

DAYTONA WEST

COMMUNITY DEVELOPMENT

DISTRICT

May 14, 2024

BOARD OF SUPERVISORS

PUBLIC HEARING,

REGULAR MEETING AND

AUDIT COMMITTEE

MEETING AGENDA

DAYTONA WEST

COMMUNITY DEVELOPMENT DISTRICT

AGENDA

LETTER

Daytona West Community Development District
OFFICE OF THE DISTRICT MANAGER
2300 Glades Road, Suite 410W•Boca Raton, Florida 33431
Phone: (561) 571-0010•Toll-free: (877) 276-0889•Fax: (561) 571-0013

May 7, 2024

Board of Supervisors
Daytona West Community Development District

Dear Board Members:

The Board of Supervisors of the Daytona West Community Development District will hold a Public Hearing, Regular Meeting and Audit Committee Meeting on May 14, 2024 at 10:00 a.m., at the office of Cobb Cole, 231 North Woodland Boulevard, DeLand, Florida 32720. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments
3. Public Hearing on Adoption of Fiscal Year 2024/2025 Budget
 - A. Affidavit of Publication
 - B. Consideration of Resolution 2024-04, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2024, and Ending September 30, 2025; Authorizing Budget Amendments; and Providing an Effective Date
4. Consideration of Resolution 2024-03, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2023/2024 and Providing for an Effective Date
5. Recess Regular Meeting/Commencement of Audit Selection Committee Meeting
6. Review of Responses to Request for Proposals (RFP) for Annual Audit Services
 - A. Affidavit of Publication
 - B. RFP Package
 - C. Respondents
 - I. Berger, Toombs, Elam, Gaines & Frank
 - II. Grau & Associates
 - D. Auditor Evaluation Matrix/Ranking

ATTENDEES:

Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.

7. Termination of Audit Selection Committee Meeting/Reconvene Regular Meeting
8. Consider Recommendation of Audit Selection Committee
 - Award of Contract
9. Consideration of Response(s) to Request for Qualifications (RFQ) for Engineering Services
 - A. Affidavit of Publication
 - B. RFQ Package
 - C. Respondents
 - I. Alliant Engineering, Inc.
 - II. England- Thims & Miller, Inc.
 - D. Competitive Selection Criteria/Ranking
 - E. Award of Contract
10. Acceptance of Unaudited Financial Statements as of March 31, 2024
11. Approval of March 12, 2024 Regular Meeting Minutes
12. Staff Reports
 - A. District Counsel: *Cobb Cole*
 - B. District Engineer (Interim): *England-Thims & Miller, Inc.*
 - C. District Manager: *Wrathell, Hunt and Associates, LLC*
 - Required Ethics Training and Form 1 Disclosure Filing
 - NEXT MEETING DATE: TBD

○ QUORUM CHECK

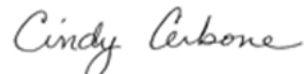
SEAT 1	MARYBEL DEFILLO	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 2	ROSS HALLE	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 3	ERIC WILLS	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 4	STEPHANIE LERRET	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 5	TREY FRAGALA	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO

13. Board Members' Comments/Requests
14. Public Comments

15. Adjournment

If you should have any questions or concerns, please do not hesitate to contact me directly at (561) 346-5294 or Andrew Kantarzhi at (415) 516-2161.

Sincerely,



Cindy Cerbone
District Manager

FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE

CALL-IN NUMBER: 1-888-354-0094

PARTICIPANT PASSCODE: 801 901 3513

DAYTONA WEST

COMMUNITY DEVELOPMENT DISTRICT

3A

AFFIDAVIT OF PUBLICATION

Daphne Gillyard
Daytona West Community Development District
2300 Glades RD # 410W
Boca Raton FL 33431-8556

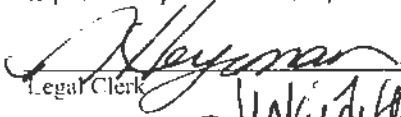
STATE OF WISCONSIN, COUNTY OF BROWN

Before the undersigned authority personally appeared, who on oath says that he or she is the Legal Coordinator of The News-Journal, published in Volusia and Flagler Counties, Florida; that the attached copy of advertisement, being a Govt Public Notices, was published on the publicly accessible website of Volusia and Flagler Counties, Florida, or in a newspaper by print in the issues of, on:

04/25/2024, 05/02/2024

Affiant further says that the website or newspaper complies with all legal requirements for publication in chapter 50, Florida Statutes.

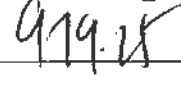
Subscribed and sworn to before me, by the legal clerk, who is personally known to me, on 05/02/2024



Legal Clerk



Notary, State of WI, County of Brown



My commission expires

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VICKY FELTY
Notary Public
State of Wisconsin

DAYTONA WEST COMMUNITY DEVELOPMENT DISTRICT NOTICE OF PUBLIC HEARING TO CONSIDER THE ADOPTION OF THE FISCAL YEAR FISCAL YEAR 2024/2025 BUDGET; AND NOTICE OF REGULAR BOARD OF SUPERVISORS' MEETING.
Notice is hereby given that the Board of Supervisors of the Daytona West Community Development District ("District") will hold a public hearing on May 14, 2024 at 10:00 a.m., at the office of Cobb Cole, 231 North Woodland Boulevard, DeLand, Florida 32720 for the purpose of hearing comments and objections on the adoption of the proposed budget ("Proposed Budget") of the District for the fiscal year beginning October 1, 2024 and ending September 30, 2025 ("Fiscal Year 2024/2025"). A regular board meeting of the District will also be held at that time where the Board may consider any other business that may properly come before it.
A copy of the agenda and Proposed Budget may be obtained by contacting the offices of the District Manager, Wrathell Hunt & Associates, 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431, (877) 278-0889 ("District Manager's Office"), during normal business hours.
The public hearing and meeting are open to the public and will be conducted in accordance with the provisions of Florida law. The public hearing and meeting may be continued to a date, time, and place to be specified on the record at the hearing or meeting.
Any person requiring special accommodations at this meeting and/or public hearing or requiring assistance connecting to any communications media technology because of a disability or physical impairment should contact the District Manager's Office at least forty-eight (48) hours prior to the meeting and public hearing. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Manager's Office.
Any person who decides to appeal any decision made by the Board with respect to any matter considered at the public hearing or meeting is advised that person will need a record of proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.
District Manager
10097977 4/25, 5/2/24 21

DAYTONA WEST

COMMUNITY DEVELOPMENT DISTRICT

3B

RESOLUTION 2024-04

THE ANNUAL APPROPRIATION RESOLUTION OF THE DAYTONA WEST COMMUNITY DEVELOPMENT DISTRICT (“DISTRICT”) RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2024, AND ENDING SEPTEMBER 30, 2025; AUTHORIZING BUDGET AMENDMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager has submitted to the Board of Supervisors (“**Board**”) of the Daytona West Community Development District (“**District**”) proposed budget(s) (“**Proposed Budget**”) for the fiscal year beginning October 1, 2024 and ending September 30, 2025 (“**Fiscal Year 2024/2025**”) along with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Section 190.008(2)(a), *Florida Statutes*; and

WHEREAS, at least sixty (60) days prior to the adoption of the Proposed Budget, the District filed a copy of the Proposed Budget with the local governing authorities having jurisdiction over the area included in the District pursuant to the provisions of Section 190.008(2)(b), *Florida Statutes*; and

WHEREAS, the Board set a public hearing thereon and caused notice of such public hearing to be given by publication pursuant to Section 190.008(2)(a), *Florida Statutes*; and

WHEREAS, the District Manager posted the Proposed Budget on the District’s website at least two days before the public hearing; and

WHEREAS, Section 190.008(2)(a), *Florida Statutes*, requires that, prior to October 1st of each year, the Board, by passage of the Annual Appropriation Resolution, shall adopt a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year; and

WHEREAS, the District Manager has prepared a Proposed Budget, whereby the budget shall project the cash receipts and disbursements anticipated during a given time period, including reserves for contingencies for emergency or other unanticipated expenditures during the fiscal year.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE MALABAR SPRINGS COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. BUDGET

- a. The Board has reviewed the Proposed Budget, a copy of which is on file with the office of the District Manager and at the District’s Local Records Office, and hereby approves certain amendments thereto, as shown in Section 2 below.

- b. The Proposed Budget, attached hereto as **Exhibit "A,"** as amended by the Board, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), *Florida Statutes ("Adopted Budget")*, and incorporated herein by reference; provided, however, that the comparative figures contained in the Adopted Budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures.
- c. The Adopted Budget, as amended, shall be maintained in the office of the District Manager and at the District's Local Records Office and identified as "The Budget for the Daytona West Community Development District for the Fiscal Year Ending September 30, 2025."
- d. The Adopted Budget shall be posted by the District Manager on the District's official website within thirty (30) days after adoption, and shall remain on the website for at least 2 years.

