request of _____, the County Coordinator shall designate one or more County employees to whom all communications pertaining to the day-to-day conduct of the performance of this Agreement shall be addressed.

ARTICLE 13

COMPLIANCE WITH FDOT AGREEMENT

13.1 _____ shall comply with any and all provisions contained in the FDOT Agreement, including but not limited to any specific provisions that require compliance by a County consultant, contractor, or subcontractor, or that require the County to impose on a County consultant, contractor, or subcontractor. _____ shall comply and require any contractor, subcontractor, or subconsultant with all federal, state, and local laws and regulations applicable to the Project.

13.2 _____ shall cooperate with County and provide assistance to County in any efforts County is required to make or direction County is required to follow in order for County to comply with FDOT Agreement.

13.3 _____ shall include any provisions or obligations from the FDOT Agreement into agreements with contractors, subcontractors, or subconsultants for the Project that are required by such FDOT Agreement to be included or imposed on such contractors, subcontractors, or subconsultants, including but not limited to inclusion of all such provisions into the bid documents prepared for the Project as part of the Scope of Services.

13.4 _____ shall utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by _____ during the term of this Agreement. _____ shall expressly require the contractors and any subconsultants for the Project to likewise utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the contractors or subconsultants during the terms of the applicable construction contracts for the Project.

13.5 _____ shall comply with the provisions of section 20.055(5), Florida Statutes.

13.6 _____ shall permit the Florida Departments of Transportation's authorized representatives to inspect all work, materials, payrolls, and records, and to audit the books, records, and accounts pertaining to the financing and development of the Project.

13.7 _____ will not discriminate against any employee employed in the performance of this Agreement, or against any applicant for employment because of age, ethnicity, race, religious belief, disability, national origin, or sex. _____ shall provide harassment-free workplace, with any allegation of harassment given priority attention and action by management. _____ shall insert similar provisions in all contracts and subcontracts for services under this Agreement.

13.8 In addition to any indemnification provisions contained in RFP_2021_005, _____ agrees to the following indemnification provisions and agrees to include the following indemnification in all contracts with contractors/subcontractors, or consultants/subconsultants who perform work in connection with this Agreement:

To the fullest extent permitted by law, _____ shall indemnify, defend and hold harmless the County and the State of Florida, Department of Transportation, including both of their officers and employees, against any actions, claims, or damages arising out of, relating to, or resulting from negligent or wrongful act(s) of _____, or any of its officers, agents, or employees, acting within the scope of their office or employment, in connection with the rights granted to or exercised by _____ hereunder, to the extent and within the limitations of Section 768.28, Florida Statutes.

The foregoing indemnification shall not constitute a waiver of sovereign immunity beyond the limits set forth in Section 768.28. Nor shall the same be construed to constitute agreement by _____ to indemnify County for the negligent acts or omissions of County, its officers, agents, or employees, or third parties. Nor shall the same be construed to constitute agreement by _____ to indemnify State of Florida, Department of Transportation for the negligent acts or omissions of State of Florida, Department of Transportation, its officers, agents, or employees, or third parties. This indemnification shall survive the termination of this Agreement.

13.9 In addition to any Workers' Compensation insurance requirements contained in RFP_2021_005, _____ shall provide Workers' Compensation for its employees in accordance with the provisions of RFP_2021_005 and all requirements of Florida's Workers' Compensation laws. If using leased employees or employees obtained through professional employer organizations ("PEOs"), then _____ shall ensure that such employees are covered by Workers' Compensation insurances through the PEOs or other leasing entities. In the event, _____ uses any equipment rental agreements that include operators or other personnel who are employees or independent contractors, sole proprietorships or partners, _____ shall ensure that all such operators or other personnel are covered by insurance required under Florida's Workers' Compensation laws.

