



STATEMENT OF QUALIFICATIONS

RFQ # 3075-17

PROFESSIONAL ARCHITECTURAL & ENGINEERING SERVICES FOR
CITY OF VENICE PUBLIC SAFETY FACILITY

VENICE, FL | DECEMBER 18, 2017 | 2 PM

Professional Architectural & Engineering Services for City of Venice Public Safety Facility

RFQ # 3075-17 | City of Venice | December 18, 2017

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CLEMONS, RUTHERFORD & ASSOCIATES, INC.

ARCHITECTS ■ PLANNERS ■ INTERIOR DESIGNERS ■ CONSTRUCTION MANAGERS

2027 Thomasville Road, Tallahassee, FL 32308
p: 850-385-6153 ■ f: 850-386-8420

105 South Broad Street, Thomasville, GA 31792
p: 229-228-5016 ■ f: 229-228-0509

www.craarchitects.com

December 18, 2017

City of Venice Purchasing Department
Room 204, City Hall
401 West Venice Avenue
Venice, Florida 34285

RE: RFQ #3075-17 Professional Architectural and Engineering Services for City of Venice Public Safety Facility

Dear Members of the Selection Committee:

Clemons, Rutherford & Associates, Inc. (CRA) in association and our engineering consultants are pleased to submit our qualifications for architectural and engineering services for the above-referenced project. The marriage of this team's professionals is one that accentuates the strengths of each respective firm and adds value to the project from both quality and service standpoints. The City of Venice will be the beneficiary of experienced public safety architects and engineers (CRA, TLC Engineering, McCarthy & Associates, and DMK Associates, Inc.) who have a proven background in the State of Florida. Our experience includes design services for numerous public safety facilities and county emergency operation centers, state and federal public facilities, as well as experience serving in an advisory capacity to commissions regarding funding.

Highly Qualified and Experienced Staff

Our staff members are experienced professionals with significant backgrounds in the programming, master planning, and designs of public safety facilities. We are knowledgeable of and comfortable with the processes involved in the design and construction of county-owned facilities. Our public safety facilities have been completed by the same key team members assigned to your project. This team consistency will facilitate the smooth progression of this project.

Commitment to City of Venice

We are prepared to devote our full resources to your project. We believe strongly in and emphasize loyalty to our clients. Our commitment to that philosophy has earned us high regard throughout the industry. We will proceed through each phase of this project according to the City of Venice's instructions and will, at all times, act in your best interest. We commit to you our very best service.

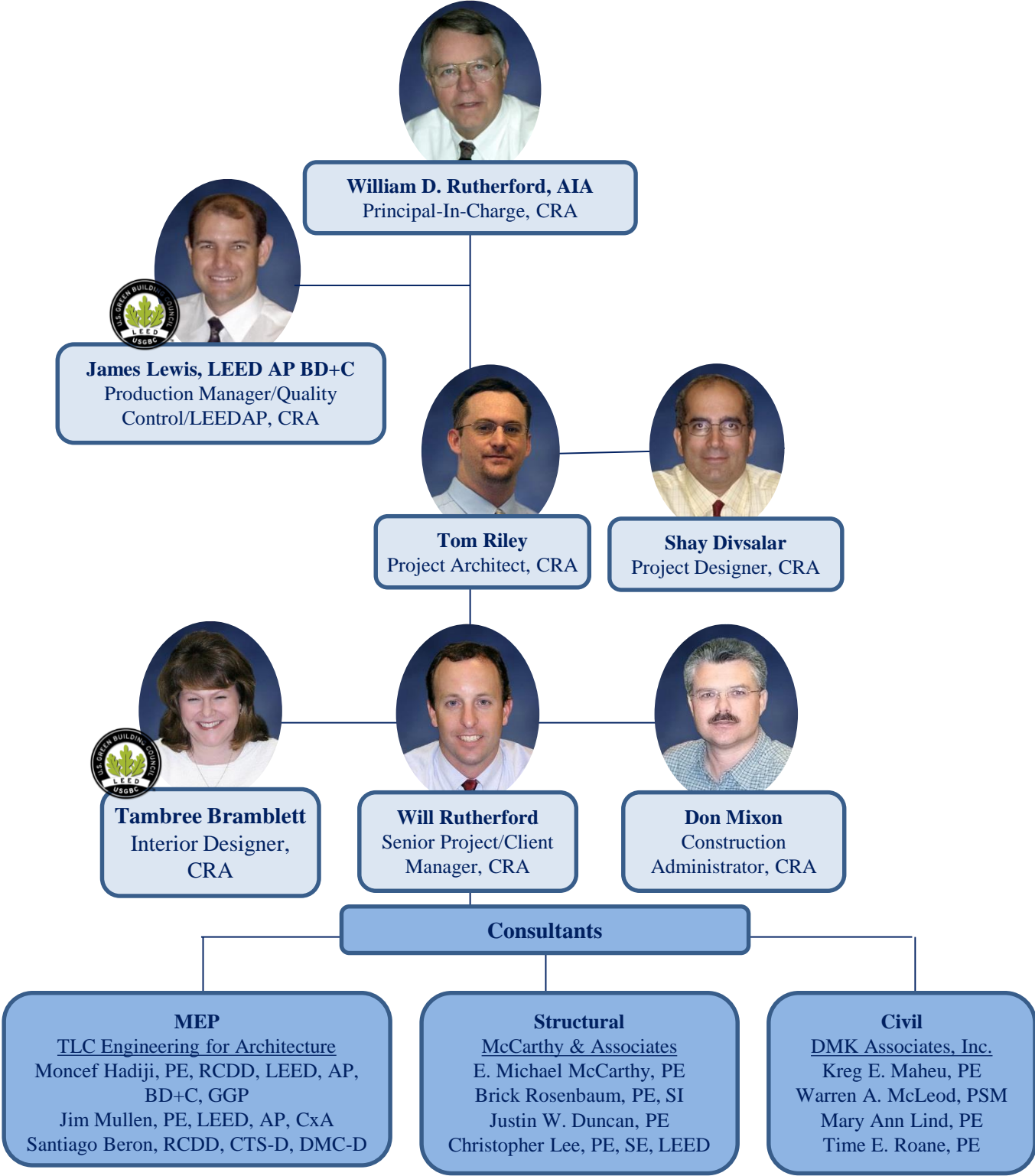
Sincerely,

William D. Rutherford, AIA | President



Project Team's Qualifications & Key Personnel

Organizational Chart





Key Personnel Resumes



WILLIAM D. RUTHERFORD, AIA
Clemons, Rutherford & Associates, Inc.
Principal-In-Charge



AREAS OF EXPERTISE

- Government & Public Facilities
- Cost Effective Design Solutions
- Schedule Enhancement Design Solutions

EXPERIENCE

41 Years with CRA
53 Years Total Experience

EDUCATION/TRAINING

University of Florida, Bachelor of Science in
Architecture, 1966

LICENSES/AFFILIATIONS

Architecture: Alabama, Arkansas, **Florida**
(AR007865), Georgia, Idaho, Illinois, Indiana,
Kansas, Louisiana, Maryland, Michigan,
Mississippi, Missouri, Nevada, New Mexico,
North Carolina, Oklahoma, South Carolina;
Tennessee, Texas, Washington

AIA, NCARB, Disaster Recovery Planner

JOB DESCRIPTION

As a Principal of CRA for more than 20 years, Mr. Rutherford is a strong leader who develops a unique approach strategy for each project, facilitating the effective participation of team members ensuring each project's ultimate success. His duties include client satisfaction; ensuring project budget and schedule are met and a quality and functional design are provided.

PROJECT EXPERIENCE

Leon County Public Safety Complex Tallahassee, FL	\$39,291,692
Glades County Emergency Operations Center, Moore Haven, FL	\$4,181,476
DMS FDOT Regional Transportation Management Center, Jacksonville, FL	\$8,200,000
Baker County Jail & Sheriff's Administration Macclenny, FL	\$32,650,000
Florida Sheriffs Association Headquarters Tallahassee, FL	\$32,650,000
Sumter County Public Safety Buildings The Villages, FL & Bushnell, FL	\$27,362,549
Gordon County Sheriff's Operations Center & Jail; Gordon BOCC; Calhoun, GA	\$25,998,494
Taylor County Emergency Operations Center, Perry, FL	\$978,574
Lowndes County Jail Expansion, Valdosta, GA	\$23,752,228
Levy County Sheriff's Administration and Jail Addition, Bronson, FL	\$5,795,967
Escambia County Law Enforcement Training Facility, Pensacola, FL	\$3,919,200



JAMES LEWIS, LEED AP BD+C
Clemons, Rutherford & Associates, Inc.
Production Manager

AREAS OF EXPERTISE

- Government & Public Facilities
- Project Management
- Project Communication
- Plans Review & Quality Control
- Construction Administration

EXPERIENCE

26 Years with CRA
30 Years Total Experience

EDUCATION/TRAINING

B.A. Architecture, Auburn University, 1991;
B.S. in Building Construction, Auburn
University, 1991

LICENSES/AFFILIATIONS

Architecture: Florida, #0015408, 1995
LEED Accredited Professional + Building
Design & Construction

JOB DESCRIPTION

Mr. Lewis has a unique combination of strengths in that he has both a strong construction and design background.

The combination makes for strong project management skills, cost efficient design documents and construction management capabilities that far exceed the norm.

For the past 10+ years, Mr. Lewis has also served as CRA's Quality Control Manager.

PROJECT EXPERIENCE

Leon County Public Safety Complex Tallahassee, FL	\$39,291,692
Glades County Emergency Operations Center, Moore Haven, FL	\$4,181,476
DMS FDOT Regional Transportation Management Center, Jacksonville, FL	\$8,200,000
Baker County Jail & Sheriff's Administration Macclenny, FL	\$32,650,000
Florida Sheriffs Association Headquarters Tallahassee, FL	\$32,650,000
Sumter County Public Safety Buildings The Villages, FL & Bushnell, FL	\$27,362,549
Gordon County Sheriff's Operations Center & Jail; Gordon BOCC; Calhoun, GA	\$25,998,494
Taylor County Emergency Operations Center, Perry, FL	\$978,574
Lowndes County Jail Expansion, Valdosta, GA	\$23,752,228
Levy County Sheriff's Administration and Jail Addition, Bronson, FL	\$5,795,967
Escambia County Law Enforcement Training Facility, Pensacola, FL	\$3,919,200



TOM RILEY, LEED AP BD+C
Clemons, Rutherford & Associates, Inc.
Project Architect



AREAS OF EXPERTISE

- Project Management
- Project Communication
- Government Owned Facilities
- Code Compliance
- Sustainable Design

EXPERIENCE

12 years with CRA
20 Years Total Experience

EDUCATION/TRAINING

Florida A&M University, Bachelor
of Science in Architecture, 1995

Florida A&M University,
Master in Architecture, 1998

LICENSE

Architecture: Florida (#AR94450)
LEED Accredited Professional

JOB DESCRIPTION

Since joining CRA in 2005, Mr. Riley has served as Project Manager or Project Designer on a wide range of projects including: educational facilities, correctional facilities, science labs, and libraries. In addition, Mr. Riley has prior design experience in governmental and collegiate facilities, housing, religious centers, office and retail design. Mr. Riley has a strong commitment to detail and quality and is a reliable team member on challenging projects. He has worked on both minor and large scale projects for numerous County clients.

PROJECT NAME

Sumter Co Public Safety Centers- Villages & Bushnell	\$27,362,549
Flagler County Inmate Facility Study, Expansion, & Retrofit, Bunnell, FL	In progress
Wakulla County Courthouse Study, Addition & Renovations, Crawfordville, FL	\$2,243,324
Hernando County Jail Study & Expansion, Brooksville, FL	\$11,172,000
Florida Sheriffs Association Headquarters & Training Center, Tallahassee, FL	\$3,800,000
Leon County Public Safety Complex, Leon County-City of Tallahassee; Tallahassee, FL	\$39,291,692
Greensboro Train Depot Historic Renovation, Gadsden County Board of County Commissioners, Greensboro, FL	\$888,125
FDOT MM63 Rest Area & Collier County Public Safety Building Design-Build, Ft. Myers, FL	\$9,646,248
FDOT Northeast Florida Regional Transportation Management Center, Jacksonville, FL	\$8,750,000
Department of Management Services Minor Projects Continuing Contract, Florida Department of Management Services, Tallahassee, FL	Various



SHAY DIVSALAR
Clemons, Rutherford & Associates, Inc.
Project Designer



AREAS OF EXPERTISE

- Architectural Design
- Project Management
- Production & Quality Control
- Project Coordination & Communication

EXPERIENCE

19 Years with CRA
36 Years Total Experience

EDUCATION/TRAINING

Bachelor of Architecture, University
of Tennessee, 1982

LICENSES/AFFILIATIONS

Architecture: Florida (#AR0013297)

JOB DESCRIPTION

Mr. Divsalar is a registered architect with 30+ years of architectural experience in diversified projects, including, correctional, health care, office buildings, banks, retail centers, and educational facilities. His specialties include Architectural Design (including three dimensional sketches), project management, and construction administration.

PROJECT EXPERIENCE

Leon County Public Safety Complex Tallahassee, FL	\$39,291,692
Glades County Emergency Operations Center, Moore Haven, FL	\$4,181,476
DMS FDOT Regional Transportation Management Center, Jacksonville, FL	\$8,200,000
Florida Sheriffs Association Headquarters Tallahassee, FL	\$32,650,000
Sumter County Public Safety Buildings The Villages, FL & Bushnell, FL	\$27,362,549
Gordon County Sheriff's Operations Center & Jail; Gordon BOCC; Calhoun, GA	\$25,998,494
Lyon County Justice Complex, Yearington, NV	\$18,000,000
New Cook County Law Enforcement Center Master Planning & Design, Adel, GA	\$4,453,842
Lowndes County Jail Expansion, Valdosta, GA	\$23,752,228
Seminole County Jail, Sheriff's Office & 911 Center, Donalsonville, GA	\$2,805,000



TAMBREE BRAMBLETT, LEED AP ID+C
Clemons, Rutherford & Associates, Inc.
Interior Designer



AREAS OF EXPERTISE

- Government & Public Facility Interior Design
- Government & Public Facility Space Planning
- Finish & Furniture Selection

EXPERIENCE

26 years with CRA
26 Years Total Experience

EDUCATION/TRAINING

Bachelor of Design in Architecture, University of Florida, 1991

LICENSES/AFFILIATIONS

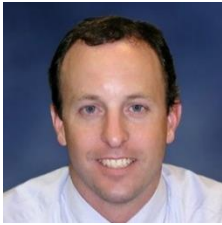
Interior Designer: #0004216,
1999, Florida
NCIDQ Certificate #014897

JOB DESCRIPTION

Ms. Bramblett graduated from the University of Florida with honors, earning her Bachelor of Design in Architecture prior to joining CRA. She has the unique qualifications of both an architectural and interior design background thus enabling her to easily provide interior design documents that work well within the overall set of architectural documents. When working within CRA's areas of expertise, she offers tremendous knowledge of materials. Her interior design library is full of the latest in finishes, fixtures and furnishing catalogs, thus ensuring the most up-to-date materials are specified in our plans.