SECTION 2. APPROPRIATIONS

There is hereby appropriated out of the revenues of the District, for Fiscal Year 2024/2025, the sums set forth in **Exhibit A** to be raised by the levy of assessments, a funding agreement and/or otherwise. Such sums are deemed by the Board to be necessary to defray all expenditures of the District during said budget year, and are to be divided and appropriated in the amounts set forth in **Exhibit A**.

SECTION 3. BUDGET AMENDMENTS

Pursuant to Section 189.016, *Florida Statutes*, the District at any time within Fiscal Year 2024/2025 or within 60 days following the end of the Fiscal Year 2024/2025 may amend its Adopted Budget for that fiscal year as follows:

- a. A line-item appropriation for expenditures within a fund may be decreased or increased by motion of the Board recorded in the minutes, and approving the expenditure, if the total appropriations of the fund do not increase.
- b. The District Manager or Treasurer may approve an expenditure that would increase or decrease a line-item appropriation for expenditures within a fund if the total appropriations of the fund do not increase and if either (i) the aggregate change in the original appropriation item does not exceed the greater of \$15,000 or 15% of the original appropriation, or (ii) such expenditure is authorized by separate disbursement or spending resolution.
- c. Any other budget amendments shall be adopted by resolution and consistent with Florida law.

The District Manager or Treasurer must ensure that any amendments to the budget under paragraph c. above are posted on the District's website within 5 days after adoption and remain on the website for at least 2 years.

SECTION 4. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 14TH DAY OF MAY, 2024.

ATTEST:

**DAYTONA WEST COMMUNITY DEVELOPMENT
DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

Exhibit A: Fiscal Year 2024/2025 Budget(s)

Exhibit A: Fiscal Year 2024/2025 Budget(s)

**DAYTONA WEST
COMMUNITY DEVELOPMENT DISTRICT
PROPOSED BUDGET
FISCAL YEAR 2025**

**DAYTONA WEST
COMMUNITY DEVELOPMENT DISTRICT
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**DAYTONA WEST
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND BUDGET
FISCAL YEAR 2025**

	Fiscal Year 2024			Total Actual & Projected	Proposed Budget FY 2025
	Adopted Budget FY 2024	Projected through 1/31/24	Projected through 09/30/24		
REVENUES					
Landowner contribution	\$27,790	\$ 7,626	\$ 20,164	\$ 27,790	\$ 32,790
Total revenues	<u>27,790</u>	<u>7,626</u>	<u>20,164</u>	<u>27,790</u>	<u>32,790</u>
EXPENDITURES					
Professional & administrative					
Management/accounting/recording**	9,000	3,000	6,000	9,000	9,000
Legal	7,500	-	7,500	7,500	7,500
Engineering	1,000	-	1,000	1,000	1,000
Audit*	-	-	-	-	5,000
Telephone	200	67	133	200	200
Postage	500	25	475	500	500
Printing & binding	500	167	333	500	500
Legal advertising	1,750	-	1,750	1,750	1,750
Annual special district fee	175	175	-	175	175
Insurance	5,500	5,000	-	5,000	5,500
Contingencies/bank charges	750	-	750	750	750
Website hosting & maintenance	705	-	705	705	705
Website ADA compliance	210	-	210	210	210
Total expenditures	<u>27,790</u>	<u>8,434</u>	<u>18,856</u>	<u>27,290</u>	<u>32,790</u>
Excess/(deficiency) of revenues over/(under) expenditures	-	(808)	1,308	500	-
Fund balance - beginning (unaudited)	-	-	(808)	-	-
Fund balance - ending	<u>\$ -</u>	<u>\$ (808)</u>	<u>\$ 500</u>	<u>\$ 500</u>	<u>\$ -</u>

* These items will be realized when bonds are issued

** WHA will charge a reduced management fee of \$750 per month during semi-dormancy period.

**DAYTONA WEST
COMMUNITY DEVELOPMENT DISTRICT
DEFINITIONS OF GENERAL FUND EXPENDITURES**

EXPENDITURES

Professional & administrative

Management/accounting/recording**	\$ 9,000
<p>Wrathell, Hunt and Associates, LLC (WHA), specializes in managing community development districts by combining the knowledge, skills and experience of a team of professionals to ensure compliance with all of the District's governmental requirements. WHA develops financing programs, administers the issuance of tax exempt bond financings, operates and maintains the assets of the community.</p>	
Legal	7,500
<p>General counsel and legal representation, which includes issues relating to public finance, public bidding, rulemaking, open meetings, public records, real property dedications, conveyances and contracts.</p>	
Engineering	1,000
<p>The District's Engineer will provide construction and consulting services, to assist the District in crafting sustainable solutions to address the long term interests of the community while recognizing the needs of government, the environment and maintenance of the District's facilities.</p>	
Audit	5,000
<p>Statutorily required for the District to undertake an independent examination of its books, records and accounting procedures.</p>	
Telephone	200
<p>Telephone and fax machine.</p>	
Postage	500
<p>Mailing of agenda packages, overnight deliveries, correspondence, etc.</p>	
Printing & binding	500
<p>Letterhead, envelopes, copies, agenda packages</p>	
Legal advertising	1,750
<p>The District advertises for monthly meetings, special meetings, public hearings, public bids, etc.</p>	
Annual special district fee	175
<p>Annual fee paid to the Florida Department of Economic Opportunity.</p>	
Insurance	5,500
<p>The District will obtain public officials and general liability insurance.</p>	
Contingencies/bank charges	750
<p>Bank charges and other miscellaneous expenses incurred during the year and automated AP routing etc.</p>	
Website hosting & maintenance	705
Website ADA compliance	210
Total expenditures	<u><u>\$ 32,790</u></u>

DAYTONA WEST

COMMUNITY DEVELOPMENT DISTRICT

4

RESOLUTION 2024-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE DAYTONA WEST COMMUNITY DEVELOPMENT DISTRICT DESIGNATING DATES, TIMES AND LOCATIONS FOR REGULAR MEETINGS OF THE BOARD OF SUPERVISORS OF THE DISTRICT FOR FISCAL YEAR 2023/2024 AND PROVIDING FOR AN EFFECTIVE DATE

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

WHEREAS, the District is required by Section 189.015, *Florida Statutes*, to file quarterly, semi-annually, or annually a schedule (including date, time, and location) of its regular meetings with local governing authorities; and

WHEREAS, further, in accordance with the above-referenced statute, the District shall also publish quarterly, semi-annually, or annually the District’s regular meeting schedule in a newspaper of general paid circulation in the county in which the District is located.

WHEREAS, the Board desires to adopt the Fiscal Year 2023/2024 meeting schedule attached as **Exhibit A**.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE DAYTONA WEST COMMUNITY DEVELOPMENT DISTRICT:

1. **ADOPTING FISCAL YEAR 2023/2024 ANNUAL MEETING SCHEDULE.** The Fiscal Year 2023/2024 annual meeting schedule attached hereto and incorporated by reference herein as **Exhibit A** is hereby approved and shall be published in accordance with the requirements of Florida law and also provided to applicable governing authorities.

2. **EFFECTIVE DATE.** This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this ____ day of _____, 2024.

ATTEST:

**DAYTONA WEST COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

EXHIBIT "A"

DAYTONA WEST COMMUNITY DEVELOPMENT DISTRICT		
BOARD OF SUPERVISORS FISCAL YEAR 2023/2024 MEETING SCHEDULE		
LOCATION		
<i>Cobb Cole, 231 North Woodland Boulevard, DeLand, Florida 32720</i>		
DATE	POTENTIAL DISCUSSION/FOCUS	TIME
June __, 2024	Regular Meeting	__:__ AM/PM
July __, 2024	Regular Meeting	__:__ AM/PM
August __, 2024	Regular Meeting	__:__ AM/PM
September __, 2024	Regular Meeting	__:__ AM/PM

DAYTONA WEST

COMMUNITY DEVELOPMENT DISTRICT

6A

AFFIDAVIT OF PUBLICATION

Daphne Gillyard
Daytona West Community Development District
2300 Glades RD # 410W
Boca Raton FL 33431-8556

STATE OF WISCONSIN, COUNTY OF BROWN

Before the undersigned authority personally appeared, who on oath says that he or she is the Legal Coordinator of The News-Journal, published in Volusia and Flagler Counties, Florida; that the attached copy of advertisement, being a Govt Bids & Proposals, was published on the publicly accessible website of Volusia and Flagler Counties, Florida, or in a newspaper by print in the issues of, on:

04/25/2024

Affiant further says that the website or newspaper complies with all legal requirements for publication in chapter 50, Florida Statutes.