13.10 In addition to any insurance requirements contained in RFP2021_005, _____ shall carry Commercial General Liability insurance providing continuous coverage for all work or operations performed under this Agreement meeting all coverages and requirements set forth in this section. Such insurance shall be no more restrictive than that provided by the latest occurrence form edition of the standard Commercial General Liability Coverage Form (ISO Form CG 00 01) as filed for use in the State of Florida. _____ shall cause Levy County, a political subdivision of the State of Florida, its officers, elected officials, agents, employees and volunteers, and the Florida Department of Transportation to be made an Additional Insured to such insurance. Such coverage shall be on an "occurrence" basis and shall include Products/Completed Operations coverage. The coverage afforded to the County and Florida Department of Transportation as an Additional Insured shall be primary as to any other available insurance and shall not be more restrictive than the coverage afforded to the Named Insured. The limits of coverage shall not be less than \$1,000,000 for each occurrence and not less than \$5,000,000 annual general aggregate, inclusive of amounts provided by an umbrella or excess policy. The limits of coverage described herein shall apply fully to the work or operations performed under this Agreement, and may not be shared with or diminished by claims unrelated to the Agreement. The Policy/ies and coverage described herein may be subject to a deductible, and such deductibles shall be paid by the Named Insured. No policy/ies or coverage described herein may contain or be subject to a

Retention or Self-Insured Retention. Prior to the execution of this Agreement, and at all renewal periods which occur prior to final acceptance of the Project, the County and the Florida Department of Transportation shall be provided with an ACORD Certificate of Liability Insurance reflecting the coverage described herein as well as the appropriate endorsement naming the County (as described above) and the Florida Department of Transportation shall be notified in writing within ten days of any cancellation, notice of cancellation, lapse, renewal, or proposed change to any policy or coverage described herein. The County's or the Florida Department of Transportation's approval or failure to disapprove any policy/ies coverage, or ACORD Certificates shall not relieve or excuse any obligation to procure and maintain the insurance required herein, nor serve as a waiver of any rights or defenses the County or the Florida Department of Transportation may have.

ARTICLE 14

SEVERABILITY

14.1 In the event any provision of this Agreement shall be held invalid and unenforceable, the remaining provisions shall be valid and binding upon the parties. One or more waivers by either party of any breach of any provision, term, condition or covenant shall not be construed by the other party as a waiver of any subsequent breach.

ARTICLE 15

GOVERNING LAW/VENUE

15.1 This Agreement shall be governed and construed in accordance with Florida law. In the event litigation arises involving parties in connection with this Agreement, venue for such litigation shall be in Levy County, Florida.

ARTICLE 16

INDEPENDENT CONTRACTOR STATUS

16.1 _____ is an independent contractor and is not an employee, servant, agent, partner or joint venture of the County

IN WITNESS WHEREOF, the parties hereto have caused the execution of these premises as of the date and year first above written.

BOARD OF COUNTY COMMISSIONERS

LEVY COUNTY, FLORIDA

_____, Chair

Date: _____

ATTEST: Danny Shipp, Clerk of the
Circuit Court and Ex-Officio Clerk of
the Board of County Commissioners

Danny Shipp, Clerk

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:

(County Attorney Name)

By: _____

Title: _____

Date: _____

ATTEST/WITNESS:

Secretary of Corporation



Levy County Board of County Commissioners
Procurement Department
310 School Street
P.O. Box 310
Bronson, FL 32621
Phone: 352-486-5218

Addendum 1: RFP_2021_005

Issued: July 28, 2021

Pages: 12

Signature: *Alicia Tretheway*

Proposers shall acknowledge receipt of this Addendum on their submittal.

Questions/Clarifications/Answers:

1. Does the County have a defined project budget for this project?
 - a. The State awarded \$1,719,250 for the project.
2. Does the County have a Scope of Work for the Project?
 - a. See attached Exhibit "A", pages 2-12 of this Addendum.

Exhibit "A"

CONSTRUCTION ENGINEERING AND INSPECTION

SCOPE OF SERVICES

FOR

LEVY COUNTY BOARD OF COUNTY COMMISSIONERS

Project Description: Small County Road Assistance Program
Design, Construction and CEI of the Resurfacing of CR 341 from SR 345 to US 19

Financial Project ID(s): 445821-1-54-01

Contract No.: GIV84

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SCOPE OF SERVICES
CONSTRUCTION ENGINEERING AND INSPECTION

1. PURPOSE:

This scope of services describes and defines the Construction Engineering and Inspection (CEI) services which are required for contract administration, inspection, and materials sampling and testing for the construction projects listed below.