PROJECT EXPERIENCE

Leon County Public Safety Complex Tallahassee, FL	\$39,291,692
Glades County Emergency Operations Center, Moore Haven, FL	\$4,181,476
DMS FDOT Regional Transportation Management Center, Jacksonville, FL	\$8,200,000
Baker County Jail & Sheriff's Administration Macclenny, FL	\$32,650,000
Florida Sheriffs Association Headquarters Tallahassee, FL	\$32,650,000
Sumter County Public Safety Buildings The Villages, FL & Bushnell, FL	\$27,362,549
Gordon County Sheriff's Operations Center & Jail; Gordon BOCC; Calhoun, GA	\$25,998,494
Taylor County Emergency Operations Center, Perry, FL	\$978,574
Lowndes County Jail Expansion, Valdosta, GA	\$23,752,228
Levy County Sheriff's Administration and Jail Addition, Bronson, FL	\$5,795,967
Escambia County Law Enforcement Training Facility, Pensacola, FL	\$3,919,200



WILL RUTHERFORD
Clemons, Rutherford & Associates, Inc.
Project/Client Manager



AREAS OF EXPERTISE

- Cost Estimating
- Building Construction
- Construction Management

EXPERIENCE

22 Years with CRA
31 Years Total Experience

EDUCATION/TRAINING

B.S. in Building Construction, University of
Florida, 1995
Masters of Architecture, Florida
A & M University, 2009

LICENSES/AFFILIATIONS

Certified Building Code Inspector, 1997
General Contractor: Florida,
#CG C061443, 2000

JOB DESCRIPTION

Since joining CRA, Mr. Rutherford has served as chief cost estimator for every project the firm has completed. Mr. Rutherford's background and education is in Building Construction. He has over thirteen years of experience in Project Management, Cost Estimating and Construction Supervision. He understands both the technical and administrative sides to the business. His responsibilities have included cost estimating, scheduling, quantity surveys, labor, equipment and material pricing, general conditions and bid preparation. He is proficient in the use of Primavera, Timberline, Expedition, Design Estimator and MC2.

PROJECT EXPERIENCE

Leon County Public Safety Complex Tallahassee, FL	\$39,291,692
Glades County Emergency Operations Center, Moore Haven, FL	\$4,181,476
DMS FDOT Regional Transportation Management Center, Jacksonville, FL	\$8,200,000
Baker County Jail & Sheriff's Administration Macclenny, FL	\$32,650,000
Florida Sheriffs Association Headquarters Tallahassee, FL	\$32,650,000
Sumter County Public Safety Buildings The Villages, FL & Bushnell, FL	\$27,362,549
Gordon County Sheriff's Operations Center & Jail; Gordon BOCC; Calhoun, GA	\$25,998,494
Taylor County Emergency Operations Center, Perry, FL	\$978,574
Lowndes County Jail Expansion, Valdosta, GA	\$23,752,228
Levy County Sheriff's Administration and Jail Addition, Bronson, FL	\$5,795,967
Escambia County Law Enforcement Training Facility, Pensacola, FL	\$3,919,200



DON MIXON

Clemons, Rutherford & Associates, Inc.
Construction Administrator



AREAS OF EXPERTISE

- Building Construction
- Construction Management
- Project Coordination & Communication

EXPERIENCE

25 years with CRA

37 Years Total Experience

EDUCATION/TRAINING

B.S. in Building Construction, University of
Florida, 1981

JOB DESCRIPTION

Mr. Mixon is CRA's Chief Construction Administrator. Since joining the firm, he has conducted constructability reviews and administered various types of repairs, renovations and new construction projects for CRA. He is responsible for pre-bid and pre-construction conferences involving clients and project team members. He also develops and maintains inspection plans. During the construction phase, Mr. Mixon conducts inspections and issues noncompliance notices when warranted. He interacts with contractors, design engineers and his superiors to resolve ambiguities or unexpected field conditions. Other duties include preparing project action list minutes, completing contractor evaluations, processing invoices, reviewing as-built drawings and updating status reports.

PROJECT EXPERIENCE

Leon County Public Safety Complex Tallahassee, FL	\$39,291,692
Glades County Emergency Operations Center, Moore Haven, FL	\$4,181,476
DMS FDOT Regional Transportation Management Center, Jacksonville, FL	\$8,200,000
Baker County Jail & Sheriff's Administration Macclenny, FL	\$32,650,000
Florida Sheriffs Association Headquarters Tallahassee, FL	\$32,650,000
Sumter County Public Safety Buildings The Villages, FL & Bushnell, FL	\$27,362,549
Gordon County Sheriff's Operations Center & Jail; Gordon BOCC; Calhoun, GA	\$25,998,494
Levy County Sheriff's Administration and Jail Addition, Bronson, FL	\$5,795,967
Lyon County Justice Complex, Yearington, NV	\$18,000,000
New Cook County Law Enforcement Center Master Planning & Design, Adel, GA	\$4,453,842
Lowndes County Jail Expansion, Valdosta, GA	\$23,752,228
Seminole County Jail, Sheriff's Office & 911 Center, Donalsonville, GA	\$2,805,000



MONCEF HADIJI, PE, RCDD, LEED AP
BD+C, GGP
TLC Engineering for Architecture, Inc.
Senior Electrical Engineer



AREAS OF EXPERTISE

- Electrical Engineering Design
- Low Voltage Design for Audio/Visual, IT, Communications, and Security
- Government & Public Facilities
- Energy Efficient Design Solutions

EXPERIENCE

11 Years with TLC
27 Years Total Experience

EDUCATION/TRAINING

Wichita State University
B.S., Electrical Engineering, 1986
M.S., Electrical Engineering, 1988

LICENSES/AFFILIATIONS

Electrical Engineer, **Florida (48022)**,
Alabama, Georgia, Kansas, Louisiana,
Massachusetts, Missouri, New Mexico, New
York, North Carolina, Texas, Virginia,

Registered Communications Distribution
Designer (RCDD) #181183R

LEED Accredited Professional Building
Design + Construction

Green Globes Professional (GGP)

JOB DESCRIPTION

Moncef serves as a Principal at TLC and Senior Electrical Engineer responsible for coordinating and implementing electrical and telecommunication system design in concert with other design disciplines, staff supervision and Quality Control and Quality Assurance. As a LEED Accredited Professional, Moncef is familiar with sustainable design and its high impact on energy efficiency.

PROJECT EXPERIENCE

Gainesville Police Department Headquarters, Gainesville, Florida	\$11.6M
Rockledge Police Headquarters, Rockledge, Florida	\$4M
New Smyrna Police Station, New Smyrna Beach, Florida	\$7M
Toho Water Authority Administrative and Emergency Operations Complex, Kissimmee, Florida	\$11.5M
City of Coconut Creek Public Works Building, Coconut Creek, Florida	\$8M
Polk County Sheriff Evidence Storage, Lakeland, Florida	\$250,000
Palm Beach County Law Enforcement Data Center, West Palm Beach, Florida	\$500,000
City of Melbourne Police Headquarters Criminal Investigations Division Facility Building Assessment, Melbourne, Florida	Study
City of Melbourne Police Department HVAC Renovation, Melbourne, Florida	Study
West Palm Beach Fire Station #5 and Emergency Operations Center, West Palm Beach, Florida	\$7M
National Law Enforcement Communications Center, Orlando, Florida	\$2M



JIM MULLEN, PE, LEED AP, CxA
TLC Engineering for Architecture, Inc.
Mechanical Project Engineer



AREAS OF EXPERTISE

- Mechanical Engineering Design
- Plumbing/Fire Protection Design
- Sustainable, energy efficient HVAC systems design
- Government & Public Facilities
- Commissioning building systems

EXPERIENCE

17 Years with TLC
20 Years Total Experience

EDUCATION/TRAINING

University of Central Florida
B.S., Mechanical Engineering, 1991

LICENSES/AFFILIATIONS

Mechanical Engineer:, **Florida (60195)**,
LEED Accredited Professional
ACG Registered Commissioning Authority

JOB DESCRIPTION

Jim focuses on sustainable design, energy issues, and achieving the most energy efficient operation of building systems. With over 20 years of experience, he is adept in project coordination with all disciplines and mechanical design including HVAC, plumbing, fire protection, life cycle cost analysis, acoustics, smoke control systems, and computer modeling of building systems. As a Certified Commissioning Agent, Jim is skilled in generating the required documentation for commissioning and performing the functional performance testing to ensure the equipment is operating per the design intent.

PROJECT EXPERIENCE

Gainesville Police Department Headquarters, Gainesville, Florida	\$11.6M
Rockledge Police Headquarters, Rockledge, Florida	\$4M
Deputy Barbara A. Pill Sheriff Precinct, Titusville, Florida	\$3M
New Smyrna Police Station, New Smyrna Beach, Florida	\$7M
Toho Water Authority Administrative and Emergency Operations Complex, Kissimmee, Florida	\$11.5M
City of Lakeland Police Training Facility, Lakeland, Florida	\$750,000
Polk County Sheriff Evidence Storage, Lakeland, Florida	\$250,000
City of Melbourne Police Headquarters Criminal Investigations Division Facility Building Assessment, Melbourne, Florida	Study
City of Melbourne Police Department HVAC Renovation, Melbourne, Florida	Study
City of Cocoa Police Department HVAC Replacement and Commissioning, Cocoa, Florida	\$346,000



SANTIAGO BERON, RCDD, CTS-D, DMC-D
TLC Engineering for Architecture, Inc.
Senior Project Engineer



AREAS OF EXPERTISE

- State-of-the-Art Audio/Visual, Communications, and Security Design
- Government & Public Facilities

EXPERIENCE

14 Years with TLC

27 Years Total Experience

EDUCATION/TRAINING

Pontificia Universidad Javeriana
B.S., Electrical Engineering, 1992

ICESI University
M.B.A., Business Administration and
Management, 1998

LICENSES/AFFILIATIONS

Registered Communications Distribution
Designer (RCDD) #181279R

Certified Technology Specialist Design (CTS-
D) #2325046

DigitalMedia Certified Designer
#D-104-110418-4844

JOB DESCRIPTION

Santiago has more than 27 years of electronic systems and electrical experience designing public safety facilities. As a firm principal, senior project manager for security, communications and technology, Santiago is skilled in bids and submittal preparation, project management; design and implementation of CCTV systems, access control systems, video walls, structured cabling system, audio/visual systems, Ethernet network design and Common-Use infrastructure.

PROJECT EXPERIENCE

Gainesville Police Department Headquarters,
Gainesville, Florida \$11.6M

Sunrise Public Safety and Fire Station #72,
Sunrise, Florida \$32.5M

Pinellas County Emergency Operations
Center, Largo, Florida \$81.4M

Palm Beach Gardens Emergency Operations
Communications Center, Palm Beach
Gardens, Florida \$3.5M

St. Petersburg Police Department
Headquarters, St. Petersburg, Florida \$40M

Dade City Police Station and City Hall, Dade
City, Florida \$6.64M

City of North Port City Hall & Police Station,
North Port, Florida \$15M

Cape Coral Police Department Headquarters,
Cape Coral, Florida \$500,000

Sarasota Police Department Headquarters,
Sarasota, Florida \$26.5M



E. MICHAEL MCCARTHY, P.E.
McCarthy and Associates
A Division of Pennoni
Associate Vice President



AREAS OF EXPERTISE

- Government & Private/Public Facilities
- Project Administration for Firm
- Forensics and Expert Witness

EXPERIENCE

1.5 Years Pennoni Associates
31 Years McCarthy and Associates
40 Years Total Experience

EDUCATION/TRAINING

BA, Architectural Engineering,
Pennsylvania State University (1978)

LICENSES/AFFILIATIONS

Professional Engineer: Florida #78524,
Georgia #18345
Special Building Inspector: Florida #0158

American Concrete Institute
American Society of Civil Engineers
ASCE Committee 24: Flood Resistant
Design and Construction
YMCA of the Suncoast Building & Grounds
Committee
Pinellas County Construction Licensing
Board

Instrument Rated Pilot, FAA #3019811

JOB DESCRIPTION

Mr. McCarthy handles the administration of approximately \$500 million construction value per year of building design projects from preliminary through final construction. The majority of the projects are fast-tracked and Mr. McCarthy has always met the deadline demand.

PROJECT EXPERIENCE

Ongoing Continuing A/E Services Various
City of Clearwater, FL (1990 – Ongoing)

Continuing Services Contract Various
City of Dunedin, FL (2010 – Ongoing)

Continuing Miscellaneous Services Various
City of Tampa, FL (2014 – 2016)

USPS – A/E 5-Year Continuing Services Various
United States Postal Service (2000-2020)
\$81,400,000

Public Safety Complex & Centralized Communication Center
Largo, FL (2011– 2013)
The \$81.4 million project includes three new buildings on the 40 acre site that houses the county's new emergency operations center; emergency communications and 911 call center; emergency medical services; sheriff's administrative and operational headquarters and dispatch center; and vehicle maintenance and communications building. In addition, a new 800-space parking garage and central energy plant serves the complex. The facility has the capability to withstand winds of over 200 miles per hour and the forces of a 10,000 year storm event. During a natural disaster or other crisis, the facility will remain fully operational to lead recovery efforts and provide for emergency communications continuously.



BRICK ROSENBAUM, P.E., S.I.
McCarthy and Associates
A Division of Pennoni
Senior Engineer



AREAS OF EXPERTISE

Federal Government Facilities:

- Department of Defense
- US Army
- US Air Force
- US Navy
- Veteran's Administration
- General Services Administration

State Government Facilities:

- FL & GA DOTs
- Boards of Regents
- Department of Management Services
- Florida Department of Law Enforcement

EXPERIENCE

1 Yr. McCarthy and Associates
20 Yrs. Experience REI Engineering
41 Yrs. Total Experience

EDUCATION/TRAINING

University of Florida
Master of Engineering (1976)
B.S. in Civil Engineering (1975)

LICENSES/AFFILIATIONS

Professional Engineer: Florida #PE31301
Professional Engineer: Georgia #PE12199
Special Building Inspector: Florida #7021

JOB DESCRIPTION

Mr. Rosenbaum has successfully provided Structural and Civil Engineering services throughout the southeastern states. Mr. Rosenbaum is a design oriented engineer who is committed to Quality Services and Design Excellence in all projects.

PROJECT EXPERIENCE

Continuing Consulting Structural Engineering Services Various

City of Tallahassee, FL (1999 – 2017)

Continuing services contract (1999-present) with the City providing over 80 completed projects of Structural Engineering services supporting the City's Architectural staff.

Continuing Structural Engineering Services and Threshold Inspection (2007-19) Various

Florida State University

Tallahassee, FL (2007 – 2019)

Completed (or is currently working on) approximately 75 individual projects and have received an Overall Performance Rating of "OUTSTANDING" or "ABOVE SATISFACTORY" on all of performance evaluations by the University.

\$8,819,248

FDOT MM63 Rest Area & Collier County Public Safety Building

Florida Department of Transportation / Collier County, Ft. Myers, FL (2014)

This design-build project consisted of a 9,270 Rest Area & 5,607 Public Safety Center located at Mile Marker 63 on I-75 in Collier County. This project scope included demolition of the existing restroom building, construction of a new restroom facility and a new Collier County Public Safety Center.

Fee:
\$16,735.00

DMS Threshold Inspection of Florida Senate Parking Garage Structural Repair and Strengthening Project

Tallahassee, Florida

Certified Special Inspector (Threshold Inspector) for the structural repair and strengthening of the Florida State Capital Senate Parking Garage. This involved repair, epoxy injection of cracks and Carbon Fiber (CFRP) reinforcement of large concrete girders and beams.



JUSTIN W. DUNCAN, P.E.
McCarthy and Associates
A Division of Pennoni
Office Director



AREAS OF EXPERTISE

- Government & Public Facilities
- Project Management Skills
- Specialized Designs

EXPERIENCE

7 Years Total Experience with McCarthy and Associates

EDUCATION/TRAINING

University of South Florida, Master of Science in Civil Engineering (Structural) (2010)

Florida State University, Bachelor of Science in Civil Engineering, 2009

LICENSES/AFFILIATIONS

Professional Engineer: Florida #PE78524

JOB DESCRIPTION

Justin Duncan has proven to be an invaluable asset to the firm and serves as the Office Director for the Tallahassee office. His expertise in the use of finite element computer design software and attention to detail allows him to produce the most cost-effective, efficient designs available.

