

# STATEMENT OF QUALIFICATIONS

Request for Proposal No. 2020-58  
Professional Engineering Services Continuing Services Contracts for  
City of North Port Utilities Department



Submitted to:

## City of North Port, Florida

Finance Department/Purchasing Division  
4970 City Hall Boulevard, Suite 337  
North Port, FL 34286



Submitted by:

## Infrastructure Solution Services, LLC

7319 Merchant Court, Sarasota, FL 34240  
(941) 526-0813 ext 102  
bstahl@infrastructuress.com  
www.infrastructuress.com



ELECTRONIC PDF VERSION

Submittal Deadline: July 20, 2020 by 2:00 PM

# Title Page

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Finance Department/Purchasing Division  
4970 City Hall Boulevard, Suite 337  
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## **Submittal Deadline:**

July 20, 2020 by 2:00 PM

## **Submitted by:**

Infrastructure Solution Services  
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# Glossary of Abbreviations and Acronyms

The following list of definitions may be utilized in the text throughout this document and is provided for your convenience.

- AADF = Annual Average Daily Flow
- 3-D = Three Dimensional
- AADF = Annual Average Daily Flow
- ACI = American Concrete Institute
- AIA = American Institute of Architects
- AISC = American Institute of Steel Construction
- AS = Associate of Science
- ASCE = American Society of Civil Engineers
- ASLA = American Society of Landscape Architects
- ASR = Aquifer Storage and Recovery
- AWT = Advanced Water Treatment
- AWTF = Advanced Wastewater Treatment Facility
- AWWA = American Water Works Association
- BA = Bachelor of Arts
- BCSE = Bachelor of Computer Science and Engineering
- BCUSD = Brevard County Utility Services Department
- BID = Building Inspection Department
- BNR = Biological Nutrient Removal
- BOD = Biochemical Oxygen Demand
- BS = Bachelor of Science
- CAR = Capacity Analysis Report
- CDBG = Community Development Block Grant
- CET = Certified Engineering Technologist
- CIP = Capital Improvement Plan
- City = City of North Port, Florida
- CMP = Corrugated metal pipes
- Contractor = Construction Management Firm to be Selected via Competitive Bidding Process
- DIW = Deep Injection Well
- EI = Engineering Intern
- EMS = Environmental Management System
- EOR = Engineer of Record
- EPA = Environmental Protection Agency
- EQ = Equalization
- ESDC = Engineering Services During Construction
- ESRI = Environmental Systems Research Institute
- EWD = Englewood Water District
- EWRI = Environmental and Water Resource Institute

- FAA = Federal Aviation Administration
- FDEP = Florida Department of Environmental Protection
- FDOT = Florida Department of Transportation
- FEMA = Federal Emergency Management Agency
- FM = Forcemain
- FPL = Florida Power and Light
- GIS = Geographic Information System
- GPS = Global Positioning System
- GST = Ground Storage Tank
- HAZWOPER = Hazardous Waste Operations and Emergency Response Standard
- HDPE = High-Density Polyethylene
- HVAC = Heating, Ventilation, and Air Conditioning
- I&C = Instrumentation and Controls
- I&I = Infiltration and Inflow
- ISO = International Organization for Standardization
- ISS = Infrastructure Solution Services, LLC
- LEED AP = Leadership in Energy and Environmental Design Accredited Professional
- LF = Linear Feet
- LLC = Limited Liability Corporation
- MBR = Membrane Bioreactor
- MEP = Mechanical, Electrical, and Plumbing
- MG = Million Gallons
- MGD = Million Gallon per Day
- MLE = Main Line Extension
- MS = Master of Science
- N/A = Not Applicable
- O&M = Operations and Maintenance
- OMPR – Operations and Maintenance Performance Report
- OSHA = Occupational Safety and Health Administration
- PE = Professional Engineer
- PLC = Programable Logic Controller
- PM = Project Manager
- PMP = Project Management Plan
- PSM = Professional Surveyor and Mapper
- QA/QC = Quality Assurance / Quality Control
- R&R = Renewal and Replacement
- RFI = Request for Information
- RFP = Request for Proposals
- RFQ = Request for Qualifications
- RO = Reverse Osmosis
- ROW = Right-of-way
- ROWTP/F = Reverse Osmosis Water Treatment Plant/Facilities

- SCADA = Supervisory Control and Data Acquisition
- SFWMD = South Florida Water Management District
- SJRWMD = St Johns River Water Management District
- SLWSD = St. Lucie West Services District
- SOIRL = Brevard County Save Our Indian River Lagoon Program
- SOQ = Statement of Qualifications
- SRF = State Revolving Fund
- SSES = Sanitary Sewer Evaluation Survey
- SWFWMD = Southwest Florida Water Management District
- TAC = Technical Advisory Committee
- TN = Total Nitrogen
- TP = Total Phosphorous
- TREECO = University of Florida Training, Research and Education for Environmental Occupations Center
- TSS = Total Suspended Solids
- UAS = Unmanned Aircraft Systems
- UIC = Underground Injection Control
- Universal = Universal Engineering Sciences
- USGBC = United States Green Building Council
- UV = Ultraviolet
- VFD = Variable Frequency Drive
- WBE = Women – Owned Business Enterprise
- WM = Watermain
- WRF = Water Reclamation Facility
- WTP = Water Treatment Plant
- WUP = Water Use Permit
- WWTF = Wastewater Treatment Facility
- WWTP = Wastewater Treatment Plant

# TAB 1: TRANSMITTAL LETTER

*THIS SECTION IS 2 PAGES.*

July 17, 2020

City of North Port, Florida  
Finance Department/Purchasing Division  
4970 City Hall Boulevard, Suite 337  
North Port, FL 34286

**Subject: Request for Proposal (RFP) No. 2020-58 Professional Engineering Services - Continuing Services  
Contracts for City of North Port Utilities Department**

Dear Selection Committee Members:

Infrastructure Solution Services (ISS), along with our team of qualified subcontractors (herein referred to as the ISS Team), is excited to submit our Statement of Qualifications (SOQ) to provide continuing professional engineering services to the City of North Port (City). We are proposing our services to the City for **all five service categories** being solicited in this RFP. We feel strongly that we are ideally suited to serve the City under this continuing services contract for the following reasons:

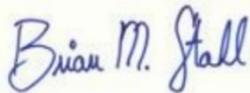
- The ISS Team ***exceeds all of the minimum qualifications*** outlined in the City's RFP, as specifically demonstrated in Tab 1 of this proposal.
- ISS, as a firm, has ***eight consecutive years of engineering / design services for governmental agencies*** related directly to the service categories for which we are seeking qualification; our firm principals have over 30 years working on similar Florida water, wastewater, and reclaimed water systems.
- ISS is a ***full-service planning, design, and construction services firm*** with extensive capabilities including in-house structural, electrical / I&C, and surveying which will foster timely production and seamless communication between the ISS project team and City staff.
- Our Sarasota office is ***located only a little more than half an hour from the City of North Port*** offices which provides the City with a local ISS project team that is readily accessible and enables rapid response.
- ISS ***currently has in place a similar continuing services contract for professional engineering services with the City of North Port Public Works Department*** to support roadway and drainage / stormwater infrastructure projects as well as facilities maintenance and construction engineering and inspection projects. Additionally, key members of our project team have ***previously supported North Port Utilities*** over the past 20 years, working on your existing water and wastewater systems.
- Our ***Sarasota-based project team*** is led by our local project manager, Ms. Devyn Howell, PE, with a strong understanding of regional challenges and regulations as well as 16 years of water and wastewater engineering experience in Florida.

- The project team is centered around a team of **senior utility infrastructure experts** who will work closely with the City and will be supported by a **deep bench of experienced senior engineers** with the ability to lend specialized expertise to specific task orders as needed.
- ISS key personnel have been providing professional engineering services to Florida local government entities for over 30 years, so we understand the challenges that come with maintaining growing critical infrastructure with limited funds. **More than 90% of our work is performed for local governments.**
- ISS can assist the City of North Port with identifying and securing funding through applicable grant programs so the City can accomplish more work with additional funds. We have helped our clients secure **over \$500 million in grant and loan funds for infrastructure projects.**
- ISS has served local government clients through **over 50 similar continuing services contracts.** We recognize and understand the unique challenges that local government entities face in funding, operating, and maintaining infrastructure and we know how to work with our clients to identify priorities and overcome challenges through innovative approach processes.
- The **ISS Brainstorming Process** is implemented as part of our approach on challenging projects to ensure that all potential options are considered and that final decisions are vetted and represent the best solutions for our clients, in turn fostering flexible and creative designs from an innovative approach.
- ISS implements a **Quality Control Process** that involves bringing in independent senior engineers to review project deliverables to get a fresh perspective on judgments made for the project.
- ISS is one of the **most cost-effective and focused** service providers in the industry. Since ISS is a mid-sized, Florida-based firm, our senior professional staff including our principals can be assigned to our contracts and work directly with our clients in project execution in lieu of layering of management / overhead on our projects.

ISS is a service-driven engineering firm committed to providing high quality and cost-effective services. We look forward to the City's review of our proposal and the opportunity to support the City of North Port and their critical mission to support the daily infrastructure needs of its citizens. I, Brian M. Stahl, PE am a managing member of the firm and am authorized to commit the firm to this contract.

Respectfully submitted,

INFRASTRUCTURE SOLUTION SERVICES, LLC



Mr. Brian M. Stahl, PE  
Firm Principal / Principal in Charge



Ms. Devyn Howell, PE  
Project Manager

## **TAB 2: QUALIFICATIONS OF FIRM**

In this proposal Tab, ISS responds to the following requirements from the City's Request for Proposals (RFP):

### **2.1. COMPLIANCE WITH MINIMUM QUALIFICATIONS**

**Provide documentation that demonstrates the ability to satisfy all the minimum qualification requirements.**

**Proposer must be certified to practice engineering in accordance with Florida Statute 471 and have proven professional experience in potable water, wastewater, and reclaimed water systems. Experience must have been demonstrated in systems of similar size and complexity of those in the North Port Utilities Department.**

**Minimum experience shall be demonstrated.**

### **2.2. SF 330 FORMS – PART I.A-D AND PART II**

**Respondents must submit a complete United States Government General Services Administration Standard Form 330 PART I, Sections A, B and C and Standard Form 330 PART II for each branch office of the firm and for each subconsultant listed in PART I, C.**

***THIS SECTION IS 3 PAGES, PLUS SF 330 FORMS.***

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## 2.1. COMPLIANCE WITH MINIMUM QUALIFICATIONS

As demonstrated throughout this proposal, Infrastructure Solution Services (ISS) is uniquely qualified to serve the City of North Port (City) under this continuing engineering services contract. Specific experience regarding the firm’s relevant experience and qualifications is provided in Tab 4 of this proposal.

ISS demonstrates our compliance with the minimum qualifications outlined in the RFP in the table below.

**Exhibit 2.1: Demonstration of Compliance with Minimum Requirements**

Minimum Requirement	ISS Compliance
<b>Number of Years of Experience in Providing the Professional Services as it Relates Specifically to the Project</b>	<b>Firm: <u>Eight years</u></b> of relevant experience (since inception) <b>Key Personnel: <u>Average 25 years</u></b> of relevant experience <b>Collective Team: <u>Over 450 years of relevant experience</u></b>
<b>Indicate Business Structure, IE: Corp., Partnership, LLC. Firm Should Be Registered as A Legal Entity in The State of Florida</b>	Limited Liability Corporation registered in the State of Florida. Certificate of Authorization provided in this proposal section.
<b>Minority or Woman, Or Veteran Owned Business (If Applicable)</b>	ISS is a small business certified through the Small Business Administration; however, the firm is not a minority business enterprise in accordance with Florida Statute.
<b>Company Address</b>	<b>Regional Office:</b> 7185 Murrell Road, Suite 101, Melbourne, FL 32940 <b>Headquarters:</b> 7319 Merchant Court, Sarasota, FL 34240
<b>Phone Number</b>	941-526-0813
<b>Fax Number</b>	321-256-5088
<b>E-Mail Address</b>	bstahl@infrastructuress.com
<b>Web Site</b>	www.infrastructuress.com
<b>Contact Person(S), Etc.</b>	Brian Stahl, PE – Principal in Charge Devyn Howell, PE – Project Manager
<b>Relative Size of The Firm, Including Management, Technical and Support Staff</b>	ISS employs 28 full time personnel.
<b>Licenses and Any Other Pertinent Information Shall Be Submitted</b>	ISS licenses and registrations are provided later in this proposal section and key personnel licenses and registrations are provided in Appendix A.
<b>The selected firms, and sub-consultants, shall be registered in the State of Florida to perform the professional services requested in this RFQ. The firm shall have State of Florida registered professionals for specified fields. (i.e. Professional Engineer, Professional Geologist, etc.).</b>	All ISS Team firm partners are registered to conduct business in the State of Florida. See Tab 4 for additional information regarding the experience and qualifications of the ISS Team firms’ experience and copies of relevant licenses are provided in Appendix A.

Minimum Requirement	ISS Compliance
<p>Contract manager shall be licensed in the State of Florida to provide at least one of the service categories/disciplines listed; have a minimum 10 years' experience with municipal professional service contracts shall have served as the contract manager for similar contracts.</p>	<p><b>Brian Stahl, PE</b> – Principal in Charge &amp; Contract / Client Manager is a licensed Professional Engineer in the State of Florida and has 31 years of experience providing similar services for over 30 similar municipal utility continuing contracts during his career.</p>
<p>Team members proposed to provide project management or technical expertise services for this contract shall hold current either a State of Florida Professional Engineer license or State of Florida Professional Geologist license.</p>	<p>The ISS Team's project manager, <b>Ms. Devyn Howell, PE</b>, brings 16 years of experience and technical key personnel are licensed in relevant categories of work. Please find copies of their licenses in Appendix A.</p>
<p>Professional ability to represent the City before any and all regulatory agencies and City departments as necessary.</p>	<p>ISS key personnel including project manager, <b>Devyn Howell, PE</b>, are extremely familiar with applicable federal, state, and local regulatory guidelines and assisting with permitting and compliance.</p>
<p>The selected firms, and their proposed subconsultants, shall each have a minimum of five (5) consecutive years of engineering/design services related directly to the disciplines seeking qualification, preferably for governmental agencies, in particular the professional services contemplated under this RFP.</p>	<p>All ISS Team firms have extensive experience, specifically more than five consecutive years, working with local governmental entities performing similar services. Please see Tabs 4 and 8 for additional information.</p>
<p>State of Florida licensed engineering firm.</p>	<p>Please find copies of applicable licenses in Appendix A.</p>
<p>State of Florida licensed professional engineer as client manager.</p>	<p><b>Brian Stahl, PE</b> – Principal in Charge &amp; Contract / Client Manager is a licensed Professional Engineer in the State of Florida. Please find copies of applicable licenses in Appendix A.</p>
<p>State of Florida licensed professional geologist on staff or subconsultant.</p>	<p><b>Meagen Gonzalez, P.G.</b> of Universal Engineering is a State of Florida-registered Professional Geologist. Please find a copy of her license in Appendix A.</p>
<p>Design, permitting, construction and operation of surface water treatment plants in Florida.</p>	<p>ISS and key personnel have supported the engineering design, permitting and construction of <b>two</b> surface water treatment plants in Florida for City of Melbourne and Bay County, Florida.</p>
<p>Design, permitting, construction and operation of low- and high-pressure reverse osmosis systems in Florida.</p>	<p>ISS and key personnel have supported the engineering design, permitting and construction of <b>four</b> reverse osmosis systems in Florida, including both low- and high-pressure systems in Florida for the Cities of Melbourne, Palm Bay, Vero Beach and St. Lucie West Services District.</p>
<p>Design, permitting, construction and operation of aquifer storage and recovery well systems in Florida.</p>	<p>ISS and key personnel have supported the engineering design, permitting and construction of <b>three</b> aquifer storage and recovery well systems in Florida for Englewood Water District, the City of Palm Bay, and Seminole County.</p>

Minimum Requirement	ISS Compliance
<b>Design, permitting, construction and operation of wastewater reclamation facilities.</b>	ISS and key personnel have supported the engineering design, permitting and construction of <b>over 50</b> wastewater reclamation facilities throughout Florida from the panhandle to the Florida Keys.
<b>Design, permitting, construction and operation of deep injection well systems.</b>	ISS and key personnel have supported the engineering design, permitting and construction of <b>five</b> deep injection well systems in Florida for the Cities of Melbourne, Palm Bay, and Vero Beach; the St. Lucie West Services District; and the Englewood Water District.
<b>Design, permitting, construction and operation of force main, master pumping and lift station systems including gravity collection and vacuum sewer systems.</b>	ISS and key personnel have supported the engineering design, permitting and construction of <b>more than 200</b> force main, master pumping and lift station systems in Florida including over <b>50</b> gravity collection and <b>8</b> vacuum sewer systems.
<b>Design, permitting, construction and operation of nitrification/denitrification activated sludge (Modified Ludzak-Ettinger) wastewater treatment facilities.</b>	ISS and key personnel have supported the engineering design, permitting and construction of <b>28</b> nitrification/denitrification activated sludge (Modified Ludzak-Ettinger) wastewater treatment facilities in Florida.
<b>Preliminary engineering and feasibility investigations (Basis of Design Reports) engineering estimates, value engineering cost analyses, and peer design reviews.</b>	These services are part of ISS's core service offerings for providing professional engineering services. ISS has been providing these services to local government entities throughout Florida as a firm for eight years, and senior ISS staff have been providing these services for over 30 years.
<b>Design and construction-phase services including start to finish coordination of the interdisciplinary work of design and construction engineering including: utilities operations input and reviews, complete bid services, contract management services, contract closeout, as-built-drawing certification, State Revolving Fund (SRF) required documentation, final punch lists and follow up throughout warranty period.</b>	
<b>Management for utilities operations of similar size, scope and complexity as North Port Utilities' systems (see Part I).</b>	
<b>Minimum three (3) consecutive years of engineering/design services related directly to the disciplines seeking qualification, preferably for governmental agencies.</b>	

# ARCHITECT - ENGINEER QUALIFICATIONS

## PART I - CONTRACT-SPECIFIC QUALIFICATIONS

### A. CONTRACT INFORMATION

1. TITLE AND LOCATION *(City and State)*

Professional Engineering Services - Continuing Services Contracts, City of North Port, Florida

2. PUBLIC NOTICE DATE

06/17/2020

3. SOLICITATION OR PROJECT NUMBER

Request for Proposal No. 2020-58

### B. ARCHITECT-ENGINEER POINT OF CONTACT

4. NAME AND TITLE

Brian Stahl, PE - Manging Member

5. NAME OF FIRM

Infrastructure Solution Services, LLC

6. TELEPHONE NUMBER

321-622-4646

7. FAX NUMBER

321-256-5088

8. E-MAIL ADDRESS

bstahl@infrastructuress.com

### C. PROPOSED TEAM

*(Complete this section for the prime contractor and all key subcontractors.)*

#	(Check)				9. FIRM NAME	10. ADDRESS	11. ROLE IN THIS CONTRACT
	PRIME	J-V	PARTNER	SUBCONTRACTOR			
a.	<input checked="" type="checkbox"/>				Infrastructure Solution Services, LLC - Sarasota Office  <input checked="" type="checkbox"/> CHECK IF BRANCH OFFICE	7319 Merchant Court Sarasota, FL 34240	Engineering Design (Civil/Site, Water/Wastewater/Reclaimed Water, Electrical, Structural), Permitting, Funding, Construction Svs
b.	<input checked="" type="checkbox"/>				Infrastructure Solution Services, LLC  <input type="checkbox"/> CHECK IF BRANCH OFFICE	7185 Murrell Road, Suite 101 Melbourne, FL 32940	Engineering Design (Civil/Site, Water/Wastewater/Reclaimed Water, Electrical, Structural), Permitting, Funding, Construction Svs
c.			<input checked="" type="checkbox"/>		EmployeesUniversal Engineering Sciences, LLC - Sarasota Branch  <input checked="" type="checkbox"/> CHECK IF BRANCH OFFICE	1748 Independence Blvd. Sarasota, FL 34234	Geotechnical Services
d.			<input checked="" type="checkbox"/>		O'Neal Surveying & Mapping, Inc.  <input checked="" type="checkbox"/> CHECK IF BRANCH OFFICE	6400 Manatee Ave. W., Suite L113 Bradenton, FL 34210	Surveying & Mapping Services
e.					  <input type="checkbox"/> CHECK IF BRANCH OFFICE		
f.					  <input type="checkbox"/> CHECK IF BRANCH OFFICE		

### D. ORGANIZATIONAL CHART OF PROPOSED TEAM

(Attached)

# ARCHITECT-ENGINEER QUALIFICATIONS

1. SOLICITATION NUMBER (if any)

RFP No. 2020-58

## PART II - GENERAL QUALIFICATIONS

(If a firm has branch offices, complete for each specific branch office seeking work.)

2a. FIRM (or Branch Office) NAME Infrastructure Solution Services, LLC - Sarasota Office			3. YEAR ESTABLISHED 2012	4. UNIQUE ENTITY IDENTIFIER DUNS NO. 078567854
2b. STREET 7319 Merchant Court			5. OWNERSHIP	
2c. CITY Sarasota	2d. STATE FL	2e. ZIP CODE 34940	a. TYPE Corporation	
6a. POINT OF CONTACT NAME AND TITLE Brian Stahl, PE - Managing Member			b. SMALL BUSINESS STATUS SBA Certified	
6b. TELEPHONE NUMBER (941) 526-0813			6c. E-MAIL ADDRESS bstahl@infrastructuress.com	
8a. FORMER FIRM NAME(S) (if any) N/A			8b. YEAR ESTABLISHED 2016	8c. UNIQUE ENTITY IDENTIFIER
			7. NAME OF FIRM (If Block 2a is a Branch Office) Infrastructure Solution Services, LLC	

### 9. EMPLOYEES BY DISCIPLINE

### 10. PROFILE OF FIRM'S EXPERIENCE AND ANNUAL AVERAGE REVENUE FOR LAST 5 YEARS

a. Function Code	b. Discipline	c. Number of Employees		a. Profile Code	b. Experience	c. Revenue Index Number (see below)
		(1) FIRM	(2) BRANCH			
08	CADD Technician	4	1	B01	Barracks; Dormitories	1
12	Civil Engineer	6	1	B02	Bridges	1
15	Construction Inspector	2	1	C15	Construction Management	2
21	Electrical Engineer	1		D04	Design-Build - Preparation of RFPs	1
23	Environmental Engineer	5		E02	Educational Facilities; Classrooms	1
28	Geodetic Surveyor	1		E09	Environmental Impact Studies	1
48	Project Manager	3	1	G01	Garages; Vehicle Maintenance	1
52	Sanitary Engineer	1		H04	Heating; Ventilating; A/C	1
57	Structural Engineer	1		H07	Highways; Streets; Paving; Parking	1
58	Technician / Analyst	2		H09	Historical Preservation	1
62	Water Resources Engineer	2	1	L03	Landscape Architecture	1
				L06	Lighting/Exteriors; Streets/Etc.	1
				M05	Military Design Standards	1
				R04	Recreation Facilities-Parks/Marinas	2
				S04	Sewage Collection/Trtmt/Disposal	3
				S10	Surveying/Platting/Mapping/Etc.	1
				S13	Storm Water Handling & Facilities	2
				T03	Traffic/Transportation Engineering	1
				W02	Water Resources/Hydrology/Etc.	1
				W03	Water Supply; Trtmt/Distribution	2
	Other Employees					
	<b>Total</b>	<b>28</b>	<b>5</b>			

### 11. ANNUAL AVERAGE PROFESSIONAL SERVICES REVENUES OF FIRM FOR LAST 3 YEARS

(Insert revenue index number shown at right)

a. Federal Work	1
b. Non-Federal Work	2
c. Total Work	6

### PROFESSIONAL SERVICES REVENUE INDEX NUMBER

- |                                         |                                           |
|-----------------------------------------|-------------------------------------------|
| 1. Less than \$100,000                  | 6. \$2 million to less than \$5 million   |
| 2. \$100,000 to less than \$250,000     | 7. \$5 million to less than \$10 million  |
| 3. \$250,000 to less than \$500,000     | 8. \$10 million to less than \$25 million |
| 4. \$500,000 to less than \$1 million   | 9. \$25 million to less than \$50 million |
| 5. \$1 million to less than \$2 million | 10. \$50 million or greater               |

### 12. AUTHORIZED REPRESENTATIVE

The foregoing is a statement of facts.

a. SIGNATURE 	b. DATE 07/17/2020
c. NAME AND TITLE Brian Stahl, PE - Managing Member	

# ARCHITECT-ENGINEER QUALIFICATIONS

1. SOLICITATION NUMBER (If any)

RFP No. 2020-58

## PART II - GENERAL QUALIFICATIONS

(If a firm has branch offices, complete for each specific branch office seeking work.)

