

*Poinciana West  
Community Development District*

*Agenda Package*

*January 15, 2025*

# AGENDA

***Poinciana West***  
***Community Development District***

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219 E. Livingston Street, Orlando, Florida 32801 Phone:  
407-841-5524 – Fax: 407-839-1526

January 8, 2025

**Board of Supervisors**  
**Poinciana West Community**  
**Development District**

Dear Board Members:

The Board of Supervisors of Poinciana West Community Development District will meet **Wednesday, January 15, 2025 at 9:30 AM at the Gator Room, 385 Village Drive, Poinciana, Florida.**

**Zoom Information for Members of the Public:**

**Link: <https://us06web.zoom.us/j/89503079954>**

**Dial-in Number: (646) 876-9923**

**Meeting ID: 895 0307 9954**

Following is the advance agenda for the meeting:

1. Roll Call
2. Pledge of Allegiance
3. Public Comment Period on Agenda Items
4. Organizational Matters
  - A. Review of Letter(s) of Interest/Resume(s) for Vacancies in Seats 2 & 5
  - B. Appointment of Individuals to Fulfill Seats 2 & 5
  - C. Administration of Oath of Office to Newly Elected Supervisor
  - D. Election of Officers
  - E. Consideration of Resolution 2025-02 Electing Officers
5. Approval of Minutes of the November 20, 2025 Audit Committee & Board of Supervisors Meetings
6. Ratification of Audit Engagement Letter with Grau & Associates
7. Consideration of Data Sharing and Usage Agreement with Polk County Property Appraiser
8. Review of Proposals for Professional Engineering Services
  - A. Dewberry Engineers, Inc.
  - B. Rayl Engineering & Surveying, LLC
9. Ratification of Proposal for Pond 19-A Stormwater Pond Repair Inspection
10. Staff Reports
  - A. Attorney
  - B. Engineer
  - C. District Manager
    - i. Check Register
    - ii. Financials

D. Field Manager's Report

- i. Field Manager's Report
- ii. Pond Maintenance Report
- iii. Midge Management Report
- iv. Customer Complaint Log
- v. Consideration of Proposal for Hydroraking of Pond 16

10. Supervisor's Requests

11. General Audience Comments

12. Other Business

13. Next Meeting Date- **March 19, 2025: The Gator Room**

14. Adjournment

# SECTION IV

# SECTION A

Leonard Kirschbrown  
316 Monterey Street  
Poinciana, Florida 34759

██████████  
Re: Open PWCDD board position

To whom it may concern

I have lived in Solivita for ten years with a settling pond in my backyard and am very familiar with the environmental drawings associated with the Solivita Construction drawings entered in the environmental data base.

My experience with budgets, design, construction, operation, contract reviews etc. would be a great help in the maintaining and operating of the ponds and storm drain systems found in the Solivita Poinciana West Development District area of responsibility.

Please see attached Resume for experience details

Thank you for you consideration  
Leonard (Len) Kirschbrown

Leonard Kirschbrown  
316 Monterey Street  
Poinciana, Florida 34759



Background:

Obtained a BSME from the University of South Carolina, Columbia SC June 1981.

Worked for Duke Energy for 37 years and during my employment have been involved in the design, construction, and operation of settling ponds, water basins, underground piping, water treatment systems and pumping stations.

The largest project worked on was a 2.4 billion dollar state of the art environmental power plant where I was initially involved in the design, contract assembly, and bidding review and ended being on the team of field engineers overseeing the construction and startup of the facility.

The last project I worked on was a 350 million dollar retrofit project where I was involved in the design, construction and startup of a massive chiller system at the Hines Power Station in Bartow Florida.



# SECTION E

**RESOLUTION 2025-02**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE  
POINCIANA WEST COMMUNITY DEVELOPMENT DISTRICT  
ELECTING THE OFFICERS OF THE DISTRICT AND  
PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS**, the Poinciana West Community Development District (the “District”) is a local unit of special purpose government created and existing pursuant to Chapter 190, Florida Statutes; and

**WHEREAS**, the Board of Supervisors of the District (“Board”) desires to elect the Officers of the District.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF  
SUPERVISORS OF THE POINCIANA WEST COMMUNITY  
DEVELOPMENT DISTRICT:**

**Section 1.** \_\_\_\_\_ is elected Chairperson.

**Section 2.** \_\_\_\_\_ is elected Vice-Chairperson.

**Section 3.** George Flint is elected Secretary.

**Section 4.** \_\_\_\_\_ is elected Assistant Secretary.

Tricia Adams is elected Assistant Secretary.

\_\_\_\_\_ is elected Assistant Secretary.

\_\_\_\_\_ is elected Assistant Secretary.

**Section 5.** Jill Burns is elected Treasurer.

**Section 6.** Patti Powers is elected Assistant Treasurer.

**Section 7.** Katie Costa is elected Assistant Treasurer.

**Section 8.** This Resolution shall become effective immediately upon its adoption.

**PASSED AND ADOPTED** this 15th day of January, 2025.

**ATTEST:**

**POINCIANA WEST COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chairperson/Vice-Chairperson

# MINUTES

**MINUTES OF MEETING  
POINCIANA WEST  
COMMUNITY DEVELOPMENT DISTRICT**

The Audit Committee meeting of the Board of Supervisors of the Poinciana West Community Development District was held on Wednesday, **November 20, 2024** at 9:00 a.m. via Zoom Communication Media Technology and in The Gator Room, 385 Village Drive, Poinciana, Florida.

Present were:

Peggy Gregory	Chair
Roy LaRue	
Dr. Maneck Master	

Also present were:

Tricia Adams	District Manager
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*The following is a summary of the discussions and actions taken at the November 20, 2024 Poinciana West Community Development District's Audit Committee Meeting.*

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Adams called the Audit Committee meeting to order at 11:15 p.m. A quorum was present.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

There being no comments, the next item followed.

**THIRD ORDER OF BUSINESS**

**Audit Services**

Ms. Adams reported that based on discussion with Chair and District Council, due to the lack of availability of Berger, Toombs, Elam, Gaines & Frank, to deliver audit services on time, staff solicited for audit services. The form of notice was reviewed and approved by District Counsel. Mr. Clark confirmed that this was typical of what the District needed to do, in order to comply with Chapter 218 of the Florida Statutes, which governs local finance. The process was

for the Board to approve the instructions and notice that were sent out and then review the proposals that were received.

- A. Approval of Request for Proposals and Selection Criteria**
- B. Approval of Notice of Request for Proposals for Audit Services**
- C. Public Announcement of Opportunity to Provide Auditing Services**

Ms. Adams presented the standard Request for Proposals (RFP), selection criteria, notice and public announcement in order for the Board to seek proposals. These documents were released as a result of the solicitation and the Board was taking action to ratify the actions of the District Manager and the Chair of the Poinciana West CDD. Dr. Master questioned how the auditor was selected the last time. Ms. Adams stated that the Board completed the same process. Mr. Clark confirmed that it was a statutory process.

On MOTION by Dr. Master seconded by Ms. Gregory with all in favor approval and release of the Request for Proposals, Selection Criteria, notice and public announcement were ratified.

#### **FOURTH ORDER OF BUSINESS**

#### **Review & Ranking of Audit Proposals**

- A. DiBartolomeo, McBee, Hartley & Barnes**
- B. Grau & Associates**

Ms. Adams reported that two proposals were received in response to the RFP: one from DiBartolomeo, McBee, Hartley & Barnes and the other from Grau & Associates (Grau). Ranking sheets were provided to the Board. Rather than doing individual rankings, she recommended that the Board do a consensus ranking. Both firms completed many audits for Community Development Districts throughout Florida and could competently and capably prepare audits and provide on time. Ms. Adams recommended the following ranking: 1) *Ability of Personnel*: Awarding DiBartolomeo 19 points and Grau 20 points, as Grau had been doing audits longer and had more experience than DiBartolomeo, 2) *Proposer's Experience*: Awarding Grau 20 points and DiBartolomeo 19 points, due to Grau's length of experience being greater than DiBartolomeo, 3) *Understanding of Scope of Work*: Awarding Grau 20 points and DiBartolomeo 20 points, 4) *Ability to Furnish the Required Services*: Awarding Grau 20 points and DiBartolomeo 20 points and 5) *Price*: Awarding Grau 20 points and DiBartolomeo 19 points, as Grau proposed \$18,000 for five years and DiBartolomeo proposed \$18,600 for five years. Ms.

Adams reported that once the Board selected an auditor, they could renew through an annual engagement letter, for up to five years. Ms. Gregory agreed. Based on the ranking, Grau received 100 points and was ranked number one and DiBartolomeo received 98 points and was ranked number two

On MOTION by Ms. Gregory seconded by Dr. Master with all in favor accepting the ranking of Grau & Associates as the number one ranked firm to provide auditing services and DiBartolomeo, McBee, Hartley & Barnes number two was approved.

**FIFTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Ms. Gregory seconded by Dr. Master with all in favor the Audit Committee meeting was adjourned.

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chairman/Vice Chairman



**MINUTES OF MEETING  
POINCIANA WEST  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Poinciana West Community Development District was held on Wednesday, **November 20, 2024** at 9:00 a.m. via Zoom Communication Media Technology and in The Gator Room, 385 Village Drive, Poinciana, Florida.

Present and constituting a quorum were:

Peggy Gregory	Chair
Roy LaRue	Vice Chairman
Dr. Maneck Master	Assistant Secretary

Also present were:

Tricia Adams	District Manager
Scott Clark <i>via Zoom</i>	District Counsel
Joel Blanco	GMS Field Staff
Cherrief Jackson	Clarke Midge Control
Residents	

*The following is a summary of the discussions and actions taken at the November 20, 2024 Poinciana West Community Development District's Board of Supervisors Meeting.*

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Adams called the meeting to order and called the roll at 9:31 a.m. A quorum was present.

**SECOND ORDER OF BUSINESS**

**Pledge of Allegiance**

The Pledge of Allegiance was recited.

**THIRD ORDER OF BUSINESS**

**Public Comment Period on Agenda Items**

There being no comments, the next item followed.



**FOURTH ORDER OF BUSINESS**

**Approval of Minutes of the July 17, 2024 Meeting**

Ms. Adams presented the draft minutes of the July 17, 2024 Board of Supervisors meeting, which were included in the agenda package and reviewed by District management staff and District Counsel. Mr. LaRue questioned whether the application form for a French drain, was completed. Ms. Adams confirmed that it was completed. There were no corrections to the minutes.

On MOTION by Dr. Master seconded by Mr. LaRue with all in favor the Minutes of the July 17, 2024 Meeting were approved as presented.

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2025-01 Declaring Board Vacancies**

Ms. Adams welcomed Dr. Master back to the Board who qualified for his seat and will serve another four year term. There were a total of three seats included in the General Election. His new term of office started on November 19<sup>th</sup>. The Oath of Office was administered prior to the meeting. Resolution 2025-01 memorialized that there were three seats up for General Election; two of which did not have any qualified electors and must be declared vacant. Seat 3 was previously held by Mr. Ed Smith; however, he moved out of the District and was no longer a qualified elector. The other seat was Seat 4, which was previously vacant.

On MOTION by Mr. LaRue seconded by Ms. Gregory with all in favor Resolution 2025-01 Declaring Board Vacancies in Seats 3 and 4 Pursuant to Section 190.006(3)(b), Florida Statutes and Providing for Severability and an Effective Date was adopted.

Ms. Adams recalled that when there were previous Board vacancies, Board Members directed District Management staff to send out a letter to qualified electors, notifying them of the Board vacancies, so that they could either submit a resume or a letter of interest. The Board could then review candidates and make appointments by motion. Ms. Gregory voiced concern about lax communication. On November 9<sup>th</sup>, Ms. Gregory requested email addresses from Ms. Janet Nolan, of all the neighborhood captains, but there has been no response. Ms. Adams proposed utilizing the street captains email messaging system, the Association email, at the

beginning of December and after the first of the year. Dr. Master pointed out that most Solivita residents did not know which CDD they lived in. Ms. Adams would include clarifying information about CDD boundaries with the notice.

**SIXTH ORDER OF BUSINESS**

**Review of Request for Installation of Security Fence**

Ms. Adams reported that staff received a request from Mr. Rudy Bautista in September, to install an eight-foot aluminum security fence nearby Pond P-16. The request was included in the agenda package. The areas identified in red, were requested by the HOA; however, field services staff reviewed the map and it bifurcates the outfall structure. There was a suggestion to move it, the location proposed by Field Staff was identified in blue. If the Board wanted to authorize the installation of a security fence, District Counsel recommended entering into a License Agreement, as it would include protections and indemnifications for the District, as well as responsibilities for the installation and maintenance. Mr. Scott questioned whether there was a need for gates, so that mowers could get access. Mr. Blanco explained that there was access from the other side, leading into Presido Park. Mr. LaRue assumed that the HOA was paying for the fence. Ms. Adams pointed out in the License Agreement, the HOA would be responsible to purchase, install, maintain and insure the fence in perpetuity.

On MOTION by Mr. LaRue seconded by Dr. Master with all in favor the request from the HOA for the installation of a security fence subject to District Counsel preparing a License Agreement was approved.

Dr. Master questioned whether the purpose of the security fence, was to prevent individuals from coming into the gate. Ms. Adams assumed that it would prevent pedestrian foot traffic. Mr. LaRue believed that the HOA looked at where there could potentially be issues but recalled that there were no issues. Mr. Clark requested that someone provide a new exhibit with the correct markings, versus the alternatives. Ms. Adams would obtain one.

**SEVENTH ORDER OF BUSINESS**

**Review of Proposals for Professional Engineering Services**

**A. Dewberry Engineers, Inc.**

**B. Rayl Engineering & Surveying, LLC**

Ms. Adams recalled that the Board directed staff to submit Request for Qualifications (RFQ) for engineering services and a result, two proposals were received. One proposal was received from Dewberry Engineers, Inc. (Dewberry) and the other from Rayl Engineering & Surveying, LLC. (Rayl), which were included in the agenda package. If the Board was satisfied with these two proposals, the action from the Board, would be to rank the firms and direct staff to negotiate an agreement. The two firms were highly qualified and worked with many Community Development Districts (CDDs) in Central Florida. She had worked with both firms and they were amenable to attending meetings on Zoom, to save on travel expenses. Mr. LaRue asked if their rates were included. Ms. Adams explained in an RFQ, rates were not submitted but would be happy to request their 2025 rate sheets and provide at the next meeting. Mr. Clark advised that the language in the Statute, was to choose the firms based on experience and then negotiate the rate, but the Board could request their rates beforehand and discuss before making a decision. Mr. LaRue preferred to see their rates, specifically their Zoom meeting rate. Ms. Gregory questioned whether Mr. Clark would draft an agreement, once the Board selected a firm and if the term could be for 12 months. Mr. Clark stated there would be an annual contract with an automatic renewal, unless either party decided to terminate it. Ms. Gregory requested that 30 days before the auto renew date, any increase in hourly prices, be provided to the Board. Mr. Clark pointed out that the auto renewal would renew at the same price, unless the Board agreed to an increase. Ms. Adams indicated that the incumbent engineer was willing to serve on a month-to-month basis, until the Board selected a new District Engineer.

**EIGHTH ORDER OF BUSINESS****Appointment of Audit Committee and Chairman**

Ms. Adams reported that as a Florida independent special purpose government, each year, CDDs were required to undergo an annual independent audit. The way that the selection process worked was that the Board would appoint an Audit Committee, Staff recommended that the CDD Board appoint the Board of Supervisors as the Audit Committee. Instead of adjourning this meeting, the Board would recess the meeting to have an Audit Committee meeting and then continue the Board meeting.

On MOTION by Dr. Master seconded by Mr. LaRue with all in favor appointing the Board of Supervisors as the Audit Committee was approved.

Ms. Adams reported that the District previously had an agreement for audit services with Berger, Toombs, Elam, Gaines & Frank (Berger, Toombs); however, they failed to complete many audits for CDDs on time this year, which were required to be filed by June 30<sup>th</sup>. Dr. Master questioned the reason why. Ms. Adams indicated there were likely staffing issues. Ms. Gregory was informed by a partner at Berger, Toombs, that they could not hire anyone. Ms. Adams pointed out that this District’s audit was filed on time, but because so many were still outstanding, staff felt that it was prudent to bring this matter to the Board’s attention, so they could select a different auditor.

**NINTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

Mr. Clark was working on issues that were discussed at meetings and drafted materials as needed. There were no other issues to report to the Board. Ms. Gregory questioned the status of the goals and objectives and the ethics training. Ms. Adams confirmed that the District was in compliance with the goals and objectives requirement. Mr. Clark indicated that the ethics training was an annual process. It was required to be completed by December 31<sup>st</sup> of this year and when filing their Form 1 by July, there was box to report that the ethics training was completed. Ms. Gregory questioned whether there were any new statutes or regulations that would affect CDDs next year. Mr. Clark stated that there was something new every year and would monitor the pre-file bills in the next month or so and track anything that goes through the Legislature. Ms. Adams requested that Mr. Clark explain the new affidavit that was required for human trafficking, as a result of the last Legislative session. Mr. Clark explained that all local governments were required to obtain an affidavit when they entered into a contract with a vendor. The vendor must certify that none of its employees or its business was involved with human trafficking. It was a standard affidavit that they prepared and attached to their form agreements.

**B. Engineer**

There being no comments, the next item followed.

**C. District Manager**

Ms. Adams reported that Ms. Gregory informed her by phone on Monday evening, that Solivita residents were accessing CDD property and performing maintenance activities on and around the stormwater ponds. This was something that they wanted to deter and discussed sending out a statement through the Electronic Mail Distribution System as well as including a reminder in the *Reflections* newsletter. Since the Poinciana CDD also had an interest in communicating with residents, she proposed that there be a joint Poinciana CDD and Poinciana West CDD statement, as the information was generic and applicable no matter where someone lived in Solivita. District staff circulated a letter via electronic mail, to give Board Members an opportunity to review it. Mr. LaRue recalled that the ponds were inspected every two weeks. Mr. Blanco confirmed that the aquatic maintenance vendor was onsite three times per week. Ms. Adams would amend the language that the vendor inspected or treated on a regular or as needed basis. Mr. LaRue questioned how often each pond was inspected. Mr. Blanco stated according to the reports, the ponds were inspected at least once a month. Ms. Adams would change the letter to say that the ponds would be inspected monthly and treated as needed. Ms. Gregory requested that the language, *“If a pond was treated, it could not be treated again for two weeks,”* remain. Dr. Master suggested saying, *“Once an issue was identified, the pond would be treated, but they could not do anything to it for two weeks, as required by the State.”*

Regarding Item 4, Mr. LaRue wanted let residents know, that they were now treating within 3 feet of the edge. Ms. Adams would include, *“3 feet around the pond perimeter.”* Ms. Gregory recalled that she mentioned at yesterday’s HOA meeting, if residents were caught damaging any of the grasses, littoral plantings and fish, around easements and beds, they would be prosecuted and requested a reminder be placed in *Reflections*, as the District had a permit through the South Florida Water Management District (SFWMD). Ms. Adams would include language about trespassing. Ms. Gregory felt that there should be education about what happens when everything turned brown in the pond and where it goes. Mr. Blanco felt that he did a good job of educating residents on the spraying process. Usually, the color was an indication of how the spraying takes effect. It starts with green, turns yellow and eventually dark brown, losing size and mass. Ms. Gregory requested that there be an explanation in the first paragraph of the letter, as a public service announcement, along with the restrictions and ramifications, if residents did

not comply. Ms. Adams would make the following changes: 1) The first bullet point would say, *“Monthly and treated as needed,”* 2) A note would be included regarding ponds that were treated, the language would be expand on how the algae could become discolored before it drops down into the pond and a reminder that it was never appropriate or acceptable for residents to perform maintenance activities on CDD property, 3) There would be language that illegal trespassing that would be taken seriously by the Board and 4) The second paragraph would state, *“These stormwater ponds are subject to the impact of Mother Nature and weather conditions.”* Ms. Adams would obtain feedback from the Poinciana CDD Board, incorporate all comments into the final document and circulate to both CDD Boards.

**i. Approval of Check Register**

Ms. Adams presented the Check Register for September 1, 2024 through September 30, 2024 totaling \$13,090.05, which included the detailed invoices and Check Run Summary.

On MOTION by Ms. Gregory seconded by Dr. Master with all in favor the Check Register as stated above was approved.
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**ii. Financials**

Ms. Adams presented the Unaudited Financials through the end of September 30, 2024, which were included in the agenda package. No Board action was required. This was the end of the fiscal year and the unassigned balance would be used until CDD fees were received. The Debt Service Fund was managed by the Trustee. Ms. Gregory explained for Dr. Master, that on the investment side, there was the State Board of Administration account (SBA) and a CD that came due, when he was unavailable. It was for 12 months but would come due in September. The \$158,000 was rolled into a money market, which was paying 5.15%. Dr. Master was amenable to all of this. Ms. Adams explained that these financials were through the end of September and did not reflect the new maturity date. The General Fund showed actuals through the end of the Fiscal Year, as well as any variance. The Board did an excellent job of controlling expenses. Ms. Gregory understand that they could not get an insurance rate until September. Ms. Adams explained that they obtained a rate through EGIS, as two other vendors refused to provide a proposal, due to the District not meeting their minimum threshold for insurance. As directed by the Board, staff relocated funds from the SBA account, to purchase a CD or to a money market.

A 12-month CD matured on October 25<sup>th</sup> and the CD rates for both the 6- and 12-month products, were lower than the money market. Dr. Master requested a column in the Investment Summery for the interest in dollars. Ms. Gregory pointed out that banks typically did not provide a CD with a monthly interest amount and provided it at the end of the term. Ms. Adams would check with the accountant, but on the financials, there was interest income for a 12-month period, which was \$37,900.

**D. Field Manager's Report**

- i. Field Manager's Report**
- ii. Pond Maintenance Report**
- iii. Midge Management Report**
- iv. Customer Complaint Log**

Mr. Blanco presented the Field Manager, Pond Maintenance and Midge Management Reports and Customer Complaint Log, which were included in the agenda package. GMS staff continued to review ponds throughout the District. They were starting to experience a minor drop in water levels, due to the start of the dry season. Along with the algae bloom, the vendor was spraying excessive grasses beyond the allowable 3 feet. The majority of the treated grasses appeared brown and decreased in size. The vendor was following up with additional spraying, when allowed. Ponds P-8 and P-16 were being monitored, as they were experiencing most of the issues. Several spray treatments via a boat, were taking affect.

- **Review of Proposal to Hydro Rake Pond 16**

Mr. Blanco reported that a proposal for manual treatment at Pond P-16, was requested at the request of the Board, but Solitude did not provide it in time for the meeting. However, someone would be out to take measurements of what could be excavated by hydro rake and as soon as he received the proposal, he would include it on an agenda or forward it to the Board for review. Mr. LaRue requested that staff perform the work immediately and not wait. Ms. Adams suggested that the Board could delegate authority to the Chair to approve the proposal, if that was the desire of the Board and it would be provided to the Board at the next meeting for ratification. Mr. Blanco explained that typically manually treatment was performed on ponds experiencing excessive edge grasses, such as Pond P-16, but since they started spray treatments, the grasses decreased in size. Last week, it decreased significantly, but due to the irregularity of

the weather, it had been dying and reviving. However, if the Board wanted to go in this direction, they could rake the dead grass out of the pond. Ms. Gregory questioned the process. Mr. Blanco explained that a smaller boat would use a crane and a rake, to dredge out excessive edge grasses that were beyond 3 feet. Ms. Gregory pointed out that when the vendor came out with their boat, there were few edge grasses, so they backed off, but down the middle of the pond, there was an island and asked the vendor to scoop it out, but they claimed that it would go down.

Mr. LaRue questioned whether Pond P-16 was overgrown. Ms. Adams recalled that a Board Member requested that it be raked and that was the reason a proposal was being secured. Mr. Blanco pointed out that he provided periodic updates on Pond P-16 and at some point, it was overgrown. They were currently performing treatments and there was significant progress, as of last week, no islands were present, but there was a buffer of brown grasses that were growing along some of the edges of the pond. Mr. LaRue questioned whether hydro raking occurred in Solivita in the past. Mr. Blanco did not recall any since he had been in Solivita. Ms. Gregory questioned the cost. Mr. Blanco requested a proposal to provide the actual cost, versus an approximate cost and would follow up with the vendor to expedite the proposal. Mr. LaRue thanked Mr. Blanco for all of his hard work. Mr. Blanco reported that GMS staff continued to review all CDD landscaping areas throughout the District. During their post-hurricane review, a downed tree was discovered on the easement of Dry Pond P-1. The landscaping vendor was notified and scheduled the tree for removal. The landscaping overall remained in satisfactory standards, as there were clean and tidy easements at the end of residents' property lines and pond banks were at appropriate height levels. A number of dry ponds were mowed prior to the start of the dry season and appear evenly mowed throughout, including skimmer stations.

- v. **Review of Proposal for Drain Repair to Wire Box 19A**
- vi. **Review of Proposal to Remove Vegetation at Dry Pond Outlets 1 and 3**

Mr. Blanco reported that two pond outlet areas were found with excessive vegetation, as well as a drain connecting to the weir box at Pond P-19A, was leaking at the seams, sprouting water in several areas. An estimate was provided for GMS staff to repair the seam at the weir box and removing the vegetation at the two outlet areas at Ponds P-1 and P-3. A leak stopper would be used to address the leaking at the seams, as well as the holes, due to the amount of mildew and moisture, as the seams were not covered well. Mr. LaRue inquired whether P-19 was



one of the new ponds. Mr. Blanco stated that Pond P-19A was conveyed last year. Ms. Adams requested that the proposal be amended to reflect Pond P-19A instead of Pond P-16A. GMS had a field team that could be mobilized for these small projects and if the Board wanted GMS to perform this work, the total cost would be \$564.27.

On MOTION by Ms. Gregory seconded by Dr. Master with all in favor the Proposal for GMS to remove vegetation at Dry Pond Outlets 1 and 3 in the amount of \$564.27 was approved.

**vii. Review of Proposal to Hydro Rake Pond 16**

This item was discussed.

• **Pond Maintenance Report (Con't)**

Mr. LaRue appreciated that chemicals were included on the Midge Management Report and they were now treating Pond P-6, but questioned whether Pond P-15 was added, as it had midges on a fairly routine basis and was treated in July, August and October. Ms. Jackson confirmed that P-5, P-6, P-8 and P-9 were in their contract to receive larvicide, but if they received complaints, they would spray. There was nothing preventative to keep it from having a problem and assumed that Pond P-15 was a one-time treatment. Mr. LaRue pointed out that it was treated for three months and recalled that the point of controlling the midges, was to keep treating it. Ms. Jackson explained that Clarke treated the ponds every month, unless they see a need to treat a particular pond. Mr. LaRue questioned how they could see that it needed to be treated. Ms. Jackson did not know the criteria, but there was a pattern. If they did not see anything, they could skip one pond and spray a pond that was not on their list, so they were not using more product than they were supposed to. Mr. LaRue pointed out that their contract was to specifically treat Ponds P-5, P-6, P-8 and P-9, but did not want to stop treating because they did not see anything. Ms. Jackson explained that their program provided for backpack pre-hatch treatments for Ponds P-5, P-6, P-8 and P-9 as needed, up to 21 acres. Mr. LaRue requested clarification on the deep-water treatment.

Ms. Jackson recalled that Clarke performed a one-time treatment, to see what happened. Mr. LaRue did not want them to treat Pond P-15 instead of Pond P-6, as Pond P-6 was not treated for several months. Ms. Jackson believed that Pond P-6 was being treated with a larvicide

and was in the contract to be treated and would confirm that they were not switching the ponds, as ponds in the contract were not just sprayed to keep everyone comfortable. Mr. LaRue requested a copy of the current contract. Ms. Adams would provide it to all Board Members. Mr. Blanco reported that Pond P-19A was reviewed in late August or early September and at that time, they noticed that water levels were drastically low. They investigated the stormwater system, which Ms. Leo was involved with and with her guidance, it was concluded that Taylor Morrison's (TM) dewatering of a community across from this one, was causing the low water levels in this pond, as well as erosion that needed to be repaired. As a result, staff contacted them to inform them of what was occurring and they sent out a vendor to evaluate the three areas of erosion and would provide a proposal. Ms. Adams pointed out that staff was in communication with TM and also contacted Lennar, who was partnering with TM on this project, but in order to document the situation, it may be prudent to direct District Counsel to send a letter, to ensure that TM take responsibility for the repairs, because they were not responding in a timely manner.

Ms. Gregory requested that Mr. Clark be involved in this process, rather than continuing to have conversations with TM and that he review any proposal for TM to reimburse the District, to ensure that the CDD was not being slighted by TM. Ms. Adams reported that TM proposed to provide the scope of the repairs and pay the vendor and CDD staff would ensure that the District Engineer approved the scope and inspected the work. In the interim, Mr. Clark would communicate to put TM on notice. Ms. Gregory requested that if it was detrimental that the work be performed immediately, the work should be completed, but any contractual obligations between the CDD and TM, should be through Mr. Clark. Dr. Master agreed. Mr. Clark indicated that he would speak to Ms. Adams after the meeting, to ensure that he had all of the documents. Ms. Adams pointed out that she forwarded email correspondence to Mr. Clark and would coordinate with him, but had not received the proposal for repairs. Mr. LaRue asked if they were not getting proper water flow into the pond from across the street, due to the dewatering of the pond. Mr. Blanco confirmed that dewatering a pond affected the water table and their excavation of a huge pond in Westview, affected the CDD's water levels. Ms. Gregory questioned whether they needed a permit. Mr. Blanco assumed so. Ms. Gregory believed that there should have been some type of notice to the CDD, based the CDD's proximity to the pond and the fact that they were affecting the water table. Dr. Master felt that SFWMD should be involved. Ms. Gregory

requested that Mr. Clark send a cease-and-desist letter. Mr. Clark preferred to know the facts first, as there were permit conditions that they may not be in compliance with.

## **TENTH ORDER OF BUSINESS**

### **Supervisor's Requests**

Dr. Master questioned whether two Board Members needed to be present at all meetings, since there were only three members on the Board, in order to establish a quorum. Mr. Clark confirmed that two Board Members needed to be present; although there were certain things that he did not like to do, when there was a three-member Board, but business could be conducted with two Board Members. Dr. Master wanted to attend a meeting by phone, if two were present and heard that this was not the case. Mr. Clark viewed a quorum of two, when there were only three Board Members, as sufficient and if two Board Members were in the room, one could attend by phone.

Ms. Gregory reported that at the HOA meeting held yesterday, which she attended, HOA counsel, Mr. Norman Gundel, discussed the class action lawsuit and the fact that he personally filed a lawsuit, to turn over of all of the club facilities from TM to the CDD for free. However, it was thrown out by the judge and. There was also discussion about the fact that the President of the HOA, Mr. Larry Anson, had conversations with TM and the fact that TM did not want to turn over the facilities for free and wanted the CDD to pay them \$26 million without an appraisal. When this was first contemplated six years ago, the appraisal for these facilities were worth \$21 million and now they were worth \$26 million. She and Mr. Jim Edge inquired about closing contingencies, as well as due diligence projects, but another HOA Board Member informed her that there would be none because, *"We've just cured it all as we've gone along these last few years."* Mr. Anson offered to provide full transparency and Ms. Gregory asked him if he would take any potential turnover to a vote of the residents, now that all of the homes were completed, but Mr. Anson said no. At that point in time, Mr. Anson informed her that he had numerous conversations with Mr. Tony Reed, Chairman of the Poinciana CDD and there was no objection to paying the \$26 million.

Mr. LaRue pointed out this was not true. Ms. Gregory recalled that Mr. Reed said it twice, which was reflected in the HOA minutes and she thought it would be nice if some of the members of the HOA, could include members of both CDDs on their committee, to discuss the numbers and consequences, since the CDDs were as much a part of this and the HOA had no

way to pay for it. She wanted to advise District Counsel on what was coming, since homes were not built. The irony was that the HOA provided TM with a list of items that needed to be completed, which amounted to \$26.5 million, including \$20 million worth of roadwork. Ms. Adams inquired whether the \$26.5 million in pending work, was due to the HOA. Ms. Gregory explained that it was a post-closing document, which she would forward to Ms. Adams when she arrived home. The purpose of this discussion was in order for Mr. Clark to be informed, as they would need to have discussions about this matter and wanted the HOA Board to be aware of the fact that they must include members of both CDD Boards, which Mr. Anson said that he would. Mr. Clark cautioned Ms. Gregory to abide by the Sunshine Law, if multiple Supervisors needed to be involved and pointed out that he was aware of this matter and was involved in a failed deal to force a sale of the amenities but questioned whether part of the deal would be bond funding. Ms. Adams confirmed that it was not recently discussed at a CDD meeting. Dr. Master recalled that it was discussed in the past. Ms. Gregory pointed out six years ago, a \$600 million deal was discussed and this issue came about yesterday, when the HOA Board was discussing nonsense about people damaging CDD property.

Ms. Adams questioned whether Ms. Gregory had the perception that the HOA was planning to make the acquisition unilaterally and not involve the CDDs in any way. Ms. Gregory indicated that yesterday was the first time she heard about it, because the President of the HOA stated that he was in negotiations with TM, but she informed him that it was important for the residents to know if TM was going to buy something, when they were going to do so and the amount it was going to cost residents. If they went out for a full vote, the HOA Board would either not get their way or it would not pass, but questioned what TM would do with their facilities, since they did not want to give it to the CDD for free and she did not want another Tax Bill. Dr. Master wanted to give TM a chance to negotiate to a price that may be acceptable to residents and questioned whether the HOA had the right to negotiate without the CDDs. Mr. Clark pointed out that they could, if they were going to purchase it with their own money. Ms. Gregory questioned how they would pay for it. Mr. LaRue believed that the CDD could float a bond for them. Mr. Clark advised if the CDD floated the bond, the CDD would become the owner, which caused issues of public access and ownership. Ms. Gregory believed that the easiest way to address this, was for the HOA to sit down and have a discussion to think this through. If they wanted to proceed, they should go out on their own, but not expect the CDD to

pay for it, if the CDD would not be part of it. Mr. LaRue assumed if the HOA was going to approach the CDD, it must be at open meetings. Mr. Clark confirmed that discussions must occur at an open public meeting and recommended that the Board appoint a representative to negotiate with the HOA. Dr. Master questioned why the HOA would agree to the CDD paying \$26 million. Ms. Gregory did not know. Ms. Gregory reminded Mr. Clark to be ready to respond, as this item would be brought to his attention. Mr. Clark appreciated it.

**ELEVENTH ORDER OF BUSINESS**

**General Audience Comments**

Ms. Jackson reported that Clarke treated both sides Pond P-15 but wondered if it was accidentally. Last year, she recommended adding Ponds P-15 and P-16, due to repeat problems, but did not think this was why it was treated, as earlier this year, a resident complained about their pond not being larvicided. Mr. LaRue believed that they treated Pond P-15 instead of Pond P-6.

**TWELFTH ORDER OF BUSINESS**

**Other Business**

There being no comments, the next item followed.

**THIRTEENTH ORDER OF BUSINESS**

**Next Meeting Date – January 15, 2024;  
The Gator Room**

Ms. Adams reported that the next meeting was scheduled for January 15, 2025 at 9:00 a.m. in The Gator Room.

**FOURTEENTH ORDER OF BUSINESS**

**Continuance**

On MOTION by Dr. Master seconded by Mr. LaRue with all in favor recessing the meeting to have an Audit Committee meeting was approved.

Ms. Adams reconvened the meeting at 11:20 a.m.

**FIFTEENTH ORDER OF BUSINESS**

**Acceptance of the Rankings of the Audit  
Committee Meeting and Authorizing  
Staff to Send a Notice of Intent to Award**

On MOTION by Dr. Master seconded by Mr. LaRue with all in favor accepting the ranking of the Audit Committee with Grau & Associates as the number one firm to provide auditing services and DiBartolomeo, McBee, Hartley & Barnes as number two and authorizing staff to send a notice of intent to award was approved.

**SIXTEENTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Dr. Master seconded by Mr. LaRue with all in favor the meeting was adjourned.

\_\_\_\_\_  
Secretary / Assistant Secretary

\_\_\_\_\_  
Chair/Vice Chairman

# SECTION VI



# Grau & Associates

CERTIFIED PUBLIC ACCOUNTANTS

1001 Yamato Road • Suite 301<sup>32 of 199</sup>  
Boca Raton, Florida 33431  
(561) 994-9299 • (800) 299-4728  
Fax (561) 994-5823  
www.graucpa.com

November 22, 2024

Board of Supervisors  
Poinciana West Community Development District  
219 East Livingston Street  
Orlando, Florida 32801

We are pleased to confirm our understanding of the services we are to provide Poinciana West Community Development District, Polk County, Florida ("the District") for the fiscal year ended September 30, 2024, with the option of four (4) additional one-year renewals. We will audit the financial statements of the governmental activities and each major fund, including the related notes to the financial statements, which collectively comprise the basic financial statements of Poinciana West Community Development District as of and for the fiscal year ended September 30, 2024, with the option of four (4) additional one-year renewals. In addition, we will examine the District's compliance with the requirements of Section 218.415 Florida Statutes.

Accounting principles generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the District's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis
- 2) Budgetary comparison schedule

The following other information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements, and our auditor's report will not provide an opinion or any assurance on that information:

- 1) Compliance with FL Statute 218.39 (3) (c)

## Audit Objectives

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of the accounting records of the District and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of the District's financial statements. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or add emphasis-of-matter or other-matter paragraphs. If our opinion on the financial statements is other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed an opinion, we may decline to express an opinion or issue a report, or may withdraw from this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* on considering the District's internal control and compliance. The paragraph will also state that the report is not suitable for any other purpose. If during our audit we become aware that the District is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.



**Examination Objective**

The objective of our examination is the expression of an opinion as to whether the District is in compliance with Florida Statute 218.415 in accordance with Rule 10.556(10) of the Auditor General of the State of Florida. Our examination will be conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and will include tests of your records and other procedures we consider necessary to enable us to express such an opinion. We will issue a written report upon completion of our examination of the District's compliance. The report will include a statement that the report is intended solely for the information and use of management, those charged with governance, and the Florida Auditor General, and is not intended to be and should not be used by anyone other than these specified parties. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or add emphasis-of-matter or other-matter paragraphs. If our opinion on the District's compliance is other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the examination or are unable to form or have not formed an opinion, we may decline to express an opinion or issue a report, or may withdraw from this engagement.

**Other Services**

We will assist in preparing the financial statements and related notes of the District in conformity with U.S. generally accepted accounting principles based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

**Management Responsibilities**

Management is responsible for compliance with Florida Statute 218.415 and will provide us with the information required for the examination. The accuracy and completeness of such information is also management's responsibility. You agree to assume all management responsibilities relating to the financial statements and related notes and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and related notes and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. In addition, you will be required to make certain representations regarding compliance with Florida Statute 218.415 in the management representation letter. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Management is responsible for designing, implementing and maintaining effective internal controls, including evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements and all accompanying information in conformity with U.S. generally accepted accounting principles, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts or grant agreements, or abuse that we report.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relating to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

### **Audit Procedures—General**

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. Our responsibility as auditors is limited to the period covered by our audit and does not extend to later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

### **Audit Procedures—Internal Control**

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

### **Audit Procedures—Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the District's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

### **Engagement Administration, Fees, and Other**

We understand that your employees will prepare all cash or other confirmations we request and will locate any documents selected by us for testing.

The audit documentation for this engagement is the property of Grau & Associates and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to a cognizant or oversight agency or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Grau & Associates personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies. Notwithstanding the foregoing, the parties acknowledge that various documents reviewed or produced during the conduct of the audit may be public records under Florida law. The District agrees to notify Grau & Associates of any public record request it receives that involves audit documentation.

Furthermore, Grau & Associates agrees to comply with all applicable provisions of Florida law in handling such records, including but not limited to Section 119.0701, Florida Statutes. Auditor acknowledges that the designated public records custodian for the District is the District Manager ("Public Records Custodian"). Among other requirements and to the extent applicable by law, Grau & Associates shall 1) keep and maintain public records required by the District to perform the service; 2) upon request by the Public Records Custodian, provide the District with the requested public records or allow the records to be inspected or copied within a reasonable time period at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes; 3) ensure that public records which are exempt or confidential, and exempt from public records disclosure requirements, are not disclosed except as authorized by law for the duration of the contract term and following the contract term if Auditor does not transfer the records to the Public Records Custodian of the District; and 4) upon completion of the contract, transfer to the District, at no cost, all public records in Grau & Associate's possession or, alternatively, keep, maintain and meet all applicable requirements for retaining public records pursuant to Florida laws. When such public records are transferred by Grau & Associates, Grau & Associates shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the District in a format that is compatible with Microsoft Word or Adobe PDF formats.

**IF GRAU & ASSOCIATES HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO ITS DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE PUBLIC RECORDS CUSTODIAN AT: C/O GOVERNMENTAL MANAGEMENT SERVICES – CENTRAL FLORIDA LLC, 219 EAST LIVINGSTON STREET ORLANDO, FLORIDA 32801, OR RECORDREQUEST@GMSCFL.COM, PH: (407) 841-5524.**

This agreement provides for a contract period of one (1) year with the option of four (4) additional, one-year renewals upon the written consent of both parties. Our fee for these services will not exceed \$3,400 for the September 30, 2024 audit. The fees for the fiscal years 2025, 2026, 2027 and 2028 will not exceed \$3,500, \$3,600, \$3,700 and \$3,800, respectively, unless there is a change in activity by the District which results in additional audit work or if additional Bonds are issued.