He has worked extensively with both large-scale and small-scale projects and manages each project from schematic phase all the way through the construction phase to the completion of the building.

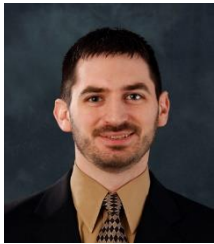
PROJECT EXPERIENCE

City of Clearwater - Police Firing Range \$2,000,000
Clearwater, FL (2015 - Present)

Project Manager - New one story partially enclosed firing range with workshop. A superstructure of precast concrete and cast-in-place concrete which will be used by the City for practicing tactical operations. Construction commenced December 2016.

Pinellas County Jail Campus Infrastructure \$81,000,000
Clearwater, FL (2014 - Present)

Project Manager - Pinellas County Government reviewed the demands placed upon the aging infrastructure and the need for expansion to the 49th Street Jail Campus. After inspections on existing buildings were made, it was determined to demolish, renovate and/or expand specific structures, and provide new buildings that would meet the 2010 Florida Building Code (FBC) Risk Category IV classification to better facilitate the population. The new buildings will be: 1) Infrastructure Building a 3-story 73,416 square feet precast concrete with a walkway canopy superstructure and a bridge connecting Central Division and the Infrastructure Building with a \$43.8M budget all designed with a wind criteria 2010 FBC Risk Category IV, Vult-186 mph, 2) Warehouse Building is a one-story 43,340 square feet steel framed roof on concrete tilt-up walls designed for a 2010 FBC Shelter in Place Vult-155 mph with a \$4.9M budget, and 3) The renovations in the Central Building include the second floor north stair and a new two story freight elevator. We analyzed the existing buildings structural capacities for the weight of new chilled water piping and design upgrades, strengthened the buildings where required.



CHRISTOPHER LEE, P.E., S.E., LEED
GREEN ASSOCIATE
McCarthy and Associates
A Division of Pennoni
Project Engineer



AREAS OF EXPERTISE

- Government & Public Facilities
- Project Management Skills
- Specialized Designs

EXPERIENCE

11 Years Total Experience with
McCarthy and Associates

EDUCATION/TRAINING

University of Florida, Bachelor of Science
in Civil Engineering, 2006

LICENSES/AFFILIATIONS

Professional Engineer Florida P.E., S.E.
#73264

JOB DESCRIPTION

Christopher Lee has completed designs for unique environments including coastal areas, seismic conditions, and elevated wind events up to and including Category 5 hurricane for residential and essential structures. Christopher has worked extensively on both large-scale and small-scale projects involving commercial, residential, industrial, educational and government scopes. Christopher Lee provides overall project management from preliminary design through construction, including design and coordination, client interaction, RFI responses, shop drawing review and site inspections.

PROJECT EXPERIENCE

St. Petersburg Police Department Headquarters \$61,729,374 **St. Petersburg, FL (2015- Present)**

Project Manager - Currently in the construction phase for new two-story, 49,469-SF and three-story, 113,834-SF buildings connected by an elevated walkway with a free-standing 4,000-SF, MEP equipment room. The high wind design is for a Category 3 hurricane. The building will house the Property & Evidence Management Division, Forensics, Vice & Narcotics Property Unit, Mobile Field Force, Vehicle Evidence Processing, Tactical Apprehension Control, Public Access, Records, Uniform Services, Bureau, Investigative Services Bureau, Administrative Services, Office of the Chief, the Data Center for PO & ICS, the City's Emergency Operations Center, the Communications Center that will serve as a backup 911 center for Pinellas County, and other essential Police divisions. The project also includes a new 321 car, 4 level precast parking garage with connecting elevated walkway to the two-story structure and a rooftop support structure for Photovoltaic panels. The project has a projected completion date of March 2019.

Clearwater Fire Station #50 \$3,200,000 **Clearwater, FL (06/15 – 06/17)**

Project Manager - New single story 10,300 square feet fire station with 3 apparatus bays and living quarters with a Category 5 wind design. To be constructed of pre-engineered light gauge metal trusses, masonry bearing walls, slab-on-grade and spread footing foundations.



KREG E. MAHEU, P.E.

DMK Associates, Inc.

Principal-In-Charge, Vice President of Engineering



AREAS OF EXPERTISE

- Government & Public Facilities
- Project Management
- Site Planning

EXPERIENCE

Over 30 Years Total Experience as a Civil Engineer

EDUCATION/TRAINING

University of Maine, Bachelor of Science in Civil Engineering 1983
Florida Advanced MOT Training

LICENSES/AFFILIATIONS

Professional Engineer, Florida #45766
Florida Stormwater Association, Peace River Engineering Society, Charlotte Local Education Foundation, Board of Trustees.

JOB DESCRIPTION

Mr. Maheu has been involved in all aspects of civil engineering including land development, stormwater systems, transportation, water distribution and transmission systems, wastewater collection and transmission systems, and planning projects as designer, project engineer and project manager. He has extensive experience with local, state and federal permitting applications processes. His experience also includes QA/QC, construction engineering & inspection and contract administration.

PROJECT EXPERIENCE

Punta Gorda Center, CCPS Operations & Maintenance Facility, Punta Gorda, FL	\$7.5 M
Charlotte County Fire & EMS Vehicle Maintenance Facility, Punta Gorda, FL	\$1.5 M
Venice Community Center Renovations, Venice, FL	\$1 M
Legacy Park, Venice, FL	\$2.0 M
Charlotte County Mental Health Services- Crisis Stabilization Unit Charlotte County, FL	\$1.5 M
Charlotte High School Athletic Complex, Punta Gorda, FL	\$6.9 M
Tramonto Vista Park (Maxine Barritt) Venice, FL	\$2.1 M
Charlotte High School Replacement, Punta Gorda, FL	\$79 M
Englewood Family YMCA, Englewood, FL	\$4 M
Lemon Bay High School Replacement, Englewood, FL	\$60 M
Punta Gorda Middle School Replacement, Punta Gorda, FL	\$34 M
R&W Distributors Warehouse, Charlotte County, FL	\$2 M



WARREN A. MCLEOD, PSM
DMK Associates, Inc.
Principal, Vice President of Survey & Mapping



AREAS OF EXPERTISE

- Surveying Operations
- Project Approach
- Contract Finances

EXPERIENCE

Over 37 Years Total Experience

EDUCATION/TRAINING

College Level coursework in Business and
Surveying Computations

LICENSES/AFFILIATIONS

Professional Surveyor and Mapper, Florida #
LS4855

Florida Society of Professional Surveyors and
Mappers, National Society of Professional
Surveyors

JOB DESCRIPTION

Mr. McLeod is a Principal and Senior Vice
President of DMK Associates, Inc. in charge
of surveying's field and office operations,
contract finances and project approach.

He is a licensed Professional Surveyor and
Mapper with over 37 years of experience in
Southwest Florida. His expertise involves
considerable public and private sector
projects including roadway expansions,
residential developments, school facilities,
parks, utility main extensions, fire stations,
industrial sites, retail centers, marinas, golf
courses and land easement preparation.

PROJECT EXPERIENCE

Charlotte County Vertical Control Network, Charlotte County, FL	\$770,000
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Punta Gorda Center, Punta Gorda, FL	\$7.5 M
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Snook Haven Improvements; Venice, FL	\$92,000
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Booker High School/Orange Avenue Realignment, Sarasota, FL	\$15,000
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Lemon Bay High School, Englewood, FL	\$60 M
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Loop Phase 1A Interconnect, Charlotte County, FL	\$173,000
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Longboat Key Lift Station Rehabilitation, Longboat Key, FL	\$24,000
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MARY ANN LIND, PE
DMK Associates, Inc.
Civil Engineer

AREAS OF EXPERTISE

- Design & Permitting
- Project Management
- ICPR Hydraulic Modeling Software

EXPERIENCE

Over 20 Years Total Experience

EDUCATION/TRAINING

University of South Florida, Masters in Civil Engineering/Water Resources 2004
University of South Florida, Bachelor of Science in Civil Engineering 1996

LICENSES/AFFILIATIONS

Professional Engineer, Florida # 58093
Florida Engineering Society, American Public Works Association.

JOB DESCRIPTION

Ms. Lind works primarily in permitting and water resources engineering. She is responsible for the design and permitting of roadway stormwater collection systems, stormwater systems for projects such as large-scale subdivisions, site developments, rehabilitation of public schools, redesign of deficient residential stormwater systems and stormwater projects associated with public works projects.

Ms. Lind has extensive experience with day to day applications of ICPR hydraulic modeling software on a variety of projects. She is proficient in the large-scale model update process associated with local municipalities.

PROJECT EXPERIENCE

Myakkahatche Trailhead & Parking, City of North Port, FL	\$300,000
Venice Regional Hospital Parking, Venice, FL	\$300,000
Unity Church of Venice, Venice, FL	\$100,000
City of North Port Water Control Structure, North Port, FL	\$1.5 M
Lemon Bay High School, Englewood, FL	\$60 M
Bee Ridge Road Widening, Sarasota FL	\$17 M
Horseshoe Cove Bank Erosion Improvements, Bradenton, FL	\$800,000



TIM E ROANE, PE
DMK Associates, Inc.
Civil Engineer



AREAS OF EXPERTISE

- Design & Permitting
- Project Management
- Construction Management

EXPERIENCE

Over 17 Years Total Experience

EDUCATION/TRAINING

University of South Florida, Bachelor of
Science in Civil Engineering

LICENSES/AFFILIATIONS

Professional Engineer, Florida # 63113
Peace River Engineering Society, Past
President, American Society of Professional
Engineers, Sarasota County Stormwater
Environmental Utility Advisory Committee,
Florida Stormwater Association, Gulf Coast
Builders Exchange, Sarasota/Manatee
Homebuilders Association.

JOB DESCRIPTION

Mr. Roane's experience ranges from project management, stormwater design, utility design and general site/civil engineering to permitting and construction management. Through his extensive knowledge of design aids, such as Auto CAD, ICPR, Modret, and Water CAD he has designed and permitted a diverse background of projects ranging from regional stormwater facilities, schools, parks, water mains, lift stations and force main utilities. Mr. Roane's areas of expertise include but are not limited to design and permitting of the following: construction plans, regional stormwater management facilities, reuse storage ponds, floodplain compensation facilities, potable water distribution systems, and wastewater collection/transmission systems.

PROJECT EXPERIENCE

FPL Golden Gate Service Center, Hardened Emergency Operations Center, Naples, FL	\$4.2 M
Punta Gorda Center, CCPS Operations & Maintenance Facility, Punta Gorda, FL	\$7.5 M
Calumet Warehouse (187,000 sq ft), Church of Scientology, Clearwater, FL	\$4 M
Church of the Palms, Family Life Center, Sarasota, FL	\$800,000
Dona Bay Stormwater Conveyance Project, Nokomis, FL	\$10.9 M
MarineMax Marina , City of Sarasota, FL	\$2.5 M
Island Walk at the West Villages, Resort Center North Port, FL	\$6 M



PROJECT TEAM EXPERIENCE/REFERENCES



SUMTER COUNTY PUBLIC SAFETY The Villages & Bushnell, FL

OWNER REFERENCE

Sumter County Board of
County Commissioners
Mark D. Van Hala PE
352-689-4400
Mark.vanhala@sumtercounty
fl.gov

Ajax Building Corporation
Jay Smith
p: 850-224-9571
jay@ajaxbuilding.com

SIZE

The Villages - 50,000 SF
Bushnell, FL- 20,000 SF

COST

\$27,362,549

COMPLETION DATE

2017

The Sumter County Public Safety Buildings consists of two buildings that will serve as public safety buildings for Sumter County. One building is located in Wildwood, FL in the Villages and one building, which will serve as the "back up" public safety building, is located in Bushnell, FL. The Villages Public Safety Building serve as the principle safety facility for the county. It houses the following departments and functions:

- **Sheriff's Office** - includes sheriff's office, investigations, patrol, dispatch, 911, human resources, finance, communications, training, information technology, records, warrants, internal affairs, evidence storage, evidence processing, evidence laboratory, vehicle/evidence bays, biological evidence, hazardous evidence, armory, weapons cleaning, weapons storage, purchasing, central storage, detention holding
- **Fire/EMS/Rural Metro** - includes administrative fire department offices, fire department communications center, communications server, radio server, phone data, training
- **EOC/Emergency Management** - includes emergency management administrative offices, breakout rooms, public information workstation, EOC/Operations room, media briefing room, citizens call center, radio room
- **Public Works/Engineering** - includes facilities maintenance kiosk, information technology access, Sumter County server

The development of these two facilities required the integration of programming, phasing, security, and vulnerability, all within highly restrictive cost controls. In order to achieve the final design, CRA conducted multiple meetings with stakeholders, resulting in a detailed program for each stakeholder area. The programming included integrating existing as well as state of the art approaches to communications, and security. This information in turn was translated into design documents that were in turn used to construct the buildings. By utilizing a highly interactive approach to the programming and vulnerability assessment, CRA was able to provide cost effective, energy efficient, highly functional and secure facilities.



GLADES COUNTY EMERGENCY OPERATIONS CENTER

Moore Haven, FL

OWNER REFERENCE

Glades County Board of
County Commissioners
Bob Jones, Director of Public
Safety
p: 863-946-0566
f: 863-946-1920
bjones@myglades.com

SIZE

22,000 SF

COST

\$4,181,476

COMPLETION DATE

2015

CRA was hired to design a new 12,000 SF Emergency Operations Center in Glades County. The facility's design and construction allows for continuous EOC operations and resist the effects of a major hurricane, in accordance with ICC and National Storm Shelter Association's Standard for the Design and Construction of Storm Shelters (ICC500-2008). The facility was hardened to withstand large missile impact and wind speeds up to 175 miles per hour. The facility includes a command center, training space, bunk room, multipurpose rooms, data room, kitchen, laundry and ample storage spaces totaling 2,500+ SF. An additional 10,000 SF was allocated to vehicle storage bays.

In addition, this project includes sustainable features to allow owner to pursue LEED certification if desired.



LEON COUNTY PUBLIC SAFETY COMPLEX

Leon County-City of Tallahassee
Tallahassee, FL

OWNER REFERENCE

Leon County BOCC &
City of Tallahassee
Mr. Carl Morgan,
Project Manager
Phone: 850-559-8495
morganc@leoncountyfl.gov

SIZE

86,000 GSF

COST

\$39,291,692

COMPLETION DATE

2014

This project brings six City and County core public safety services into one facility complex designed to provide efficient and economical municipal service. The complex is located on a 10 acre site in Tallahassee, Florida and consists of a 67,000 GSF main building and a 19,000 GSF emergency medical services fleet logistics building. The main building is a hardened structure designed to meet 200 mph wind speed with full redundancy of all utility services and systems. The building design is based on providing a secure and pleasant work environment to operate continuously during any type of natural or man-made disaster. LEED Silver Certification was achieved on this project.