2a. FIRM (or Branch Office) NAME Infrastructure Solution Services, LLC			3. YEAR ESTABLISHED 2012	4. UNIQUE ENTITY IDENTIFIER DUNS NO. 078567854
2b. STREET 7185 Murrell Road, Suite 101			5. OWNERSHIP	
2c. CITY Melbourne	2d. STATE FL	2e. ZIP CODE 32940	a. TYPE Corporation	
6a. POINT OF CONTACT NAME AND TITLE Brian Stahl, PE - Managing Member			b. SMALL BUSINESS STATUS SBA Certified	
6b. TELEPHONE NUMBER (321) 622-4646 x 102		6c. E-MAIL ADDRESS bstahl@infrastructuress.com		7. NAME OF FIRM (If Block 2a is a Branch Office) N/A
8a. FORMER FIRM NAME(S) (If any) N/A			8b. YEAR ESTABLISHED	8c. UNIQUE ENTITY IDENTIFIER

9. EMPLOYEES BY DISCIPLINE				10. PROFILE OF FIRM'S EXPERIENCE AND ANNUAL AVERAGE REVENUE FOR LAST 5 YEARS		
a. Function Code	b. Discipline	c. Number of Employees		a. Profile Code	b. Experience	c. Revenue Index Number (see below)
		(1) FIRM	(2) BRANCH			
08	CADD Technician	4	2	B01	Barracks; Dormitories	1
12	Civil Engineer	6	5	B02	Bridges	1
15	Construction Inspector	2	1	C15	Construction Management	2
21	Electrical Engineer	1	1	D04	Design-Build - Preparation of RFPs	1
23	Environmental Engineer	5	5	E02	Educational Facilities; Classrooms	1
28	Geodetic Surveyor	1	1	E09	Environmental Impact Studies	1
48	Project Manager	3	1	G01	Garages; Vehicle Maintenance	1
52	Sanitary Engineer	1	1	H04	Heating; Ventilating; A/C	1
57	Structural Engineer	1		H07	Highways; Streets; Paving; Parking	1
58	Technician / Analyst	2	2	H09	Historical Preservation	1
62	Water Resources Engineer	2	1	L03	Landscape Architecture	1
				L06	Lighting/Exteriors; Streets/Etc.	1
				M05	Military Design Standards	1
				R04	Recreation Facilities-Parks/Marinas	2
				S04	Sewage Collection/Trtmt/Disposal	3
				S10	Surveying/Platting/Mapping/Etc.	1
				S13	Storm Water Handling & Facilities	2
				T03	Traffic/Transportation Engineering	1
				W02	Water Resources/Hydrology/Etc.	1
				W03	Water Supply; Trtmt/Distribution	2
	Other Employees					
<b>Total</b>		<b>28</b>	<b>20</b>			

11. ANNUAL AVERAGE PROFESSIONAL SERVICES REVENUES OF FIRM FOR LAST 3 YEARS (Insert revenue index number shown at right)		PROFESSIONAL SERVICES REVENUE INDEX NUMBER			
a. Federal Work	1	1. Less than \$100,000	6. \$2 million to less than \$5 million	7. \$5 million to less than \$10 million	8. \$10 million to less than \$25 million
b. Non-Federal Work	2	2. \$100,000 to less than \$250,000	8. \$10 million to less than \$25 million	9. \$25 million to less than \$50 million	10. \$50 million or greater
c. Total Work	6	3. \$250,000 to less than \$500,000	4. \$500,000 to less than \$1 million	5. \$1 million to less than \$2 million	

## 12. AUTHORIZED REPRESENTATIVE

The foregoing is a statement of facts.

a. SIGNATURE- 	b. DATE 07/17/2020
c. NAME AND TITLE Brian Stahl, PE - Managing Member	

# ARCHITECT-ENGINEER QUALIFICATIONS

1. SOLICITATION NUMBER (If any)

RFP 2020--58

## PART II - GENERAL QUALIFICATIONS

(If a firm has branch offices, complete for each specific branch office seeking work.)

2a. FIRM (or Branch Office) NAME <b>Universal Engineering Sciences, LLC - Sarasota Branch</b>			3. YEAR ESTABLISHED <b>1966</b>	4. UNIQUE ENTITY IDENTIFIER <b>06-481-7562</b>
2b. STREET <b>1748 Independence Blvd.</b>			5. OWNERSHIP	
2c. CITY <b>Sarasota</b>			a. TYPE <b>Limited Liability Company</b>	
2d. STATE <b>FL</b>	2e. ZIP CODE <b>34234</b>		b. SMALL BUSINESS STATUS <b>N/A</b>	
6a. POINT OF CONTACT NAME AND TITLE <b>Robert Gomez, PE - Branch Manager</b>			7. NAME OF FIRM (If Block 2a is a Branch Office) <b>N/A</b>	
6b. TELEPHONE NUMBER <b>(941) 358-7410</b>		6c. E-MAIL ADDRESS <b>rgomez@universalengineering.com</b>		

8a. FORMER FIRM NAME(S) (If any) <b>Universal Engineering Testing Company</b>		8b. YEAR ESTABLISHED <b>1964</b>	8c. UNIQUE ENTITY IDENTIFIER <b>06-481-7562</b>
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9. EMPLOYEES BY DISCIPLINE				10. PROFILE OF FIRM'S EXPERIENCE AND ANNUAL AVERAGE REVENUE FOR LAST 5 YEARS		
a. Function Code	b. Discipline	c. Number of Employees		a. Profile Code	b. Experience	c. Revenue Index Number (see below)
		(1) FIRM	(2) BRANCH			
02	Administrative	103	5		Asbestos Abatement/Services	4
48	Project Manger	53	2		Environmental Impact Studies	6
07	Biologist	0	0		Environmental Remediation	5
08	CADD Technician	8	1		Environmental Testing & Analysis	5
12	Civil Engineer	0	0		Forensic Engineering	4
15	Construction Inspector	164	5		Haz/Toxic Waste Remediation	5
18	Estimator	2	0		Soils&Geologic Studies/Foundation	8
23	Environmental Engineer	0	0		Testing & Inspection Services	9
24	Environmental Scientist	29	1		Water Resources & Ground Water	4
26	Forensic/Geo Engineer	0	0		Code Compliance & Threshold Ins	6
27	Foundation/Geo Engineer	52	5			
30	Geologist	6	0			
34	Hydrologist	0	0			
36	Industrial Hygienist	0	0			
40	Material Engineer	0	0			
55	Soils Engineer	28	1			
57	Structural Engineer	2	0			
	Engineering Tech I & II	260	10			
	Lab Technicians/Supervisor	57	4			
	Driller	84	6			
	Other Employees	81	1			
<b>Total</b>		<b>929</b>	<b>41</b>			

11. ANNUAL AVERAGE PROFESSIONAL SERVICES REVENUES OF FIRM FOR LAST 3 YEARS <i>(Insert revenue index number shown at right)</i>		PROFESSIONAL SERVICES REVENUE INDEX NUMBER			
a. Federal Work	5	1. Less than \$100,000	6. \$2 million to less than \$5 million	7. \$5 million to less than \$10 million	8. \$10 million to less than \$25 million
b. Non-Federal Work	10	2. \$100,000 to less than \$250,000	9. \$25 million to less than \$50 million	10. \$50 million or greater	
c. Total Work	10	3. \$250,000 to less than \$500,000			
		4. \$500,000 to less than \$1 million			
		5. \$1 million to less than \$2 million			

### 12. AUTHORIZED REPRESENTATIVE

*The foregoing is a statement of facts.*

a. SIGNATURE 	b. DATE <b>07/17/2020</b>
c. NAME AND TITLE <b>Robert Gomez, PE - Branch Manager</b>	



## **TAB 3: KEY PERSONNEL / QUALIFICATIONS OF THE TEAM**

In this proposal Tab, ISS responds to the following requirements from the City's RFP:

### **3.1. IDENTIFICATION OF KEY PERSONNEL**

**List the members of the team including the client manager that will oversee all projects completed by respective firm. Provide a list of the personnel to be used and their qualifications.**

**Provide any other documentation that demonstrates their ability to satisfy all the minimum qualification requirements.**

### **3.2. SF 330 PART I.E - RESUMES OF KEY PERSONNEL**

**A brief resume including education, experience, licenses and any other pertinent information may be included for each team member, including subconsultants to be assigned for select work. A resume shall be provided for the proposed client manager. Proposed client manager must have a minimum of five (5) years' experience serving as a client manager for other similar utilities for municipalities.**

***THIS SECTION IS 6 PAGES, PLUS SF 330 FORMS.***

## **3.1. INTRODUCTION TO THE PROJECT TEAM**

ISS is eager to provide specialty, cost-effective infrastructure solutions to the City of North Port. We are a results-based firm committed to expedited delivery of exceptional projects. Our concept of management and staffing for this continuing services contract is built around a senior management team that places emphasis on listening to the City's needs and that of its community members to find short term solutions for long term goals. We commit to providing our project management team with the resources needed to effectively support the City in handling any obstacle that may come its way. The ISS project management team will regularly communicate and collaborate with senior City staff to ensure they are comfortable with how assigned projects are progressing and that any issues of concern are promptly addressed to the City's satisfaction.

### **DISTINCTIVELY QUALIFIED TO SERVE THE CITY OF NORTH PORT**

The ISS project team's familiarity with the City of North Port, our local presence in Sarasota County, and our team's extensive utility infrastructure expertise provides the City with the best team for this important continuing services contract.

The ISS corporate management team understands client expectations, as they have collectively worked with more than 100 different government entities throughout the State of Florida with similar needs to the City over the last 30 years. ISS principals have dedicated most of their careers to working on utility infrastructure engineering projects and understand the pertinent technical requirements and challenges, best methods of construction and construction administration, stakeholder engagement, permitting, bidding, and other parameters required to successfully deliver these services for the City. These senior professionals will focus on any projects assigned to ISS on a daily basis and ensure that the City is fully supported as required.

Very important to this contract, our project team is lead by a dedicated and experienced project manager, Ms. Devyn Howell, PE. Ms. Howell has led the engineering team on numerous utility infrastructure projects, and she will be supported by a diverse team of highly experienced design and construction industry professionals. The ISS project team also includes technical infrastructure experts and professional engineers with advanced degrees who will be committed to the City as needed. The project team proposed in this statement of qualifications (SOQ) is also supported by additional ISS multi-disciplined civil engineers, planners, and technicians with strong backgrounds in relevant utility infrastructure sectors. ***ISS professionals are recognized leaders in the Florida engineering field with specialized expertise and have combined over 450 years of experience supporting similar utility infrastructure engineering continuing contracts.***

### **3.1.1. KEY PERSONNEL**

Exhibits 3.1 and 3.2 identify key personnel who will be assigned to this City of North Port contract. ISS key personnel will interact with the City and maintain responsibility for the overarching components of the continuing services contract and specific projects assigned to ISS.

The project manager and primary point of contact for the ISS project team is **Ms. Devyn Howell, PE**. Ms. Howell will oversee and manage all daily design and construction activities as required by project specifications. Ms. Howell has over 16 years of experience in the design and construction of infrastructure improvements. She is accustomed to leading design, procurement, and construction management teams on complex utility infrastructure projects. Ms. Howell grew up in and still lives in Sarasota County; she has a nuanced understanding of the region's unique challenges. Prior to joining ISS, Ms. Howell worked for the Florida Department of Environmental Protection (FDEP), providing her with a unique understanding of regulatory compliance issues. Her vested interest in the critical infrastructure of the area combined with her project management skills, and her critical infrastructure and regulatory compliance expertise make her highly qualified to support the City under this continuing services contract. In her role as project manager, Ms. Howell is committed to the City and will ensure the effective performance of the ISS project team and that communications with the City are seamless.

## EXPERIENCED PROJECT MANAGEMENT

ISS' Project Manager, Ms. Devyn Howell, PE has over 16 years of relevant experience and has successfully managed numerous infrastructure engineering projects for local government entities in Florida. She was previously employed with the FDEP and has a strong understanding of regulatory compliance requirements. Ms. Howell grew up in Sarasota County and has a solid understanding of the area's existing infrastructure and regional challenges and requirements.

**Mr. Brian Stahl, PE** is the ISS principal-in-charge who will also serve as the contract manager and client manager for the City of North Port. He will be responsible for ensuring that all aspects of the contracted services meet the expectations of the City. Mr. Stahl has more than 30 years of local governmental entity infrastructure planning, evaluation, design, and construction experience throughout Florida. He will be responsible to the City for overall project accountability and will be involved with staff and resource commitments. Mr. Stahl has a Master's Degree in Environmental Engineering from Florida Tech and a diverse background in the preliminary and final design, permitting, and construction administration on similar utility infrastructure engineering continuing services contracts.

**Mr. Tom Vill, PE** is an ISS principal that will manage the quality control program for any work assigned to ISS under this City of North Port contract. Mr. Vill has more than 30 years of utility infrastructure design and construction experience and routinely serves in a QA/QC role for major ISS projects. Mr. Vill will work with our project manager to ensure that the proper personnel are assigned to specific tasks and that work products are checked for precision and accuracy.

**Mr. Mark Mueller**, CET serves as the office manager for ISS' Sarasota office and will serve as production manager and value engineering lead on this contract. Mr. Mueller has supported similar utility infrastructure engineering contracts in various roles in the region for nearly 35 years and has an innate understanding of the regional conditions and challenges that face the City of North Port. He will assist with the effective production performance of the ISS project team on the City's important utility projects.

**Mr. Kiran Kulkarni, PE** is also a principal at ISS who will serve as a senior water & wastewater process engineer for the City. His background and experience include more than 35 years in the management, design, and permitting of environmental engineering projects.

Additional ISS key personnel for the ISS project team include senior civil engineers **Mr. Clayton McCormack, PE and Mr. Stephen Burwinkel, PE; Mr. Gary Yocum, PE** to assist with the electrical, instrumentation, and controls; **Mr. Tom Williams, PE** for any structural engineering needs; and construction services lead, **Mr. Eddie Miller**.

### **3.1.2. ISS TEAM ORGANIZATION CHART**

The ISS project team includes seasoned infrastructure experts and professional engineers with advanced degrees who will be committed to the City as needed. The project team's local presence, regional knowledge, and utilities infrastructure engineering expertise provides the City with a highly qualified and experienced engineering team for this contract. Our core project team is supported by an even deeper bench of additional ISS multi-disciplined professional engineers and subconsultants that are experienced with meeting the growing critical infrastructure demands that local governments face.

Exhibit 3.1: ISS Team Project Organization Chart

 <h2 style="margin: 0;">City of North Port, Florida</h2>		
<b>CONTRACT/CLIENT MANAGER &amp; PRINCIPAL IN CHARGE</b>	<b>PROJECT MANAGER</b>	<b>QUALITY CONTROL / ASSURANCE</b>
Brian Stahl, PE*	Devyn Howell, PE*	Thomas Vill, PE*
<b>CATEGORY 1 – TREATMENT PLANT &amp; STORAGE SYSTEMS FOR WATER, WASTEWATER, AND RECLAIMED WATER</b>	<b>CATEGORY 2 - CONVEYANCE SYSTEMS FOR WATER, WASTEWATER, AND RECLAIMED WATER</b>	<b>CATEGORY 3 – PLANNING, EVALUATION, MODELING, AND FUNDING ASSISTANCE FOR WATER, WASTEWATER, AND RECLAIMED WATER</b>
Clayton McCormack, PE* Kiran Kulkarni, PE* Brian Stahl, PE* Devyn Howell, PE* Stephen Burwinkel, PE*	Devyn Howell, PE* Kiran Kulkarni, PE* Thomas Vill, PE* Mark Mueller, CET* Wade Cobb, EI	Brian Stahl, PE* David Myers, PE Stephen Burwinkel, PE* Kiran Kulkarni, PE*
<b>CATEGORY 4 - ELECTRICAL AND INSTRUMENTATION / CONTROLS</b>	<b>CATEGORY 5 – GEOTECHNICAL</b>	
Gary Yocum, PE* Eddie Miller	<b>Universal Engineering Services</b> Robert Gomez, PE (UES)* Meagen Gonzalez, PG (UES)* Yudelsy Alvarez (UES)	
<b>SERVICE CLASSIFICATIONS THAT WITH SUPPORT ALL CATEGORIES OF WORK</b>		
<p><b>Survey &amp; Mapping</b> Kurt Stafflinger, PSM; Chris Siravo, FAA; Mary O’Neal, PSM (O’Neal)</p> <p><b>Permitting &amp; Regulatory Compliance</b> Devyn Howell, PE*; Fariborz Zanganeh, PE; Wade Cobb, EI</p> <p><b>Structural Engineering</b> Thomas Williams, PE*; Wade Cobb, EI</p>	<p><b>Technical Study, Reporting &amp; Evaluation</b> Devyn Howell, PE*; Mark Mueller, CET*; Brian Stahl, PE*; Thomas Vill, PE*; Stephen Burwinkel, PE*</p> <p><b>Construction Services / Operations &amp; Maintenance</b> Eddie Miller*; Wade Cobb, EI; Clayton McCormack, PE*</p>	

*\*Indicates Key Personnel*

**Subconsultants:**

\*Universal Engineering Services (UES)

\*\*O’Neal Surveying & Mapping (O’Neal)

### **3.1.3. SUMMARY OF QUALIFICATIONS OF THE PROJECT TEAM**

Exhibit 3.2 provides a snapshot of the qualifications of all key and supporting personnel who will be assigned to this contract with the City of North Port.

**Exhibit 3.2: ISS Team Key Personnel – Summary of Experience**

<b>TEAM MEMBER</b>	<b>PROFESSIONAL EXPERTISE</b>	<b>DEGREE</b>	<b>YEARS OF EXP.</b>
<b>Devyn Howell, PE*</b> <i>Project Manager and Senior Infrastructure Engineer</i>	Project Management, Permitting, Regulatory Compliance, Planning, Public Involvement, Water and Wastewater, Funding Assistance	Bachelor of Science, Environmental Engineering	16
<b>Brian Stahl, PE*</b> <i>Principal-in-Charge, Contract Manager, Client Manager</i>	Water and Wastewater, Cost Estimating, Funding Assistance, CIP Prioritization, Public Involvement, QA/QC	Master of Science, Environmental Engineering	30
<b>Thomas Vill, PE*</b> <i>QA/QC, Senior Infrastructure Engineer – Civil / Water / Wastewater</i>	General Civil, Water and Wastewater Systems, QA/QC Reviews	Bachelor of Science, Civil Engineering	30
<b>Mark Mueller, CET*</b> <i>Production Manager</i>	Civil Engineering, Water and Wastewater Systems, Quality Control, Civil Site Design, Permitting	Associate Degree, Civil Engineering	35
<b>Kiran V. Kulkarni, PE*</b> <i>Senior Water / Wastewater Engineer</i>	Site Civil, Water & Wastewater Systems	Master of Science, Environmental Engineering	>35
<b>Clayton McCormack, PE*</b> <i>Senior Infrastructure Engineer - Water &amp; Wastewater</i>	Senior Water and Wastewater Process and Treatment	Master of Science, Environmental Engineering	22
<b>Stephen Burwinkel, PE*</b> <i>Senior Infrastructure Engineer - Water &amp; Wastewater / GIS</i>	Water & Wastewater, Senior Modeling and GIS Engineer, Cost Estimating, CIP Prioritization, Data Analysis	Master of Science, Environmental Engineering	20
<b>Fariborz Zanganeh, PE</b> <i>Senior Infrastructure Engineer – Stormwater / Water Resources</i>	Senior Design Engineer, Master Planning, Civil Engineering, Environmental Permitting, Modeling	Master of Science, Water Resources Bachelor of Science, Civil Engineering	33
<b>Thomas Williams, PE*</b> <i>Senior Infrastructure Engineer - Structural</i>	LEED Certified, Civil / Structural Engineer, Cost Estimating, CIP Prioritization, Facilities	Bachelor of Science, Civil Engineering	>35
<b>Gary Yocum, PE*</b> <i>Senior. SCADA Data Collection / Manipulation and Electrical Engineer</i>	Electrical and I&C Engineering / Design, SCADA Data Output for Calibration	Bachelor of Science, Electrical Engineering	32

**TAB 3: KEY PERSONNEL / QUALIFICATIONS OF THE TEAM**

TEAM MEMBER	PROFESSIONAL EXPERTISE	DEGREE	YEARS OF EXP.
<b>Eddie Miller*</b> <i>Senior Construction Manager</i>	Civil Site Design, Construction Management / Oversight / Inspection	Bachelor of Arts, Communications	30
<b>Wade Cobb, EI</b> <i>Infrastructure Engineer and Construction Services</i>	Concrete Structural Design, Civil Engineering, Cost Estimating & Scheduling, Construction Management	Bachelor of Science, Civil Engineering	5
<b>Kurt Staffinger, PSM</b> <i>Surveying / Mapping</i>	Professional Surveying and Mapping for Water / Wastewater Systems	Associate Degree, Construction Technology Eerie Community College	35
<b>Chris Sirvano</b> <i>Engineer Technician, Surveying, Solid Waste / Disaster Recovery</i>	Surveying and Mapping for Water / Wastewater Systems, Drone Aerials, Construction Inspection, Drafting	FAA Part-107 Commercial Drone License	18
<b>Robert Gomez, PE*</b> <i>Geotechnical Consultant (Universal Engineering)</i>	Materials Testing & Threshold Inspection, Exploration Test Borings, Soils Classification and Recommendations, Foundation Soils Improvement, Groundwater Evaluation, Site Development Recommendations	Bachelor of Science, Civil Engineering	22
<b>Meagen Gonzalez, P.G. *</b> <i>Geotechnical Consultant / Professional Geologist (Universal Engineering)</i>	environmental investigations, environmental protection and remediation, drilling oversight, soil and groundwater sampling, managing source removal operations during UST removals and upgrades and work-related UST compliance	Bachelor of Science, Geology	20
<b>Yudelsy Alvarez</b> <i>Geotechnical Consultant (Universal Engineering)</i>	Structural Loadings, Foundation Design, Groundwater Control, Site Observation / Testing / Preparation, Coordination of Field Exploration, Reporting of Findings and Recommendations	Bachelor of Science, Geotechnical Engineering	12
<b>Mary O'Neal, PSM</b> <i>Surveying / Mapping Consultant (O'Neal Surveying and Mapping)</i>	Surveying, Mapping, Legal Descriptions, Title Research / Reports	University of Alabama; Bi-Annual Continuing Education for Licensure	>30

**\*Indicates Key Personnel**

**E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT**

*(Complete one Section E for each key person.)*

12. NAME  Devyn M Howell, PE	13. ROLE IN THIS CONTRACT  Project Manager	14. YEARS EXPERIENCE	
		a. TOTAL 13	b. WITH CURRENT FIRM 3.5
15. FIRM NAME AND LOCATION <i>(City and State)</i> Infrastructure Solution Services, Melbourne, Florida			
16. EDUCATION <i>(Degree and Specialization)</i>  BS in Environmental Engineering, University of Florida		17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i>  Professional Engineer: FL #68380	
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i>  ICPR Training			

**19. RELEVANT PROJECTS**

(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
City of Sarasota – Misc. Utility and Engineering Continuing Services	PROFESSIONAL SERVICES 2012-2017	CONSTRUCTION <i>(If applicable)</i> N/A
a. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span> Project Manager on multiple continuing services projects for the City of Sarasota Utilities and Public Works Departments. Representative projects include; Osprey Avenue Phase 1 Utility Improvements, Selby Gardens watermain replacement, Lincoln Drive watermain replacement, First Street Streetscape and utility improvements.		
Bethel-St. Mark Existing Infrastructure Eng. Analysis, Punta Gorda, FL	PROFESSIONAL SERVICES 2018	CONSTRUCTION <i>(If applicable)</i> N/A
b. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span> Proj. Engineer on field-collected data and the development of the design solutions for the improvements of sidewalks, access ramps, street lighting, and drainage structures within a historic district of Punta Gorda. Eng. Fee: <input type="checkbox"/> 50K; Constr. Cost: N/A		
Utility Department Continuing Contract Brevard Co. Utility Services District	PROFESSIONAL SERVICES 2012-Current	CONSTRUCTION <i>(If applicable)</i>
c. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span> Technical professional for a replacement septage and grease treatment system, the T-16 and T-25 master pump stations, and several small lift station rehabilitation/replacement projects		
Utilities Continuing Services Contract; City of Dade City, Florida	PROFESSIONAL SERVICES 2008-2014	CONSTRUCTION <i>(If applicable)</i>
d. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span> Supported multiple projects for the City under this contract. Served as project engineer for the design and construction of the rehabilitation/replacement of the City's wastewater collection system. Work included development of the 20-year master plan, inflow, and infiltration (land) evaluation and rehabilitation of the existing collect.		
Sarasota Co. Phillippi Creek Area A & C Vacuum Sewer Projects Sarasota Co, FL	PROFESSIONAL SERVICES 2016-2017	CONSTRUCTION <i>(If applicable)</i>
e. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span> Production Manager and lead designer responsible for design and production of plans for Sarasota County's vacuum sewer (septic system replacement) program for the Area A & C projects. Responsibilities included data collection, hydraulic analysis, overall program mapping, corridor analysis, design and plans production.		