We will complete the audit within prescribed statutory deadlines, which requires the District to submit its annual audit to the Auditor General no later than nine (9) months after the end of the audited fiscal year, with the understanding that your employees will provide information needed to perform the audit on a timely basis.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. Invoices will be submitted in sufficient detail to demonstrate compliance with the terms of this agreement. In accordance with our firm policies, work may be suspended if your account becomes 60 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate.

The District has the option to terminate this agreement with or without cause by providing thirty (30) days written notice of termination to Grau & Associates. Upon any termination of this agreement, Grau & Associates shall be entitled to payment of all work and/or services rendered up until the effective termination of this agreement, subject to whatever claims or off-sets the District may have against Grau & Associates.

We will provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our 2022 peer review report accompanies this letter.

We appreciate the opportunity to be of service to Poinciana West Community Development District and believe this letter accurately summarizes the terms of our engagement and, with any addendum, if applicable, is the complete and exclusive statement of the agreement between Grau & Associates and the District with respect to the terms of the engagement between the parties. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

Grau & Associates

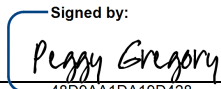


Antonio J. Grau

RESPONSE:

This letter correctly sets forth the understanding of Poinciana West Community Development District.

By: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Date: \_\_\_\_\_

Signed by:  
  
 48D9AA1DA19D428...  
 Chairman

2024-12-13



Florida Institute of Certified Public Accountants

**FICPA Peer Review Program**  
Administered in Florida  
by The Florida Institute of CPAs



Peer Review  
Program

**AICPA Peer Review Program**  
Administered in Florida  
by the Florida Institute of CPAs

**March 17, 2023**

**Antonio Grau**  
Grau & Associates  
951 Yamato Rd Ste 280  
Boca Raton, FL 33431-1809

Dear Antonio Grau:

It is my pleasure to notify you that on March 16, 2023, the Florida Peer Review Committee accepted the report on the most recent System Review of your firm. The due date for your next review is December 31, 2025. This is the date by which all review documents should be completed and submitted to the administering entity.

As you know, the report had a peer review rating of pass. The Committee asked me to convey its congratulations to the firm.

Thank you for your cooperation.

Sincerely,

*FICPA Peer Review Committee*

Peer Review Team  
FICPA Peer Review Committee

850.224.2727, x5957

cc: Daniel Hevia, Racquel McIntosh

Firm Number: 900004390114

Review Number: 594791

**FIRST ADDENDUM TO AGREEMENT BETWEEN POINCIANA WEST  
COMMUNITY DEVELOPMENT DISTRICT AND GRAU &  
ASSOCIATES CERTIFIED PUBLIC ACCOUNTANTS**

**THIS FIRST ADDENDUM** (“First Addendum”) is entered into by and between Poinciana West Community Development District, a Florida community development district (the "District") and Antonio J. Grau, CPA P. A. d/b/a Grau & Associates Certified Public Accountants, (the "Contractor").

A. District and Contractor entered into that certain agreement dated November 22, 2024, (the “Agreement”) for financial auditing services subject to the terms and conditions more particularly spelled out in the Agreement.

B. Capitalized terms not otherwise defined herein shall have the same meaning ascribed to them in the Agreement.

C. The Agreement provides for the auditing of the District’s financial statements for the fiscal year ended September 30, 2024, including related notes to the financial statements, and examine the District’s compliance with the requirements of section 218.415, Florida Statutes, in accordance with accounting principles generally accepted in the United States.

D. District and Contractor desire to provide this Addendum to the Agreement to add or modify terms and conditions as more particularly described herein.

**NOW, THEREFORE**, for and in exchange of good and valuable consideration, receipt and sufficiency of which being here acknowledged, the parties do hereby agree as follows:

1. Recitals. The foregoing recitals are incorporated herein by reference as if they are set forth below.

2. Added Terms and Conditions. The Agreement is hereby amended by adding the following new paragraphs:

**Public Records**

The District is subject to the requirements of Chapter 119 of the Florida Statutes pertaining to Public Records. As such, all documents, papers, letters, maps, books, tapes, photographs, films, sound recordings, data processing software, or other material, regardless of the physical form, characteristics, or means of transmission, made or received by the District in connection with the transaction of its official business are public records.

In connection with this Agreement, Contractor shall comply Chapter 119, Florida Statutes, as follows:

A. Keep and maintain public records required by the District to perform the services that are the subject of this Agreement.

B. Upon the request of the District's Custodian of Public Records, provide the District with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided by law.

C. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the contractor does not transfer the records to the District.

D. Upon completion of the Agreement, transfer, at no cost, to the District all public records in Contractor's possession or keep and maintain public records required by the District to perform the services that are the subject of this Agreement. If Contractor transfers all public records to the District upon completion of the Agreement, Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If Contractor keeps and maintains public records upon completion of the Agreement, Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the District, upon request from the District's custodian of public records, in a format that is compatible with the District's information technology systems.

**IF CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE DISTRICT'S CUSTODIAN OF PUBLIC RECORDS AT THE ADDRESS LISTED FOR THE DISTRICT IN THIS AGREEMENT.**

#### **E-Verify Requirement**

The District is subject to the requirements of section 448.095, Florida Statutes, pertaining to the use of the E-Verify system to confirm the work authorization status of all employees hired on or after January 1, 2021.

A. By signing this Agreement Contractor acknowledges and confirms that it is registered with and uses the E-Verify system to confirm the work authorization status of all new hires. Contractor further confirms that it shall only subcontract work to be performed under this Agreement to subcontractors who are registered with and use the E-Verify system and have provided to Contractor the affidavit described in section 448.095(5)(b). Contractor must maintain a copy of the subcontractor's affidavit for the duration of this Agreement.

B. Upon a good faith belief that Contractor has knowingly violated section 448.09(1), District shall terminate this Agreement. Such termination shall not constitute a breach by the District. In addition, Contractor may not thereafter be awarded a public contract for at least 1 year after the date on which this Agreement was terminated and shall be liable to District for any additional costs incurred thereby as a result of the termination.

C. Upon a good faith belief that any of Contractor’s subcontractors have knowingly violated section 448.09(1), but the Contractor otherwise complied with this subsection, District shall promptly notify the Contractor and order the Contractor to immediately terminate its contract with the subcontractor.

**Anti-Human Trafficking Affidavit Requirement**

The District is subject to the requirements of section 787.06(13), Florida Statutes (2024) pertaining to human trafficking. As such, Contractor must execute the affidavit attached hereto as Exhibit “A.”

3. Ratification. Except as modified and supplemented herein, the Agreement remains unchanged and is in full force and effect. In the event of a conflict between the terms and provisions of this First Addendum and the Agreement, the terms and provisions of this First Addendum shall control and be given effect. Any questions of interpretation, standards of performance or other standards set forth in the Scope of Services shall govern performance and acceptance of the Additional Work.

4. Execution. To facilitate execution, the parties hereto agree that this First Addendum may be executed and telecopied to the other party, and that the executed telecopy shall be binding and enforceable as an original. This First Addendum may be executed in as many counterparts as may be required, and it shall not be necessary that a signature of, or on behalf of, each party, or that the signatures of all persons required to bind any party, appear on each counterpart; it shall be sufficient that the signature of, or on behalf of, each party, or that the signatures of the persons required to bind any party, appear on one or more of such counterparts. All counterparts shall collectively constitute a single agreement.

**IN WITNESS WHEREOF**, this First Addendum is entered into as of the date the last of the parties shall execute this First Addendum as set forth below.

“DISTRICT”

POINCIANA WEST COMMUNITY  
DEVELOPMENT DISTRICT

Signed by:

By: Peggy Gregory  
Name: Peggy Gregory  
Title: Chairman  
Date: 2024-12-13

"CONTRACTOR"

ANTONIO J. GRAU, CPA P. A. D/B/A  
GRAU & ASSOCIATES CERTIFIED  
PUBLIC ACCOUNTANTS

By: Grau & Associates  
Name: David Caplivski  
Title: Vice President  
Date: 12/16/2024

### Exhibit "A"

#### NONGOVERNMENTAL ENTITY ANTI-HUMAN TRAFFICKING AFFIDAVIT (Section 787.06(13), Florida Statutes (2024))

STATE OF FLORIDA  
COUNTY OF Palm Beach

**BEFORE ME**, the undersigned, a Notary Public in and for the County and State aforesaid, personally appeared David Caplivski ("Affiant") who, being first duly sworn, on oath, says:

Affiant is an officer or authorized representative of ANTONIO J. GRAU, CPA P.A. d/b/a GRAU & ASSOCIATES CERTIFIED PUBLIC ACCOUNTANTS ("Company") and Affiant attests that Company does not use coercion for labor or services as defined in Section 787.06, Florida Statutes (2024).

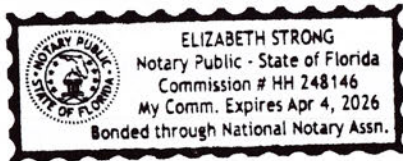
**UNDER PENALTY OF PERJURY**, I hereby declare and affirm that the above stated facts are true and correct.

**DATED** as of December 16, 2024.



David Caplivski - Vice President  
[Name]  
[Title]  
Affiant

**SWORN TO AND SUBSCRIBED** before me by means of  physical presence or  online notarization, this 16 day of December, 2024, by David Caplivski, who is personally known to me or produced \_\_\_\_\_ as identification.



  
\_\_\_\_\_  
Notary Public

(Seal)



# SECTION VII



**POLK COUNTY PROPERTY APPRAISER**  
**2025 Data Sharing and Usage Agreement**

This Data Sharing and Usage Agreement, hereinafter referred to as “**Agreement**,” establishes the terms and conditions under which the Poinciana West CDD hereinafter referred to as “**agency**,” can acquire and use Polk County Property Appraiser data that is exempt from Public Records disclosure as defined in [FS 119.071](#).

In accordance with the terms and conditions of this Agreement, the agency agrees to protect confidential data in accordance with [FS 282.3185](#) and [FS 501.171](#) and adhere to the standards set forth within these statutes.

*For the purposes of this Agreement, all data is provided. It is the responsibility of the agency to apply all statutory guidelines relative to confidentiality and personal identifying information.*

The confidentiality of personal identifying information including: names, mailing address and OR Book and Pages pertaining to parcels owned by individuals that have received exempt / confidential status, hereinafter referred to as “**confidential data**,” will be protected as follows:

1. The **agency** will not release **confidential data** that may reveal identifying information of individuals exempted from Public Records disclosure.
2. The **agency** will not present the **confidential data** in the results of data analysis (including maps) in any manner that would reveal personal identifying information of individuals exempted from Public Records disclosure.
3. The **agency** shall comply with all state laws and regulations governing the confidentiality and exempt status of personal identifying and location information that is the subject of this Agreement.
4. The **agency** shall ensure any employee granted access to **confidential data** is subject to the terms and conditions of this Agreement.
5. The **agency** shall ensure any third party granted access to **confidential data** is subject to the terms and conditions of this Agreement. Acceptance of these terms must be provided in writing to the **agency** by the third party before personal identifying information is released.
6. The **agency** agrees to comply with all regulations for the security of confidential personal information as defined in [FS 501.171](#).
7. The **agency**, when defined as “local government” by [FS 282.3185](#), is required to adhere to all cybersecurity guidelines when in possession of data provided or obtained from the Polk County Property Appraiser.

The term of this Agreement shall commence on **January 1, 2025**, and shall run until **December 31, 2025**, the date of signature by the parties notwithstanding. **This Agreement shall not automatically renew.** A new agreement will be provided annually to ensure all responsible parties are aware of and maintain the terms and conditions of this Data Sharing and Usage Agreement.

In witness of their agreement to the terms above, the parties or their authorized agents hereby affix their signatures.

**POLK COUNTY PROPERTY APPRAISER**

Signature: Neil Combee  
 Print: Neil Combee  
 Title: Polk County Property Appraiser  
 Date: January 7, 2025

Agency: Poinciana West CDD  
 Signature: \_\_\_\_\_  
 Print: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Date: \_\_\_\_\_

# SECTION VIII

# SECTION A



## STANDARD HOURLY BILLING RATE SCHEDULE

### Professional/Technical/Construction/Surveying Services

LABOR CLASSIFICATION	HOURLY RATES
<b>Professional</b>	
Engineer I, II, III	\$115.00, \$135.00, \$155.00
Engineer IV, V, VI	\$175.00, \$200.00, \$230.00
Engineer VII, VIII, IX	\$260.00, \$290.00, \$320.00
Environmental Specialist I, II, III	\$105.00, \$125.00, \$155.00
Senior Environmental Scientist IV, V, VI	\$175.00, \$195.00, \$215.00
Planner I, II, III	\$105.00, \$125.00, \$155.00
Senior Planner IV, V, VI	\$175.00, \$195.00, \$215.00
Landscape Designer I, II, III	\$105.00, \$125.00, \$155.00
Senior Landscape Architect IV, V, VI	\$175.00, \$195.00, \$215.00
Principal	\$360.00
<b>Technical</b>	
CADD Technician I, II, III, IV, V	\$85.00, \$105.00, \$125.00, \$140.00, \$180.00
Designer I, II, III	\$110.00, \$135.00, \$160.00
Designer IV, V, VI	\$180.00, \$205.00, \$230.00
<b>Construction</b>	
Construction Professional I, II, III	\$125.00, \$160.00, \$185.00
Construction Professional IV, V, VI	\$220.00, \$245.00, \$290.00
<b>Survey</b>	
Surveyor I, II, III	\$68.00, \$83.00, \$100.00
Surveyor IV, V, VI	\$120.00, \$135.00, \$150.00
Surveyor VII, VIII, IX	\$165.00, \$195.00, \$235.00
Senior Surveyor IX	\$295.00
Fully Equipped 1, 2, 3 Person Field Crew	\$145.00, \$185.00, \$245.00
<b>Administration</b>	
Administrative Professional I, II, III, IV	\$70.00, \$100.00, \$120.00, \$150.00
Other Direct Costs (Printing, Postage, Etc.)	Cost + 15%

REQUEST FOR QUALIFICATIONS

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# ENGINEERING SERVICES

Poinciana West Community Development District

SEPTEMBER 10, 2024



**SUBMITTED BY**

Dewberry Engineers Inc.  
800 North Magnolia Avenue  
Suite 1000  
Orlando, Florida 32803

**SUBMITTED TO**

Ms. Tricia Adams  
c/o Governmental Management Services-Central Florida, LLC  
219 E. Livingston Street  
Orlando, Florida 32801

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September 10, 2024

Poinciana West Community Development District  
ATTN: Ms. Tricia Adams  
District Manager's Office  
c/o Governmental Management Services-Central Florida, LLC  
219 E. Livingston St., Orlando, FL 32801

**RE: Request For Qualifications for Engineering Services for the Poinciana West Community Development District**

Dear Ms. Tricia Adams,

Our firm has put together a strong, focused, and experienced team to deliver each task under this contract efficiently and effectively. Dewberry has served as the District Engineer for over 50 Community Development Districts (CDDs) in Florida, which allows us to provide Poinciana West with the unique experience, familiarity, and understanding of the type of services that will be requested.

Our team of technical experts are qualified to meet engineering needs in all anticipated scope areas. **Dewberry is authorized to do business in the state of Florida in accordance of Florida law.** This team will be led by **District Engineer, Rey Malavé, PE**, who will be Poinciana West's primary point of contact throughout the life of this contract. Rey has 39 years of experience serving CDDs throughout Florida, many of which have long term contracts with Dewberry. Rey will be supported by **Assistant District Engineer, Joey Duncan, PE**. Joey previously served as the Director of Public Works for the City of Jacksonville, and has experience providing services to a variety of CDDs, as well as meeting the level of service necessary for the Poinciana West CDD.

Dewberry's Florida operation is backed by the resources and stability of a national firm and specializes in site/civil, environmental, utility infrastructure, transportation engineering, surveying, and land development services. Dewberry has 15 office locations and over 350 employees in Florida, allowing us to provide expertise, qualifications, and resources to clients throughout the state. Dewberry's depth of professional resources and expertise touches every aspect of the District's ongoing needs. **Whether the District requires services to 200 acres or 10,000 acres, we offer a solid team built on past experience to efficiently address the associated scope of work, as well as the added depth of services involving engineering, environmental, surveying, and construction management for a full service approach.**

Dewberry currently has no conflicts with any home builder within the Poinciana West CDD.

**We have not previously worked with Poinciana West CDD and, thus, have no volume of work to report.** However, we have provided demonstrable proof of our qualifications in this submittal, and we are eager for the opportunity to prove ourselves as a valuable partner to you.

It would be our privilege to serve as your District Engineer, and we are pleased to offer our qualifications for engineering services to help advance and expand the Poinciana West CDD's long-term needs.

Sincerely,



**Rey Malavé, PE**  
Associate Vice President  
321.354.9656 | rmalave@dewberry.com



**Joey Duncan, PE**  
Principal Engineer  
904.423.4935 | jduncan@dewberry.com



## **SECTION 1:** Standard Form 330

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# ARCHITECT – ENGINEER QUALIFICATIONS

## PART I – CONTRACT-SPECIFIC QUALIFICATIONS

### A. CONTRACT INFORMATION

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

**Request for Qualifications for Engineering Services for Poinciana West Community Development District  
(Polk County, FL)**

2. PUBLIC NOTICE DATE

July 25, 2024

3. SOLICITATION OR PROJECT NUMBER

N/A

### B. ARCHITECT-ENGINEER POINT OF CONTACT

4. NAME AND TITLE

Rey Malavé, PE

5. NAME OF FIRM

Dewberry Engineers Inc.

6. TELEPHONE NUMBER

321.354.9656

7. FAX NUMBER

N/A

8. EMAIL ADDRESS

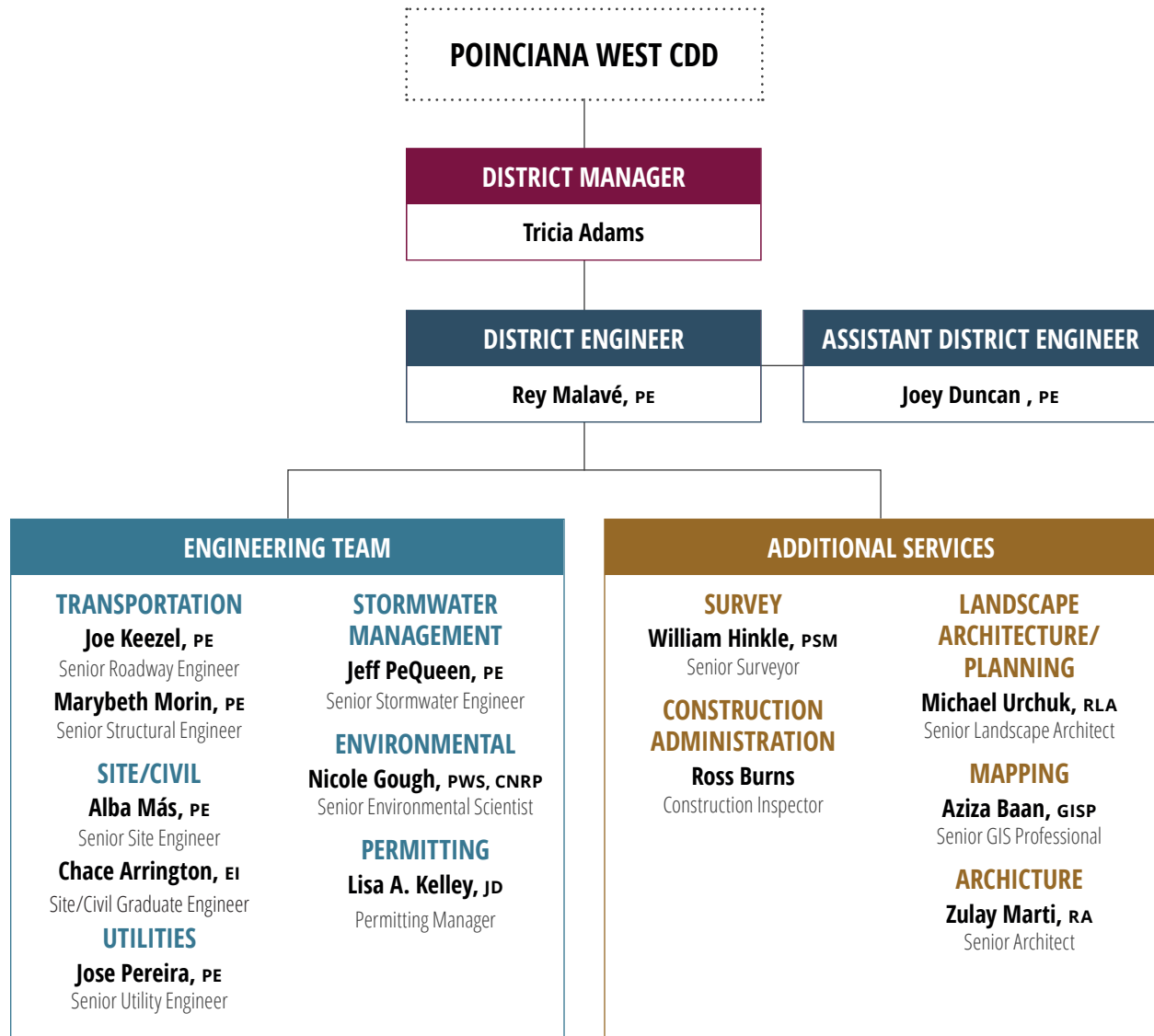
rmalave@dewberry.com

### C. PROPOSED TEAM

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

	(Check)			9. FIRM NAME	10. ADDRESS	11. ROLE IN THIS CONTRACT
	PRIME	J-V PARTNER	SUBCONTRACTOR			
a.	<input checked="" type="checkbox"/>			<b>Dewberry Engineers Inc.</b>  <input checked="" type="checkbox"/> CHECK IF BRANCH OFFICE	800 North Magnolia Avenue, Suite 1000 Orlando, FL 32803	<ul style="list-style-type: none"> <li>• District Engineer</li> <li>• Senior Roadway Engineer</li> <li>• Senior Structural Engineer</li> <li>• Site/Civil Graduate Engineer</li> <li>• Senior Environmental Scientist</li> <li>• Permitting Manager</li> <li>• Senior Surveyor</li> <li>• Senior Architect</li> </ul>
b.	<input checked="" type="checkbox"/>			<b>Dewberry Engineers Inc.</b>  <input checked="" type="checkbox"/> CHECK IF BRANCH OFFICE	200 West Forsyth Street, Suite 1100 Jacksonville, FL 32202	<ul style="list-style-type: none"> <li>• Assistant District Engineer</li> <li>• Construction Inspector</li> </ul>
c.	<input checked="" type="checkbox"/>			<b>Dewberry Engineers Inc.</b>  <input checked="" type="checkbox"/> CHECK IF BRANCH OFFICE	1479 Town Center Drive Suite D214 Lakeland, FL 33803	<ul style="list-style-type: none"> <li>• Senior Site Engineer</li> <li>• Senior Stormwater Engineer</li> <li>• Senior GIS Professional</li> </ul>
d.	<input checked="" type="checkbox"/>			<b>Dewberry Engineers Inc.</b>  <input checked="" type="checkbox"/> CHECK IF BRANCH OFFICE	203 Aberdeen Parkway Panama City, FL 32405	<ul style="list-style-type: none"> <li>• Senior Utility Engineer</li> </ul>
e.	<input checked="" type="checkbox"/>			<b>Dewberry Engineers Inc.</b>  <input checked="" type="checkbox"/> CHECK IF BRANCH OFFICE	2610 Wycliff Road, Suite 410 Raleigh, NC 27607	<ul style="list-style-type: none"> <li>• Senior Landscape Architect</li> </ul>

D. ORGANIZATIONAL CHART OF PROPOSED TEAM



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

(Complete one Section E for each key person.)

12. NAME <b>Rey Malavé, PE</b>	13. ROLE IN THIS CONTRACT <b>District Engineer</b>	14. YEARS EXPERIENCE	
		a. TOTAL <b>46</b>	b. WITH CURRENT FIRM <b>45</b>
15. FIRM NAME AND LOCATION (City and State) <b>Dewberry Engineers Inc. (Orlando, FL)</b>			
16. EDUCATION (Degree and Specialization) <b>MBA/Business Administration; BS/Civil Engineering</b>		17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) <b>Professional Engineer/FL</b>	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)			

Rey Malavé has 46 years of experience in civil engineering design and a diversified background in the designing and permitting of municipal infrastructure systems. His areas of expertise includes stormwater management systems, sanitary sewage collection systems, water distribution systems, and site development. He has managed and participated in the planning and designing of numerous large, complex projects for public and private clients. He has extensive knowledge of permitting requirements and has developed a rapport with permitting agencies, including the Florida Department of Environmental Protection (FDEP), Florida Department of Transportation (FDOT), Southwest Florida Water Management District (SWFWMD), and other local agencies.

19. RELEVANT PROJECTS			
	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
a.	<b>Dowden West CDD</b> (Orange County, FL)	Ongoing	Ongoing
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		<input checked="" type="checkbox"/> Check if project performed with current firm
	<b>District Engineer.</b> Dowden West is an established CDD with multiple phases currently under development and construction. Dewberry is currently assisting the CDD with multiple improvements conveyances from the developer to the CDD and from the CDD to the County. Dewberry is also assisting the water management district in permitting transfers, and the transfer of sewer lift stations to Orange County.		
b.	<b>Westside Haines City CDD</b> (Winter Haven, FL)	Ongoing	Ongoing
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		<input checked="" type="checkbox"/> Check if project performed with current firm
	<b>District Engineer.</b> The Westside Haines City CDD is 613.43 acres located in Winter Haven, Florida, and is expected to consist of 2,752 residential lots of various sizes for single-family lots and townhome lots with recreation/amenity areas, parks, and associated infrastructure for the various villages. Dewberry is the CDD Engineer for this project. Our services include civil engineering, permitting, roadway design, stormwater monitoring, permitting, recreational facilities, and infrastructure review reports.		
c.	<b>Deer Run CDD</b> (Bunnell, FL)	Ongoing	Ongoing
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		<input checked="" type="checkbox"/> Check if project performed with current firm
	<b>District Engineer.</b> Dewberry serves as the current District Engineer for this +/- 602-acre Master Planned Golf Community with 749 units. Our services have included attending monthly District Board meetings, processing pay requisitions and construction pay applications, and providing general consulting services and input to the Board of Directors. Specific assignments include planning, preparing reports and plans, surveying designs, and specifications for water management systems and facilities, water and sewer systems and facilities, roads, landscaping, recreational facilities, and street lighting.		
d.	<b>Lakewood Ranch CDDs 1, 2, 4, 5, and 6</b> (Sarasota and Manatee Counties, FL)	Ongoing	Ongoing
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		<input checked="" type="checkbox"/> Check if project performed with current firm
	<b>District Engineer.</b> Lakewood Ranch is an unincorporated 17,500-acre community in Sarasota and Manatee County. Established in 1995, there is an 8,500-acre master planned community within the ranch, consisting of seven villages with a variety of housing types and five CDDs. It contains A-rated schools, shopping, business parks, a hospital and medical center, and three different golf courses, as well as an athletic center with fitness, aquatics, and lighted tennis courts. Lakewood Ranch has over 150 miles of sidewalks and trails, community parks, lakes, and nature preserves abundant with native wildlife. As District Engineer, our services include engineering, planning, surveying, permitting, landscape architecture, owner coordination with City/County, and approval of all development and construction activities.		

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

(Complete one Section E for each key person.)

12. NAME <b>Joey Duncan, PE</b>	13. ROLE IN THIS CONTRACT <b>Assistant District Engineer</b>	14. YEARS EXPERIENCE	
		a. TOTAL <b>42</b>	b. WITH CURRENT FIRM <b>1</b>
15. FIRM NAME AND LOCATION (City and State) <b>Dewberry Engineers Inc. (Jacksonville, FL)</b>			
16. EDUCATION (Degree and Specialization) <b>MS/Engineering Management, BS/Civil Engineering</b>		17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) <b>Professional Engineer/FL</b>	

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

Joey brings 42 years of progressive leadership experience in program management and civil engineering for both the public and private sectors, with an emphasis on the planning, design, and construction of water and power infrastructure. **He previously served as Director of Public Works for the City of Jacksonville**, the largest city by land mass in the United States. In this role, he oversaw seven divisions responsible for horizontal and vertical public infrastructure across 840 square miles, with a total capital and operating budget of \$1 billion. In 2008, he guided the launch of the Jacksonville Stormwater Utility, which effectively created a new operating division with its own capital improvement plan and \$30 million in revenue. **He has also served in varying management roles at JEA**, Jacksonville's utility authority, where he notably led the planning, design, and construction of the \$630 million Northside Generating Station Repowering Project, recognized by Power magazine as the 2002 Plant of the Year.

### 19. RELEVANT PROJECTS

	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	<b>Baymeadows Improvement District (ID)</b> (Duval County, FL)	PROFESSIONAL SERVICES <b>Ongoing</b>	CONSTRUCTION (If applicable) <b>N/A</b>
a.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>District Engineer.</b> Baymeadows Improvement Districts an incorporated 580-acre master planned community located on Florida's First Coast in the City of Jacksonville, Florida. As the CDD Engineer for the Improvement District, Dewberry's services include engineering, surveying, permitting, owner coordination with the City's review, and approval of construction activities. Dewberry's services also include water and wastewater improvements and upgrades, roadway and storm sewer redesign and repair, stormwater inspections, review and upgrades, coordination of traffic issues oversight of other engineers, assistance with bidding, contractor selection, construction oversight, pay application review, and final project certification and closeout.		
		<input checked="" type="checkbox"/> Check if project performed with current firm	
	<b>National Marine Center Drainage Design, Department of Homeland Security (DHS) Customs &amp; Border Control (CBP),</b> (St. Augustine, FL)	PROFESSIONAL SERVICES <b>2023</b>	CONSTRUCTION (If applicable) <b>2024</b>
b.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Engineer of Record.</b> The project consists of a design-build effort to improve the drainage condition for the government buildings within the existing facility. Project includes topographic survey of approximately 10 acres surrounding the facility to ascertain current drainage conditions, demolition, erosion and sediment control plan, site layout plan, civil construction plans and specifications.		
		<input checked="" type="checkbox"/> Check if project performed with current firm	
	<b>Reuse and Stormwater Improvements, City of Jacksonville Beach</b> (Duval County, FL)	PROFESSIONAL SERVICES <b>2023</b>	CONSTRUCTION (If applicable) <b>2021</b>
c.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>QA/QC Engineer and Field Engineer.</b> Project is to increase volume of reuse water used for irrigation from the Jacksonville Beach and minimize/eliminate use of ground water for irrigation. Project includes increase storage volume on several golf course ponds, new irrigation system/layout (golf course) and piping to extend irrigation to other parks.		
		<input checked="" type="checkbox"/> Check if project performed with current firm	
	<b>Governor's Park Water Treatment Plant, Clay County Utility Authority (CCUA)</b> (Clay County, FL)	PROFESSIONAL SERVICES <b>2023</b>	CONSTRUCTION (If applicable) <b>Ongoing</b>
d.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>CEI QA/QC.</b> This fast-track project is to provide potable water supply and treatment to serve new development in the county near Green Cove Springs. The project includes design and construction of two 20-inch water supply wells rated for 1,770 gpm each, with modification of the existing Consumptive Use Permit, aquifer performance testing and construction services during drilling. The Interim WTP includes design of the well head equipment, aeration, ground storage, high service pumping, flow metering, and disinfection		
		<input checked="" type="checkbox"/> Check if project performed with current firm	

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

(Complete one Section E for each key person.)

12. NAME <b>Joe Keezel, PE</b>	13. ROLE IN THIS CONTRACT <b>Senior Roadway Engineer</b>	14. YEARS EXPERIENCE	
		a. TOTAL <b>28</b>	b. WITH CURRENT FIRM <b>8</b>
15. FIRM NAME AND LOCATION (City and State) <b>Dewberry Engineers Inc. (Orlando, FL)</b>			
16. EDUCATION (Degree and Specialization) <b>BS/Environmental Engineering</b>		17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) <b>Professional Engineer/FL/NC</b>	

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

Joe Keezel has more than 27 years of experience designing major transportation systems and thoroughfares, working primarily on FDOT projects. He has managed several major highway projects, including a capacity project that widened a rural four-lane state highway to an urban six-lane section, replaced twin bridges, and updated drainage, signing, pavement markings, and signals. He was Project Manager for two districtwide contracts and prepared construction documents for more than 10 resurfacing, restoration, and rehabilitation projects ranging from two-lane rural to multi-lane urban. Joe also prepared several designs with limited surveys using as-built plans, right-of-way (ROW) maps and SLD's, and prepared several projects with SMART plans and letter sets, all of which have been constructed with no claims.

### 19. RELEVANT PROJECTS

	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
a.	<b>Lakewood Ranch CDDs 1, 2, 4, 5, and 6</b> (Manatee County, FL)	Ongoing	Ongoing
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Senior Roadway Engineer.</b> As District Engineer, our services include water distribution, sanitary sewer collection, reuse water distribution systems, stormwater management, environmental/permitting, landscape architecture, roadway improvements, and surveys.		<input checked="" type="checkbox"/> Check if project performed with current firm
b.	<b>West Villages ID</b> (Sarasota County, FL)	Ongoing	N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Senior Roadway Engineer.</b> The West Villages Improvement District ("District") is located in the City of North Port and unincorporated Sarasota County, Florida. The District encompasses approximately 8,200 +/- acres of land within the City of North Port and 3,300 +/- acres in unincorporated Sarasota County. The services included earthwork, water and sewer facilities and infrastructure (including water treatment plants and wastewater treatment plants), stormwater management, drainage facilities, infrastructure, roadways, signalization improvements, and parking facilities.		<input checked="" type="checkbox"/> Check if project performed with current firm
c.	<b>Continuing Engineering Services, Roadway Design, FDOT District Five</b> (Multiple Counties, FL)	2020	Ongoing
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Project Manager.</b> Through our continuing services contract with District Five, Dewberry's task work orders included intersection improvements, resurfacing, lighting, signalization, and all tasks associated with highway design projects. Our traffic design services included signing design, pavement marking design, signal warrant analysis, signalization design, lighting justification, lighting design, and traffic studies.		<input checked="" type="checkbox"/> Check if project performed with current firm
d.	<b>General Engineering Consultant, Central Florida Expressway Authority (CFX)</b> (Multiple Counties, FL)	Ongoing	N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Senior Roadway Engineer.</b> Dewberry currently serves as a general engineering consultant to the CFX. In order to support the delivery of CFX's \$3.2 billion, five-year work plan, the scope of services that Dewberry is performing as the general engineering consultant are categorized into seven tasks: bond financing support, engineering/design support, planning support, maintenance program support, general planning, work plan support, and multimodal/transit support.		<input checked="" type="checkbox"/> Check if project performed with current firm
e.	<b>Continuing Engineering Services, Volusia County</b> (Volusia County, FL)	Ongoing	N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Transportation Project Manager.</b> Under our continuing services contracts, our services include site/civil engineering, roadway design, trail design, construction administration, environmental/permitting, landscape architecture, signal design, and surveying and mapping.		<input checked="" type="checkbox"/> Check if project performed with current firm

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

(Complete one Section E for each key person.)

12. NAME <b>Marybeth Morin, PE</b>	13. ROLE IN THIS CONTRACT <b>Senior Structural Engineer</b>	14. YEARS EXPERIENCE	
		a. TOTAL <b>28</b>	b. WITH CURRENT FIRM <b>26</b>
15. FIRM NAME AND LOCATION (City and State) <b>Dewberry Engineers Inc. (Orlando, FL)</b>			
16. EDUCATION (Degree and Specialization) <b>BSCE/Civil Engineering</b>		17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) <b>Professional Engineer/FL/AL/GA/NC</b>	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)			

Marybeth Morin has 28 years of experience in the structural design of transportation structures. She is responsible for the design and plan production of projects from the preliminary stages to final design. These projects include minor grade separations, water crossings, and interchanges. She has experience in AASHTO and Florida I-Beam girders, precast-prestressed slab units, and steel I-girders. She also has experience in alternatives development, design-build work, and miscellaneous structures. Miscellaneous structures include sign structure, mast arm, noise buffer and retaining wall, box culvert, and strain pole foundation design. Marybeth is responsible for project design, coordination, and plan production.

19. RELEVANT PROJECTS			
	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
a.	<b>Live Oak Lake CDD (Twin Lakes Development)</b> (Osceola County, FL)	<b>2019</b>	<b>N/A</b>
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Senior Structural Engineer.</b> Live Oak Lake CDD is a multi-phased, active adult community consisting of residential units, green open space tracts with community facilities, and a community amenity center. Marybeth was responsible for the design and overseeing the construction of the vehicular bridge that crosses the existing Bullis Road, connecting the northern pool and amenity area with the remainder of the development. The bridge is a single-span FIB-36 with spread footing, which reduces vibration and cost, MSE walls with concrete drainage ditch, and splash pads for run-off. The bridge utilizes a custom railing with stone veneer, architectural finishes, and custom planters for a high-level aesthetic result.		
b.	<b>Lakewood Ranch CDDs 1, 2, 4, 5, and 6</b> (Manatee County, FL)	<b>Ongoing</b>	<b>Ongoing</b>
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Senior Structural Engineer.</b> As District Engineer, our services include water distribution, sanitary sewer collection, reuse water distribution systems, stormwater management, environmental/permitting, landscape architecture, roadway improvements, and surveys.		
c.	<b>Wekiva Parkway, Central Florida Expressway (CFX)</b> (Orange County, FL)	<b>Ongoing</b>	<b>Ongoing</b>
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Senior Structural Engineer.</b> The Wekiva Parkway (SR 429) is an alignment, high-speed, limited access alignment in northwest Orange County. Segment 203 extends from just north of Ponkan Road to north of Kelly Park Road, a distance of approximately 2.2 miles. The project included bridge structures over the Lake Victor floodplain, a future access road, and Kelly Park Road. A partial cloverleaf interchange was provided at Kelly Park Road. The project included modifications to several local arterials and off-site stormwater management facilities.		
d.	<b>Suncoast Parkway 2, Section 2, FDOT Florida Turnpike Enterprise,</b> (Citrus County, FL)	<b>2023</b>	<b>Ongoing</b>
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Senior Structural Engineer.</b> This section of the Suncoast Parkway 2 Project was for the design of a new roadway located from south of Grover Cleveland Boulevard to north of CR 486, a distance of approximately 8.5 miles. This alignment project included a major intersection and several county road crossings traversing through heavily wooded areas, borrow pits, and subdivisions. Marybeth was responsible for bridge design and plans production.		
e.	<b>Big Bend Road at I-75 Interchange Design-Build</b> (Hillsborough County, FL)	<b>2021</b>	<b>2022</b>
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Teamed with Skanska on this \$81M design-build project, which involved the widening and reconstruction of Big Bend Road to a six-lane urban roadway from west of Covington Garden Drive to east of Simmons Loop, realignment and reconstruction of Old Big Bend Road to accommodate new interchange ramp connections with I-75, and construction of a new roundabout at the realigned intersection of Old Big Bend Road and Bullfrog Creek Road.</b>		

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

(Complete one Section E for each key person.)

12. NAME <b>Alba Más, PE</b>	13. ROLE IN THIS CONTRACT <b>Senior Site Engineer</b>	14. YEARS EXPERIENCE	
		a. TOTAL <b>38</b>	b. WITH CURRENT FIRM <b>5</b>
15. FIRM NAME AND LOCATION (City and State) <b>Dewberry Engineers Inc. (Orlando, FL)</b>			
16. EDUCATION (Degree and Specialization) <b>BS/Civil Engineering; BA/Landscape Architecture</b>		17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) <b>Registered Professional Engineer/FL</b>	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)			

Alba has worked in Florida with the public and private sectors on stormwater, water supply, land planning, and development projects. She has significant experience in permitting, design, and project management. Alba worked for 30 years at Southwest Florida Water Management District (SWFWMD) in the regulatory division starting in the ERP program and culminating as the Division Director for all the District Regulatory Programs. In these roles, she worked on resolution of complex permitting issues and rule development for the ERP and CUP programs as well as reducing review time frames.