The main building includes:

- 3,000 SF Emergency Operations Center
- 12,000 SF Consolidated Dispatch Center
- 5,000 SF Regional Transportation Management
- 4,500 SF Emergency Medical Services
- 3,500 SF Fire Department Administration
- 5,000 SF Information Technology
- 34,000 Common Support Services

The EMS Fleet Logistics building includes:

- 3,000 SF Staff Support
- 4,000 SF Equipment Stocking & Supply
- 2,500 SF Support Services
- 9,500 SF Ambulance Parking Structure



DMS FDOT REGIONAL TRANSPORTATION MANAGEMENT CENTER

Jacksonville, FL

OWNER REFERENCE

Florida Department of
Management Services
Jere Lahey, Architect
Phone: 904-359-6093
Fax: 904-359-6281
Jere.Lahey@dms.myflorida.com

SIZE

25,000 SF

COST

\$8,200,000

COMPLETION DATE

2015

The Regional Transportation Management Center (RTMC) was a joint departmental staffed facility that continuously operates the state transportation management system and the unified law enforcement radio system to respond to daily functional issues as well as specific emergency evacuations. The RTMC is 25,000 GSF combined with 20,000 GSF for secure access RTMC and 5,000 GSF for public access North Florida Transportation Planning Organization (NFTPO).

In addition, this project includes sustainable features that gained a Silver LEED certification.



CITY OF ATLANTIC BEACH PUBLIC SAFETY WITH POLICE FACILITIES

Building Expansion and Remodeling Feasibility Study & Design
Atlantic Beach, FL

OWNER REFERENCE

Victor Gualillo
Commander for the City of
Atlantic Beach
904-247-5859
vgualillo@coab.us

SIZE
12,807 SF

COST
Study: \$21,788
Design: \$2,558,114

COMPLETION DATES
2014–2017

CRA successfully worked with the City to complete the most recent feasibility study for the City of Atlantic Beach Public Safety Building Expansion and Remodeling. CRA has also completed design and is working on the construction phase.

Within the study we identified the following needs in order to improve functionality and accessibility.

- Expand on the North side of the building with approximately 1,527 SF for vehicular entry port and intake housing area of the police department.
- Renovate existing 5,500 SF of ABPD space.
- Expand on the South side of the building with approximately 5,730 SF for office administration spaces.
- Combined renovation/expansion area of 12,807 SF for the police department with a public entry on the East side, staff entry on South side, and service/intake entry on North side.
- The emergency generator needs to be relocated from the West side to the North side, which is the service side of the site.
- Communications antennas need to be removed.
- The new addition needs to match the existing architectural style, and the project needs to include new siding to complete the building, including the fire department area.
- The facility is business occupancy and not a critical hardened structure.

In regard to the vehicle bays, the City of Atlantic Beach's Public Safety Building houses both the police and fire departments thus requiring fire separation between the two. Due to the nature of the existing structure of the vehicle bays, a standard design would not be applicable without increasing the owner's budget. CRA was able to lead discussions with the owner, contractor, and the local building official to develop a solution for the vehicle bays that was both in budget and able to meet the requirements set forth in the building code.



THE KIRKPATRICK BUILDING EXPANSION

Santa Fe Institute of Public Safety
Gainesville, FL

OWNER REFERENCE

Rebecca Rogers, Director,
Facilities Planning &
Construction
3000 NW 83rd St., Uo28;
Gainesville, FL 32606
352-395-5174
Rebecca.rogers@sfcollege.edu

SIZE

27,000 SF

COST

\$6,200,000

COMPLETION DATE

2017

This project includes renovation of 10,000 SF of second floor of the existing building, Main entrance lobby, 21,000 SF of two story addition and 3,000 SF of new free standing construction of an apartment and bar/restaurant scenario simulated buildings.

Renovation of the existing second floor consists of converting the classrooms to administration, faculty and support personnel offices. Existing lobby is expanded toward the parking lot and the new reception counter extended further in to the new lobby for better visual observation and the security at the front entry.

The new addition provides six large class rooms, computer lab with 45 stations, shower and locker rooms, EMS labs (EMT and Paramedic Labs), breakout rooms, support spaces and Mechanical/electrical rooms. There are folding partitions between the classrooms in order to be able to accommodate larger number of the students as needed.

The apartment and the bar/restaurant scenario simulated buildings on the south side of the new addition create the training street with variety of retail, business and emergency facades for the training. A portion of the second floor of the new addition provides an open deck for the observation of the training street below. The entire area of the second floor open deck and the street below are covered with roofing system.



FLORIDA SHERIFFS ASSOCIATION HEADQUARTERS & TRAINING CENTER

Tallahassee, FL

OWNER REFERENCE

Florida Sheriffs Association
Ms. Peggy Goff, Asst. Deputy
Executive
Director/Administration
P: 850-877-2165
F: 850-878-5115
pgoff@flsheriffs.org

SIZE

17,000 SF

COST

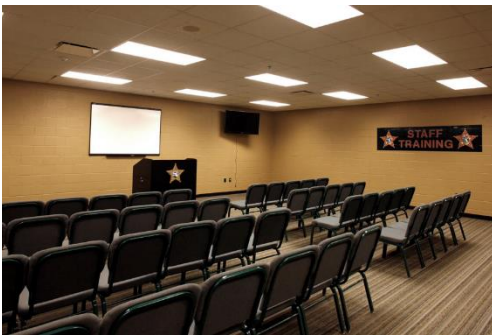
\$32,650,000

COMPLETION DATE

2011

This facility is a 17,000 SF, two story building with a grand lobby, offices and a training room on the first floor. The training room and the support kitchen are approximately 5,000 SF. Second floor includes conference rooms, offices, support area and the executive director's suite. Building structure is steel frame with composite floor system. Exterior materials include granite, precast concrete, brick and aluminum curtain wall and storefront.

The design features a grand entry of granite and glass which reflects and compliments the geometry and material of the law enforcement memorial which honors fallen officers and is directly in front of the building. The exterior of the curved gateway includes large storefront window systems and aluminum sun control devices for the offices and the conference rooms on the first and second floors and the brick veneer has precast concrete added as an accent material. The main lobby provides an open and spacious space with floor tile, wood wall paneling and granite reception area. The training room and the support areas on the first floor are approximately 4,500 SF. The training room is connected to the main lobby and a separate entry way is provided and is easily accessible for afterhours use



BAKER COUNTY JAIL & SHERIFF'S ADMINISTRATION

Macclenny, FL

OWNER REFERENCE

Baker County Board of
County Commissioners
Sheriff Joey Dobson
Phone: 904-259-2231
jdobson@bakerso.com

SIZE

100,523 SF

COST

\$32,650,000

COMPLETION DATE

2009

The new Baker County Jail consists of a new indirect supervision 512 bed (2- 256 bed housing units) jail with a new Sheriff's Operation, Jail Administration, 911, and **EOC facility**. The project details include a 57,000 SF Administration Building and a 60,000 sf inmate housing area. The administration portion of the jail includes: a booking/holding area; an enclosed sallyport; a courtroom; an infirmary; laundry facility; jail kitchen; Sheriff's dining and kitchen; EOC & 911; training and fitness; patrol & investigation; Sheriff's office; records storage; library; and video visitation

The Sheriff's Office features various offices with support areas such as conference rooms and restrooms to allow the area to function autonomously. To accommodate function, private means of egress and ingress are provided for each internal division. This provides greater function with less internal interruption from other areas. In addition to the Sheriff's Office and clerical staff, the design includes a Patrol Division that features common work areas and cubicles as well as formal offices for ranking staff. Also housed within the Administration Building is a Emergency Operations Center that includes dispatch, 911, and ambulance services. This area serves as the hub for county emergency operations, all housed within a secure and highly weather and wind resistant building.



MADISON POLICE STATION

Madison, Florida

OWNER REFERENCE

Tim Bennett,
City Manager
City Hall
321 SW Rutledge Street
Madison, FL 32340
352-973-50
tim.bennett@cityofmadisonfl.com

This 4,320 SF facility is occupied and serves as the City's active Police Station. The project's scope includes renovation of the interior spaces to add the following: locker rooms, a meeting room and an investigation room. The building was restored to its original character to the Owner's satisfaction with new interior finishes and exterior envelope renovations.

Phase II involves the interior renovation of the 2nd floor which includes restrooms, interview rooms, offices, training room, fitness room, and a large conference room.

SIZE

4,320 SF

COST

\$370,000 (Phase I);
\$425,000 (Phase II)

COMPLETION DATE

2007 (Phase I);
2013 (Phase II)



POLK COUNTY SHERIFF'S ADMINISTRATION & JAIL ADDITION

Frostproof, FL

OWNER REFERENCE

Polk County BOCC
Mr. Mark Donald, Facilities
Project Engineer
863-534-5518
markdonald@polk-
county.net

SIZE

468,746 SF

COST

\$58,862,000

COMPLETION DATE

2011

CRA's contract was to provide master planning, design, construction documents & estimating services to assist Polk County in determining best long-term utilization of the existing jail site. Master planning included adding 2,040 new beds, renovating 1,008 existing beds, **expanding core services** (kitchen, staff dining, **laundry**, sallyport, office and professional visitation areas), providing new video visitation facility, and providing new refrigerated bulk food storage warehouse. Site work and utility upgrades included expanded parking, converting existing HVAC system to chilled water system, upgrading security camera & door control system. The 9,000 SF **medical clinic** includes exam rooms, procedure rooms, dental and dialysis rooms, along with support spaces for medical staff, records, equipment storage and pharmacy areas. The 16,500 SF 88 bed inmate infirmary area includes 8 medical isolation beds, 8 medical confinement beds and 72 open infirmary dorm beds. The infirmary is adjacent to the clinic to minimize inmate and staff movement.

This project was successfully permitted following all state, local and environmental permitting procedures.



MADISON COUNTY EMERGENCY OPERATIONS CENTER ARCHITECTURAL STUDY, PLANNING AND DESIGN SERVICES Madison, FL

OWNER REFERENCE

Madison County Emergency
Management
Thomas Cisco, Director
Phone: 850-973-3698
Fax: 850-973-4026
madisoncoem2
@embarqmail.com

SIZE

2,550 SF

COST

\$864,000

COMPLETION DATE

2009

CRA designed this new, approximately 2,550 SF, free-standing Emergency Operations Center (EOC) for Madison County. The EOC was designed to house staff and equipment for day-to-day and sustained, continuous emergency operations, and will be capable of full staffing for the most extensive emergency anticipated. The design includes the following:

- The facility houses an emergency operations staff size of 30 persons per shift.
- The workspace floor met the requirement of a minimum of 2,550 gross square feet.
- The facility houses staff and equipment for day-to-day and sustained continuous emergency operations.
- The facility was designed for 72 hours of self-contained continuous operation (not to be reliant upon off-site services and utilities).

The EOC design meets all hurricane safety criteria as set forth by U.S. Department of Homeland Security and the State of Florida, Division of Emergency Management (FDEM) and Madison County.



TAYLOR COUNTY EMERGENCY OPERATIONS CENTER

Perry, FL

OWNER REFERENCE

Taylor County BOCC
Kenneth Dudley, County
Engineer
201 East Green Street
Perry, Florida 32347
Phone: 850-838-3500 ext. 4
Fax: 850-838-3501
county.engineer
@taylorcountygov.com

SIZE

3,100 SF

COST

\$978,574

COMPLETION DATE

2009

CRA designed a free-standing 3,100 sf Emergency Operations Center for the Taylor County Board of County Commissioners. The facility includes a secure entry vestibule, administrative offices, operations center, kitchen / break room, conference room, smaller administrative conference room, Red Cross office, and press room. The project was completed ahead of schedule in May of 2009.



WAKULLA COUNTY FIRE AND EMS FACILITY

Crawfordville, FL

OWNER REFERENCE

Cody Solburg, Parks &
Facilities Director
Phone: 850-926-7227

SIZE

13,696 SF

COST

\$1.3 Million

COMPLETION DATE

2018

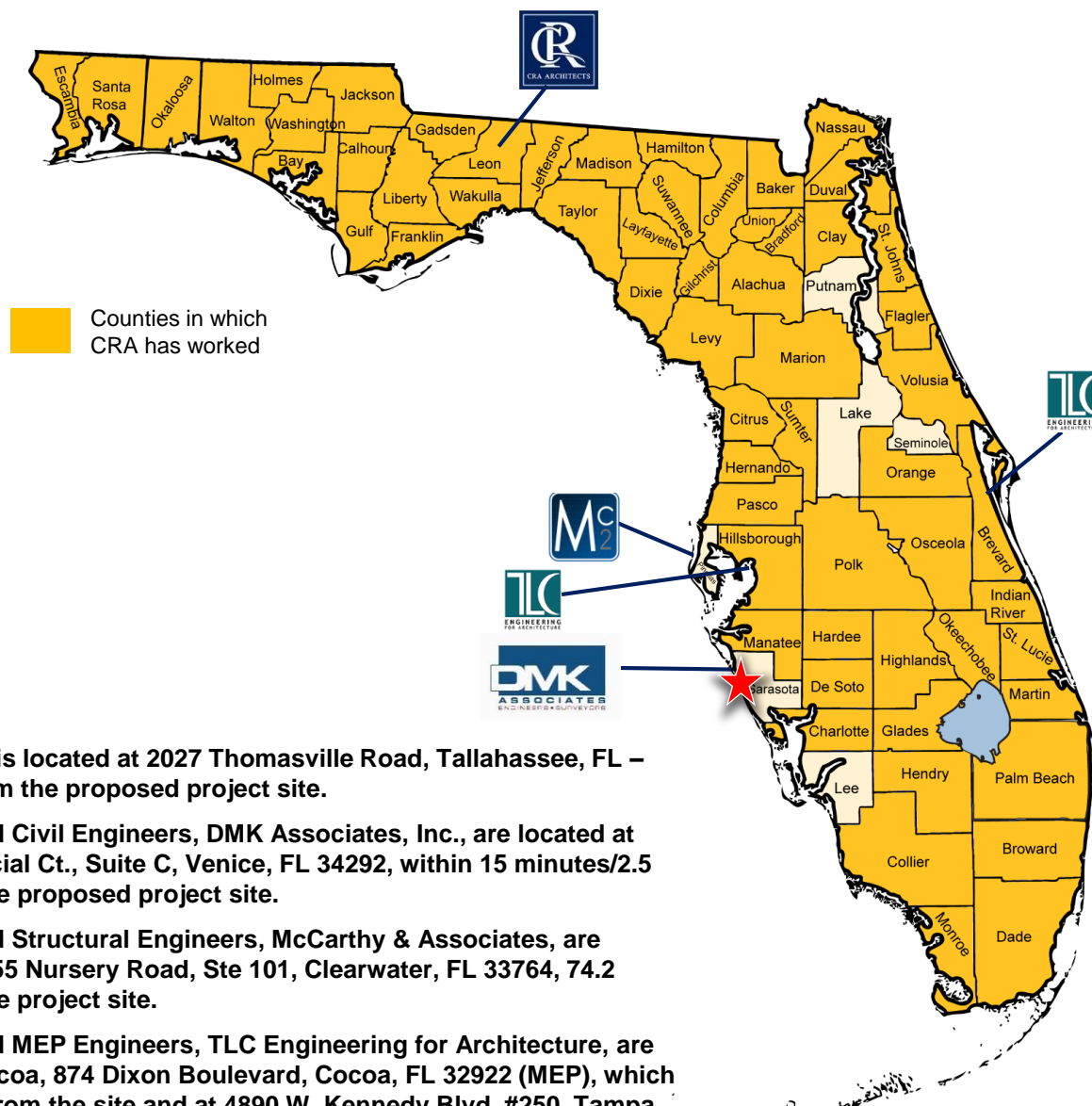
CRA designed this new, approximately 13,700 SF, Fire and EMS Facility for Wakulla County. The new 2 story facility was designed to house staff and equipment for the day-to-day operations for the local fire and rescue department. The design includes the following:

- Pre-Engineered Metal Building
- Sleeping quarters for up to 15 fire and rescue personnel.
- Kitchen area, living area, and gym.
- Offices and conference room
- Approximately 5,700 SF vehicle bay

ABILITY TO PERFORM SERVICES EXPEDITIOUSLY

Location

Located in Tallahassee, FL, we have the capability to serve you efficiently. In addition, CRA employs construction administration professionals who are solely responsible for overseeing all of our projects during the construction phase. This phase is typically one of the most demanding and, therefore, CRA has created a department specifically to serve our clients during this stage.