**E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT**

*(Complete one Section E for each key person.)*

12. NAME  Brian Stahl, PE	13. ROLE IN THIS CONTRACT  Principal-In-Charge, Alternate PM	14. YEARS EXPERIENCE	
		a. TOTAL 31	b. WITH CURRENT FIRM 8
15. FIRM NAME AND LOCATION <i>(City and State)</i> Infrastructure Solution Services, LLC. Melbourne, FL			
16. EDUCATION <i>(Degree and Specialization)</i>  MS, Environmental Engineering, Florida Institute of Technology BS, Biological Oceanography, Florida Institute of Technology AS, Mechanical Engineering, St. Louis Community College Marine Engineering, US Merchant Marine Academy		17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i>  Florida Professional Engineer: 48293 Georgia Professional Engineer: 039225 NCEES: 57255	
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i>  FWEA Biosolids Committee Chair (Former-10yrs), WEF, Leadership FL Class 26, ACEC Sr. Executive Institute Class 3			

**19. RELEVANT PROJECTS**

(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
Brevard County Utilities Dept. Continuing Contract Brevard County, FL	2012-Current	
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span> a. Project Manager for this Utilities Continuing Contract, working at the South Central Regional WRF (SCWRF) on a Septage and Grease Treatment System, worked in conjunction with BCUSD Staff in the compilation of all of the BCUSD Asset Evaluation info for current Utility CIP, responsible for a North Brevard WWTP Asset Evaluation. Completed a dewatering project at Sykes Creek WRF and at North Brevard WRF. ISS completed Energy Audits at each BCUSD WRF.		
St. Lucie West Services District Wastewater Treatment Plant and Continuing Contract, Port St. Lucie, FL	2008-Current	
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span> b. Project Manager and design on reclaimed water RO WTP Concentrate Blending Irrigation System and preliminary design of WWTF filtration system conversion and upgrade.		
DB Lee WRF Expansion and Improvements ESDC Melbourne, FL	2013-2016	
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span> c. The City of Melbourne selected ISS to provide engineering services during construction (ESDC) and full-time observation on this DB Lee WRF Expansion and Improvements Project, plus QA/QC reviews of another firm's final contract documents. ISS also assisted with the SRF Program funding services for the Project. Mr. Stahl is also working on the City's Grant Street WRF design and Biosolids evaluation project.		
Panama City Beach WWTP #1 Expansion and Conversion to AWT; City of Panama City Beach, FL	2009-2011	
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span> d. Project Manager and process design for the conversion to AWT and expansion of the plant from 7 to 10 MGD and assisted on 10-to-14 MGD consisting of new headworks, conversion of existing Orbal Oxidation Ditch basins to an innovative AWT BNR system, additional clarification, filtration, UV disinfection and sodium hypochlorite, additional aerobic digesters, and SCADA upgrades. At the City's request ISS Team Members attained grant funding and worked on the City's reclaimed water pump station and transmission main <i>(all at prior firm)</i>		
Water System Hydraulic Model and Master Plan City of Palm Bay, Florida	2016-Current	
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span> e. Principal-in- charge responsible for the water system hydraulic model for the City of Palm Bay Utilities Department. Worked in developing model, completed modeling evaluations, identified water system improvements that fed into Master Plan and CIP, and provided WaterGEMS Hydraulic Modeling training for City Utility Staff. This work was all prioritized and captured into a City Water Master Plan.		

**E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT**

*(Complete one Section E for each key person.)*

12. NAME  Thomas Vill, PE	13. ROLE IN THIS CONTRACT  QA/QC & Sr. Wtr & WasteWtr Eng.	14. YEARS EXPERIENCE	
		a. TOTAL 30	b. WITH CURRENT FIRM 6
15. FIRM NAME AND LOCATION <i>(City and State)</i> Infrastructure Solution Services, LLC. Sarasota, FL			
16. EDUCATION <i>(Degree and Specialization)</i>  B.S., Civil Engineering, Georgia Institute of Technology		17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i>  Florida Professional Engineer: 71186 Georgia Professional Engineer: 24985	

18. OTHER PROFESSIONAL QUALIFICATIONS *(Publications, Organizations, Training, Awards, etc.)*

OTHER ITEMS

19. RELEVANT PROJECTS			
(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED		
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>	
a. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE  Technical professional for a replacement septage and grease treatment system, the T-16 and T-25 master pump stations, and several small lift station rehabilitation/replacement projects	2012-Current	<input checked="" type="checkbox"/> Check if project performed with current firm	
b. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE  Supported multiple projects for the City under this contract. Served as project manager and engineer of record for the design and construction of the rehabilitation/replacement of the City's wastewater collection system. Work included development of the 20-year master plan, inflow, and infiltration (land) evaluation and rehabilitation of the existing collection system. Evaluation of all lift stations and force main. Design and constructed 8 replacement lift stations, rehabilitated 17 lift stations and associated force main.	2008-2014	<input checked="" type="checkbox"/> Check if project performed with current firm	
c. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE  Project manager and engineer of record for the evaluation, preliminary design, and funding services for the Sylvan Drive Septic-to-Sewer Conversion project. Work included development of the preliminary and final design and permitting to convert an existing residential area from septic systems to sanitary sewer. In addition, the costs of alternatives were analyzed, and funding applications have been submitted to multiple funding agencies to secure funds for the project. ISS is working with the City providing services during construction for the project.	2017-Current	<input checked="" type="checkbox"/> Check if project performed with current firm	
d. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE  At ISS involved in construction and funding assistance. Project Engineer for the design of this 1.5 MGD MBR/BNR facility. Also served as Project Manager for parts of the design and for the construction from October 2013 to August 2014. This treatment plant includes new headworks with fine screens, grit removal system, 4-stage BNR with a membrane bioreactor basin, hypochlorite disinfection, and Class AA biosolids neutralizer system with a screw press. Also an operations/admin building, a 5.0 MG storage tank and reuse piping.	2012	2015	
e. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE  Project Manager for the construction of the improvements project. Also in the design improvements to the DB Lee WRF. Improvements include: rehabilitation and retrofit of influent fine screens; replacement of grit classifiers, energy efficiency improvements to flow equalization; process upgrade and construction of new anoxic tank, rehabilitation of oxidation ditch; replacement of clarifier mechanisms; installation of 20" reuse main; lab expansion; construction of two maintenance buildings; and other improvements.	2013	2016	

**E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT**

*(Complete one Section E for each key person.)*

12. NAME  Mark Mueller, PE	13. ROLE IN THIS CONTRACT  Utility Project Manager	14. YEARS EXPERIENCE	
		a. TOTAL 36	b. WITH CURRENT FIRM 4
15. FIRM NAME AND LOCATION <i>(City and State)</i> Infrastructure Solution Services, LLC. Sarasota, FL			
16. EDUCATION <i>(Degree and Specialization)</i>  A.A. Civil Engineering, State College of Florida		17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i>  Florida Civil Engineering Technician: 86535	
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i>  FDOT District One Utility Liaison Committee (Past Chairman), FPZA, ASCET			

**19. RELEVANT PROJECTS**

(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
a. Camelot Lakes / Camelot East WWTP Upgrades Sarasota, FL	2015-2017	2017-2018
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <span style="float:right;"><input type="checkbox"/> Check if project performed with current firm</span>		
Production Manager for the wastewater treatment plant modifications for the Camelot Lakes Community. The project included treatment plant site modifications comprised of storage pond improvements, siting of a back-up generator and improved access modifications. The overall site improvements also included a 200,000 gallon water storage tank and relocated RV parking and storage yard. Coordination was conducted with FDEP and Sarasota County for the tiered improvements.		
b. City of Sarasota – Misc. Utility and Engineering Continuing Services	2012-2017	
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <span style="float:right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span>		
Production Manager and lead design professional on multiple continuing services projects for the City of Sarasota Utilities and Public Works Departments. Representative projects include; Osprey Avenue Phase 1 Utility Improvements, Selby Gardens watermain replacement, Lincoln Drive watermain replacement, First Street Streetscape and utility improvements, as well as miscellaneous utility work assignments.		
c. Utilities Continuing Services Contract; City of Dade City, Florida	2008-2014	2017
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <span style="float:right;"><input type="checkbox"/> Check if project performed with current firm</span>		
Supported multiple projects for the City under this contract. Served as production manager and design lead for the design and construction of the rehabilitation/replacement of the City's wastewater collection system. Work included development of the 20-year master plan, inflow, and infiltration (land) evaluation and rehabilitation of the existing collection system.		
d. Venice High School - Site and Utility Replacements Venice, FL	2014	
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <span style="float:right;"><input type="checkbox"/> Check if project performed with current firm</span>		
Production Manager and lead design professional on the full campus redesign of Venice High School. The initial phase of the project included the relocation of the City's primary 12" potable watermain feeding the island of Venice. In addition, the total multi-year campus reconstruction included a new municipal lift station and force main and coordination with City Utilities and Engineering staff for offsite improvements.		
e. Sarasota Co. Phillippi Creek Area A & C Vacuum Sewer Projects Sarasota Co, FL	2016-2017	
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <span style="float:right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span>		
Production Manager and lead designer responsible for design and production of plans for Sarasota County's vacuum sewer (septic system replacement) program for the Area A & C projects. Responsibilities included data collection, hydraulic analysis, overall program mapping, corridor analysis, design and plans production.		

**E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT**

*(Complete one Section E for each key person.)*

12. NAME  Kiran Kulkarni, PE	13. ROLE IN THIS CONTRACT  Sr. Wtr & WasteWtr Process Eng.	14. YEARS EXPERIENCE	
		a. TOTAL 38	b. WITH CURRENT FIRM 7
15. FIRM NAME AND LOCATION <i>(City and State)</i> Infrastructure Solution Services, LLC. Melbourne, FL			
16. EDUCATION <i>(Degree and Specialization)</i>  Graduate Studies, Environmental Engineering, Tennessee Technological University BS, Civil Engineering, University of Bombay, India		17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i>  Florida Professional Engineer: 36114	
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i>  N/A			

**19. RELEVANT PROJECTS**

(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
a. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Project Engineer for this Utilities Continuing Contract, working at the South Central WRF on a Septage and Grease Treatment System, worked in conjunction with BCUSD Staff in the compilation of all of the BCUSD Asset Evaluation requirements into the current Utility CIP (including all improvements required at the SCWRF), responsible for a North Brevard WWTP Asset Evaluation, and completion of Master PS T-16 and T-25 replacement. ISS has recently completed Energy Audits at each BCUSD WRF.	2012-Current	
	<input checked="" type="checkbox"/> Check if project performed with current firm	
b. (1) TITLE AND LOCATION <i>(City and State)</i> Dade City Orange Valley Well Water Supply Project, Dade City, FL	2014-2015	2016
	<input checked="" type="checkbox"/> Check if project performed with current firm	
c. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Project Engineer for design on WWTF Biosolids Evaluation and Preliminary Design, Reclaimed Irrigation and WTP RO Concentrate Blending, WTP Main Transmission Bypass Piping, Water Treatment Plant (WTP) High-Service Pump Piping Connection, and reclaimed water main irrigation pump station.	2015-Current	
	<input checked="" type="checkbox"/> Check if project performed with current firm	
d. (1) TITLE AND LOCATION <i>(City and State)</i> West Cocoa Wastewater System Improvements Brevard County Utility Services Department, Brevard Co., FL	2012-Current	
	<input checked="" type="checkbox"/> Check if project performed with current firm	
e. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Engineer of record for this large infrastructure project. Project involves extensive improvements to the wastewater transmission system in West Cocoa area including replacement of six lift stations and a master lift station, rehabilitation of three lift stations, replacement/ rehabilitation of 11,500 LF of force main and 3,500 LF of gravity sewer, and abandonment of a lift station and replacing with gravity sewer. The project would result in reliable and efficient operation of a large sub-system of Brevard County wastewater system.	2013-2016	
	<input checked="" type="checkbox"/> Check if project performed with current firm	
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Project manager responsible for oversight on the engineering services during construction. Project includes improvements to influent screens, grit classifiers, flow equalization basin, BNR process, flow splitter box, clarifiers, three buildings, reclaimed water transmission main, electrical, instrumentation, and piping.		

**E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT**

*(Complete one Section E for each key person.)*

12. NAME  Clayton E. McCormack, PE	13. ROLE IN THIS CONTRACT  Sr. Wtr & WasteWtr Process Eng.	14. YEARS EXPERIENCE	
		a. TOTAL 25	b. WITH CURRENT FIRM 4

15. FIRM NAME AND LOCATION *(City and State)*  
Infrastructure Solution Services, Melbourne, Florida

16. EDUCATION <i>(Degree and Specialization)</i>  BA Chemistry, Illinois Wesleyan University, 1992 MS Environmental Engineering, Michigan State University, 1995	17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i>  Professional Engineer: FL ☐65473; MI ☐6201049190; PA ☐PE083577
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18. OTHER PROFESSIONAL QUALIFICATIONS *(Publications, Organizations, Training, Awards, etc.)*  
Water Environment Federation, American Water Works Association

**19. RELEVANT PROJECTS**

	(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
a.	Biosolids Improvements Design at Both WRFs, Melbourne, FL	2018-Current	TBD
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Manager/Environmental Engineer responsible for the design of replacement solids handling, stabilization, and dewatering improvements at a 7.0 MGD and 5.5 MGD wastewater treatment facility. Project included selected demolish, aerobic digester improvements, and centrifuge dewatering equipment installation. Eng. Fee: \$1.5M; Constr. Cost: \$8M.		
b.	Grant St WRF Improvements, Melbourne, FL	2017-Current	TBD
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Engineer for the rehabilitation of the 5.5 MGD Grant St WRF. Project includes rehabilitation of the influent pump station, grit removal system, and two secondary clarifiers. An outdated trickling filter/solids contact biological treatment system is being replaced by a new biological nutrient removal oxidation ditch with two new clarifiers and RAS pumping.		
c.	St. Lucie West District WRF Filter No.2 Replacement, St. Lucie, FL	2018-Current	2020 (Expected)
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Manager/Environmental Engineer responsible for the conceptual and final design of the replacement of a traveling bridge sand filter with new cloth media disc filter system. Project includes structural modifications to the existing structure, piping, disc filter equipment, and electrical/controls system. Eng. Fee: \$78k; Constr. Cost: \$675k		
d.	Brevard County Sykes Creek WRF Reclaimed System, Merritt Island, FL	2017	N/A
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Manager/Environmental Engineer responsible for the alternative evaluation, conceptual design, and Phase 1 final design of improvements to the reclaimed water treatment system including high level disinfection Chlorine Contact Chamber, yard piping improvements, and electrical/controls system improvements. Eng. Fee: \$5.3M; Constr. Cost: TBD		
e.	Utility Services Mims WTP VFD and PLC Replacement, Mims, FL	2017	2019
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Manager responsible for the preliminary design, final design, bidding, and construction phase engineering services for the replacement of five high service pump variable frequency drives (VFDs) and three programmable logic controls (PLCs) that control the operation of the water treatment plant. Eng. Fee: \$60k; Constr. Cost: \$481k		

**E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT**

*(Complete one Section E for each key person.)*

12. NAME  Stephen P. Burwinkel, PE	13. ROLE IN THIS CONTRACT  Sr. Environmental Engineer	14. YEARS EXPERIENCE	
		a. TOTAL 20	b. WITH CURRENT FIRM 4

15. FIRM NAME AND LOCATION *(City and State)*  
Infrastructure Solution Services, Melbourne, Florida

16. EDUCATION <i>(Degree and Specialization)</i>  BS Environmental Engineering, Univ of Central Florida MS Civil Engineering, Univ of Central Florida	17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i>  Professional Engineer: FL 58567
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18. OTHER PROFESSIONAL QUALIFICATIONS *(Publications, Organizations, Training, Awards, etc.)*  
Post-Baccalaureate Certificate in GIS, Penn State Univ

**19. RELEVANT PROJECTS**

(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
a. <b>Naval Facilities Eng. Command (NAVFAC) Fire Protection Upgrades NAS, Jacksonville, FL</b>	2019	TBD
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project engineer for design and QA/QC of NAS Jacksonville design/build fire protection improvements. Civil portion of project included model and design of dedicated fire water storage, pumping and distribution main and general civil engineering design associated with water main installation. Eng. Fee: \$184K; Constr. Cost: \$2.3M		
b. <b>Bethel-St. Mark Existing Infrastructure Eng. Analysis, Punta Gorda FL</b>	2018	N/A
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm GIS lead for incorporation of field-collected data into an ESRI ArcGIS database. Responsible for the development of the database schema and templates used for data collection of sidewalks, access ramps, street lighting, and drainage structures within a historic district. Work included delivery of ESRI database, mapping files, and aerial imagery.		
c. <b>Brevard Co Util. Serv. Dept - Continuing Services Contract, Brevard Co. FL</b>	2012-current	2014-current
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project engineer for civil engineering design for Brevard County water and wastewater infrastructure improvements including preparation of plans, specifications, estimates, permitting, ESDC for water distribution, wastewater collection/transmission improvements, wastewater treatment systems, and Asset Evaluations/Energy Audits for the County CIP.		
d. <b>Cocoa Civil and Stormwater Eng. Continuing Contracts, Cocoa FL</b>	2014-current	2016-current
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project engineer responsible for the design, permitting, modeling, public involvement, and services during construction of the City of Cocoa Stone Street, Whitley Bay, Delannoy, and Maryland roadway and streetscape projects and for the Emma Jewel Regional Stormwater Pond.		
e. <b>Permeable Reactive Walls: Field Scale Studies, NASA KSC FL</b>	1997	1998
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm Graduate assistant for a remediation project at NASA's Kennedy Space Center Launch Complex 34 while obtaining MS degree. Assisted in the modeling, design, construction oversight, and monitoring of a permeable treatment wall. Provided field oversight during the site investigation, construction, and post-monitoring phases of the project.		

**E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT**

*(Complete one Section E for each key person.)*

12. NAME  Gary Yocum, PE	13. ROLE IN THIS CONTRACT  Sr. Electrical/I&C Engineer	14. YEARS EXPERIENCE	
		a. TOTAL 29	b. WITH CURRENT FIRM 5

15. FIRM NAME AND LOCATION *(City and State)*  
**Infrastructure Solution Services, Melbourne, Florida (Contract Part-Time)**

16. EDUCATION <i>(Degree and Specialization)</i>  BS in Electrical Engineering, University of Central Florida BS Eng. Science in Electrical Eng, University of Louisville	17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i>  Professional Engineer: FL #61594 (Electrical)
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18. OTHER PROFESSIONAL QUALIFICATIONS *(Publications, Organizations, Training, Awards, etc.)*  
**ISA - International Society of Automation**

**19. RELEVANT PROJECTS**

(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
BCUSD Lift Station T-16/T-25 Replacement, Brevard County, FL	2018	2018
a. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Sr. Electrical Eng. for the eval. design permitting and construction services for the replacement/rehabilitation of lift stations T-16 & T-25. Assessed condition of the electr. systems, performed the electr. design that included replacement of the LS T-16 with a tri-plex lift station at 2,500gpm and T-25 at 1,500gpm. Eng. Fee: \$281k; Const. Cost: \$2.04M		
DB Lee WRF Expansion, Melbourne FL	2016	2016
b. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Electrical EOR responsible for the electr. and I&C design services during construction for the 7 MGD DB Lee WRF Miscellaneous Improvement Project. The project includes improvements to unit processes and facilities. ESDC Fee: \$460k; Constr. Cost: \$6.2M		
BCUSD Septage and Grease Treatment System, Brevard County, FL	2017	2017
c. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Senior Electrical Engineer and Instrumentation & Controls Eng. for replacement of the existing septage and grease treatment system with a new mechanical septage/grease treatment system and storage and pumping system. Provided the Electrical and Process Control Strategy for this system. Eng. Fee: \$80k; Construction Cost: \$1.2M		
BCUSD Lift Station Rehab (N-03, N-06, C-12, C-16), Brevard County, FL	2014	2015-2016
d. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Senior Electrical Engineer performing Electrical design and ESDC for the rehabilitation of lift station N-03, N-06, C-12, and C-16 in Brevard County. Work included design of upgrades and replacement of lift stations and appurtenances. Design addresses hydraulic analysis, by-pass pumping during construction, and land acquisition. Eng. Fee: \$177k		
Stormwater & Utilities Continuing Contract, West Melbourne, FL	2016	2016
e. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Senior Electrical Engineer for civil engineering design and construction for multiple civil, stormwater and utilities projects ranging from \$4M to \$75k in project costs. Responsible for improvements including preparation of plans, specifications, estimates, permitting, and engineering services during construction.		