Subscribed and sworn to before me, by the legal clerk, who is personally known to me, on 04/25/2024

Vivian Jacobs
Legal Clerk

Vicky Felty
Notary, State of WI, County of Brown
9/29/25

My commission expires

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VICKY FELTY
Notary Public
State of Wisconsin

**DAYTONA WEST COMMUNITY
DEVELOPMENT DISTRICT
REQUEST FOR PROPOSALS FOR
ANNUAL AUDIT SERVICES**

The Daytona West Community Development District hereby requests proposals for annual financial auditing services. The proposal must provide for the auditing of the District's financial records for the fiscal year ending September 30, 2023, with an option for two additional optional annual renewals. The District is a local unit of special-purpose government created under Chapter 190, Florida Statutes, for the purpose of financing, constructing, and maintaining public infrastructure. The District is located in the City of Daytona Beach, Volusia County, Florida, and has an annual operating budget of approximately \$27,790. The final contract will require that, among other things, the audit for the fiscal year ending September 30, 2023, be completed no later than June 30, 2024.

The auditing entity submitting a proposal must be duly licensed under Chapter 473, Florida Statutes, and be qualified to conduct audits in accordance with "Government Auditing Standards," as adopted by the Florida Board of Accountancy. Audits shall be conducted in accordance with Florida Law and particularly Section 218.39, Florida Statutes, and the rules of the Florida Auditor General.

Proposal packages, which include evaluation criteria and instructions to proposers, are available from the District Manager at the address and telephone number listed below.

Proposers must provide one (1) unbound and one (1) electronic copy of their proposal to the District Manager, 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431, (561)571-0010 in an envelope marked on the outside "Auditing Services, Daytona West Community Development District." Proposals must be received by 12:00 p.m., on May 2, 2024, at the office of the District Manager. Please direct all questions regarding this Notice to the District Manager.

District Manager

L#10099834 4/25/2024 1T

DAYTONA WEST

COMMUNITY DEVELOPMENT DISTRICT

6B

**DAYTONA WEST COMMUNITY DEVELOPMENT DISTRICT
REQUEST FOR PROPOSALS FOR ANNUAL AUDIT SERVICES**

The Daytona West Community Development District hereby requests proposals for annual financial auditing services. The proposal must provide for the auditing of the District's financial records for the fiscal year ending September 30, 2023, with an option for two additional optional annual renewals. The District is a local unit of special-purpose government created under Chapter 190, *Florida Statutes*, for the purpose of financing, constructing, and maintaining public infrastructure. The District is located in the City of Daytona Beach, Volusia County, Florida, and has an annual operating budget of approximately \$27,790. The final contract will require that, among other things, the audit for the fiscal year ending September 30, 2023, be completed no later than June 30, 2024.

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District Manager

DAYTONA WEST COMMUNITY DEVELOPMENT DISTRICT

REQUEST FOR PROPOSALS

District Auditing Services for Fiscal Year 2023
The City of Daytona Beach, Volusia County, Florida

INSTRUCTIONS TO PROPOSERS

SECTION 1. DUE DATE. Sealed proposals must be received no later than May 2, 2024, at 2:00 p.m., at the offices of the District Manager, 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431, (561) 571-0010. Proposals will be publicly opened at that time.

SECTION 2. FAMILIARITY WITH THE LAW. By submitting a proposal, the Proposer is assumed to be familiar with all federal, state, and local laws, ordinances, rules and regulations that in any manner affect the work. Ignorance on the part of the Proposer will in no way relieve it from responsibility to perform the work covered by the proposal in compliance with all such laws, ordinances and regulations.

SECTION 3. QUALIFICATIONS OF PROPOSER. The contract, if awarded, will only be awarded to a responsible Proposer who is qualified by experience and licensing to do the work specified herein. The Proposer shall submit with its proposal satisfactory evidence of experience in similar work and show that it is fully prepared to complete the work to the satisfaction of the District.

SECTION 4. SUBMISSION OF ONLY ONE PROPOSAL. Proposers shall be disqualified and their proposals rejected if the District has reason to believe that collusion may exist among the Proposers, the Proposer has defaulted on any previous contract or is in arrears on any previous or existing contract, or for failure to demonstrate proper licensure and business organization.

SECTION 5. SUBMISSION OF PROPOSAL. Submit one (1) unbound and one (1) electronic copy of the Proposal Documents, and other requested attachments at the time and place indicated herein, which shall be enclosed in an opaque sealed envelope, marked with the title "Auditing Services – Daytona West Community Development District" on the face of it.

SECTION 6. MODIFICATION AND WITHDRAWAL. Proposals may be modified or withdrawn by an appropriate document duly executed and delivered to the place where proposals are to be submitted at any time prior to the time and date the proposals are due. No proposal may be withdrawn after opening for a period of ninety (90) days.

SECTION 7. PROPOSAL DOCUMENTS. The proposal documents shall consist of the notice announcing the request for proposals, these instructions, the Evaluation Criteria Sheet and a proposal with all required documentation pursuant to Section 12 of these instructions (the "Proposal Documents").

SECTION 8. PROPOSAL. In making its proposal, each Proposer represents that it has read and understands the Proposal Documents and that the proposal is made in accordance therewith.

SECTION 9. BASIS OF AWARD/RIGHT TO REJECT. The District reserves the right to reject any and all proposals, make modifications to the work, and waive any informalities or irregularities in proposals as it is deemed in the best interests of the District.

SECTION 10. CONTRACT AWARD. Within fourteen (14) days of receipt of the Notice of Award from the District, the Proposer shall enter into and execute a Contract (engagement letter) with the District.

SECTION 11. LIMITATION OF LIABILITY. Nothing herein shall be construed as or constitute a waiver of the District's limited waiver of liability contained in Section 768.28, *Florida Statutes*, or any other statute or law.

SECTION 12. MISCELLANEOUS. All proposals shall include the following information in addition to any other requirements of the proposal documents.

- A. List the position or title of all personnel to perform work on the District audit. Include resumes for each person listed; list years of experience in present position for each party listed and years of related experience.
- B. Describe proposed staffing levels, including resumes with applicable certifications.
- C. Three references from projects of similar size and scope. The Proposer should include information relating to the work it conducted for each reference as well as a name, address and phone number of a contact person.
- D. The lump sum cost of the provision of the services under the proposal for the District's first audit for which there are no special assessment bonds, plus the lump sum cost of two (2) annual renewals, which renewals shall include services related to the District's anticipated issuance of special assessment bonds.

SECTION 13. PROTESTS. In accordance with the District's Rules of Procedure, any protest regarding the Proposal Documents, must be filed in writing, at the offices of the

District Manager, within seventy-two (72) calendar hours (excluding Saturday, Sunday, and state holidays) after the receipt of the Proposal Documents. The formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days (including Saturday, Sunday, and state holidays) after the initial notice of protest was filed. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest with respect to the aforesaid Proposal Documents.

SECTION 14. EVALUATION OF PROPOSALS. The criteria to be used in the evaluation of proposals are presented in the Evaluation Criteria Sheet, contained within the Proposal Documents.

**DAYTONA WEST COMMUNITY DEVELOPMENT DISTRICT
AUDITOR SELECTION
EVALUATION CRITERIA**

1. Ability of Personnel. (20 Points)

(E.g., geographic location of the firm’s headquarters or permanent office in relation to the project; capabilities and experience of key personnel; present ability to manage this project; evaluation of existing work load; proposed staffing levels, etc.)

2. Proposer’s Experience. (20 Points)

(E.g. past record and experience of the Proposer in similar projects; volume of work previously performed by the firm; past performance for other or current Community Development District(s) in other contracts; character, integrity, reputation of Proposer, etc.)

3. Understanding of Scope of Work. (20 Points)

Extent to which the proposal demonstrates an understanding of the District’s needs for the services requested.

4. Ability to Furnish the Required Services. (20 Points)

Extent to which the proposal demonstrates the adequacy of Proposer’s financial resources and stability as a business entity necessary to complete the services required.

5. Price. (20 Points)***

Points will be awarded based upon the lowest total proposal for rendering the services and the reasonableness of the proposal.

Total (100 Points)

***Alternatively, the Board may choose to evaluate firms without considering price, in which case the remaining categories would be assigned 25 points each.