- **CRA's office is located at 2027 Thomasville Road, Tallahassee, FL – 321 miles from the proposed project site.**
- **Our proposed Civil Engineers, DMK Associates, Inc., are located at 421 Commercial Ct., Suite C, Venice, FL 34292, within 15 minutes/2.5 miles from the proposed project site.**
- **Our proposed Structural Engineers, McCarthy & Associates, are located at 2555 Nursery Road, Ste 101, Clearwater, FL 33764, 74.2 miles from the project site.**
- **Our proposed MEP Engineers, TLC Engineering for Architecture, are located at Cocoa, 874 Dixon Boulevard, Cocoa, FL 32922 (MEP), which is 182 miles from the site and at 4890 W. Kennedy Blvd, #250, Tampa, FL 33609 (C&T), which is 75 miles from the site.**
- **Accustomed to meeting on a regular basis with the owner's representatives**
- **Employ Full-Time In-House Construction Administrators**
- **CRA practices “regional architecture.” We work nationally on a daily basis and will be readily available for this project**

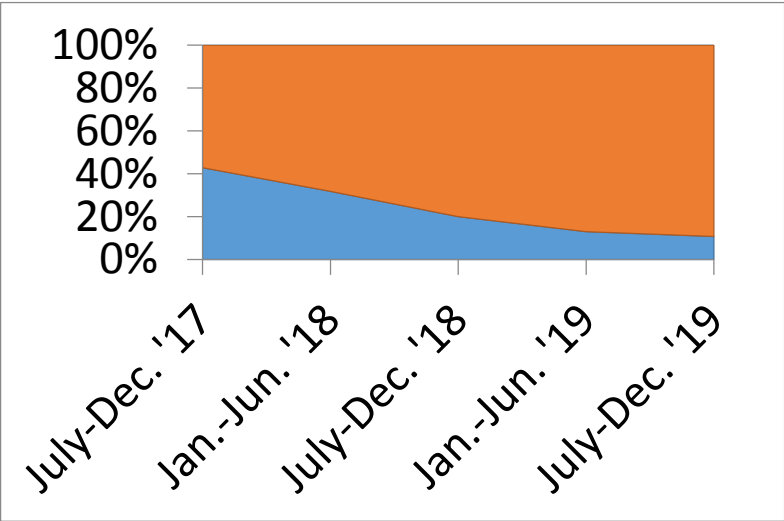


Team Availability/Workload

Today we have project staff available and prepared to fully commit to this important project. As in any design and construction project, it is essential that our team becomes involved immediately to ensure all project goals are met. The integrated project delivery process begins with programming verification and input, master planning design charrettes and cost estimating. Our key staff members, Bill Rutherford, James Lewis, Will Rutherford, Tom Riley, and Shay Divsalar, are available beginning January 2018 and will remain fully involved through the finalization of the project.

Mr. Tom Riley, Project Architect, is working on several minor projects for Department of Corrections, and Calhoun Correctional Institute. Mr. Shay Divsalar, Project Designer, is working on an office renovation for Florida DBPR and a medical building for Capital Health Plan. Mr. Will Rutherford, Sr. Project Manager, is working on Talbot County Jail and Gilchrist County Jail. All will be readily available to work on your project as of January 2018.

As is with all of our key consultants, the graph depicts our collective firms projected workload and availability to the City of Venice. Key individuals are all immediately available. Due to our firms' declining workloads depicted in the chart above, ALL of the personnel included in the submittal are very eager to begin and will have ample time to support the City on this important project.





OTHER INFORMATION

Executive Summary



Fifty-seven years in business is a testimony to CRA's stability, service and steadfast commitment to our clients. High-quality service has made CRA as one of the nation's most reputable architectural and interior design firms. Growing steadily since 1960, CRA is about successful projects, informed staff and a commitment to quality that keeps clients returning to us time after time. CRA has served as a leader to public and private clients for a wide array of market and project types including:

- Public Safety (Correctional, EOC/EMS, Judicial/Municipal)
- Education (PK-12, College & University)
- Healthcare
- Corporate
- Historical
- Worship
- Libraries

Examples of the company's quality of work can be found across the United States from the crystal blue waters of the Florida Keys to the snow-capped mountains of Alaska. Our designs give enduring form to our client's vision, by uniting the time-honored traditions of our craft with the best of modern design and building techniques.

CRA has a reputation for doing things right the first time. Our approach is always to look after our client's best interest first. We typically are familiar with most regulatory agencies' procedures, staff and guidelines, and thus make every effort to comply with the noted regulations. Our familiarity and expertise over the years often affords us the advantage of knowing how and where to look for ways to save our client's money and time, and we often interact with face-to-face professional meetings to achieve this goal.

The 29 professionals at CRA have an appreciation for design ingenuity and its power to serve a greater cause. We are shapers of the built environment, whether aesthetically, functionally or environmentally, and we offer an opportunity for positive change. Our work is our passion. We employ the most talented people in the industry to offer focused services in the areas of needs assessment, architecture, planning and interior design.

QUICK FACTS

- Over 87% of our work comes from repeat clients
- 29 employees – 72% have been with the firm 10+ years; 52% of those have been with the firm for more than 20 years
- Professional architects licensed in 20 states & Colombia
- Project experience nationally and overseas

YEARS IN BUSINESS: 57

FIRM HISTORY / ORGANIZATION:
Corporation

The Corporation of Joseph N. Clemons & Associates, Inc., now known as Clemons, Rutherford & Associates, Inc., was founded in 1960 by Joseph N. Clemons. Mr. William D. Rutherford joined the firm in 1976, and the firm was reorganized in 1979 to form its present corporate operating structure. In 1996, Mr. Rutherford became the sole owner of the firm.

REGISTRATION:

CRA is a nationally registered architectural firm.
FL Professional Registration #:
AAC000297

OWNER & CONTACT:

William D. Rutherford, President

PRE-AWARD CONTACT:

Sue Weeks, VP Marketing & Management
Phone: 850-385-6153
Fax: 850-386-8420
sweeks@craarchitects.com

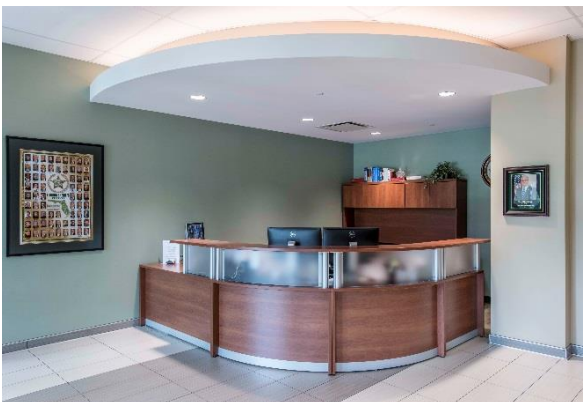


CRA Architects is an award-winning, national architectural firm with offices in Florida and Georgia. We ensure each of our projects enhances the strength and vibrancy of its surroundings and that a distinctive, attractive facility is provided by utilizing time-tested materials and creative design ideas. Simply stated, we will deliver an inspiring design that is also fiscally responsible, technologically sound, and functionally responsive to your needs. Our work is our passion. We employ the most talented people in the industry to offer focused services in the areas of needs assessment, architecture, planning, interior design, construction, and program management. We are proud to note that many of our clients choose our company again and again to handle their design needs.

CRA is uniquely qualified to provide the City of Venice with a public safety facility as we possess expertise in public safety facilities, including law enforcement (police and sheriff); emergency management; emergency communications, emergency operations facilities, and traffic management operations. We understand how public safety and law enforcement centers have continually evolved during the past 20 years. Specifically, we have substantial experience with:

- emergency center integration
- threat risk analysis
- wired and wireless voice / data systems that facilitate and support communication
- emergency and backup power
- fire protection
- lightning protection
- system life-cycle planning
- operations assessment
- cutover and relocation planning
- budget planning and estimation
- building hardening

Public Safety Experience



PUBLIC SAFETY COMPLEXES

- Sumter Public Safety Complex
- Glades County Emergency Operations Center
- Leon County – City of Tallahassee Public Safety Complex
- Madison County Emergency Operations Center
- Taylor Emergency Operations Center
- Baker County Jail with Emergency Operations Center

JAILS WITH SHERIFF ADMIN, EOC, OR 911 DISPATCH

- Bradford County Public Safety Complex, with Sheriff's Administration
- Levy County Jail & Sheriff's Administration Addition
- Walton County Sheriff's Administration & Jail
- 911 Dispatch, EOC Located In Suwannee Correctional Institution
- Gordon County Justice Complex, Sheriff's Operation Center & Jail
- Dooly County Jail & Sheriff's Operation Center with 911 Dispatch
- Stephens County Jail, 911 Dispatch and Administration
- Jefferson County Jail & Law Enforcement Center with 911 Dispatch
- Seminole County Jail, Sheriff's Office & 911 Dispatch

POLICE DEPARTMENTS

- Petersburg Borough Police Station & Chamber (Alaska)
- City of Atlantic Beach Public Safety Building
- City of Madison Police Station

FIRE STATIONS

- Wakulla Fire Station
- Wakulla Co Fire/EMS Station
- Lafayette County Fire Station
- City of Apalachicola Fire station #4
- Greenville Fire Department
- Day Community Fire Station
- Lake Butler Fire Station
- Lee County GA fire station
- Volunteer Fire Department
- Fire Station Alligator Point

OTHER FACILITIES

- Florida Sheriff's Headquarters
- Florida Sheriff's Risk Management Fund
- Tallahassee Electric Control Service Center
- FHP/FDOT Regional Transportation Management Center
- Osceola County Sheriff's Training Facility
- OLITS Computer Room, Department of Management Services



Correctional Facilities Experience

FLORIDA DEPARTMENT OF CORRECTIONS

Hamilton CI | Jefferson CI | Taylor CI | Troup CI | Cross City CI
Wakulla CI | Washington CI | Gulf CI | Tallahassee Road
Prison | Apalachee CI | Lancaster CI | Century CI | Mayo CI
Union County CI | Suwannee CI | Everglades CI | South Florida
Reception Center | Florida State Prison | Marion CI | Belle Glade
Training Office | Lowell CI | Lawtey CI

ALABAMA

Clay County 136 Beds

ALASKA

Petersburg Borough

FLORIDA

Baker County 512 Beds | Bradford County 166 Beds | Columbia County 720 Beds | Desoto County 148 Beds | Dixie
County 111 Beds | Escambia County Video Visitation | Flagler County 372 Beds | Gadsden County 156 Beds | Gilchrist
County 176 Beds | Glades County 442 Beds | Hernando County 480 Beds | Hillsborough County 868 Beds | Indian
River County 256 Beds | Jefferson County 34 Beds | Lafayette County 40 Beds | Levy County 176 Beds | Madison
County 120 Beds | Martin County 144 Beds | Nassau County 324 Beds | Okaloosa County Study Orange County
Kitchen & Laundry | Osceola County | Pasco County 768 | Polk County 3069 Beds | Santa Rosa County 128 Beds |
Volusia County | Walton County 336 Beds | Washington County 184 Beds

GEORGIA

Brooks County 112 Beds | Carroll County 512 Beds | Columbia County 72 Beds | Cook County 110 Beds | Dooly
County 148 Beds | Gordon County 376 Beds | Grady County 132 Beds | Hall County 1,026 Beds | Irwin County 516
Beds | Jefferson County 112 Beds | Lamar County 87 Beds | Lee County 76 Beds | Lowndes County 961 Beds | Polk
County 224 Beds | Seminole County 54 Beds | Stephens County 192 Beds | Ware County 228 Beds

IDAHO

Kootenai County 512 Beds

MICHIGAN

Calhoun County 600 Beds

NEVADA

Lyon County 256 Beds

NEW MEXICO

Colfax County 64 Beds

TEXAS

Coke County 512 Beds





Consultant Experience

TLC Engineering

TLC Engineering for Architecture, Inc. (TLC) is an industry leader in providing exceptional high-performance engineering design, consulting and energy services on a wide array of building types. Our engineering team specializes in creative structural and MEP solutions, analysis, and design; 3-D computer modeling; existing building systems evaluations; Life Cycle Cost Analysis, code compliance review, and Energy/Water Conservation methods and strategies. Our engineering staff is well versed in design practices that address Florida's hot humid environment and potential for high-wind (hurricane) weather events.

TLC brings a history of 62 years designing public safety systems in Florida. TLC's experience in State, County, and City facilities throughout Florida totals over 600 projects with a total construction value of approximately \$4 billion. Our portfolio includes:

- Fire, police and sheriff's stations
- City halls/administration buildings
- Courthouses
- Emergency operations/ 911 call centers
- Information technology buildings
- Public health complexes
- Strategic circulation that separates public access from secure areas.
- Emergency power systems to support the entire facility 24/7

TLC has designed these facilities for municipalities including City of Cape Coral, Lee County, Collier County, City of Gainesville, Pinellas County, Sarasota County, City of Sunrise, City of Orlando, and a multitude of other similar projects throughout Florida and nationwide.

TLC will apply this experience to design your facility for day-to-day operations and for 24-hours of self-contained continuous operations by incorporating the following into the design:

- Redundant infrastructure systems.
- Electric Generators
- Uninterruptible Power Supply
- Security systems and lighting controls that create an inviting atmosphere but automatically lock doors and dim lights after hours.
- Fully-integrated security systems.
- State-of-the-art audio/visual systems.
- Sustainable strategies for energy-efficiency.

TLC has completed several projects in the City of Venice and surrounding area including:

- Sarasota South County Hospital HVAC Study
- Venice Elementary Roofing Modifications, Venice
- Venice High School Music & Band Renovations
- Sarasota High School and Venice High School Classroom Renovations
- Venice High School Master Plan for New School
- Venice High School Culinary Arts Lab Renovation
- Venice High School Building 31 CTE Lab Renovation
- Venice Medical Office Building Chiller Study
- LCS Assisted Living Facility
- Venice Elementary School Thermal Storage and HVAC Renovations
- Venice Courthouse Expansion Report
- Venice Government Building Addition



McCarthy and Associates

The McCarthy firm has 32 years' experience with over 9,000 projects that involve the analysis, design and construction of both new and renovation projects throughout the United States and Caribbean. We are a nationally recognized leader in hurricane work and our structures have stood the test of many hurricanes, including Hurricane Ivan with winds in excess of 150 miles per hour and most recently Hurricane Irma. One of the projects McCarthy has completed is the Pinellas County Public Safety Complex which was an \$81.4M project consisting of 3 buildings on a 40 acre tract that houses the county's new emergency operations center; emergency communications and 911 call center; emergency medical services; sheriff's administrative/operational headquarters and dispatch center; and a vehicle maintenance and communications building. The facility is designed for winds over 200 miles per hour and the associated forces of a 10,000 year storm event. During a natural disaster or other crisis, the facility will remain fully operational to lead recovery efforts and provide continuous emergency communications.

McCarthy views the longevity of relationships with our clients as a privilege and an honor in the trust of service that has been built over time and always looks forward to creating new relationships. Each new project is carefully evaluated to determine the most efficient and cost effective structural system. To accomplish this, we draw on our vast experience of all types of construction. Structural designs are produced on state-of-the-art analysis and design software. The construction administration department takes the project through the construction phase by responding to the contractor RFI's, processing shop drawings, performing construction observations and staying in direct contact with the project manager until the completion of the building.