**E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT**

*(Complete one Section E for each key person.)*

12. NAME  John Thomas Williams, PE	13. ROLE IN THIS CONTRACT  Sr. Structural Engineer	14. YEARS EXPERIENCE	
		a. TOTAL 44	b. WITH CURRENT FIRM <input type="checkbox"/> 1

15. FIRM NAME AND LOCATION *(City and State)*  
Infrastructure Solution Services, Melbourne, Florida

16. EDUCATION <i>(Degree and Specialization)</i>  BSCE Civil Engineering, Florida Technological University, now known as University of Central Florida, 1975	17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i>  Professional Engineer: Florida <input type="checkbox"/> 22282 Professional Engineer: Alabama <input type="checkbox"/> 30714
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18. OTHER PROFESSIONAL QUALIFICATIONS *(Publications, Organizations, Training, Awards, etc.)*  
CONUS & OCONUS ATRP Training 2007, CAC 2019, ASCE, ACI, AWWA, SpecsIntact, MCACES, EPA I/I, MILCON Funding and Brac Realignment, Air Blast AT, Non-Reinforced Concrete Military Aprons (Milcon Transformation), LEED AP

**19. RELEVANT PROJECTS**

(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
West Berth and Container Laydown Apron, Port of Panama City, Florida	2003-2005	2003-2005
a. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm Project Structural Engineer responsible for steel sheet pile west berth completion, reconstruction of damaged Port Crane Foundation and rail, demolition of multiple acres of 1940 era concrete flatwork and replacement with concrete and heavy industrial paver system, replacement of internal rail segments and railroad crossings. Eng. Fee: <input type="checkbox"/> 400K		
Patrick Air Force Base, Brevard County Florida	1982-1987	1982-1987
b. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm Principal Engineer on this IDIQ Contract, including sanitary sewer collection system I/I studies/repairs, stormwater system renovation for Capehart Housing, potable water distribution and service replacements in Capehart Housing, fire hydrants and protection systems for ammunition bunkers and marina facilities. Eng. Fee: <input type="checkbox"/> 300k		
Fort Buchanan, PR, USARSO Command Relocation from Panama	1996-1998	1996-1998
c. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm Principal Structural Civil Engineer for multiple civil sitework and facilities renovation for the relocation of US Army South Command to Puerto Rico from Panama, including roadway, parking facilities, sanitary-water, stormwater, antenna field layout, and utility conflict studies for underground communications and power duct systems. A/E Fee: <input type="checkbox"/> 500k		
SOTO CANO Air Base, Honduras, CA, US Corps of Engineers	2006-2010	2007-2010
d. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm Principal Structural Civil Engineer for multiple USACE projects serving Army and Air Force Groups, including: Perimeter Patrol Roadways and Paved Ammunition Convoy Routes, Watershed Stormwater River Course Channelization, Power Plant Flood Protection, Dining Facility Facilities, Housing Facilities, NSAV Hanger Studies. A/E Fee: <input type="checkbox"/> 600k		
Fort Bragg 7th Special Forces Group (A) Relocation to Eglin Air Force Base, Florida	2006-2010	2008-2012
e. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm Principal Civil Engineer (HCDI) working with (5) engineering groups in the master base layout, roadway, utility and stormwater planning, and specific civil design for 7 of 21 facility installations. Specific site designs included 3rd/4th Battalion HQ and TEMF facilities, Classified Ops, UAV Maintenance, and MAROPS. A/E Fee <input type="checkbox"/> 1.2M		

**E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT**

*(Complete one Section E for each key person.)*

12. NAME  Eddie Miller	13. ROLE IN THIS CONTRACT  Construction Manager	14. YEARS EXPERIENCE	
		a. TOTAL 30	b. WITH CURRENT FIRM 4
15. FIRM NAME AND LOCATION <i>(City and State)</i> Infrastructure Solution Services, LLC (Sarasota Branch)			
16. EDUCATION <i>(Degree and Specialization)</i>  B.A. Construction Management, Palm Beach Atlantic University		17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i>  MOT Work <input type="checkbox"/> one Traffic Control – Intermediate Level Certification	
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i>  N/A			

**19. RELEVANT PROJECTS**

(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
City Engineer Services, City of Ana Maria, FL	2020	
a. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <span style="float:right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span> Mr. Miller serves as Project Manager for an ISS contract for civil engineering services with the City of Anna Maria, FL. In this role, Mr. Miller assist the City with various engineering and construction projects including development review, permitting, grant application support, design engineering, and construction management. Mr. Miller is supporting the City with construction management of various facilities as the City Pier as well as supporting several storm water improvement projects.		
University Park Country Club Stormwater Improvements - Sarasota, FL	2019	
b. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <span style="float:right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span> Construction oversight on this SWFWMD project for remodeling the entire site to lower the water in all the ponds on the course so after all the weirs were shot by survey, the contractor and Mr. Miller identified all the weirs that had to be lowered by as much as 5 to 6 tenths. Oversight on the concrete modifications and re-poured all the weirs and then we had to go back with the survey dept. to re-shoot the weirs to see if they were within a tight tolerance.		
Senior Utility Inspector - City of Tampa, FL	2017	
c. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <span style="float:right;"><input type="checkbox"/> Check if project performed with current firm</span> Project Oversight of a \$12 million-dollar Watermain Project for the Peace River Manasota Regional Water Supply Authority to include a 3,500lf 30" HDPE directional bore under Shell Creek and 6 miles of 24" ductile iron pipe. Will witnessed all testing processes and procedures once implemented and close out the project and sign off on all as-built deviations.		
Utilities Director - DeSota County, FL	2015-2018	
d. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <span style="float:right;"><input type="checkbox"/> Check if project performed with current firm</span> Served as Utility Director for DeSoto County Utilities. While in this role, Mr. Miller implemented Water Conservation measures with help from SWFWMD, FDEP and staff, expanded FOG and Cross Connection Programs, assisted Administration in the Lake Suzy acquisition and approached Board with the first 5yr CIP and moving forward with a long-needed Rate Study to include the Lake Suzy acquisition and future Utility expansion presented in CIP and served as acting Project Manager on Ph II and Ph III of FDOT's \$1.2 and \$5.4 Million-dollar US 17 road widening projects respectively. Mr. Miller also worked with County Administration and FDOT on Roadway loans, as well as FDEP on several SRF loan packages.		
Public Works Department - Engineering Tech III - Sarasota, FL	2011-2012	
e. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <span style="float:right;"><input type="checkbox"/> Check if project performed with current firm</span> Served as Engineering Tech III for Sarasota Public Works Department. While in this role, Mr. Miller conducted daily site inspections and prepared daily reports of work progress on multiple LAP projects throughout the City; assisted project manager on demo of the Sarasota Police Station working closely with engineer, contractors and Police Dept. on the asbestos removal and other hazardous waste items; prepared scopes and conducted the bid process on the City of Sarasota's Bridge Clearing and Grubbing Project, as well as the Fruitville Road's Irrigation and Landscape Maintenance contracts; and reviewed plans and specifications on numerous City projects.		

**E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT**

*(Complete one Section E for each key person.)*

12. NAME Robert Gomez, PE	13. ROLE IN THIS CONTRACT Project Manager	14. YEARS EXPERIENCE	
		a. TOTAL 22	b. WITH CURRENT FIRM 16
15. FIRM NAME AND LOCATION <i>(City and State)</i> Universal Engineering Sciences, LLC - Sarasota, Florida			
16. EDUCATION <i>(Degree and Specialization)</i> BS, Civil Engineering		17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> Professional Engineer - FL, AL, MS	
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i>			

**19. RELEVANT PROJECTS**

(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
a. Robert was the Project Geotechnical Engineer for the Augercast Pile Foundation load testing and QC of the augercast foundation piling installation, and Project Engineer for the Materials Testing & Threshold Inspection services. Robert's duties were to oversee the engineering technician performing the testing of concrete, soils compaction, and the post tension inspection of the structural decks. Professional Fees: \$105,000.	2015	N/A
<input checked="" type="checkbox"/> Check if project performed with current firm		
b. Robert was the Project Geotechnical Engineer for the exploratio n test borings, soils classification, foundation soils improvement and the Project Engineer for the Materials Testing and inspection. The geotechnical test borings were performed within sensitive existing utility areas and during the operation of the existing facility. The scope also included as built sampling and testing of existing concrete. Professional Fees: \$24,000.	2016	N/A
<input checked="" type="checkbox"/> Check if project performed with current firm		
c. Robert was the Project Geotechnical Engineer for the exploratio n test borings, soils classification, soils foundation bearing capacity and soils recommendations. Professional Fees: \$2,000.	2017	N/A
<input checked="" type="checkbox"/> Check if project performed with current firm		
d. Robert was the Project Geotechnical Engineer for the exploration test borings, soils classification, soils foundation bearing capacity and soils recommendations. Professional Fees: \$5,000.	2017	N/A
<input checked="" type="checkbox"/> Check if project performed with current firm		
e. Robert was the Project Geotechnical Engineer for the exploration test borings for the site development, post development seasonal high groundwater evaluation. The project included developing the scope of work, supervising the drill crew, prepare data and report for site development recommendations, stormwater management pond design support studies, post development groundwater study, seasonal high groundwater evaluation. Professional Fees: \$770,000.	2012	N/A
<input checked="" type="checkbox"/> Check if project performed with current firm		

**E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT**

*(Complete one Section E for each key person.)*

12. NAME <b>Meagen Gonzalez, P.G.</b>	13. ROLE IN THIS CONTRACT <b>Geologist/Geophysicist</b>	14. YEARS EXPERIENCE a. TOTAL 20		b. WITH CURRENT FIRM 13
15. FIRM NAME AND LOCATION <i>(City and State)</i> <b>Universal Engineering Sciences, Inc.</b> Tampa, Florida				
16. EDUCATION <i>(DEGREE AND SPECIALIZATION)</i> <ul style="list-style-type: none"> <li>• B.S. / Geology</li> </ul>		17. CURRENT PROFESSIONAL REGISTRATION <i>(STATE AND DISCIPLINE)</i> <ul style="list-style-type: none"> <li>• Florida / Professional Geologist</li> </ul>		
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i> Ms. Gonzalez has twenty (20) years of experience in geophysical, sinkhole, and environmental investigations. Ms. Gonzalez has served as project manager on site assessment projects throughout west-central, central, and south Florida. Prior to joining Universal, Ms. Gonzalez served as a project manager for over 30 petroleum contaminated sites for a large retail petroleum client. Her duties included all aspects of environmental protection and remediation, scheduling, budgeting, reporting, and she served as a direct link for interaction between client and state and county regulators. Ms. Gonzalez field experience also includes drilling oversight, soil and groundwater sampling, managing source removal operations during UST removals and upgrades and work related UST compliance.				

**19. RELEVANT PROJECTS**

a.	(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION <i>(if applicable)</i>
	<b>Sinkhole Investigations/Geophysical Exploration, Various Insurance Companies, Several Counties throughout Florida</b>	2007-Present	N/A
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span> Ms. Gonzalez serves as geophysicist and geologist for these projects. She co-coordinates and conducts geophysical field exploration, geological and geotechnical analysis for over 100 distressed properties. Professional Fees: \$5,000,000		
	<b>Freeport Container Port Phase V &amp; VI Expansion, Freeport, Grand Bahama Island, Bahamas</b>	2016	N/A
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span> Ms. Gonzalez was the project manager responsible for conducting an exploration for expansion of the existing port facilities. Work included a geophysical gravity survey, open hole and coring drilling activities, and down hole geophysical logging. Ms. Gonzalez managed all field activities and was responsible for all data processing to ensure accuracy. Professional Fees: \$1,300,000		
	<b>Geophysical Exploration, Kennedy Space Center, Cape Canaveral, Florida</b>	August, 2007	N/A
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span> Ms. Gonzalez managed and conducted a ground penetrating radar survey around one of NASA's launch pads. The GPR investigation was conducted in order to locate all underground utilities around the launch pad. Professional Fees: \$15,000		
	<b>Pasco Hernando Community College, Gower's Corner Firing Range Assessment and Cleanup, Pasco County, Florida</b>	2011	N/A
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span> Ms. Gonzalez was the project geologist responsible for supervision of drilling and monitoring well installation, soil and ground-water sample collection, and contaminant distribution resulting from former firing range. Sampling media involved soil, groundwater, pond sediment and surface water. She prepared and reviewed technical reports for site characterization of extent of contamination and remedial action involving soil stabilization to reduce hazardous concentrations for disposal resulting in submittal of a No Further Action report to the FDEP. Professional Fees: \$65,580		
	<b>Port of Miami Tunnel Project Dodge Island, Miami, Florida</b>	2011	N/A
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span> Ms. Gonzalez was responsible for utilizing multiple geophysical techniques to confirm the in-place pile depths for underwater tunnel alignment. These methods included pulse echo, parallel seismic, borehole magnetometer and borehole GPR. She analyzed the raw data overlaying the multiple techniques, compiled the findings and produced the technical report on pile depth locations. Professional Fees: \$36,000.00		

## **TAB 4: TEAM'S PREVIOUS EXPERIENCE / PROFICIENCY IN SIMILAR PROJECTS / PROGRAMS**

In this proposal Tab, ISS responds to the following requirements from the City's RFP:

### **4.1. EXPERIENCE OVERVIEW**

### **4.2. SF 330 FORMS PART I.F – SIMILAR PROJECTS**

**Include a Section F form for EACH project used to represent your firms' experience in similar projects/programs. Include each representative project your firm has completed in the past five (5) years but do not exceed ten (10) examples.**

### **4.3. SF 330 FORMS PART I.G – KEY PERSONNEL PARTICIPATION IN EXAMPLE PROJECTS**

**Include a Section G form which indicates the involvement of those key personnel that may be assigned to this contract.**

***THIS SECTION IS 5 PAGES, PLUS SF 330 FORMS.***

## 4.1. EXPERIENCE OVERVIEW

### 4.1.1. UTILITY ENGINEERING FOR LOCAL GOVERNMENTS

ISS has been providing engineering and related construction services to local governments since the firm's founding in 2012 and the principals and senior staff at ISS have been serving local government clients in Florida for over 30 years. We have played an integral role in the design and construction of hundreds of projects across Florida – from the Panhandle to the Florida Keys on the Atlantic and Gulf Coasts.

The ISS corporate management team includes ISS principal owners who maintain ultimate responsibility for the successful completions of our clients' projects. ISS was founded in 2012 with the goal of building a Florida-based firm to deliver an exemplary level of infrastructure engineering throughout the Southeastern United States. ISS key team members have worked together on various infrastructure designs for over 20 years at ISS and their prior firm. Together, ISS senior engineering professionals apply their experience in the evaluation, design, permitting, and construction management of infrastructure on each and every project we contract. The ISS corporate management team will ensure that the required resources are readily available to the City as needed and that all phases of work are managed with the highest quality and dedication to the City's project needs.

Because many local government infrastructure projects require a mix of key services, we have constructed our firm to provide the full range of services necessary. We provide comprehensive design, planning, construction administration / oversight, funding assistance, permitting, regulatory compliance services for projects within public infrastructure markets including utilities / water resources, traffic / transportation, marine, recreation / parks, energy, solid waste, and disaster recovery - markets that local governments engage regularly. The range of services ISS provides on a regular basis and the types of projects that we support

### ISS SNAPSHOT

- Local Presence & Team – Sarasota Regional Office
- Fundamentals: Quality, Commitment, Reliable, High Value, Nimble
- Strong resume of providing professional engineering services and support to government entities throughout Florida
- Founded in 2012 – The firm now has over 25 staff in three offices in Sarasota County, Brevard County, Florida, and Bay County.
- 30-year relationship working together for ISS key staff
- Project team with over 450 combined years of similar engineering experience
- Comprehensive Services: Design, Planning, Construction Administration, Procurement, Funding Assistance, Permitting, Regulatory Compliance
- Public Infrastructure Segments: Utilities / Water Resources, Traffic / Transportation, Marine, Recreation / Parks, Energy, Solid Waste, and Disaster Recovery

**TAB 4: TEAM'S PREVIOUS EXPERIENCE / PROFICIENCY IN SIMILAR PROJECTS / PROGRAMS**

demonstrate that we have the relevant knowledge and qualifications to support the City under this continuing services contract.

In addition to the scope and extent of our project experience, we take great pride in the size and diversity of projects that we routinely execute. From water / wastewater infrastructure to stormwater and from roadways to waterfront redevelopment and disaster recovery debris management assignments – our firm has broad based knowledge to handle almost any assignment (large or small) that we are requested to perform by our clients.

**FOCUSED ON UTILITY  
 ENGINEERING FOR LOCAL  
 GOVERNMENTS**

80% of ISS projects are utility projects, 90% of ISS projects are for local government entities.

**4.1.2. SAMPLING OF RELEVANT EXPERIENCE**

Exhibit 4.1 provides a sampling of our relevant experience from within the past five years that is applicable to the services being solicited by the City.

**Exhibit 4.1: ISS Similar Experience – Past Five Years**

PROJECT	CLIENT	PROJECT TYPE	YEAR COMPLETED	SERVICES PROVIDED						
				Master Plan/Modeling	Analysis / Reporting	Design	In-House Structural / Electrical / I&C	Permitting	Construction Mgmt.	Eng. Inspection
South Central WWTP Septage Receiving Station	Brevard County Utility Services	Wastewater Treatment	2017		X	X	X	X	X	X
Dade City Tank Hill Ground Storage Tank and Booster Pump Station Design	City of Dade City	Water Treatment Facility	2020	X	X	X	X	X		
Leon County Woodville Septic to Sewer Conversion Preliminary Design	Leon County	Collection System	2019	X	X	X	X	X		
Melbourne Biosolids Management Study at Both WRFs	City of Melbourne	Wastewater Treatment Facility	2017	X	X	X	X	X		

**TAB 4: TEAM'S PREVIOUS EXPERIENCE / PROFICIENCY IN SIMILAR PROJECTS / PROGRAMS**

PROJECT	CLIENT	PROJECT TYPE	YEAR COMPLETED	SERVICES PROVIDED						
				Master Plan/Modeling	Analysis / Reporting	Design	In-House Structural / Electrical / I&C	Permitting	Construction Mgmt.	Eng. Inspection
Mims WTP VFD and PLC Replacement Project	Brevard County Utility Services	Water Treatment Facility	2018		X	X	X		X	
Lift Station T-16 and T-25 Master Pump Stations Replacement	Brevard County Utility Services	Collection System	2018	X	X	X	X	X	X	X
DB Lee WRF Improvement Project Services during Construction	City of Melbourne	Wastewater Treatment Facility	2018				X		X	X
Garrett's Run Force Main Replacement	City of West Melbourne	Collection System	2018			X		X	X	X
McClain Drive Water Main Replacement	City of West Melbourne	Distribution System	2018			X		X	X	X
Grant Street WRF Improvements Evaluation	City of Melbourne	Wastewater Treatment Facility	2019	X	X	X	X	X		

### **4.1.3. EXPERIENCE WITH CONTINUING PROFESSIONAL SERVICES CONTRACTS**

ISS and our project team have served over 50 local government entities throughout the State of Florida under similar continuing services contracts for infrastructure / capital projects. Since ISS' inception in 2012 and continuing today, our focus remains on serving clients similar to the City of North Port. We understand the importance of budget stewardship as related to the City's obligations to provide important infrastructure projects for your community at a cost-effective price. We are committed to supporting the City with updates to existing infrastructure systems that appropriately meet the City's growing demand.

Exhibit 4.2 demonstrates ISS' robust portfolio of current and recent continuing services contracts.

**TAB 4: TEAM'S PREVIOUS EXPERIENCE / PROFICIENCY IN SIMILAR PROJECTS / PROGRAMS**

**Exhibit 4.2: Overview of ISS Continuing Utility Services Contracts**

<b>CLIENT</b>	<b>NATURE OF CONTRACT</b>	<b>YEAR OF SERVICE</b>
<b>City of Dade City Public Utilities Department</b>	Water, Sewer, and Reclaimed Water Engineering Services Continuing Contract	2016 - Current
<b>City of Crystal River, Florida</b>	Continuing Professional Services Contract	2020-Current
<b>Manatee County, Florida</b>	Stormwater / Sidewalk Continuing Engineering Services	2017-Current
<b>City of Punta Gorda, Florida</b>	Continuing Engineering for Utilities and Public Works Projects	2018 - Current
<b>City of North Port, Florida</b>	Public Works Continuing Contract	2019 - Current
<b>City of Sarasota Public Works</b>	ROW/Roadside - Public Works Continuing Contract	2020 - Current
<b>City of Sarasota Public Works and Small Utilities</b>	Small Public Works and Small Utilities Continuing Contract	2017 - 2020
<b>City of Sarasota Utilities Department</b>	Water and Wastewater Utility Continuing Engineering Services	2019 - Current
<b>Brevard County Facilities</b>	Civil Engineering and Parks and Recreation Continuing Contract	2018 - Current
<b>Brevard County Natural Resources</b>	Water Resources / Environmental	2020 - Current
<b>Brevard County Utility Services</b>	Utility Continuing Contract	2012 - Current
<b>City of Cape Canaveral, Florida</b>	Continuing Contract for Utilities and Public Works	2017 - Current
<b>City of Cocoa, Florida</b>	Civil Engineering services Continuing Contract (Includes Utilities Work)	2016 - Current
<b>City of Cocoa, Florida</b>	Stormwater Engineering services Continuing Contract	2016 - Current
<b>City of Cocoa, Florida</b>	Streetscape Engineering services Continuing Contract (Includes Utilities Work)	2016 - Current
<b>City of Fellsmere, Florida</b>	Continuing Engineering for Utilities and Public Works Projects	2016 - Current

**TAB 4: TEAM'S PREVIOUS EXPERIENCE / PROFICIENCY IN SIMILAR PROJECTS / PROGRAMS**

<b>CLIENT</b>	<b>NATURE OF CONTRACT</b>	<b>YEAR OF SERVICE</b>
<b>City of Panama City Beach Utilities Department</b>	Major Wastewater Continuing Contract including WWTP and Large Lift Stations	2017 - Current
<b>City of Sarasota Public Works</b>	ROW/Roadside - Public Works Continuing Contract	2020 - Current
<b>City of Sarasota Public Works and Small Utilities</b>	Small Public Works and Small Utilities Continuing Contract	2017 - 2020
<b>City of Sarasota Utilities Department</b>	Water and Wastewater Utility Continuing Engineering Services	2019 - Current
<b>City of Vero Beach Public Works Department</b>	Water and Sewer Continuing Services Contract	2014 - Current
<b>City of West Melbourne, Florida</b>	Professional Engineering Services Continuing Contract for Utilities and Public Works	2015 - Current
<b>Englewood Water District</b>	Utility Continuing Contract	2018 - Current
<b>North Key Largo Utility Corporation</b>	As-Needed Continuing Utility Contract	2017 - Current
<b>St. Lucie West Services District</b>	Water, Sewer, and Reclaimed Water Continuing Utility Contract	2015 - Current

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		<b>20. EXAMPLE PROJECT KEY NUMBER</b> 1
<b>21. TITLE AND LOCATION (City and State)</b> Water and Wastewater Utility Continuing Engineering Services, City of Sarasota, FL	<b>22. YEAR COMPLETED</b>	
	<b>PROFESSIONAL SERVICES</b> 2019-Current	<b>CONSTRUCTION (If applicable)</b>

**23. PROJECT OWNER'S INFORMATION**

<b>a. PROJECT OWNER</b> City of Sarasota Utilities	<b>b. POINT OF CONTACT NAME</b> Michael DeRossi, PE, GM Public Services	<b>c. POINT OF CONTACT TELEPHONE NUMBER</b> (941) 365-2200
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**24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size, and cost)**

ISS key personnel have been serving the City of Sarasota for nearly 30 years in providing continuing engineering services for utility and public works projects. This work has included numerous utility and public works improvements projects of varying sizes and complexities throughout the City. We have assisted the City with a range of projects from major utility improvements to simple drainage improvements to full civil engineering designs for roadway reconstruction. These designs have been stand-alone projects as well as multi-disciplinary projects and have included large water transmission, force mains, and reclaimed water main improvements.

ISS has completed several projects under this City of Sarasota continuing contract. Some of the projects completed include the following:

- Osprey Avenue Phase 1 Utility Improvements:** Engineering Fee - \$148,000 / Construction Cost - \$1,730,000  
The Osprey Avenue Phase I corridor was recently completed. ISS staff worked closely with City utilities and public works staff through various alternative designs. The original resurfacing project was expanded to include significant large diameter utility replacement including directional drills (16" watermain and 20" reclaimed watermain) along the project's 1.4-mile corridor. The utility design prepared by ISS staff was later altered to meet the City's available funding. The project proceeded with plans for intersection improvements for four signalized intersections along the Osprey Avenue corridor between Siesta Drive and Bahia Vista Road.  
ISS' flexibility and expertise allowed for the changes directed by the City to be integrated in the design and ultimate successful completion
- Gillespie Park Wastewater Collection Replacement:** Engineering Fee - \$20,000 / Construction Cost - \$320,000  
ISS worked with the City of Sarasota's Utilities Department to design and permit the relocation of an existing rear lot wastewater system in the Gillespie Park area. Some of the infrastructure within the project limits was upwards of ninety years old and ISS worked closely with the City to provide the diligence in design necessary to integrate the utility service relocations in this established neighborhood. ISS served as an extension of the City's staff to help expedite the project design and turn over to City Utilities for the in-house build.
- Selby Gardens Watermain Replacement:** Engineering Fee - \$42,640; Construction Cost - \$400,000  
Prepared the design of the Selby Gardens watermain replacement. The project was a much needed watermain upgrade to replace inadequate smaller diameter infrastructure serving the historical corridor of South Palm Avenue at the iconic Selby Botanical Gardens. The unique characteristics of the corridor required a unique design approach. ISS and the City's construction contractor teamed to solve the challenge by the predominant use of directional drilling along with nighttime construction so as to minimize impacts to the Gardens and their operational window. The survey was completed by ISS and coordination was conducted with the FDEP and the Health Department to exempt permitting.
- Lemon Ave Streetscape Project:** Engineering Fee - \$138,600 / Construction Cost - \$4,200,000
- Lincoln Drive Watermain Replacement:** Engineering Fee - \$22,030 / Construction Cost - \$250,000
- First Street Streetscape and Utility Improvements:** Engineering Fee - \$193,540 / Construction Cost - \$2,200,000

**25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT**

<b>a.</b> (1) FIRM NAME Name Infrastructure Solution Services, LLC	(2) FIRM LOCATION (City and State) City, State Melbourne, FL	(3) ROLE Role Prime Engineering Firm
<b>b.</b> (1) FIRM NAME Name Universal Engineering Sciences, Inc.	(2) FIRM LOCATION (City and State) City, State Sarasota, FL	(3) ROLE Role Geotechnical Engineer
<b>c.</b> (1) FIRM NAME Name	(2) FIRM LOCATION (City and State) City, State	(3) ROLE Role
<b>d.</b> (1) FIRM NAME Name	(2) FIRM LOCATION (City and State) City, State	(3) ROLE Role
<b>e.</b> (1) FIRM NAME Name	(2) FIRM LOCATION (City and State) City, State	(3) ROLE Role
<b>f.</b> (1) FIRM NAME Name	(2) FIRM LOCATION (City and State) City, State	(3) ROLE Role

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 2
21. TITLE AND LOCATION <i>(City and State)</i> Water and Sewer Continuing Contract – WWTP FDEP Domestic Wastewater Facilities Renewal & Rerate, Englewood, FL	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2017-2018	CONSTRUCTION <i>(If applicable)</i>

**23. PROJECT OWNER'S INFORMATION**

a. PROJECT OWNER Englewood Water District	b. POINT OF CONTACT NAME Keith Ledford, PE - Technical Support Mgr	c. POINT OF CONTACT TELEPHONE NUMBER (941) 474-3217
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**24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT** *(Include scope, size, and cost)*

The Infrastructure Solutions Services (ISS) Team was selected from several firms to complete the Englewood Water District (EWD) Water Reclamation Facility (WR FDEP Domestic Wastewater Facilities Permitting Documentation. As part of this permit renewal process ISS was asked to rerate the EWD WRF from 2.9 MGD to 3 MGD. The ISS Team completed the EWD WWTF process calculation modeling for each unit process that is required in the WWTF to be rerated from 2.9 MGD to 3 MGD per FAC 62-620. ISS participated in a pre-application meeting with the EWD and the permitting agency (FDEP) for this project.