2. SCOPE:

Provide services as defined in this Scope of Services, the referenced Department manuals, and procedures.

The projects for which the services are required are:

Financial Project IDs: 445821-1-54-01
Descriptions: SCRAP Design, Construction and CEI of the
Resurfacing of CR 341 from SR 345 to US 19
County: Levy

Exercise independent professional judgment in performing obligations and responsibilities under this Agreement. Pursuant to Section 4.1.4 of the Construction Project Administration Manual (CP AM), the authority of the Consultant's lead person, such as the Senior Project Engineer, and the Consultant's Project Administrator shall be identical to the Department's Resident Engineer and Project Administrator respectively and shall be interpreted as such.

Services provided by the Consultant shall comply with Department manuals, procedures, and memorandums in effect as of the date of execution of the Agreement unless otherwise directed in writing by the Department. Such Department manuals, procedures, and memorandums are found at the State Construction Office's website.

On a single Construction Contract, it is a conflict of interest for a professional firm to receive compensation from both the Department and the Contractor either directly or indirectly.

Other projects developing within the geographical area of Levy County may be added at the Department's discretion. The Consultant must perform to the satisfaction of the Department's representatives for consideration of additional CEI services.

3. LENGTH OF SERVICE:

The services for each Construction Contract shall begin upon written notification to proceed by the Department.

Track the execution of the Construction Contract such that the Consultant is given timely authorization to begin work. While no personnel shall be assigned until written notification by the Department has been issued, the Consultant shall be ready to assign personnel within two weeks of notification. For the duration of the project, coordinate closely with the Department and Contractor to minimize rescheduling of Consultant activities due to construction delays or changes in scheduling of Contractor activities.

For estimating purposes, the Consultant will be allowed an accumulation of thirty (30) calendar days to perform preliminary administrative services prior to the issuance of the Contractor's notice to proceed on the first project and thirty (30) calendar days to demobilize after final acceptance of the last Construction Contract.

Financial Project ID	Construction Contract Estimate		Duration (Days)
	Letting Date <i>(Mo/Day/Yr)</i>	Start Date <i>(Mo/Day/Yr)</i>	
445821-1-54-01	TBD	TBD	90

4. DEFINITIONS:

- A. Agreement: The Agreement between Levy County and the Consultant for Engineering Services dated February 17, 2017, and the Task Assignment between Levy County and the Consultant issued pursuant thereto related to the construction and engineering inspection services for the resurfacing or reconstruction of CR 335A from SR 121 to CR 343, setting forth the obligations of the parties thereto, including but not limited to the performance of the work, furnishing of services, and the basis of payment.
- B. Contractor: The individual, firm, or company contracting with the Department for performance of work or furnishing of materials.
- C. Construction Contract: The written agreement between the Department and the Contractor setting forth the obligations of the parties thereto, including but not limited to the performance of the work, furnishing of labor and materials, and the basis of payment.
- D. Construction Project Manager: The Department employee assigned to manage the Construction Engineering and Inspection Contract and represent the Department during the performance of the services covered under this Agreement.
- E. Construction Training/Qualification Program (CTQP): The Department program for training and qualifying technicians in Aggregates, Asphalt, Concrete, Earthwork, and Final Estimates Administration. Program information is available at CTQP website.
- F. Consultant: The Consulting firm under contract to the Department for administration of Construction Engineering and Inspection services.
- G. Consultant Project Administrator: The employee assigned by the Consultant to be in charge of providing Construction Contract administration services for one or more Construction Projects.
- H. Consultant Senior Project Engineer: The Engineer assigned by the Consultant to be in charge of providing Construction Contract administration for one or more Construction Projects. This person may supervise other Consultant employees and act as the lead Engineer for the Consultant.
- I. Department: Levy County Road Department, Levy County, a political subdivision of the State of Florida, or the Florida Department of Transportation as applicable to the context.
- 1. Engineer of Record or Project Engineer: The Engineer noted on the Construction plans as the responsible person for the design and preparation of the plans.