### 19. RELEVANT PROJECTS

	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
a.	<b>McIntosh Park, City of Plant City/SWFWMD, Plant City, FL</b> (Hillsborough County, FL)	<b>2023</b>	<b>Est. 2026</b>
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm		
	<b>Executive Engineer.</b> The McIntosh Integrated Water Project at McIntosh Preserve expands upon a previous SWFWMD project and provides the beneficial reuse of reclaimed water in lieu of surface water discharge. The project includes 172 acres of multi-purpose constructed treatment wetlands. To address the dehydration experienced by the original treatment wetland and increase treatment, this project reconfigures the original wetland cells, adds additional treatment wetlands, and includes the addition of highly treated reclaimed water for hydration of some of the wetlands. The new wetlands cells receive supplemental, make-up water from Plant City's reclaimed water system during dry periods.		
b.	<b>Lake Annie Hydrological Restoration Feasibility Study, Polk Co. Parks &amp; Natural Resources</b> (Polk County, FL)	<b>2021-Ongoing</b>	<b>N/A</b>
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm		
	<b>Executive Engineer.</b> The Dewberry team performed a watershed management study of the Peace Creek Canal. One of the alternatives identified in this report was to divert high flows from the Peace Creek Canal through a series of previously excavated areas to Lake Annie. These excavations could be constructed as created flow-through wetlands to improve habitat and provide water quality treatment while also providing other project benefits, including water storage and increased water levels in Lake Annie to meet the MFL. This project requires land acquisition or conservation easements to allow piped or channelized flow to reach the created wetlands and Lake Annie.		
c.	<b>Saddle Creek, Polk County Parks and Natural Resources/SWFWMD</b> (Polk County, FL)	<b>2020</b>	<b>N/A</b>
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm		
	<b>Executive Engineer.</b> Dewberry conducted a feasibility study as part of a cooperatively funded project to update Saddle Creek conceptual alternatives based on more recent data and assess potential water quality improvements that can be achieved by developing offline water treatment best management practices (BMPs) within the floodplain. Based on direction from the County, the development of conceptual alternatives needed to rely on gravity and could not contain any mechanical pumping or chemical treatment, two common engineering and scientific approaches to maximizing treatment efficiencies to reduce pollutant loadings.		
d.	<b>Turnpike Wastewater Treatment Facility Wastewater Capacity Study &amp; Expansion Design, City of Leesburg</b> (Lake County, FL)	<b>2023</b>	<b>Ongoing</b>
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm		
	<b>Executive Engineer.</b> Dewberry provided services to determine the capacity needed for the next twenty years and designed the upgrades needed to accommodate the new capacity. Ms. Más was the lead engineer on the civil design and coordination with the Florida Department of Environmental Protection to obtain an Environmental Resource Permit for the existing and proposed future upgrades.		

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

(Complete one Section E for each key person.)

12. NAME <b>Chace Arrington, EI</b>	13. ROLE IN THIS CONTRACT <b>Site/Civil Graduate Engineer</b>	14. YEARS EXPERIENCE	
		a. TOTAL <b>1</b>	b. WITH CURRENT FIRM <b>1</b>
15. FIRM NAME AND LOCATION (City and State) <b>Dewberry Engineers Inc. (Orlando, FL)</b>			
16. EDUCATION (Degree and Specialization) <b>BS/Computer Engineering</b>		17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) <b>Registered Engineering Intern/FL</b>	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)			

Chace specializes in utility engineering with a focus on water and wastewater. He also holds expertise in both civil and electrical work. Prior to joining Dewberry's Utility Management Team, he held positions in computer engineering.

### 19. RELEVANT PROJECTS

	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
a.	<b>Westside Haines City CDD</b> (Winter Haven, FL)	<b>Ongoing</b>	<b>Ongoing</b>
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm		
	<b>Site/Civil Engineer Intern.</b> The Westside Haines City CDD is 613.43 acres located in Winter Haven, Florida, and is expected to consist of 2,752 residential lots of various sizes for single-family lots and townhome lots with recreation/amenity areas, parks, and associated infrastructure for the various villages. Dewberry is the CDD Engineer for this project. Our services include civil engineering, permitting, roadway design, stormwater monitoring, permitting, recreational facilities, and infrastructure review reports.		
b.	<b>Highland Meadows CDD</b> (Davenport, FL)	<b>Ongoing</b>	<b>Ongoing</b>
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm		
	<b>Site/Civil Engineer Intern.</b> Highland Meadows is a 263.5-acre master planned, residential community with development of 222 single family units. The community consists of CDD owned roadways, stormwater ponds and conservation areas. Dewberry has provided services to the District in the review and repair of roadways, stormwater systems, street signage, and landscape architecture improvements.		
c.	<b>Deer Run CDD</b> (Bunnell County, FL)	<b>Ongoing</b>	<b>Ongoing</b>
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm		
	<b>Site/Civil Engineer Intern.</b> Dewberry serves as the current District Engineer for this +/- 602 acre Master Planned Golf Community with 749 units. Our services have included attending monthly District Board meetings, processing of pay requisitions and construction pay applications, and providing general consulting services and input to the Board of Directors.		
d.	<b>Dowden West CDD</b> (Orange County, FL)	<b>Ongoing</b>	<b>Ongoing</b>
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm		
	<b>Site/Civil Engineer Intern.</b> Dowden West is an established CDD with multiple phases currently under development and construction. Dewberry is currently assisting the CDD with multiple improvements conveyances from the developer to the CDD and from the CDD to the County. Dewberry is also assisting the water management district in permitting transfers, and the transfer of sewer lift stations to Orange County.		
e.	<b>VillaSol CDD</b> (Osceola County, FL)	<b>Ongoing</b>	<b>N/A</b>
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm		
	<b>Site/Civil Engineer Intern.</b> As District Engineer, Dewberry's services include stormwater management system design, water and sewer system design, roadway design, landscaping, recreational facilities, street lighting, and inspection services. Dewberry assisted the district in instituting a proactive program for infrastructure inspection and repair to mitigate the rising cost of performing emergency repairs caused by a reactive approach.		



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

(Complete one Section E for each key person.)

12. NAME <b>Jose Pereira, PE</b>	13. ROLE IN THIS CONTRACT <b>Senior Utility Engineer</b>	14. YEARS EXPERIENCE	
		a. TOTAL <b>35</b>	b. WITH CURRENT FIRM <b>31</b>
15. FIRM NAME AND LOCATION (City and State) <b>Dewberry Engineers Inc. (Panama City, FL)</b>			
16. EDUCATION (Degree and Specialization) <b>MS/Environmental Engineering, BS/Civil Engineering</b>		17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) <b>Professional Engineer/FL/LA/OK/TX</b>	

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

Jose Pereira has 35 years of professional experience in the field of environmental engineering, including the design of water treatment and wastewater collection, pumping, and treatment facilities; pilot-scale and laboratory-scale treatabilities studies; and water and wastewater wet chemistry analysis. He has been actively engaged in the planning, design, construction engineering, and start-up services for numerous municipal wastewater treatment collection, pumping, and treatment systems. Many of these facilities have included innovative treatment processes such as nitrification, de-nitrification, bio-selectors, and other biological nutrient removal. To accommodate new developments, Jose has planned and designed entire wastewater collection systems that have included interceptor sewers up to 72 inches in diameter, wastewater pumping facilities, and in-system flow equalization storage basins as large as 16 million gallons.

### 19. RELEVANT PROJECTS

	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	<b>Lakewood Ranch CDDs 1, 2, 4, 5, and 6</b> (Manatee County, FL)	PROFESSIONAL SERVICES <b>Ongoing</b>	CONSTRUCTION (If applicable) <b>Ongoing</b>
a.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Project Engineer.</b> Lakewood Ranch is an unincorporated 17,500-acre community in Manatee County. Established in 1995, there is an 8,500-acre master planned community within it, consisting of seven villages with a variety of housing types and five CDDs. It contains A-rated schools, shopping, business parks, a hospital and medical center, and three different golf courses, as well as an athletic center with fitness, aquatics, and lighted tennis courts. Lakewood Ranch has over 150 miles of sidewalks and trails, community parks, lakes, and nature preserves abundant with native wildlife. As District Engineer, our services include engineering, planning, surveying, permitting, landscape architecture, owner coordination with the City/County, and approval of all development and construction activities.		
	<b>West Villages ID</b> (Sarasota County, FL)	PROFESSIONAL SERVICES <b>Ongoing</b>	CONSTRUCTION (If applicable) <b>N/A</b>
b.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Project Engineer.</b> The West Villages Improvement District ("District") is located in the City of North Port and unincorporated Sarasota County, Florida. The District encompasses approximately 8,200 +/- acres of land within the City of North Port and 3,300 +/- acres in unincorporated Sarasota County. The services included earthwork, water and sewer facilities and infrastructure (including water treatment plants and wastewater treatment plants), stormwater management, drainage facilities, infrastructure, roadways, signalization improvements, and parking facilities.		
	<b>Highway 390 Water/Wastewater Relocation, Panama City Beach</b> (Panama City Beach, FL)	PROFESSIONAL SERVICES <b>2018</b>	CONSTRUCTION (If applicable) <b>N/A</b>
c.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Project Manager.</b> The Panama City Water and Wastewater System Relocation Project included the relocation of the city-owned utilities that conflicted with the proposed improvements to tie into the proposed utilities for the FDOT Highway 390 Widening Project. The City was required to relocate its water and wastewater infrastructure due to the FDOT Highway 390 widening project. The project included the installation of approximately 4,400 linear feet (LF) of 12-, 8-, 6- and 2-inch water mains, fire hydrants, valves, fittings, and new potable water services.		
	<b>Wastewater Improvements, City of Parker</b> (Parker, FL)	PROFESSIONAL SERVICES <b>2017</b>	CONSTRUCTION (If applicable) <b>Ongoing</b>
d.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Project Engineer.</b> Dewberry worked with the City of Parker to inspect the city's existing wastewater system's condition and identify areas that required upgrades and replacement. Dewberry prepared a Facilities Plan with recommendations, projected costs, and priorities for improvements and assisted the City in securing funds through the SRF. The work consisted of design for approximately 7,000 LF of sewer force main replacement, 2,450 LF of directional bores, lift station upgrades, and manhole rehabilitation.		

**E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT***(Complete one Section E for each key person.)*

12. NAME <b>Jeff PeQueen, PE, CFM</b>	13. ROLE IN THIS CONTRACT Senior Stormwater Engineer	14. YEARS EXPERIENCE	
		a. TOTAL 32	b. WITH CURRENT FIRM 1
15. FIRM NAME AND LOCATION <i>(City and State)</i> Dewberry Engineers Inc. (Lakeland, FL)			
16. EDUCATION <i>(Degree and Specialization)</i> MS/Biomedical Engineering; MEE/Environmental Engineering; BS/Physics		17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> Professional Engineer/FL/AL/GA/MD/PA; Certified Floodplain Manager/FL; Certified Professional Stormwater Quality/FL	

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

As a senior professional engineer, Jeff has more than 31 years of experience in site and civil engineering. His extensive experience includes stormwater analysis and design of commercial, industrial, and residential sites including both retrofits and original design and development. His project experience ranges from individual storm sewer design to regional watershed studies. Jeff has provided on-call services for both Polk County Parks and Natural Resource and Roads & Drainage Departments, as well as a long history servicing the City of Lakeland. He has managed jointly funded projects between SWFWMD, municipalities, and surrounding counties. Further experience includes engineering and production services for assessing existing structures, proposed road improvements, proposed drainage improvements, permitting support, construction support, and as-built services for the right-of-way improvements.

**19. RELEVANT PROJECTS**

	(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
a.	<b>McIntosh Park, Detailed Design Plans, City of Plant City with SWFWMD (Plant City, FL)</b>	2023	N/A
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <b>Senior Engineer.</b> Provided technical assistance on the McIntosh Integrated Water Project at McIntosh Preserve expands upon a previous SWFWMD project and provides the beneficial reuse of reclaimed water in lieu of surface water discharge. The project includes 172 acres of multi-purpose constructed treatment wetlands. To address the dehydration experienced by the original treatment wetland and increase treatment, this project reconfigures the original wetland cells, adds additional treatment wetlands, and includes the addition of highly treated reclaimed water for hydration of some of the wetlands. The new wetlands cells receive supplemental, make-up water from Plant City's reclaimed water system during dry periods.		<input checked="" type="checkbox"/> Check if project performed with current firm
b.	<b>Cypress Creek, Conceptual Enterprise Resource Planning (ERP), Tampa Bay Water Authority (Pasco County, FL)</b>	Ongoing	N/A
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <b>Senior Engineer.</b> Provided technical assistance on this project which included Water Management Plan, and the Development of a Master Drainage Plan, including a detailed existing and proposed conditions model, to obtain a comprehensive for the 62-acre facility.		<input checked="" type="checkbox"/> Check if project performed with current firm
c.	<b>American Recovery Plan (ARPA) Lake Annie, Polk County Parks and Natural Resources (Polk County, FL)</b>	Ongoing	N/A
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <b>Senior Engineer.</b> Providing lead civil and stormwater engineering to project to enhance, improve and restore a former peat mining property into a high quality wetland providing water quality and wildlife benefits. Site was identified under an earlier study as one with high potential to assist in the overall Peace Creek Watershed Restoration.		<input checked="" type="checkbox"/> Check if project performed with current firm
d.	<b>ARPA Lake Hamilton, Polk County Parks and Natural Resources (Polk County, FL)</b>	Ongoing	N/A
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <b>Senior Engineer.</b> Providing lead civil and stormwater engineering to project to enhance, and improve approximately 86 acres on the west shore of Lake Hamilton. The project is near to the headwater of the Peace Creek Canal and will include environmental enhancement, wetland creation, water quality improvement and habitat creation on two currently undeveloped parcels. Site was identified under an earlier study as one with high potential to assist in the overall Peace Creek Watershed Restoration.		<input checked="" type="checkbox"/> Check if project performed with current firm

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

(Complete one Section E for each key person.)

12. NAME <b>Nicole Gough, PWS</b>	13. ROLE IN THIS CONTRACT <b>Senior Environmental Scientist</b>	14. YEARS EXPERIENCE <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-right: 1px solid black;">a. TOTAL</td> <td style="width: 50%;">b. WITH CURRENT FIRM</td> </tr> <tr> <td style="text-align: center;">26</td> <td style="text-align: center;">8</td> </tr> </table>		a. TOTAL	b. WITH CURRENT FIRM	26	8
a. TOTAL	b. WITH CURRENT FIRM						
26	8						
15. FIRM NAME AND LOCATION (City and State) <b>Dewberry Engineers Inc. (Orlando, FL)</b>							
16. EDUCATION (Degree and Specialization) <b>BS/Parks and Recreation/Resource Management, Specialization in NPS Level II Law Enforcement</b>	17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) <b>Professional Wetland Scientist/FL Certified Prescribed Burn Manager/FL; Certified Pesticide Applicator/FL; Certified Stormwater Management Inspector; Railroad Worker's Safety Certified; Federal Red Card</b>						

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

Nicole Gough has 26 years of experience in project management related to ecological evaluation, planning, permitting, and oversight of regional transportation and infrastructure projects, large agricultural projects, and land development. Nicole previously served as a wetlands biologist and regulatory reviewer for both the South Florida Water Management District (SFWMD) and SJRWMD. While working with both private and public entities, Nicole has garnered extensive permitting experience in all aspects of federal, state, and local permitting, including the National Pollutant Discharge Elimination System (NPDES). Additional expertise includes threatened and endangered species surveys, wetland determinations, biology, botany, conservation biology, ecology, emergency management, Endangered Species Act compliance for Letter of Map Revision (LOMR)/Conditional Letter of Map Revision (CLOMR), GIS data collection and mapping, preparation of technical specifications and contract documents, and stakeholder coordination/facilitation.

### 19. RELEVANT PROJECTS

	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	<b>Narcoossee CDD</b> (Orlando, FL)	PROFESSIONAL SERVICES <b>Ongoing</b>	CONSTRUCTION (If applicable) <b>N/A</b>
a.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Environmental Scientist.</b> The Narcoossee CDD is located in Orlando, Florida, and consists of approximately 416 acres. The project is projected to have 540 single-family units, 860 multi-family units, and 278,000 square feet of retail and office space. The Narcoossee CDD encompasses the entire 416 acres and will construct, operate, and maintain infrastructure to support all of its communities. As the CDD Engineer, our services include engineering evaluations, owner coordination with the City of Orlando and Orange County, and approval of all development and construction activities.		
	<b>Live Oak Lake CDD (Twin Lakes Development)</b> (Osceola County, FL)	PROFESSIONAL SERVICES <b>Ongoing</b>	CONSTRUCTION (If applicable) <b>N/A</b>
b.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Environmental Scientist.</b> Live Oak Lake CDD is a multi-phased active adult community consisting of residential units, green open space tracts with community facilities, and a community amenity center located just off of Live Oak Lake. Phases 1 – 8 consists of a mix of 50 and 70-foot duplex units totaling 2,023 units. Dewberry's services include entitlements, planning, surveying, site/civil engineering, roadway design, bridge design, signal design, environmental/permitting, landscape/hardscape design, assistance with the City master upsizing agreements, and construction administration.		
	<b>Lakewood Ranch CDDs 1, 2, 4, 5, and 6</b> (Sarasota and Manatee Counties, FL)	PROFESSIONAL SERVICES <b>Ongoing</b>	CONSTRUCTION (If applicable) <b>Ongoing</b>
c.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Environmental Scientist.</b> Lakewood Ranch is an unincorporated 17,500-acre community in Sarasota and Manatee County. Established in 1995, there is an 8,500-acre master planned community within the ranch, consisting of seven villages with a variety of housing types and five CDDs. It contains A-rated schools, shopping, business parks, a hospital and medical center, and three different golf courses, as well as an athletic center with fitness, aquatics, and lighted tennis courts. Lakewood Ranch has over 150 miles of sidewalks and trails, community parks, lakes, and nature preserves abundant with native wildlife. As District Engineer, our services include engineering, planning, surveying, permitting, landscape architecture, owner coordination with City/County, and approval of all development and construction activities.		
	<b>Walton Development, Ridgewood Lakes</b> (Polk County, FL)	PROFESSIONAL SERVICES <b>2013</b>	CONSTRUCTION (If applicable) <b>2017</b>
d.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Senior Environmental Scientist.</b> Ridgewood Lakes is a proposed community of over 3,200 acres located in northeast Polk County, Florida, off US 27 and Interstate 4 and within the District's boundaries. The development plan was designed based on careful analysis of natural site features, including soils, topography, vegetation, and hydrology, with special consideration for wetlands and the preservation of existing ecosystems.		

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

(Complete one Section E for each key person.)

12. NAME <b>Lisa A. Kelley, JD</b>	13. ROLE IN THIS CONTRACT <b>Permitting Manager</b>	14. YEARS EXPERIENCE	
		a. TOTAL <b>28</b>	b. WITH CURRENT FIRM <b>2</b>
15. FIRM NAME AND LOCATION (City and State) <b>Dewberry Engineers Inc. (Orlando, FL)</b>			
16. EDUCATION (Degree and Specialization) <b>JD/Barry University School of Law; BS/University of West Florida Environmental Resources Management and Planning</b>		17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) <b>Licensed Attorney State Bar/FL</b>	

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

Lisa is a subject matter expert in regulatory compliance and environmental policy. She serves as a Department Manager at Dewberry where she is responsible for efforts related to business development, policy and legislation, project funding, environmental permitting, and natural systems restoration. Lisa has worked on environmental projects in Florida for almost 30 years and is experienced in leading state and federal regulatory compliance programs, including Florida's Lead and Copper program. Her experience also includes serving as the Assistant Executive Director of the SJRWMD and the Assistant District Director for the Central District of the FDEP. During this time, she developed a deep understanding of the unique parameters and challenges presented by regulatory requirements.

### 19. RELEVANT PROJECTS

	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
a.	<b>Cascades at Groveland CDD (Groveland, FL)</b>	PROFESSIONAL SERVICES <b>Ongoing</b>	CONSTRUCTION (If applicable) <b>N/A</b>
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Permitting Manager.</b> Dewberry is the CDD engineer for the Cascades at Groveland, a 752-acre master planned, residential community located in Groveland in Lake County. In addition to aiding the CDD with engineering expertise as required, our services under ongoing general engineering contracts have included a utilities master plan, obtaining entitlements and approvals for infrastructure, mass grading, design and permitting of water and sanitary sewer lines, securing bonds for the drainage system, design and construction of new roadways, and improvements to existing roadways.	<input checked="" type="checkbox"/> Check if project performed with current firm	
b.	<b>Highland Meadows CDD (Davenport, FL)</b>	PROFESSIONAL SERVICES <b>Ongoing</b>	CONSTRUCTION (If applicable) <b>N/A</b>
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Permitting Manager.</b> Highland Meadows is a 263.5-acre master planned, residential community. The development is approved as a planned development for 222 single-family unit community. Dewberry has provided services to the District in the review and repair of roadways, stormwater systems, street signage, and landscape architecture improvements. We have assisted in the bidding and construction of the many infrastructure facilities within the community. Dewberry is the CDD Engineer for this project. Our services include civil engineering, construction estimates and administration, coordination of environmental, jurisdictional lines and permitting, due diligence, permitting, planning, landscaping plans, and surveying.	<input checked="" type="checkbox"/> Check if project performed with current firm	
c.	<b>Lakewood Ranch CDDs 1, 2, 4, 5, and 6 (Sarasota and Manatee Counties, FL)</b>	PROFESSIONAL SERVICES <b>Ongoing</b>	CONSTRUCTION (If applicable) <b>Ongoing</b>
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Permitting Manager.</b> Lakewood Ranch is an unincorporated 17,500-acre community in Sarasota and Manatee County. There is an 8,500-acre master planned community within the ranch, consisting of seven villages with a variety of housing types and five CDDs. It contains A-rated schools, shopping, business parks, a hospital and medical center, and three different golf courses, as well as an athletic center with fitness, aquatics, and lighted tennis courts. Lakewood Ranch has over 150 miles of sidewalks and trails, community parks, lakes, and nature preserves abundant with native wildlife. As District Engineer, our services include engineering, planning, surveying, permitting, landscape architecture, owner coordination with City/County, and approval of all development and construction activities.	<input checked="" type="checkbox"/> Check if project performed with current firm	

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

(Complete one Section E for each key person.)

12. NAME <b>William Hinkle, PSM</b>	13. ROLE IN THIS CONTRACT <b>Senior Surveyor</b>	14. YEARS EXPERIENCE	
		a. TOTAL <b>44</b>	b. WITH CURRENT FIRM <b>17</b>
15. FIRM NAME AND LOCATION (City and State) <b>Dewberry Engineers Inc. (Orlando, FL)</b>			
16. EDUCATION (Degree and Specialization) <b>N/A</b>		17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) <b>Professional Surveyor and Mapper/FL</b>	

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

William Hinkle, a Transportation Survey Project Manager with Dewberry, has over 43 years in various types of surveying and mapping, including over 19 years with the Florida Department of Transportation (FDOT) in District One. His experience includes right-of-way maps, right-of-way control maps, mitigation site surveys, geodetic surveys, design surveys, right-of-way surveys, subsurface utility engineering surveys, and horizontal and vertical control, including utilization of electronic field book, topographic, and construction surveying. William served as District One's Location Surveyor for six years, where his responsibilities included managing three to four District-Wide Surveying and Mapping Contracts, planning, scheduling, supervising, and quality control of 45 plus or minus projects yearly of various right-of-way and design surveys. He supervised and coordinated assignments of the Survey Department's Electronic Survey section and the engineering/land surveying assignments of two to four Department field survey crews.

### 19. RELEVANT PROJECTS

(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
	<b>Dowden West CDD</b> (Orlando, FL)	<b>Ongoing</b>	<b>N/A</b>
a.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Survey Manager.</b> Dowden West is a 736-acre master planned residential community consisting of 1,446 residential units and divided into 10 villages. As District Engineer, our services include water distribution, sanitary sewer collection, reuse water distribution systems, stormwater management, environmental/permitting, landscape architecture, roadway improvements, and surveys.	<input checked="" type="checkbox"/> Check if project performed with current firm	
	<b>Live Oak Lake CDD (Twin Lakes Development)</b> (Osceola County, FL)	<b>Ongoing</b>	<b>N/A</b>
b.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Survey Manager.</b> Live Oak Lake CDD is a multi-phased active adult community consisting of residential units, green open space tracts with community facilities and a community amenity center located just off of Live Oak Lake. Phases 1 – 8 consists of a mix of 50 and 70-foot duplex units totaling 2,023 units. Dewberry's services include entitlements, planning, surveying, site/civil engineering, roadway design, bridge design, signal design, environmental/permitting, landscape/hardscape design, assistance with the City master upsizing agreements, and construction administration.	<input checked="" type="checkbox"/> Check if project performed with current firm	
	<b>Lakewood Ranch CDDs 1, 2, 4, 5, and 6</b> (Sarasota and Manatee Counties, FL)	<b>Ongoing</b>	<b>Ongoing</b>
c.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Survey Manager.</b> Lakewood Ranch is an unincorporated 17,500-acre community in Sarasota and Manatee County. Established in 1995, there is an 8,500-acre master planned community within the ranch, consisting of seven villages with a variety of housing types and five CDDs. It contains A-rated schools, shopping, business parks, a hospital and medical center, and three different golf courses, as well as an athletic center with fitness, aquatics, and lighted tennis courts. Lakewood Ranch has over 150 miles of sidewalks and trails, community parks, lakes, and nature preserves abundant with native wildlife. As District Engineer, our services include engineering, planning, surveying, permitting, landscape architecture, owner coordination with City/County, and approval of all development and construction activities.	<input checked="" type="checkbox"/> Check if project performed with current firm	
	<b>West Villages ID</b> (Sarasota County, FL)	<b>Ongoing</b>	<b>N/A</b>
d.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Survey Manager.</b> The West Villages Improvement District ("District") is located in the City of North Port and unincorporated Sarasota County, Florida. The District encompasses approximately 8,200 +/- acres of land within the City of North Port and 3,300 +/- acres in unincorporated Sarasota County. The services included earthwork, water and sewer facilities and infrastructure (including water treatment plants and wastewater treatment plants), stormwater management, drainage facilities, infrastructure, roadways, signalization improvements, and parking facilities.	<input checked="" type="checkbox"/> Check if project performed with current firm	

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

(Complete one Section E for each key person.)

12. NAME <b>Ross Burns</b>	13. ROLE IN THIS CONTRACT <b>Construction Inspector</b>	14. YEARS EXPERIENCE	
		a. TOTAL <b>3</b>	b. WITH CURRENT FIRM <b>1</b>
15. FIRM NAME AND LOCATION (City and State) <b>Dewberry Engineers Inc. (Jacksonville, FL)</b>			
16. EDUCATION (Degree and Specialization) <b>BS/Environmental Engineering</b>		17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) <b>N/A</b>	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)			

Ross has three years of experience in planning and design of site engineering for industrial parks, commercial, municipal, and residential developments. Specializes in water and wastewater design from inception to construction. Duties include the preparation of construction plans, specifications, construction cost estimates, and construction administration/observation. Responsible for the preparation and submittal of construction and operating permit applications to state and federal regulatory agencies.

### 19. RELEVANT PROJECTS

	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
a.	<b>Water Transmission, Gulf County (Gulf County, FL)</b>	2023	Ongoing
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Project Engineer.</b> This project is to provide potable water supply to serve the Gulf County area. The project includes design and construction of 18-inch and 12-inch transmissions mains, a 1.0 million gallon pre-stressed ground storage tank, a chemical feed system, and a high service distribution pump station. This includes design of the ground storage, high service pumping, flow metering, and disinfection.		
b.	<b>Governor's Park Water Treatment Plant, Clay County Utility Authority (CCUA) (Clay County, FL)</b>	2023	Ongoing
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Project Engineer/Construction Inspector.</b> This fast-track project is to provide potable water supply and treatment to serve new development in the county near Green Cove Springs. The project includes design and construction of two 20-inch water supply wells rated for 1,770 gpm each, with modification of the existing Consumptive Use Permit, aquifer performance testing and construction services during drilling. The Interim WTP includes design of the well head equipment, aeration, ground storage, high service pumping, flow metering, and disinfection.		
c.	<b>Regulatory Compliance Surface Water Discharge Elimination, City of Jacksonville Beach, FL (St. Johns County, FL)</b>	2023	N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Project Engineer/Construction Inspector.</b> This scope of services updates the existing reuse master plan and identifies beneficial reuse alternatives for the City to achieve compliance with Florida's Senate Bill 64, which requires the elimination of non-beneficial surface water discharges from domestic wastewater facilities by 2032.		
d.	<b>COJB PCP Permit Renewal, City of Jacksonville Beach, FL (St. Johns County, FL)</b>	2023	N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Construction Inspector.</b> Conducted a field site visit to evaluate the physical condition of the the facility. Evaluated treatment efficiencies and identified performance trends. Evaluated the Operations and Maintenance program and identified problems, treatment deficiencies and corrective actions. Produced an Operation and Maintenance Performance Report to submit with the permit renewal application.		
e.	<b>CDBG-DR Mitigation Engineering, City of Bristol (Liberty County, FL)</b>	2023	N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Project Engineer.</b> Served as project engineer for the development of construction drawings and technical specifications for 1,640 LF of 6" water main, including isolations valves and fire hydrants. Design of approximately 1,640 LF of 6" PVC AAWA C900, DR 18 water main and associated isolations valves, fire hydrants to replace existing 2" galvanized steel pipe. The new 6" water line will improve water supply and reliable pressure to existing customers and as well as future users along Clay Street 900 watermain. The plans were completed in September 2023 and FDEP permit obtained soon after.		

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

(Complete one Section E for each key person.)

12. NAME <b>Michael Urchuk, RLA</b>	13. ROLE IN THIS CONTRACT <b>Senior Landscape Architect</b>	14. YEARS EXPERIENCE	
		a. TOTAL <b>34</b>	b. WITH CURRENT FIRM <b>8</b>
15. FIRM NAME AND LOCATION (City and State) <b>Dewberry Engineers Inc. (Raleigh, NC)</b>			
16. EDUCATION (Degree and Specialization) <b>BS/Landscape Architecture</b>		17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) <b>Registered Landscape Architect/FL</b>	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)			

Michael Urchuk has 34 years of experience and has a varied background in landscape architecture and planning. As a Project Manager, he is responsible for coordination across design disciplines and acts as a liaison between the owner, design team, and contractor. He is also responsible for coordinating design efforts and project submittals. Michael's experience as a landscape architect includes retail office, residential, mixed-use, streetscapes, and recreational uses, as well as hardscape and irrigation design. Hardscape designs include corporate plazas, streetscapes, fountains, amenity areas for multi-family projects, and urban plazas. Michael also provides construction administration services on multiple levels including shop drawings and RFI reviews, field reports, final punch lists, and on-site project coordination meetings.

### 19. RELEVANT PROJECTS

	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
	<b>Live Oak Lake CDD (Twin Lakes Development)</b> (Osceola County, FL)	<b>Ongoing</b>	<b>N/A</b>
a.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Landscape Architect.</b> Live Oak Lake CDD is a multi-phased active adult community consisting of residential units, green open space tracts with community facilities and a community amenity center located just off of Live Oak Lake. Phases 1 – 8 consists of a mix of 50 and 70-foot duplex units totaling 2,023 units. Dewberry's services include entitlements, planning, surveying, site/civil engineering, roadway design, bridge design, signal design, environmental/permitting, landscape/hardscape design, assistance with the City master upsizing agreements, and construction administration.	<input checked="" type="checkbox"/> Check if project performed with current firm	
	<b>VillaSol CDD</b> (Osceola County, FL)	<b>Ongoing</b>	<b>N/A</b>
b.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Landscape Architect.</b> As District Engineer, Dewberry's services include stormwater management system design, water and sewer system design, roadway design, landscaping, recreational facilities, street lighting, and inspection services. Dewberry assisted the district in instituting a proactive program for infrastructure inspection and repair to mitigate the rising cost of performing emergency repairs caused by a reactive approach.	<input checked="" type="checkbox"/> Check if project performed with current firm	
	<b>Narcoossee CDD</b> (Orlando, FL)	<b>Ongoing</b>	<b>Ongoing</b>
c.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Landscape Architect.</b> The Narcoossee CDD is located in Orange County, Florida, and consists of approximately 416 acres. The project is projected to have 540 single-family units, 860 multi-family units, and 278,000 square feet of retail and office space. Michael worked on the expanding of existing decorative walls along Dowden Roadway, as well as landscaping review.	<input checked="" type="checkbox"/> Check if project performed with current firm	
	<b>Lancaster Park East</b> (St. Cloud, FL)	<b>Ongoing</b>	<b>N/A</b>
d.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Landscape Architect.</b> This project consists of 461 single family units and community facilities. Dewberry was tasked with designing and permitting the site layout, stormwater management facilities, utilities, grading, drainage, easement vacations, Federal Emergency Management Agency (FEMA), CLOMR, and LOMR approvals. Dewberry provided planning and entitlements, landscape/hardscape design, site/civil engineering, and construction administration.	<input checked="" type="checkbox"/> Check if project performed with current firm	
	<b>Roadway Operations Facility, CFX</b> (Orlando, FL)	<b>Ongoing</b>	<b>N/A</b>
e.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <b>Landscape Architect.</b> As the General Engineering Consultant to CFX, Dewberry has provided both architectural and civil engineering services for the CFX Roadway Operations Facility. The new facility includes a 6,500 square foot office building, fueling station, small vehicle maintenance bays, warehouse, three enclosed storage buildings totaling 23,000 square feet, and a laydown yard.	<input checked="" type="checkbox"/> Check if project performed with current firm	

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

(Complete one Section E for each key person.)

12. NAME <b>Aziza Baan, GISP</b>	13. ROLE IN THIS CONTRACT <b>Senior GIS Professional</b>	14. YEARS EXPERIENCE	
		a. TOTAL <b>18</b>	b. WITH CURRENT FIRM <b>2</b>
15. FIRM NAME AND LOCATION (City and State) <b>Dewberry Engineers Inc. (Lakeland, FL)</b>			
16. EDUCATION (Degree and Specialization) <b>BS/Environmental Science</b>		17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) <b>Geographic Information Systems Professional/FL</b>	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)			

Aziza serves as a GIS lead and a water resources geospatial scientist with 16 years of experience. She manages GIS tasks and is proficient in working with GIS in environmental, water resources, and civil disciplines. She specializes in stream and wetland restoration planning and design, watershed modeling, geospatial database design, mobile applications, floodplain mapping, mining reclamation, land use planning, environmental permitting, environmental risk assessments, terrain processing, and spatial and volumetric analysis. Her software proficiency includes ArcGIS Advanced, ArcGIS PRO, ArcHydro, ArcGIS Collector, ArcGIS Online, Survey123, Trimble GPS, X-Tools, ET Geowizards, CrossView, Feature Analyst, Microsoft Access, Sigma Plot, and MIKE 11 GIS. Aziza has also provided GIS training staff of various GIS experience levels.

19. RELEVANT PROJECTS			
a.	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
	<b>Continuing Services, Volusia County (Volusia County, FL)</b>	<b>Ongoing</b>	<b>N/A</b>
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE	<input checked="" type="checkbox"/> Check if project performed with current firm	
	<b>GIS Lead.</b> Under our continuing services contract, Dewberry provides site/civil engineering, roadway design, trail design, coastal design services, construction administration, environmental/permitting service, landscape architecture, signal design, and surveying and mapping.		
	<b>Lakewood Ranch, Stewardship District (Sarasota and Manatee County, FL)</b>	<b>2023</b>	<b>N/A</b>
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE	<input checked="" type="checkbox"/> Check if project performed with current firm	
	<b>GIS Lead.</b> Dewberry is currently performing engineering services for the Lakewood Ranch Stewardship District. Our services include engineering, surveying, and construction administration. These services include the design, permitting, and construction administration of over two miles of roadway.		
	<b>Cypress Creek Master Drainage Plan, Tampa Bay Water Authority (Wesley Chapel, FL)</b>	<b>Ongoing</b>	<b>N/A</b>
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE	<input checked="" type="checkbox"/> Check if project performed with current firm	
	<b>GIS Lead.</b> Development of a master drainage plan including a detailed existing and proposed conditions model, to obtain a comprehensive ERP for the 62-acre facility.		
	<b>NeoCity Property Development, Osceola County (Osceola County, FL)</b>	<b>Ongoing</b>	<b>Ongoing</b>
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE	<input checked="" type="checkbox"/> Check if project performed with current firm	
	<b>GIS Lead.</b> This ±540-acre institutional and commercial development serves as a regionally significant surface water reservoir system for water detention, treatment, and re-use to service the surrounding urbanized area. Dewberry is responsible for leading the permitting of the development from pre-design surveys through securing permits including authorization to impact over 225 acres of USACE jurisdictional wetlands, and an additional 4 acres previously utilized for USACE wetland mitigation. Protected Species coordination involved snail kite, wood stork, indigo snake, Audubon's crested caracara and gopher tortoise.		
	<b>West Villages Improvement District (Sarasota County, FL)</b>	<b>Ongoing</b>	<b>Ongoing</b>
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE	<input checked="" type="checkbox"/> Check if project performed with current firm	
	<b>GIS Lead.</b> Dewberry acts in the general capacity of District Engineer and provides the District engineering services including but not limited to attendance at Board, staff, and other meetings; participation in the District's issuance of new and maintenance of existing financing; monitoring the District projects; overseeing construction and/or acquisition activities; preparation of certifications, documents, and reports in furtherance of District engineering activities.		



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

(Complete one Section E for each key person.)

12. NAME <b>Zulay Marti, RA</b>	13. ROLE IN THIS CONTRACT <b>Senior Architect</b>	14. YEARS EXPERIENCE	
		a. TOTAL <b>19</b>	b. WITH CURRENT FIRM <b>4</b>
15. FIRM NAME AND LOCATION (City and State) <b>Dewberry Engineers Inc. (Orlando, FL)</b>			
16. EDUCATION (Degree and Specialization) <b>BArch/Architecture; MA/Special Education, Assessment and Curriculum</b>		17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) <b>Registered Architect/FL/GA/MD/VA</b>	

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

Zulay is an experienced Senior Architect and Project Manager with extensive knowledge in building design, space planning, construction drawings, and construction administration. Throughout her 16-year architectural career, she has gained extensive experience in the coordination of simultaneous projects, direct client interaction, team scheduling, quality control, on-time project delivery, and construction administration. She approaches each project with a focus on aesthetics, functionality, cost and engineering as a whole. Zulay is a design professional experienced in Criminal Justice, Federal and State project building typologies in both secure and non-secure environments. Other areas of specialization include: Transportation: Executive Airport Hangars; Retail: Shopping Centers; Dining: Fast food services, ice cream parlors, restaurants with commercial kitchens; and, Wellness: Gyms.

### 19. RELEVANT PROJECTS

	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	<b>A/E Term Contract for Vertical Construction Projects, Volusia County (Volusia County, FL)</b>	PROFESSIONAL SERVICES <b>Ongoing</b>	CONSTRUCTION (If applicable) <b>2024</b>
a.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Project Manager.</b> Continuous contract providing professional architectural and engineering task assignments for vertical construction projects. Contract #RSQ No. 20SQ-78SR. Professional disciplines include architecture, engineering, landscape architecture, and scope includes the preparation of schematic design, design documents, construction documents, construction administration, bid documents and project close out. Currently building dorms designed for the correctional facility which will be done at the end of 2024 (VCBJ West Wing Dorms).		
	<b>Public Safety Facility, City of Casselberry (Casselberry, FL)</b>	PROFESSIONAL SERVICES <b>Ongoing</b>	CONSTRUCTION (If applicable) <b>2023</b>
b.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Project Manager.</b> Dewberry is providing architecture, interior design, landscape, and civil design, permitting, and construction administration services for the development of the Casselberry Public Safety Facility. The 25,900 SF, hurricane-hardened public safety command center will feature staff sleep quarters, fitness room and lockers, a media room, a community meeting room open to the public and other organizations, evidence processing and storage space, an incident command center, and training rooms. The design team was asked to develop an overall master plan the City's future Police Station with future expansion capabilities along with the future Seminole County Fire Station on the same project site. The master plan was developed to include phased construction, shared vehicular circulation, and other site amenities including garbage enclosures, stormwater retention, and monument signage.		
	<b>Headquarters Safe Room, Gulf Coast Electrical Cooperative (Gulf County, FL)</b>	PROFESSIONAL SERVICES <b>2022-Ongoing</b>	CONSTRUCTION (If applicable) <b>Est. 2024</b>
c.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Project Manager.</b> Dewberry is providing architecture and civil engineering for the hurricane safe room for Gulf County Electrical Cooperative in the Panhandle. The facility will feature a command center for field personnel to be deployed after a storm event. It will also incorporate an incident command center for Gulf County that will act as a remote emergency operation center. Redundancy will be built into HVAC potable water and electrical systems. The facility is designed to withstand a Category 4 hurricane.		
	<b>Crisis Stabilization Center, Fredrick County (Fredrick County, MD)</b>	PROFESSIONAL SERVICES <b>Ongoing</b>	CONSTRUCTION (If applicable) <b>Est. 2025</b>
d.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Project Manager.</b> Master concept plan, programming, design, construction documents, cost estimating, bidding process assistance, permitting and construction administration services for the interior renovation of the 11,500 SF Crisis Stabilization Center. The facility will offer a 24/7 program that is responsive to local behavioral health needs, grounded in a public health framework, and integrated into the behavioral health crisis care system in Frederick County.		

**F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT**

*(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)*

20. EXAMPLE PROJECT KEY NUMBER

1

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

**Dowden West CDD (Orlando, FL)**

22. YEAR COMPLETED

PROFESSIONAL SERVICES

Ongoing

CONSTRUCTION *(If applicable)*

N/A

**23. PROJECT OWNER'S INFORMATION**

a. PROJECT OWNER

**Government Management Services**

b. POINT OF CONTACT NAME

**George Flint, District Manager/  
Management Partner**

c. POINT OF CONTACT TELEPHONE NUMBER

**407.841.5524**

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

Dowden West is a 736.28-acre master planned residential community with 1,446 residential units located in the City of Orlando. The development is 10 villages within the approved planned development for Starwood, which encompasses approximately 2,558 acres and is entitled to 4,400 residential units.