ISS prepared the FDEP permit application package for submittal to the FDEP South District Office. This permit application package including all of the required attachments including the capacity analysis report, the operation and maintenance performance report, and reclaimed water system updates. The ISS Team completed the permit renewal forms, 62-620.910(1) and 62-620.910(2), as well as the required attachments in support of the permit renewal application. The required attachments include, but are not limited to, the following:

1. Effluent Testing Data
2. Reclaimed Water (Reuse) Related Information
3. Deep Injection Well & Aquifer Storage Recovery Information
4. Process Flow Diagram
5. Site Plan
6. Location Map
7. Binding agreements for control of individual users of reclaimed water
8. Biosolids Data

The ISS Team completed the Capacity Analysis Report (CAR) and significant Reclaimed water application site adjustment permitting. The ISS Team also completed a tour of the facility and prepared the OMPR (based on visual, external review of the facility processes and equipment) for inclusion in the permit renewal application. A draft OMPR was provided to the EWD for review and comment prior to permit submittal. The permit submittal package was successfully submitted within the short timeframe that the ISS Team had to meet the needs of the EWD to submit to FDEP for the WRF permit renewal.

**25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT**

<b>a.</b> (1) FIRM NAME Name Infrastructure Solution Services, LLC	(2) FIRM LOCATION <i>(City and State)</i> City, State Sarastoa FL	(3) ROLE Role Prime Engineering Firm
<b>b.</b> (1) FIRM NAME Name	(2) FIRM LOCATION <i>(City and State)</i> City, State	(3) ROLE Role
<b>c.</b> (1) FIRM NAME Name	(2) FIRM LOCATION <i>(City and State)</i> City, State	(3) ROLE Role
<b>d.</b> (1) FIRM NAME Name	(2) FIRM LOCATION <i>(City and State)</i> City, State	(3) ROLE Role
<b>e.</b> (1) FIRM NAME Name	(2) FIRM LOCATION <i>(City and State)</i> City, State	(3) ROLE Role
<b>f.</b> (1) FIRM NAME Name	(2) FIRM LOCATION <i>(City and State)</i> City, State	(3) ROLE Role

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>	20. EXAMPLE PROJECT KEY NUMBER <b>3</b>
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21. TITLE AND LOCATION <i>(City and State)</i> <b>Water, Sewer, and Reclaimed Water Engineering Services Continuing Contract, City of Dade City, FL</b>	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES <b>2016-Current</b>	CONSTRUCTION <i>(If applicable)</i>

**23. PROJECT OWNER'S INFORMATION**

a. PROJECT OWNER <b>Dade City Public Utilities Dept.</b>	b. POINT OF CONTACT NAME <b>Leslie Porter, City Manager</b>	c. POINT OF CONTACT TELEPHONE NUMBER <b>(352) 523-5050</b>
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

ISS served as the continuing engineering consultant for Dade City's water, wastewater, and reclaimed water systems. In this role, ISS key personnel have completed several projects for the City.

ISS helped Dade City attain over \$8 million dollars through a FDEP Small Community Wastewater Grant. The FDEP-funded lift station replacement and rehabilitation project consisted of the replacement of five lift stations and rehabilitation of 17 additional lift stations in the City's wastewater collection system. The project included the construction of a new master pump station (triplex submersible) with an ultimate capacity of 2,200 GPM on the site of an existing 80 GPM lift station. The other replacement lift stations ranged in capacity from 800 GPM to 80 GPM. The rehabilitation of the pump stations included structural rehabilitation existing wet wells, new piping, and valves, installation of by-pass connections, electrical controls, and SCADA improvements.

The City also received a Southwest Florida Water Management District Grant for a reclaimed water expansion project, and a Community Development Block Grant that was used to construct a belt filter press dewatering system for which ISS provided the professional design and engineering services during construction for these improvements. At the time of this project, the WWTP was permitted for 1.2 MGD and the City had an immediate need for additional capacity. The ISS project team evaluated the capacity of all unit processes in the WWTP and determined that with very minor improvements the City could rerate from a 1.2 MGD to 1.5 MGD WWTP. ISS prepared all of the treatment plant modeling and calculations, plus the FDEP permit modification documents, and rerated the WWTP to 1.5 MGD. ISS was able to help the City obtain a permitted 20% flow increase at negligible City cost-share. The City afterward estimated the value of the increased capacity at \$2 million dollars associated with the equivalent new plant construction costs and impact fees from new customers. ISS also completed the engineering of the improvements to the WWTP including new clarification systems, replacement of pumping systems, new biosolids treatment through aerobic digestion tankage, and the addition of belt filter press dewatering to eliminate liquid biosolids hauling.

ISS key personnel completed several projects under this continuing contract. A summary of projects completed is provided below:

1. SR52 Water Main Relocation: Engineering Fee - \$45,000 / Construction Cost - \$450,000 (estimated)  
Provided the professional engineering services for the design, permitting and construction administration services for the SR 52 watermain relocation. The project relocated watermain to accommodate an expansion and realignment of SR 52 by the FDOT. The project included the evaluation of the existing 12" water main, consideration of future needs, design of realignments of 21 sections of watermain, coordination with FDOT, and permitting through the FDEP. A challenging aspect of the design was the need to maintain water service to every customer throughout these phased relocations.
2. Orange Valley Raw Water Well: Engineering Fee - \$40,000 / Construction Cost - N/A  
Provided engineering services during construction and resident project observation for the installation of a new ground water well, liquid chlorine feed system, and other improvements.
3. Hydrant and Valve Replacement Engineering Services During Construction: Engineering Fee - \$30,000 / Construction Cost - \$450,000  
Provided engineering services during construction and resident project observation for a state grant funded project to replace outdated fire hydrants within the City.
4. Tank Hill Ground Storage Tank and Booster Pump Station: Engineering Fee - \$220,000 / Construction Cost - \$3,000,000 (Estimated)  
Design and permitting for water system improvements at the Tank Hill Facility to include installation of a new water supply well approximately 500 feet in depth; installation of a new deep well vertical turbine pump with associated piping, appurtenances and well pad; new elevated storage tank; two new booster pumps and hydropneumatics tank; new sodium hypochlorite feed system; miscellaneous site work; and related electrical and instrumentation modifications. Project is out for bid.

**25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT**

	(1) FIRM NAME Name	(2) FIRM LOCATION <i>(City and State)</i> City, State	(3) ROLE Role
a.	Infrastructure Solution Services, LLC	Melbourne, FL	Prime Engineer Firm
b.	Universal Engineering Services, LLC	Rockledge, FL	Geotechnical Engineer
c.			
d.			
e.			
f.			

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> (Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)		20. EXAMPLE PROJECT KEY NUMBER 4
21. TITLE AND LOCATION (City and State) Various Water & Wastewater Projects City of Melbourne, FL		22. YEAR COMPLETED PROFESSIONAL SERVICES 2017-Current CONSTRUCTION (If applicable)

**23. PROJECT OWNER'S INFORMATION**

a. PROJECT OWNER City of Melbourne, FL	b. POINT OF CONTACT NAME Ralph Reigelsperger, PE, Dir. Public Works	c. POINT OF CONTACT TELEPHONE NUMBER (321)608-5000
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**24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT** (Include scope, size, and cost)

DB Lee WRF Energy Efficiency and Miscellaneous Improvements: Engineering services during construction Fee - \$570K / Construction Cost - \$5.3M  
 Improvements at this 7.0 MGD annual average daily flow facility included rehab of two deep channel influent screens, construction of a stand-alone anoxic tank for nitrogen removal, a new mixing system in flow equalization, replacing grit classifiers, replacing clarifier mechanisms, and related plant wide electrical / SCADA improvements. This project was designed and permitted by ISS personnel at another firm and ISS was later selected to provide engineering services during construction including providing full time project construction observation. This project was completed September 2017.

DB Lee and Grant Street WRF Biosolids Evaluation and Design: Engineering Fee - \$868,000 / Construction Cost - \$10M  
 ISS completed the engineering evaluation of the biosolid systems for two WRFs. ISS also evaluated the most cost-effective biosolid disposition options and the related Class AA and Class B biosolid stabilization alternatives for the City on this project. ISS has commenced design of the recommended improvements including sludge thickeners, aerobic digester improvements, centrifuge dewatering, screw cake conveyors, and related electrical / SCADA improvements. Evaluation completed in 2018. Design is currently underway.

Grant Street WRF Miscellaneous Improvements: Engineering Fee - \$989,000 / Construction Cost Estimated at - \$17.6M  
 ISS has completed the planning and evaluation and is finishing the final design contract documents for bidding, for this full WWTP conversion to advanced wastewater treatment and upgrade project at this 5.5 MGD AADF WWTF. Project includes rehabilitation of the influent pump station, headworks, existing oxidation ditch, and secondary clarifiers. To achieve effluent permitted water quality reductions without physical expansion a new three-stage BNR oxidation ditch with two new secondary clarifiers is being designed to replace an outdated trickling filter system to achieve nitrogen and phosphorus water quality reductions. ISS assisted the City with State Revolving Fund and attained \$6M in grant funding assistance. Evaluation completed in 2018. Design is nearly completed.

**25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT**

a.	(1) FIRM NAME Name Infrastructure Solution Services, LLC	(2) FIRM LOCATION (City and State) City, State Melbourne, FL	(3) ROLE Role Prime Engineering Firm
b.	(1) FIRM NAME Name	(2) FIRM LOCATION (City and State) City, State	(3) ROLE Role
c.	(1) FIRM NAME Name	(2) FIRM LOCATION (City and State) City, State	(3) ROLE Role
d.	(1) FIRM NAME Name	(2) FIRM LOCATION (City and State) City, State	(3) ROLE Role
e.	(1) FIRM NAME Name	(2) FIRM LOCATION (City and State) City, State	(3) ROLE Role
f.	(1) FIRM NAME Name	(2) FIRM LOCATION (City and State) City, State	(3) ROLE Role

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		<b>20. EXAMPLE PROJECT KEY NUMBER</b> 5
<b>21. TITLE AND LOCATION (City and State)</b> Water, Sewer, and Reclaimed Water Continuing Utility Contract Port St. Lucie, FL		<b>22. YEAR COMPLETED</b> PROFESSIONAL SERVICES 2015-Current CONSTRUCTION (If applicable)

**23. PROJECT OWNER'S INFORMATION**

<b>a. PROJECT OWNER</b> St. Lucie West Services District	<b>b. POINT OF CONTACT NAME</b> Dennis Pickle, District Manager	<b>c. POINT OF CONTACT TELEPHONE NUMBER</b> (772) 340-0220
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**24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size, and cost)**

ISS has completed several projects under this continuing utility engineering services contract for the St. Lucie West Services District (SLWSD) including the following:

- Design of a Reclaimed Water and ROWTP Concentrate Blending Transmission Main: Engineering Fee - \$25,000 / Construction Cost - N/A  
Designed a water blending and ROWTP concentrate piping connection to allow concentrate to blend at an appropriate ratio with the reclaimed water in order to be positively used for irrigation. This project allowed SLWSD to beneficially increase the volume of reclaimed irrigation water in the system.
- FDEP WWTF Permit Renewal: Engineering Fee - \$25,000 / Construction Cost - N/A  
Prepared the FDEP-required engineering reports and related documents to assist BCUSD with renewal of the operating permit at the WWTP.
- Lift Station No. 1 Design and Permitting: Engineering Fee - \$25,000 / Construction Cost - N/A  
Completed the design and permitting of this key pump station in 45 days.
- Main Irrigation Reclaimed Water Pump Station: Engineering Fee - \$120,000 / Construction Cost - N/A  
Designed and performed limited construction support for the design of a 4,500 GPM capacity reclaimed water distribution pump station.
- WWTP Filter No. 2 Replacement Design and Bidding: Engineering Fee - \$85,000 / Construction Cost - \$800,000 (Estimated)  
Completed the design of a cloth media disk filter system within the concrete structure to replace an old traveling bridge sand filter.
- WWTF Biosolids Evaluation and Preliminary Design Phase: Engineering Fee - \$40,000 / Construction Cost - \$600,000  
Led to the addition of a new volute screw press dewatering system.
- Raw Water Blending Analysis and Pilot Study: Engineering Fee - \$40,000 / Construction Cost - \$NA  
Performed a desktop analysis follow-up with a pilot study to determine the feasibility to blend a filtered groundwater source with their reverse osmosis permeate to reduce or eliminate the use of calcite contactors for stabilization and provide sufficient natural fluorid to eliminate the addition of fluoride.

ISS team members also completed the following projects while working with previous firms:

- SLWSD RO WTF Third Membrane Train brining the WTP to 5.1 MGD and providing significant redundancy.
- SLWSD WWTP expansion to 2.9 MGD and conversion for nutrient removal.

**25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT**

<b>a.</b>	(1) FIRM NAME Name Infrastructure Solution Services, LLC	(2) FIRM LOCATION (City and State) City, State Melbourne, FL	(3) ROLE Role Prime Engineering Firm
<b>b.</b>	(1) FIRM NAME Name	(2) FIRM LOCATION (City and State) City, State	(3) ROLE Role
<b>c.</b>	(1) FIRM NAME Name	(2) FIRM LOCATION (City and State) City, State	(3) ROLE Role
<b>d.</b>	(1) FIRM NAME Name	(2) FIRM LOCATION (City and State) City, State	(3) ROLE Role
<b>e.</b>	(1) FIRM NAME Name	(2) FIRM LOCATION (City and State) City, State	(3) ROLE Role
<b>f.</b>	(1) FIRM NAME Name	(2) FIRM LOCATION (City and State) City, State	(3) ROLE Role

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER
21. TITLE AND LOCATION <i>(City and State)</i> Utility Continuing Contract, Brevard County Utility Services Brevard County, FL		22. YEAR COMPLETED PROFESSIONAL SERVICES 2012-Current CONSTRUCTION <i>(If applicable)</i>

**23. PROJECT OWNER'S INFORMATION**

a. PROJECT OWNER Brevard County Utilities	b. POINT OF CONTACT NAME Matt Prendergast, Assistant Utilities Director	c. POINT OF CONTACT TELEPHONE NUMBER (321) 633-2091
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*  
 For Brevard County Utility Services Department (BCUSD) ISS provided the design, permitting, and construction services for several WWTP and reclaimed water system projects. Some project examples follow:

1. BCUSD System-Wide Asset Management / CIP Compilation: Engineering Fee - \$15,000 / Construction Cost - N/A  
 Compilation of condition assessments and CIP projects descriptions prepared by several consultants for multiple treatment facilities, lift stations, and other utility infrastructure.
2. North Brevard WWTP, Biosolid Dewatering System Replacement: Engineering Fee - \$75,00 / Construction Cost - \$775,000  
 The BCUSD selected ISS for our biosolids expertise to assist the County with replacement of dewatering equipment. ISS evaluated biosolid dewatering alternatives, provided the 60%, 90%, and final design bid documents, and completed the bidding assistance and construction administration services. The proposed dewatering system was sized to fit in the existing small footprint of the centrifuge room. ISS designed the system with new feed pumps, polymer feed with activation and mixing incorporated in the process, and the entire system is directly controlled from the remote panel.
3. North Brevard WWTP Process Controls and Filter Gallery Improvements: Engineering Fee - \$35,000 / Construction Cost - \$210,000  
 Prepared design plans and assist with construction services to replace multiple flow control valves for the filters at the North Brevard WWTP.
4. North Brevard WWTP Permit Renewal: Engineering Fee - \$35,000 / Construction Cost - N/A  
 Prepared the FDEP-required engineering reports and related documents to assist BCUSD with the renewal of the operating permit at the North Brevard WWTP.
5. Mims WTP High Service Pump VFD and PLC Replacement: Engineering Fee - \$60,000 / Construction Cost - \$500,000  
 Prepared design plans and provided construction services for the replacement of five high service pump variable frequency drives and three programable logic controls to replace ageing equipment and to install equipment from the utility's preferred manufacturers.
6. Sykes Creek WRF Reclaimed Treatment System Evaluation and Design: Evaluation Engineering Fee - \$72,000 / Phase 1 Design Fee - \$135,000 / Phase 1 Construction - \$1,500,000 (Estimated)  
 Overall condition assessment of the Sykes Creek WRF reclaimed treatment system including the pumping, high-level disinfection, on-site water storage, distribution pumping, and related infrastructure. The task included performing a structural inspection of the two ground storage tanks using divers. Developed a three phase improvements program to satisfy a limited annual budget objective. Under a subsequent task order, ISS completed the design of the first phase of improvements to include a new chlorine contact chamber, yard piping, and related electrical & C improvements.

**25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT**

a.	(1) FIRM NAME Name Infrastructure Solution Services, LLC	(2) FIRM LOCATION <i>(City and State)</i> City, State Melbourne, FL	(3) ROLE Role Prime Engineering Firm
b.	(1) FIRM NAME Name	(2) FIRM LOCATION <i>(City and State)</i> City, State	(3) ROLE Role
c.	(1) FIRM NAME Name	(2) FIRM LOCATION <i>(City and State)</i> City, State	(3) ROLE Role
d.	(1) FIRM NAME Name	(2) FIRM LOCATION <i>(City and State)</i> City, State	(3) ROLE Role
e.	(1) FIRM NAME Name	(2) FIRM LOCATION <i>(City and State)</i> City, State	(3) ROLE Role
f.	(1) FIRM NAME Name	(2) FIRM LOCATION <i>(City and State)</i> City, State	(3) ROLE Role

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 7
21. TITLE AND LOCATION <i>(City and State)</i> As-Needed Utilities Continuing Services North Key Largo Utility Corporation, Key Largo, FL		22. YEAR COMPLETED PROFESSIONAL SERVICES 2017-Current CONSTRUCTION <i>(If applicable)</i>

**23. PROJECT OWNER'S INFORMATION**

a. PROJECT OWNER North Key Largo Utilities Corporation	b. POINT OF CONTACT NAME Jeff Oeltjen, PE, VP Public Works	c. POINT OF CONTACT TELEPHONE NUMBER (305) 367-7337
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

North Key Largo Utility Corporation (NKLUC) is the wastewater and irrigation/reclaimed water utility provides for the exclusive gated 1,500 person Ocean Reef community located in Key Largo (Monroe County) Florida. Clayton McCormack, PE has been performing engineering services for NKLUC since 2006 when he was with a previous firm. After joining ISS, NKLUC has continued to call upon Mr. McCormack for engineering services due to his previous experience and knowledge of the NKLUC system. Some of the projects completed by ISS include the following:

- Irrigation / Reclaimed Water Service Area Expansion Study: Engineering Fee - \$45,000 / Construction Cost – N/A  
Completed an evaluation and a hydraulic model to expansion the distribution of reclaimed water for residential landscape irrigation through the community. Project involved development of a multi-year program of CIP projects to include installation of additional ground water supply wells, reverse osmosis treatment, storage, distribution pumping, and reclaimed water distribution mains through the community. ISS supported the work of a rate consultant who determined the financial feasibility of the project.
- Ground Storage Tank Feasibility Study and Capital Cost Update: Engineering Fee - \$15,000 / Construction Cost – N/A  
Performed an update to a previous feasibility study to construct 4.0-million-gallon irrigation / reclaimed water ground storage tank on the site of an existing earthen-lined irrigation pond at a site on the southern end of the community where an open space / natural park site was proposed.

ISS team members also completed the following projects while working with previous firms:

- Advanced Treatment and Reuse Project  
Upgraded and expanded a 0.55 MGD WWTF for the Ocean Reef community to meet AWT effluent limits and to implement effluent reuse. The existing treatment process will be retrofitted with a four-stage Bardenpho biological treatment system using a flat-plate Membrane Biological Reactor (MBR) technology. Responsible for leading the evaluation and selection of the MBR equipment vendor as well as the process design of the fine influent screens, biological treatment system, ultraviolet disinfection system, odor control system, and reverse osmosis reuse treatment system.
- Force Main Replacement Project  
Designed and provided construction support for the replacement of 1,500 linear feet of 6-in and 8-in old PVC sanitary force main. Replacement lines were high density polyethylene lines installed using directional drill due to the need to limit surface restoration along the route which included crossing under the world class golf course greens and crossing under runway pavement at the private airport.

**25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT**

	(1) FIRM NAME Name	(2) FIRM LOCATION <i>(City and State)</i> City, State	(3) ROLE Role
a.	Infrastructure Solution Services, LLC	Melbourne, FL	Prime Engineering Firm
b.	(1) FIRM NAME Name	(2) FIRM LOCATION <i>(City and State)</i> City, State	(3) ROLE Role
c.	(1) FIRM NAME Name	(2) FIRM LOCATION <i>(City and State)</i> City, State	(3) ROLE Role
d.	(1) FIRM NAME Name	(2) FIRM LOCATION <i>(City and State)</i> City, State	(3) ROLE Role
e.	(1) FIRM NAME Name	(2) FIRM LOCATION <i>(City and State)</i> City, State	(3) ROLE Role
f.	(1) FIRM NAME Name	(2) FIRM LOCATION <i>(City and State)</i> City, State	(3) ROLE Role

**F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT**  
*(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)*

20. EXAMPLE PROJECT KEY NUMBER  
8

21. TITLE AND LOCATION <i>(City and State)</i> Major Wastewater Continuing Contract (WWTP & Lift Stations) City of Panama City Beach, FL	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2017-Current	CONSTRUCTION <i>(If applicable)</i>

**23. PROJECT OWNER'S INFORMATION**

a. PROJECT OWNER Panama City Beach Utilities Dept.	b. POINT OF CONTACT NAME Al Shortt, PE, Utilities Director	c. POINT OF CONTACT TELEPHONE NUMBER (850) 233-5100
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

ISS completed several projects under this continuing contract including the following:

1. New 12 MGD WWTF #2 Conceptual Layout: Engineering Fee - \$20K / Construction Cost -TBD  
Preparation of a WWTF layout based on preliminary sizing calculations and layout.
2. WWTF #1 Permit Renewal: Engineering Fee: \$60K; Construction Cost: N/A  
Completed the FDEP Domestic Wastewater Permit renewal preparation and submittal including the application, Capacity Analysis Report, and Operations & Maintenance Evaluation
3. Replacement / Rehabilitation Evaluation of Lit Station #4: Engineering Fee - \$10K / Construction Cost - \$1,200,000 (Estimated)  
Completed an evaluation of alternative repair solutions and locations for Lift Station #4.
4. WWTF #1 Generator and Switch Gear Control System: Engineering Fee - \$10K / Construction Cost - \$220,000  
Completed an evaluation and design for a new switch gear control system for WWTF #1 generator systems.
5. New 4 MGD WWTF #2 Phase 1 Final Design: Engineering Fee - \$780K (Including subconsultants) / Construction Cost - TBD  
Prepared a WWTF site plan, fueling station, and managed architectural subconsultants for three buildings in this Phase 1 design. Also prepared the layout of the remaining site with sizing calculations and layout.