DMK Associates, Inc.

DMK has provided engineering, planning and surveying services to the Venice area since 1982. Their Venice corporate headquarters is located only 15 minutes from City Hall and less than 2.5 miles from the project site. DMK's experienced staff lives and works in the area and is on a first name basis with City staff. Over the years, DMK has had the opportunity to work on many projects for the City, including several park sites such as Maxine Barritt Park, Sharky's on the Pier, Legacy Park and Ruscelletto Park. DMK worked directly with the City Engineer to provide site improvements associated with upgrades to the Venice Community Center. Their staff has also worked on a multitude of private development projects within the City, working with staff to obtain City approvals.

The project site located on E. Venice Avenue is less than 2.5 miles from DMK's Venice office. The existing median cut for the east bound left turn lane accessing the Galleria on the north side of Venice Ave. provides the most convenient opportunity for access to the project site. A west bound turn lane and the site access drive could be added at this location. Additional secondary access may be considered along the southern boundary of the site with improvements to Kunze Rd. A recent boundary, topographic and tree survey and environmental site assessment will be required for site development design and permitting. DMK has provided civil/site design and permitting services for projects of similar size and complexity such as the Punta Gorda Center – Operations and Maintenance Facility for Charlotte County Public Schools, Englewood Family YMCA and Harbor Chase Assisted Living Facility (formally Marriot Brighton Gardens) on Pinebrook Rd. in Venice.



Project Approach

Design Approach/Client Involvement

CRA's practice embraces the Total Quality Management style. We have worked very hard to implement daily activities for our staff, which maximize our ability to develop and maintain client relationships. Most importantly, these activities center around improving quality by satisfying and focusing on our clients' requirements and expectations. Several specific tools that we utilize to accomplish this are Kickoff Meetings, Charrettes/Squatters Sessions, Design Critique Review Meetings, regularly scheduled Interdisciplinary Meetings, pre-scheduled Quality Control check dates, Detailed Delivery Schedules, Project Action List, and a Follow-Up Program. Essential in each of these elements is the feedback from our clients. All of these techniques are currently operational in our office and have proven extremely successful in reaching our above-stated goal. An elaboration of where these elements are incorporated into the design process may be found below.

We define our approach to each project according to the unique requirements and concerns of the client. Cooperation and exchange of ideas between architect and client ensures a successful project. Thus, we emphasize active and direct client participation in the entire design effort, from beginning to completion of the project. It is the intent of Clemons, Rutherford & Associates to meet with the Owner and any additional designated representatives and verify exactly what is needed and how the new facility should function with respect to existing conditions. CRA will gather and analyze all relevant Owner furnished documents prepared prior to award (if any) as well as conduct our own field/site/facility inspection. We will then prepare as necessary all study and/or programming documents including preparing conceptual sketches and adjacency diagrams for the Owner's review prior to refined schematic drawings. This creates the opportunity for input and communication between client and architect so that all goals are realized.

The key to a successful project is in the development of a clear vision for the program. We propose, with the client's approval, to initiate the design process with a vision workshop which will accomplish the following objectives:

- Facilitate discussion among all interested parties as to the best design elements of the project.
- Promote a consensus among the workshop participants as to the best program elements to be incorporated into the master plan.
- Achieve "closure" or a general recognition by workshop participants that the best overall solution has been identified.

Participants will be challenged to identify key design issues, ideas, or program elements that should be considered in the development of the project. This process has proven to be advantageous by allowing the workshop participants to effectively communicate with both the design team and each other in creating a collective vision for the project.

Where project scope and time allow, we propose a full-scale charrette to present information collected from the vision workshop and elsewhere and to seek additional input from interested parties that the Owner might want to include. It is essential to the success of the charrette that invitations are extended to those people with clear vested interests or information so that the group does not exceed 15 people. Depending upon when the CM is selected we would foresee involving them in the charrettes, Owner's meetings, vision workshops as well as all subsequent meetings occurring the design development and construction document phases.

We will plan a detailed program for this charrette, first briefing the group on the results of our study, then allotting most of the available time for discussion. We have found that charrettes are most successful when people are presented with issues to which they can react; when the sequence of discussions and decisions is controlled by a logical progression of issues; when the group is aware upfront of the agenda and their time commitment relative to it; and when an experienced charrette leader carries the group throughout the process.

Project team members representing all disciplines will facilitate this charrette. The focus of this effort will be to identify and develop a consensus on key issues affecting the project. What will emerge upon completion of the charrette will not be a finalized plan or solution, but rather a clear identification of the issues related to this project and a framework for completing the master plan and design.



Contingent upon when the CM is selected we would foresee involving them in the charrettes, Owner's meetings, vision workshops as well as all subsequent meetings occurring the design development and construction document phases. CRA's interaction with the CM involves constructability reviews, cost comparisons, evaluations of availability of systems/materials, value engineering, schedule analysis, etc.

During the remaining phases of document production, the following specific policies, procedures and programs are applied at CRA.

On-Site Work Sessions

On-site work sessions will be initiated with a Kick-Off Meeting and concluded with a Wrap-Up Meeting, so that all team members will know what is expected of them, what has been decided by the Client, and what the next steps will be.

During the on-site work session, our project team "camps out" on site, with an intense schedule of well-coordinated meetings. The work session schedule also provides adequate time for team members to congregate to discuss issues in greater detail as required. We will request your input at the beginning of the project as to the complexity, number and attendance requirements of these meetings.

Detailed Delivery Schedule

CRA will produce a detailed project delivery schedule at project kick-off. This schedule will be developed with all members of the client and consultant team including the Client, the A/E team, the CM, and local agencies as required. This schedule will establish major milestone and meeting dates that will be attended by all team members. This schedule will help to ensure that all key participants (1) are calendared well in advance, (2) will be well informed of project events and key dates, (3) will know who will be leading, participating and deciding, and (4) will know who will be required to follow up with the meeting's resultant action items.

Cost Estimating Capabilities & Cost Control Methods

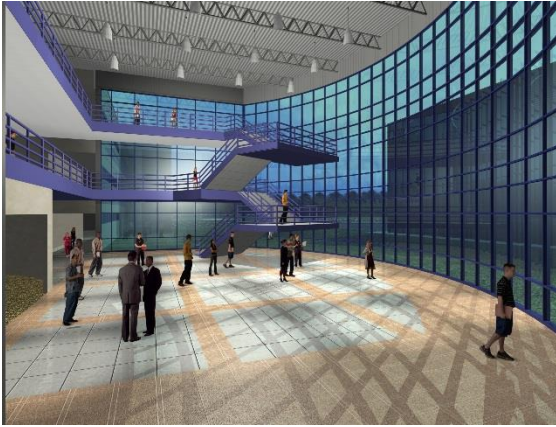
CRA has the in-house cost estimating capability to provide detailed estimates for any size or type of project. We utilize a sophisticated cost estimating system with a computerized database containing the current costs of more than 12,000 building components, as well as the labor wage rates and productivity figures for over 22 building trades. Using this system, we are able to pinpoint cost overruns early and alter the design and/or materials selection to bring costs back into line. Cost estimates are prepared at each phase of design and construction document preparation, and at any time deemed necessary. We are keenly aware of the importance of time and budget restraints. Our experience with cost estimating, building design and materials selection, as well as our responsiveness to project demands, ensures a smooth flow of work from programming through occupancy. In every phase of design, we incorporate life cycle analysis and value engineering, processes which compare the initial cost of building systems and components to their long-term costs, including maintenance, energy efficiency, etc. Through this process, we can provide the Owner a facility design that is cost-effective both initially and throughout the life of the building. This process strengthens the design concept, making it less likely to encounter requests for Change Orders. We believe this effort is well worth the time and we consider it not to be new technological advances with software, but simply old-fashioned hard work to produce what the Client desires. When working on a project with a Construction Management delivery method, CRA's ability to provide the above services has proven beneficial to the Owner as we are able to confirm, reconcile and offer suggestions for cost control prior to establishing the final GMP.





Building Information Modeling (BIM)/ 3D Design & Animation Capability

Recognizing the key role technology will play in the development of architecture, CRA has the ability to provide design services through the use of 3D design and animation software. Building information modeling is a powerful tool that literally brings a building to life before it is constructed and allows us to provide the highest, most efficient quality design information at the earliest phase of the process.



Scheduling Ability

Because we are continually awarded projects with difficult schedules, our scheduling abilities are superior and well validated. We enjoy meeting the challenge and have earned a reputation for such. Specifically, CRA projects are scheduled utilizing the following dual methods.

First, we utilize a sophisticated in-house bar chart system. It addresses duration, times, start and finish dates for specific tasks as well as critical dates and milestones. Second, we provide budgeted man-hours to our Project Manager at the project initiation and for each phase of the project. These are monitored by our Production Manager weekly through the use of our accounting system and time sheets. This method provides an extra “check system” both for the Client and for us. We have been very successful in utilizing both of these methods.

Quality Control

Everything we do, all of our training, services and deliverables are focused on our goal of results that are right the first time to achieve maximum client satisfaction. Clemons, Rutherford & Associates utilizes the REDICHECK Interdisciplinary Review system to enhance our standard quality control methods. REDICHECK is a construction document review system specifically designed to address points of interface, enabling a predetermined, objective and experienced Quality Assurance reviewer to locate coordination discrepancies between disciplines. This system saves the client time and money by eliminating design conflicts between disciplines prior to construction.

The reviews will consist of constructability assessments, specifications checks, completeness and coordination of documents, ease of bidding by contractors or subcontractors, and a back-check to ensure that all prior design review comments have been appropriately addressed, and future contractual claims have been avoided. The best change order prevention plan involves having the team take the time to perform an independent check of the drawings. We know that the number of change orders experienced on a project is directly proportional to the amount of time spent in the TQM and constructability review process. Consequently, we consider this to be one of the most critical services we will provide.



In-House Construction Administration Department

One of the reasons CRA is so successful in satisfying our clients is our focused attention on the construction phase of our projects. CRA is somewhat unique in how we handle construction administration. We have full time in-house professionals, who working through the Project Architect, are dedicated solely to overseeing our projects in the construction phase. Their skills are in construction and all of them have actual hands-on construction backgrounds, thus enabling them to foresee challenges and recommend practical solutions, as well as communicate clearly with the contractor and subs. The frequency of the site visits are determined by contract but are also impacted by the stage of the project, with frequency ultimately being determined by the Owner's request and work necessity to ensure a quality end product. Our construction administrators work closely with the Project Architect throughout the completion of the project, ensuring that all design elements are completed as desired by the Client. Because we are currently working in your area, our proximity to the site will expedite inspections and allow us to provide immediate attention to any situations that arise during design, construction and occupancy.

Approach to Construction Administration

Due to the nature of the CM method being utilized on this project CRA has been working in a team fashion with the CM for months prior to construction actually beginning. That said we begin effective construction administration by attending and fielding questions at the CM's pre-bid conference prior to the bid date. This allows all parties (Owner, Architect and bidders) to ask questions, discuss the upcoming project and resolve any uncertainties prior to submittal of bids for construction.

During the bidding process we also aid in entertaining substitution request, providing supplemental information to support effective bidding. We also attend the bid opening and assist the CM in evaluating the bid for the purpose of ensuring that the Owner goals of having the best price as well as the most reliable and effective subs are selected.

Per Owner's preference/direction subsequent to bid opening CRA can prepare a CM contract amendment to establish the final GMP amount, schedule of values and construction schedule. Upon approval by the Owner of the GMP amendment notice to proceed is prepared and a pre-construction meeting is held to be sure that the successful contractor is fully aware of all requirements of the contract, plus those special rules, such as restricted parking areas, which can cause problems after construction is underway. In addition, a Pre-Construction Manual is presented to the Client and all team members at this time. The manual provides addresses, telephone numbers and contact person for all team members; submittal and payment procedures; and various other items regarding contract information. As mentioned above, during construction our Construction Administrator visits the site as often as is necessary and PALs (Project Action List) are utilized heavily during this time. Progress meeting are held at intervals determined by the Owner especially for review of job progress, airing and resolution of problems, and review and approval of monthly pay requests. Substantial completion and final completion inspections result in "punch lists" of incomplete or incorrectly completed items. When this list is reduced to zero, the final payment to the contractor is made and permission is granted for occupancy.

Observe Work in Progress

During the construction phase of the project, we will coordinate construction administration activities with the appropriate local agencies involved. As part of our management information system, CRA will implement our Project Action List (PAL)/Minutes for distribution to the contractors involved in the project prior to and after each on-site work session. The will be updated regularly and distributed to all project participants.

This Project Action List/Minutes will:

- ✓ Identify deviation from plan/agency requirements
- ✓ Establish target dates for contractor correction
- ✓ Document re-inspection/acceptance information.

The PALs will also indicate which project issues have been resolved, which issues are outstanding, and who is responsible to resolve the issues. The Client and the CM / contractor will be integrated into the PAL, which will be reviewed at regularly scheduled team meetings.



When Issues Arise

CRA believes that critical in any resolution technique is the ability to listen well and own your responsibility. The focus is on solving the problem and moving forward so that the project itself does not suffer. We believe and practice doing what is right by the Owner. We do not believe in fighting or being evasive or avoiding the situation. Where there are issues to be resolved we like to meet face to face with those parties involved. We will come to the table with ideas for solutions and not just complaints. We will also send a representative who has the authority to authorize the solution required. Key steps in resolving issues are as follows.

1. Identify issue
2. Involve appropriate Owner's staff, design staff, CM & subs in the resolution as appropriate
3. When possible, solve the problem on the spot
4. Perform all necessary work
5. When further action is required, document the solution and provide the Owner with a corresponding timetable
6. Follow up with Owner to confirm satisfaction

High quality projects are the result of careful attention to the client's needs as reflected in the plans and specifications. CRA's full-time onsite Construction Administration staff will review the contractor's work to avoid having to remove substandard work before it is installed properly.

Transition/Occupancy

In this phase, CRA will (1) assist in planning the transition of equipment and personnel to the new facility and (2) conduct a post-occupancy evaluation and ensure that the facility meets the needs and requirements of the Owner.

Closing

CRA has a reputation for doing things right the first time. Our approach is always to look after our client's best interest first. Our familiarity and expertise over the years often affords us the advantage of knowing how and where to look for ways to save our clients' money and time, and we often interact with face-to-face professional meetings to achieve this goal. Overall, our approach will achieve a smooth, highly coordinated project that results in quality construction and Owner satisfaction.





Recommendation Letters



Leon County Board of County Commissioners

301 South Monroe Street, Tallahassee, Florida 32301
(850) 606-5302 www.leoncountyfl.gov

Leon County Facilities Management
1907 South Monroe St.
Tallahassee, Florida 32301
(850) 606-5000
FAX (850) 606-5001

Commissioners

BILL PROCTOR

District 1

JANE G. SAULS

District 2

JOHN DAILEY

District 3

BRYAN DESLOGE

District 4

KRISTIN DOZIER

District 5

NICK MADDOX

At-Large

AKIN AKINYEMI

At-Large

VINCENT S. LONG

County Administrator

HERBERT W.A. THIELE

County Attorney

November 15, 2012

To Whom It May Concern:

CRA Architects provided a full range of professional services for the new City of Tallahassee and Leon County Public Safety Complex which represents a consolidation of area public safety agencies. In addition to the planned RTMC (the Tallahassee Advanced Transportation Management System), this complex also houses the City of Tallahassee and Leon County Consolidated Dispatch Agency, Tallahassee Fire Department Administration, Leon County Emergency Management Services Administration and Fleet Operations, and the Leon County Emergency Operations Center.