DAYTONA WEST

COMMUNITY DEVELOPMENT DISTRICT

6C1

**DAYTONA WEST
COMMUNITY DEVELOPMENT DISTRICT
PROPOSAL FOR AUDIT SERVICES**

PROPOSED BY:

Berger, Toombs, Elam, Gaines & Frank
CERTIFIED PUBLIC ACCOUNTANTS, PL

600 Citrus Avenue, Suite 200
Fort Pierce, Florida 34950

(772) 461-6120

CONTACT PERSON:

J. W. Gaines, CPA, Director

DATE OF PROPOSAL:

May 9, 2024

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Berger, Toombs, Elam, Gaines & Frank

Certified Public Accountants PL

600 Citrus Avenue
Suite 200
Fort Pierce, Florida 34950

772/461-6120 // 461-1155
FAX: 772/468-9278

May 9, 2024

Daytona West Community Development District
Wrathell Hunt & Associates LLC
2300 Glades Road, Suite 410W
Boca Raton, Florida 33431

Dear District Manager:

Thank you very much for the opportunity to present our professional credentials to provide audit services for Daytona West Community Development District.

Berger, Toombs, Elam, Gaines & Frank, Certified Public Accountants, PL has assembled a team of governmental and nonprofit specialists second to none to serve our clients. Our firm has the necessary qualifications and experience to serve as the independent auditors for Daytona West Community Development District. We will provide you with top quality, responsive service.

Experience

Berger, Toombs, Elam, Gaines & Frank, Certified Public Accountants, PL is a recognized leader in providing services to governmental and nonprofit agencies throughout Florida. We have been the independent auditors for a number of local governmental agencies and through our experience in performing their audits, we have been able to increase our audit efficiency and; therefore, reduce costs. We have continually passed this cost savings on to our clients and will continue to do so in the future. As a result of our experience and expertise, we have developed an effective and efficient audit approach designed to meet or exceed the performance specifications in accordance with auditing standards generally accepted in the United States of America, the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States, and the standards for financial and compliance audits. We will conduct the audit in accordance with auditing standards generally accepted in the United States of America; "Government Auditing Standards" issued by the Comptroller General of the United States; the provisions of the Single Audit Act, Subpart F of Title 2 US Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, with minimal disruption to your operations. Our firm has frequent technical updates to keep our personnel informed and up-to-date on all changes that are occurring within the industry.

Fort Pierce / Stuart

Member AICPA

- 1 -
Member AICPA Division for CPA Firms
Private Companies practice Section

Member FICPA

Daytona West Community Development District
May 9, 2024

Our firm is a member of the Government Audit Quality Center, an organization dedicated to improving government audit quality. We also utilize the audit program software of a nationally recognized CPA firm to assure us that we are up to date with all auditing standards and to assist us maintain maximum audit efficiencies.

To facilitate your evaluation of our qualifications and experience, we have arranged this proposal to include a resume of our firm, including our available staff, our extensive prior governmental and nonprofit auditing experience and clients to be contacted.

You need a firm that will provide an efficient, cost-effective, high-quality audit within critical time constraints. You need a firm with the prerequisite governmental and nonprofit experience to perform your audit according to stringent legal and regulatory requirements, a firm that understands the complex nature of community development districts and their unique compliance requirements. You need a firm with recognized governmental and nonprofit specialists within the finance and governmental communities. And, certainly, you need a firm that will provide you with valuable feedback to enhance your current and future operations. Berger, Toombs, Elam, Gaines & Frank, Certified Public Accountants, PL is that firm. J. W. Gaines is the person authorized to make representations for the firm.

Thank you again for the opportunity to submit this proposal to Daytona West Community Development District.

Very truly yours,



Berger, Toombs, Elam, Gaines & Frank
Certified Public Accountants PL
Fort Pierce, Florida

PROFILE OF THE PROPOSER

Description and History of Audit Firm

Berger, Toombs, Elam, Gaines & Frank, Certified Public Accountants, PL is a Treasure Coast public accounting firm, which qualifies as a small business firm, as established by the Small Business Administration (13 CFR 121.38), with offices in Fort Pierce and Stuart. We are a member of the Florida Institute of Certified Public Accountants and the American Institute of Certified Public Accountants. The firm was formed from the merger of Edwards, Berger, Harris & Company (originated in 1972) and McAlpin, Curtis & Associates (originated in 1949). J. W. Gaines and Associates (originated in 1979) merged with the firm in 2004. Our tremendous growth rate experienced over the last 69 years is directly attributable to the firm's unrelenting dedication to providing the highest quality, responsive professional services attainable to its clients.

We are a member of the Private Companies Practice Section (PCPS) of the American Institute of Certified Public Accountants (AICPA) to assure we meet the highest standards. Membership in this practice section requires that our firm meet more stringent standards than standard AICPA membership. These rigorous requirements include the requirement of a triennial peer review of our firm's auditing and accounting practice and annual Continuing Professional Education (CPE) for all accounting staff (whether CPA or non-CPA). For standard AICPA membership, only a quality review is required and only CPAs must meet CPE requirements.

We are also a member of the Government Audit Quality Center ("the Center") of the American Institute of Certified Public Accountants to assure the quality of our government audits. Membership in the Center, which is voluntary, requires our firm to comply with additional standards to promote the quality of government audits.

We have been extensively involved in serving local government entities with professional accounting, auditing and consulting services throughout the entire 69 year history of our firm. Our substantial experience over the years makes us uniquely qualified to provide accounting, auditing, and consulting services to these clients. We are a recognized leader in providing services to governmental and nonprofit agencies on the Treasure Coast and in Central and South Florida, with extensive experience in auditing community development districts and water control districts. We were the independent auditors of the City of Fort Pierce for over 37 years and currently, we are the independent auditors for St. Lucie County since 2002, and for 34 of the 38 years that the county has been audited by CPA firms. Additionally, we have performed audits of the City of Stuart, the City of Vero Beach, Indian River County and Martin County. We also presently audit over 75 Community Development Districts throughout Florida.

Our firm was founded on the belief that we are better able to respond to our clients needs through education, experience, independence, quality control, and personal service. Our firm's commitment to quality is reflected in our endeavor of professional excellence via continuing education, the use of the latest computer technology, professional membership in PCPS and peer review.

We believe our approach to audit engagements, intelligence and innovation teamed with sound professional judgment enables us to explore new concepts while remaining sensitive to the fundamental need for practical solutions. We take pride in giving you the assurance that the personal assistance you receive comes from years of advanced training, technical experience and financial acumen.

Professional Staff Resources

Berger, Toombs, Elam, Gaines & Frank, Certified Public Accountants, PL has a total of 27 professional and administrative staff (including 12 professional staff with extensive experience servicing government entities). The work will be performed out of our Fort Pierce office with a proposed staff of one senior accountant and one or two staff accountants supervised by an audit manager and audit partner. With the exception of the directors of the firm's offices, the professional staff is not specifically assigned to any of our individual offices. The professional and administrative staff resources available to you through Berger, Toombs, Elam, Gaines & Frank, Certified Public Accountants, PL are as follows:

	<u>Total</u>
Partners/Directors (CPA's)	6
Managers (2 CPA's)	2
Senior/Supervisor Accountants (3 CPA's)	3
Staff Accountants (2 CPA)	11
Computer Specialist	1
Paraprofessional	7
Administrative	<u>5</u>
Total – all personnel	35

Following is a brief description of each employee classification:

Staff Accountant – Staff accountants work directly under the constant supervision of the auditor-in-charge and, are responsible for the various testing of documents, account analysis and any other duties as his/her supervisor believes appropriate. Minimum qualification for a staff accountant is graduation from an accredited university or college with a degree in accounting or equivalent.

Senior Accountant – A senior accountant must possess all the qualifications of the staff accountant, in addition to being able to draft the necessary reports and financial statements, and supervise other staff accountants when necessary.

Managers – A manager must possess the qualifications of the senior accountant, plus be able to work without extensive supervision from the auditor-in-charge. The manager should be able to draft audit reports from start to finish and to supervise the audit team, if necessary.

Principal – A principal is a partner/director in training. He has been a manager for several years and possesses the technical skills to act as the auditor-in-charge. A principal has no financial interest in the firm.

Partner/Director – The director has extensive governmental auditing experience and acts as the auditor-in-charge. Directors have a financial interest in the firm.

Professional Staff Resources (Continued)

Independence – Independence of the public accounting firm, with respect to the audit client, is the foundation from which the public gains its trust in the opinion issued by the public accounting firm at the end of the audit process. This independence must be in appearance as well as in fact. The public must perceive that the accounting firm is independent of the audit entity to ensure that nothing would compromise the opinion issued by the public accounting firm. **Berger, Toombs, Elam, Gaines & Frank, Certified Public Accountants, PL** is independent of Daytona West Community Development District, including its elected officials and related parties, at the date of this proposal, as defined by the following rules, regulations, and standards:

AuSection 220 – Statements on Auditing Standards issued by the American Institute of Certified Public Accountants;

ET Sections 101 and 102 – Code of Professional Conduct of the American Institute of Certified Public Accountants;

Chapter 21A-1, Florida Administrative Code;

Section 473.315, Florida Statutes; and,

Government Auditing Standards, issued by the Comptroller General of the United States.