**25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT**

a.	(1) FIRM NAME Name Infrastructure Solution Services, LLC	(2) FIRM LOCATION <i>(City and State)</i> City, State Melbourne, FL	(3) ROLE Role Prime Engineering Firm
b.	(1) FIRM NAME Name	(2) FIRM LOCATION <i>(City and State)</i> City, State	(3) ROLE Role
c.	(1) FIRM NAME Name	(2) FIRM LOCATION <i>(City and State)</i> City, State	(3) ROLE Role
d.	(1) FIRM NAME Name	(2) FIRM LOCATION <i>(City and State)</i> City, State	(3) ROLE Role
e.	(1) FIRM NAME Name	(2) FIRM LOCATION <i>(City and State)</i> City, State	(3) ROLE Role
f.	(1) FIRM NAME Name	(2) FIRM LOCATION <i>(City and State)</i> City, State	(3) ROLE Role

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 9
21. TITLE AND LOCATION <i>(City and State)</i> Atlanta Braves Spring Training Facility (Sarasota, FL)	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2017	CONSTRUCTION <i>(If applicable)</i> N/A

**23. PROJECT OWNER'S INFORMATION**

a. PROJECT OWNER Atlanta National League Baseball Club, LLC	b. POINT OF CONTACT NAME Chip Moore	c. POINT OF CONTACT TELEPHONE NUMBER 404-614-1330
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**24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT** *(Include scope, size, and cost)*

Spring Training Facility project included the Stadium Structure, Clubhouse and Academy Structures and the entire sitework development, stormwater management ponds and earthwork for infrastructure. The project entailed a Deep Soil Improvement for foundation support of the Stadium Structure. UES supervised the Geotechnical test borings for the site development, lab tests and soil classifications for foundation recommendations. UES performed Threshold Inspection per the project's Threshold Inspection Plan. The threshold inspection scope included the structural components of the building rebars, structural steel and masonry for the building foundation, building slab and walls. In addition, UES offered Geotechnical Engineer for the sitework & vertical Construction Materials Testing (QC) program. UES Fees: \$58,000.00

**25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT**

<b>a.</b>	(1) FIRM NAME Universal Engineering Sciences	(2) FIRM LOCATION <i>(City and State)</i> Sarasota, FL	(3) ROLE Geotechnical Services/CSD
<b>b.</b>	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
<b>c.</b>	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
<b>d.</b>	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
<b>e.</b>	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
<b>f.</b>	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 10
21. TITLE AND LOCATION <i>(City and State)</i> West Villages Master Storm Water Management (Sarasota, FL)		22. YEAR COMPLETED PROFESSIONAL SERVICES: 2019 CONSTRUCTION <i>(if applicable)</i> : N/A

**23. PROJECT OWNER'S INFORMATION**

a. PROJECT OWNER Stantec	b. POINT OF CONTACT NAME Chris Jordan	c. POINT OF CONTACT TELEPHONE NUMBER 941-907-6900 ext 230
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**24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT** *(Include scope, size, and cost)*

This project consisted of the excavations of stormwater management lakes for the West Villages Development located in North Port, FL. The purpose of the exploration was to explore the general subsurface conditions at the site and provide geotechnical engineering recommendations for foundation design, groundwater control, and fill suitability. UES performed the Standard Penetration Test using our truck mounted drill rig utilizing mud rotary procedures according to the procedures of ASTM D-1586. UES supervised the Geotechnical test borings for the site development, lab tests and soil classifications for foundation recommendations. UES Fees: \$48,000.00

**25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT**

	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
a.	Universal Engineering Sciences	Sarasota, FL	Geotechnical Services/CSD
b.			
c.			
d.			
e.			
f.			



## **TAB 5: MANAGEMENT APPROACH / PROJECT CONTROL**

In this proposal Tab, ISS responds to the following requirements from the City's RFP:

### **5.1. APPROACH MANAGING WORK**

**The firm shall demonstrate its capabilities in managing completed projects, and evidence of and adherence to time and budget constraints, on projects completed within the last five (5) years.**

**Describe available facilities, technological capabilities, and other available resources you offer for the contract.**

### **5.2. WORKLOAD AND AVAILABILITY**

**Also provide information on your firm's current workload and how this contract will fit into your workload and the techniques that are planned to assure project schedules will be met.**

***THIS SECTION IS 5 PAGES.***

## **5.1. APPROACH MANAGING WORK**

### **5.1.1. COMPLETED PROJECTS ON TIME AND IN BUDGET**

ISS commits to the City of North Port that we will provide complete solutions on all of our utility contract assignments and that these solutions will be delivered on time and in budget. ISS will 100% complete your utility projects to the City satisfaction. ISS is extremely proud of our track record of continually meeting our budgets and schedules (your reference checks should confirm this success). ISS understands the importance of meeting time and budget requirements for utility projects like those requested by the City. Delays and budget over-runs would have wide ranging and exponential impacts to the City and ISS sees that as unacceptable. Utilizing our highly experienced project leadership team led by Ms. Devyn Howell, PE, Mr. Mark Mueller, CET, and Mr. Brian Stahl, PE we will drive the timely completion and efficient use of resources on each and every City project just like we have done for all of our Clients. ISS has found that certain aspects of a project are extremely important to the project success, including: Communications & Status Reporting; Planning; Project Progression through Design and Deliverables; Quality Control. These keys to success are addressed late in this section.

**Schedule Compliance:** As described above, ISS understands the critical need for schedule compliance. ISS maintains a local office in Sarasota which provides the City with a project team that is readily accessible and enables rapid response. Our methodology for maintaining schedule compliance includes the following:

1. Effective communication and planning at the outset of a project to ensure a comprehensive understanding of assumptions and factors that drive a project schedule.
2. Strong project management and communication to ensure that projects progress and are not unnecessarily delayed awaiting data collection, feedback, decisions, etc. Potential “schedule busters” will be quickly highlighted, vetted, and resolved.
3. Weekly (or as determined necessary) Project Progress Memorandums to the user departments that indicate completed, in-progress, and future tasks. As part of these memos, ISS will identify any issues or concerns that may be inhibiting project progress and seek client assistance in resolving the issue as necessary.
4. Regular independent quality control reviews to ensure that projects are being properly executed and that course corrections are made quickly to avoid schedule delays and budget over-runs.
5. Extensive use of technologies such as Microsoft Project that specify key deliverables, critical decision points, required meetings, and other crucial milestones for full schedule transparency
6. Weekly internal backlog and workflow analysis to ensure an appropriate balance of skilled staffing resources and project demands. Our senior leadership also conducts project review meetings with our staff engineers to ensure that projects are progressing on schedule,
7. Effective recruiting and hiring practices such that we are maintaining a roster of prospective staff to accommodate growth as well as potential staff departures.

**Budget Compliance:** ISS fully understands the budget constraints of local governments like the City of North Port. At ISS, we are committed to the cost-effective execution of our planning, design, and construction administration services. Our methodology for ensuring effective budget control includes the following:

1. Developing an accurate understanding of project circumstances and conditions (data collection) from the outset to minimize unanticipated / unforeseen conditions.

**TAB 5: MANAGEMENT APPROACH / PROJECT CONTROL**

2. Budget development and reviews by our most senior staff that have executed similar projects and are familiar with the level of effort required to accomplish tasks.
3. Utilizing staff with the appropriate level of skills, qualifications, and/or experience depending on the scope and complexity of the tasks at hand.
4. Routine project reporting to identify issues that have the potential to result in project over-runs. Making course corrections early to ensure budget compliance.
5. Periodic senior management meetings with the client to identify projects, staff, issues, etc. that are of concern and taking pro-active measures to mitigate potential issues.

As evidence of our track record in delivering similar projects on time and budget, ISS offers example documents. As shown, ISS has a proven history of meeting our schedule and cost commitments on similar utility projects (See Exhibit 5.1).

**Exhibit 5.1: Success Meeting Time and Budget on Previous Projects**

<b>PROJECT / CLIENT</b>	<b>ORIGINAL BUDGET</b>	<b>ACTUAL CONST.</b>	<b>SAVINGS</b>	<b>ORIGINAL SCHEDULE</b>	<b>ACTUAL SCHEDULE</b>
WWTF Capacity Expansion <i>St. Lucie West Services District</i>	\$10M \$880K	\$9.95M \$880K	\$0M	Design: 10 months Construct: 22 months	Design: 10 months Construct: 20 months
Eastern WRF and Effluent Systems Project <i>City of Deltona, Florida</i>	\$30M \$2.7M	\$28M \$2.7M	\$2M	Design: 16 months Construct: 28 months	Design: 15 months Construct: 26 months
Grant Street WRF 5.5 MGD BNR Project Improvements <i>City of Melbourne, Florida</i>	\$17M est. \$989K	\$TBD \$989K	\$TBD	Design: 12 months Construct: TBD	Design: 10 months* Construct: TBD *Current
North Brevard WRF Improvements <i>Brevard County Utilities Services Dept.</i>	\$44K	\$44K	\$0K	Evaluation & CIP Work: 2.5 months	Evaluation & CIP Work: 1.5 months
AWTF 10 to 14 MGD Expansion/AWT Conversion <i>City of Panama City Beach, Florida</i>	\$24 M	\$23.5 M	\$.5 M	Design: 12 months Construct: 30 months	Design: 10 months Construct: 28 months
Sykes Creek WRF Reclaimed System Improvements <i>Brevard County Utilities Services Department</i>	\$166K \$1.5M	\$113K \$TBD	Awaiting Const.	Design: 9 months Construct: TBD	Design: 8 months Construct: TBD
AWTF 7 to 10 MGD Expansion/AWT Conversion <i>City of Panama City Beach, Florida</i>	\$20M	\$18M	\$2M	Design: 9 months Construct: 28 months	Design: 8 months Construct: 25 months

**TAB 5: MANAGEMENT APPROACH / PROJECT CONTROL**

PROJECT / CLIENT	ORIGINAL BUDGET	ACTUAL CONST.	SAVINGS	ORIGINAL SCHEDULE	ACTUAL SCHEDULE
Sykes Creek WRF Conversion to AWT <i>Brevard County Utilities Services Dept.</i>	\$39K	\$35K	\$4K	Performance & BNR Eval: 3 months	Performance & BNR Eval: 2.5 months
Military Point Regional AWT Facility 7 MGD <i>Bay County, Florida</i>	\$22.5 M \$1.7M	\$21M \$1.7M	\$1.5M	Design: 12 months Construct: 24 months	Design: 12 months Construct: 22 months
WWTP Rerate 2.9 to 3.4 MGD and Re-permit Project (Evaluation & Permitting) <i>Englewood Water District</i>	-	-	\$5M saving in capacity	Rerate: 9 months	Rerate: 8 months
WWTP Expansions and Rerate: 1.2 to 1.5 MGD <i>City of Dade City, Florida</i>	-	-	\$2M saving in capacity	Rerate: 6 months	Rerate: 4 months
WWTF #1 - 2 MGD Expansion & Improvements, Preliminary Engineering <i>City of Palm Coast, Florida</i>	\$40K	\$25K	\$15K	PER & Evaluation: 6 months	PER & Evaluation: 4.5 months
Lift Station C-16 <i>Brevard County Utilities Services Department</i>	\$251,300	\$366,000	\$114,700	Design: 6 months Construct: 9 months	Design: 3 months Construct: 6 months
Lift Station T-25 <i>Brevard County Utilities Services Department</i>	\$710,167	\$1,488,000	\$777,833	Design: 6 months Construct: 12 months	Design: 6 months Construct: 11 months

### 5.1.2. COMMUNICATIONS AND STATUS REPORTING

At ISS, we understand that effective communication is perhaps the most important aspect of a client engagement. We commit to making ourselves available for client calls and routine meetings and commit to returning client messages within the same day but certainly not longer 24 hours. ISS will provide monthly status reports that summarize current activities and list action items for ISS and the City.

We will deliver timely project status emails and reports to ensure that the user agency is aware of the status of all assigned projects. Our reports will be concise but effective in communicating project status as well as, planning, design, and construction facts and opinions. This strong level of communication and status reporting has helped ISS make sure our Client’s project are on schedule and in budget.

### 5.1.3. PROJECT PLANNING

For each assignment, the critical first step is to thoroughly understand the project background; existing conditions; future needs; work completed to date; and the user department’s scope, budget, and schedule expectations. Our internal project management plan breaks down the work that must be completed to identify and plan each deliverable associated with the project. The project management plan is developed with input

from all of the necessary discipline leads with a particular focus on the information they need at each phase of the project, regulatory requirements, and critical design / project items that must be addressed at each phase. Based on the project plan, the resource and staffing needs of the project are identified and committed which assists in meeting the schedule and budget.

#### **5.1.4. PROJECT PROGRESSION THROUGH DESIGN AND DELIVERABLES**

While the specific deliverables vary by project type, level of complexity, and number of disciplines, the critical elements of the process do not. The specific deliverables are identified in the project management plan along with all of the disciplines required. In addition, we focus on identifying the evaluation or design decisions (i.e., long term maintenance considerations, equipment selections, land acquisition needs, levels of service, etc.) that must be made at each phase of each specific project. As part of each deliverable, we prepare a technical memorandum that presents the design, supporting calculations, and identifies critical planning and design items for review and confirmation by the department during their review. This ensures that the critical decisions are made as needed throughout the project and prevents costly changes and delays.

ISS has successfully employed an innovative brainstorming process on its larger infrastructure projects as a method to bring added value to a project. At about the 10% design stage, ISS conducts a half day workshop process that engages the project team, other ISS Senior Experts, and City department staff to become familiar with a project and allow a sharing of ideas/concepts. This allows time for the engineering team to discuss and vet out the ideas brought up at the brainstorming session and bring back to the Client the best and most cost-effective solution before being implemented in design.

When ISS is requested to undertake a design engineering task – the following approach would apply. The approach ISS takes for design projects is to progress through the overall design in several phases or steps that may be required for any individual work assignment / task order. These major phases may include:

- Pre-Design Services
- Innovative Brainstorming Process
- Basis of Design Report
- Preliminary Design/Development Phase (Estimated 30%)
- Intermediate Design Phase (60% and 90% design)
- Final Design Phase (100%)
- Bidding and Negotiation Phase
- Construction Phase

#### **5.1.5. QUALITY CONTROL**

Every project requires quality control reviews. ISS has senior professionals who have not been significantly involved in the project perform QA/QC reviews.

### **INNOVATIVE BRAINSTORMING PROCESS**

Implementation of the ISS Brainstorming Process on challenging projects has resulted in some of the most innovative and cost-effective solutions resulting in extremely satisfied clients.

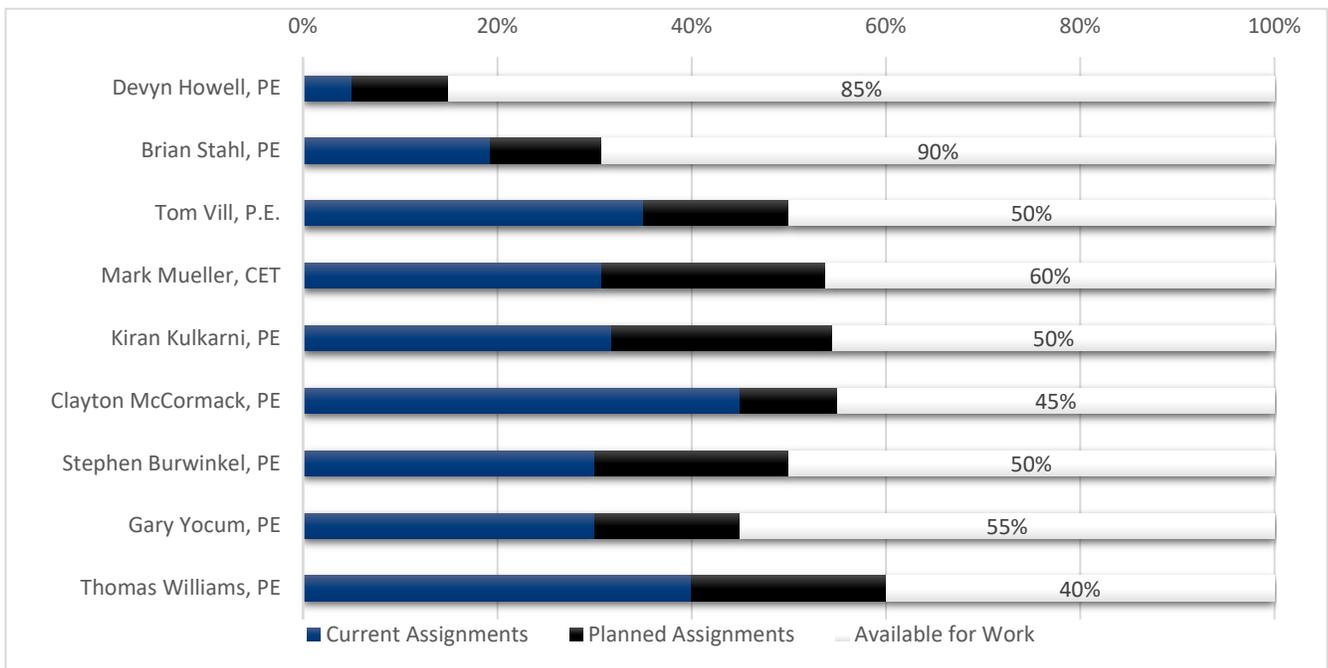
ISS has an established QA/QC Program that must be followed on every project. The process requires the commitment of our best senior staff to ensure the highest project quality. As the ISS project manager, Ms. Devyn Howell, PE will be making sure that the ISS QA/QC Process is implemented. The actual QA/QC reviews are performed and documented by an independent senior engineer, for this City contract, Mr. Thomas Vill, PE who is responsible for this QA/QC process. This independent review ensures a “fresh set” of experienced eyes reviews the work product and judgments made for the project. The ISS QA/QC Process is integrated into all phases of the project from initial scoping through final completion and has helped keep projects on schedule and in budget.

## 5.2. WORKLOAD AND AVAILABILITY

ISS is committed to providing the resources required by the City of North Port to execute any projects that we are tasked to complete through this continuing engineering services contract. The ISS Team has the staffing capacity to serve the City successfully for the duration of the contract term. On a weekly basis, our senior management team carefully analyzes awarded project work with available staffing to ensure that resources are available to deliver projects on time.

The table presented in Exhibit 5.1 indicates the workload availability of ISS key personnel and how the City of North Port contract will fit into of our staffing capacity. This workload chart shows blue for current assignments and black for planned assignments. The white bar on the chart indicates the amount of ISS staff time available to serve the City. These percentage allocations may change over the duration of the contract as actual City task order commitments as well as other project commitments change, however, ISS is committed to providing the required resources to the City in order to provide high quality engineering services to all tasks assigned.

**Exhibit 5.2: Workload & Availability of ISS Key Personnel**



## **TAB 6: REFERENCES**

In this proposal Tab, ISS responds to the following requirements from the City's RFP:

### **6.1. CLIENT REFERENCES**

**Include at least six (6) References within the last five (5) years of projects with similar scope as listed in this RFP. Of the six (6) references, please provide at least two (2) references for each of the following two disciplines: potable water treatment and wastewater treatment; and, provide at least one (1) reference for each of the following two disciplines: pipeline design and hydrogeology. If the firm has any indirect or direct potable reuse experience, please provide a reference.**

**Information should include: Client Name, address, contact person, title, telephone and FAX numbers and E-mail addresses; description of work; year the project was completed; and total cost of the project.**

### **6.2. REFERENCES FORM**

***THIS SECTION IS 6 PAGES, PLUS REQUIRED REFERENCE FORMS.***

## 6.1. CLIENT REFERENCES

At ISS, we take great pride in the service that we provide to our clients, we greatly value our client’s goals and vision, and we work diligently to serve them by exceeding expectations. Our reputation and relationships are key to the core strengths that we can offer our clients. We welcome an open dialogue with our references to better understand our passion and service. There is no better testament to our work quality and responsive service than feedback from the clients we have served. We encourage the City of North Port to contact the references included herein to learn more about ISS’s commitment to our clients.

**Exhibit 6.1: Client References**

CONTACT INFORMATION	RELEVANT SCOPE & SAMPLE PROJECT(S)
<p><b>City of Sarasota, Florida</b>                      Mike Del Rossi, GM Public Services                      Phone: (941) 365-2200                      Michael.DelRossi@sarasotagov.com</p> <p>Completion Year: 2019 - Ongoing                      Contract Value: Varies per Project / Task Order</p>	<p><b>Relevant Scope: Wastewater / Pipeline</b></p> <ul style="list-style-type: none"> <li>• Utilities Department - Water and Wastewater Utility Continuing Engineering Services</li> <li>• Small Public Works and Small Utilities Continuing Contract</li> <li>• Public Works Department - ROW/Roadside Engineering Continuing Contract</li> <li>• Gillespie Park Wastewater Conversion</li> <li>• Selby Gardens Watermain Replacement</li> <li>• Lincoln Drive Watermain Replacement</li> <li>• First Street Streetscape and Utility Improvements</li> </ul>
<p><b>Englewood Water District</b>                      Keith Ledford, PE, Technical Support Manager                      Phone: (941) 474-3217                      kledford@englewoodwater.com</p> <p>Completion Year: 2018 - Current                      Contract Value: Varies per Project / Task Order</p>	<p><b>Relevant Scope: Wastewater</b></p> <ul style="list-style-type: none"> <li>• Water and Sewer Continuing Contract</li> <li>• Domestic Wastewater Treatment Plant FDEP Domestic</li> <li>• WWTP Rerate 2.9 to 3.4 MGD and Repermit Project</li> </ul>

CONTACT INFORMATION	RELEVANT SCOPE & SAMPLE PROJECT(S)
<p><b>City of Dade City, Florida</b>                      Leslie Porter, City Manager                      Phone: (352) 523-5050                      LPorter@dadecityfl.com</p> <p>Completion Year: 2016 - Current                      Contract Value: Varies per Project / Task Order</p>	<p><b>Relevant Scope: Water / Wastewater</b></p> <ul style="list-style-type: none"> <li>• Water, Sewer, and Reclaimed Water Engineering Services Continuing Contract</li> <li>• SR52 Water Main Relocation</li> <li>• Orange Valley Raw Water Well</li> <li>• Hydrant and Valve Replacement Engineering Services During Construction</li> <li>• Tank Hill Ground Storage Tank and Booster Pump Station</li> <li>• Wastewater Collection System Capacity Analysis</li> <li>• Wastewater Collection System SSES Evaluation, Design, and ESDC</li> <li>• Wastewater Treatment Plant Improvements</li> <li>• WWTP Rerate from 1.2 to 1.5 MGD and Improvements</li> <li>• Reclaimed Water Pump Station, Storage and Transmission Main System</li> <li>• Master Pump Station and Lift Station Replacement and Rehabilitation Project</li> </ul>
<p><b>City of Melbourne, Florida</b>                      Ralph Reigelsperger, PE, Public Works / Utilities Director                      Phone: (321) 608-5000                      ralph.reigelsperger@mlbfl.org</p> <p>Completion Year: 2017 - 2018                      Contract Value: Varies per Project / Task Order</p>	<p><b>Relevant Scope: Water</b></p> <ul style="list-style-type: none"> <li>• DB Lee WRF 7 MGD Aeration and Project Improvements</li> <li>• DB Lee WRF Expansion &amp; Improvements-Services During Construction &amp; SRF Assistance</li> <li>• DB Lee WRF Energy Efficiency and Miscellaneous Improvements Project</li> <li>• DB Lee and Grant St WRF Expansion &amp; Improvements-WWTP Engineering Design and Construction Administration Services</li> <li>• DB Lee and Grant Street WRF Biosolids Evaluation</li> <li>• Grant St WRF 5.5 MGD BNR Project Improvements</li> <li>• Grant Street WRF Miscellaneous Improvements</li> <li>• Three Wastewater Treatment System Improvement Projects</li> </ul>
<p><b>St. Lucie West Services Department</b>                      Josh Miller, Utilities Director/Assistant District Manager                      Phone: (772) 340-0220                      jmiller@slwsd.org</p> <p>Completion Year: 2015 - Current                      Contract Value: Varies per Project / Task Order</p>	<p><b>Relevant Scope: Water / Hydrogeology</b></p> <ul style="list-style-type: none"> <li>• Continuing Contract for Water, Wastewater, and Reclaimed Water Projects</li> <li>• Water Supply / Water Use Permit</li> <li>• RO WTP Expansion, and WWTP Biosolids Treatment Prelim Engineering</li> <li>• Reclaimed Water Master Pump Station</li> <li>• Water Treatment Plant High-Service Pump Station</li> <li>• Vacuum Truck Solids Divider Station</li> <li>• SLWSD Expansion Biosolids Design</li> </ul>

CONTACT INFORMATION	RELEVANT SCOPE & SAMPLE PROJECT(S)
<p><b>Brevard County Utility Services District</b>                      Matt Prendergast, Assistant Utilities Director                      Phone: (321) 633-2091                      matthew.prendergast@brevardfl.gov</p> <p>Completion Year: 2012 - Ongoing                      Contract Value: Varies per Project / Task Order</p>	<p><b>Relevant Scope: Wastewater / Pipeline</b></p> <ul style="list-style-type: none"> <li>• Utility Continuing Contract</li> <li>• Facilities - Civil Engineering Continuing Contract</li> <li>• Parks and Recreation - Continuing Contract</li> <li>• Brevard County Natural Resources - Water Resources / Environmental Continuing Contract</li> <li>• BCUSD System-Wide Asset Management / CIP Compilation</li> <li>• North Brevard WWTP, Biosolid Dewatering System Replacement</li> <li>• North Brevard WWTP Process Controls and Filter Gallery Improvements</li> <li>• North Brevard WWTP Permit Renewal</li> <li>• Mims WTP High Service Pump VFD and PLC Replacement</li> <li>• Sykes Creek WRF Reclaimed Treatment System Evaluation and Design</li> <li>• Sykes Creek WRF Performance Assessment and Biological Nutrient Removal Evaluation &amp; Conversion to AWT</li> <li>• South Central WRF Septage and Grease Treatment System and Optimization</li> <li>• Port St. John WWTP Optimization</li> <li>• Lift Station Rehabilitation for N-03, N-06, C-12, C-16, T-26, T-14, T-38 and FM Replacement, and N-7 - Completed multiple lift station rehabilitation projects under six separate task orders</li> <li>• Master Pump Stations T-16 and T-25, and 10 Other Lift Stations</li> <li>• SCRWRF Septage &amp; Grease Treatment System</li> <li>• Septic to Sewer: City of West Cocoa Sewer Project – Phases 1, 2, and 3</li> <li>• Septic to Sewer: Indian River Isles Sewer System – North, Central and South Phases</li> </ul>

Please find the required completed reference form provided at the back of this proposal section.