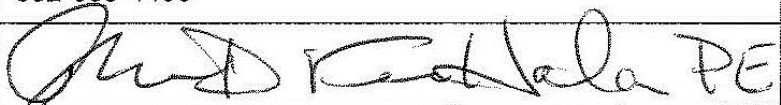
CRA met and exceeded several key challenges: namely a difficult site, a complicated building type, and satisfying multiple user groups. The site had over a 50 foot grade change and several matriarch oak trees. CRA's master planning efforts accommodated logical future expansion, all necessary parking, and saved the valued oak trees on the site. As the primary Owner's representative and liaison with CRA I can attest to their knowledge of critical mission facilities and their associated technology requirements. The final design plan was overwhelmingly well received because of its functionality, staff efficiency and retention attributes, as well as energy conservation features. As a LEED Silver Certified project it serves as an exemplary representation of this community's commitment to sustainable building design. CRA is also very reliable with regards to meeting deadlines and budgets. On this project the CM At-Risk construction method was utilized, and I specifically contracted with CRA to provide cost estimating and cost verification services related to the CM's estimates. The project is under budget and on schedule.

From the origins of the selection process, CRA and its team were selected because of their reliability. I have known and worked with the leaders of this firm for over 20 years. In today's economic times staff retention and lack of turnover are critical elements in making a selection decision. The individuals assigned at the beginning of the project are the same individuals who are completing the project. The team consistency has served our community well and as Project Manager made my job more enjoyable. Please don't hesitate to contact me with any questions.

Sincerely,

Carl L. Morgan, AIA
Architect and Construction Manager
Leon County Facilities Management



Name of Company/Individuals Requesting Reference Information:	Clemons, Rutherford & Associates, Inc.
Name of Evaluator Completing Reference:	Mark D Van Hala, PE
Name of Evaluator's Company	Sumter County
Email Address of Evaluator	mark.vanhala@sumtercountyfl.gov
Phone Number of Evaluator	352-689-4400
Signature of Evaluator	

City of Melbourne is implementing a process that collects reference information on firms and their key personnel to be used in the selection of firms to perform professional consulting services for the Police Department Space Needs Analysis and New Facility Design. The Name of the Company listed in the above has listed you as a client for which they have previously performed work. Please complete the survey. Please rate each criteria to the best of your knowledge on a scale of 1 to 10, with 10 representing that you were very satisfied (and would hire the firm/individual again) and 1 representing that you were very unsatisfied (and would never hire the firm/individual again). If you do not have sufficient knowledge of past performance in a particular area, leave it blank and the item or form will be scored "0."

Sumter County Public

Project Description: Safety Buildings Completion Date: In progress

Project Budget: \$27,926,316.00 Project Number of Days: TBD

Change Orders - Dollars Added : \$0 Change Orders - Days Added: 0

Item	Criteria	Score
1	Ability to manage the project costs (minimize change orders to scope).	10
2	Ability to maintain project schedule (complete on-time or early).	10
3	Quality of work.	10
4	Quality of consultative advice provided on the project.	10
5	Professionalism and ability to manage personnel.	10
6	Project administration (completed documents, final invoice, final product turnover; invoices; manuals or going forward documentation, etc.)	10
7	Ability to verbally communicate and document information clearly and succinctly.	10
8	Ability to manage risks and unexpected project circumstances.	10
9	Ability to follow contract documents, policies, procedures, rules, regulations, etc.	10
10	Overall comfort level with hiring the company in the future (customer satisfaction).	10
TOTAL SCORE OF ALL ITEMS		



Name of Company/Individuals Requesting Reference Information:	Clemons, Rutherford & Associates, Inc.
Name of Evaluator Completing Reference:	Victor Gualillo, Commander for the City of Atlantic Beach
Name of Evaluator's Company	City of Atlantic Beach
Email Address of Evaluator	vgualillo@coab.us
Phone Number of Evaluator	904-247-5859
Signature of Evaluator	<i>Victor Gualillo</i>

City of Melbourne is implementing a process that collects reference information on firms and their key personnel to be used in the selection of firms to perform professional consulting services for the Police Department Space Needs Analysis and New Facility Design. The Name of the Company listed in the above has listed you as a client for which they have previously performed work. Please complete the survey. Please rate each criteria to the best of your knowledge on a scale of 1 to 10, with 10 representing that you were very satisfied (and would hire the firm/individual again) and 1 representing that you were very unsatisfied (and would never hire the firm/individual again). If you do not have sufficient knowledge of past performance in a particular area, leave it blank and the item or form will be scored "0."

Project Description: City of Atlantic Beach Public Safety Building Study & Expansion Completion Date: 2014 (study); 2017 (under construction)
Project Budget: Study: \$21,788; Design: \$2,558,114 Project Number of Days: Owner Requested
Change Orders - Dollars Added : \$364,608 Change Orders - Days Added: 0

Item	Criteria	Score
1	Ability to manage the project costs (minimize change orders to scope).	10
2	Ability to maintain project schedule (complete on-time or early).	9
3	Quality of work.	8
4	Quality of consultative advice provided on the project.	9
5	Professionalism and ability to manage personnel.	10
6	Project administration (completed documents, final invoice, final product turnover; invoices; manuals or going forward documentation, etc.)	9
7	Ability to verbally communicate and document information clearly and succinctly.	9
8	Ability to manage risks and unexpected project circumstances.	9
9	Ability to follow contract documents, policies, procedures, rules, regulations, etc.	10
10	Overall comfort level with hiring the company in the future (customer satisfaction).	8
TOTAL SCORE OF ALL ITEMS		91



St. Lucie County

Purchasing Division

ATTACHMENT "B"
Project Specific Reference Form

Company under Review: Clemons, Rutherford & Associates, Inc. RFQ Number &
Title: RFQ# 15-038 Architectural Services for the Jail Medical Addition

Reference: Glades Board of County Commissioners
(Name of Company giving Reference)

Name/Title: Bob Jones, Director of Public Safety
(Name and Title of person giving Reference)

Project: Glades County Emergency Operations Center
(Project for which references are being provided)

Telephone: 863-946-0566

Fax: 863-946-1920

Team Members for this project:

William D. Rutherford, Principal-In-Charge; James Lewis, Production Manager; Greg Kelley, Project Architect & Manager;
Tambree Bramblett, Interior Designer; Will Rutherford, Cost Estimator

Firm's submitting proposals are responsible for providing completed Project Specific Reference forms with their proposal. Failure to provide the completed Reference Forms will result in proposal being deemed non-responsive. References must be for projects that are listed under Tab's # 4 & 6 of this Request for Qualifications. Minimum of three (3) references must be provided for specific/similar projects.

- Describe the scope of work of the contract awarded by your company/agency to this contractor.
CRA was hired to design a new 12,000 SF Emergency Operations Center in Glades County.

No.	Questions	Rating	Comments
2.	Rate the level of commitment of the firm to your project. Did they devote the time and management staff necessary for successful and timely work?	4	very good inter actions with Greg Kelly, he took are ideals and turn them to reality for the design
3.	Rate the quality of customer service and the competence and accessibility of the personnel.	5	this is the second project that CRA has designed for Glades County in the last five years
4.	Rate the firm's interactive capability with your staff.	5	several meeting and phone calls over ideals and design to meet our goals with this facility
5.	Rate the firm's success at minimizing and controlling potential mistakes. Were there bid addendums, contract change orders, etc	4	very few change orders they were at our request as the project progressed and we had budget saving to add or up
6.	Rate the overall quality of the work.	4	I believe their attention to detail is right on the mark in meeting our goals
7.	Rate the comfort and confidence you had in the firm.	5	did everything to insure we were getting the building we wanted within budget and function
8.	If you have a similar contract to undertake in the future, would the firm be considered? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	5	would recommend CRA, and would use them on our next building project

Rating: 1=Poor 2=Fair 3=Average 4=Good 5=Excellent

Bob Jones
Director of Public Safety Glades County Florida

**SEALED REQUEST FOR QUALIFICATIONS
CITY OF VENICE, FLORIDA**

QUALIFICATIONS STATEMENT

The undersigned certifies under oath the truth and correctness of all statements and all answers to questions made hereinafter:

SUBMITTED TO: CITY OF VENICE
Procurement- Finance Department
401 W. Venice Avenue Room # 204
Venice, Florida 34285

CHECK ONE:
☐ Corporation
☐ Partnership
☐ Individual
☐ Joint Venture
☐ Other

SUBMITTED BY:

NAME: _____
ADDRESS: _____
PRINCIPLE OFFICE: _____

1. State the true, exact, correct and complete legal name of the partnership, corporation, trade or fictitious name under which you do business and the address of the place of business.

The correct name of the Proposer is: _____

The address of the principal place of business is: _____

2. If the Proposer is a corporation, answer the following:

- a. Date of Incorporation: _____
- b. State of Incorporation: _____
- c. President's Name: _____
- d. Vice President's Name: _____
- e. Secretary's Name: _____
- f. Treasurer's Name: _____
- g. Name and address of Resident Agent: _____

3. If Proposer is an individual or partnership, answer the following:

a. Date of Organization: _____

b. Name, address and ownership units of all partners:

c. State whether general or limited partnership: _____

4. If Proposer is other than an individual, corporation, partnership, describe the organization and give the name and address of principals:

5. If Proposer is operating under fictitious name, submit evidence of compliance with the Florida Fictitious Name Statute.


6. How many years has your organization been in business under its present business name?

38

a. Under what other former names has your organization operated?

Joseph Clemons, Architect, Inc.

ACKNOWLEDGEMENT


William D. Rutherford
President

State of Florida

County of Leon

} SS.

On this the 13th day of December, 2017, before me, the undersigned Notary Public of the State of Florida, personally appeared William D. Rutherford and (Names of individual(s) who appeared before Notary) whose name(s) in/are Subscribed to within instrument, and he/she/they acknowledge that he/she/they executed it.



NOTARY PUBLIC
SEAL OF OFFICE:



NOTARY PUBLIC, STATE OF FLORIDA

LeeAnn Mullis

(Name of Notary Public: Print, stamp, or type as commissioned)

☒ Personally known to me, or ☐ Produced Identification: _____ ☐ DID take an oath, or ☐ DID NOT take an oath

PROJECT TEAM

TEAM NAME: Clemons, Rutherford & Associates, Inc.

FEDERAL ID No.: 59-1566490

Prime Role	Name & City of Residence of Individual Assigned to the Project	No. of Years Experience	Education, Degree(s)	Florida Active Registration Nos.
Principle-in-Charge	William D. Rutherford Madison, FL	53	University of Florida, Bachelor of Science in Architecture, 1966	AR007865
Sr. Project Manager	Will Rutherford Madison, FL	31	B.S. in Building Construction, University of Florida, 1995; Masters of Architecture, Florida A & M University, 2009	CGC061443
Project Architect	Tom Riley Tallahassee, FL	20	Florida A&M University, Bachelor of Science in Architecture, 1995 Florida A&M University, Master in Architecture, 1998	AR94450
Project Construction Administrator	Don Mixon Tallahassee, FL	39	B.S. in Building Construction, University of Florida, 1981	
Other Key Member: Production Manager	James Lewis Crawfordville, FL	30	B.A. Architecture, Auburn University, 1991; B.S. in Building Construction, Auburn University, 1991	AR0015408
Other Key Member: Project Designer	Shay Divsalar Tallahassee, FL	36	Bachelor of Architecture, University of Tennessee, 1982	AR0013297
Other Key Member: Interior Designer	Tambree Bramblett Tallahassee, FL	26	Bachelor of Design in Architecture, University of Florida, 1991	ID0004216
Sub-consultant Role	Company Name and Address of Office Handling this Project		Projected % of Overall Work on the Entire Project	Name of Individual Assigned to Project
MEP, Audio/Visual, IT, Communications, Security Design	TLC Engineering for Architecture MEP – Cocoa, 874 Dixon Boulevard, Cocoa, FL 32922 C&T – Tampa, 4890 W. Kennedy Blvd, #250, Tampa, FL 33609		40% +/-5%	Jim Mullen Moncef Hadiji Santiago Beron
Structural Engineer	McCarthy and Associates 2555 Nursery Road, Ste 101 Clearwater, FL 33764		9% +/-3%	E. Michael McCarthy Brick Rosenbaum Justin W. Duncan Christopher Lee
Civil Engineer	DMK Associates, Inc. 421 Commercial Ct Suite C Venice, FL 34292		9% +/-3%	Kreg E. Maheu Warren A. McLeod Mary Ann Lind Time E. Roane

PUBLIC ENTITY CRIME INFORMATION

A person or affiliate who has been placed on the State of Florida's convicted vendor list following a conviction for a public entity crime may not submit an RFQ proposal on a contract to provide any goods or services to a public entity, may not submit a response on a contract with a public entity for services in 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 CONSULTANT, supplier, Sub-Contractor, 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 2876.017, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.**

I, William D. Rutherford, being an authorized representative of the firm of

Clemons, Rutherford & Associates, Inc., located at City: Tallahassee State:

Florida Zip: 32308, have read and understand the contents of the Public

Entity Crime Information and of this formal RFQ package, hereby submit our proposal accordingly.

Signature: _____

Phone: _____

Federal ID#: _____

850-385-6153

59-1566490

Date: _____

Fax: _____

12/14/17

850-386-8420

DRUG FREE WORKPLACE

Preference shall be given to business with drug-free workplace programs. Whenever two or more RFQs, which are equal with qualifications and service, are received by the City for the procurement of commodities or contractual services, an RFQ received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. In order to have a drug-free workplace program, your firm shall:

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 action 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 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 an RFQ, 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 RFQ, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea 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 an employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

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

Concur ✓

Variance _____

Date _____



Contractor's Signature

INDEMNIFICATION/HOLD HARMLESS

The elected firm shall indemnify and hold harmless the City and its officers and employees from liabilities, damages, losses, and costs, including, but not limited to, reasonable attorneys' fees, to the extent caused by the negligence, recklessness, or intentionally wrongful conduct of the elected firm and other persons employed or utilized by the elected firm in the performance of the contract.

I, William D. Rutherford, being an authorized representative of the firm of Clemons, Rutherford & Associates, Inc. located at City Tallahassee, State Florida, Zip Code 32308 Phone: 850-385-6153 Fax: 850-386-8420. Having read and understood the contents above, hereby submit accordingly as of this Date, December 13, 2017.

William D. Rutherford
Please Print Name


Signature

This signed document shall remain in effect for a period of one (1) year from the date of signature or for the contract period, whichever is longer.

**CERTIFICATION REGARDING DEBARMENTS, SUSPENSION, INELIGIBILITY AND
VOLUNTARY EXCLUSION-LOWER TIER FEDERALLY FUNDED TRANSACTIONS
STATE OF FLORIDA GRANT ASSISTANCE PURSUANT TO
AMERICAN RECOVERY AND REINVESTMENT ACT UNITED STATES
DEPARTMENT OF ENERGY AWARDS**

1. The undersigned hereby certifies that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
2. The undersigned also certifies that it and its principals:
 - a. Have not within a three-year period preceding this certification been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State anti-trust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.
 - b. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph 2.(a) of this Certification; and (b) Have not within a three-year period preceding this certification had one or more public transactions (Federal, State or Local) terminated for cause or default.
3. Where the undersigned is unable to certify to any of the statements in this certification, an explanation shall be attached to this certification.

Dated this 13th day of December, 2017.