On an annual basis, all members of the firm are required to confirm, in writing, that they have no personal or financial relationships or holding that would impair their independence with regard to the firm's clients.

Independence is a hallmark of our profession. We encourage our staff to use professional judgment in situations where our independence could be impaired or the perception of a conflict of interest might exist. In the governmental sector, public perception is as important as professional standards. Therefore, the utmost care must be exercised by independent auditors in the performance of their duties.

Ability to Furnish the Required Services

As previously noted in the Profile of the Proposer section of this document, our firm has been in existence for over 74 years. We have provided audit services to some clients for over 30 years continually. Our firm is insured against physical loss through commercial insurance and we also carry liability insurance. The majority of our audit documentation is stored electronically, both on our office network and on each employee laptop or computer assigned to each specific job. Our office computer network is backed up on tape, so in the event of a total equipment loss, we can restore all data as soon as replacement equipment is acquired. In addition, our field laptop computers carry the same data and can be used in the event of emergency with virtually no delay in completing the required services.

ADDITIONAL SERVICES PROVIDED

Arbitrage Rebate Services

Berger, Toombs, Elam, Gaines & Frank, Certified Public Accountants, PL also provides arbitrage rebate compliance and related services to governmental issuers. The Tax Reform Act of 1986 requires issuers of most tax-exempt obligations to pay (i.e., “rebate”) to the United States government any arbitrage profits. Arbitrage profits are earnings on the investment of bond proceeds and certain other monies in excess of what would have been earned had such monies been invested at a yield equal to the yield on the bonds.

Federal tax law requires that interim rebate calculations and payments are due at the end of every fifth bond year. Final payment is required upon redemption of the bonds. More frequent calculations may be deemed advisable by an issuer’s auditor, trustee or bond counsel or to assure that accurate and current records are available. These more frequent requirements are usually contained in the Arbitrage or Rebate Certificate with respect to the bonds.

Our firm performs a comprehensive rebate analysis and includes the following:

- Verifying that the issue is subject to rebate;
- Calculating the bond yield;
- Identifying, and separately accounting for, all “Gross Proceeds” (as that term is defined in the Code) of the bond issue, including those requiring analysis due to “transferred proceeds” and/or “commingled funds” circumstances;
- Determining what general and/or elective options are available to Gross proceeds of the issue;
- Calculating the issue’s excess investment earning (rebate liability), if any;
- Delivering appropriate documentation to support all calculations;
- Providing an executive summary identifying the methodology employed, major assumptions, conclusions, and any other recommendations for changes in recordkeeping and investment policies;
- Assisting as necessary in the event of an Internal Revenue Service inquiry; and,
- Consulting with issue staff, as necessary, regarding arbitrage related matters.

GOVERNMENTAL AUDITING EXPERIENCE

Berger, Toombs, Elam, Gaines & Frank, Certified Public Accountants, PL has been practicing public accounting in Florida for 69 years. Our success over the years has been the result of a strong commitment to providing personalized quality service to our clients.

The current members of our firm have performed audits of over 1,100 community development districts, and over 2,100 audits of municipalities, counties and other governmental entities such as the City of Fort Pierce and St. Lucie County.

Our firm provides a variety of accounting, auditing, tax litigation support, and consulting services. Some of the professional accounting, auditing and management consulting services that are provided by our firm are listed below:

- Performance of annual financial and compliance audits, including Single Audits of state and federal financial assistance programs, under the provisions of the Single Audit Act, Subpart F of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance), with minimal disruptions to your operations;
- Performance of special compliance audits to ascertain compliance with the applicable local, state and federal laws and regulations;
- Issuance of comfort letters and consent letters in conjunction with the issuance of tax-exempt debt obligations, including compiling financial data and interim period financial statement reviews;
- Calculation of estimated and actual federal arbitrage rebates;
- Assistance in compiling historical financial data for first-time and supplemental submissions for GFOA Certificate of Achievement for Excellence in Financial Reporting;
- Preparation of indirect cost allocation systems in accordance with Federal and State regulatory requirements;
- Providing human resource and employee benefit consulting;
- Performance of automation feasibility studies and disaster recovery plans;
- Performance feasibility studies concerning major fixed asset acquisitions and utility plant expansion plans (including electric, water, pollution control, and sanitation utilities); and
- Assistance in litigation, including testimony in civil and criminal court.
- Assist clients who utilize QuickBooks software with their software needs. Our Certified QuickBooks Advisor has undergone extensive training through QuickBooks and has passed several exams to attain this Certification.

Continuing Professional Education

All members of the governmental audit staff of our firm, and audit team members assigned to this engagement, are in compliance with the Continuing Professional Education (CPE) requirements set forth in Government Auditing Standards issued by the Comptroller General of the United States. In addition, our firm is in compliance with the applicable provisions of the Florida Statutes that require CPA's to have met certain CPE requirements prior to proposing on governmental audit engagements.

GOVERNMENTAL AUDITING EXPERIENCE (CONTINUED)

The audit team has extensive experience in performing governmental audits and is exposed to intensive and continuing concentration on these types of audits. Due to the total number of governmental audits our team performs, each member of our governmental staff must understand and be able to perform several types of governmental audits. It is our objective to provide each professional employee fifty hours or more of comprehensive continuing professional education each year. This is accomplished through attending seminars throughout Florida and is reinforced through in-house training.

Our firm has made a steadfast commitment to professional education. Our active attendance and participation in continuing professional education is a major part of our objective to obtain the most recent knowledge on issues which are of importance to our clients. We are growing on the reputation for work that our firm is providing today.

Quality Control Program

Quality control requires continuing commitment to professional excellence. **Berger, Toombs, Elam, Gaines & Frank, Certified Public Accountants, PL** is formally dedicated to that commitment.

To ensure maintaining the standards of working excellence required by our firm, we joined the Private Companies Practice Section (PCPS) of the American Institute of Certified Public Accountants (AICPA). To be a participating member firm of this practice section, a firm must obtain an independent Peer Review of its quality control policies and procedures to ascertain the firm's compliance with existing auditing standards on the applicable engagements.

The scope of the Peer Review is comprehensive in that it specifically reviews the following quality control policies and procedures of the participating firm:

- Professional, economic, and administrative independence;
- Assignment of professional personnel to engagements;
- Consultation on technical matters;
- Supervision of engagement personnel;
- Hiring and employment of personnel;
- Professional development;
- Advancement;
- Acceptance and continuation of clients; and,
- Inspection and review system.

We believe that our commitment to the program is rewarding not only to our firm, but primarily to our clients.

The external independent Peer Review of the elements of our quality control policies and procedures performed by an independent certified public accountant, approved by the PCPS of the AICPA, provides you with the assurance that we continue to conform to standards of the profession in the conduct of our accounting and auditing practice.

GOVERNMENTAL AUDITING EXPERIENCE (CONTINUED)

Our firm is also a member of Governmental Audit Quality Center (GAQC), a voluntary membership center for CPA firms that perform governmental audits. This center promotes the quality of governmental audits.

Our firm has completed successive Peer Reviews. These reviews included a representative sample of our firm's local governmental auditing engagements. As a result of these reviews, our firm obtained an unqualified opinion on our quality control program and work procedures. On page 31 is a copy of our most recent Peer Review report. It should be noted that we received a pass rating.

Our firm has never had any disciplinary actions by state regulatory bodies or professional organizations.

As our firm performs approximately one hundred audits each year that are reviewed by federal, state or local entities, we are constantly dealing with questions from these entities about our audits. We are pleased to say that any questions that have been raised were minor issues and were easily resolved without re-issuing any reports.

Certificate of Achievement for Excellence in Financial Reporting (CAFR)

We are proud and honored to have been involved with the City of Fort Pierce and the Fort Pierce Utilities Authority when they received their first Certificates of Achievement for Excellence in Financial Reporting for the fiscal years ended September 30, 1988 and 1994, respectively. We were also instrumental in the City of Stuart receiving the award, in our first year of performing their audit, for the year ended September 30, 1999.

We also assisted St. Lucie County, Florida for the year ended September 30, 2003, in preparing their first Comprehensive Annual Financial Report, and St. Lucie County has received their Certificate of Achievement for Excellence in Financial Reporting every year since.

As continued commitment to insuring that we are providing the highest level of experience, we have had at least one employee of our firm serve on the GFOA – Special Review Committee since the mid-1980s. This committee is made up of selective Certified Public Accountants throughout the United States who have demonstrated their high level of knowledge and expertise in governmental accounting. Each committee member attends a special review meeting at the Annual GFOA Conference. At this meeting, the committee reports on the Certificate of Achievement Program's most recent results, future goals, and common reporting deficiencies.