As District Engineer, we have been responsible for providing the master utility design for the water, sewer, and reuse systems, in addition to master stormwater modeling for an approximately 6,500-acre watershed for the Dowden West CDD. This modeling was used for both stormwater management design and FEMA floodplain determination.

Other services include landscape architecture design for the common open spaces and community parks, the design of community roads that also include the extension of the four-lane Dowden Road through the community, boundary surveys, topographic surveys, tree surveys, and other additional surveys, as needed.

- **CONSULTANT FEES TO DATE**  
\$500,000
- **SERVICES**
  - Boundary Surveys
  - Environmental/Permitting
  - Landscape Architecture
  - Roadway Design/Improvements
  - Stormwater Management
  - Topographic Surveys
  - Tree Surveys
  - Utility Design



**NATURE TRAIL S/W VILLAGE N-1A.**

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

	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
a.	<b>Dewberry Engineers Inc.</b>	<b>Orlando, FL</b>	<b>District Engineer</b>

**F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT**

*(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)*

20. EXAMPLE PROJECT KEY NUMBER

2

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

Lakewood Ranch CDD (Orlando, FL)

22. YEAR COMPLETED

PROFESSIONAL SERVICES

Ongoing

CONSTRUCTION *(If applicable)*

Ongoing

**23. PROJECT OWNER'S INFORMATION**

a. PROJECT OWNER

Lakewood Ranch CDD

b. POINT OF CONTACT NAME

Steve Zielinski, Chief Financial/  
Operating Officer

c. POINT OF CONTACT TELEPHONE NUMBER

941.907.0202 x 229

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

Lakewood Ranch is an unincorporated 31,000-acre master planned community located on Florida's Gulf Coast in Sarasota and Manatee Counties, established in 1995. The five CDDs we serve cover an 8,500-acre community within the larger Lakewood Ranch Development. The overall development contains A-rated schools, shopping, business parks, a hospital and medical center, golf courses, athletic centers, aquatics, and lighted tennis courts.

As the CDD Engineer for the five CDDs, Dewberry's services include engineering, surveying, permitting, owner coordination with the County's review, and approval of construction activities. Dewberry's services also include rehabilitation on landscaping, water and wastewater improvements and upgrades, roadway and storm sewer redesign and repair, stormwater inspections, reviews and upgrades, coordination of traffic issues including signalization with County officials, oversight of other engineers, assistance with bidding, contractor selection, construction oversight, pay application review, and final project certification and closeout.

- **CONSULTANT FEES TO DATE**  
\$906,730
- **SERVICES**
  - Civil Engineering
  - Compliance Monitoring
  - Construction Estimates and Administration
  - Coordination and Monitoring of Environmental Jurisdictional Areas through Permitting Agencies
  - Design Evaluations and Analysis
  - Drainage/Stormwater Management
  - Monthly Board Meeting Attendance
  - Permitting
  - Planning
  - Surveying
  - Utilities



**OVERVIEW OF LAKEWOOD RANCH ADMINISTRATION BUILDING AND COMMUNITY FACILITY.**

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

	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
a.	Dewberry Engineers Inc.	Sarasota, FL	District Engineer

**F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT**

*(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)*

20. EXAMPLE PROJECT KEY NUMBER

3

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

**Narcoossee CDD (Orlando, FL)**

22. YEAR COMPLETED

PROFESSIONAL SERVICES

Ongoing

CONSTRUCTION *(If applicable)*

Ongoing

**23. PROJECT OWNER'S INFORMATION**

a. PROJECT OWNER

**Government Management Services**

b. POINT OF CONTACT NAME

**Jason Showe, District Manager,  
Central FL**

c. POINT OF CONTACT TELEPHONE NUMBER

**407.841.5524**

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

The Narcoossee CDD is located within the City of Orlando in Orange County, Florida, and consists of approximately 416 acres. The project has been developed with 540 single-family units, 860 multi-family units, and 278,000 square feet of retail and office space. The Narcoossee CDD encompasses the entire 416 acres. We provide services as needed for the operation and maintenance of the infrastructure of the District as well as any construction activities relating to improvements and/or repairs. Our efforts include the providing of evaluation of the yearly stormwater management systems, landscaping facilities, such as walls and plantings, roadway evaluations for maintenance, and restoration within the community and district.

Dewberry is the CDD Engineer for this project. **Narcoossee CDD is CDD Advisor, Rey Malavé's first CDD, beginning his services to Narcoossee in March of 2022. Throughout our contract with the District, we have continuously been available to come out whenever there is a need.** Our services include engineering evaluations, owner coordination with the City of Orlando and Orange County, and approval of all development and construction activities within the district. We also provide input as needed within the budgeting process for any repairs and maintenance issues

- **CONSULTANT FEES TO DATE**  
\$475,000
- **SERVICES**
  - Civil Engineering
  - Construction Administration
  - Development Planning
  - Infrastructure Review Reports
  - Landscape Architecture
  - Permitting
  - Stormwater Monitoring and Permit Compliance Reports
  - Surveying



**VIEW OF RESIDENTIAL STREET.**

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

	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
a.	<b>Dewberry Engineers Inc.</b>	<b>Orlando, FL</b>	<b>District Engineer</b>

**F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT**

*(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)*

20. EXAMPLE PROJECT KEY NUMBER

4

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

Deer Run CDD (Bunnell, FL)

22. YEAR COMPLETED

PROFESSIONAL SERVICES

Ongoing

CONSTRUCTION *(If applicable)*

Ongoing

**23. PROJECT OWNER'S INFORMATION**

a. PROJECT OWNER

Government Management Services

b. POINT OF CONTACT NAME

Howard McGafaney, District Manager

c. POINT OF CONTACT TELEPHONE NUMBER

904.940.5850 x 415

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

Dewberry serves as the current District Engineer for this +/- 602-acre Master Planned Golf Community with 749 units. Our services have included attending monthly District Board meetings, processing of pay requisitions and construction pay applications, and providing general consulting services and input to the Board of Directors.

Specific assignments include planning, preparing reports and plans, surveying designs and specifications for water management systems and facilities, water and sewer systems and facilities, roads, landscaping, recreational facilities and street lighting, and other community infrastructure provided by the District, as authorized in Chapter 190 F.S. Affiliated projects are to include engineering contract management and inspection services during construction.

Dewberry completed an irrigation system analysis to evaluate the system's hydraulic ability to provide additional irrigation zones. Also, on behalf of the CDD, Dewberry was able to address and resolve compliance coordination with the St. John's River Water Management District. Additionally, Dewberry prepared a planting plan and a vegetation management plan for conservation easement maintenance and restoration.

- **CONSULTANT FEES TO DATE**  
\$120,000
- **SERVICES**
  - Community Infrastructure
  - Construction Administration
  - Cost Estimates
  - Landscaping
  - Planning
  - Recreational Facilities
  - Reports and Plans
  - Roadway Design
  - Street Lighting
  - Surveying Designs
  - Water Management Systems and Facilities
  - Water and Sewer Systems



**COMMUNITY NATURE TRAIL BY THE COMMUNITY CENTER.**

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

	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
a.	Dewberry Engineers Inc.	Orlando, FL	District Engineer

**F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT**

*(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)*

20. EXAMPLE PROJECT KEY NUMBER

5

21. TITLE AND LOCATION (City and State)

**West Villages Improvement District (Sarasota County, FL)**

22. YEAR COMPLETED

PROFESSIONAL SERVICES

Ongoing

CONSTRUCTION (If applicable)

N/A

**23. PROJECT OWNER'S INFORMATION**

a. PROJECT OWNER

**Government Management Services**

b. POINT OF CONTACT NAME

**William Crosley, District Manager**

c. POINT OF CONTACT TELEPHONE NUMBER

**941.244.2805**

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size, and cost)

The West Villages Improvement District ("District") is located in the City of North Port and unincorporated Sarasota County, Florida. The District encompasses approximately 8,200 acres of land within the City of North Port and 3,300 +/- acres in unincorporated Sarasota County. The overall ID contains schools, shopping, business parks, a hospital and medical center, golf courses, athletic centers, and aquatics.

As the District Engineer for the ID, Dewberry's services include engineering, surveying, permitting, owner coordination with the District's development review, and approval of construction activities. Dewberry's services also include design of all district owned irrigation improvements and upgrades, roadway and storm sewer redesign and repair, stormwater inspections, reviews and upgrades, coordination of traffic issues including signalization with County and or FDOT officials, oversight of other engineers, assistance with bidding, contractor selection, construction oversight, pay application review, and final project certification and closeout.

Additional engineering services may include attendance at Board, staff, and other meetings; participation in the District's issuance of new and maintenance of existing financing; monitoring District projects; overseeing construction and acquisition activities; preparation of certifications, documents, and engineer's reports in furtherance of District engineering activities; and providing other engineering services as may be authorized by the Board.

- **CONSULTANT FEES TO DATE**  
\$1,058,231.97

- **SERVICES**  
Water and Sewer Facilities and Infrastructure  
Stormwater Management and Drainage Facilities and Infrastructure  
Roadways  
Signalization improvements  
Recreational Facilities  
Park improvements  
Governmental Facility Improvements  
Landscape/Hardscape Design  
Signage  
Environmental Services



**ENTRANCE MONUMENT SIGN ALONG WEST VILLAGES BOULEVARD.**

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

	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
a.	<b>Dewberry Engineers Inc.</b>	<b>Orlando, FL</b>	<b>District Engineer</b>
b.	<b>Dewberry Engineers Inc.</b>	<b>Sarasota, FL</b>	<b>District Engineer</b>

**F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT**

*(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)*

20. EXAMPLE PROJECT KEY NUMBER

6

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

VillaSol CDD (Bunnell, FL)

22. YEAR COMPLETED

PROFESSIONAL SERVICES

Ongoing

CONSTRUCTION *(If applicable)*

Ongoing

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER

Governmental Management Services

b. POINT OF CONTACT NAME

Jason Showe, District Manager,  
Central FL

c. POINT OF CONTACT TELEPHONE NUMBER

407.841.5524 x 105

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

VillaSol CDD is located in Osceola County which is just minutes from the Orlando International Airport, area attractions, and theme parks, and offers amenities like no other community in the area.

Nestled along Boggy Creek, residents have access to a boat dock where they can travel down to East Lake Toho. Resort-style amenities include a tennis court, basketball court, clubhouse, pool, and soft gate with a guard house.

Some of Dewberry's specific assignments for this project include planning, preparing reports and plans, designs and specifications for water management systems and facilities, as well as, water and sewer systems and facilities, roads, landscaping, recreational facilities and street lighting, other community infrastructure provided by the District, as authorized in Chapter 190 F.S., and affiliated projects to include engineering contract management and inspection services during construction.

Dewberry completed the design an implementation of a new guard house which included architecture, landscape architecture, structural analysis, and civil engineering design. Also, Dewberry is implementing a CDD inspection and rehabilitation program of the stormwater system to identify and repair defects in the stormwater conveyance system. Additionally, Dewberry conducted a pavement evaluation study to prioritize and assist the CDD in financial planning for resurfacing needs.

- **CONSULTANT FEES TO DATE**  
\$375,000
- **SERVICES**
  - Community Infrastructure
  - Construction Administration
  - Cost Estimates
  - District Board Meetings
  - Landscape Architecture
  - Planning
  - Recreational Facilities Design
  - Reports and Plans
  - Roadway Design
  - Street Lighting Design
  - Surveying
  - Water Management Systems and Facilities
  - Water and Sewer Systems



**TOWNHOMES WITHIN THE COMMUNITY.**

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
a.	Dewberry Engineers Inc.	Orlando, FL	District Engineer

**F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT**

*(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)*

20. EXAMPLE PROJECT KEY NUMBER

7

21. TITLE AND LOCATION (City and State)

**Baymeadows Improvement District (Duval County, FL)**

22. YEAR COMPLETED

PROFESSIONAL SERVICES  
Ongoing

CONSTRUCTION (If applicable)  
Ongoing

**23. PROJECT OWNER'S INFORMATION**

a. PROJECT OWNER

**Rizzetta Company**

b. POINT OF CONTACT NAME

**Lesley Gallagher, District Manager**

c. POINT OF CONTACT TELEPHONE NUMBER

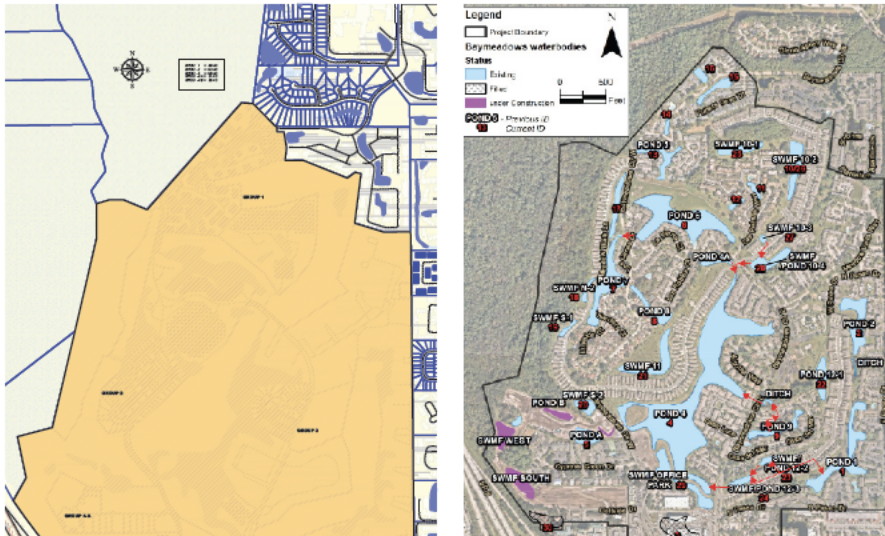
**904.436.6237**

Baymeadows ID an incorporated 580-acre master planned community located in Jacksonville. The Improvement District we serve covers an existing neighborhood that was developed in 1968 as a golf course community. Those golf courses are now gone; however, the community still provides maintenance and improvement services for its existing roadways, stormwater systems, and facilities. The overall development contains commercial areas, business parks, old golf courses, and residential communities.

As the CID Engineer for the Improvement District, Dewberry's services include engineering, surveying, permitting, owner coordination with the City's review, and approval of construction activities. Dewberry's services also include water and wastewater improvements and upgrades, roadway and storm sewer redesign and repair, stormwater inspections, review and upgrades, coordination of traffic issues, oversight of other engineers, assistance with bidding, contractor selection, construction oversight, pay application review, and final project certification and closeout.

Dewberry's first task was to work with Baymeadows Board's stormwater committee to map the community's stormwater system (ponds, collection & out falls), and prepare a maintenance and repair budget (Operations and Capital). This involved engineering field work, GIS services, and estimating services. Dewberry has also has attended board meetings (at the request of the committee) to give engineering opinions on various issues such as acceptance of a developer's turnover of ownership of additional stormwater systems.

- **CONSULTANT FEES TO DATE**  
\$10,000
- **SERVICES**  
Civil Engineering  
Compliance Monitoring Construction  
Estimates and Administration  
Coordination and Monitoring of  
Environmental Jurisdictional Areas  
through Permitting Agencies Design  
Evaluations and Analysis Drainage/  
Stormwater Management Monthly  
Board Meeting Attendance Permitting  
Planning  
Surveying  
Utilities



**SERVICES FOR BAYMEADOWS ID INCLUDED THE DEVELOPMENT OF PLANS AND GIS MAPS.**

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

a.	(1) FIRM NAME <b>Dewberry Engineers Inc.</b>	(2) FIRM LOCATION (City and State) <b>Orlando, FL</b>	(3) ROLE <b>District Engineer</b>
b.	(1) FIRM NAME <b>Dewberry Engineers Inc.</b>	(2) FIRM LOCATION (City and State) <b>Jacksonville, FL</b>	(3) ROLE <b>District Engineer</b>



<p><b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b>  <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i></p>	<p><b>20. EXAMPLE PROJECT KEY NUMBER</b></p> <p style="font-size: 24pt; font-weight: bold;">8</p>
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<p>21. TITLE AND LOCATION <i>(City and State)</i></p> <p><b>Live Oak Lake CDD (Twin Lakes Development)</b>                  (Osceola County, FL)</p>	<p>22. YEAR COMPLETED</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">PROFESSIONAL SERVICES Ongoing</td> <td style="width: 50%;">CONSTRUCTION <i>(If applicable)</i> Ongoing</td> </tr> </table>	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION <i>(If applicable)</i> Ongoing
PROFESSIONAL SERVICES Ongoing	CONSTRUCTION <i>(If applicable)</i> Ongoing		

**23. PROJECT OWNER'S INFORMATION**

<p>a. PROJECT OWNER <b>Governmental Management Services</b></p>	<p>b. POINT OF CONTACT NAME <b>Jill Burns, District Manager</b></p>	<p>c. POINT OF CONTACT TELEPHONE NUMBER <b>407.841.5524 x 115</b></p>
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Live Oak Lakes CDD (Twin Lakes Development) is a multi-phased, active adult community consisting of residential units, green open space tracts with community facilities, and a community amenity center located just off of Live Oak Lake. The development is situated just east of Hickory Tree Road and west of Live Oak Lake and Sardine Lake in Osceola County. Phases 1 – 8 consists of a mix of 50', 70' and duplex units totaling 2,023 units. A 42,000+ square foot amenity clubhouse is currently being constructed alongside the oversized pool and cabana area, which includes a bar for food and beverages. The outdoor rec space is under construction just to the south. This area was designed to include bocci ball, pickle ball, horseshoes, tennis courts, and a half basketball court. It also provides walking trails, a boat dock, and a dock for fishing.

In addition to civil engineering services, we also provided roadway design, bridge design, and signal design within the first phase. We were responsible for the roadway widening design of Hickory Tree Road, where services also included drainage and utility extensions. We extended New Nolte Road from the existing intersection east through the first phase of construction. This 150' ROW is master planned to be a four lane divided major collector road in the future.

We also designed and oversaw the construction of the vehicular bridge that crosses existing Bullis Road, connecting the northern pool and amenity area with the remainder of the development. We provided signal design for the New Nolte and Hickory Tree Road Intersection, which also includes golf cart paths and golf cart path crossings at the updated intersection.

Utilities have been master designed for the build out of the development, which will include city master transmission mains for the 24" potable water main and 24" reclaim main, along with five sanitary lift stations to service the phases of the development as they are constructed. Phase 1 of the project utilizes two sanitary lift stations, a portion of the 24" potable and reclaim mains. The first lift station is located on the west side of Hickory Tree Road. The second lift station is located along the extension of Nolte Road east of Hickory Tree Road. This lift station has been designed to accept additional flows from future phases of this development. This lift station pumps into a force main down the Nolte Road extension and connects to the existing 20" force main located within the Hickory Tree ROW.

- **CONSULTANT FEES TO DATE**  
\$2.1 Million
- **SERVICES**
  - Assistance with the City Master Upsizing Agreements
  - Civil Engineering
  - Construction Administration
  - Entitlements
  - Environmental/Permitting
  - Landscaping/Hardscape Design
  - Maintenance of Traffic Planning
  - Planning
  - Signal Design
  - Surveying



**RESIDENTIAL VIEW OF LIVE OAK LAKE CDD.**

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

<p>a. (1) FIRM NAME <b>Dewberry Engineers Inc.</b></p>	<p>(2) FIRM LOCATION <i>(City and State)</i> <b>Orlando, FL</b></p>	<p>(3) ROLE <b>District Engineer</b></p>
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**F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT**

*(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)*

**20. EXAMPLE PROJECT KEY NUMBER**
**9**
**21. TITLE AND LOCATION (City and State)**
**Westside Haines City CDD (Winter Haven, FL)**
**22. YEAR COMPLETED**
**PROFESSIONAL SERVICES**
**Ongoing**
**CONSTRUCTION (If applicable)**
**Ongoing**
**23. PROJECT OWNER'S INFORMATION**
**a. PROJECT OWNER**
**Governmental Management Services**
**b. POINT OF CONTACT NAME**
**Jill Burns, District Manager**
**c. POINT OF CONTACT TELEPHONE NUMBER**
**407.841.5524 x 115**

The Westside Haines City CDD is 613.43 acres located in Winter Haven, Florida. The District currently contains approximately 613.43 acres and is expected to consist of 2,752 residential lots of various sizes for single-family lots and townhome lots with recreation/amenity areas, parks, and associated infrastructure for the various villages.

Dewberry is the CDD Engineer for this project. Our services include civil engineering, permitting, roadway design, stormwater monitoring, permits, recreational facilities, and infrastructure review reports.

- **CONSULTANT FEES TO DATE**  
\$44,500
- **SERVICES**
  - Civil Engineering
  - Permitting
  - Roadway Design
  - Stormwater Monitoring and Permit
  - Recreational Facilities
  - Infrastructure Review Reports


**HOMES WITHIN THE WESTSIDE HAINES CDD.**
**25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT**

	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
a.	Dewberry Engineers Inc.	Orlando, FL	District Engineer

**F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT**

*(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)*

20. EXAMPLE PROJECT KEY NUMBER

10

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

Highland Meadows CDD (Polk County, Davenport, FL)

22. YEAR COMPLETED

PROFESSIONAL SERVICES

Ongoing

CONSTRUCTION *(If applicable)*

Ongoing

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER

Government Management Services

b. POINT OF CONTACT NAME

Tricia Adams, District Manager

c. POINT OF CONTACT TELEPHONE NUMBER

407.841.5524

Highland Meadows is a 263.5-acre master planned residential community located in the city of Davenport. The development is approved as a planned development for a 222 single-family unit community. The CDD is located on the south side of County Road 547 - Holly Hill Road and the north side of Olsen Road. The community consists of CDD owned roadways, stormwater ponds, and conservation areas. Dewberry has provided services to the District in the review and repair of roadways, stormwater systems, street signage, and landscape architecture improvements. We have assisted in the bidding and construction of the many infrastructure facilities within the community.

Dewberry is the CDD Engineer for this project. Our services include civil engineering, construction estimates and administration, coordination of environmental, jurisdictional lines and permitting, due diligence, permitting, planning, landscaping plans, and surveying.

- **CONSULTANT FEES TO DATE**

Engineering Fee: \$120,000  
Estimated Construction Cost: To be determined. Gov't is evaluating alternatives.

- **SERVICES**

Civil Engineering  
Construction Estimates and Administration  
Coordination of Environmental Jurisdictional Lines and Permitting  
Due Diligence  
Permitting  
Planning  
Landscaping Plans  
Surveying



VIEW OF THE RESIDENTIAL AREA IN HIGHLAND MEADOWS CDD.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
a.	Dewberry Engineers Inc.	Orlando, FL	District Engineer

### G. KEY PERSONNEL PARTICIPATION IN EXAMPLE PROJECTS

26. NAMES OF KEY PERSONNEL <i>(From Section E, Block 12)</i>	27. ROLE IN THIS CONTRACT <i>(From Section E, Block 13)</i>	28. EXAMPLE PROJECTS LISTED IN SECTION F <i>(Fill in "Example Projects Key" section below before completing table. Place "X" under project key number for participation in same or similar role.)</i>									
		1	2	3	4	5	6	7	8	9	10
Rey Malavé, PE	District Engineer	●	●	●	●	●	●	●	●	●	●
Joey Duncan, PE	Assistant District Engineer							●			
Joe Keezel, PE	Sr. Roadway Engineer		●			●					
Marybeth Morin, PE	Sr. Structural Engineer		●						●		
Alba Más, PE	Sr. Site Engineer				●	●					
Chace Arrington, EI	Site/Civil Graduate Engineer	●			●	●	●			●	●
Jose Pereira, PE	Sr. Utility Engineer		●			●					
Jeff PeQueen, PE, CFM	Sr. Stormwater Engineer										
Nicole Gough, PWS, CNRP	Sr. Environmental Scientist Survey Manager		●	●	●	●	●		●	●	
Lisa A. Kelley, JD	Permitting Manager		●	●		●			●	●	●
William Hinkle, PSM	Senior Surveyor	●	●			●			●		
Ross Burns	Construction Inspector										
Michael Urchuk, RLA	Sr. Landscape Architect			●	●	●	●	●	●		
Aziza Baan, GISP	Sr. GIS Professional	●	●			●		●			
Zulay Marti, RA	Sr. Architect										

#### 29. EXAMPLE PROJECTS KEY

NO.	TITLE OF EXAMPLE PROJECT <i>(From Section F)</i>	NO.	TITLE OF EXAMPLE PROJECT <i>(From Section F)</i>
1	Dowden West CDD	6	VillaSol CDD
2	Lakewood Ranch CDD	7	Baymeadows ID
3	Narcoossee CDD	8	Live Oak Lakes CDD
4	Deer Run CDD	9	Westside Haines CDD
5	West Villages ID	10	Highland Meadows CDD

## H. ADDITIONAL INFORMATION

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

# FIRM QUALIFICATIONS

Dewberry is a leading, multi-disciplined firm with a proven history of providing professional services to a wide variety of public- and private-sector clients. Established in 1956, Dewberry is headquartered in Fairfax, Virginia, with 60 locations and over 2,500+ professionals nationwide, including our local office in Orlando. Recognized for combining unsurpassed commitment to client service with deep subject matter expertise, Dewberry is dedicated to solving clients' challenges and transforming their communities.

Dewberry's Florida operation is backed by the resources and stability of a national firm and specializes in site/civil, environmental, utility infrastructure, transportation engineering, surveying, architecture, and land development services. Dewberry's local Orlando office includes 120 people, with 15 office locations and over 350 employees across Florida, bringing expertise, qualifications, and resources to cities and counties throughout the state. Dewberry supports large and small projects in the following primary service areas:

- Alternative delivery
- Architecture
- Building engineering
- Disaster response and emergency management
- Energy services
- Environmental services
- Geospatial services
- Mechanical, electrical, and plumbing services
- Program management
- Site/civil services
- Surveying/mapping
- Sustainability
- Transportation
- Water/wastewater/reclaimed water services

## Relevant Experience

The absolute best predictor of future success is past performance, and we have a lot of experience in all areas required for this contract. Whether we are providing professional design engineering services or as a previous District Engineer, our track record speaks for itself.

Our local leadership team has planned, funded, constructed, and maintained projects in the Orlando area for over 40 years.

**Serving as District Engineer is Rey Malavé, PE.** Rey has 41 years of experience in civil engineering and a diversified background in the design and permitting of infrastructure systems, including public facilities, utility systems, office buildings, commercial developments, recreational facilities, and industrial developments. He has extensive experience with permitting agencies, including FDEP, FDOT, Florida Water Management Districts, and other local agencies. **He has served as the District Engineer for over 25 CDDs and Improvement Districts in Florida.**

## **Serving as Assistant District Engineer is Joey Duncan, PE.**

Joey brings 42 years of progressive leadership experience in program management and civil engineering for both the public and private sectors, with an emphasis on the planning, design, and construction of water and power infrastructure. Joey will collaborate with the District Manager, attorneys, and board of directors to identify the needs of the District, provide expert technical information to facilitate problem solving and decision making by the DM and BOD. Technical and professional tasks will be clearly stated, schedule and budget finalized, and any risks to project cost or schedule will be communicated expediently to solicit feedback and ensure clear communication and quality deliverables. **He previously served as Director of Public Works for the City of Jacksonville, the largest city by land mass in the United States.** In this role, he oversaw seven divisions responsible for horizontal and vertical public infrastructure across 840 square miles, with a total capital and operating budget of \$1 billion.

## DEWBERRY HAS SERVED OVER 50 CDDS IN FLORIDA.

The following CDD projects are representative of our relevant project experience:

- Baymeadows Improvement District, Duval County
- Shingle Creek CDD, Osceola County
- Shingle Creek at Bronson CDD, Osceola County
- Old Hickory CDD, Osceola County
- Woodland Crossing CDD, Sumter County
- Baytree CDD, Brevard County
- Cascades at Groveland CDD, Lake County
- Country Greens CDD, Lake County
- Covington Park CDD, Hillsborough County
- Deer Run CDD, Flagler County
- Dowden West CDD, Orlando
- East Park CDD, Orange County
- Greater Lakes – Sawgrass Bay CDD, Lake Wales
- Highland Meadows CDD, Polk County
- Lake Emma CDD, Groveland
- Lakewood Ranch CDDs 1, 2, 4, 5, 6, Sarasota and Manatee County
- Lakewood Ranch Stewardship, Sarasota and Manatee County
- Live Oak Lake CDD, Osceola County
- Montecito CDD, Brevard County
- Narcoossee CDD, Orange County
- On-Top-of-the-World CDDs, Marion County
- Chandler Hills East CDD, Marion County

## H. ADDITIONAL INFORMATION

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

- Indigo East CDD, Marion County
- Bay Laurel Center CDD, Marion County
- Osceola Chain of Lakes, Osceola County
- Reedy Creek Improvement District, Osceola County
- Reunion Resort CDD, Osceola County
- Verandas CDD, Pasco County
- Viera CDD, Brevard County
- VillaSol CDD, Osceola County
- West Villages Improvement District, Sarasota County

### Project Approach

We have prepared an organizational approach to fit the specific categories of the organization and operations to support both large and small engineering projects. Through our many years of serving as District Engineer, we've been successful at becoming an extension of the CDD's Project Management group, with the ability to understand project needs and proposing only on what is necessary to complete the task at hand. Our management team is committed to a quality product that is consistent with Poinciana West CDD's policies and procedures.

### Stormwater Management Services

Our integrated stormwater management services range from large basin studies to the design of collection systems. Our team has performed analysis on various projects throughout Florida. We have designed culvert replacements to extensions on numerous roadway projects, ranging from two-lane rural widening to multi-lane expressways.

Drainage design and permitting are critical parts of any project. We will provide assistance to the District in coordination with MS4 support, total maximum daily loads, numeric nutrient criteria support, drainage, erosion and sediment control, stormwater basin modeling, assessment and evaluation drainage systems, design and construction plans for stormwater management systems, and coordination with state and federal agencies.

Assumptions and/or omissions in this area can cause significant delays in the project schedule, increase costs during construction, and even lead to possible litigation against the District. We are experienced in identifying, analyzing, and addressing drainage impacts associated with a variety of project types. Our drainage staff is knowledgeable of Water Management District criteria, and we are adept at developing creative and innovative solutions to drainage problems. We also have experience preparing flood studies with FEMA. At the heart of our approach is a thorough document review of the existing plans, USGS Quadrangle Maps, USDA Soil Survey, FEMA Flood Insurance Maps and aerial photographs. With this data in hand, we will perform a field review during the pre-scope meeting, identify all drainage and permitting issues, and discuss possible drainage solutions with the District. Existing drainage patterns, ponding concerns and erosion problems will be documented. We will contact the District's Maintenance Engineer to discuss any concerns regarding the project area.

### Water/Wastewater Services

Our team can provide utility analyses of existing master systems, preparation and updates to master plans, as well as

preparation of utility construction plans. Dewberry can analyze the existing utility systems and make recommendations for upgrades or replacement. We have designed numerous utility collection and transmission facilities, gravity sewers, force mains, reuse water, and potable water systems. We have also designed numerous wastewater and water pump stations. We also have experience in the transformation of septic tank systems by the installation of new sewer systems.

### Transportation Services

Dewberry has provided roadway and bridge design services to numerous governmental agencies throughout Florida for over 30 years. Our projects have ranged from minor intersection improvements and milling and resurfacing of existing roadways to capacity improvements and complex, multilevel interchanges. The extensive experience of our staff in the design, preparation of construction documents, and post design services for roadways, bridges, and associated systems provides Poinciana West with the expertise to handle any type of transportation related assignment. Our transportation design staff, coupled with the survey, drainage, environmental, and permitting capabilities, allows us to efficiently complete any assignment, as all disciplines required are available in-house.

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

Engineering services related to structural design may be required for bridge widenings, bridge rail replacements, box culvert extensions, retaining walls, sheet piling, overhead sign structures, multi-post guide signs, signal poles, mast arms light poles, and foundations for signs, signal poles, and lighting. We have an experienced in-house staff to provide these services.

### Survey and Mapping Services

Dewberry has provided continuing surveying services for many counties and municipalities throughout the State of Florida. Our large in-house survey staff, with numerous crews out of our Orlando and Jacksonville office, are well-versed in the rigors of on-call assignments and the immediate response time they require. We utilize state-of-the-art equipment to provide cost effective surveying, ROW mapping, utility designation, and subsurface utility engineering (SUE) for roadway, municipal, and civil development projects. We have extensive experience in boundary surveys, topographic design surveys, tree surveys, inventory surveys, and underground utility mapping. Our survey team has a dedicated staff of photogrammetrists who specialize in aerial photogrammetry, fixed and aerial LiDAR, and GIS mapping.

Our services for surveying and mapping may include as-built surveys, boundary surveys, eminent domain surveys, GIS, legal description preparation, plat preparation, property sketches, ROW mapping, SUE, topographic surveys, and utility surveys.

SUE technology combines geophysics, surveying, and civil engineering to better locate underground utilities. This service helps our clients avoid costly utility conflicts and construction delays caused by inaccurately plotted utilities. Our 3D laser scanning equipment allows our survey crews to accurately

## H. ADDITIONAL INFORMATION

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

collect field data comprehensively and, most importantly, safely. Dewberry is one of a select few firms in the state to have this technology.

### Environmental/Permitting Services

From determining wetland lines to the understanding of current rules and regulations for water management districts, our staff has full understanding and experience in providing these services for cities and other governmental agencies. We have obtained permits with various local, state, and federal agencies for a variety of projects. We understand how to prepare permit applications, work closely with the agencies, and obtain permits for your projects. Dewberry will track the permit status for each agency, keep the District informed of the progress of all permits, and respond promptly to all requests for additional information.

As part of our efforts for the Poinciana West CDD, we will assist in determining the permits needed for each development project along with the anticipated schedules for obtaining each permit. Additionally, we have experience in permitting with governmental agencies such as the Water Management Districts, FDEP, Florida Fish and Wildlife Conservation Commission (FFWCC), U.S. Army Corps of Engineers (USACE), and FDOT. We have staff that consists of both engineers and environmental scientists, many of which have worked previously for various permitting agencies.

### Landscape Architecture/Planning

Dewberry has extensive landscape architecture experience throughout Florida. Our project experience includes residential, retail office, mixed-use, streetscapes, and recreational uses, as well as hardscape and irrigation design. Our hardscape designs have included corporate plazas, streetscapes, fountains, amenity areas for multi-family projects, and urban plazas. Our planning services to Shingle Creek at Bronson CDD will include presentations to CDD Commissioners and public meetings, where we would provide assistance to the District for the understanding of technical issues, proposed developments, projected roadway designs, possible ROW changes, and to provide a professional and expert opinion on issues that may be needed by the District. Dewberry can assist the District with the following planning services:

- Comprehensive planning
- Review of comprehensive plan amendments
- Preparing land development regulations, including form based codes, GIS, and mapping services
- Transportation planning
- Revitalization/redevelopment planning

### Public Involvement and Outreach

Open and effective communication is essential to the successful completion of any project. It's important to develop and maintain a sense of trust and understanding with the public. This is best accomplished by developing a plan tailored to the surrounding community potentially impacted and depending on the nature and extent of the project. Outreach may include a Community Awareness Plan, which would detail the specific methods proposed and list the targeted stakeholders within a specific corridor or project study area. Other public outreach activities could include the management of a project hotline and/or stakeholder database and distributing information through

a variety of notifications to local residents, property owners, schools, businesses, local officials, and other stakeholders. We have found that evaluation of all potential improvements and design concepts and sharing the results of extensive data collection early in the study process creates a level of comfort with the public in two respects:

- There is an open exchange of information; and
- A technically sound approach is being used to serve the best interests of the public.

Coordination with City staff and others will be strengthened by our team's diverse project experience and previous involvement with a variety of stakeholders. Our team is adept at planning and coordinating public workshops, and smaller homeowner associations, and group workshops.

### Construction Administration/CEI

We have continually provided construction administration services to our clients on most of the projects we have designed. Dewberry understands the importance of establishing and maintaining budgets. As a project is constructed, our team must monitor the project budget and keep the District consistently informed. We have worked with many cities and counties on providing all construction services, including assistance in the preparation of bid documents, prebid meetings, pre-construction meetings, construction administration, site observation, pay application review, and approvals. We also provide shop drawing reviews and approvals per construction documents. We will provide assistance to District staff in the administration of construction contracts. Our team is currently providing these services to many municipalities across the state of Florida.

Our construction administration staff is prepared to support the District in various construction management related tasks. We routinely perform these services for both our public and private clients. Our services include:

- Construction Inspection
- Shop Drawing Review
- Pay Application Verification
- Construction Scheduling
- Utility Company Coordination
- Final Regulatory Acceptance
- Record Drawings
- Project Value Engineering
- Bid Document Preparation
- Bid Summarization and Analysis
- Contract Preparation

### Task Initiation

Our Project Approach will vary due to the type of assignment; however, the important first steps in task initiation involve data gathering and scope development.

### Data Gathering

This phase consists of defining the project objectives, identifying elements involved in the task, conducting a field review meeting (if required), and developing a detailed scope of services. This phase will begin once the District has identified a

## H. ADDITIONAL INFORMATION

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

specific task or project. Once identified, we will coordinate with the District to obtain all existing information. This data collection effort is very important because it provides valuable information before developing the scope of services.

If applicable or desired, an on-site field review meeting will be held jointly with the District and other appropriate agencies to discuss the task objectives and identify areas of concern. Discussions regarding the project's background, scope requirements, constraints, and other relevant issues will be held to understand the overall project goals. Based on the data collection effort and the initial on-site field meeting, the specific plan elements required for the task will be identified and agreed to with the District prior to developing a scope of services.

### Scope Development

A detailed scope of services, fee estimate, and schedule for each task will be developed based on the data gathering efforts and discussions. This scope and work effort will be heavily influenced by the quality of the data collected and the specific needs of each task. Man-hour estimates will be provided for each discipline involved. The scope and work effort will be prepared and negotiated quickly, so as not to affect the schedule.

### Other Considerations

#### COST CONTROL

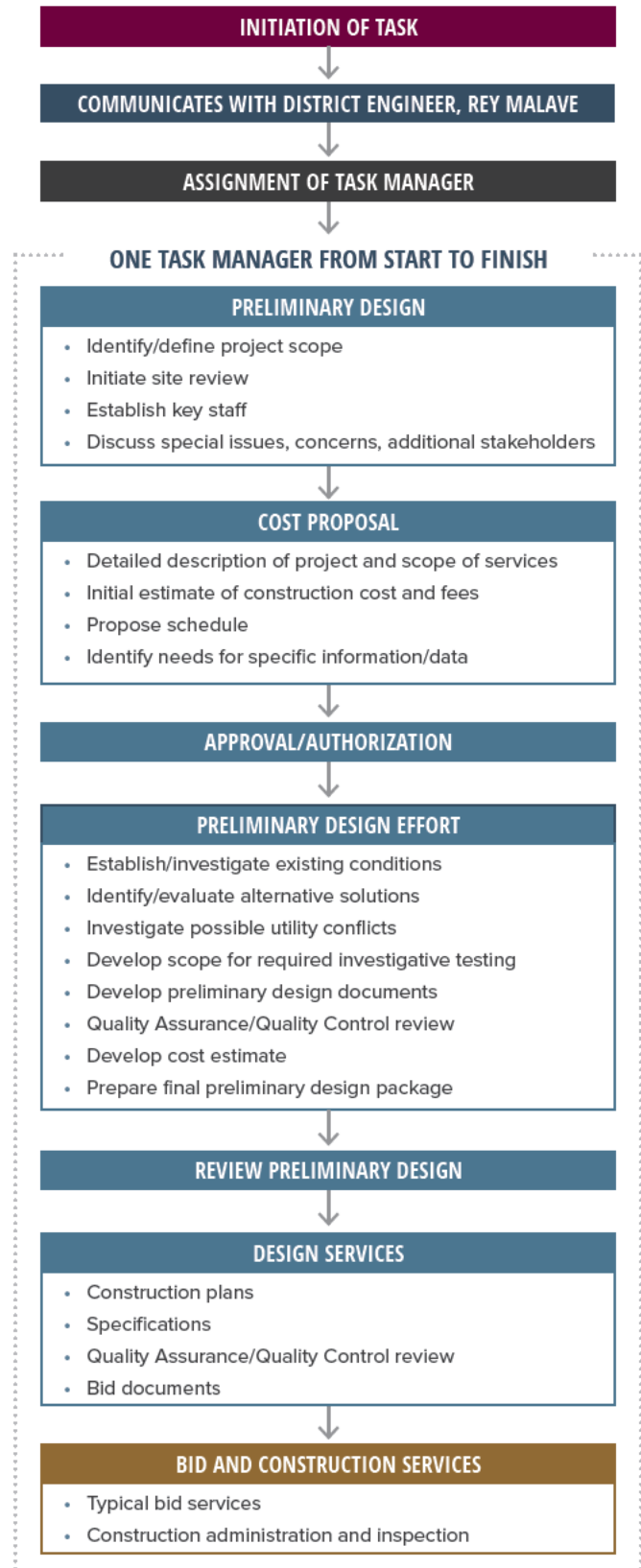
We constantly review our designs and look for ways to save our clients time and money. We exercise common sense engineering to provide practical design solutions, not merely based how things have always been done.