By: 
Authorized Signature

William D. Rutherford
Typed Name of Title

Clemons, Rutherford & Associates, Inc.
Recipient's Firm Name

2027 Thomasville Rd,
Street Address

Tallahassee, FL 32308
City/State/Zip Code

CONFLICT/NON CONFLICT OF INTEREST AND LITIGATION STATEMENT

CHECK ONE

- ☒ To the best of our knowledge, the undersigned firm has no potential conflicts of interest due to any other clients, contracts, or property interest for this project.

OR

- ☐ The undersigned firm, by attachment to this form, submits information which may be a potential conflict of interest due to other clients, contracts, or property interest for this project.

LITIGATION STATEMENT

IN FLORIDA ONLY, JUDGMENTS AGAINST THE FIRM, AND SUITS AGAINST CITY OF VENICE. INCLUDE ACTIONS AGAINST THE FIRM BY OR AGAINST ANY LOCAL, STATE, OR FEDERAL REGULATORY AGENCY.

CHECK ONE

- ☒ The undersigned firm has had no litigation adjudicated against the firm on any projects in the last five (5) years and has filed no litigation against City of Venice in the last five (5) years.

OR

- ☐ The undersigned firm, BY ATTACHMENT TO THIS FORM, submits a summary and disposition of individual cases of litigation in Florida adjudicated against the firm during the past five (5) years; all legal actions against City of Venice during the past five (5) years; and actions by or against any Federal, State and local agency during the past five (5) years.

Company Name: Clemons, Rutherford & Associates, Inc.

Authorized Signature: 

Name (print or type): William D. Rutherford

Title: President

Failure to check the appropriate blocks above may result in disqualification of your proposal. Failure to provide documentation of a possible conflict of interest, or a summary of past litigation, may result in disqualification of your proposal. Should additional information regarding the above items come to the attention of City of Venice after award, the awarded contract shall be subject to immediate termination.

NON-COLLUSION AFFIDAVIT

State of Florida }
County of Leon } SS.

William D. Rutherford being first duly sworn, deposes and says that:

1. He/she is the President, (Owner, Partner, Officer, Representative or Agent) of Clemons, Rutherford & Associates, Inc. the Proposer that has submitted the attached Proposal;
2. He/she is fully informed respecting the preparation and contents of the attached Proposal and of all pertinent circumstances respecting such Proposal;
3. Such Proposal is genuine and is not a collusive or sham Proposal;
4. Neither the said Proposer 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 Proposer, firm, or person to submit a collusive or sham Proposal in connection with the Work for which the attached Proposal has been submitted; or have in any manner, directly or indirectly sought by agreement or collusion, or have in any manner, directly or indirectly, sought by agreement or collusion, or communication or conference with any Proposer, firm, or person to fix the price or prices in the attached Proposal or of any other Proposer, or to fix any overhead, profit, or cost elements of the Proposal price or the Proposal price of any other Proposer, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against (Recipient), or any person interested in the proposal Work.

Signed, sealed and delivered
in the presence of:

Amelle Carr
Kim Rutherford

By: 

William D. Rutherford
(Printed Name)

President
(Title)

ACKNOWLEDGEMENT

State of Florida

County of Leon

On this the 13th day of December, 2017, before me, the undersigned Notary Public of the State of Florida, personally appeared William D. Rutherford and (Names of individual(s) who appeared before Notary) whose name(s) in/are subscribed to within instrument, and he/she/they acknowledge that he/she/they executed it.



NOTARY PUBLIC, STATE OF FLORIDA
NOTARY PUBLIC
SEAL OF OFFICE:



LeeAnn Mullis

(Name of Notary Public: Print, stamp, or type as commissioned)

☒ Personally known to me, or ☐ Produced Identification: _____ ☐ DID take an oath, or ☐ DID NOT take an oath



CLEMRUT-01

TBEAUDOIN

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

09/20/2017

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

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

PRODUCER Rogers, Gunter, Vaughn Insurance 1117 Thomasville Road Tallahassee, FL 32303	CONTACT NAME: PHONE (A/C, No, Ext): (850) 386-1111 FAX (A/C, No): (850) 385-9827 E-MAIL ADDRESS:
INSURED Clemons Rutherford & Assoc Inc 2027 Thomasville Rd Tallahassee, FL 32308	INSURER(S) AFFORDING COVERAGE INSURER A : Phoenix Insurance Company INSURER B : Travelers Indemnity Company INSURER C : Zenith Insurance Company INSURER D : National Casualty Company INSURER E : INSURER F :
	NAIC # 01613 25658 13269 11991

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			6802H4989431747	09/13/2017	09/13/2018	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			BA5A30404117GRP	09/13/2017	09/13/2018	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			CUP5A3606771747	09/13/2017	09/13/2018	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
C	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y / N If yes, describe under DESCRIPTION OF OPERATIONS below		N / A	M1210501	07/04/2017	07/04/2018	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
D	Professional Errors			ARO0006084	11/29/2016	11/29/2017	Ech Claim \$ 5,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Professional Liability Aggregate Limit of Liability is \$5,000,000

CERTIFICATE HOLDER

CANCELLATION

For proposal purposes only

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

AUTHORIZED REPRESENTATIVE



PROFESSIONAL REGISTRATIONS

Clemons, Rutherford & Associates, Inc.

<p>RICK SCOTT, GOVERNOR</p> <p>KEN LAWSON, SECRETARY</p> <p>STATE OF FLORIDA DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION BOARD OF ARCHITECTURE & INTERIOR DESIGN</p> <p>LICENSE NUMBER AAC000297</p> <p>The ARCHITECT CORPORATION Named below IS CERTIFIED Under the provisions of Chapter 481 FS. Expiration date: FEB 28, 2019</p> <p>CLEMONS, RUTHERFORD AND ASSOCIATES INC 2027 THOMASVILLE RD TALLAHASSEE FL 32312-3333</p> <p>ISSUED: 12/06/2016 DISPLAY AS REQUIRED BY LAW SEQ # L1612060001042</p>	<p>RICK SCOTT, GOVERNOR</p> <p>KEN LAWSON, SECRETARY</p> <p>STATE OF FLORIDA DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION BOARD OF ARCHITECTURE & INTERIOR DESIGN</p> <p>LICENSE NUMBER AR0007865</p> <p>The ARCHITECT Named below IS LICENSED Under the provisions of Chapter 481 FS. Expiration date: FEB 28, 2019</p> <p>RUTHERFORD, WILLIAM D 2027 THOMASVILLE RD TALLAHASSEE FL 323123333</p> <p>ISSUED: 12/06/2016 DISPLAY AS REQUIRED BY LAW SEQ # L1612060000955</p>
<p>RICK SCOTT, GOVERNOR</p> <p>KEN LAWSON, SECRETARY</p> <p>STATE OF FLORIDA DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION BOARD OF ARCHITECTURE & INTERIOR DESIGN</p> <p>LICENSE NUMBER AR0015408</p> <p>The ARCHITECT Named below IS LICENSED Under the provisions of Chapter 481 FS. Expiration date: FEB 28, 2019</p> <p>LEWIS, JAMES HOWARD 109 WILSON ESTATE RD CRAWFORDVILLE FL 32327</p> <p>ISSUED: 12/21/2016 DISPLAY AS REQUIRED BY LAW SEQ # L16122600001159</p> <p>LEED AP BD+C James Lewis LEED ACCREDITED PROFESSIONAL with a Building Designer + Construction Specialty LEED AP BD+C LEED ACCREDITED PROFESSIONAL with a Building Designer + Construction Specialty LEED AP BD+C LEED ACCREDITED PROFESSIONAL with a Building Designer + Construction Specialty</p>	<p>RICK SCOTT, GOVERNOR</p> <p>KEN LAWSON, SECRETARY</p> <p>STATE OF FLORIDA DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION BOARD OF ARCHITECTURE & INTERIOR DESIGN</p> <p>LICENSE NUMBER AR94450</p> <p>The ARCHITECT Named below IS LICENSED Under the provisions of Chapter 481 FS. Expiration date: FEB 28, 2019</p> <p>RILEY, THOMAS JEFFREY 825 COLEMAN LANE COTTONDALE FL 32431</p> <p>ISSUED: 12/27/2016 DISPLAY AS REQUIRED BY LAW SEQ # L16120600001159</p> <p>LEED AP BD+C Thomas Riley LEED ACCREDITED PROFESSIONAL with a Building Designer + Construction Specialty LEED AP BD+C LEED ACCREDITED PROFESSIONAL with a Building Designer + Construction Specialty LEED AP BD+C LEED ACCREDITED PROFESSIONAL with a Building Designer + Construction Specialty</p>
<p>RICK SCOTT, GOVERNOR</p> <p>KEN LAWSON, SECRETARY</p> <p>STATE OF FLORIDA DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION BOARD OF ARCHITECTURE & INTERIOR DESIGN</p> <p>LICENSE NUMBER AR0013297</p> <p>The ARCHITECT Named below IS LICENSED Under the provisions of Chapter 481 FS. Expiration date: FEB 28, 2019</p> <p>DIVSALAR, SHAHRYAR 3144 HAWKS LANDING DR TALLAHASSEE FL 32309</p> <p>ISSUED: 12/26/2016 DISPLAY AS REQUIRED BY LAW SEQ # L16122600001159</p>	<p>RICK SCOTT, GOVERNOR</p> <p>KEN LAWSON, SECRETARY</p> <p>STATE OF FLORIDA DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION CONSTRUCTION INDUSTRY LICENSING BOARD</p> <p>LICENSE NUMBER CGC061443</p> <p>The GENERAL CONTRACTOR Named below IS CERTIFIED Under the provisions of Chapter 489 FS. Expiration date: AUG 31, 2018</p> <p>RUTHERFORD, WILLIAM DOYLE INSTITUTIONAL CONSTRUCTION/CONSTRUCTION MGMT 2027 THOMASVILLE RD TALLAHASSEE FL 32312</p> <p>ISSUED: 09/01/2016 DISPLAY AS REQUIRED BY LAW SEQ # L1609010003579</p>
<p>RICK SCOTT, GOVERNOR</p> <p>KEN LAWSON, SECRETARY</p> <p>STATE OF FLORIDA DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION BOARD OF ARCHITECTURE & INTERIOR DESIGN</p> <p>LICENSE NUMBER ID0004216</p> <p>The INTERIOR DESIGNER Named below IS LICENSED Under the provisions of Chapter 481 FS. Expiration date: FEB 28, 2019</p> <p>BRAMBLETT, TAMBREE H CLEMONS, RUTHERFORD & ASSOC'S 2027 THOMASVILLE ROAD TALLAHASSEE FL 32312</p> <p>ISSUED: 12/06/2016 DISPLAY AS REQUIRED BY LAW SEQ # L16120600001117</p>	<p>LEED AP ID+C Tambree H Bramblett LEED ACCREDITED PROFESSIONAL with a Interior Designer + Construction Specialty LEED AP ID+C LEED ACCREDITED PROFESSIONAL with a Interior Designer + Construction Specialty LEED AP ID+C LEED ACCREDITED PROFESSIONAL with a Interior Designer + Construction Specialty</p>

State of Florida

Department of State

I certify from the records of this office that CLEMONS, RUTHERFORD AND ASSOCIATES, INC. is a corporation organized under the laws of the State of Florida, filed on October 29, 1974.

The document number of this corporation is 464276.

I further certify that said corporation has paid all fees due this office through December 31, 2017, that its most recent annual report/uniform business report was filed on January 9, 2017, and that its status is active.

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

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Ninth day of January, 2017*



Ken Detjen
Secretary of State

Tracking Number: CC4369085010

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

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

**CITY OF VENICE PROCUREMENT- FINANCE DEPARTMENT
401 W. VENICE AVE. - ROOM # 204
VENICE, FL. 34285
(941) 486-2626
FAX (941) 486-2790
ADDENDUM NO. 1**

Date: December 13, 2017

To: All Prospective Proposers

**Re: RFQ #3075-17 Professional Architectural and Engineering Services for City of Venice
Public Safety Facility**

This addendum sets forth changes and/or information as referenced and is hereby made part of and should be attached to the subject Contract Documents. Receipt of this Addendum shall be acknowledged below and in the submitted proposal. It shall be the responsibility of each proposer, prior to submitting a proposal, to contact the City of Venice- Procurement-Finance Department to determine if addenda were issued and to make such addenda a part of their proposal.

The following questions were received in writing:

Q. Is ADG excluded from competing in the A/E selection? -

A. No.

Q. May we have the FULL copy of ADG's study and program as well as a copy of any drawings or presentations made regarding this project?

A. Information provided by ADG was subsequently modified and the most current information is reflected in the documents provided as part of the RFQ.

Q. Who was the MEP consultant on ADG's team for the study phase?

A. This service was either performed 'in-house' or the Sub-Consultant was not identified by ADG.

Q. Who was the civil consultant on ADG's team for the study phase?

A. This service was either performed 'in-house' or the Sub-Consultant was not identified by ADG. The City has retained Kimley-Horn for initial site analysis and due diligence parameters.

Q. Who was the structural consultant on ADG's team for the study phase?

A. This service was either performed 'in-house' or the Sub-Consultant was not identified by ADG.

Q. Has a survey been done of the site and if so by who and may we have a copy?

A. Surveyor was Brigham/Allen Land Surveying. A copy is attached to this Addendum.

Q. What is the site/parcel id# and what is the site's specific address?

A. No "911" or street address has been assigned.

Q. Who is on the selection committee and what is their title and did they work with ADG in the study phase?

A. Per the RFQ, the Selection Committee will be a minimum three individuals from the City. These individuals are familiar with the ADG work product.

Q. How is location scored? Is there a predetermined scoring matrix that is provided to the selection committee that correlates mileage from site to proposers office location. (i.e. 5 points for located in Venice; 4 pts 60-180 miles away; 3 pts for in State of FL; etc.?

A. The Scoring Method is defined in the RFQ and addresses location. There are no points allocation guidelines for scoring relative to location.

Q. Please provide full definition of abbreviations found on last page of RFQ titled "Adjusted Space Requirements". For example: "CCC" found under Training Center; "ADG" found under City Data Center; "VPD" found under Total Project Summary

A. ADG-Architect's Design Group (identified as the source of the number included in the chart); CCC-City Command Center; VPD-Venice Police Department.

Q. Page 16, under Project team's professional qualifications and key personnel experience – Please clarify what is meant by "Client Manager". Is this the same as Project Manager?

A. The Consultant's primary individual responsible for interfacing with the Client.

Q. Within the Appendix, Exhibit A - Scope of Services, Exhibit B - Fees, and Exhibit D - Consultant's Submittal to RFQ 3075-17 pages are all blank. Is there supposed to be information for these exhibits?

A. These are Exhibits identified in the Draft Agreement for Consultant Services provided for reference, and will be incorporated into the Agreement after the Consultant is selected as part of the contracting process.

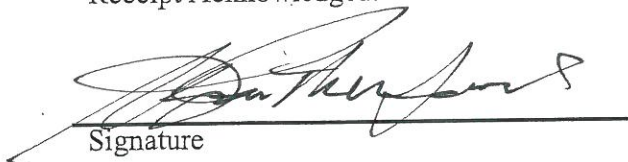
Q. Referencing the Required Response Format on page 19 of the RFQ, which tab should the project approach be included?

A. Additional information not identified under a specific Tab should be included in Tab 5.

Peter A. Boers
Procurement Department

Acknowledgment is requested even if you have elected not to respond to this bid. A designated management representative of your firm can sign the receipt for this addendum. Please acknowledge receipt of this addendum immediately by fax to (941) 486- 2790 or mail to the above noted address, if a fax is not possible.

Receipt Acknowledged:


Signature

Clemons, Rutherford & Assoc. Inc.
Company

12/15/17
Date

A copy of this addendum (excluding attachments) is to be included with the proposal response.



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