We feel that our previous experience in assisting the City of Fort Pierce, the Fort Pierce Utilities Authority and St. Lucie County obtain their first CAFRs, and the City of Stuart in continuing to receive a CAFR and our firm's continued involvement with the GFOA, and the CAFR review committee make us a valued asset for any client in the field of governmental financial reporting.

GOVERNMENTAL AUDIT EXPERIENCE (CONTINUED)

References

Terracina Community Development
District
Jeff Walker, Special District Services
(561) 630-4922

Gateway Community Development
District
Stephen Bloom, Severn Trent Management
(954) 753-5841

The Reserve Community Development District

Darrin Mossing, Governmental Management
Services LLC
(407) 841-5524

Clearwater Cay Community Development
District
Cal Teague, Premier District Management

(239) 690-7100 ext 101

In addition to the above, we have the following additional governmental audit experience:

Community Development Districts

Aberdeen Community Development
District

Beacon Lakes Community
Development District

Alta Lakes Community Development
District

Beaumont Community Development
District

Amelia Concourse Community
Development District

Bella Collina Community Development
District

Amelia Walk Community
Development District

Bonnet Creek Community
Development District

Aqua One Community Development
District

Buckeye Park Community
Development District

Arborwood Community Development
District

Candler Hills East Community
Development District

Arlington Ridge Community
Development District

Cedar Hammock Community
Development District

Bartram Springs Community
Development District

Central Lake Community
Development District

Baytree Community Development
District

Channing Park Community
Development District

GOVERNMENTAL AUDIT EXPERIENCE (CONTINUED)

Cheval West Community Development District	Evergreen Community Development District
Coconut Cay Community Development District	Forest Brooke Community Development District
Colonial Country Club Community Development District	Gateway Services Community Development District
Connerton West Community Development District	Gramercy Farms Community Development District
Copperstone Community Development District	Greenway Improvement District
Creekside @ Twin Creeks Community Development District	Greyhawk Landing Community Development District
Deer Run Community Development District	Griffin Lakes Community Development District
Dowden West Community Development District	Habitat Community Development District
DP1 Community Development District	Harbor Bay Community Development District
Eagle Point Community Development District	Harbourage at Braden River Community Development District
East Nassau Stewardship District	Harmony Community Development District
Eastlake Oaks Community Development District	Harmony West Community Development District
Easton Park Community Development District	Harrison Ranch Community Development District
Estancia @ Wiregrass Community Development District	Hawkstone Community Development District

GOVERNMENTAL AUDIT EXPERIENCE (CONTINUED)

Heritage Harbor Community Development District	Madeira Community Development District
Heritage Isles Community Development District	Marhsall Creek Community Development District
Heritage Lake Park Community Development District	Meadow Pointe IV Community Development District
Heritage Landing Community Development District	Meadow View at Twin Creek Community Development District
Heritage Palms Community Development District	Mediterra North Community Development District
Heron Isles Community Development District	Midtown Miami Community Development District
Heron Isles Community Development District	Mira Lago West Community Development District
Highland Meadows II Community Development District	Montecito Community Development District
Julington Creek Community Development District	Narcoossee Community Development District
Laguna Lakes Community Development District	Naturewalk Community Development District
Lake Bernadette Community Development District	New Port Tampa Bay Community Development District
Lakeside Plantation Community Development District	Overoaks Community Development District
Landings at Miami Community Development District	Panther Trace II Community Development District
Legends Bay Community Development District	Paseo Community Development District
Lexington Oaks Community Development District	Pine Ridge Plantation Community Development District
Live Oak No. 2 Community Development District	Piney Z Community Development District

GOVERNMENTAL AUDIT EXPERIENCE (CONTINUED)

Poinciana Community Development District	Sampson Creek Community Development District
Poinciana West Community Development District	San Simeon Community Development District
Port of the Islands Community Development District	Six Mile Creek Community Development District
Portofino Isles Community Development District	South Village Community Development District
Quarry Community Development District	Southern Hills Plantation I Community Development District
Renaissance Commons Community Development District	Southern Hills Plantation III Community Development District
Reserve Community Development District	South Fork Community Development District
Reserve #2 Community Development District	St. John's Forest Community Development District
River Glen Community Development District	Stoneybrook South Community Development District
River Hall Community Development District	Stoneybrook South at ChampionsGate Community Development District
River Place on the St. Lucie Community Development District	Stoneybrook West Community Development District
Rivers Edge Community Development District	Tern Bay Community Development District
Riverwood Community Development District	Terracina Community Development District
Riverwood Estates Community Development District	Tison's Landing Community Development District
Rolling Hills Community Development District	TPOST Community Development District
Rolling Oaks Community Development District	

GOVERNMENTAL AUDIT EXPERIENCE (CONTINUED)

Triple Creek Community
Development District

Vizcaya in Kendall
Development District

TSR Community Development
District

Waterset North Community
Development District

Turnbull Creek Community
Development District

Westside Community Development
District

Twin Creeks North Community
Development District

WildBlue Community Development
District

Urban Orlando Community
Development District

Willow Creek Community
Development District

Verano #2 Community
Development District

Willow Hammock Community
Development District

Viera East Community
Development District

Winston Trails Community
Development District

VillaMar Community
Development District

Zephyr Ridge Community
Development District

GOVERNMENTAL AUDIT EXPERIENCE (CONTINUED)

Other Governmental Organizations

City of Westlake	Office of the Medical Examiner, District 19
Florida Inland Navigation District	Rupert J. Smith Law Library of St. Lucie County
Fort Pierce Farms Water Control District	St. Lucie Education Foundation
Indian River Regional Crime Laboratory, District 19, Florida	Seminole Improvement District
Viera Stewardship District	Troup Indiantown Water Control District

Current or Recent Single Audits.

St. Lucie County, Florida
Early Learning Coalition, Inc.
Gateway Services Community Development District.

Members of our audit team have acquired extensive experience from performing or participating in over 1,800 audits of governments, independent special taxing districts, school boards, and other agencies that receive public money and utilize fund accounting.

Much of our firm's auditing experience is with compliance auditing, which is required for publicly financed agencies. In this type of audit, we do a financial examination and also confirm compliance with various statutory and regulatory guidelines.

Following is a summary of our other experience, including Auditor General experience, as it pertains to other governmental and fund accounting audits.

Counties

(Includes elected constitutional officers, utilities and dependent taxing districts)

Indian River
Martin
Okeechobee
Palm Beach

Municipalities

City of Port St. Lucie
City of Vero Beach
Town of Orchid

GOVERNMENTAL AUDIT EXPERIENCE (CONTINUED)

Special Districts

Bannon Lakes Community Development District
Boggy Creek Community Development District
Capron Trail Community Development District
Celebration Pointe Community Development District
Coquina Water Control District
Diamond Hill Community Development District
Dovera Community Development District
Durbin Crossing Community Development District
Golden Lakes Community Development District
Lakewood Ranch Community Development District
Martin Soil and Water Conservation District
Meadow Pointe III Community Development District
Myrtle Creek Community Development District
St. Lucie County – Fort Pierce Fire District
The Crossings at Fleming Island
St. Lucie West Services District
Indian River County Mosquito Control District
St. John's Water Control District
Westchase and Westchase East Community Development Districts
Pier Park Community Development District
Verandahs Community Development District
Magnolia Park Community Development District

Schools and Colleges

Federal Student Aid Programs – Indian River Community College
Indian River Community College
Okeechobee County District School Board
St. Lucie County District School Board

State and County Agencies

Central Florida Foreign-Trade Zone, Inc. (a nonprofit organization affiliated with the St. Lucie County Board of County Commissioners)
Florida School for Boys at Okeechobee
Indian River Community College Crime Laboratory
Indian River Correctional Institution

FEE SCHEDULE

We propose the fee for our audit services described below to be \$3,400 for the year ended September 30, 2023. In addition, if a bond issuance occurs in the fiscal year ended September 30, 2023, the fee for our audit services will be \$4,750. The fee is contingent upon the financial records and accounting systems of Daytona West Community Development District being “audit ready” and the financial activity for the District is not materially increased. If we discover that additional preparation work or subsidiary schedules are needed, we will consult with your authorized representative. We can assist with this additional work at our standard rates should you desire.

Due to the lateness of the proposal, we cannot guarantee completion of the audit by June 30, 2024.