5.0 ITEMS TO BE FURNISHED BY THE DEPARTMENT TO THE CONSULTANT:

- A. The Department, on an as needed basis, will furnish the following Construction Contract documents for each project. These documents may be provided in either paper or electronic format.

1. Construction Plans,
2. Specification Package,
3. Copy of the Executed Construction Contract, and
4. Utility Agency's Approved Material List (if applicable).

6.0 ITEMS FURNISHED BY THE CONSULTANT:

6.1 Department Documents:

All applicable Department documents referenced herein shall be a condition of this Agreement. All Department documents, directives, procedures, and standard forms are available through the Department's Internet website. Most items can be purchased through the following address. All others can be acquired through the District Office or on-line at the Department's website.

Florida Department of Transportation
Maps and Publication Sales
605 Suwannee Street, MS 12
Tallahassee, Florida 32399-0450
Telephone No. (850) 488-9220

<http://www.fdot.gov/construction/>

6.2 Office Automation:

Provide all software and hardware necessary to efficiently and effectively carry out the responsibilities under this Agreement.

6.3 Vehicles:

Provide vehicles equipped with the appropriate safety equipment as necessary for the inspection staff to effectively carry out the requirements of this Agreement.

6.4 Field Equipment:

Supply survey, inspection, and testing equipment essential to perform services under this Agreement; such equipment includes non-consumable and non-expendable items.

Equipment described herein and expendable materials under this Agreement will remain the property of the Consultant and shall be removed at completion of the work.

Handling of nuclear density gauges shall be in compliance with their license.

Retain responsibility for risk of loss or damage to said equipment during performance of this Agreement. Field equipment shall be maintained and in operational condition at all times.

6.5 Licensing for Equipment Operations:

Obtain proper licenses for equipment and personnel operating equipment when licenses are required. The license and supporting documents shall be available for verification by the Department, upon request.

Radioactive Materials License for use of Surface Moisture Density Gauges shall be obtained through the State of Florida Department of Health.

7.0 PERFORMANCE OF THE CONSULTANT:

During the term of this Agreement and all Supplemental Amendments thereof, the Department will review various phases of Consultant operations, such as construction inspection, materials sampling and testing, and administrative activities, to determine compliance with this Agreement. Cooperate and assist Department representatives in conducting the reviews. If deficiencies are indicated, remedial action shall be implemented immediately. Department recommendations and Consultant responses/actions are to be properly documented by the Consultant. No additional compensation shall be allowed for remedial action taken by the Consultant to correct deficiencies. Remedial actions and required response times may include but are not necessarily limited to the following:

- A. Further subdivide assigned inspection responsibilities, reassign inspection personnel, or assign additional inspection personnel, within one week of notification.
- B. Immediately replace personnel whose performance has been determined by the Consultant and/or the Department to be inadequate.
- C. Immediately increase the frequency of monitoring and inspection activities in phases of work that are the Consultant's responsibility.
- D. Increase the scope and frequency of training of the Consultant personnel.

8.0 REQUIREMENTS OF THE CONSULTANT:

8.1. General:

It shall be the responsibility of the Consultant to administer, monitor, and inspect the Construction Contract such that the project is constructed in reasonable conformity with the plans, specifications, and special provisions for the Construction Contract.

Observe the Contractor's work to determine the progress and quality of work. Identify discrepancies, report significant discrepancies to the Department, and direct the Contractor to correct such observed discrepancies.

The Consultant shall not have the Authority to negotiate and approve Supplemental Agreements. **All** Supplemental Agreements shall be reviewed and approved by the Department prior to issuing approval to the Contractor. Minor field changes resulting in no changes to the project cost and duration may be approved by the Consultant. The Consultant shall advise the Construction Project Manager of any significant omissions, substitutions, defects, and deficiencies noted in the work of the Contractor and the corrective action that has been directed to be performed by the Contractor. Work provided by the Consultant shall not relieve the Contractor of responsibility for the satisfactory performance of the Construction Contract.