#### PROJECT COSTS

We understand the financial constraints that clients face due to budget cuts and rising construction and ROW costs. We will review all designs prepared by Dewberry or others for cost savings measures that will not affect the intention or safety of the project. Our recent experience has shown that minor changes in the design can save materials, and reduce or avoid costly business damage claims and ROW impacts. Another key to cost controls is to estimate costs early in the design process and as the design evolves, not just near the end of the design process. Early cost estimating allows for more options to be explored and provides the District with opportunities to adjust budgets as needed.

#### PROJECT SCHEDULE

The importance of maintaining the project schedule through the design or review process cannot be overstated. Dewberry is committed to developing and adhering to the project schedule for each assignment. This is important to us because if we fail to successfully complete any assignment on time, our ability to obtain additional assignments with Poinciana West will be limited. We will maintain an overall schedule of projects to help with internal and external coordination. We fully understand what is required to keep a project on schedule. Our team will use the following proven actions to control the project schedule:





**H. ADDITIONAL INFORMATION**

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

- **Experienced Client Manager:** Our District Engineer, Rey Malavé, routinely manages multi-discipline projects where coordination is critical. Dewberry’s wide range of in-house services ensures close coordination between disciplines, enabling us to direct our staffing resources.
- **Weekly Team Meetings:** Coordination will be ensured through weekly team meetings. These meetings will be used to track progress on individual tasks and as a planning tool.
- **Monthly Progress Reports:** Monthly progress reports will be supplied to Poinciana West. These reports will be an effective snapshot of the status of each assignment and will be used to identify any potential schedule issues.
- **Being Proactive:** We will be proactive (vs. reactive) on all tasks while managing the schedule. Emphasis will be placed on the activity start dates to ensure timely completion.

**NPDES MS4 PROGRAM SUPPORT**

Having completed numerous programs for other cities and counties, we understand the MS4 Program and have the staff to assist the CDD in updates, compliance questions, and recommendations as needed in the ongoing program.

**INDEPENDENT PEER REVIEW**

An independent peer review is performed for each phase submittal. Dewberry’s established Quality Management Program requires the review to be performed by senior-level staff not directly involved in the project to make sure quality standards are met on every submittal.

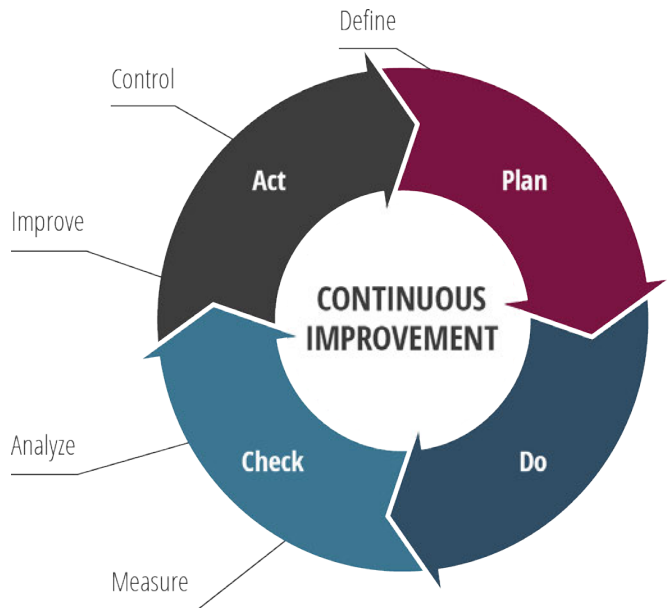
**CONSTRUCTABILITY/BID-ABILITY REVIEW**

Prior to the 90 and 100 percent submittals, the plans will be subjected to a constructability/bid-ability review. This review will be performed by our in-house construction administrators, who are experienced in CDD requirements.

**Quality Assurance/Quality Control**

Dewberry understands the value of repeat business. **Our District Engineer, Rey Malavé, PE, has 28 years of experience servicing a variety of CDDs across Florida.** Our commitment to personalized client service is such that we guarantee we will respond to each client’s needs promptly and effectively. From the beginning, we recognized that functional efficiency and technical excellence must be provided as a matter of course in engineering design. Each project produced by our firm reflects this corporate commitment to excellence, and our insurance is our Quality Control Plan. Our Quality Assurance Plan and procedures are based on the philosophies that include:

- **Plan:** Quality is controlled by adequate planning, coordination, supervision, technical direction, proper definition of job requirements and procedures, and the involvement of experienced professionals.
- **Do:** Quality is achieved by individuals performing work functions carefully and “doing it right the first time.”
- **Check:** Quality is verified through checking, reviewing, and supervising work activities, with documentation by objective individuals who were not directly responsible for performing the initial work.
- **Act:** Quality is ensured by having a manager perform quality assurance functions that involve monitoring and close review of the work and the procedures used in performing the work.



**I. AUTHORIZED REPRESENTATIVE**

The foregoing is a statement of facts.

31. SIGNATURE

32. DATE

9.10.2024

33. NAME AND TITLE

Rey Malave, Associate Vice President

**ARCHITECT – ENGINEER QUALIFICATIONS****PART II – GENERAL QUALIFICATIONS***(If a firm has branch offices, complete for each specific branch office seeking work.)*1. SOLICITATION NUMBER  
(IF ANY)

N/A

2a. FIRM (or Branch Office) NAME

**Dewberry Engineers Inc.  
(Orlando branch office)**

3. YEAR ESTABLISHED

2013

4. UNIQUE ENTITY IDENTIFIER

K3WDSCEDY1V5

2b. STREET

800 North Magnolia Avenue, Suite 1000

5. OWNERSHIP

2c. CITY

Orlando

2d. STATE

FL

2e. ZIP CODE

32803-3251

a. TYPE

Corporation

6a. POINT OF CONTACT NAME AND TITLE

Kevin E. Knudsen, PE, Vice President

b. SMALL BUSINESS STATUS

No

6b. TELEPHONE NUMBER

321.354.9646

6c. EMAIL ADDRESS

kknudsen@dewberry.com

7. NAME OF FIRM (If block 2a is a branch office)

The Dewberry Companies Inc.

8a. FORMER FIRM NAME(S) (If any)

Former name of Dewberry Engineers Inc. (DEI): Dewberry-Goodkind, Inc.; Goodkind &amp; O'Dea, Inc.; Goodkind &amp; O'Dea of New York, Inc.; Goodkind &amp; O'Dea, Inc. (partnership); A.E. Friedgen, Inc. Affiliated companies: Dewberry Architects Inc. (DAI); Dewberry Design-Builders Inc. (DDB)

8b. YEAR ESTABLISHED

Dewberry Engineers Inc.: 2012

8c. UNIQUE ENTITY IDENTIFIER

DEI: K3WDSCEDY1V5;  
DAI: DB9NCZBFDDN3;  
DDB: CG6JSKCHEKN6**9. EMPLOYEES BY DISCIPLINE****10. PROFILE OF FIRM'S EXPERIENCE AND ANNUAL AVERAGE REVENUE FOR LAST 5 YEARS**

a. Function Code	b. Discipline	c. Number of Employees		a. Profile Code	b. Experience	c. Revenue Index Number (see below)
		(1) FIRM	(2) BRANCH			
02	Administrative	232	9	B02	Bridges	1
08	CADD Technician	80	8	C16	Construction Surveying	2
12	Civil Engineer	329	12	E03	Electrical Studies and Design	2
15	Construction Inspector	121	1	E11	Environmental Planning	1
16	Construction Manager	66	1	L02	Land Surveying	4
20	Economists/Financial Analysts	47	4	L10	Land Development, Residential	6
21	Electrical Engineer	66	1	L11	Land Development, Commercial	4
24	Environmental Scientist	64	9	L12	Land Development, Industrial	2
30	Geologist	9	1	L13	Land Development, Public	4
38	Land Surveyor	211	27	R07	Remote Sensing	1
39	Landscape Architect	38	4	R11	Rivers; Canals; Waterways; Flood Control	1
47	Planner: Urban/Regional	37	2	S10	Surveying; Platting; Mapping; Flood Plain Studies	6
48	Program Analyst/Program Manager	31	3	S13	Storm Water Handling & Facilities	1
56	Technical/Specification Writer	53	2	T01	Telephone Systems (Rural; Mobile; Intercom, Etc.)	2
57	Structural Engineer	145	6	T02	Testing & Inspection Services	1
58	Technician/Analyst	3	1	T03	Traffic & Transportation Engineering	8
60	Transportation Engineer	174	28	T04	Topographic Surveying and Mapping	5
62	Water Resources Engineer	117	3	T05	Towers (Self-Supporting & Guyed Systems)	3
	Water/Wastewater Engineer	101	6	W02	Water Resources; Hydrology; Ground Water	1
	Other Employees	520		W03	Water Supply; Treatment and Distribution	7
	<b>Total</b>	<b>2444</b>	<b>128</b>			

11. ANNUAL AVERAGE PROFESSIONAL SERVICES REVENUES OF FIRMS FOR LAST 3 YEARS  
(Insert revenue index number shown at right)

a. Federal Work	1
b. Non-Federal Work	8
c. Total Work	8

PROFESSIONAL SERVICES REVENUE INDEX NUMBER

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

**12. AUTHORIZED REPRESENTATIVE**

The foregoing is a statement of facts.

a. SIGNATURE

b. DATE

September 4, 2024

c. NAME AND TITLE

Donald E. Stone, Jr., Director/Executive Vice President

**ARCHITECT – ENGINEER QUALIFICATIONS**  
**PART II – GENERAL QUALIFICATIONS**  
*(If a firm has branch offices, complete for each specific branch office seeking work.)*

1. SOLICITATION NUMBER  
(IF ANY)

N/A

2a. FIRM (or Branch Office) NAME <b>Dewberry Engineers Inc. (Jacksonville branch office)</b>				3. YEAR ESTABLISHED <b>2014</b>	4. UNIQUE ENTITY IDENTIFIER <b>K3WDSCEDY1V5</b>
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2b. STREET <b>200 West Forsyth Street, Suite 1100</b>			5. OWNERSHIP		
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2c. CITY <b>Jacksonville</b>	2d. STATE <b>FL</b>	2e. ZIP CODE <b>32202-3646</b>	a. TYPE <b>Corporation</b>		
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6a. POINT OF CONTACT NAME AND TITLE <b>Amy L. Tracy, Senior Associate, Market Segment Leader</b>			b. SMALL BUSINESS STATUS <b>No</b>		
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6b. TELEPHONE NUMBER <b>904.508.9839</b>	6c. EMAIL ADDRESS <u><a href="mailto:atracy@dewberry.com">atracy@dewberry.com</a></u>	7. NAME OF FIRM (If block 2a is a branch office) <b>The Dewberry Companies Inc.</b>			
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8a. FORMER FIRM NAME(S) (If any) <b>Former name of Dewberry Engineers Inc. (DEI): Dewberry-Goodkind, Inc.; Goodkind &amp; O’Dea, Inc.; Goodkind &amp; O’Dea of New York, Inc.; Goodkind &amp; O’Dea, Inc. (partnership); A.E. Friedgen, Inc. Affiliated companies: Dewberry Architects Inc. (DAI); Dewberry Design-Builders Inc. (DDB)</b>			8b. YEAR ESTABLISHED <b>Dewberry Engineers Inc.: 2012</b>	8c. UNIQUE ENTITY IDENTIFIER <b>DEI: K3WDSCEDY1V5; DAI: DB9NCZBFDDN3; DDB: CG6JSKCHEKN6</b>	
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9. EMPLOYEES BY DISCIPLINE				10. PROFILE OF FIRM'S EXPERIENCE AND ANNUAL AVERAGE REVENUE FOR LAST 5 YEARS		
a. Function Code	b. Discipline	c. Number of Employees		a. Profile Code	b. Experience	c. Revenue Index Number (see below)
		(1) FIRM	(2) BRANCH			
24	Environmental Scientist	54	2	C16	Construction Surveying	1
48	Program Analyst/Program Manager	31	1	D10	Disaster Work	1
	Water/Wastewater Engineer	101	2	L02	Land Surveying	1
				S10	Surveying; Platting; Mapping; Flood Plain Studies	3
				T03	Traffic & Transportation Engineering	1
				T04	Topographic Surveying and Mapping	1
				W02	Water Resources; Hydrology; Ground Water	1
				W03	Water Supply; Treatment and Distribution	1
	Other Employees	2067				
	<b>Total</b>	<b>2444</b>	<b>5</b>			

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

**12. AUTHORIZED REPRESENTATIVE**  
**The foregoing is a statement of facts.**

a. SIGNATURE 	b. DATE <b>September 4, 2024</b>
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c. NAME AND TITLE <b>Donald E. Stone, Jr., Director/Executive Vice President</b>
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# ARCHITECT – ENGINEER QUALIFICATIONS

## PART II – GENERAL QUALIFICATIONS

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

1. SOLICITATION NUMBER  
(IF ANY)

N/A

2a. FIRM (or Branch Office) NAME <b>Dewberry Engineers Inc. (Lakeland branch office)</b>		<b>Dewberry</b>		3. YEAR ESTABLISHED 2021	4. UNIQUE ENTITY IDENTIFIER K3WDSCEDY1V5	
2b. STREET 1479 Town Center Drive, Suite D214				5. OWNERSHIP		
2c. CITY Lakeland	2d. STATE FL	2e. ZIP CODE 33803-7974				a. TYPE Corporation
6a. POINT OF CONTACT NAME AND TITLE Robert Beltran, Jr., PE, Vice President						b. SMALL BUSINESS STATUS No
6b. TELEPHONE NUMBER 863.345.1470		6c. EMAIL ADDRESS rbeltran@dewberry.com		7. NAME OF FIRM (If block 2a is a branch office) The Dewberry Companies Inc.		
8a. FORMER FIRM NAME(S) (If any) Former name of Dewberry Engineers Inc. (DEI): Dewberry-Goodkind, Inc.; Goodkind & O'Dea, Inc.; Goodkind & O'Dea of New York, Inc.; Goodkind & O'Dea, Inc. (partnership); A.E. Friedgen, Inc. Affiliated companies: Dewberry Architects Inc. (DAI); Dewberry Design-Builders Inc. (DDB)				8b. YEAR ESTABLISHED Dewberry Engineers Inc.: 2012	8c. UNIQUE ENTITY IDENTIFIER DEI: K3WDSCEDY1V5; DAI: DB9NCZBFDDN3; DDB: CG6JSKCHEKN6	

### 9. EMPLOYEES BY DISCIPLINE

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

a. Function Code	b. Discipline	c. Number of Employees		a. Profile Code	b. Experience	c. Revenue Index Number (see below)
		(1) FIRM	(2) BRANCH			
02	Administrative	232	2	H04	Heating; Ventilating; Air Conditioning	1
08	CADD Technician	80	2	S03	Seismic Designs & Studies	1
12	Civil Engineer	329	1	W02	Water Resources; Hydrology/ Ground Water	2
24	Environmental Scientist	64	2	W03	Water Supply; Treatment & Distribution	2
29	Geographic Information System Specialist	95	2			
62	Water Resources Engineer	117	1			
	Water/Wastewater Engineer	101	7			
	Other Employees	1426				
	<b>Total</b>	<b>2444</b>	<b>17</b>			

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

### 12. AUTHORIZED REPRESENTATIVE

The foregoing is a statement of facts.

a. SIGNATURE 	b. DATE September 4, 2024
c. NAME AND TITLE Donald E. Stone, Jr., Director/Executive Vice President	

**ARCHITECT – ENGINEER QUALIFICATIONS****PART II – GENERAL QUALIFICATIONS***(If a firm has branch offices, complete for each specific branch office seeking work.)*1. SOLICITATION NUMBER  
(IF ANY)

N/A

2a. FIRM (or Branch Office) NAME

**Dewberry Engineers Inc.  
(Panama City branch office)**

3. YEAR ESTABLISHED

2016

4. UNIQUE ENTITY IDENTIFIER

K3WDSCEDY1V5

2b. STREET

203 Aberdeen Parkway

5. OWNERSHIP

2c. CITY

Panama City

2d. STATE

FL

2e. ZIP CODE

32405-6457

a. TYPE

Corporation

6a. POINT OF CONTACT NAME AND TITLE

Jonathan Sklarski, PE, Associate Vice President

b. SMALL BUSINESS STATUS

No

6b. TELEPHONE NUMBER

850.571.1200

6c. EMAIL ADDRESS

jsklarski@dewberry.com

7. NAME OF FIRM (If block 2a is a branch office)

The Dewberry Companies Inc.

8a. FORMER FIRM NAME(S) (If any)

Former name of Dewberry Engineers Inc. (DEI): Dewberry-Goodkind, Inc.; Goodkind &amp; O'Dea, Inc.; Goodkind &amp; O'Dea of New York, Inc.; Goodkind &amp; O'Dea, Inc. (partnership); A.E. Friedgen, Inc. Affiliated companies: Dewberry Architects Inc. (DAI); Dewberry Design-Builders Inc. (DDB)

8b. YEAR ESTABLISHED

Dewberry Engineers Inc.: 2012

8c. UNIQUE ENTITY IDENTIFIER

DEI: K3WDSCEDY1V5;  
DAI: DB9NCZBFDDN3;  
DDB: CG6JSKCHEKN6**9. EMPLOYEES BY DISCIPLINE****10. PROFILE OF FIRM'S EXPERIENCE AND ANNUAL AVERAGE REVENUE FOR LAST 5 YEARS**

a. Function Code	b. Discipline	c. Number of Employees		a. Profile Code	b. Experience	c. Revenue Index Number (see below)
		(1) FIRM	(2) BRANCH			
02	Administrative	232	2	B02	Bridges	1
08	CADD Technician	80	3	C08	Codes; Standards; Ordinances	1
12	Civil Engineer	329	11	C15	Construction Management	1
15	Construction Inspector	121	6	D10	Disaster Work	4
16	Construction Manager	66	1	E09	Environmental Impact Studies, Assessments or Statements	1
24	Environmental Scientist	64	1	E11	Environmental Planning	1
38	Land Surveyor	211	22	E12	Environmental Remediation	1
42	Mechanical Engineer	135	1	H04	Heating; Ventilating; Air Conditioning	1
62	Water Resources Engineer	117	1	H07	Highways; Streets; Airfield Paving; Parking Lots	3
				H13	Hydrographic Surveying	1
				L02	Land Surveying	1
				L11	Land Development; Commercial	1
				S01	Safety Engineering; Accident Studies; OSHA Studies	1
				S04	Sewage Collection, Treatment and Disposal	1
				S10	Surveying; Platting; Mapping; Flood Plain Studies	6
				T02	Testing & Inspection Services	1
				T03	Traffic & Transportation Engineering	1
	Other Employees	1089		W02	Water Resources; Hydrology; Ground Water	1
	<b>Total</b>	<b>2444</b>	<b>48</b>	W03	Water Supply; Treatment and Distribution	1

11. ANNUAL AVERAGE PROFESSIONAL SERVICES REVENUES OF FIRMS FOR LAST 3 YEARS  
(Insert revenue index number shown at right)

a. Federal Work	3
b. Non-Federal Work	7
c. Total Work	7

PROFESSIONAL SERVICES REVENUE INDEX NUMBER

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

**12. AUTHORIZED REPRESENTATIVE**

The foregoing is a statement of facts.

a. SIGNATURE

b. DATE

September 4, 2024

c. NAME AND TITLE

Donald E. Stone, Jr., Director/Executive Vice President

**ARCHITECT – ENGINEER QUALIFICATIONS****PART II – GENERAL QUALIFICATIONS***(If a firm has branch offices, complete for each specific branch office seeking work.)*1. SOLICITATION NUMBER  
(IF ANY)

N/A

2a. FIRM (or Branch Office) NAME

**Dewberry Engineers Inc.  
(Raleigh branch office)**

3. YEAR ESTABLISHED

2013

4. UNIQUE ENTITY IDENTIFIER

K3WDSCEDY1V5

2b. STREET

2610 Wycliff Road, Suite 410

5. OWNERSHIP

2c. CITY

Raleigh

2d. STATE

NC

2e. ZIP CODE

27607-3073

a. TYPE

Corporation

6a. POINT OF CONTACT NAME AND TITLE

Matthew B. West, PE, LEED AP, Vice President

b. SMALL BUSINESS STATUS

No

6b. TELEPHONE NUMBER

919.424.3770

6c. EMAIL ADDRESS

mwest@dewberry.com

7. NAME OF FIRM (If block 2a is a branch office)

The Dewberry Companies Inc.

8a. FORMER FIRM NAME(S) (If any)

Former name of Dewberry Engineers Inc. (DEI): Dewberry-Goodkind, Inc.; Goodkind &amp; O'Dea, Inc.; Goodkind &amp; O'Dea of New York, Inc.; Goodkind &amp; O'Dea, Inc. (partnership); A.E. Friedgen, Inc. Affiliated companies: Dewberry Architects Inc. (DAI); Dewberry Design-Builders Inc. (DDB)

8b. YEAR ESTABLISHED

Dewberry Engineers Inc.: 2012

8c. UNIQUE ENTITY IDENTIFIER

DEI: K3WDSCEDY1V5;  
DAI: DB9NCZBFDDN3;  
DDB: CG6JSKCHEKN6**9. EMPLOYEES BY DISCIPLINE****10. PROFILE OF FIRM'S EXPERIENCE AND ANNUAL AVERAGE REVENUE FOR LAST 5 YEARS**

a. Function Code	b. Discipline	c. Number of Employees		a. Profile Code	b. Experience	c. Revenue Index Number (see below)
		(1) FIRM	(2) BRANCH			
02	Administrative	276	18	C11	Community Facilities	3
05	Archeologist	9	1	C12	Communications Systems; TV; Microwave	4
07	Biologist	10	2	C15	Construction Management	2
08	CADD Technician	83	4	E02	Educational Facilities; Classrooms	6
12	Civil Engineer	340	19	E03	Electrical Studies and Design	3
15	Construction Inspector	128	2	E11	Environmental Planning	2
16	Construction Manager	62	1	H04	Heating; Ventilating; Air Conditioning	5
21	Electrical Engineer	68	32	H05	Health Systems Planning	2
24	Environmental Scientist	54	3	H09	Hospital & Medical Facilities	7
29	Geographic Information System Specialist	113	2	I03	Industrial Waste Treatment	4
38	Land Surveyor	194	15	L01	Laboratories; Medical Research Facilities	3
39	Landscape Architect	37	6	L11	Land Development, Commercial	3
42	Mechanical Engineer	153	55	M05	Military Design Standards	4
47	Planner: Urban/Regional	40	2	O01	Office Buildings; Industrial Parks	2
48	Program Analyst/Program Manager	30	3	P12	Power Generation, Transmission, Distribution	4
49	Remote Sensing Specialist	16	1	R04	Recreation Facilities (Parks, Marinas, Etc.)	2
56	Technical/Specification Writer	55	8	S04	Sewage Collection, Treatment and Disposal	3
57	Structural Engineer	140	10	S09	Structural Des; Special Struct	3
60	Transportation Engineer	180	12	S10	Surveying; Platting; Mapping; Flood Plain Studies	5
62	Water Resources Engineer	132	4	S13	Storm Water Handling & Fac	2
	QA/QC Specialists	4	1	T01	Telephone Systems (Rural; Mobile; Intercom, Etc.)	4
	Site Acquisition Specialist	12	8	T02	Testing & Inspection Services	2
	Water/Wastewater Engineer	102	13	T03	Traffic & Transportation Engineering	5
	Other Employees	280		W02	Water Resources; Hydrology; Ground Water	4
	<b>Total</b>	<b>2518</b>	<b>222</b>	<b>W03</b>	<b>Water Supply; Treatment and Distribution</b>	<b>6</b>

11. ANNUAL AVERAGE PROFESSIONAL SERVICES REVENUES OF FIRMS FOR LAST 3 YEARS  
(Insert revenue index number shown at right)

a. Federal Work	6
b. Non-Federal Work	9
c. Total Work	9

PROFESSIONAL SERVICES REVENUE INDEX NUMBER

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

**12. AUTHORIZED REPRESENTATIVE**

The foregoing is a statement of facts.

a. SIGNATURE

b. DATE

September 4, 2024

c. NAME AND TITLE

Donald E. Stone, Jr., Director/Executive Vice President



## **SECTION 2:** Firm Licenses

---

# FIRM LICENSES

## State Licenses

### *State of Florida Department of State*

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


The document number of this corporation is F00000007242.

I further certify that said corporation has paid all fees due this office through December 31, 2024, that its most recent annual report/uniform business report was filed on January 9, 2024, and that its status is active.

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

*Given under my hand and the  
Great Seal of the State of Florida  
at Tallahassee, the Capital, this  
the Eleventh day of January, 2024*



  
*Secretary of State*

Tracking Number: 5028516753CU

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

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



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

The screenshot shows the Florida Department of Business & Professional Regulation (DBPR) website. The top left features the DBPR logo and a navigation menu with options like 'Log On', 'Search for a Licensee', 'Apply for a License', 'View Application Status', 'Find Exam Information', 'File a Complaint', 'AB&T Delinquent Invoice & Activity', and 'List Search'. The top right has a 'DBPR ONLINE' logo. The main content area is titled 'Licensee Details' and contains the following information:

Licensee Information	
Name:	DEWBERRY ENGINEERS INC. (Primary Name)
Main Address:	8401 ARLINGTON BLVD. FAIRFAX Virginia 22031
County:	OUT OF STATE
License Mailing:	
License Location:	

License Information	
License Type:	Registry
Rank:	Registry
License Number:	8794
Status:	Current
Licensure Date:	02/09/2001
Expires:	

Special Qualifications	Qualification Effective

Alternate Names

The screenshot shows the Florida Department of Business & Professional Regulation (DBPR) website. The top left features the DBPR logo and the text 'Department of Business & Professional Regulation'. The top right has navigation links for 'HOME', 'CONTACT US', and 'MY ACCOUNT'. The main content area is titled 'LICENSEE DETAILS' and contains the following information:

LICENSEE DETAILS	
10:22:10 AM 1/19/2024	
Licensee Information	
Name:	D. LIGHT, JAMES L. (Primary Name)
Main Address:	DEWBERRY ARCHITECTS INC. (DBA Name) 8401 ARLINGTON BLVD FAIRFAX, Virginia 22031-4606
County:	OUT OF STATE
License Information	
License Type:	Architect
Rank:	Architect
License Number:	AR0012022
Status:	Current/Active
Licensure Date:	12/07/1987
Expires:	02/28/2025
Special Qualifications	Qualification Effective
Alternate Names	



Florida Department of Agriculture and Consumer Services  
Division of Consumer Services  
Board of Professional Surveyors and Mappers  
2005 Apalachee Pkway Tallahassee, Florida 32399-6500

License No.: **LB8011**  
Expiration Date February 28, 2025

### **Professional Surveyor and Mapper Business License**

Under the provisions of Chapter 472, Florida Statutes

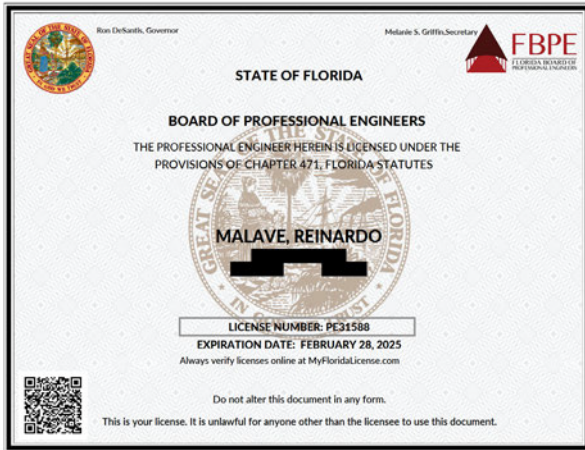
**DEWBERRY ENGINEERS INC.  
800 N MAGNOLIA AVE STE 1000  
ORLANDO, FL 32803-3251**

A handwritten signature in black ink, appearing to read "Wilton Simpson", written over a horizontal line.

WILTON SIMPSON  
COMMISSIONER OF AGRICULTURE

This is to certify that the professional surveyor and mapper whose name and address are shown above is licensed as required by Chapter 472, Florida Statutes.

## Personnel Licenses



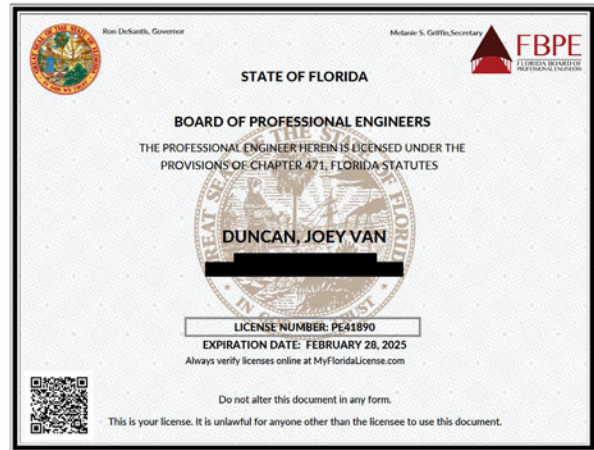
STATE OF FLORIDA

BOARD OF PROFESSIONAL ENGINEERS  
THE PROFESSIONAL ENGINEER HEREIN IS LICENSED UNDER THE PROVISIONS OF CHAPTER 471, FLORIDA STATUTES

**MALAVE, REINARDO**

LICENSE NUMBER: PE31586  
EXPIRATION DATE: FEBRUARY 28, 2025  
Always verify licenses online at MyFloridaLicense.com

Do not alter this document in any form.  
This is your license. It is unlawful for anyone other than the licensee to use this document.



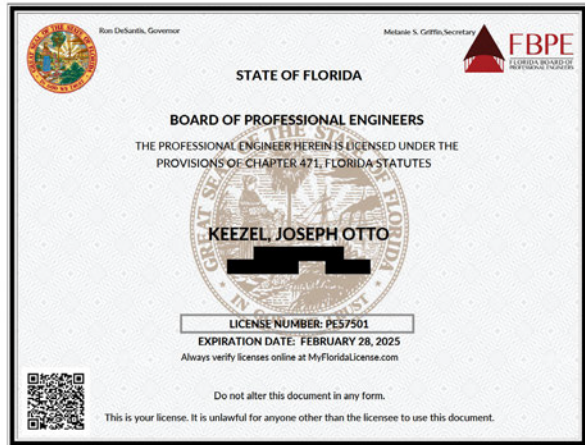
STATE OF FLORIDA

BOARD OF PROFESSIONAL ENGINEERS  
THE PROFESSIONAL ENGINEER HEREIN IS LICENSED UNDER THE PROVISIONS OF CHAPTER 471, FLORIDA STATUTES

**DUNCAN, JOEY VAN**

LICENSE NUMBER: PE41890  
EXPIRATION DATE: FEBRUARY 28, 2025  
Always verify licenses online at MyFloridaLicense.com

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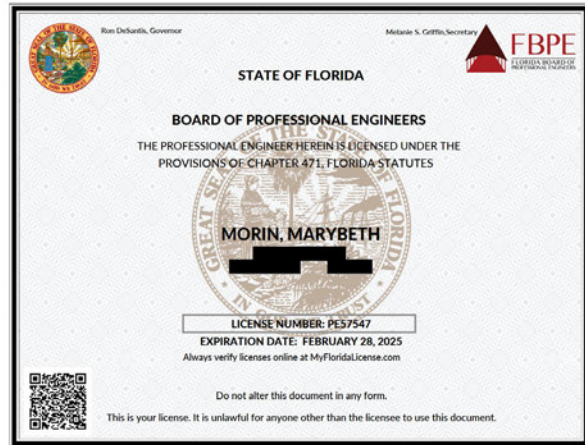
STATE OF FLORIDA

BOARD OF PROFESSIONAL ENGINEERS  
THE PROFESSIONAL ENGINEER HEREIN IS LICENSED UNDER THE PROVISIONS OF CHAPTER 471, FLORIDA STATUTES

**KEESEL, JOSEPH OTTO**

LICENSE NUMBER: PE37501  
EXPIRATION DATE: FEBRUARY 28, 2025  
Always verify licenses online at MyFloridaLicense.com

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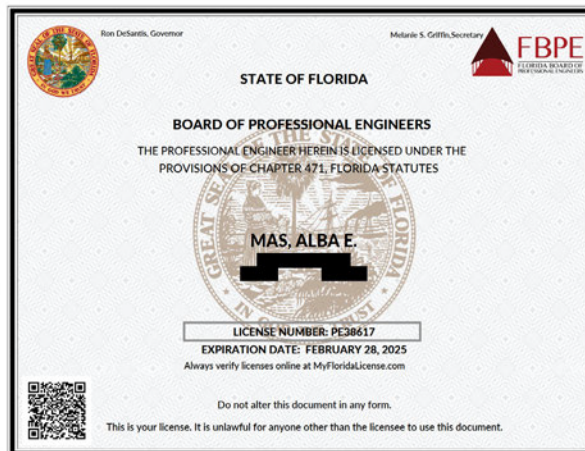
STATE OF FLORIDA

BOARD OF PROFESSIONAL ENGINEERS  
THE PROFESSIONAL ENGINEER HEREIN IS LICENSED UNDER THE PROVISIONS OF CHAPTER 471, FLORIDA STATUTES

**MORIN, MARYBETH**

LICENSE NUMBER: PE37547  
EXPIRATION DATE: FEBRUARY 28, 2025  
Always verify licenses online at MyFloridaLicense.com

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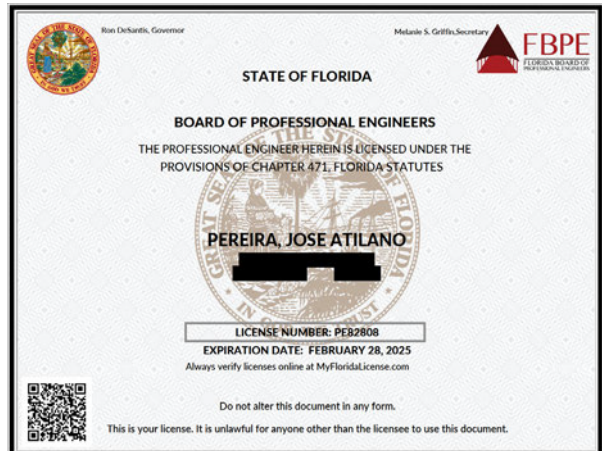
STATE OF FLORIDA

BOARD OF PROFESSIONAL ENGINEERS  
THE PROFESSIONAL ENGINEER HEREIN IS LICENSED UNDER THE PROVISIONS OF CHAPTER 471, FLORIDA STATUTES

**MAS, ALBA E.**

LICENSE NUMBER: PE38617  
EXPIRATION DATE: FEBRUARY 28, 2025  
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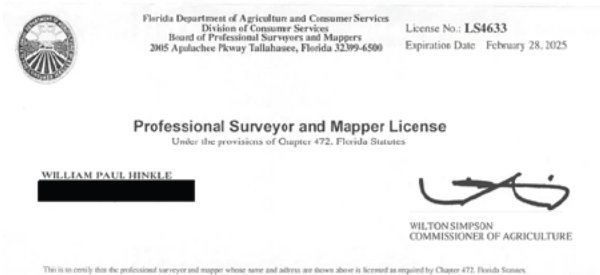
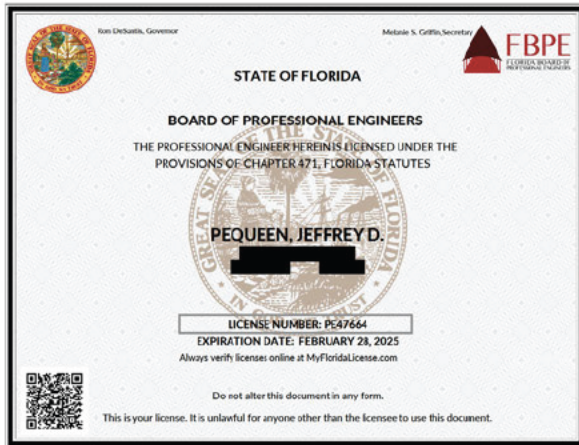
STATE OF FLORIDA

BOARD OF PROFESSIONAL ENGINEERS  
THE PROFESSIONAL ENGINEER HEREIN IS LICENSED UNDER THE PROVISIONS OF CHAPTER 471, FLORIDA STATUTES

**PEREIRA, JOSE ATILANO**

LICENSE NUMBER: PE37808  
EXPIRATION DATE: FEBRUARY 28, 2025  
Always verify licenses online at MyFloridaLicense.com

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This is your license. It is unlawful for anyone other than the licensee to use this document.





## **SECTION 3:** Qualifications and Experience

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# QUALIFICATIONS AND EXPERIENCE

## Ability and Adequacy of Professional Personnel

We have carefully selected our team of professionals and technical experts to match our experience and expertise with the qualifications required. Our firm has a wide array of experience, disciplines, and resources available to provide the required services to the Poinciana West CDD. Our team can provide engineering design, planning management, technical, and administrative services as requested and will make a commitment to prioritize the CDD's needs.



**Rey Malavé, PE**  
DISTRICT ENGINEER

Our **District Engineer, Rey Malavé, PE**, has 46 years of experience in civil engineering design and a diversified background in the designing and permitting of municipal infrastructure systems. His areas of expertise includes stormwater management systems, sanitary sewage collection systems, water distribution systems, and site development. He has managed and participated in the planning and designing of numerous large, complex projects for public and private clients. He has extensive knowledge of permitting requirements and has developed a rapport with permitting agencies, including the FDEP, FDOT, SWFWMD, and other local agencies. He has served as the District Engineer for over 25 CDDs and Improvement Districts in Florida.



**Joey Duncan, PE**  
ASSISTANT DISTRICT ENGINEER

Serving as **Assistant District Engineer is Joey Duncan, PE**. He has 42 years of experience in program management and civil engineering for both the public and private sectors, with an emphasis on the planning, design, and construction of water and power infrastructure. **Previously, Joey Duncan served**

### WHY DEWBERRY?



**OUR ORLANDO OFFICE IS LOCATED APPROXIMATELY 42 MILES FROM POINCIANA WEST CDD**



**LOCAL, EXPERIENCED DISTRICT ENGINEER READY TO WORK FOR YOU**



**COMPREHENSIVE UNDERSTANDING OF CDD'S INFRASTRUCTURE AND OPERATIONAL NEEDS**



**350+ EMPLOYEES IN 15 OFFICES WITHIN FLORIDA, COLLABORATING TO SERVE OVER 50 CDDs IN FLORIDA**



**COHESIVE GROUP OF PROFESSIONALS INTEGRATED ACROSS SERVICE AREAS TO LEVERAGE SUCCESS FOR OUR CLIENTS**



**60+ YEARS HELPING CLIENTS BUILD AND SHAPE COMMUNITIES**

**the City of Jacksonville for over five years as Director of Public Works.** Under his leadership, the team has provided a range of experts that meet each of the needs under this contract. This experience included infrastructure review, floodplain mapping, SWMM Modeling, FEMA coordination, resiliency, water quality, and CIP development.

Joey has a proven track record for meeting budgets and schedules on complex and short time frame design projects. He is known for his ability to quickly adapt to changing schedules, design parameters, and client needs. Joey's diversified background in engineering design includes all aspects of land development engineering including master drainage, stormwater management design, site grading, water and reclaim distribution, sewer collection/transmission systems, and project reviews for permitting agencies.



**WE BUILD** strong and lasting relationships with our clients. The caliber of our people and combining unsurpassed client service with deep subject matter expertise is what sets us apart. We operate with the highest level of ethics and transparency. Our integrity—and that of our people—is second to none. Personal commitment to our clients and standing behind our work are two central tenants of our cultural statement, “Dewberry at Work.”

---

Our project management and organizational structure within each key service areas demonstrates our thorough understanding of the scope of this contract and our desire to meet the objectives of the project assignments.

Our senior experienced professionals are well versed in addressing their particular specialty area and have associates working under their direction to tackle any assignment from Poinciana West CDD efficiently. This organizational structure has a long history of success as a model that Dewberry has implemented across the country for similar CDDs and public agencies.

We will continue to develop and apply innovative concepts and techniques to design and manage all tasks effectively and efficiently. It is important to note that Dewberry is a full-service civil engineering firm that can meet your needs for any project – large or small. Dewberry can react quickly to client requests and provide all technical support under one roof.

### **Certified Minority Business**

Dewberry Engineers Inc. is not a certified minority business.

## Willingness to Meet Time and Budget Requirements

Dewberry recognizes the importance of maintaining project budgets. We have a long history of providing on-schedule services and projects that fit within the client's budget. Over 85% of our work is from repeat clients, a testament to our ability to work within a budget and schedule.

The following proven actions will be used by our team to control the project budget:

- **Experienced Staff:** The most effective means of meeting the design budget and schedule is by using experienced staff with the knowledge, training, and equipment necessary to perform their assigned tasks. Dewberry's Project Team has these attributes.
- **Construction Budget Controls:** We are acutely aware of the volatile construction materials market and its impact on construction budgets. As such, we periodically update our cost data to verify that the most current unit prices are being used for the construction cost estimates.
- **Project Schedule:** One way we keep costs in line is by developing and maintaining a schedule for each task. We build a design quality control checking date into every schedule prior to the submittal date for all project deliverables. We have found that focusing on the submittal date often results in rushed or incomplete quality control checks of the plans. Therefore, we will schedule a quality check date at least two weeks prior to the submittal date to make sure that the process is completed. This also allows our District Engineer and team to focus on the quality control date, resulting in plenty of time for the process to work and thus further committing to the project's budget.