SCOPE OF WORK TO BE PERFORMED

If selected as the District's auditors, we will perform a financial and compliance audit in accordance with Section 11.45, Florida Statutes, in order to express an opinion on an annual basis on the financial statements of Daytona West Community Development District as of September 30, 2023. The audits will be performed to the extent necessary to express an opinion on the fairness in all material respects with which the financial statements present the financial position, results of operations and changes in financial position in conformity with generally accepted accounting principles and to determine whether, for selected transactions, operations are properly conducted in accordance with legal and regulatory requirements. Reportable conditions that are also material weaknesses shall be identified as such in the Auditors' Report on Internal Control over Financial Reporting and on Compliance and Other Matters. Other (non-reportable) conditions discovered during the course of the audit will be reported in a separate letter to management, which will be referred to in the Auditors' Report on Internal Control over Financial Reporting and on Compliance and Other Matters.

Our audit will be performed in accordance with standards for financial and compliance audits contained in *Government Auditing Standards*, as well as in compliance with rules and regulations of audits of special districts as set forth by the State Auditor General in Chapter 10.550, Local Governmental Entity Audits, and other relevant federal, state and county orders, statutes, ordinances, charter, resolutions, bond covenants, Administrative Code and procedures, or rules and regulations which may pertain to the work required in the engagement.

The primary purpose of our audit will be to express an opinion on the financial statements discussed above. It should be noted that such audits are subject to the inherent risk that errors or irregularities may not be detected. However, if conditions are discovered which lead to the belief that material errors, defalcations or other irregularities may exist or if other circumstances are encountered that require extended services, we will promptly notify the appropriate individual.

Commitment to Quality Service

Personnel Qualifications and Experience

J. W. Gaines, CPA, CITP

Director – 44 years

Education

- ◆ Stetson University, B.B.A. – Accounting

Registrations

- ◆ Certified Public Accountant – State of Florida, State Board of Accountancy
- ◆ Certified Information Technology Professional (CITP) – American Institute of Certified Public Accountants

Professional Affiliations/Community Service

- ◆ Member of the American and Florida Institutes of Certified Public Accountants
- ◆ Affiliate member Government Finance Officers Association
- ◆ Past President, Vice President-Campaign Chairman, Vice President and Board Member of United Way of St. Lucie County, 1989 - 1994
- ◆ Past President, President Elect, Secretary and Treasurer of the Treasure Coast Chapter of the Florida Institute of Certified Public Accountants, 1988 - 1991
- ◆ Past President of Ft. Pierce Kiwanis Club, 1994 - 95, Member/Board Member since 1982
- ◆ Past President, Vice President and Treasurer of St. Lucie County Chapter of the American Cancer Society, 1980 -1986
- ◆ Member of the St. Lucie County Chamber of Commerce, Member Board of Directors, Treasurer, September 2002 - 2006, Chairman Elect 2007, Chairman 2008, Past Chairman 2009
- ◆ Member Lawnwood Regional Medical Center Board of Trustees, 2000 – Present, Chairman 2013 - Present
- ◆ Member of St. Lucie County Citizens Budget Committee, 2001 – 2002
- ◆ Member of Ft. Pierce Citizens Budget Advisory Committee, 2010 – 2011
- ◆ Member of Ft. Pierce Civil Service Appeals Board, 2013 - Present

Professional Experience

- ◆ Miles Grant Development/Country Club – Stuart, Florida, July 1975 – October 1976
- ◆ State Auditor General's Office – Public Accounts Auditor – November 1976 through September 1979
- ◆ Director - Berger, Toombs, Elam, Gaines & Frank, Certified Public Accountants PL, responsible for numerous government and nonprofit audits.
- ◆ Over 40 years experience in all phases of public accounting and auditing experience, with a concentration in financial and compliance audits. Mr. Gaines has been involved in all phases of the audits listed on the preceding pages.

Commitment to Quality Service

Personnel Qualifications and Experience

J. W. Gaines, CPA, CITP (Continued)

Director

Continuing Professional Education

- ◆ Has participated in numerous continuing professional education courses provided by nationally recognized sponsors over the last two years to keep abreast of the latest developments in accounting and auditing such as:
 - Governmental Accounting Report and Audit Update
 - Analytical Procedures, FICPA
 - Annual Update for Accountants and Auditors
 - Single Audit Sampling and Other Considerations

Commitment to Quality Service

Personnel Qualifications and Experience

David S. McGuire, CPA, CITP

Director – 36 years experience

Education

- ◆ University of Central Florida, B.A. – Accounting
- ◆ Barry University – Master of Professional Accountancy

Registrations

- ◆ Certified Public Accountant – State of Florida, State Board of Accountancy
- ◆ Certified Information Technology Professional (CITP) – American Institute of Certified Public Accountants
- ◆ Certified Not-For-Profit Core Concepts 2018

Professional Affiliations/Community Service

- ◆ Member of the American and Florida Institutes of Certified Public Accountants
- ◆ Associate Member, Florida Government Finance Office Associates
- ◆ Assistant Coach – St. Lucie County Youth Football Organization (1994 – 2005)
- ◆ Assistant Coach – Greater Port St. Lucie Football League, Inc. (2006 – 2010)
- ◆ Board Member – Greater Port St. Lucie Football League, Inc. (2011 – 2017)
- ◆ Treasurer, AIDS Research and Treatment Center of the Treasure Coast, Inc. (2000 – 2003)
- ◆ Board Member/Treasurer, North Treasure Coast Chapter, American Red Cross (2004 – 2010)
- ◆ Member/Board Member of Port St. Lucie Kiwanis (1994 – 2001)
- ◆ President (2014/15) of Sunrise Kiwanis of Fort Pierce (2004 – 2017)
- ◆ St. Lucie District School Board Superintendent Search Committee (2013 – present)
- ◆ Board Member – Phrozen Pharoes (2019-2021)

Professional Experience

- ◆ Twenty-eight years public accounting experience with an emphasis on nonprofit and governmental organizations.
- ◆ Audit Manager in-charge on a variety of audit and review engagements within several industries, including the following government and nonprofit organizations:
 - St. Lucie County, Florida
 - 19th Circuit Office of Medical Examiner
 - Troup Indiantown Water Control District
 - Exchange Club Center for the Prevention of Child Abuse, Inc.
 - Healthy Kids of St. Lucie County
 - Mustard Seed Ministries of Ft. Pierce, Inc.
 - Reaching Our Community Kids, Inc.
 - Reaching Our Community Kids - South
 - St. Lucie County Education Foundation, Inc.
 - Treasure Coast Food Bank, Inc.
 - North Springs Improvement District
- ◆ Four years of service in the United States Air Force in computer operations, with a top secret (SCI/SBI) security clearance.

Commitment to Quality Service

Personnel Qualifications and Experience

David S. McGuire, CPA, CITP (Continued)

Director

Continuing Professional Education

- ◆ Mr. McGuire has attended numerous continuing professional education courses and seminars taught by nationally recognized sponsors in the accounting auditing and single audit compliance areas. He has attended courses over the last two years in those areas as follows:

- Not-for-Profit Auditing Financial Results and Compliance Requirements

- Update: Government Accounting Reporting and Auditing

- Annual Update for Accountants and Auditors

Commitment to Quality Service

Personnel Qualifications and Experience

Matthew Gonano, CPA

Director – 13 years total experience

Education

- ◆ University of North Florida, B.B.A. – Accounting
- ◆ University of Alicante, Spain – International Business
- ◆ Florida Atlantic University – Masters of Accounting

Professional Affiliations/Community Service

- ◆ American Institute of Certified Public Accountants
- ◆ Florida Institute of Certified Public Accountants

Professional Experience

- ◆ Senior Accountant with Berger, Toombs, Elam, Gaines, & Frank providing professional services to nonprofit and governmental entities.
- ◆ Performed audits of nonprofit and governmental organizations in accordance with Governmental Accounting Auditing Standards (GAAS)
- ◆ Performed Single Audits of nonprofit organizations in accordance with OMB Circular A-133, Audits of State, Local Governments, and Non-Profit Organizations.

Continuing Professional Education

- ◆ Mr. Gonano has participated in numerous continuing professional education courses.