Inform the Construction Project Manager of any significant omissions, substitutions, defects, and deficiencies noted in the work of the Contractor and the corrective action that has been directed to be performed by the Contractor. Inform the Construction Project Manager of any design defects, reported by the Contractor or observed by the Consultant.

Comply with public records requirements required by Florida Statute Chapter 119.

8.2. Survey Control:

Check or establish the survey control baseline(s) along with sufficient baseline control points and bench marks at appropriate intervals along the project in order to: (1) make and record measurements necessary to calculate and document quantities for pay items, and (2) perform incidental engineering surveys.

8.3. On-site Inspection:

Monitor the Contractor's on-site construction activities and inspect materials entering into the work in accordance with the plans, specifications, and special provisions for the Construction Contract to determine that the project is constructed in reasonable conformity with such documents. Maintain detailed accurate records of the Contractor's daily operations and of significant events that affect the work.

Monitor and inspect Contractor's Work Zone Traffic Control Plan and review modifications to the Work Zone Traffic Control Plan, including Alternate Work Zone Traffic Control Plan, in accordance with the Department's procedures. Consultant employees performing such services shall be qualified in accordance with the Department's procedures.

8.4. Sampling and Testing:

Perform sampling and testing of component materials and completed work in accordance with the Construction Contract documents. The minimum sampling frequencies set out in the Department's Materials Sampling, Testing and Reporting Guide shall be met. In complying with the aforementioned guide, provide daily surveillance of the Contractor's Quality Control activities and perform the sampling and testing of materials and completed work items for verification and acceptance.

Determine the acceptability of all materials and completed work items on the basis of either test results or verification of a certification, certified mill analysis, DOT label, DOT stamp, etc.

The Department will monitor the effectiveness of the Consultant's testing procedures through observation and independent assurance testing.

Sampling, testing and laboratory methods shall be as required by the Department's Standard Specifications, Supplemental Specifications or as modified by the Special Provisions of the Construction Contract.

Documentation reports on sampling and testing performed by the Consultant shall be submitted during the same week that the construction work is done.

Transport samples to be tested to the appropriate laboratory.

8.5. Engineering Services:

Coordinate the Construction Contract administration activities of all parties other than the Contractor involved in completing the construction project. Notwithstanding the above, the Consultant is not liable to the Department for failure of such parties to follow written direction issued by the Consultant.

Services shall include maintaining the required level of surveillance of Contractor activities, interpreting plans, specifications, and special provisions for the Construction Contract. Maintain complete, accurate records of all activities and events relating to the project and properly document all project changes. The following services shall be performed:

- 1) Schedule and attend pre-construction meeting(s) with the Contractor, Department and the other appropriate entities.
- 2) Verify that the Contractor is conducting inspections, preparing reports and monitoring all storm water pollution prevention measures associated with the project.
- 3) Analyze problems that arise on the project and proposals submitted by the Contractor, work to resolve such issues, and process the necessary paperwork.
- 4) Facilitate coordination and communication between Utility Agency's representatives, Department's staff and contractors in execution of the work. Identify potential utility conflicts and assist in the resolution of utility issues.
- 5) Produce reports, verify quantity calculations and field measure for payment purposes as

needed to prevent delays in Contractor operations and to facilitate prompt processing of such information in order for the Department to make timely payment to the Contractor.

- 6) The Consultant shall have a digital camera for photographic documentation of pre-construction state and of noteworthy incidents or events during construction. The taking of the photographs shall begin the day prior to the start of construction and continue regularly throughout this project.
- 7) Maintain a daily Construction Inspection Reports for the project.
- 8) Participate in the preparation of a comprehensive tabulation of project quantities satisfactorily completed to date. Quantities shall be based on daily records and calculations. The tabulation will be used in verification and preparation of the contractor's monthly pay application.
- 9) Facilitate submittal of the Final Estimate and one (1) set of final "as-built plans" documenting the Contractor's work (one record set with *two* copies) within thirty (30) calendar days of final acceptance.

9. PERSONNEL:

9.1. General Requirements:

Provide qualified personnel necessary *to* efficiently and effectively carry out its responsibilities under this Agreement. Method of compensation for personnel assigned *to* this project is outlined in Exhibit "B."