## Past Experience and Performance

For more than 45 years, our land development professionals have combined an unsurpassed commitment to serving Florida developers with deep subject matter expertise in a broad spectrum of professional services. We have served as District Engineer for over 50 CDDs across Florida, varying in size from 200 acres to close to 10,000 acres. We are experienced in CDDs from the creation to operations.

Our clients benefit from our local experience and presence and our familiarity with entitlement issues, plan development and review processes, and local codes and ordinances. We offer creative and cost-effective designs that transform communities.

We provide our residential clients with a range of services that include land planning, entitlement approval, infrastructure design and permitting, surveying, stormwater modeling, environmental review and permitting, sustainable design, landscape architecture, and cost and schedule estimating. We envision possibilities to enrich communities, restore environments, and manage positive change.

The table shown on the following page demonstrates our CDD experience throughout Florida.





CDD, LOCATION	DISTRICT ENGINEER	PLANNING	DUE DILIGENCE	CIVIL ENGINEERING	ROADWAY DESIGN	STORMWATER DESIGN	ENVIRONMENTAL/ PERMITTING	LANDSCAPE ARCHITECTURE	SURVEY	CONSTRUCTION ADMIN
Baytree CDD, Brevard County, FL	●	●		●	●	●	●			●
Cascades at Groveland CDD, Groveland, FL	●	●	●	●	●	●	●		●	●
Country Greens CDD (Sorrento Springs CDD), Lake County, FL	●	●	●	●	●	●	●	●	●	●
Covington Park CDD, Hillsborough County, FL	●	●		●	●	●	●	●	●	●
Deer Run CDD, City of Bushnell, FL	●	●	●	●	●	●	●	●	●	●
Dowden West CDD, Orange County, FL	●	●	●	●	●	●	●	●	●	●
East Park CDD, Orange County, FL	●	●		●	●	●	●		●	●
Greater Lakes - Sawgrass Bay CDD, Lake Wales, FL	●	●		●	●	●	●	●	●	●
Highland Meadows CDD, Polk County, FL	●	●		●	●	●	●	●	●	●
Lake Emma CDD, Groveland, FL	●	●	●	●	●	●	●	●	●	●
Lakewood Ranch CDDs 1, 2, 4, 5, 6, Manatee County, FL	●	●		●	●	●	●	●	●	●
Lakewood Ranch Stewardship, Manatee County, FL	●	●	●	●	●	●	●		●	●
Live Oak Lake (Twin Lakes Development) CDD, Osceola County, FL	●	●	●	●	●	●	●	●	●	●
Montecito CDD, Brevard County, FL	●	●		●	●	●	●	●	●	●
Narcoossee CDD, Orange County, FL	●	●		●	●	●	●	●	●	●
On-Top-of-the-World CDDs, Marion County, FL	●	●	●	●	●	●	●	●	●	●
Osceola Chain of Lakes, Osceola County, FL	●	●	●	●	●	●	●	●	●	●
Reedy Creek Improvement District, Osceola County, FL	●	●		●	●	●	●		●	●
Reunion Resort CDD, Osceola County, FL	●	●	●	●	●	●	●		●	●
East 547 CDD, Polk County, FL	●	●		●	●	●	●		●	●
Eden Hills CDD, Polk County, FL	●	●		●	●	●	●		●	●
VillaSol CDD, Osceola County, FL	●	●	●	●	●	●	●	●	●	●
West Villages Improvement District, Sarasota County, FL	●	●	●	●	●	●	●	●	●	●

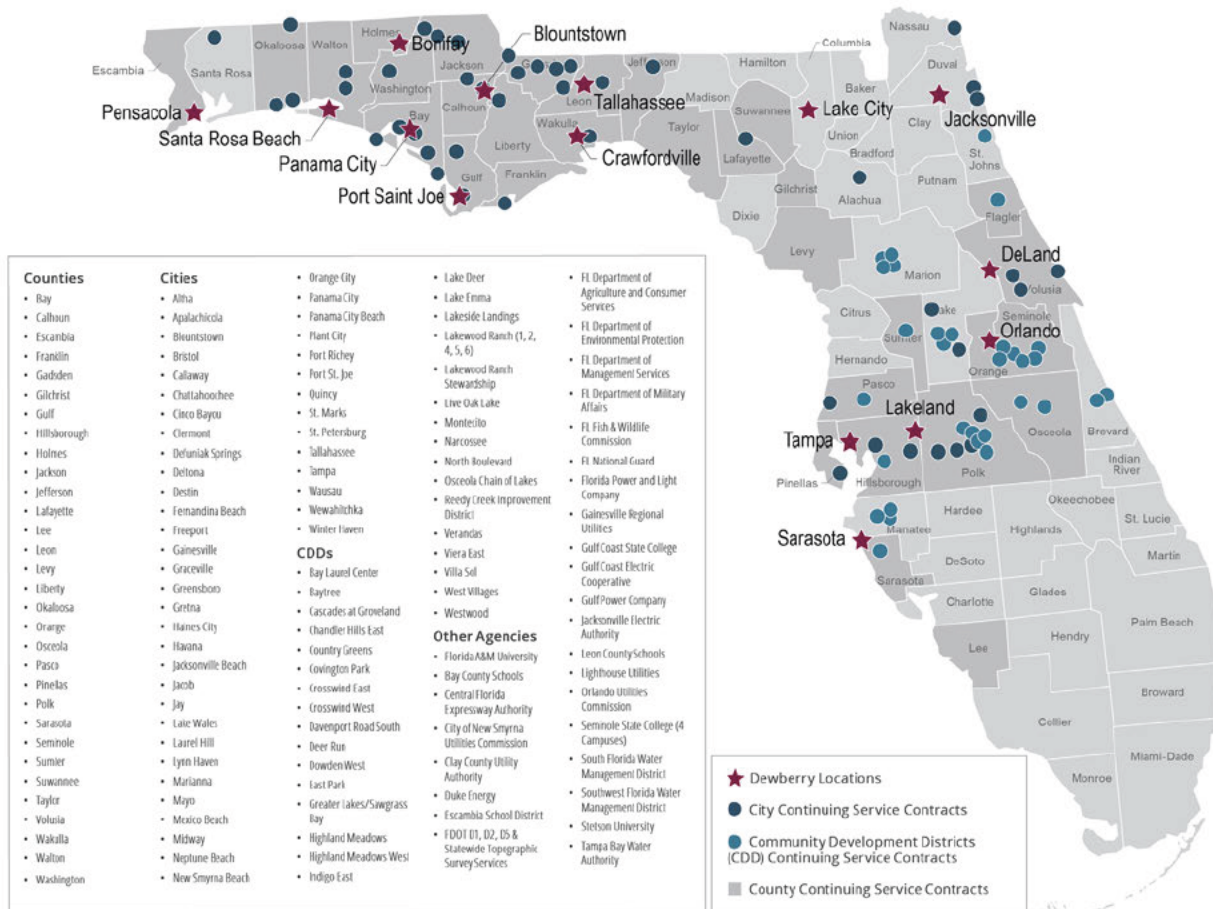
## Geographic Location

Dewberry's headquarters are located in Fairfax, at 8401 Arlington Boulevard, Fairfax, VA 22031. Local to Shingle Creek at Bronson, Dewberry has 15 office locations and over 350 employees in Florida, where we bring expertise, qualifications, and resources to clients throughout the State.

Located in our Orlando office at 800 North Magnolia Avenue, Suite 1000, Rey and members of the project team will be responsive, make frequent visits, and be readily available for meetings, presentations, or site visits. Additionally, our project team includes local Orlando staff members proposed for this contract, which leads all components of our assignments to be developed concurrently by a cohesive team.

Thanks to our extensive presence across Florida, and specifically, in Central Florida, our approach to the District's projects will combine our understanding of the various project assignments with our experience in identifying the District's needs to develop the appropriate project team for each assignment. This allows us to minimize the time needed from project request to "boots on the ground" activity.

In addition, our Project Team is supported by nationally-recognized subject matter experts and dedicated quality control staff who have the required capacity to provide the array of required services to Shingle Creek at Bronson. This depth of organization permits us to call upon specialists and a broad base of support to satisfy diverse or manpower intensive tasks.



## Recent, Current, and Projected Workloads

Dewberry has an excellent track record of meeting time and budget requirements on the projects we highlighted in this response and are committed to meeting the goals of the Poinciana West CDD.

Our team, supported by a strong in-house team of infrastructure design specialists, planners, surveyors, environmental scientists, ROW mappers, roadway engineers, MOT engineers, and construction inspection personnel. As such, Dewberry has the capacity to address all of the District's needs throughout the term of this contract.

Due to the capacity and availability of our proposed staff, we can commit our dedicated team members for these important projects. Our proposed District Engineer has 40% availability.

## Volume of Work

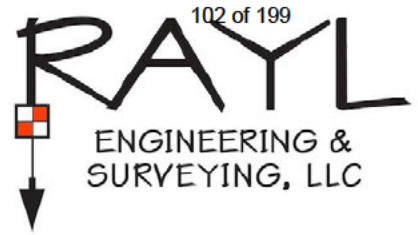
We have not worked with the Poinciana West CDD, but Dewberry has extensive working experience with numerous CDDs. As demonstrated throughout our proposal, we currently serve as the District Engineer for over 50 CDDs in Florida, which allows us to provide Poinciana West with the unique experience, familiarity, and understanding of the type of services that will be requested.



SWEETBAY COMMUNITY DEVELOPMENT DISTRICT.



# SECTION B



## Public Sector Hourly Rate Schedule

Rates are effective Through December 31, 2024 and are subject to increase annually.

Sr. Professional/Principal.....	\$ 225.00/hour
Project Engineer/PE.....	\$ 175.00/hour
Professional Surveyor & Mapper/PSM.....	\$ 175.00/hour
Sr. Project Manager.....	\$ 165.00/hour
Project Engineer/E.I.....	\$ 150.00/hour
Project Manager.....	\$ 120.00/hour
Sr. Design Technician.....	\$ 110.00/hour
Design Technician.....	\$ 100.00/hour
Technical Support/CAD.....	\$ 95.00/hour
Survey Crew (2 or 3 man).....	\$ 225.00/hour
Survey Crew (1 man).....	\$ 200.00/hour
Executive & Administrative Assistant/Office Manager.....	\$ 75.00/hour
Clerical Assistant.....	\$ 65.00/hour
Expert Witness Testimony/Research/ Support Services.....	\$ 425.00/hour

# STATEMENT OF QUALIFICATIONS

## REQUEST FOR QUALIFICATIONS FOR ENGINEERING SERVICES FOR THE POINCIANA WEST COMMUNITY DEVELOPMENT DISTRICT



Submitted September 6, 2024

Submitted by:

Ms. Tricia Adams  
c/o Governmental Management  
Services-Central Florida, LLC  
219 E. Livingston Street  
Orlando, Florida 32801



810 East Main Street

Bartow, FL 33830

863-537-7901

admin@raylengineering.com

www.raylengineering.com

September 6, 2024

Ms. Tricia Adams  
c/o Governmental Management Services-Central Florida, LLC  
219 E. Livingston Street  
Orlando, Florida 32801

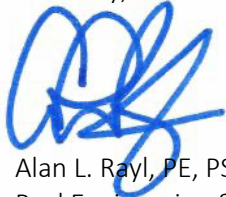
**RE: REQUEST FOR QUALIFICATIONS FOR ENGINEERING SERVICES FOR THE POINCIANA WEST COMMUNITY DEVELOPMENT DISTRICT**

Ms. Adams,

Rayl Engineering & Surveying, LLC and our respective team members are pleased to present to the Selection Committee this response to the above referenced Request for Qualifications. We are confident that no other team can bring the project understanding, expertise, and experience to this RFQ that we do.

Rayl Engineering & Surveying, LLC appreciates the opportunity to submit a response to this RFQ for Professional Engineering Services for the Poinciana West Community Development District and looks forward to your favorable evaluation.

Sincerely,



Alan L. Rayl, PE, PSM  
Rayl Engineering & Surveying, LLC



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<b>SECTION 3</b>	<i>WILLINGNESS TO MEET TIME AND BUDGET REQUIREMENTS</i>
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<b>D</b>	ORGANIZATIONAL CHART OF RAYL ENGINEERING & SURVEYING, LLC
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## SECTION 1 *Ability and Adequacy of Professional Personnel* (Weight 25 Points)

Rayl Engineering & Surveying, LLC is an S Corp business and has been since being founded in August of 2009. Our office is located at 810 E Main Street, Bartow, FL 33380.

Alan L. Rayl, PE, PSM is the Owner and solely in charge of all management decisions. Alan opened the firm after being with other firms in the Tampa Bay and Central Florida markets since 1987. During the economic downturn, Alan also held the position of Polk County Engineer in the Land Development Division of the Office of Planning and Development. Alan Rayl is involved in all aspects of all Engineering & Surveying projects as well as Client and customer service. Alan Rayl will be personally involved in all engineering and construction related tasks.

Our team is made up of nine (9) employees all located in our Bartow office. Among those are a dual licensed Professional Engineer & Surveyor, a licensed Professional Engineer, one licensed Engineering Intern (EIs), three CAD Design Technicians, and three clerical/administrative staff members.

We provide private sector land development engineering design and permitting across Central Florida, as well as public sector consulting to many of Polk County municipalities. Our clientele includes local developers and businesses, multiple Community Development Districts and Property Owner's Associations/Homeowner's Associations, National Home Builders, the cities of Mulberry and Fort Meade, and the Town of Dundee. Our in-house services include general civil engineering and land surveying services. When needed, local specialty sub-consultants are utilized on a per-project basis.

Please see *Appendix A* and *Appendix B* for Rayl Engineering & Surveying, LLC's corporate resume, as well as all employee resumes.

## SECTION 2 *Certified Minority Business Enterprise (Weight 5 Points)*

Rayl Engineering and Surveying, LLC is not a certified Minority Business Enterprise.

## SECTION 3 *Willingness to Meet Time and Budget Requirements (Weight 15 Points)*

Our success is a byproduct of our Client's success. This comes from our ability to provide responsive, timely service with the greatest amount of Professional expertise and care for fees that meet our Client's budget expectations. Having served as the primary engineering consultant for other Community Development Districts, we have an intimate understanding of the needs, strengths, and challenges that these entities face.

By not keeping a large in-house staff or high overhead, we can pass on these efficiencies to our Clients to bring their projects to fruition.

**SECTION 4 *Consultant’s Past Experience and Performance***

***(Weight 25 Points)***

Rayl Engineering and Surveying, LLC has extensive experience in the Polk County area and is the current District Engineer for the Lake Ashton I, Lake Ashton II, Silverleaf, and Towne Park Community Development Districts. We have previously worked with Highland Estates, Highland Meadows, and Stuart Crossing Community Development Districts, as well.

We have provided a variety of services to the Lake Ashton CDDs including a pavement and curblin assessment and inventory, Pickleball court design and permitting, pond repair recommendations, and more.

**Pavement and Curblin Assessment and Inventory** – Rayl Engineering and Surveying, LLC reviewed all of the pavement and curblin conditions within Lake Ashton II CDD. The assessment noted any broken or sunken pavement and/or areas with impaired function. Once assessed, Rayl Engineering and Surveying, LLC compiled a recommended repair list. A Pavement Condition Index assessment was completed to score the condition of the road network. Each roadway was given a score based off of condition factors. Once scored, the roads were assigned a recommended action. This assessment resulted in a 200+ page report for the Lake Ashton II CDD to utilize in making budgeting, maintenance, and capital improvement decisions.



## SECTION 4 *Consultant's Past Performance (Weight 25 Points)*

**Lake Ashton II CDD Pickleball Courts and Parking Lot** – Serving as District Engineer for the Lake Ashton II Community Development District we have worked on numerous projects including the design, permitting, and development of two new Pickleball courts and ancillary parking lot at their existing Health and Fitness Center.



**Lake Ashton II CDD Pond Repair** – Recommend and supervise maintenance and repairs to over 30 stormwater ponds as part of the Lake Ashton II CDD Master Surface Water Management System. Once repairs were completed, the project received a permit compliant certification from SWFWMD.

**Lake Ashton II CDD SWFWMD Permit Certifications** – Ongoing monitoring of Surface Water Management System as part of continued required SWFWMD certifications.



**Traditions Subdivision, Winter Haven** – Served both the developer (Lennar) and the HOA with miscellaneous services including flooding remediation and shoreline enhancement projects.

**Towne Park CDD** – District Engineer for the 585-acre development east of County Line Road in the City of Lakeland, Polk County.



**Lake Ashton I CDD – District Engineer – Rayl Engineering & Surveying, LLC was the preferred consultant to replace Dewberry as District Engineers for Lake Ashton I in 2019 and has been serving in that capacity since.**

**Polk County BOCC (2012 – 2015)** – Served as Polk County Engineer in charge of review and approval of all development projects within Polk County. Consultant's designs were reviewed by staff for compliance with the Polk County Comprehensive Plan, the Land Development Code, and the Utilities Code.

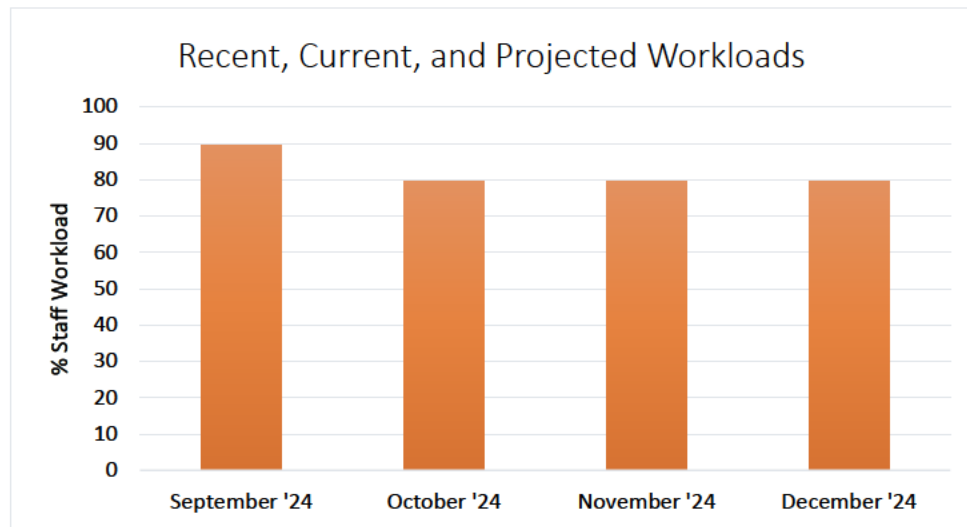


## SECTION 5 *Geographic Location (Weight 20 Points)*

Since being founded in 2009, Rayl Engineering & Surveying, LLC has been headquartered in Bartow, FL. The owner of Rayl Engineering & Surveying, LLC, Alan L. Rayl, is available at all times via phone, email, or text. When sub-consultants are needed to provide specialized expertise (Geotechnical, Environmental, etc.) local professionals are used to the greatest degree practicable.

## SECTION 6 *Recent, Current, and Projected Workloads (Weight 5 Points)*

Rayl Engineering and Surveying, LLC is currently at 90% of workload capacity for September and has a projected workload capacity of 80% for October, November, and December. Rayl Engineering and Surveying, LLC is adequately staffed for current and future expected workload. We also have the ability to partner with other consultants if special circumstances warrant.



## SECTION 7 *Volume of Work Previously Awarded to Consultant by CDD (Weight 5 Points)*

Rayl Engineering and Surveying, LLC has not been awarded any work by the Poinciana West Community Development District to date.

## *Appendix A*

### *Corporate Resume*

# CORPORATE RESUME



## EXPERTISE

Rayl Engineering & Surveying, LLC was formed in August 2009 by Alan L. Rayl, PE, PSM. Since that time, our firm has provided professional services to numerous public and private sector clients across Central Florida and the Midwest. Our clientele includes local developers and businesses, multiple Community Development Districts and Property Owner's Associations/Homeowner's Associations, National Home Builders, the cities of Mulberry and Fort Meade, and the Town of Dundee.

Our firm believes heavily in community involvement. We volunteer. We participate. We get to know our Clients and their priorities. This provides a personal investment for us and makes us part of the communities we serve.

## SERVICES

Rayl Engineering & Surveying, LLC offers a comprehensive set of Civil Engineering and Land Surveying services that include:

- Residential Civil Engineering Design and Permitting
- Commercial Civil Engineering Design and Permitting
- Construction Administration
- Land Surveying
- Feasibility Studies and Conceptual Plans
- Due Diligence Investigation
- Site Forensic Evaluations and Remediation Designs
- Expert Witness Research and Testimony
- CDD District Engineer Services
  - RFQ/RFP Preparation
- Site Plan Review Services
  - SWFWMD Compliance Solutions

## EXPERIENCE

The following are projects performed by Rayl Engineering and Surveying, LLC and/or by its principal, Alan Rayl, PE, PSM.

**Patterson Park, Fort Meade, FL** – Restoration of utility service to the park bathroom facility through new water and wastewater lines, including a new onsite lift station. The project also includes re-establishment of the Park Concession facilities (including new utility service) and the upsizing of a local water line to improve service and pressure.

### **CFRPC Office - Bartow, FL**

Engineer of Record for the Award-Winning redevelopment of the existing CFRPC office site. Services provided were design of demolition of existing asphalt parking lot and replacement with a pervious paving system made from recycled rubber tires. The approximately 10,000 sf parking lot contains over 4,000 used tires. The project also included a site-wide comprehensive design and installation of new landscaping consisting of Florida-native plants, including a micro-irrigation system.

### **Citywide Stormwater Utility Fee - Mulberry, FL**

Rayl Engineering & Surveying, LLC coordinated with City administration to correct the assessments being made for the Stormwater Utility Fee. The City was not initially aware of the need for this correction. The Ordinance provided for a flat rate (\$4) for residences and an impervious surface coverage-based rate for non-residential properties. At the initial implementation, all properties were being assessed the \$4 fee. This was costing the City over \$44,000/year in uncollected fees.

### **Lake Ashton I CDD (Lake Wales, FL) and Lake Ashton II CDD (Winter Haven, FL)**

Rayl Engineering & Surveying, LLC is the current District Engineer for the Lake Ashton I and II Community Development Districts. We have provided a variety of services to the CDDs including a pavement and curblin assessment and inventory, Pickleball court design and permitting, pond repair recommendations, and more. Alan L. Rayl has been serving the Lake Ashton I CDD since 2019 and the Lake Ashton II CDD since 2015. Rayl Engineering & Surveying, LLC was the preferred consultant to replace Dewberry as District Engineers for Lake Ashton I in 2019 and has been serving in that capacity since.



## *Appendix B*

### *Rayl Engineering & Surveying, LLC Employee Resumes*



**Alan L. Rayl, PE, PSM**  
*President/Owner*



Alan Rayl has been a Registered Professional Engineer in the State of Florida since 1991 and has also been a Registered Professional Surveyor and Mapper in Florida since 1997. Alan founded Rayl Engineering and Surveying, LLC on August 24, 2009.

**Professional Registrations**

Florida Registered Professional Engineer #44116  
 Georgia Registered Professional Engineer #28580  
 Indiana Registered Professional Engineer #920107  
 Florida Registered Professional Surveyor and Mapper #5736  
 FDEP Certified Stormwater Inspector #5386

**Education**

Bachelor of Science, Civil Engineering - Purdue University 1987

**Special Qualifications**

- Former County Engineer for Polk County Land Development Division
- More than 35 years of experience, encompassing commercial, residential, municipal, and transportation facilities in the Midwest, South and Central Florida, and the Caribbean.
- Experience managing and performing all types of public and private land development projects, from initial appraisals and master planning through preparation and design of construction documents, construction observation, and certifications.
- Direct experience with regulatory programs of local municipalities and Counties and the State of Florida Water Management District, as well as the Florida Department of Environmental Protection, FEMA, and the U.S. Army Corps of Engineers affecting stormwater, water and sewer utilities, and wetlands.

**Professional Organizations and Memberships**

Commissioner, City of Bartow CRA, 2009-2017; Chairman, 2011-2012, 2012-2013, 2016-2017  
 Florida Stormwater Association, Conference Committee Member (2016-2021)  
 Florida Redevelopment Association, Committee Member (2019)  
 Past Member, International Council of Shopping Centers  
 Polk County Builder's Association, (Member (2009-present), Board Member, (2019- 2022), 1st Vice President 2021, Governmental Affairs Co-Chair (2010-2011), Chair (2019-2021), President-Elect 2022, **President 2023**)  
 Member, Polk County Utility Code Update Stakeholders Committee (2010-2011)  
 Member, City of Lakeland Subdivision Code Update Committee, 2011  
 Member, City of Bartow Gateways Project Committee, 2011  
 Member, City of Bartow Focus Group, 2020 - present  
 Graduate, Leadership Bartow, Class XIII, 2008-2010  
 Graduate, Leadership Polk, Class IV, 2010-2011  
 Leadership Polk Alumni Association, Steering Committee, 2011-2020; Membership Committee Chair, 2016-2020  
 Bone Valley SAS Focus Group  
 ACE Mentor Volunteer (2018)  
 Polk County School Board Volunteer  
 Florida Surveying and Mapping Society, Ridge Chapter  
 Lake Wales Area Chamber of Commerce, Member  
 Greater Mulberry Chamber of Commerce, Board Member, 2008-2016; President, 2012  
 Dundee Area Chamber of Commerce, Board Member, 2019  
 Fort Meade Chamber of Commerce, Member  
 Hardee County Chamber of Commerce, Member  
 Bartow Chamber of Commerce, Member; Board Member, 2016-2020  
 Mainstreet Bartow, Member  
 Florida Engineering Society, Ridge Chapter, State Director (2010), **Engineer of the Year (2010)**, President, (2009-2010 & 2015-2016), Vice President (2008-2009), **Engineer of the Year (2023)**



**Garrett Posten, PE**  
*Project Engineer*



Garrett Posten has been employed as a Project Engineer with Rayl Engineering and Surveying, LLC since September of 2020.

**Professional Registrations**

Florida Registered Professional Engineer #98652

Qualified Stormwater Management Inspector, Inspector Number 49541

**Education**

- Master of Science, Engineering Management - Missouri University of Science and Technology 2020 - 2022
- Bachelor of Science, Civil Engineering - Missouri University of Science and Technology 2019

**Special Qualifications**

- Experienced in floodplain structures, municipal water and sewer, and stormwater systems.
- Experienced in drainage modeling and flood studies
- Experienced in designing and creating drawings in AutoCAD.
- Experienced in designing apartment complexes, car washes, subdivisions, and multifamily projects.
- Experienced with Community Development Districts including meetings, handling bid requests for CDD projects, coordination with contractors, board members, and residents, as well as community project scheduling.

**Professional Organizations and Memberships**

- Member of Florida Engineering Society
- Bartow Leadership, Class XX Member

**Project Experience**

Lake Ashton I CDD - Handles bid requests for CDD projects, coordination with contractors, board members, and residents, as well as community project scheduling. Handles SWFWMD permitting for Water Use Permits and Environmental Resource Permits.

Lake Ashton II CDD - Handles bid requests for CDD projects, coordination with contractors, board members, and residents, as well as community project scheduling. Handles SWFWMD permitting for Water Use Permits and Environmental Resource Permits.

Bubble Down Car Wash – Assists in design and permitting of numerous Bubble Down Car Washes in Florida.



***Caleb Wingo, EI***  
***Project Engineer***



Caleb Wingo has been employed as a Project Engineer with Rayl Engineering and Surveying, LLC since January 2023.

***Professional Registrations***

Engineer Intern #1100026664

***Education***

- Bachelor Of Science Degree In Mechanical Engineering - Florida Polytechnic University, December 2019

***Special Qualifications***

- Experienced in designing and creating drawings in AutoCAD
- Experienced in drainage modeling and flood studies
- Experienced in Roadway design
- Experienced in WaterCAD modeling and simulations

***Project Experience***

- Project Engineer on numerous projects with a Citrus Plant including drainage design, building design, and pressurized water system design
- Performed calculations and written reports for numerous projects
- Performed site visits for survey and drainage work
- Reviewing projects for the Town of Dundee in various stages to ensure that they meet the Town code requirements (PSP, CSP, etc.)



***Viviana Rosado***  
***Sr. Design Technician***



Viviana Rosado has been employed as a CAD Technician with Rayl Engineering and Surveying, LLC since June of 2019.

***Education***

Drafting and CAD, Course Study Diploma - Manati, Puerto Rico, US

***Special Qualifications***

- Over 10 years experience preparing construction plans, both residential and commercial, in Auto CAD.
- Experienced in construction inspection and estimate preparation.

***Project Experience***

Tampa Telecom Park – Preparation of Master Site Plan, Preliminary Plat, Master Grading, Master Drainage Plan, and more for the 6 out parcel commercial development in Temple Terrace.

KRC Gun Range – Prepared preliminary plans for a 55-acre private gun range and tactical training center. This project is made up of 15+ shooting ranges, RV sites, cabins, meeting center, and more.

Crosstown Properties – Worked on the preliminary plans for a multi-parcel commercial development in Brandon, Florida.

USF Federal Credit Union – Designed construction plans for a new Credit Union branch in Telecom Park that is located in Temple Terrace, Florida.

Nutrien AG - Prepared site construction plans for an 80,000 square foot dry fertilizer storage and handling facility in Mulberry, Florida.

Bubble Down – Designed construction plans for 10+ new car washes

Alafia Utilities - Designed plans for the extension of 3+ miles of potable water, reclaimed water, and sanitary sewer forcemain to serve new development in Mulberry.

Missing Link – Prepared plans for 500 +/- acre mitigation bank in Northeast Polk County

Haines City Gas Station - Designed construction plans for a new gas station located in Haines City



**Janet Taylor**  
Sr. Design Technician



Janet Taylor has been employed as a CAD Technician with Rayl Engineering and Surveying, LLC since December of 2021.

**Education**

Architectural Drafting Diploma, Ridge Vo-Tech, Winter Haven Florida

**Special Qualifications**

- Over 34 years experience preparing construction plans, both residential and commercial
- Over 20 years experience using AutoCAD
- Experienced in construction inspection and estimate preparation.

**Project Experience**

- Checked proposed Plats for Sol Vista & Crystal Lake Preserve.
- Wrote Description & made map of proposed R/W for Lake Marie Drive, & for new lots at Lake Walker.
- Prepared construction plans for Dundee Splash Park, & 490-unit apartment complex in Bartow
- Prepared site plan for apartment complex in Arcadia
- Wrote descriptions & prepared map of new parcels at shopping center
- Prepared map for new lots in Frostproof for conservation subdivision
- Prepared construction plans for wedding venue project
- Prepared construction plans for apartment complex project in Lakeland



***Maura Torres***  
***Sr. Design Technician***

Maura Torres has been employed as a CAD Technician with Rayl Engineering and Surveying, LLC since June of 2024.

***Education***

Drafting - Ridge Career Center, Winter Haven, FL, 2013-2014

Bachelor's Degree Civil Engineer - Instituto Polytechnic "José A. Echeverría" (ISPJAE), Cuba, 1993

***Special Qualifications***

- Over 10 years experience preparing construction plans, both residential and commercial, in Auto CAD.
- Experienced in construction inspection and estimate preparation.
- "Best of Show" in Blueprint & Modeling Competition - 2014



**Kayla Derrick**  
**Office Manager/Executive Assistant**



Kayla Derrick has been employed as a Office Manager/Executive Assistant with Rayl Engineering and Surveying, LLC since 2018. Kayla has ove 10 years of Administrative experience and over 6 years of experience in the engineering and land development field.

**Education**

- Master of Business Administration, Human Resource Management – Lynn University, 2017
- Bachelor of Science, Business Management and Supervision - South Florida State College, 2016
- Associate in Arts, Business Management - South Florida State College, 2013

**Professional Organizations and Memberships**

- State of Florida Notary Public – Commission Number HH 328171 Exp. 11/08/2026
- Alumni of Leadership Lake Wales, Class 21
- Member of the International Society of Baccalaureate Scholars

**Responsibilities**

- Responsible for day-to-day business operations
- Manage AP and AR accounts
- Drafting correspondence and presentations
- Assist company President with preparation of detailed technical reports, studies, and presentations
- Perform processing of payroll and employee benefits
- Complete project submittals to all permitting agencies including SWFWMD, DEP, and local Cities and Counties





**Valerie Wheatley**  
*Administrative Assistant*



Valerie Wheatley has been employed as an Administrative Assistant with Rayl Engineering and Surveying, LLC since July 2023. Valerie has over 10 years of experience as an Administrative Assistant and over 4 years of experience in the permitting and land development field.

***Professional Organizations and Memberships***

- State of Florida Notary Public – Commission Number HH 176207 Exp. 9/19/2025

***Responsibilities***

- Responsible for assisting with day-to-day business operations
- Drafting correspondence and presentations
- Assist with preparation of detailed technical reports, studies, and presentations
- Assist with project submittals to all permitting agencies including SWFWMD, DEP, and local Cities and Counties.
- Reviewing & uploading documents via permit portals through Polk County, City of Lakeland, SWFWMD, CSX & Project Dox, etc.
- Completing School concurrency's, Legal Ad's/ Affidavits, & DOH/DEP forms, for permitting purposes.



***D'Lise Rayl***  
***Clerical/Administrative Assistant***



D'Lise Rayl has been employed as an Executive Assistant with Rayl Engineering and Surveying, LLC since 2020. D'Lise has over 30 years of experience in the Administrative field.

***Experience***

- Previous Polk County Board of County Commissioners/Land Development Division/Development Coordinator II
  - Responsible for conducting operations and procedures related to the development review process.
  - Managed and tracked development projects through various programs and software.
  - Scheduled and/or attended pre-construction or other development related meetings, upon request.
  - Coordinated with inspectors to finalize projects upon completion of site work.
  - Coordinated with the building, codes and utilities departments on items required for projects.
  - Communicated with property owners, engineers, architects and other county personnel regarding projects.

***Responsibilities***

- Responsible for day-to-day business operations
- Drafting correspondence and presentations
- Assist in project submittals to all permitting agencies including SWFWMD, DEP, and local Cities and Counties

# *Appendix C*

## *Form 330*

# ARCHITECT - ENGINEER QUALIFICATIONS

## PART I - CONTRACT-SPECIFIC QUALIFICATIONS

### A. CONTRACT INFORMATION

1. TITLE AND LOCATION <i>(City and State)</i> <b>REQUEST FOR QUALIFICATIONS FOR ENGINEERING SERVICES FOR THE POINCIANA WEST CDD</b>	
2. PUBLIC NOTICE DATE	3. SOLICITATION OR PROJECT NUMBER

### B. ARCHITECT-ENGINEER POINT OF CONTACT

4. NAME AND TITLE <b>Alan L. Rayl, Owner / President</b>		
5. NAME OF FIRM <b>Rayl Engineering and Surveying, LLC</b>		
6. TELEPHONE NUMBER <b>863-537-7901</b>	7. FAX NUMBER <b>N/A</b>	8. E-MAIL ADDRESS <b>alan@raylengineering.com</b>

### C. PROPOSED TEAM

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

	(Check)				9. FIRM NAME	10. ADDRESS	11. ROLE IN THIS CONTRACT
	PRIME	J-V	PARTNER	SUBCON-TRACTOR			
a.	<input checked="" type="checkbox"/>				Rayl Engineering and Surveying, LLC  <input type="checkbox"/> CHECK IF BRANCH OFFICE	810 East Main Street, Bartow, FL 33830	Civil Engineering Consultant
b.					<input type="checkbox"/> CHECK IF BRANCH OFFICE		
c.					<input type="checkbox"/> CHECK IF BRANCH OFFICE		
d.					<input type="checkbox"/> CHECK IF BRANCH OFFICE		
e.					<input type="checkbox"/> CHECK IF BRANCH OFFICE		
f.					<input type="checkbox"/> CHECK IF BRANCH OFFICE		

D. ORGANIZATIONAL CHART OF PROPOSED TEAM	<input checked="" type="checkbox"/> (Attached)
--	--

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

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

12. NAME  Alan L. Rayl	13. ROLE IN THIS CONTRACT  Principal in Charge / Project Manager	14. YEARS EXPERIENCE	
		a. TOTAL 39	b. WITH CURRENT FIRM 15 years
15. FIRM NAME AND LOCATION <i>(City and State)</i> Rayl Engineering and Surveying, LLC, Bartow, Florida			
16. EDUCATION <i>(Degree and Specialization)</i> Bachelor of Science, Civil Engineering - Purdue University 1987		17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> Florida Registered Professional Engineer #44116 Georgia Registered Professional Engineer #28580 Indiana Registered Professional Engineer #920107 Florida Registered Professional Surveyor and Mapper #5736	
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i> Florida Engineering Society; Florida Surveying and Mapping Society; Florida Stormwater Association; Florida Redevelopment Association; Polk County Builders Association; Mulberry, Winter Haven, Fort Meade & Bartow Chamber; More on resume.			

**19. RELEVANT PROJECTS**

(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
<b>Lake Ashton II Pavement and Curblin Assessment and Inventory</b> Lake Ashton II CDD, Winter Haven, Florida	2019	2019
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm a. <i>Surveyed all of the pavement and curblin within Lake Ashton II CDD. The assessment noted any broken or sunken areas of pavement and/or areas with impaired function. A pavement condition assessment was completed to rate the condition of the surface of the road network. Roads were scored and assigned a recommended action.</i>		
<b>Lake Ashton II Pickleball</b> Lake Ashton II CDD, Winter Haven, Florida	2018	2019
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm b. <i>Design, permitting, and development of two new Pickleball courts and ancillary parking lot at their existing Health and Fitness Center.</i>		
<b>Lake Ashton I Pavement and Curblin Assessment and Inventory</b> Lake Ashton I CDD, Lake Wales, Florida	2020	Current
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm c. <i>Surveyed all of the pavement and curblin within Lake Ashton II CDD. The assessment noted any broken or sunken areas of pavement and/or areas with impaired function. A pavement condition assessment was completed to rate the condition of the surface of the road network. Roads were scored and assigned a recommended action.</i>		
<b>Traditions Subdivision</b> Winter Haven, Florida	2017	2017
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm d. <i>Served both the developer (Lennar) and the HOA with miscellaneous services including flooding remediation and shoreline enhancement.</i>		
<b>Lime Avenue Drainage Issues</b> Lime Avenue, Dundee, Florida	2019	2019
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm e. <i>Surveyed the existing conditions in the affected areas including roadway edge of pavement, driveways, driveway culverts, swales, storm structures and other related features. Created a construction plan and design for remediating the conditions causing the flooding. Provided construction phase services.</i>		

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 1
21. TITLE AND LOCATION <i>(City and State)</i> Towne Park Community Development District, Lakeland, Florida	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2022-Current	CONSTRUCTION <i>(If applicable)</i> 2022-Current

**23. PROJECT OWNER'S INFORMATION**

a. PROJECT OWNER Towne Park Community Development	b. POINT OF CONTACT NAME Tricia Adams, District Manager	c. POINT OF CONTACT TELEPHONE NUMBER 863-241-8050
24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT <i>(Include scope, size, and cost)</i>		

Coordinated evaluation and acceptance of 13.3 miles of public roadways for acceptance by the City of Lakeland. Included rehabilitation and repaving, construction observation, certification, pay request review and evaluation, performance and warranty bond coordination, and final inspection for acceptance.

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

a.	(1) FIRM NAME Rayl Engineering and Surveying, LLC	(2) FIRM LOCATION <i>(City and State)</i> Bartow, Florida	(3) ROLE Prime Consultant
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER <b>2</b>
21. TITLE AND LOCATION <i>(City and State)</i> Pavement and Curblin Assessment and Inventory Lake Ashton II CDD, Winter Haven, Florida	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2019	CONSTRUCTION <i>(If applicable)</i> 2019

**23. PROJECT OWNER'S INFORMATION**

a. PROJECT OWNER Lake Ashton II CDD	b. POINT OF CONTACT NAME Christine Wells, Community Director	c. POINT OF CONTACT TELEPHONE NUMBER 863-324-5457
24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT <i>(Include scope, size, and cost)</i>		

Rayl Engineering and Surveying, LLC reviewed all of the pavement and curblin conditions within Lake Ashton II CDD. The assessment noted any broken or sunken pavement and/or areas with impaired function. Once assessed, Rayl Engineering and Surveying, LLC compiled a recommended repair list. A Pavement Condition Index assessment was completed to score the condition of the road network. Each roadway was given a score based off of condition factors. Once scored, the roads were assigned a recommended action. This assessment resulted in a 200+ page report for the Lake Ashton II CDD to utilize in making budgeting, maintenance, and capital improvement decisions.