**LETTERS OF REFERENCE**

As demonstration of the high-quality of our work, letters of reference are included on the following pages from previous/current clients for whom ISS has provided similar services.



City Manager's Office  
65 Stone St. | Cocoa, FL 32922  
Phone: (321) 433-8737 | Email: [jtitkanich@cocoafl.org](mailto:jtitkanich@cocoafl.org)

**May 16, 2018**

Dear Sir or Madam:

I am pleased to provide a letter of recommendation for the firm Infrastructure Solution Services (ISS). ISS and the key team members of the firm have provided professional engineering services for the City of Cocoa for more than fifteen years. During this time, I've worked closely with their team as both the Community Development Director on redevelopment projects and generally as City Manager for engineering and redevelopment services they provide our City. I believe the principal members of this engineering firm have done an exceptional job of delivering cost-effective high-quality, and implementable solutions to challenges our community faces, especially in our redevelopment areas.

In their service to the City of Cocoa, I have found the members of ISS to be extremely professional, responsive, committed to meeting project deadlines, and sensitive to budgetary constraints. The ISS Team always have provided senior-level and experienced professionals, and their dedicated team has positively contributed to our City. As a City, our employees embrace *Working to Build a Brighter Future* as a core purpose for our community, and ISS as a trusted partner has helped us advance and realize that purpose. I've personally found ISS to be responsive to the City needs, pleasant to work with, and they routinely exceed the expectations of the City. ISS has my highest endorsement, as I believe they would be an asset and resource to your agency.

Should you have any questions about Infrastructure Solution Services please do not hesitate to contact me at (321) 433-8737.

Sincerely,

  
John A. Titkanich, Jr., AICP, ICMA-CM  
City Manager

Stay Connected: [www.CocoaFL.org](http://www.CocoaFL.org)   

# City of Titusville

Water Reclamation Division  
4800 Deep Marsh Road  
Titusville, FL 32780  
Tel: (321) 383-5642  
Fax: (321) 383-5646



July 9, 2013

To Whom It May Concern:

Infrastructure Solution Services (ISS) prepared and submitted all documents required for modifying the City of Titusville Osprey Water Reclamation Facility (WRF) operating permit to incorporate the recently-required Nutrient Management Plan (NMP) for Class "B" biosolids land application. ISS staff visited land application sites to gather field information and analyzed current and historical biosolids land application data provided by the city to produce the completed submittal. They also interacted with FDEP staff very efficiently, resulting in only one request for additional information (RAI). More importantly, ISS was provided only 30 days to develop and submit the NMP's to FDEP.

ISS performed the contracted work in a timely, personable and professional manner. They worked diligently in meeting this deadline and produced a quality submittal. Their dedicated staff was concise with information requests and kept city staff updated throughout the project period. ISS staff has extensive engineering experience in the water and wastewater industries and have an extensive reference list of projects. They have certainly met our expectations and I would recommend them to anyone. We look forward to working with them on future projects.

Please contact me at (321) 383-5642 if you have any questions.

Sincerely,

A handwritten signature in black ink that reads 'Matt Hixson'.

Matt Hixson  
Water Reclamation Superintendent



**ST. LUCIE WEST SERVICES DISTRICT**

450 SW Utility Drive Port St. Lucie, FL 34986

June 29, 2017

Dear Sir or Madam:

I am providing a recommendation for the firm of Infrastructure Solution Services (ISS) for your upcoming engineering contract. ISS and the key team members of the firm have worked for the St. Lucie West Services District (SLWSD) for the past five years. In addition, key members of ISS have provided professional water and wastewater engineering services on the systems (including our treatment plants) that I have managed for almost 10 years. In this time I have found the members of the engineering firm, ISS, to be extremely professional, responsive, conscientious, and committed to consistently meeting our project deadlines and budgets.

In their service on our SLWSD water and wastewater continuing contracts, ISS has done an excellent job resulting in timely, high-quality projects with the most cost-effective solutions I have found in the water and wastewater industry. The ISS Team provides Senior Professional Engineers on every project, and this dedicated team has resulted in a positive experience for our utility operations staff. ISS Members are easy to work with, communicate well, and focus on our needs. ISS has certainly met our expectations and they have my highest endorsement.

If you have any questions about ISS related to this recommendation please feel free to contact me at (772)340-0220.

Sincerely,

A handwritten signature in blue ink, appearing to read "Dennis Pickle".

Dennis Pickle

District Manager and Utilities Director  
450 SW Utility Dr.  
Port St. Lucie, FL 34986

Telephone: (772)340-0220

Facsimile: (772)871 5771

Website: [www.slwsd.org](http://www.slwsd.org)

**REFERENCES/CLIENT LISTING**

The firm shall provide a minimum of six (6) business related references for which they are currently providing or have provided within the last five (5) years, services similar to the scope of services required by this RFP. Of the six (6) references, please provide at least two (2) references for each of the following two disciplines: potable water treatment and wastewater treatment; and, provide at least one (1) reference for each of the following two disciplines: pipeline design and hydrogeology. If the firm has any indirect or direct potable reuse experience, please provide a reference. Attach additional sheets if necessary.

1. Business/Customer Name: City of Sarasota, Florida

Name of Contact Person/Title: Mike Del Rossi, GM Public Services

Telephone# (941) 365-2200 Fax (941) 365-4840 E-mail Michael.DelRossi@sarasotagov.com

Address 1750 12th Street, Sarasota, FL 34236

Phone Number (941) 365-2200 Discipline (circle): WTP; WWTF; pipeline; hydrogeo, potable reuse

Duration of Contract or business relationship Working with this client: 2016 - Present

Type of Services Provided Planning, Study, Permitting, Design, CEI, O&M, Electrical

2. Business/Customer Name: Englewood Water District

Name of Contact Person/Title: Keith Ledford, PE - Technical Support Manager

Telephone# (941) 474-3217 Fax (941) 743-1292 E-mail kledford@englewoodwater.com

Address 9250 Hamman Street, Pensacola, FL 32514-0311

Phone Number (941) 474-3217 Discipline (circle): WTP; WWTF; pipeline; hydrogeo, potable reuse

Duration of Contract or business relationship Working with this client: 2017 - Present

Type of Services Provided Planning, Study, Permitting, Design, Rerate Capacity

3. Business/Customer Name: City of Dade City, Florida

Name of Contact Person/Title: Leslie Porter, City Manager

Telephone# (352) 523-5050 Fax (352) 521-1498 E-mail LPorter@dadecityfl.com

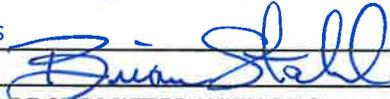
Address 30820 Meridian Avenue, Dade City, FL 33525

Phone Number (352) 523-5050 Discipline (circle): WTP; WWTF; pipeline; hydrogeo, potable reuse

Duration of Contract or business relationship Working with this client: 2017 - Present (Since 2005 with prior firm)

Type of Services Provided Planning, Study, Permitting, Design, CEI, O&M, Groundwater Res Management, CUP, Master Planning, GIS, Hydraulic Modeling, Electrical, I&C

COMPANY NAME: Infrastructure Solution Services

SIGNATURE: Brian Stahl, PE, Managing Member 

**THIS PAGE MUST BE SUBMITTED WITH PROPOSAL**

REQUEST FOR PROPOSAL NO. 2020-58  
PROFESSIONAL ENGINEERING SERVICES-CONTINUING SERVICES CONTRACTS FOR  
CITY OF NORTH PORT UTILITIES DEPARTMENT

4. Business/Customer Name: City of Melbourne, Florida  
Name of Contact Person/Title: Ralph Reigelsperger, PE, Public Works/ Utilities Director  
Telephone# (321) 608-5000 Fax (321) 608 5005 E-mail ralph.reigelsperger@mlbfl.org  
Address 900 E. Strawbridge Avenue, Melbourne, FL 32901  
Phone Number (321) 608-5000 Discipline (circle): WTP; WWTF; pipeline; hydrogeo; potable reuse  
Duration of Contract or business relationship Working with this client: 2014 - Present (Since 2008 with prior firm)  
Study, Planning, Permitting, Design, CEI, O&M, ROWTP, Groundwater Res, Surface Water  
Type of Services Provided Res Management, Process Improvements, Electrical, I&C

5. Business/Customer Name: St. Lucie West Services Department  
Name of Contact Person/Title: Josh Miller, Utilities Director/Assistant District Manager  
Telephone# (772) 340-0220 Fax (772) 871-5771 E-mail jmillier@slwsd.org  
Address 450 SW Utility Drive, Port St. Lucie FL 34948  
Phone Number (772) 340-0220 Discipline (circle): WTP; WWTF; pipeline; hydrogeo; potable reuse  
Duration of Contract or business relationship Working with this client: 2016 - Present (Since 2005 with prior firm)  
Planning, Study, Permitting, Design, CEI, O&M, Groundwater Res Mgmt, CUP, Master  
Type of Services Provided Planning, GIS, Hydraulic Modeling, Electrical, I&C, Surface Water Mgmt, System Eng Reports,  
Electrical, I&C

6. Business/Customer Name: Brevard County Utility Services Department  
Name of Contact Person/Title: Matt Prendergast, Assistant Utilities Director  
Telephone# (321) 633-2089 Fax (321) 633-2095 E-mail matt.prendergast@brevardfl.gov  
Address 2725 Judge Fran Jamieson Way, A213, Viera, FL 32940  
Phone Number (321) 633-2089 Discipline (circle): WTP; WWTF; pipeline; hydrogeo; potable reuse  
Duration of Contract or business relationship Working with this client: 2012 - Present  
Study, Planning, Permitting, Design, CEI, O&M, ROWTP, Groundwater Res, Surface Water  
Type of Services Provided Res Management, Process Improvements, Electrical, I&C

COMPANY NAME: Infrastructure Solution Services

SIGNATURE: Brian Stahl, PE, Managing Member

**THIS PAGE MUST BE SUBMITTED WITH PROPOSAL**

## **TAB 7: LITIGATION AND INSURANCE**

In this proposal Tab, ISS responds to the following requirements from the City's RFP:

### **7.1. LITIGATION**

**Have you been involved in litigation in the last five (5) years? If so, describe circumstances and outcome.**

### **7.2. INSURANCE REQUIREMENTS**

**The proposer shall advise the amount of liability insurance you have.**

***THIS SECTION IS 2 PAGES.***

## **7.1. LITIGATION**

ISS has not been involved in any litigation, disputes, default, or liens within the past five years and we have not had any project issues that resulted in a claim to any of our clients. In fact, ISS has never been involved in any litigation in the history of the company. ISS has a very strong QA/QC program that has helped protect all of our clients from any project issues that might result in a legal claim. Further, we make every effort to hire people of the highest integrity and with a commitment to excellence in service to our clients.

## **7.2. INSURANCE REQUIREMENTS**

A sample certificate of insurance is included on the following page as proof of ISS' insurability. ISS has never had an insurance claim or legal issue in our over seven-year history.

**TAB 8: ADDITIONAL INFORMATION**



**CERTIFICATE OF LIABILITY INSURANCE**

DATE (MM/DD/YYYY)  
02/26/2019

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

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

<b>PRODUCER</b> J.W. Edens & Company P.O. Box 278  Titusville FL 32781-0278		<b>CONTACT NAME:</b> Yvonne Parrish <b>PHONE (A/C, No, Ext):</b> (321) 383-4554 <b>FAX (A/C, No):</b> (321) 383-4523 <b>E-MAIL ADDRESS:</b> yparrish@jwedens.com	
<b>INSURED</b> Infrastructure Solution Services, LLC 7185 Murrell Road, Ste 101  Melbourne FL 32940		<b>INSURER(S) AFFORDING COVERAGE</b> INSURER A: Valley Forge Insurance Co. INSURER B: Auto Owners Insurance INSURER C: CNA Commercial Insurance INSURER D: Transportation Insurance Co. INSURER E: Argonaut Insurance Company INSURER F:	<b>NAIC #</b> 20508    20494 19801

**COVERAGES**      **CERTIFICATE NUMBER:** 18-19 Leon County      **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MMDD/YYYY)	POLICY EXP (MMDD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Limited Contractual & XCU <input checked="" type="checkbox"/> Primary & Noncontributory  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC OTHER:	Y	Y	B5085402966	09/05/2018	09/05/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/POF 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			5120157100	05/10/2018	05/10/2019	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ PIP-Basic \$ 10,000
C	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB  <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE  <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$			6023643269	09/05/2018	09/05/2019	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
D	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	WC585402997	09/05/2018	09/05/2019	<input checked="" type="checkbox"/> PER STATUTE <input checked="" type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
E	Professional			121AE000180700	09/07/2018	09/07/2019	Aggregate \$2,000,000 Per Claim \$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
 Leon County is named additional insured to the General Liability and Waiver of subrogation applies to the Work Comp and General Liability Coverage. 30 Days cancellation exempt for 10 days for Non-payment of the premium.

<b>CERTIFICATE HOLDER</b>  Sample Only	<b>CANCELLATION</b>  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 
----------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------



## TAB 8: ADDITIONAL INFORMATION

In this proposal Tab, ISS responds to the following requirements from the City's RFP:

### **8.1. SF 330 FORMS PART I.H – ADDITIONAL INFORMATION**

**Any other pertinent information the proposer chooses to provide.**

***THIS SECTION IS 2 PAGES, INCLUDING SF 330 FORMS.***

---

## H. ADDITIONAL INFORMATION

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30. PROVIDE ANY ADDITIONAL INFORMATION REQUESTED BY THE AGENCY. ATTACH ADDITIONAL SHEETS AS NEEDED.

### INNOVATIVE RESOURCES

**Adaptability to New Remote Working Precautions:** In the wake of the Covid-19 pandemic – ISS has enhanced our remote communication and workflow capabilities to include the use of Microsoft Teams, Microsoft Project, as well as other telecommunication and project management technologies. We sincerely hope that our extensive use of these technologies is short term and that we can resume societal norms in the near future, however we have incorporated these tools into our services platform and will continue to use these tools to increase the cost effectiveness of our client projects moving forward.

**Innovation Through 3-D Treatment Plant Designs:** ISS has utilized 3-D design platforms such as Revit or AutoCAD MEP for treatment facilities designs since 2012. These 3-D designs improve the quality of ISS deliverables for our clients. In treatment facility rehabilitation or replacement projects, the design of the project in 3-D has allowed our clients to better visualize the improvements and enables ISS to better ensure all aspects of the construction fit within the limits of the project.

**Innovation Using Aerial Photogrammetry Through Drone:** Since 2016, ISS has utilized drone-based aerial photogrammetry to support all aspects of projects from conceptual designs through construction. ISS can generate same-day high resolution imagery, 3-D models, Google Earth overlays, and topographic maps for projects of any size, including those containing hundreds of acres of project area. The information can be used to quickly:

- Develop conceptual designs
- Generate topographic contours
- Measure cut/fill volumes
- Determine flow patterns
- Record utility locates
- Identify visible obstacles
- Monitor construction progress
- Many other uses

All information is georeferenced to specified horizontal and vertical datums through the use of surveyed ground control points and powerful processing software. Typically, horizontal and vertical accuracy is to within three inches.

### IDENTIFICATION OF SUBCONSULTANTS

As demonstrated in our project organizational chart, the services contemplated under this contract will require a range of services across many types of infrastructure and skill sets. This type of engagement ideally suits the ISS Team. The majority of our work is performed under continuing engineering contracts where the firm is requested to perform a broad range of services.

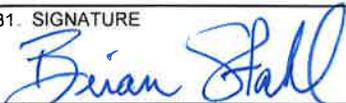
ISS is a full-service planning, design, and construction services firm with extensive capabilities in-house which will foster timely production and seamless communication between the ISS project team and County staff. However, in order to supplement our comprehensive in-house capabilities and strengthen our service offerings for the City, the ISS Team includes the highly qualified subconsultant firms introduced on the following attached pages.

---

### I. AUTHORIZED REPRESENTATIVE

*The foregoing is a statement of facts.*

31. SIGNATURE



32. DATE

07/17/2020

33. NAME AND TITLE

Brian Stahl, Managing Member

**Identification of Subconsultants (continued)**

**Geotechnical: Universal Engineering Sciences**

**Key Staff:** Robert Gomez, PE; Meagan Gonzalez, PG

**Location:** 3018 22nd Ave S, St. Petersburg, FL 33712



**Description:** Universal operates a professional engineering consulting firm consisting of state licensed plan examiners, engineers, architects, and certified building officials and **brings a State of Florida licensed Professional Geologist to the ISS Team.** We have grown from a 2-man operation to a major company with approximately 750+ employees. Their Building Inspection Department (BID) staff of licensed professionals and certified inspectors can seamlessly integrate themselves into your workflow and become an extension of your staff. They can be trusted to increase the manageability of the permitting and construction process as well as handle the complexities of code compliance in a professional manner. Due to constantly evolving statewide Florida Building Code, it is critical to have inspectors and plan reviewers who are knowledgeable about the latest regulatory statutes. We also understand that rapid turn-around time on plan review and inspections can represent significant savings to developers, owners, and contractors.

For this City of North Port contract, Universal will provide geotechnical support for the City's projects.

**Supplemental Surveying Firm: O'Neal Surveying and Mapping, Inc.**

**Key Staff:** Mike O'Neal, PSM & Mary O'Neal, PSM

**Location:** 6400 Manatee Avenue West Suit L-113, Bradenton, Florida 34209

**Description:** O'Neal is a certified woman-owned business enterprise (WBE) surveying firm that offers residential property inspections, utility surveying, and construction surveying as well as other services. Their professional staff have a combined level of experience of over 65 years, providing an extensive array of survey and mapping services.



For this City of North Port contract, O'Neal will provide supplemental surveying and mapping services as needed to support the City's projects.

**Management of Subconsultants:** As mentioned above, ISS can perform the majority of the engineering related services contemplated under this contract. However, to the extent that a specialty subcontractor is needed or requested to complete a project, ISS routinely engages specialty subcontractors (geotechnical, environmental, etc.) on our assignments. We will work with the subcontractor to negotiate a fair and equitable scope of work and fee as well as manage the subcontractor's activities as a seamless extension of our own staff.

## TAB 9: REQUIRED SUBMITTAL FORMS

In this proposal Tab, ISS provides the following completed forms:

- Proposal Submittal Signature Form
- Statement of Organization
- References – *Provided in Tab 6*
- Drug-Free Workplace
- Public Entity Crime Information
- Non-Collusive Affidavit
- Lobbying Certification
- Conflict of Interest Form
- Disclosure Form (Consultant/Engineer/Architect)
- Scrutinized Business Certification Form
- City Required Submittal Forms/Checklist

***THIS SECTION IS EXCLUDED FROM REQUIRED PAGE LIMITS.***

**PROPOSAL SUBMITTAL SIGNATURE FORM**

The undersigned attests to his/her authority to submit this proposal and to bind the firm herein named to perform as per Agreement, if the firm is awarded the Agreement by the City.

The undersigned further certifies that he/she has read the Request for Proposal, Terms and Conditions, Insurance Requirements and any other documentation relating to this request and this proposal is submitted with full knowledge and understanding of the requirements and time constraints noted herein.

As addenda are considered binding as if contained in the original specifications, it is critical that the firm acknowledge receipt of same. The submittal may be considered void if receipt of an addendum is not acknowledged.

Addendum No. 1 Dated 7/2/20      Addendum No. 2 Dated 7/2/20  
Addendum No. 3 Dated 7/15/20      Addendum No. \_\_\_\_\_ Dated \_\_\_\_\_  
Addendum No. \_\_\_\_\_ Dated \_\_\_\_\_      Addendum No. \_\_\_\_\_ Dated \_\_\_\_\_

Company Name Infrastructure Solution Services

321-622-4646                                      bstahl@infrastructuress.com                                      321-256-5088  
Telephone #                                      E-Mail                                      Fax #

7185 Murrell Road, Suite 101  
Main Office Address

Melbourne                                      FL                                      32940  
City                                      State                                      Zip Code

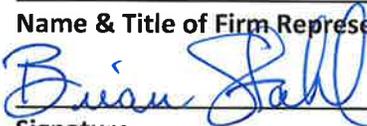
Address of Office Servicing City of North Port, if different than above:  SAME AS ABOVE

7319 Merchant Court  
Office Address

Sarasota                                      FL                                      34240  
City                                      State                                      Zip Code

941-526-0813                                      bstahl@infrastructuress.com                                      321-256-5088  
Telephone #                                      E-mail                                      Fax #

Brian Stahl, PE - Managing Member  
Name & Title of Firm Representative

  
Signature

July 17, 2020  
Date

Do you accept Visa?  YES  NO

**THIS PAGE MUST BE SUBMITTED WITH PROPOSAL**

**STATEMENT OF ORGANIZATION**  
**(Information Sheet for Transactions and Conveyances Corporation Identification)**

The following information will be provided to the City of North Port for incorporation in legal documents. It is, therefore, vital all information is accurate and complete. Please be certain all spelling, and capitalization is exactly as registered with the state or federal government.