Unless otherwise agreed to by the Department, the Department will not compensate straight overtime or premium overtime for the positions of Senior Project Engineer, Project Administrator/Project Engineer, Contract Support Specialist and Assistant or Associate to any of these positions.

9.2. Personnel Qualifications:

Provide competent personnel qualified by experience and education. Submit in writing *to* the Construction Project Manager the names of personnel proposed for assignment *to* the project, including a detailed resume for each containing at a minimum: salary, education, and experience. The Consultant Action Request form for personnel approval shall be submitted *to* the Construction Project Manager at least two weeks prior to the date an individual is to report to work.

Personnel identified in the Consultant technical proposal are to be assigned as proposed and are committed *to* performing services under this Agreement. Personnel changes will require written approval from the Department. Staff that has been removed shall be replaced by the Consultant within one week of Department notification.

Minimum qualifications for the Consultant personnel are set forth as follows. Exceptions *to* these minimum qualifications will be considered on an individual basis.

CEI SENIOR PROJECT ENGINEER- A Civil Engineering degree and registered in the State of Florida as a Professional Engineer (or if registered in another state, the ability *to* obtain registration in the State of Florida within six months) and six (6) years of engineering experience, or for non-degreed personnel the aforementioned registration and ten (10) years of engineering experience. Qualifications include the ability to communicate effectively in English (verbally and in writing); direct highly complex and specialized construction engineering administration and inspection program; plans and organizes the work of subordinate and staff members; develops and/or reviews policies, methods, practices, and procedures; and reviews programs for conformance with Department standards. Also must have the following:

QUALIFICATIONS:

Attend the CTQP Quality Control Manager course and pass the examination.

CERTIFICATIONS:

FDOT Advanced MOT

OTHER:

A Master's Degree in Engineering may be substituted for one (1) year engineering experience.

CEI SENIOR INSPECTOR-High school graduate or equivalent plus four (4) years of experience in construction inspection, two (2) years of which shall have been in roadway construction or a Civil Engineering degree and one (1) year of road CEI experience with the ability to earn additional required qualifications within one year.

Must have the following as required by the scope of work for the project:

QUALIFICATIONS:

CTQP Concrete Field Technician Level I
CTQP Asphalt Roadway Level I
CTQP Asphalt Roadway Level II
CTQP Earthwork Construction Inspection Level I
CTQP Earthwork Construction Inspection Level II
CTQP Final Estimates Level I

CERTIFICATIONS:

FDOT Intermediate MOT
Nuclear Radiation Safety

Responsible for performing highly complex technical assignments in field surveying and construction layout, making, and checking engineering computations, inspecting construction work, and conducting field tests and is responsible for coordinating and managing the lower level inspectors. Work is performed under the general supervision of the Project Administrator.

CEI INSPECTOR - High school graduate or equivalent plus two (2) years experience in construction inspection, one (1) year of which shall have been in roadway construction inspection, or an Engineer Intern with a Civil Engineering degree (requires certificate) having the ability to earn the required qualifications and certifications within one year, plus demonstrated knowledge in the following:

Must have the following as required by the scope of work of the project:

QUALIFICATIONS:

CTQP Concrete Field Inspector Level I
CTQP Asphalt Roadway Level I
CTQP Earthwork Construction Inspection Level I
CTQP Final Estimates Level I

CERTIFICATIONS:

FDOT Intermediate MOT
Nuclear Radiation Safety
Florida Stormwater, Erosion, and Sedimentation Control Training and Certification Program for Inspectors and Contractors

Responsible for performing assignments in assisting Senior Inspector in the performance of their duties. Receive general supervision from the Senior Inspector who reviews work while in progress.

10. CERTIFICATION OF FINAL ESTIMATES:

10.1. Final Estimate and As-Built Plans Submittal:

Prepare documentation and records in compliance with the Agreement, Statewide Quality Control (QC) Plan, or Consultant's approved QC Plan.

Submit the Final Estimate(s) and final "as-built plans" documenting the Contractor's work (one record set and two copies) within 30 days of final acceptance.