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

<b>a.</b>	(1) FIRM NAME Rayl Engineering and Surveying, LLC	(2) FIRM LOCATION <i>(City and State)</i> Bartow, Florida	(3) ROLE Prime Consultant
<b>b.</b>	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
<b>c.</b>	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
<b>d.</b>	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
<b>e.</b>	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
<b>f.</b>	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER <b>3</b>
21. TITLE AND LOCATION <i>(City and State)</i> Lake Ashton II Pickleball Courts and Parking Lot, Winter Haven, Florida	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2017-2018	CONSTRUCTION <i>(If applicable)</i> 2018

**23. PROJECT OWNER'S INFORMATION**

a. PROJECT OWNER Lake Ashton II CDD	b. POINT OF CONTACT NAME Jim Mecsecs, Chair	c. POINT OF CONTACT TELEPHONE NUMBER 703-282-9714
24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT <i>(Include scope, size, and cost)</i>		

Serving as District Engineer for the Lake Ashton II Community Development District we have worked on numerous projects including the design, permitting, and development of two new Pickleball courts and ancillary parking lot at their existing Health and Fitness Center.

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

<b>a.</b>	(1) FIRM NAME Rayl Engineering and Surveying, LLC	(2) FIRM LOCATION <i>(City and State)</i> Bartow, Florida	(3) ROLE Prime Consultant
<b>b.</b>	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
<b>c.</b>	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
<b>d.</b>	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
<b>e.</b>	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
<b>f.</b>	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE



<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER <b>4</b>
21. TITLE AND LOCATION <i>(City and State)</i> Lake Ashton II Pond Repair, Winter Haven, Florida		22. YEAR COMPLETED PROFESSIONAL SERVICES: 2015-2017 CONSTRUCTION <i>(if applicable)</i> : Ongoing

**23. PROJECT OWNER'S INFORMATION**

a. PROJECT OWNER Lake Ashton II CDD	b. POINT OF CONTACT NAME Jim Mecsecs, Chair	c. POINT OF CONTACT TELEPHONE NUMBER 703-282-9714
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

Recommend and supervise maintenance and repairs to over 30 stormwater ponds as part of the Lake Ashton II CDD Master Surface Water Management System. Once repairs were completed, the project received a permit compliant certification from SWFWMD. Repairs included slope restoration and stabilization, vegetation removal, and repairs/ construction of multiple sidedrain filtration systems including filter fabric, filter media, perforated pipe repair and replacement, cleanout reconstruction and new installations of ballast to complete the system(s).

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

a.	(1) FIRM NAME Rayl Engineering and Surveying, LLC	(2) FIRM LOCATION <i>(City and State)</i> Bartow, Florida	(3) ROLE Prime Consultant
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER <b>5</b>
21. TITLE AND LOCATION <i>(City and State)</i> Lake Ashton II SWFWMD Certifications and Compliance, Winter Haven	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2019	CONSTRUCTION <i>(if applicable)</i> Ongoing

**23. PROJECT OWNER'S INFORMATION**

a. PROJECT OWNER Lake Ashton II CDD	b. POINT OF CONTACT NAME Jim Mecsecs, Chair	c. POINT OF CONTACT TELEPHONE NUMBER 703-282-9714
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

Ongoing monitoring of Surface Water Management System Irrigation Systems as part of continued required SWFWMD certifications. Coordinate with SWFWMD regarding water use permit renewals and compliance.

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

a.	(1) FIRM NAME Rayl Engineering and Surveying, LLC	(2) FIRM LOCATION <i>(City and State)</i> Bartow, Florida	(3) ROLE Prime Consultant
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER <b>6</b>
21. TITLE AND LOCATION <i>(City and State)</i> <b>Lake Marie Water Line, Dundee, Florida</b>	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2018	CONSTRUCTION <i>(If applicable)</i> Pending

**23. PROJECT OWNER'S INFORMATION**

a. PROJECT OWNER <b>Town of Dundee</b>	b. POINT OF CONTACT NAME <b>Tandra Davis, Town Manager</b>	c. POINT OF CONTACT TELEPHONE NUMBER <b>863-438-8330</b>
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

Coordinated miscellaneous paving and drainage projects throughout Town. Coordinated with Town staff to design and permit the construction of 1,228 linear feet of 10" water line to replace an existing transite asbestos water line currently serving the Lake Marie Park, the Town Community Center, and adjacent residential neighborhoods.

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

<b>a.</b>	(1) FIRM NAME <b>Rayl Engineering and Surveying, LLC</b>	(2) FIRM LOCATION <i>(City and State)</i> <b>Bartow, Florida</b>	(3) ROLE <b>Prime Consultant</b>
<b>b.</b>	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
<b>c.</b>	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
<b>d.</b>	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
<b>e.</b>	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
<b>f.</b>	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 7
21. TITLE AND LOCATION <i>(City and State)</i> Lime Avenue Drainage Investigation, Dundee, Florida	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2018 - Present	CONSTRUCTION <i>(if applicable)</i> 2019 - Ongoing

**23. PROJECT OWNER'S INFORMATION**

a. PROJECT OWNER Town of Dundee	b. POINT OF CONTACT NAME Tandra Davis, Town Manager	c. POINT OF CONTACT TELEPHONE NUMBER 863-438-8330
24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT <i>(Include scope, size, and cost)</i>		

Surveyed the existing conditions in the affected areas including roadway, driveways, driveway culverts, swales, storm structures and other related features. Created a construction plan and design for remediating the conditions causing the flooding. This included driveway culvert maintenance, establishment of roadside swales with positive outfall, installation of new driveway culverts in areas where they do not currently exist, and other related improvements. Construction Phase services included staking, inspection, observation, as-built and record drawing preparation, and certifications of construction.

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

a.	(1) FIRM NAME Rayl Engineering and Surveying, LLC	(2) FIRM LOCATION <i>(City and State)</i> Bartow, Florida	(3) ROLE Prime Consultant
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER <b>8</b>
21. TITLE AND LOCATION <i>(City and State)</i> Pavement and Curblin Assessment and Inventory Lake Ashton I CDD, Winter Haven, Florida		22. YEAR COMPLETED PROFESSIONAL SERVICES: 2019 CONSTRUCTION <i>(If applicable)</i> : 2020-Present

**23. PROJECT OWNER'S INFORMATION**

a. PROJECT OWNER <b>Lake Ashton I CDD</b>	b. POINT OF CONTACT NAME <b>Bob Plummer, Former Chair</b>	c. POINT OF CONTACT TELEPHONE NUMBER <b>260-820-0389</b>
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**24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT** *(Include scope, size, and cost)*

Rayl Engineering and Surveying, LLC reviewed all of the pavement and curblin conditions within Lake Ashton II CDD. The assessment noted any broken or sunken pavement and/or areas with impaired function. Once assessed, Rayl Engineering and Surveying, LLC compiled a recommended repair list. A Pavement Condition Index assessment was completed to score the condition of the road network. Each roadway was given a score based off of condition factors. Once scored, the roads were assigned a recommended action. This assessment resulted in a 200+ page report for the Lake Ashton II CDD to utilize in making budgeting, maintenance, and capital improvement decisions.

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

<b>a.</b>	(1) FIRM NAME Rayl Engineering and Surveying, LLC	(2) FIRM LOCATION <i>(City and State)</i> Bartow, Florida	(3) ROLE Prime Consultant
<b>b.</b>	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
<b>c.</b>	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
<b>d.</b>	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
<b>e.</b>	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
<b>f.</b>	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER <b>9</b>
21. TITLE AND LOCATION <i>(City and State)</i> <b>Telecom, Temple Terrace, Florida</b>	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2017 to Present	CONSTRUCTION <i>(If applicable)</i> 2018 to 2019

**23. PROJECT OWNER'S INFORMATION**

a. PROJECT OWNER <b>JT Enterprises II</b>	b. POINT OF CONTACT NAME <b>Joe Taqqart, Sr.</b>	c. POINT OF CONTACT TELEPHONE NUMBER <b>813-230-6555</b>
24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT <i>(Include scope, size, and cost)</i>		

Rayl Engineering and Surveying, LLC provided master infrastructure plan, permitting, and construction services to the 6 out parcel commercial development in Temple Terrace, Florida. Coordination with US Army Corps of Engineers, Department of Transportation, Hillsborough County, Department of Environmental Protection, City of Temple Terrace, and SWFWMD.

Rayl Engineering & Surveying also provided the following services:

1. Coordinate with the Client's Geotechnical consultant for the Master Plan/Mass Grading design.
2. Review extent of muck removal/unsuitable soils to be addressed during Master Plan/Mass Grading design.
3. Coordinate with the Client's Traffic consultant for the Fletcher Avenue and internal cross access connections.
4. Prepare Erosion Control and SWPP Plan as part of Construction plan set.
5. Prepare Drainage Calculations demonstrating compliance with previously established impervious surface thresholds in the existing master drainage system.
6. Prepare Master Site Plan/Preliminary Plat.
7. Prepare Master Grading and Master Drainage Plan.
8. Prepare cut/fill calculations, including any muck removal per recommendations of the Geotechnical consultant.
9. Prepare Master Utility Plans for extension of onsite sanitary sewer and potable water systems.
10. Submit for Construction Plan approval from the City of Temple Terrace
11. Submit for ERP approval (permit modification) from the Southwest Florida Water Management District.
12. Submit for a driveway connection permit from Hillsborough County for the Fletcher Avenue connection.
13. Submit for an FDEP potable water system permit through the Hillsborough County Health Department.
14. Submit for an FDEP wastewater system permit through the Hillsborough County EPC.
15. Provide responses to review comments in support of permit issuance.

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

a.	(1) FIRM NAME <b>Rayl Engineering and Surveying, LLC</b>	(2) FIRM LOCATION <i>(City and State)</i> <b>Bartow, Florida</b>	(3) ROLE <b>Prime Consultant</b>
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 10
21. TITLE AND LOCATION <i>(City and State)</i> Traditions, Winter Haven Florida	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2017 to 2018	CONSTRUCTION <i>(if applicable)</i> 2017 to 2018

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Lennar and Traditions HOA	b. POINT OF CONTACT NAME Keith Malcuit	c. POINT OF CONTACT TELEPHONE NUMBER 813-414-3749
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

Provided Due Diligence survey, assessment, and evaluation of infrastructure prior to the HOA taking ownership of those assets. Additionally, in cooperation with Traditions Environmental Consultant, provided engineering plans and permitting for the 1.28 acre Lake Ruby shoreline enhancement project.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Rayl Engineering and Surveying, LLC	(2) FIRM LOCATION <i>(City and State)</i> Bartow, Florida	(3) ROLE Prime Consultant
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

**G. KEY PERSONNEL PARTICIPATION IN EXAMPLE PROJECTS**

26. NAMES OF KEY PERSONNEL (From Section E, Block 12)	27. ROLE IN THIS CONTRACT (From Section E, Block 13)	28. EXAMPLE PROJECTS LISTED IN SECTION F (Fill in "Example Projects Key" section below before completing table. Place "X" under project key number for participation in same or similar role.)									
		1	2	3	4	5	6	7	8	9	10
Alan L. Rayl, PE, PSM	Principal in Charge / Project Manager	X	X	X	X	X	X	X	X	X	X
Garrett R. Posten, PE	Project Manager	X				X			X		

**29. EXAMPLE PROJECTS KEY**

NUMBER	TITLE OF EXAMPLE PROJECT (From Section F)	NUMBER	TITLE OF EXAMPLE PROJECT (From Section F)
1	Towne Park CDD	6	Lake Marie Water Line
2	Lake Ashton II Pavement & Curblin Assessment	7	Lime Avenue Drainage
3	Lake Ashton II Pickleball Courts & Parking Lot	8	Lake Ashton I Pavement & Curblin Assessment
4	Lake Ashton II Pond Repair	9	Telecom
5	Lake Ashton II SWFWMD Certifications	10	Traditions Dundee



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**H. ADDITIONAL INFORMATION**

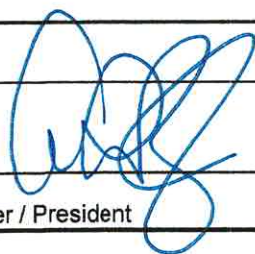
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30. PROVIDE ANY ADDITIONAL INFORMATION REQUESTED BY THE AGENCY. ATTACH ADDITIONAL SHEETS AS NEEDED.  
See RFQ Response.

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**I. AUTHORIZED REPRESENTATIVE**  
*The foregoing is a statement of facts.*

31. SIGNATURE



32. DATE

9/6/2014

33. NAME AND TITLE

Alan L. Rayl, Owner / President



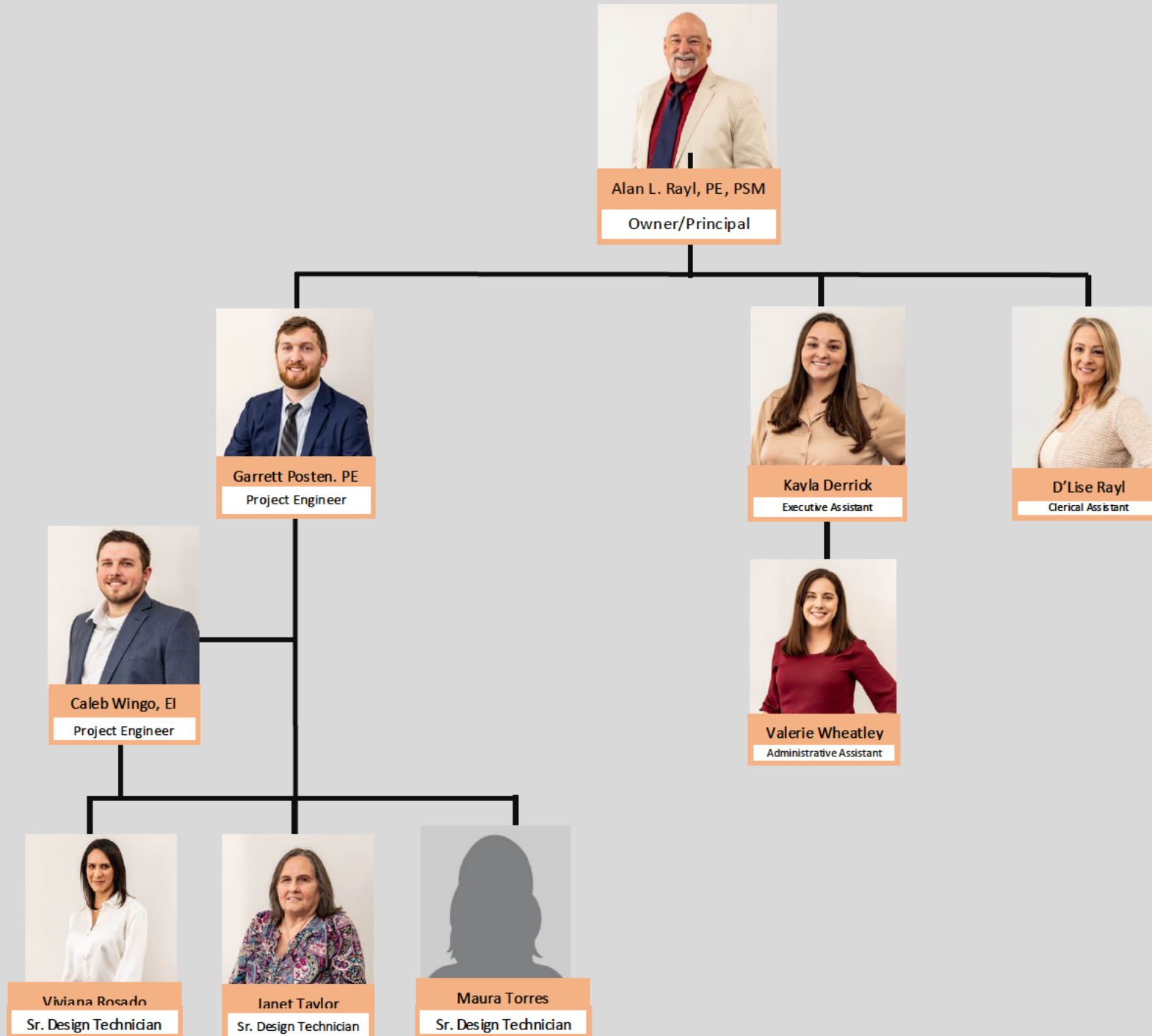
## 10. PROFILE OF FIRM'S EXPERIENCE AND ANNUAL AVERAGE REVENUE FOR LAST 5 YEARS

a. Profile Code	Description	b. Experience	c. Revenue Index Number (see below)
A03	Agricultural Development; Grain Storage; Farm Mechanization	Multiple Examples	1
C08	Codes; Standards; Ordinances	Multiple Examples	1
C10	Commercial Building (low rise) ; Shopping Centers	Multiple Examples	1
C16	Commercial Building (low rise) ; Shopping Centers	Multiple Examples	1
C18	Cost Estimating; Cost Engineering and Analysis; Parametric Costing; Forecasting	Multiple Examples	1
E11	Environmental Planning	Multiple Examples	1
E12	Environmental Remediation	Multiple Examples	1
H07	Highways; Streets; Airfield Paving; Parking Lots	Multiple Examples	1
H09	Hospital & Medical Facilities	Multiple Examples	1
H10	Hotels; Motels	Multiple Examples	1
H11	Housing (Residential, Multi-Family; Apartments; Condominiums)	Multiple Examples	1
I06	Irrigation; Drainage	Multiple Examples	1
L02	Land Surveying	Multiple Examples	1
O01	Office Buildings; Industrial Parks	Multiple Examples	1
P05	Planning (Community, Regional, Areawide and State)	Multiple Examples	1
P06	Planning (Site, Installation, and Project)	Multiple Examples	1
R04	Recreation Facilities (Parks, Marinas, Etc.)	Multiple Examples	1
R11	Rivers; Canals; Waterways; Flood Control	Multiple Examples	1
S04	Sewage Collection, Treatment and Disposal	Multiple Examples	1
S10	Surveying; Platting; Mapping; Flood Plain Studies	Multiple Examples	1
S13	Storm Water Handling & Facilities	Multiple Examples	1
T04	Topographic Surveying and Mapping	Multiple Examples	1
U03	Utilities (Gas and Steam)	Multiple Examples	1
W01	Warehouses & Depots	Multiple Examples	1
W03	Water Supply; Treatment and Distribution	Multiple Examples	1
Z01	Zoning; Land Use Studies	Multiple Examples	1

## *Appendix D*

### *Organizational Chart of Rayl Engineering & Surveying, LLC*

# Organizational Chart Of Rayl Engineering & Surveying, LLC



## *Appendix E*

### *Licenses and Insurance*



Florida Department of Agriculture and Consumer Services  
Division of Consumer Services  
Board of Professional Surveyors and Mappers  
2005 Apalachee Pkway Tallahassee, Florida 32399-6500

License No.: **LS5736**  
Expiration Date February 28, 2025

**Professional Surveyor and Mapper License**

Under the provisions of Chapter 472, Florida Statutes

ALAN LEE RAYL  
810 E MAIN ST  
BARTOW, FL 33830-4939

WILTON SIMPSON  
COMMISSIONER OF AGRICULTURE

This is to certify that the professional surveyor and mapper whose name and address are shown above is licensed as required by Chapter 472, Florida Statutes.



Florida Department of Agriculture and Consumer Services  
Division of Consumer Services  
Board of Professional Surveyors and Mappers  
2005 Apalachee Pkway Tallahassee, Florida 32399-6500

License No.: **LB7770**  
Expiration Date February 28, 2025

**Professional Surveyor and Mapper Business License**

Under the provisions of Chapter 472, Florida Statutes

RAYL ENGINEERING AND SURVEYING LLC  
810 E MAIN ST  
BARTOW, FL 33830-4939

WILTON SIMPSON  
COMMISSIONER OF AGRICULTURE

This is to certify that the professional surveyor and mapper whose name and address are shown above is licensed as required by Chapter 472, Florida Statutes.

**LICENSEE DETAILS**

11:34:06 AM 8/31/2023

**Licensee Information**

Name:	RAYL ENGINEERING AND SURVEYING, LLC (Primary Name)
Main Address:	810 EAST MAIN STREET BARTOW Florida 33830
County:	POLK

**License Information**

License Type:	Engineering Business Registry
Rank:	Registry
License Number:	28820
Status:	Current
Licensure Date:	09/24/2009
Expires:	

Ron DeSantis, Governor  
 Melanie S. Griffin, Secretary

**STATE OF FLORIDA**  
**DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION**  
**BOARD OF PROFESSIONAL ENGINEERS**

THE PROFESSIONAL ENGINEER HEREIN IS LICENSED UNDER THE  
 PROVISIONS OF CHAPTER 471, FLORIDA STATUTES

**RAYL, ALAN LEE**  
 810 EAST MAIN STREET  
 BARTOW FL 33830

**LICENSE NUMBER: PE44116**  
**EXPIRATION DATE: FEBRUARY 28, 2025**  
 Always verify licenses online at MyFloridaLicense.com

Do not alter this document in any form.  
 This is your license. It is unlawful for anyone other than the licensee to use this document.

Ron DeSantis, Governor  
 Melanie S. Griffin, Secretary

**STATE OF FLORIDA**  
**DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION**  
**BOARD OF PROFESSIONAL ENGINEERS**

THE PROFESSIONAL ENGINEER HEREIN IS LICENSED UNDER THE  
 PROVISIONS OF CHAPTER 471, FLORIDA STATUTES

**POSTEN, GARRETT REED**  
 3245 BIG VALLEY DR  
 LAKELAND FL 33812

**LICENSE NUMBER: PE98652**  
**EXPIRATION DATE: FEBRUARY 28, 2025**  
 Always verify licenses online at MyFloridaLicense.com

Do not alter this document in any form.  
 This is your license. It is unlawful for anyone other than the licensee to use this document.

**Licensee Information**

Name:	WINGO, CALEB WILSON (Primary Name)
Main Address:	3560 RAIN TREE TER LAKELAND Florida 33803
County:	POLK

**License Information**

License Type:	Engineering Intern
Rank:	Eng Intern
License Number:	1100026664
Status:	Current
Licensure Date:	04/24/2023
Expires:	





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
08/16/2024

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 be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> HATCHER INSURANCE LLC 21212944 PO BOX 540689 ORLANDO FL 32854	<b>CONTACT NAME:</b>	
	<b>PHONE (A/C, No, Ext):</b> (407) 841-2686	<b>FAX (A/C, No):</b>
	<b>E-MAIL ADDRESS:</b>	
	<b>INSURER(S) AFFORDING COVERAGE</b>	
	<b>INSURER A:</b> Hartford Underwriters Insurance Company	
	<b>INSURER B:</b> Hartford Casualty Insurance Company	
<b>INSURED</b> RAYL ENGINEERING AND SURVEYING 810 E MAIN ST BARTOW FL 33830-4939	<b>NAIC#</b>	
	30104	
	<b>INSURER C:</b> Nutmeg Insurance Company	
	29424	
	<b>INSURER D:</b>	
	39608	
<b>INSURER E:</b>		
<b>INSURER F:</b>		

**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 INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	COMMERCIAL GENERAL LIABILITY			21 SBA AX0ADR	05/01/2024	05/01/2025	EACH OCCURRENCE	\$1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$1,000,000
	<input checked="" type="checkbox"/> General Liability						MED EXP (Any one person)	\$10,000
	GEN'L AGGREGATE LIMIT APPLIES PER:							PERSONAL & ADV INJURY
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						GENERAL AGGREGATE	\$2,000,000
	OTHER:						PRODUCTS - COMPI/OP AGG	\$2,000,000
C	AUTOMOBILE LIABILITY			21 UEC DQ7325	05/01/2024	05/01/2025	COMBINED SINGLE LIMIT (Ea accident)	\$1,000,000
	<input checked="" type="checkbox"/> ANY AUTO						BODILY INJURY (Per person)	
	<input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS						BODILY INJURY (Per accident)	
	<input checked="" type="checkbox"/> HIRED AUTOS						PROPERTY DAMAGE (Per accident)	
A	<input checked="" type="checkbox"/> UMBRELLA LIAB EXCESS LIAB			21 SBA AX0ADR	05/01/2024	05/01/2025	EACH OCCURRENCE	\$1,000,000
	<input checked="" type="checkbox"/> OCCUR CLAIMS-MADE						AGGREGATE	\$1,000,000
	DED RETENTION \$ 10,000							
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			21 WEC AX0ATL	05/01/2024	05/01/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N	N/A				E.L. EACH ACCIDENT	\$1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	\$1,000,000
							E.L. DISEASE - POLICY LIMIT	\$1,000,000
A	Data Breach - Defense & Liab Covg			21 SBA AX0ADR	05/01/2024	05/01/2025	Limit	\$50,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
Those usual to the Insured's Operations.

**CERTIFICATE HOLDER**

For Informational Purposes  
810 E MAIN ST  
BARTOW FL 33830-4939

**CANCELLATION**

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

AUTHORIZED REPRESENTATIVE

*Susan F. Castaneda*

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810 East Main Street

Bartow, FL 33830

Phone: 863-537-7901

[www.raylengineering.com](http://www.raylengineering.com)



# SECTION IX



Orlando Office  
618 East South Street  
Suite 700  
Orlando, Florida 32801

148 of 199  
T 407.423.8398  
F 407.843.1070

January 14, 2025  
Project No. A171208.01

Ms. Tricia Adams  
Poinciana West Community Development District  
District Manager, Governmental Management Services  
219 E. Livingston Street  
Orlando, Florida 32801

**Proposal for Professional Services  
Pond 19-A Stormwater Pond Repair Inspection**

Dear Ms. Adams:

GAI Consultants, Inc. ("GAI" or "the Consultant") is pleased to submit this Fee Proposal for Professional Services to the Poinciana West Community Development District (PWCCDD, "the Client") for the above-referenced project. This proposal reflects the anticipated Scope and related costs for services to be provided based on our knowledge of the project.

**Project Understanding**

Pond 19-A is a stormwater pond within the PWCCDD. Damage to the pond has happened, and it is suspected to be caused by low water levels created by dewatering done by Taylor Morrison with nearby construction. Repairs have been done to Pond 19-A by Taylor Morrison to restore the pond to its original condition.

**Scope of Services**

Based on our understanding of the project, GAI will inspect the pond repairs. GAI will be onsite. Walk the bank to ensure that the repairs are satisfactory. The site conditions will be documented in a memorandum which will be provided to the PWCCDD. If reinspection is required, a supplement will be provided.

**Compensation**

Compensation for services rendered by GAI will be on a lump sum basis. GAI will perform the professional services for a lump sum of \$1,500.

Please do not hesitate to contact me at 321.436.8175 if you have any questions or wish to discuss this Proposal. If this Proposal is acceptable, please sign where indicated below and return it. This also will serve as authorization for GAI to proceed.

Sincerely,  
**GAI Consultants, Inc.**

Digitally signed by  
K.Leo@gaiconsultants.com  
DN: CN = K.Leo@gaiconsultants.com,  
OU = GAI Consultants, Inc.,  
C = US, email = k.l@gaiconsultants.com  
Date: 2025.01.14 07:41:01-0500

Kathy Leo, PE  
Vice President

REQUESTED AND AUTHORIZED BY:

**Poinciana West Community Development District**

BY:

Signed by:  
*Peggy Gregory*  
48D9AA1DA19D428...

PRINTED  
NAME:

Peggy Gregory

TITLE:

Chairman

DATE:

2025-01-14

# SECTION X

# SECTION C

# SECTION 1

**Poinciana West**  
**COMMUNITY DEVELOPMENT DISTRICT**

**Fiscal Year 2025**  
**Check Register**

<i>Date</i>	<i>check #'s</i>	<i>Amount</i>
9/1-9/30	2068-2071	\$13,090.05
10/1-10/31	2072-2085	\$54,870.03
11/1-11/30	2086-2094	\$175,792.66
12/1-12/31	2095-2101	\$685,160.44
<b>TOTAL</b>		<b>\$928,913.18</b>



CHECK DATE	VEND#	INVOICE DATE	INVOICE	YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
9/17/24	00016	8/29/24	2207630	202408	310	51300	31100		ENGINEER SVCS AUG 24	*	150.00		
									GAI CONSULTANTS, INC			150.00	002068
9/17/24	00001	9/01/24	185	202409	310	51300	34000		MANAGEMENT FEES SEP 24	*	3,433.33		
		9/01/24	185	202409	310	51300	35200		WEBSITE ADMIN SEP 24	*	68.75		
		9/01/24	185	202409	310	51300	35100		INFORMATION TECH SEP 24	*	103.17		
		9/01/24	185	202409	310	51300	31300		DISSEMINATION SVC SEP 24	*	291.67		
		9/01/24	186	202409	320	53800	12000		FIELD MANAGEMENT - SEP24	*	884.08		
									GOVERNMENTAL MANAGEMENT SERVICES-CF			4,781.00	002069
9/17/24	00013	9/17/24	09172024	202409	300	20700	10000		ASSESSMENT TSFR SER17	*	2,559.55		
									POINCIANA WEST CDD C/O US BANK			2,559.55	002070
9/17/24	00041	9/01/24	PSI10309	202409	320	53800	47000		AQUATIC MAINT SEP 24	*	5,599.50		
									SOLITUDE LAKE MANAGEMENT, LLC			5,599.50	002071
10/16/24	00005	9/16/24	1035270	202409	320	53800	47100		MOSQUITO MAINT SEP 24	*	2,209.33		
									CLARKE ENVIRONMENTAL MOSQUITO			2,209.33	002072
10/16/24	00033	10/01/24	18907	202409	310	51300	31500		GENERAL COUNSEL SEP 24	*	2,790.00		
									CLARK & ALBAUGH, LLP			2,790.00	002073
10/16/24	00008	7/23/24	8-567-91	202407	310	51300	42000		DELIVERIES THRU 7/12/24	*	8.62		
									FEDEX			8.62	002074
10/16/24	00007	8/01/24	27039	202408	320	53800	46200		LANDSCAPE MAINT AUG 24	*	5,537.94		
									FLORALAWN 2, LLC			5,537.94	002075
10/16/24	00006	10/01/24	90965	202410	310	51300	54000		SPECIAL DISTRICT FEE FY25	*	175.00		
									FLORIDACOMMERCE			175.00	002076
10/16/24	00001	9/15/24	187	202410	310	51300	31700		ASSESSMENT ROLL CERT FY25	*	5,250.00		

POIW POIN WEST CDD PPOWERS

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #	
10/01/24		188	202410 310-51300-34000	MANAGEMENT FEES OCT 24	*	3,605.00		
10/01/24		188	202410 310-51300-35200	WEBSITE ADMIN OCT 24	*	72.25		
10/01/24		188	202410 310-51300-35100	INFORMATION TECH OCT 24	*	108.33		
10/01/24		188	202410 310-51300-31300	DISSEMINATION SVC OCT 24	*	306.25		
10/01/24		188	202410 310-51300-51000	OFFICE SUPPLIES OCT 24	*	.03		
10/01/24		188	202410 310-51300-42000	POSTAGE OCT 24	*	24.11		
10/01/24		189	202410 320-53800-12000	FIELD MANAGEMENT OCT 24	*	928.33		
							10,294.30	002077
-----								
10/16/24	00041	7/01/24	PSI08628 202407 320-53800-47000	AQUATIC MAINT JUL 24	*	5,599.50		
		8/01/24	PSI09502 202408 320-53800-47000	AQUATIC MAINT AUG 24	*	5,599.50		
		10/01/24	PSI11071 202410 320-53800-47000	AQUATIC MAINT OCT 24	*	5,599.50		
							16,798.50	002078
-----								
10/31/24	00028	10/17/24	10 202410 310-51300-31300	AMORT SCHED S17-1 11/1/24	*	100.00		
		10/17/24	10 202410 310-51300-31300	AMORT SCHED S17-2 11/1/24	*	100.00		
		10/17/24	10 202410 310-51300-31300	AMORT SCHED S17-1 11/1/24	V	100.00-		
		10/17/24	10 202410 310-51300-31300	AMORT SCHED S17-2 11/1/24	V	100.00-		
							.00	002079
-----								
10/31/24	00031	8/19/24	24452 202410 310-51300-45000	FY25 ANNUAL INSURANCE	*	5,200.00		
		8/19/24	24452 202410 310-51300-45000	FY25 ANNUAL INSURANCE	V	5,200.00-		
							.00	002080
-----								
10/31/24	00007	10/01/24	28028 202410 320-53800-46200	LANDSCAPE MAINT OCT 24	*	5,537.94		
		11/01/24	28663 202411 320-53800-46200	LANDSCAPE MAINT NOV 24	*	5,537.94		
							11,075.88	002081
-----								
POIW POIN WEST CDD PPOWERS								

CHECK DATE	VEND#	INVOICE DATE	INVOICE	YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
10/31/24	00044	9/30/24	6700676	202409	310	51300	48000		GANNETT FLORIDA LOCALIQ	*	356.46	356.46	002082
10/31/24	00041	10/24/24	PSI11815	202410	320	53800	47000		SOLITUDE LAKE MANAGEMENT, LLC	*	224.00	224.00	002083
10/31/24	00028	10/17/24	10	202410	310	51300	31300		DISCLOSURE SERVICES, LLC	*	100.00	200.00	002084
10/31/24	00031	8/19/24	24452	202410	310	51300	45000		EGIS INSURANCE & RISK ADVISORS	*	5,200.00	5,200.00	002085
11/26/24	00005	11/18/24	1035578	202410	320	53800	47100		CLARKE ENVIRONMENTAL MOSQUITO	*	2,275.60	4,551.20	002086
11/26/24	00033	11/01/24	18947	202410	310	51300	31500		CLARK & ALBAUGH, LLP	*	487.50	487.50	002087
11/26/24	00008	11/19/24	8-687-26	202411	310	51300	42000		FEDEX	*	76.96	76.96	002088
11/26/24	00007	12/01/24	29281	202412	320	53800	46200		FLORALAWN 2, LLC	*	5,537.94	5,537.94	002089
11/26/24	00016	8/02/24	2206353	202407	310	51300	31100		GAI CONSULTANTS, INC	*	600.00	600.00	002090
11/26/24	00044	10/31/24	6745416	202410	310	51300	48000		GANNETT FLORIDA LOCALIQ	*	279.82	279.82	002091
11/26/24	00001	11/01/24	190	202411	310	51300	34000		MANAGEMENT FEES NOV 24	*	3,605.00		

POIW POIN WEST CDD PPOWERS

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
11/01/24	190		190	202411	310	51300	35200		WEBSITE ADMIN NOV 24	*	72.25		
11/01/24	190		190	202411	310	51300	35100		INFORMATION TECH NOV 24	*	108.33		
11/01/24	190		190	202411	310	51300	31300		DISSEMINATION SVC NOV 24	*	306.25		
11/01/24	191		191	202411	320	53800	12000		FIELD MANAGEMENT NOV 24	*	928.33		
GOVERNMENTAL MANAGEMENT SERVICES-CF												5,020.16	002092
11/26/24	00013	11/26/24	11262024	202411	300	20700	10000		ASSESSMENT TSFR SER17	*	153,415.58		
POINCIANA WEST CDD C/O US BANK												153,415.58	002093
11/26/24	00041	11/02/24	PSI12456	202411	320	53800	47000		AQUATIC MAINT NOV 24	*	5,823.50		
SOLITUDE LAKE MANAGEMENT, LLC												5,823.50	002094
12/23/24	00005	12/16/24	1035648	202412	320	53800	47100		MOSQUITO MAINT DEC 24	*	2,275.60		
CLARKE ENVIRONMENTAL MOSQUITO												2,275.60	002095
12/23/24	00033	12/02/24	18976	202411	310	51300	31500		NOV 24 - GENERAL COUNSEL	*	4,480.50		
CLARK & ALBAUGH, LLP												4,480.50	002096
12/23/24	00008	11/26/24	86912784	202411	310	51300	42000		DELIVERIES THRU 11/26	*	47.10		
FEDEX												47.10	002097
12/23/24	00044	11/11/24	6816682	202411	310	51300	48000		NOTICE OF AUDIT MEETING	*	593.17		
GANNETT FLORIDA LOCALIQ												593.17	002098
12/23/24	00001	12/01/24	192	202412	310	51300	34000		DEC 24 - MGMT FEES	*	3,605.00		
12/01/24	192		192	202412	310	51300	35200		DEC 24 - WEBSITE ADMIN	*	72.25		
12/01/24	192		192	202412	310	51300	35100		DEC 24 - IT	*	108.33		
12/01/24	192		192	202412	310	51300	31300		DEC 24 - DISSEMINATION	*	306.25		
12/01/24	192		192	202412	310	51300	51000		DEC 24 - SUPPLIES	*	10.06		
12/01/24	192		192	202412	310	51300	42000		DEC 24 - POSTAGE	*	1.39		

POIW POIN WEST CDD PPOWERS

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
12/01/24	192	DEC 24 - COPIES	202412 310-51300-42500		*	.60	
12/01/24	193	DEC 24 - FIELD MGMT	202412 320-53800-12000		*	928.33	
							5,032.21 002099
-----							
12/23/24	00041	12/02/24 PSI13129	202412 320-53800-47000		*	5,823.50	
		NOV 24 - LAKE MAINT		SOLITUDE LAKE MANAGEMENT, LLC			5,823.50 002100
-----							
12/30/24	00013	12/30/24 TAX REC	202412 300-20700-10000		*	666,908.36	
		TRANSFER OF TAX RECEIPTS		POINCIANA WEST CDD C/O US BANK			666,908.36 002101
-----							
						TOTAL FOR BANK A	928,913.18
						TOTAL FOR REGISTER	928,913.18

POIW POIN WEST CDD PPOWERS

# SECTION 2

***Poinciana West***  
***Community Development District***

***Unaudited Financial Reporting***  
***December 31, 2024***



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1	<hr/>	Balance Sheet
2-3	<hr/>	General Fund
4	<hr/>	Debt Service Fund Series 2017
5-6	<hr/>	Month to Month
7	<hr/>	Long Term Debt Report
8	<hr/>	Assessment Receipt Schedule
9	<hr/>	Investments schedule



**Poinciana West**  
**Community Development District**  
**Combined Balance Sheet**  
**December 31, 2024**

	<i>General Fund</i>	<i>Debt Service Fund</i>	<i>Totals Governmental Funds</i>
<b>Assets:</b>			
<b>Cash:</b>			
Operating Account	\$ 377,459	\$ -	\$ 377,459
Due from Debt Service	\$ -	-	-
Due from General Fund	-	113,415	113,415
<b>Investments:</b>			
State Board of Administration (SBA)	37,798	-	37,798
Money Market Account	531,266	-	531,266
Bank United CD 12MT	150,000	-	150,000
<b>Series 2017R-1 &amp; R-2</b>			
Reserve R-1	-	395,830	395,830
Reserve R-2	-	122,911	122,911
Revenue	-	948,759	948,759
Prepayment R-1	-	3,809	3,809
Prepayment R-2	-	30	30
Prepaid Expenses	-	-	-
Deposits	-	-	-
<b>Total Assets</b>	<b>\$ 1,096,522</b>	<b>\$ 1,584,754</b>	<b>\$ 2,681,276</b>
<b>Liabilities:</b>			
Accounts Payable	\$ -	\$ -	\$ -
Due to General Fund	-	-	-
Due to Debt Service	113,415	-	113,415
<b>Total Liabilities</b>	<b>\$ 113,415</b>	<b>\$ -</b>	<b>\$ 113,415</b>
<b>Fund Balance:</b>			
Restricted for:			
Debt Service	\$ -	\$ 1,584,754	\$ 1,584,754
Assigned for:			
Capital Reserves	-	-	-
Unassigned	983,108	-	983,108
<b>Total Fund Balances</b>	<b>\$ 983,108</b>	<b>\$ 1,584,754</b>	<b>\$ 2,567,861</b>
<b>Total Liabilities &amp; Fund Balance</b>	<b>\$ 1,096,522</b>	<b>\$ 1,584,754</b>	<b>\$ 2,681,276</b>

**Poinciana West**  
**Community Development District**  
**General Fund**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending December 31, 2024**

	Adopted Budget	Prorated Budget Thru 12/31/24	Actual Thru 12/31/24	Variance
<b>Revenues:</b>				
Special Assessments - Tax Roll	\$ 291,299	\$ 262,163	\$ 262,163	\$ -
Interest Income	20,000	5,000	5,922	922
Property Conveyance Fees	-	-	-	-
Miscellaneous Revenue	-	-	3,723	3,723
<b>Total Revenues</b>	<b>\$ 311,299</b>	<b>\$ 267,163</b>	<b>\$ 271,808</b>	<b>\$ 4,645</b>
<b>Expenditures:</b>				
<b><u>General &amp; Administrative:</u></b>				
Supervisor Fees	\$ 6,000	\$ 1,500	\$ 600	\$ 900
PR-FICA	459	115	46	69
Engineering	15,000	3,750	-	3,750
Engineering - Property Conveyance	-	-	-	-
Attorney	20,000	5,000	4,968	32
Attorney - Property Conveyance	-	-	-	-
Annual Audit	3,675	-	-	-
Assessment Administration	5,250	5,250	5,250	-
Arbitrage Rebate	450	-	-	-
Dissemination Agent	3,800	950	919	31
Trustee Fees	4,256	-	-	-
Management Fees	43,260	10,815	10,815	-
Information Technology	1,300	325	325	0
Website Maintenance	867	217	217	-
Telephone	-	-	-	-
Postage & Delivery	750	188	150	38
Insurance General Liability/Public Officials	5,500	5,500	5,200	300
Printing & Binding	800	200	1	199
Legal Advertising	2,500	625	873	(248)
Other Current Charges	2,400	600	463	137
Office Supplies	200	50	10	40
Property Appraiser	3,100	-	-	-
Dues, Licenses & Subscriptions	175	175	175	-
<b>Total General &amp; Administrative</b>	<b>\$ 119,742</b>	<b>\$ 35,259</b>	<b>\$ 30,010</b>	<b>\$ 5,249</b>