Name of Respondent: Infrastructure Solution Services

DBA (if any): N/A

Type of Entity (Sole Proprietor, Corporation, LLC, LLP, Partnership, etc): LLC

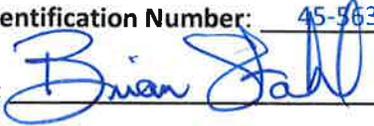
Business Address: 7319 Merchant Court  
Sarasota, FL 34240

Phone: 941-526-0813 Fax: 321-256-5088

E-Mail bstahl@infrastructuress.com

Print Name and Title of person authorized to bind: Brian Stahl, PE - Managing Member

Federal Identification Number: 45-5631196

Signature: 

Respondent shall submit proof that it is authorized to do business in the State of Florida unless registration is not required by law.

(Please Check One)

Is this a Florida Corporation:  Yes or  No

If not a Florida Corporation,

In what state was it created: N/A

Name as spelled in that State: \_\_\_\_\_

What kind of corporation is it:  "For Profit" or  "Not for Profit"

Is it in good standing:  Yes or  No

Authorized to transact business  
in Florida:  Yes or  No

State of Florida Department of State Certificate of Authority Document No.: L12000085582

Does it use a registered fictitious name:  Yes or  No

**THIS PAGE MUST BE SUBMITTED WITH PROPOSAL**

REQUEST FOR PROPOSAL NO. 2020-58  
PROFESSIONAL ENGINEERING SERVICES-CONTINUING SERVICES CONTRACTS FOR  
CITY OF NORTH PORT UTILITIES DEPARTMENT

**Names of Officers:** Brian Stahl, PE and Kiran Kulkarni, PE are the two managing members of the firm.

President: \_\_\_\_\_ Secretary: \_\_\_\_\_

Vice President: \_\_\_\_\_ Treasurer: \_\_\_\_\_

Director: \_\_\_\_\_ Director: \_\_\_\_\_

Other: \_\_\_\_\_ Other: \_\_\_\_\_

**Name of Corporation (As used in Florida):**

Infrastructure Solution Services, LLC

(Spelled exactly as it is registered with the state or federal government)

**Corporate Address:**

Post Office Box: None  
City, State Zip: \_\_\_\_\_  
Street Address: 7185 Murrell Road, Suite 101  
City, State, Zip: Melbourne, FL 32940

STATE OF FLORIDA

COUNTY OF Brevard

Sworn to (or affirmed) and subscribed before me by means of  physical presence or  online notarization, this 17<sup>th</sup>  
day of JULY, 2020, by BRIAN STAHL.

  
\_\_\_\_\_  
Notary Public - State of Florida

Personally Known OR  Produced Identification  
Type of Identification Produced KNOWN



Charles Sherman  
State of Florida  
My Commission Expires 07/31/2023  
Commission No. GG 345582

**THIS PAGE MUST BE SUBMITTED WITH PROPOSAL**

**DRUG FREE WORKPLACE FORM**

The undersigned Consultant in accordance with Florida Statute 287.087 hereby certifies that Infrastructure Solution Services does:  
(Company Name)

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are 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.

**Check one:**

- As the person authorized to sign this statement, I certify that this firm complies fully with above requirements.
- As the person authorized to sign this statement, this firm **does not** comply fully with the above requirements.

  
\_\_\_\_\_  
Offeror's Signature

July 17, 2020  
\_\_\_\_\_  
Date

Brian Stahl, PE - Managing Member

**THIS PAGE MUST BE SUBMITTED WITH PROPOSAL**

**PUBLIC ENTITY CRIME INFORMATION**

As provided by F.S. §287.133, a person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a Contractor, Supplier, Subcontractor, or Consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.

I, Brian Stahl, PE - Managing Member, being an authorized representative of the Respondent, Infrastructure Solution Services, located at 7185 Murrell Road, Suite 101  
City: Melbourne State: FL Zip Code: 32940, have read and understand the contents above. I further certify that Respondent is not disqualified from replying to this solicitation because of F.S. §287.133.

Signature:  Date: July 17, 2020

Telephone #: 321-622-4646 Fax #: 321-256-5088

Federal ID #: 45-5631196

STATE OF FLORIDA  
COUNTY OF Brevard

Sworn to (or affirmed) and subscribed before me by means of  physical presence or  online notarization, this 17 day of July, 2020, by BRIAN STAHL.

  
Notary Public - State of Florida

Personally Known OR  Produced Identification  
Type of Identification Produced KNOWN



Charles Sharman  
State of Florida  
My Commission Expires 07/31/2023  
Commission No. GG 345582

**THIS PAGE MUST BE SUBMITTED WITH PROPOSAL**

NON-COLLUSIVE AFFIDAVIT

Before me, the undersigned authority, personally appeared:

Brian Stahl, PE

who, being first duly sworn, deposes and says that:

1. He/She is the Managing Member (Owner, Partner, Officer, Representative or Agent) of Infrastructure Solution Services, the Respondent that has submitted the attached reply;
2. He/She is fully informed respecting the preparation and contents of the attached reply and of all pertinent circumstances respecting such reply;
3. Such reply is genuine and is not a collusive or sham reply;
4. Neither the said Respondent nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, have in any way colluded, conspired, connived or agreed, directly or indirectly, with any other respondent, firm, or person to submit a collusive or sham reply in connection with the work for which the attached reply has been submitted; or have in any manner, directly or indirectly sought by agreement or collusion, or communication or conference with any respondent, firm, or person to fix the price or prices in the attached reply or of any other respondent, or to fix any overhead, profit, or cost elements of the reply price or the reply price of any other respondent, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against (Recipient), or any person interested in the reply work.

Signed, sealed and delivered this 20th day of July, 2020.

By:

Brian Stahl

Brian Stahl, PE

(Printed Name)

Managing Member

(Title)

STATE OF FLORIDA

COUNTY OF Brevard

Sworn to (or affirmed) and subscribed before me by means of  physical presence or  online notarization, this 17<sup>th</sup> day of JULY, 2020, by BRIAN STAHL.

Charles Sherman  
Notary Public - State of Florida

Personally Known OR  Produced Identification  
Type of Identification Produced KNOWN



Charles Sherman  
State of Florida  
My Commission Expires 07/31/2023  
Commission No. GG 345582

THIS PAGE MUST BE SUBMITTED WITH PROPOSAL

**LOBBYING CERTIFICATION**

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

STATE OF Florida

COUNTY OF Brevard

This 20th day of July of 2020

Brian Stahl, PE, being first duly sworn, deposes and says that he or she is the authorized representative of Infrastructure Solution Services (Name of the contractor, firm or individual), and that the vendor and any of its agents agree to have no contact or communication with, or discuss any matter related in any way to any active City of North Port solicitation, with any City of North Port elected officials, officers, their appointees or their agents or any other staff or outside individuals working with the city in respect to this request other than the designated Procurement Official Contact and to abide by the restrictions outlined in the General Terms and Conditions of the Solicitation. Technical questions directed to the project manager, is prohibited. These persons shall not be lobbied, either individually or collectively, regarding any questions for bid, proposal, qualification and/or any other solicitations released by the city. To do so is grounds for immediate disqualification from the selection process. The selection process is not considered final until such a time as the Commission has made a final and conclusive determination.

(a) No City 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 either directly or indirectly an officer or employee of the City, City Commission in connection with the awarding of any City Contract.

(b) If any funds other than City appropriated funds have been paid or will be paid to any person for influencing or attempting to influence a member of City Commission or an officer or employee of the City in connection with this contract, the undersigned shall complete and submit Standard Form-L "Disclosure Form to Report Lobbying", in accordance with its instructions.

Signed, sealed and delivered this 20th day of July, 2020.

By: Brian Stahl

Brian Stahl, PE  
(Printed Name)  
Managing Member

STATE OF FLORIDA  
COUNTY OF Brevard

Sworn to (or affirmed) and subscribed before me by means of  physical presence or  online notarization, this 17th day of JULY, 2020, by BRIAN STAHL.

Charles Shuman  
Notary Public - State of Florida

Personally Known OR  Produced Identification  
Type of Identification Produced KNOWN



Charles Shuman  
State of Florida  
My Commission Expires 07/31/2023  
Commission No. GG 345582

THIS PAGE MUST BE SUBMITTED WITH PROPOSAL

**CONFLICT OF INTEREST FORM**

F.S. §112.313 places limitations on public officers (including advisory board members) and employees' ability to contract with the City either directly or indirectly. Therefore, please indicate if the following applies:

**PART I.**

- I am an employee, public officer or advisory board member of the City  
\_\_\_\_\_ (List Position Or Board)
- I am the spouse or child of an employee, public officer or advisory board member of the City  
Name: \_\_\_\_\_
- An employee, public officer or advisory board member of the City, or their spouse or child, is an officer, partner, director, or proprietor of Respondent or has a material interest in Respondent. "Material interest" means direct or indirect ownership of more than 5 percent of the total assets or capital stock of any business entity. For the purposes of [§112.313], indirect ownership does not include ownership by a spouse or minor child.  
Name: \_\_\_\_\_
- Respondent employs or contracts with an employee, public officer or advisory board member of the City  
Name: \_\_\_\_\_
- None Of The Above

**PART II:**

Are you going to request an advisory board member waiver?

- I will request an advisory board member waiver under §112.313(12)
- I will NOT request an advisory board member waiver under §112.313(12)
- N/A

The City shall review any relationships which may be prohibited under the Florida Ethics Code and will disqualify any vendors whose conflicts are not waived or exempt.

COMPANY: Infrastructure Solution Services

SIGNATURE: Brian Fall

**THIS PAGE MUST BE SUBMITTED WITH PROPOSAL**

**DISCLOSURE FORM**  
**FOR**  
**CONSULTANT/ENGINEER/ARCHITECT**

Please select (only) one of the following three options:

Our firm has no actual, potential, or reasonably perceived, **financial\*** or **other interest\*\*** in the outcome of the project.

Our firm has a potential or reasonably perceived **financial\*** or **other interest\*\*** in the outcome of the project as described here: \_\_\_\_\_.

Our firm proposes to mitigate the potential or perceived conflict according to the following plan:  
\_\_\_\_\_.

Our firm has an actual **financial\*** or **other interest\*\*** in the outcome of the project as described here:  
\_\_\_\_\_.

**\*What does "financial interest" mean?**

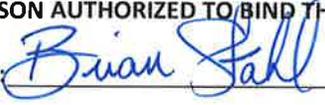
If your firm, or employee of your firm working on the project (or a member of the employee's household), will/may be perceived to receive or lose private income depending on the government business choices based on your firm's findings and recommendations, this must be listed as a financial interest. An example would be ownership in physical assets affected by the government business choices related to this project. The possibility of contracting for further consulting services is not included in this definition and is not prohibited.

**\*\*What does "other interest" mean?**

If your firm, or employee of your firm working on the project (or a member of the employee's household), will/may be perceived to have political, legal or any other interests that will affect what goes into your firm's findings and recommendations, or will be/may be perceived to be affected by the government business choices related to this project, this must be listed as another interest.

BUSINESS NAME: Infrastructure Solution Services

NAME (PERSON AUTHORIZED TO BIND THE COMPANY): Brian Stahl, PE - Managing Member

SIGNATURE:  DATE: July 17, 2020

**THIS PAGE MUST BE SUBMITTED WITH PROPOSAL**

REQUEST FOR PROPOSAL NO. 2020-58  
PROFESSIONAL ENGINEERING SERVICES-CONTINUING SERVICES CONTRACTS FOR  
CITY OF NORTH PORT UTILITIES DEPARTMENT

Scrutinized Company Certification Form

Company Name: Infrastructure Solution Services  
Authorized Representative Name and Title: Brian Stahl, PE - Managing Member  
Address: 7185 Murrell Road, Suite 101 City: Melbourne State: FL ZIP: 32940  
Phone Number: 321-622-4646 Email Address: bstahl@infrastructuress.com

A company is ineligible to, and may not, bid on, submit a proposal for, or enter into or renew a contract with the City of North Port for goods or services of any amount if, at the time of bidding on, submitting a proposal for, or entering into or renewing such contract, the company is on the Scrutinized Companies that Boycott Israel List, created pursuant to Florida Statutes, section 215.4725, or is engaged in a boycott of Israel.

A company is ineligible to, and may not, bid on, submit a proposal for, or enter into or renew a contract with the City of North Port for goods or services of \$1 million or more if, at the time of bidding on, submitting a proposal for, or entering into or renewing such contract, the company is on the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, created pursuant to Florida Statutes, section 215.473, or with companies engaged in business operations in Cuba or Syria.

**CHOOSE ONE OF THE FOLLOWING**

- This bid, proposal, contract or contract renewal is for goods or services of less than \$1 million. As the person authorized to sign on behalf of the above-named company, and as required by Florida Statutes, section 287.135(5), I hereby certify that the above-named company is not participating in a boycott of Israel.
- This bid, proposal, contract or contract renewal is for goods or services of \$1 million or more. As the person authorized to sign on behalf of the above-named company, and as required by Florida Statutes, section 287.135(5), I hereby certify that the above-named company is not participating in a boycott of Israel, is not on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, and it does not have business operations in Cuba or Syria.

I understand that pursuant to Florida Statutes, section 287.135, the submission of a false certification may result in the termination of the contract if one is entered into, and may subject the above-named company to civil penalties, attorney's fees and costs.

Certified By: Brian Stahl  
AUTHORIZED REPRESENTATIVE SIGNATURE

Print Name and Title: Brian Stahl, PE - Managing Member

Date Certified: July 17, 2020

Solicitation/Contract/PO Number (Completed by Purchasing): 2020-58

**THIS PAGE MUST BE SUBMITTED WITH PROPOSAL**

**END OF PART IV**

**33. Name and Title. Self-explanatory.**

**TAB 9 – SUBMISSION REQUIREMENTS AND REQUIRED SUBMITTAL FORMS:** This checklist is provided to assist each Proposer in the preparation of their response. Included in this checklist are important requirements, which is the responsibility of each Proposer to submit with their response in order to make their response fully compliant. This checklist is a guideline which is to be executed and submitted with the required forms. It is the responsibility of each Proposer to read and comply with the solicitation in its entirety.

**A. SUBMITTAL REQUIREMENTS**

- 1. NUMBER OF PAGES:** The proposal shall not exceed (38) pages (one-sided) or (19) pages (two-sided) in length. (The Title Page, Table of Contents, City Required Forms, 330 Forms and tabs do not count towards the TOTAL NUMBER OF PAGES).
  - 1.1 When compiling a response, sections should be tabbed and labeled; pages should be sequentially numbered at the bottom of the page; proposals should be bound to allow flat stacking for easy storage; do not use three ring binders of any kind; and sections should be compiled in the sequence list above.
  - 1.2 Place proposal with all the required items in a sealed envelope clearly marked for specification number, project name, name of proposer, and due date and time.
- 2. PAPER/FONT SIZE:** 8.5"x11"/Font Calibri 11, PDF FORMAT.
- 3. NUMBER OF ORIGINAL PROPOSALS:** One (1) original hard-copy **UNBOUND** (marked "ORIGINAL") and signed in **blue ink**. **NUMBER OF COPIES:** five (5) hard copies **BOUND** (marked "COPY") **(1 original + 5 copies = 6 total submittals)**.
- 4. USB Flash Drive:** One (1) electronic version in Portable Document Format (PDF) **on** a USB Drive containing the entire submittal. USB drive only. **CDs will not be accepted.**

**B. REQUIRED SUBMITTAL FORMS:** City Required Submittal Forms/Checklist

**READ/EXECUTED & INCLUDED**

- Proposal Submittal Signature Form
- Statement of Organization
- References
  
- Drug-Free Workplace (If Applicable)
- Public Entity Crime Information
- Non-Collusive Affidavit

- Lobbying Certification
- Conflict of Interest Form
- Disclosure Form (Consultant/Engineer/Architect)
  
- Scrutinized Business Certification Form

State Registration Requirements (<http://www.sunbiz.org/search.html>)

Copy of Registration, Attached

State required license for Prime Firm Only (Not sub-consultants)

**SAMPLE INSURANCE CERTIFICATE:** Demonstrate your firm's ability to comply with insurance requirements. Provide a previous certificate or other evidence listing the Insurance Companies names for both Professional Liability and General Liability and the dollar amounts of the coverage.

YES  NO Sample Insurance Certificate is included with the submittal

**MBE/WBE/VBE:** If claiming Minority Business Enterprise/Women Business Enterprise/Veterans Business Enterprise, the Prime Firm (not sub-consultant) **shall be** certified as a Minority Business Enterprise by the State of Florida, Department of Management Services, Office of Supplier Diversity pursuant to Section 287.0943, Florida Statutes.

YES, CLAIMING MBE/WBE/VBE STATUS AS PRIME ONLY

YES, I'VE ATTACHED THE CERTIFICATE OF MBE/WBE/VBE STATUS FROM THE STATE OF FLORIDA AS OUTLINED SECTION 12.

NOT CLAIMING MBE/WBE/VBE

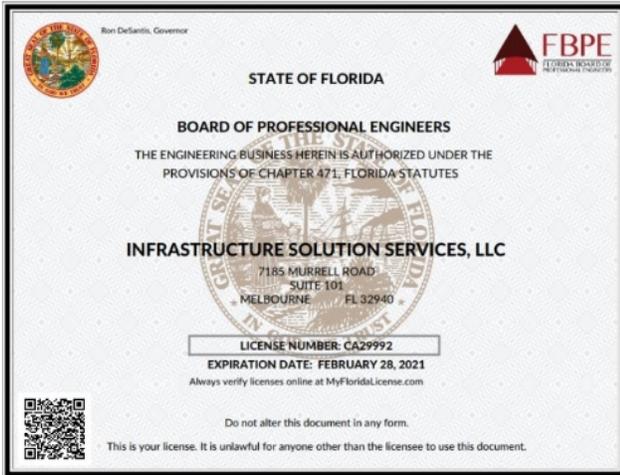
**THIS PAGE MUST BE COMPLETED AND SUBMITTED WITH YOUR PROPOSAL**

## APPENDIX A: LICENSES

*THIS SECTION IS EXCLUDED FROM REQUIRED PAGE LIMITS.*

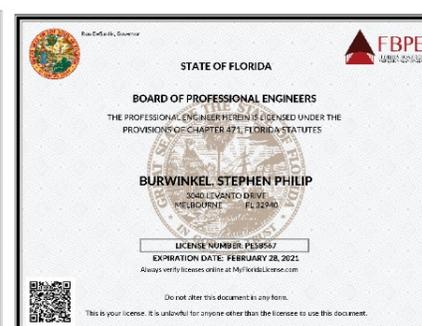
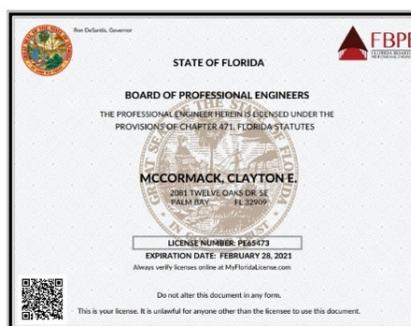
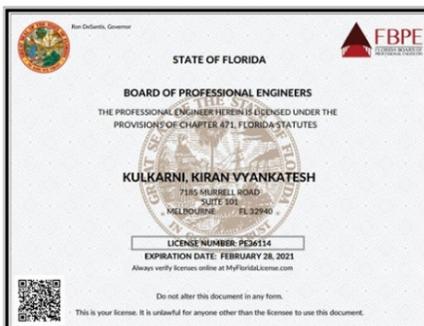
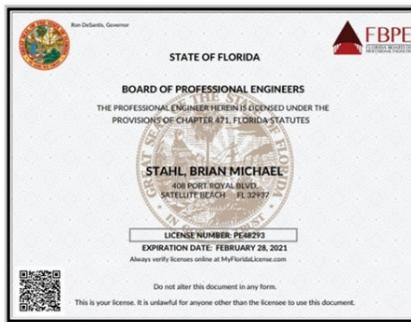
## ISS PROFESSIONAL LICENSES

ISS is licensed by the State of Florida Board of Professional Engineers to provide professional engineering services throughout Florida. Please find a copy of our firm's relevant licenses below.



## LICENSES AND CERTIFICATIONS OF KEY PERSONNEL

Please find a copy of our key personnel's relevant licenses below and on the following pages.



CITY OF NORTH PORT, FLORIDA - REQUEST FOR PROPOSAL NO. 2020-58  
 PROFESSIONAL ENGINEERING SERVICES CONTINUING SERVICES CONTRACTS FOR CITY OF NORTH PORT UTILITIES DEPT.  
**APPENDIX A: LICENSES**



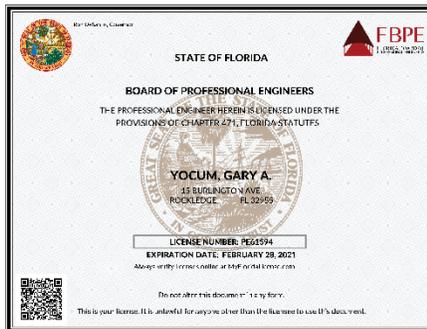
Ron DeSantis, Governor  
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**BOARD OF PROFESSIONAL ENGINEERS**  
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 MELBOURNE FL 32954-0000  
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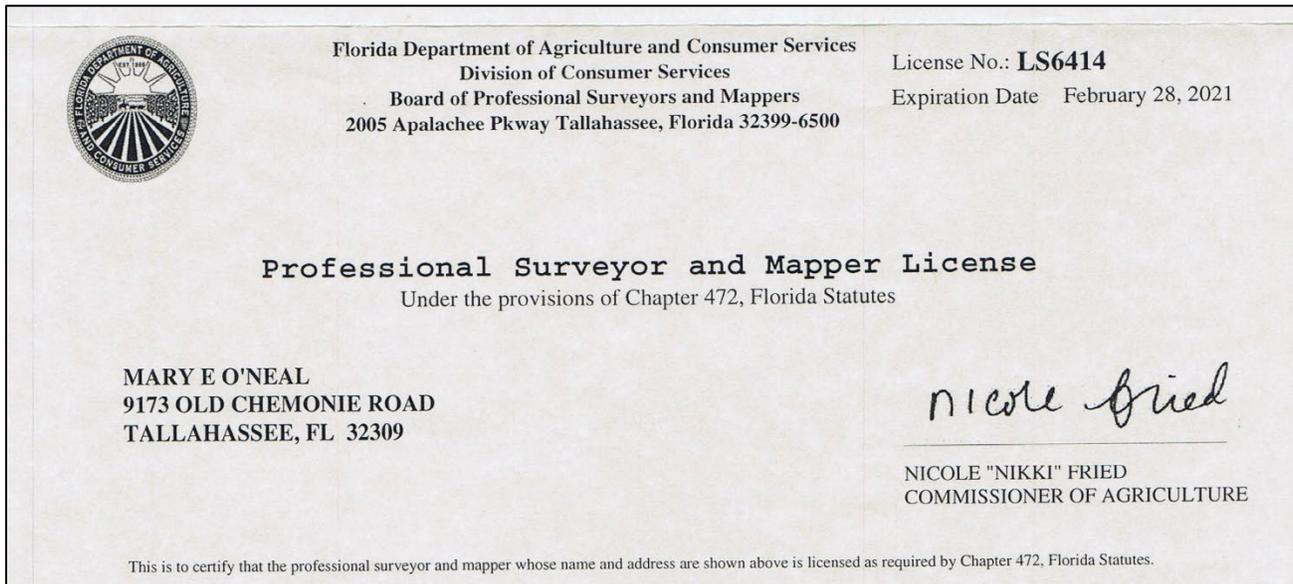
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**GONZALEZ, MEAGEN DAVIS**  
 12623 NICOLE LANE  
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### **ISS STATE OF FLORIDA REGISTRATION**

Please find ISS' registration with the Florida Department of State on the following page.

# *State of Florida Department of State*

I certify from the records of this office that INFRASTRUCTURE SOLUTION SERVICES, LLC is a limited liability company organized under the laws of the State of Florida, filed on June 29, 2012.

The document number of this limited liability company is L12000085582.

I further certify that said limited liability company has paid all fees due this office through December 31, 2020, that its most recent annual report was filed on January 16, 2020, and that its status is active.

*Given under my hand and the  
Great Seal of the State of Florida  
at Tallahassee, the Capital, this  
the Thirteenth day of March, 2020*



*Randy Bee*  
Secretary of State

Tracking Number: 8681241401CU

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

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