Revisions to the Certified Final Estimate will be made at no additional cost to the Department.

10.2. Offer of Final Payment:

Prepare the Offer of Final Payment. The package shall accompany the Certified Final Estimates Package submitted to Department for review. The Consultant shall be responsible for forwarding the Offer of Final Payment Package to the Contractor.

11. AGREEMENT MANAGEMENT:

11.1. General:

- (1) With each monthly invoice submittal, the Consultant will provide a Status Report for the Agreement. This report will provide an accounting of the additional Agreement calendar days allowed to date, an estimate of the additional calendar days anticipated to be added to the original schedule time, an estimate of the Agreement completion date, and an estimate of the Consultant funds expiration date per the Agreement schedule for the prime Consultant and for each subconsultant. Invoices not including this required information may be rejected.
- (2) When the Consultant identifies a condition that will require an amendment to the Construction Contract, the Consultant will communicate this need to the Construction Project Manager for acceptance. Upon acceptance, prepare and submit an Amendment Request (AR), and all accompanying documentation to the Construction Project Manager and the Department for approval and further processing. The content and format of the AR and accompanying documentation shall be in accordance with the instructions and format to be provided by the Department.
- (3) The Consultant is responsible for performing follow-up activities to determine the status of each Amendment Request submitted to the Department.

11.2. Invoicing Instructions:

Monthly invoices shall be submitted to the Department in a format and distribution schedule defined by the Department, no later than the 20th day of the following month.

All charges to the individual project will end no later than thirty (30) calendar days following final acceptance; or where all items of work are complete and conditional/partial acceptance is issued; unless authorized in writing by the Department.

A Final Invoice will be submitted to the Department no later than the 60th day following Final Acceptance of the individual project or as requested by the Department,

12. OTHER SERVICES:

Upon written authorization by the Department, the Consultant will perform additional services in connection with the project not otherwise identified in this Agreement. The following items are not included as part of this Agreement, but may be required by the Department to supplement the Consultant services under this Agreement.

- A. Assist in preparing for arbitration hearings or litigation that occurs during the Agreement time in connection with the construction project covered by this Agreement.
- B. Provide qualified engineering witnesses and exhibits for arbitration hearings or litigation in connection with the Agreement.
- C. Provide inspection services in addition to those provided for in this Agreement.
- D. Provide services determined necessary for the successful completion and closure of the Construction.

13. POST CONSTRUCTION CLAIMS REVIEW:

In the event the Contractor submits a claim for additional compensation and/or time after the Consultant has completed this Agreement, analyze the claim, engage in negotiations leading to settlement of the claim, and prepare and process the required documentation to close out the claim. Compensation for such services will be negotiated and effected through a Supplemental Amendment or Amendment to Task Assignment to this Agreement.

14. CONTRADICTIONS:

In the event of a contradiction between the provisions of this Scope of Services and the Consultant's Engineering Services Agreement or any submittals by the Consultant, the provisions of the Scope of Services shall apply.

15. THIRD PARTY BENEFICIARY

It is specifically agreed between the parties executing this Agreement that it is not intended by any of the provisions of any part of the Agreement to create in the public or any member thereof, a third-party beneficiary hereunder, or to authorize anyone not a party to this Agreement to maintain a claim, cause of action, lien or any other damages or any relief of any kind pursuant to the terms or provisions of this Agreement, other than the State of Florida, Department of Transportation.

16. DEPARTMENT AUTHORITY

The Department shall be the final authority in considering modifications to the Construction Contract for time, money or any other consideration except matters agreed to by the Contractor through contract changes negotiated by the Consultant.



Levy County Board of County Commissioners
Procurement Department
310 School Street
P.O. Box 310
Bronson, FL 32621
Phone: 352-486-5218

Addendum 2: RFP_2021_005
Issued: August 5, 2021
Pages: 3

Signature: *Alicia Tretheway*

Proposers shall acknowledge receipt of this Addendum on their submittal.