**Poinciana West**  
**Community Development District**  
**General Fund**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending December 31, 2024**

	Adopted Budget	Prorated Budget Thru 12/31/24	Actual Thru 12/31/24	Variance
<b><i>Operations &amp; Maintenance</i></b>				
<b>Grounds Maintenance</b>				
Field Services	\$ 11,140	\$ 2,785	2,785	\$ 0
Landscape Maintenance	68,449	17,112	16,614	499
Aquatic Control Maintenance	69,210	17,303	17,471	(168)
Aquatic Midge Maintenance	27,307	6,827	6,827	(0)
R&M Plant Replacement	3,000	750	-	750
Storm Structure Repairs	10,000	2,500	-	2,500
Contingency	20,000	5,000	-	5,000
Capital Outlay	15,000	3,750	-	3,750
<b>Subtotal Grounds Maintenance</b>	<b>\$ 224,106</b>	<b>\$ 56,026</b>	<b>\$ 43,696</b>	<b>\$ 12,330</b>
<b>Total Operations &amp; Maintenance</b>	<b>\$ 224,106</b>	<b>\$ 56,026</b>	<b>\$ 43,696</b>	<b>\$ 12,330</b>
<b>Total Expenditures</b>	<b>\$ 343,848</b>	<b>\$ 91,285</b>	<b>\$ 73,706</b>	<b>\$ 17,579</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ (32,549)</b>	<b>\$ 175,877</b>	<b>\$ 198,102</b>	<b>\$ 22,224</b>
<b>Net Change in Fund Balance</b>	<b>\$ (32,549)</b>	<b>\$ 175,877</b>	<b>\$ 198,102</b>	<b>\$ 22,224</b>
<b>Fund Balance - Beginning</b>	<b>\$ 32,549</b>		<b>\$ 785,006</b>	
<b>Fund Balance - Ending</b>	<b>\$ 0</b>		<b>\$ 983,108</b>	

**Poinciana West**  
**Community Development District**  
**Debt Service Fund Series 2017R-1 & 2017R-2**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending December 31, 2024**

	Adopted Budget	Prorated Budget Thru 12/31/24	Actual Thru 12/31/24	Variance
<b>Revenues:</b>				
Special Assessments - Tax Roll	\$ 1,040,361	\$ 933,739	\$ 933,739	\$ -
Special Assessments - Prepayments	-	-	-	-
Interest Income	-	-	7,032	7,032
<b>Total Revenues</b>	<b>\$ 1,040,361</b>	<b>\$ 933,739</b>	<b>\$ 940,771</b>	<b>\$ 7,032</b>
<b>Expenditures:</b>				
<b>Series 2017R-1</b>				
Interest - 11/1	\$ 157,071	\$ 157,071	\$ 157,071	\$ -
Special Call - 11/1	-	-	10,000	(10,000)
Principal - 5/1	465,000	-	-	-
Interest - 5/1	157,071	-	-	-
Special Call - 5/1	-	-	-	-
<b>Series 2017R-2</b>				
Interest - 11/1	\$ 55,504	\$ 55,504	\$ 55,504	\$ -
Special Call - 11/1	-	-	5,000	(5,000)
Principal - 5/1	110,000	-	-	-
Interest - 5/1	55,504	-	-	-
Property Appraiser	11,200	-	-	-
<b>Total Expenditures</b>	<b>\$ 1,011,350</b>	<b>\$ 212,575</b>	<b>\$ 227,575</b>	<b>\$ (15,000)</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ 29,011</b>	<b>\$ 721,164</b>	<b>\$ 713,196</b>	<b>\$ (7,968)</b>
<b>Net Change in Fund Balance</b>	<b>\$ 29,011</b>	<b>\$ 721,164</b>	<b>\$ 713,196</b>	<b>\$ (7,968)</b>
<b>Fund Balance - Beginning</b>	<b>\$ 338,409</b>		<b>\$ 871,558</b>	
<b>Fund Balance - Ending</b>	<b>\$ 367,420</b>		<b>\$ 1,584,754</b>	





**Poinciana West**  
**Community Development District**  
**Long Term Debt Report**

<b>Series 2017-1 Senior Special Assessment Refunding Bonds</b>	
Interest Rate:	2% - 4.3%
Maturity Date:	5/1/2037
Reserve Fund Definition	50% of Maximum Annual Debt Service
Reserve Fund Requirement	\$392,337
Reserve Fund Balance	395,830
Bonds Outstanding - 12/20/2016	\$11,215,000
Less: Principal Payment - 5/1/17	(\$485,000)
Less: Principal Payment - 5/1/18	(\$385,000)
Less: Principal Payment - 5/1/19	(\$395,000)
Less: Special Call - 5/1/19	(\$5,000)
Less: Principal Payment - 5/1/20	(\$405,000)
Less: Special Call - 5/1/20	(\$15,000)
Less: Special Call - 11/1/20	(\$15,000)
Less: Principal Payment - 5/1/21	(\$415,000)
Less: Special Call - 5/1/21	(\$10,000)
Less: Special Call - 11/1/21	(\$15,000)
Less: Principal Payment - 5/1/22	(\$425,000)
Less: Special Call - 5/1/22	(\$15,000)
Less: Special Call - 11/1/22	(\$20,000)
Less: Principal Payment - 5/1/23	(\$435,000)
Less: Principal Payment - 5/1/24	(\$450,000)
Less: Special Call - 5/1/24	(\$10,000)
Less: Special Call - 11/1/24	(\$10,000)
<b>Current Bonds Outstanding</b>	<b>\$7,705,000</b>

<b>Series 2017-2 Subordinate Special Assessment Refunding Bonds</b>	
Interest Rate:	5.375% - 5.7%
Maturity Date:	5/1/2037
Reserve Fund Definition	50% of Maximum Annual Debt Service
Reserve Fund Requirement	\$121,826
Reserve Fund Balance	122,911
Bonds Outstanding - 12/20/2016	\$2,945,000
Less: Principal Payment - 5/1/17	(\$125,000)
Less: Principal Payment - 5/1/18	(\$80,000)
Less: Principal Payment - 5/1/19	(\$85,000)
Less: Special Call - 5/1/19	(\$35,000)
Less: Principal Payment - 5/1/20	(\$90,000)
Less: Special Call - 5/1/20	(\$30,000)
Less: Special Call - 11/1/20	(\$5,000)
Less: Principal Payment - 5/1/21	(\$90,000)
Less: Special Call - 5/1/21	(\$25,000)
Less: Special Call - 11/1/21	(\$5,000)
Less: Principal Payment - 5/1/22	(\$95,000)
Less: Special Call - 11/1/22	(\$5,000)
Less: Special Call - 5/1/22	(\$40,000)
Less: Principal Payment - 5/1/23	(\$100,000)
Less: Special Call - 5/1/23	(\$40,000)
Less: Principal Payment - 5/1/24	(\$100,000)
Less: Special Call - 5/1/24	(\$5,000)
Less: Special Call - 11/1/24	(\$5,000)
<b>Current Bonds Outstanding</b>	<b>\$1,985,000</b>

<b>Total Bonds Outstanding</b>	<b>\$9,690,000</b>
--------------------------------	--------------------

**Poinciana West**  
**Community Development District**  
**Special Assessment Receipts**  
**Fiscal Year 2025**

**MAINTENANCE ASSESSMENTS**

Gross Assessments \$ 309,892.74  
 Certified Net Assessments \$ 288,200.25

Date	Distribution	Gross Assessments				Net Assessments	
		Received	Discounts/Penalties	Commissions Paid	Interest Income	Received	General Fund
11/12/24	10/21-10/21	\$ 4,383.67	\$220.65	\$83.26		\$ 4,079.76	\$ 4,079.76
11/15/24	10/1-10/31	\$ 1,305.99	\$52.22	\$25.08		\$ 1,228.69	\$ 1,228.69
11/21/24	11/1-11/07	\$ 30,970.62	\$1,238.36	\$594.64		\$ 29,137.62	\$ 29,137.62
11/26/24	11/8-11/15	\$ 45,056.03	\$1,799.36	\$865.13		\$ 42,391.54	\$ 42,391.54
12/6/27	11/16-11/26	\$ 63,677.71	\$2,543.72	\$1,222.68		\$ 59,911.31	\$ 59,911.31
12/20/24	11/27-11/30	\$ 111,949.46	\$ 4,483.46	\$ 2,149.32		\$ 105,316.68	\$ 105,316.68
12/27/24	12/01-12/15	\$ 21,262.96	\$ 755.58	\$ 410.14		\$ 20,097.24	\$ 20,097.24
<b>Total Collected</b>		<b>\$ 278,606.44</b>	<b>\$ 11,093.35</b>	<b>\$ 5,350.25</b>	<b>\$ -</b>	<b>\$ 262,162.84</b>	<b>\$ 262,162.84</b>
<b>Percentage Collected</b>							<b>91%</b>

**DEBT SERVICE ASSESSMENTS**

Gross Assessments \$ 1,106,766.96  
 Certified Net Assessments \$ 1,029,293.27

Date	Distribution	Gross Assessments				Net Assessments	
		Received	Discounts/Penalties	Commissions Paid	Interest Income	Received	Debt Service Fund
11/12/24	10/21-10/21	\$ 16,132.00	\$812.15	\$306.40		\$ 15,013.45	\$ 15,013.45
11/15/24	10/1-10/31	\$ 4,119.48	\$164.78	\$79.09		\$ 3,875.61	\$ 3,875.61
11/21/25	11/1-11/07	\$ 105,733.32	\$4,229.07	\$2,030.09		\$ 99,474.16	\$ 99,474.16
11/26/24	11/8-11/15	\$ 158,940.98	\$6,349.17	\$3,051.84		\$ 149,539.97	\$ 149,539.97
12/6/27	11/16-11/26	\$ 225,409.30	\$9,006.96	\$4,328.05		\$ 212,074.29	\$ 212,074.29
12/20/24	11/27-11/30	\$ 405,109.66	\$ 16,230.19	\$ 7,777.59		\$ 381,101.88	\$ 381,101.88
12/27/24	12/01-12/15	\$ 76,874.93	\$ 2,732.60	\$ 1,482.85		\$ 72,659.48	\$ 72,659.48
<b>Total Collected</b>		<b>\$ 992,319.67</b>	<b>\$ 39,524.92</b>	<b>\$ 19,055.91</b>	<b>\$ -</b>	<b>\$ 933,738.84</b>	<b>\$ 933,738.84</b>
<b>Percentage Collected</b>							<b>91%</b>



**Poinciana West**  
**Community Development District**  
**Investment Summary**

<i>Institution</i>	<i>Transfer Dates</i>	<i>Transfer Amounts</i>	<i>Current Balances as of 12/31/2024</i>	<i>Investment Type</i>	<i>Maturity Dates</i>	<i>Current Interest Rates</i>
Florida Prime (SBA)						
			\$ 37,797.59	Florida Government Investment Pool	N/A	4.70%
Bank United *5374	10/25/23	\$ 150,000.00	\$ -	6 Month CD - <b>MATURED</b>	4/25/24	5.25%
Bank United *5372	10/25/23	\$ 150,000.00	\$ -	12 Month CD - <b>MATURED</b>	10/25/24	5.50%
Bank United *0859	7/31/24	\$ 150,000.00	\$ 150,000.00	12 Month CD	7/31/25	5.50%
Bank United			\$ 531,266.07	Money Market Account	N/A	4.00%
			<b>\$ 719,063.66</b>	<b>Total Invested Balance</b>		

# SECTION D

# SECTION 1



# Poinciana West Community Development District

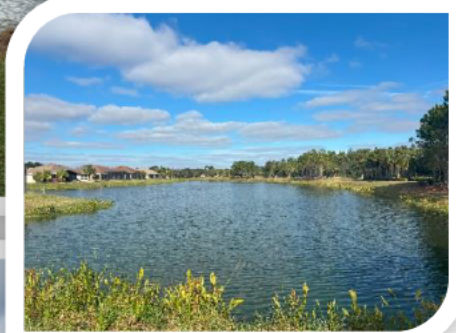


January 15, 2025  
Joel Blanco - Field Services Manager  
GMS

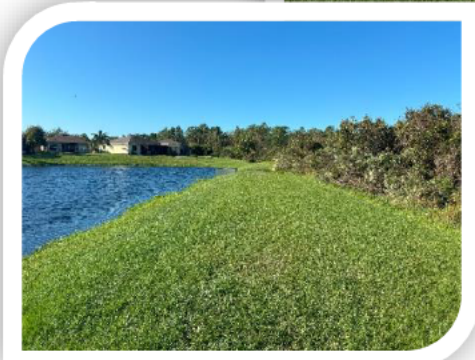
# Site Items

## Aquatics and Midge Management Maintenance Review

- ✚ GMS staff continues to review the ponds throughout the district.
- ✚ Field Staff has noted a significant drop in algae blooms in ponds that were experiencing frequent algae blooms such as P21 and P22.
- ✚ Ponds experiencing excessive edge grass overgrowth has had frequent spray treatments scheduled and completed. Landscaping vendor has also mowed several pond banks to assist overgrowth containment. Spray treatment has been effective – decreasing in size, thinning, and browning in color in ponds that were being monitored such as P8 and P16.
- ✚ Per board request, attached is a proposal from Solitude to hydro rake P16 due to constant overgrowth of edge grasses.



## Landscaping Maintenance Review



- ✚ GMS staff continues to review all CDD landscaping areas throughout the district.
- ✚ The down tree on the easement of Dry Pond P-1 was removed by the landscaping vendor.
- ✚ Reviewed landscaping remains in satisfactory standards--clean and tidy easements at the end of resident property line with pond banks at appropriate height levels with some mowed during the dry season – low to no rain and less sprinkler use.
- ✚ Dry pond mowing has been scheduled for the month of January.
- ✚ Maintenance staff removed vegetation at both outlets in P-1 and P-2.

# Site Items

## Review of P-19A



- ✚ Field Staff has been monitoring the restorative progress of P-19A.
- ✚ Erosion/bank restoration started on the first week of Dec. by Taylor Morrison vendor. Areas repaired included pond easement bordering the small row of homes and area of erosion close to the weir.
- ✚ Compact dirt was used to regrade and restore areas of erosion with bahia grass used to restore pond easement grass.
- ✚ Exposed and treated weeds were mowed by the landscaping vendor to clean the area.
- ✚ Maintenance staff patched the weir drain that was approved at the last board meeting.
- ✚ Field Staff will continue to monitor as the spring rain fills the pond back to normal water levels.

# Conclusion

For any questions or comments regarding the above information, please contact me by phone at 786-238-9473, or by email at [jblanco@gmscfi.com](mailto:jblanco@gmscfi.com). Thank you.

Respectfully,  
Joel Blanco



# SECTION 2

*Item will be  
provided under  
separate cover.*

# SECTION 3



Poinciana West Community Dev. Dist. (P07800) - Service Report

Treatment Date	Service Order No	Asgmt	Arg No	Technician	Primary Licensee Name	Primary License Name	Primary License No	Customer Address	Customer City	Cust. State	Cust. Zip
11/07/2024	0000218973	1 (0)	1000002502	Christian Oliver	Christian Oliver	Applicator ID	JE299039	Cypress Pkwy. and Solivita Blvd.	Poinciana	FL	34759

Job Instructions

Comments

Truck KIS-1:

Precipitation	Cloud Cover %	Wind Velocity	Wind Direction	Temperature	On The Job Minutes	Job Timestamp Start	Job Timestamp End	Job Status	Service Kit	Treatment
Clouds		1-10 MPH	North	74 °F	18	11/07/2024 22:09 PM	11/07/2024 22:27 PM	Complete	KIS2827 - Biomist 4+4 Truck ULV	Ground

Site ID	Latitude	Longitude	Chemical	Used Quantity	Dosage Rate	Actual Dosage Rate	Start Mileage	End Mileage	Units Treated	Start Time Stamp	End Time Stamp	Action Threshold
1	28.132200 2410889	- 81.499000549 3164	SE11098 - CEMM SOUTH BIOMIST 4+4 GALLON EPA #: 8329-35	0.490 gal	0.16 gal	0.000	0	4	4 mi	11/07/2024 22:09	11/07/2024 22:26	Past Years' Experience
<b>Total Chemical Used:</b>				<b>0.49</b>				<b>Total Miles:</b>	<b>4</b>			

Clarke  
3036 Michigan Avenue  
Kissimmee, FL 34744  
(800) 443-2034



Poinciana West Community Dev. Dist. (P07800) - Service Report

Treatment Date	Service Order No	Asgmt	Arg No	Technician	Primary Licensee Name	Primary License Name	Primary License No	Customer Address	Customer City	Cust. State	Cust. Zip
11/15/2024	0000219056	1 (0)	1000002502	Christian Oliver	Christian Oliver	Applicator ID	JE299039	Cypress Pkwy. and Solivita Blvd.	Poinciana	FL	34759

Job Instructions

Comments

Truck KIS-1:

Precipitation	Cloud Cover %	Wind Velocity	Wind Direction	Temperature	On The Job Minutes	Job Timestamp Start	Job Timestamp End	Job Status	Service Kit	Treatment
Clouds		1-10 MPH	North	71 °F	19	11/15/2024 18:00 PM	11/15/2024 18:19 PM	Complete	KIS2715 - Biomist 4+4 ATV/ULV	Ground

Site ID	Latitude	Longitude	Chemical	Used Quantity	Dosage Rate	Actual Dosage Rate	Start Mileage	End Mileage	Units Treated	Start Time Stamp	End Time Stamp	Action Threshold
1	28.129600 5249023	- 81.497596740 7227	SE11098 - CEMM SOUTH BIOMIST 4+4 GALLON EPA #: 8329-35	0.350 gal	0.12 gal	0.000	0	1.5	1.5 mi	11/15/2024 18:00	11/15/2024 18:19	Past Years' Experience
<b>Total Chemical Used:</b>				<b>0.35</b>			<b>Total Miles:</b>	<b>1.5</b>				

Clarke  
3036 Michigan Avenue  
Kissimmee, FL 34744  
(800) 443-2034



Poinciana West Community Dev. Dist. (P07800) - Service Report

Treatment Date	Service Order No	Asgmt	Arg No	Technician	Primary Licensee Name	Primary License Name	Primary License No	Customer Address	Customer City	Cust. State	Cust. Zip
11/18/2024	0000219716	1 (0)	1000002502	Elek Foos	Elek Foos	Applicator ID	JE350894	Cypress Pkwy. and Solivita Blvd.	Poinciana	FL	34759

Job Instructions

Comments

NATULAR G30 @ 10 LBS/ACRE 4.17 TOTAL ACRES 41.67 LBS TOTAL

SITE 5 = 5.3 LBS  
 SITE 8 = 22.3 LBS  
 SITE 9 = 7.1 LBS  
 SITE 15 = 7 LBS

Precipitation	Cloud Cover %	Wind Velocity	Wind Direction	Temperature	On The Job Minutes	Job Timestamp Start	Job Timestamp End	Job Status	Service Kit	Treatment
Clear		1-10 MPH	North	80 °F	240	11/18/2024 11:05 AM	11/18/2024 15:05 PM	Complete	KIS1768 - Nat G30 10 lbs per acre	Ground

Site ID	Latitude	Longitude	Treated Acreage	Chemical	Used Quantity	Dosage Rate	Actual Dosage Rate	Treatment Site Time	Units Treated	Action Threshold	Adverse Effects Check
001-0001	28.1212	-81.4981	2.835	SV11820 - NATULAR G30 GRANULE 40LB BAG EPA #: 8329-83	5.300 lbs	1.27 lbs	0.000		2.83454 acres	Habitat Conditions	Yes
001-0002	28.1305	-81.4956	3.218	SV11820 - NATULAR G30 GRANULE 40LB BAG EPA #: 8329-83	7.000 lbs	1.68 lbs	0.000		3.21808 acres	Habitat Conditions	Yes
001-0008	28.1321	-81.5	13.901	SV11820 - NATULAR G30 GRANULE 40LB BAG EPA #: 8329-83	22.300 lbs	5.35 lbs	0.000		13.9006 acres	Habitat Conditions	Yes
001-0015	28.1373	-81.5102	3.411	SV11820 - NATULAR G30 GRANULE 40LB BAG EPA #: 8329-83	7.100 lbs	1.70 lbs	0.000		3.41086 acres	Habitat Conditions	Yes

Clarke  
 3036 Michigan Avenue  
 Kissimmee, FL 34744  
 (800) 443-2034



Poinciana West Community Dev. Dist. (P07800) - Service Report

Treatment Date	Service Order No	Asgmt	Arg No	Technician	Primary Licensee Name	Primary License Name	Primary License No	Customer Address	Customer City	Cust. State	Cust. Zip
11/18/2024	0000219721	1 (0)	1000002502	Elek Foos	Elek Foos	Applicator ID	JE350894	Cypress Pkwy. and Solivita Blvd.	Poinciana	FL	34759

Job Instructions

Comments

STRIKE @ 10 LBS PER ACRE .41 TOTAL ACRES 4.12 LBS TOTAL

SITE 6 = 4.1 LBS

Precipitation	Cloud Cover %	Wind Velocity	Wind Direction	Temperature	On The Job Minutes	Job Timestamp Start	Job Timestamp End	Job Status	Service Kit	Treatment
Clear		1-10 MPH	North	75 °F	20	11/18/2024 10:25 AM	11/18/2024 10:45 AM	Complete	KIS1818 - Strike Pellets 10lbs/acre	Ground

Site ID	Latitude	Longitude	Treated Acreage	Chemical	Used Quantity	Dosage Rate	Actual Dosage Rate	Treatment Site Time	Units Treated
001-0006	28.1244	-81.4976	1.023	SV37720B - STRIKE PELLETS 2x22lb cs EPA #: 2724-448	4.100 lbs	10.00 lbs	0.000		1.02323 acres

Clarke  
 3036 Michigan Avenue  
 Kissimmee, FL 34744  
 (800) 443-2034



**Poinciana West Community Dev. Dist. (P07800) - Service Report**

Treatment Date	Service Order No	Asgmt	Arg No	Technician	Primary Licensee Name	Primary License Name	Primary License No	Customer Address	Customer City	Cust. State	Cust. Zip
11/22/2024	0000219674	1 (0)	1000002502	Christian Oliver	Christian Oliver	Applicator ID	JE299039	Cypress Pkwy. and Solivita Blvd.	Poinciana	FL	34759

**Job Instructions** **Comments**

Truck KIS-1:

Precipitation	Cloud Cover %	Wind Velocity	Wind Direction	Temperature	On The Job Minutes	Job Timestamp Start	Job Timestamp End	Job Status	Service Kit	Treatment
Clear		1-10 MPH	North	53 °F	18	11/22/2024 22:15 PM	11/22/2024 22:33 PM	Complete	KIS2827 - Biomist 4+4 Truck ULV	Ground

Site ID	Latitude	Longitude	Chemical	Used Quantity	Dosage Rate	Actual Dosage Rate	Start Mileage	End Mileage	Units Treated	Start Time Stamp	End Time Stamp	Action Threshold
1	28.132200 2410889	- 81.499000549 3164	SE11098 - CEMM SOUTH BIOMIST 4+4 GALLON EPA #: 8329-35	0.490 gal	0.16 gal	0.000	0	4	4 mi	11/22/2024 22:15	11/22/2024 22:33	Past Years' Experience
<b>Total Chemical Used:</b>				<b>0.49</b>				<b>Total Miles:</b>	<b>4</b>			

Clarke  
3036 Michigan Avenue  
  
Kissimmee, FL 34744  
(800) 443-2034





Poinciana West Community Dev. Dist. (P07800) - Service Report

Treatment Date	Service Order No	Asgmt	Arg No	Technician	Primary Licensee Name	Primary License Name	Primary License No	Customer Address	Customer City	Cust. State	Cust. Zip
11/25/2024	0000219627	1 (0)	1000002502	Elek Foos	Elek Foos	Applicator ID	JE350894	Cypress Pkwy. and Solivita Blvd.	Poinciana	FL	34759

Job Instructions

Comments

Truck KIS-1:

Precipitation	Cloud Cover %	Wind Velocity	Wind Direction	Temperature	On The Job Minutes	Job Timestamp Start	Job Timestamp End	Job Status	Service Kit	Treatment
Clear		1-10 MPH	North	75 °F	20	11/25/2024 13:52 PM	11/25/2024 14:12 PM	Complete	KIS2715 - Biomist 4+4 ATV/ULV	Ground

Site ID	Latitude	Longitude	Chemical	Used Quantity	Dosage Rate	Actual Dosage Rate	Start Mileage	End Mileage	Units Treated	Start Time Stamp	End Time Stamp	Action Threshold
1	28.129600 5249023	- 81.497596740 7227	SE11098 - CEMM SOUTH BIOMIST 4+4 GALLON EPA #: 8329-35	0.430 gal	0.14 gal	0.000	0	3	3 mi	11/25/2024 13:53	11/25/2024 14:12	Past Years' Experience
<b>Total Chemical Used:</b>				<b>0.43</b>			<b>Total Miles:</b>	<b>3</b>				

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Poinciana West Community Dev. Dist. (P07800) - Service Report

Treatment Date	Service Order No	Asgmt	Arg No	Technician	Primary Licensee Name	Primary License Name	Primary License No	Customer Address	Customer City	Cust. State	Cust. Zip
01/03/2025	0000219714	1 (0)	1000002502	Elek Foos	Elek Foos	Applicator ID	JE350894	Cypress Pkwy. and Solivita Blvd.	Poinciana	FL	34759

Job Instructions

Comments

NATULAR G30 @ 10 LBS/ACRE 4.17 TOTAL ACRES 41.67 LBS TOTAL

SITE 1 = 5.3 LBS  
 SITE 8 = 22.3 LBS  
 SITE 2 = 7.1 LBS

Precipitation	Cloud Cover %	Wind Velocity	Wind Direction	Temperature	On The Job Minutes	Job Timestamp Start	Job Timestamp End	Job Status	Service Kit	Treatment
Clear		1-10 MPH	North	68 °F	72	01/03/2025 09:31 AM	01/03/2025 10:43 AM	Complete	KIS1768 - Nat G30 10 lbs per acre	Ground

Site ID	Latitude	Longitude	Treated Acreage	Chemical	Used Quantity	Dosage Rate	Actual Dosage Rate	Treatment Site Time	Units Treated	Action Threshold	Adverse Effects Check
001-0001	28.1212	-81.4981	2.835	SV11820 - NATULAR G30 GRANULE 40LB BAG EPA #: 8329-83	5.300 lbs	1.53 lbs	0.000		2.83454 acres	Habitat Conditions	Yes
001-0002	28.1305	-81.4956	3.218	SV11820 - NATULAR G30 GRANULE 40LB BAG EPA #: 8329-83	22.300 lbs	6.43 lbs	0.000		3.21808 acres	Habitat Conditions	Yes
001-0008	28.1321	-81.5	13.901	SV11820 - NATULAR G30 GRANULE 40LB BAG EPA #: 8329-83	7.100 lbs	2.05 lbs	0.000		13.9006 acres	Habitat Conditions	Yes

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Poinciana West Community Dev. Dist. (P07800) - Service Report

Treatment Date	Service Order No	Asgmt	Arg No	Technician	Primary Licensee Name	Primary License Name	Primary License No	Customer Address	Customer City	Cust. State	Cust. Zip
01/03/2025	0000219727	1 (0)	1000002502	Elek Foos	Elek Foos	Applicator ID	JE350894	Cypress Pkwy. and Solivita Blvd.	Poinciana	FL	34759

Job Instructions

Comments

STRIKE @ 10 LBS PER ACRE .41 TOTAL ACRES 4.12 LBS TOTAL

SITE 6 = 4.1 LBS

Precipitation	Cloud Cover %	Wind Velocity	Wind Direction	Temperature	On The Job Minutes	Job Timestamp Start	Job Timestamp End	Job Status	Service Kit	Treatment
Clear		1-10 MPH	North	68 °F	29	01/03/2025 09:00 AM	01/03/2025 09:29 AM	Complete	KIS1818 - Strike Pellets 10lbs/acre	Ground

Site ID	Latitude	Longitude	Treated Acreage	Chemical	Used Quantity	Dosage Rate	Actual Dosage Rate	Treatment Site Time	Units Treated
001-0006	28.1244	-81.4976	1.023	SV37720B - STRIKE PELLETS 2x22lb cs EPA #: 2724-448	4.100 lbs	10.00 lbs	0.000		1.02323 acres

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Poinciana West Community Dev. Dist. (P07800) - Service Report

Treatment Date	Service Order No	Asgmt	Arg No	Technician	Primary Licensee Name	Primary License Name	Primary License No	Customer Address	Customer City	Cust. State	Cust. Zip
12/05/2024	0000219635	1 (0)	1000002502	Elek Foos	Elek Foos	Applicator ID	JE350894	Cypress Pkwy. and Solivita Blvd.	Poinciana	FL	34759

Job Instructions

Comments

Truck KIS-1:

Precipitation	Cloud Cover %	Wind Velocity	Wind Direction	Temperature	On The Job Minutes	Job Timestamp Start	Job Timestamp End	Job Status	Service Kit	Treatment
Clear		1-10 MPH	North	63 °F	16	12/05/2024 12:40 PM	12/05/2024 12:56 PM	Complete	KIS2715 - Biomist 4+4 ATV/ULV	Ground

Site ID	Latitude	Longitude	Chemical	Used Quantity	Dosage Rate	Actual Dosage Rate	Start Mileage	End Mileage	Units Treated	Start Time Stamp	End Time Stamp	Action Threshold
1	28.129600 5249023	- 81.497596740 7227	SE11098 - CEMM SOUTH BIOMIST 4+4 GALLON EPA #: 8329-35	0.430 gal	0.14 gal	0.000	0	3	3 mi	12/05/2024 12:41	12/05/2024 12:56	Past Years' Experience
<b>Total Chemical Used:</b>				<b>0.43</b>				<b>Total Miles:</b>	<b>3</b>			

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Poinciana West Community Dev. Dist. (P07800) - Service Report

Treatment Date	Service Order No	Asgmt	Arg No	Technician	Primary Licensee Name	Primary License Name	Primary License No	Customer Address	Customer City	Cust. State	Cust. Zip
12/05/2024	0000219672	1 (0)	1000002502	Christian Oliver	Christian Oliver	Applicator ID	JE299039	Cypress Pkwy. and Solivita Blvd.	Poinciana	FL	34759

Job Instructions

Comments

Truck KIS-1:

Precipitation	Cloud Cover %	Wind Velocity	Wind Direction	Temperature	On The Job Minutes	Job Timestamp Start	Job Timestamp End	Job Status	Service Kit	Treatment
Clear		1-10 MPH	North	55 °F	17	12/05/2024 22:49 PM	12/05/2024 23:06 PM	Complete	KIS2827 - Biomist 4+4 Truck ULV	Ground

Site ID	Latitude	Longitude	Chemical	Used Quantity	Dosage Rate	Actual Dosage Rate	Start Mileage	End Mileage	Units Treated	Start Time Stamp	End Time Stamp	Action Threshold
1	28.132200 2410889	- 81.499000549 3164	SE11098 - CEMM SOUTH BIOMIST 4+4 GALLON EPA #: 8329-35	0.490 gal	0.16 gal	0.000	0	4	4 mi	12/05/2024 22:49	12/05/2024 23:05	Past Years' Experience
<b>Total Chemical Used:</b>				<b>0.49</b>				<b>Total Miles:</b>	<b>4</b>			

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Poinciana West Community Dev. Dist. (P07800) - Service Report

Treatment Date	Service Order No	Asgmt	Arg No	Technician	Primary Licensee Name	Primary License Name	Primary License No	Customer Address	Customer City	Cust. State	Cust. Zip
12/12/2024	0000219633	1 (0)	1000002502	Matt Robinson	Matt Robinson	Applicator ID	PENDING	Cypress Pkwy. and Solivita Blvd.	Poinciana	FL	34759

Job Instructions

Comments

Truck KIS-1:

Precipitation	Cloud Cover %	Wind Velocity	Wind Direction	Temperature	On The Job Minutes	Job Timestamp Start	Job Timestamp End	Job Status	Service Kit	Treatment
Clear		1-10 MPH	North	64 °F	33	12/12/2024 13:29 PM	12/12/2024 14:02 PM	Complete	KIS2715 - Biomist 4+4 ATV/ULV	Ground

Site ID	Latitude	Longitude	Chemical	Used Quantity	Dosage Rate	Actual Dosage Rate	Start Mileage	End Mileage	Units Treated	Start Time Stamp	End Time Stamp	Action Threshold
1	28.129600 5249023	- 81.497596740 7227	SE11098 - CEMM SOUTH BIOMIST 4+4 GALLON EPA #: 8329-35	0.440 gal	0.15 gal	0.000	0	4.3	4.3 mi	12/12/2024 13:34	12/12/2024 14:01	Past Years' Experience
<b>Total Chemical Used:</b>				<b>0.44</b>			<b>Total Miles:</b>	<b>4.3</b>				

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Poinciana West Community Dev. Dist. (P07800) - Service Report

Treatment Date	Service Order No	Asgmt	Arg No	Technician	Primary Licensee Name	Primary License Name	Primary License No	Customer Address	Customer City	Cust. State	Cust. Zip
12/12/2024	0000219689	1 (0)	1000002502	Christian Oliver	Christian Oliver	Applicator ID	JE299039	Cypress Pkwy. and Solivita Blvd.	Poinciana	FL	34759

Job Instructions

Comments

Truck KIS-1:

Precipitation	Cloud Cover %	Wind Velocity	Wind Direction	Temperature	On The Job Minutes	Job Timestamp Start	Job Timestamp End	Job Status	Service Kit	Treatment
Clear		1-10 MPH	North	52 °F	17	12/12/2024 22:12 PM	12/12/2024 22:29 PM	Complete	KIS2827 - Biomist 4+4 Truck ULV	Ground

Site ID	Latitude	Longitude	Chemical	Used Quantity	Dosage Rate	Actual Dosage Rate	Start Mileage	End Mileage	Units Treated	Start Time Stamp	End Time Stamp	Action Threshold
1	28.132200 2410889	- 81.499000549 3164	SE11098 - CEMM SOUTH BIOMIST 4+4 GALLON EPA #: 8329-35	0.500 gal	0.17 gal	0.000	0	4	4 mi	12/12/2024 22:12	12/12/2024 22:28	Past Years' Experience
<b>Total Chemical Used:</b>				<b>0.5</b>			<b>Total Miles:</b>		<b>4</b>			

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Poinciana West Community Dev. Dist. (P07800) - Service Report

Treatment Date	Service Order No	Asgmt	Arg No	Technician	Primary Licensee Name	Primary License Name	Primary License No	Customer Address	Customer City	Cust. State	Cust. Zip
12/16/2024	0000219634	1 (0)	1000002502	Matt Robinson	Matt Robinson	Applicator ID	PENDING	Cypress Pkwy. and Solivita Blvd.	Poinciana	FL	34759

Job Instructions	Comments
Truck KIS-1:	finished about 1/4 of job

Precipitation	Cloud Cover %	Wind Velocity	Wind Direction	Temperature	On The Job Minutes	Job Timestamp Start	Job Timestamp End	Job Status	Service Kit	Treatment
Rain		1-10 MPH	North	77 °F	10	12/16/2024 13:53 PM	12/16/2024 14:03 PM	Complete	KIS2715 - Biomist 4+4 ATV/ULV	Ground

Site ID	Latitude	Longitude	Chemical	Used Quantity	Dosage Rate	Actual Dosage Rate	Start Mileage	End Mileage	Units Treated	Start Time Stamp	End Time Stamp	Action Threshold
1	28.129600 5249023	- 81.497596740 7227	SE11098 - CEMM SOUTH BIOMIST 4+4 GALLON EPA #: 8329-35	0.110 gal	0.04 gal	0.000	0	0.07	0.07 mi	12/16/2024 13:54	12/16/2024 14:02	Past Years' Experience
<b>Total Chemical Used:</b>				<b>0.11</b>			<b>Total Miles:</b>	<b>0.07</b>				

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Poinciana West Community Dev. Dist. (P07800) - Service Report

Treatment Date	Service Order No	Asgmt	Arg No	Technician	Primary Licensee Name	Primary License Name	Primary License No	Customer Address	Customer City	Cust. State	Cust. Zip
12/19/2024	0000219703	1 (0)	1000002502	Christian Oliver	Christian Oliver	Applicator ID	JE299039	Cypress Pkwy. and Solivita Blvd.	Poinciana	FL	34759

Job Instructions	Comments
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Truck KIS-1:

Precipitation	Cloud Cover %	Wind Velocity	Wind Direction	Temperature	On The Job Minutes	Job Timestamp Start	Job Timestamp End	Job Status	Service Kit	Treatment
Clear		1-10 MPH	North	66 °F	18	12/19/2024 22:27 PM	12/19/2024 22:45 PM	Complete	KIS2827 - Biomist 4+4 Truck ULV	Ground

Site ID	Latitude	Longitude	Chemical	Used Quantity	Dosage Rate	Actual Dosage Rate	Start Mileage	End Mileage	Units Treated	Start Time Stamp	End Time Stamp	Action Threshold
1	28.132200 2410889	- 81.499000549 3164	SE11098 - CEMM SOUTH BIOMIST 4+4 GALLON EPA #: 8329-35	0.500 gal	0.17 gal	0.000	0	4	4 mi	12/19/2024 22:28	12/19/2024 22:44	Past Years' Experience
<b>Total Chemical Used:</b>				<b>0.5</b>			<b>Total Miles:</b>	<b>4</b>				

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Poinciana West Community Dev. Dist. (P07800) - Service Report

Treatment Date	Service Order No	Asgmt	Arg No	Technician	Primary Licensee Name	Primary License Name	Primary License No	Customer Address	Customer City	Cust. State	Cust. Zip
12/23/2024	0000219632	1 (0)	1000002502	Matt Robinson	Matt Robinson	Applicator ID	PENDING	Cypress Pkwy. and Solivita Blvd.	Poinciana	FL	34759

Job Instructions

Comments

Truck KIS-1:

Precipitation	Cloud Cover %	Wind Velocity	Wind Direction	Temperature	On The Job Minutes	Job Timestamp Start	Job Timestamp End	Job Status	Service Kit	Treatment
Clear		1-10 MPH	North	73 °F	30	12/23/2024 13:09 PM	12/23/2024 13:39 PM	Complete	KIS2715 - Biomist 4+4 ATV/ULV	Ground

Site ID	Latitude	Longitude	Chemical	Used Quantity	Dosage Rate	Actual Dosage Rate	Start Mileage	End Mileage	Units Treated	Start Time Stamp	End Time Stamp	Action Threshold
1	28.129600 5249023	- 81.497596740 7227	SE11098 - CEMM SOUTH BIOMIST 4+4 GALLON EPA #: 8329-35	0.440 gal	0.15 gal	0.000	0	3.1	3.1 mi	12/23/2024 13:09	12/23/2024 13:38	Past Years' Experience
<b>Total Chemical Used:</b>				<b>0.44</b>			<b>Total Miles:</b>	<b>3.1</b>				

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Poinciana West Community Dev. Dist. (P07800) - Service Report

Treatment Date	Service Order No	Asgmt	Arg No	Technician	Primary Licensee Name	Primary License Name	Primary License No	Customer Address	Customer City	Cust. State	Cust. Zip
12/23/2024	0000219669	1 (0)	1000002502	Christian Oliver	Christian Oliver	Applicator ID	JE299039	Cypress Pkwy. and Solivita Blvd.	Poinciana	FL	34759

Job Instructions	Comments
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Truck KIS-1:

Precipitation	Cloud Cover %	Wind Velocity	Wind Direction	Temperature	On The Job Minutes	Job Timestamp Start	Job Timestamp End	Job Status	Service Kit	Treatment
Clear		1-10 MPH	North	64 °F	15	12/23/2024 22:11 PM	12/23/2024 22:26 PM	Complete	KIS2827 - Biomist 4+4 Truck ULV	Ground

Site ID	Latitude	Longitude	Chemical	Used Quantity	Dosage Rate	Actual Dosage Rate	Start Mileage	End Mileage	Units Treated	Start Time Stamp	End Time Stamp	Action Threshold
1	28.132200 2410889	- 81.499000549 3164	SE11098 - CEMM SOUTH BIOMIST 4+4 GALLON EPA #: 8329-35	0.410 gal	0.14 gal	0.000	0	4	4 mi	12/23/2024 22:11	12/23/2024 22:25	Past Years' Experience
<b>Total Chemical Used:</b>				<b>0.41</b>				<b>Total Miles:</b>	<b>4</b>			

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# SECTION 4

Customer Complaint Log Poinciana West CDD											
Date	Resident	Address	Pond	Contact Given	Complaint	Assigned To	Resolution	Date Resolved	Date Reported to Vendor	Date Treated by Vendor	Midge Activity Reported by Field
12/9/2024	Reese Vanselow	471 Bel Air Way			Overgrown trees in nature preserve; wild boars	Joel	Made resident aware that the conservation area behind the resident home is owned by the HOA per Property Appraiser.	12/09/2024	N/A.	N/A.	N/A.

# SECTION 5

*Item will be  
provided under  
separate cover.*