Questions/Clarifications/Answers:

1. Does the County have a preferred Drug Free Workplace Form to be used for this optional/recommended inclusion?
 - a. See Page 2 of Addendum
2. Page 9 of the RFP states to include a required form attached to the RFP titled Ethics Clause, will the County please provide this form is so required?
 - a. See Page 3 of Addendum
3. Will subcontractors be required to maintain the insurance contained in Section IV or will they be allowed to have lower limits?
 - a. If the subcontractor is being paid by the Consultant, no. If the County is paying the subcontractor, yes.

DRUG FREE WORKPLACE FORM

The undersigned Proposer in accordance with Section 287.087, Florida Statutes, hereby certifies that the Proposer _____ (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 PROPOSER:

Signature: _____

Title: _____

Date: _____

ETHICS CLAUSE FORM

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a member of congress, an officer or employee of congress, or an employee of a member of congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification or any federal contract, grant, loan or cooperative agreement.
2. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of congress, an officer or employee of congress, or an employee of a member of congress in connection with any federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.
4. This certification is a material representation of fact upon reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Signature: _____ Date: _____

Name of Authorized Individual: _____

Name of Proposer Company/Organization: _____

Address of Company/Organization: _____

City/State: _____



Levy County Board of County Commissioners
Procurement Department
310 School Street
P.O. Box 310
Bronson, FL 32621
Phone: 352-486-5218

Addendum 3: RFP_2021_005
Issued: August 13, 2021
Pages: 2

Signature: *Alicia Tretheway*

Proposers shall acknowledge receipt of this Addendum on their submittal.

Questions/Clarifications/Answers:

1. The RFP listed design as one of the items in Part II – Scope of Services and Addendum 1 included a scope for construction engineering and inspection. Is this selection for design or construction engineering and inspection?
 - a. This project is for design.
2. Page 14, Section RP-17 Indemnity, should read as follows:
 - b. **RP-17 INDEMNITY: A Consultant that entered into an agreement as a result of this RFP, in addition to any other provisions regarding indemnification contained in such agreement, shall indemnify and hold harmless County and all of County's elected officials, officers, agents, and employees from and against all claims, liability, loss and expense, including reasonable costs, collection expenses, attorneys' fees, and court costs which may arise because of the negligence (whether active or passive), misconduct, or other fault, in whole or in part (whether joint, concurrent, or contributing), of Consultant or its officers, agents or employees in performance or non-performance of its obligations under an agreement. Consultant recognizes the broad nature of this indemnification and hold harmless clause, as well as the provision of a legal defense to County when necessary, and voluntarily makes this covenant and expressly acknowledges the receipt of such good and valuable consideration provided by County in support of these indemnification and hold harmless contractual obligations in accordance with the State of Florida. This clause shall survive the termination of the agreement entered into as a result of this RFP. Compliance with any insurance requirements required elsewhere within such agreement shall not relieve Consultant of its liability and obligation to defend, hold harmless and indemnify County as set forth in this provision.**

Nothing herein shall be construed to extend County's liability beyond that provided in section 768.28, Fla. Stat.

There is no change to the indemnification language on P.37, section 13.8 In its grant agreement with FDOT, the County agreed to include that provision, including the word defend, in all its contracts and subcontracts for this project.

3. Page 40, Section 19.1, should read as follows:

- c. 19.1 The Contractor agrees, to the fullest extent permitted by law, to indemnify and hold harmless the County, its agents, representatives, officers, directors, officials and employees from and against claims, damages, losses and expenses (including but not limited to attorney's fees, court costs and costs of appellate proceedings) relating to, arising out of or resulting from the Contractor's negligent acts, errors, mistakes or omissions relating to professional Services performed under this Agreement. The Contractor's duty to hold harmless and indemnify the County its agents, representatives, officers, directors, officials and employees shall arise in connection with any claim, damage, loss or expense that is attributable to bodily injury; sickness; disease; death; or injury to impairment, or destruction of tangible property including loss of use resulting therefrom, caused by any negligent acts, errors, mistakes or omissions related to Services in the performance of this Agreement including any person for whose acts, errors, mistakes or omissions the Contractor may be legally liable. The parties agree that TEN DOLLARS (\$10.00) represents specific consideration to the Contractor for the indemnification set forth herein.**