Commitment to Quality Service

Personnel Qualifications and Experience

David F. Haughton, CPA

Accounting and Audit Manager – 33 years

Education

- ◆ Stetson University, B.B.A. – Accounting

Registrations

- ◆ Certified Public Accountant – State of Florida, State Board of Accountancy

Professional Affiliations/Community Service

- ◆ Member of the American and Florida Institutes of Certified Public Accountants
- ◆ Former Member of Florida Institute of Certified Public Accountants Committee on State and Local Government
- ◆ Affiliate Member Government Finance Officers Association (GFOA) for over 10 years
- ◆ Affiliate Member Florida Government Finance Officers Association (FGFOA) for over 10 years
- ◆ Technical Review – 1997 FICPA Course on State and Local Governments in Florida
- ◆ Board of Directors – Kiwanis of Ft. Pierce, Treasurer – 1994-1999; Vice President – 1999-2001

Professional Experience

- ◆ Twenty-seven years public accounting experience with an emphasis on governmental and nonprofit organizations.
- ◆ State Auditor General's Office – West Palm Beach, Staff Auditor, June 1985 to September 1985
- ◆ Accounting and Audit Manager of Berger, Toombs, Elam, Gaines & Frank, Certified Public Accountants PL, responsible for audit and accounting services including governmental and not-for-profit audits.
- ◆ Over 20 years of public accounting and governmental experience, specializing in governmental and nonprofit organizations with concentration in special districts, including Community Development Districts which provide services including water and sewer utilities. Governmental and non-profit entities served include the following:

Counties:

St. Lucie County

Municipalities:

City of Fort Pierce

City of Stuart

Commitment to Quality Service

Personnel Qualifications and Experience
--

David F. Haughton, CPA (Continued)
Accounting and Audit Manager

Professional Experience (Continued)

Special Districts:

- Bluewaters Community Development District
- Country Club of Mount Dora Community Development District
- Fiddler’s Creek Community Development District #1 and #2
- Indigo Community Development District
- North Springs Improvement District
- Renaissance Commons Community Development District
- St. Lucie West Services District
- Stoneybrook Community Development District
- Summerville Community Development District
- Terracina Community Development District
- Thousand Oaks Community Development District
- Tree Island Estates Community Development District
- Valencia Acres Community Development District

Non-Profits:

- The Dunbar Center, Inc.
- Hibiscus Children’s Foundation, Inc.
- Hope Rural School, Inc.
- Maritime and Yachting Museum of Florida, Inc.
- Tykes and Teens, Inc.
- United Way of Martin County, Inc.
- Workforce Development Board of the Treasure Coast, Inc.

- ◆ While with the Auditor General’s Office he was on the staff for the state audits of the Martin County School District and Okeechobee County School District.
- ◆ During 1997 he performed a technical review of the Florida Institute of Certified Public Accountants state CPE course on Audits of State and Local Governments in Florida. His comments were well received by the author and were utilized in future updates to the course.

Continuing Professional Education

- ◆ During the past several years, he has participated in numerous professional development training programs sponsored by the AICPA and FICPA, including state conferences on special districts and governmental auditing in Florida. He averages in excess of 100 hours bi-annually of advanced training which exceeds the 80 hours required in accordance with the continuing professional education requirements of the Florida State Board of accountancy and the AICPA Private Companies Practice Section. He has over 75 hours of governmental CPE credit within the past two years.

Commitment to Quality Service

Personnel Qualifications and Experience

Paul Daly

Staff Accountant – 11 years

Education

- ◆ Florida Atlantic University, B.S. – Accounting

Professional Experience

- ◆ Staff Accountant with Berger, Toombs, Elam, Gaines, & Frank providing professional services to nonprofit and governmental entities.

Continuing Professional Education

- ◆ Working to attain the requirements to take the Certified Public Accounting (CPA) exam.

Commitment to Quality Service

Personnel Qualifications and Experience

Melissa Marlin, CPA

Senior Staff Accountant – 9 years

Education

- ◆ Indian River State College, A.A. – Accounting
- ◆ Florida Atlantic University, B.B.A. – Accounting

Professional Experience

- ◆ Staff accountant with Berger, Toombs, Elam, Gaines, & Frank providing professional services to nonprofit and governmental entities.

Continuing Professional Education

- ◆ Mrs. Marlin participates in numerous continuing professional education courses provided by nationally recognized sponsors to keep abreast of the latest developments.

Commitment to Quality Service

Personnel Qualifications and Experience

Bryan Snyder

Staff Accountant – 8 years

Education

- ◆ Florida Atlantic University, B.B.A. – Accounting

Professional Experience

- ◆ Accountant beginning his professional auditing career with Berger, Toombs, Elam, Gaines, & Frank.
- ◆ Mr. Snyder is gaining experience auditing governmental & nonprofit entities.

Continuing Professional Education

- ◆ Mr. Snyder participates in numerous continuing education courses and plans on working to acquire his CPA certificate.
- ◆ Mr. Snyder is currently studying to pass the CPA exam.

Commitment to Quality Service

Personnel Qualifications and Experience

Maritza Stonebraker, CPA
Senior Accountant – 7 years

Education

- ◆ Indian River State College, B.S. – Accounting

Professional Experience

- ◆ Staff Accountant beginning her professional auditing career with Berger, Toombs, Elam, Gaines, & Frank.

Continuing Professional Education

- ◆ Mrs. Stonebraker participates in numerous continuing professional education courses provided by nationally recognized sponsors to keep abreast of the latest developments.

Commitment to Quality Service

Personnel Qualifications and Experience

Jonathan Herman, CPA

Senior Staff Accountant – 9 years

Education

- ◆ University of Central Florida, B.S. – Accounting
- ◆ Florida Atlantic University, MACC

Professional Experience

- ◆ Accounting graduate with nine years experience with Berger, Toombs, Elam, Gaines, & Frank providing professional services to nonprofit and governmental entities.

Continuing Professional Education

- ◆ Mr. Herman participates in numerous continuing professional education courses provided by nationally recognized sponsors to keep abreast of the latest developments.

Commitment to Quality Service

Personnel Qualifications and Experience

Sean Stanton, CPA

Staff Accountant – 5 years

Education

- ◆ University of South Florida, B.S. – Accounting
- ◆ Florida Atlantic University, M.B.A. – Accounting

Professional Experience

- ◆ Staff accountant with Berger, Toombs, Elam, Gaines, & Frank auditing governmental and non-profit entities.

Continuing Professional Education

- ◆ Mr. Stanton participates in numerous continuing professional education courses provided by nationally recognized sponsors to keep abreast of the latest developments.

Commitment to Quality Service

Personnel Qualifications and Experience
--

Tifanee Terrell

Staff Accountant – 3 years

Education

- ◆ Florida Atlantic University, M.A.C.C. – Accounting

Professional Experience

- ◆ Staff Accountant with Berger, Toombs, Elam, Gaines, & Frank providing professional services to nonprofit and governmental entities.

Continuing Professional Education

- ◆ Ms. Terrell participates in numerous continuing professional education courses provided by nationally recognized sponsors to keep abreast of the latest developments.
- ◆ Ms. Terrell is currently studying to pass the CPA exam.

Commitment to Quality Service

Personnel Qualifications and Experience

Dylan Dixon

Staff Accountant – 1 year

Education

- ◆ Indian River State College, B.S. – Accounting

Professional Experience

- ◆ Staff Accountant with Berger, Toombs, Elam, Gaines, & Frank providing professional services to nonprofit and governmental entities.

Continuing Professional Education

- ◆ Mr. Dixon participates in numerous continuing professional education courses provided by nationally recognized sponsors to keep abreast of the latest developments.

Commitment to Quality Service

Personnel Qualifications and Experience

Brennen Moore

Staff Accountant

Education

- ◆ Indian River State College, B.S. – Accounting

Professional Experience

- ◆ Staff Accountant with Berger, Toombs, Elam, Gaines, & Frank providing professional services to nonprofit and governmental entities.

Continuing Professional Education

- ◆ Mr. Moore participates in numerous continuing professional education courses provided by nationally recognized sponsors to keep abreast of the latest developments.

Commitment to Quality Service

Personnel Qualifications and Experience
--

Jordan Wood

Staff Accountant – 1 year

Education

- ◆ Indian River State College, A.A. – Accounting

Professional Experience

- ◆ Staff Accountant with Berger, Toombs, Elam, Gaines, & Frank providing professional services to nonprofit and governmental entities.

Continuing Professional Education

- ◆ Ms. Wood is currently enrolled at Indian River State College to complete her bachelor's degree.
- ◆ Ms. Wood participates in numerous continuing professional education courses provided by nationally recognized sponsors to keep abreast of the latest developments.
- ◆ Ms. Wood is currently working towards completing an additional 30 hours of education to qualify to sit for CPA exam.

Commitment to Quality Service

Personnel Qualifications and Experience

Katie Gifford

Staff Accountant

Education

- ◆ Indian River State College, B.S. – Accounting

Professional Experience

- ◆ Staff Accountant with Berger, Toombs, Elam, Gaines, & Frank providing professional services to nonprofit and governmental entities.

Continuing Professional Education

- ◆ Ms. Gifford participates in numerous continuing professional education courses provided by nationally recognized sponsors to keep abreast of the latest developments.

Commitment to Quality Service

Personnel Qualifications and Experience

Rayna Zicari

Staff Accountant

Education

- ◆ Stetson University, B.B.A. – Accounting

Professional Experience

- ◆ Staff Accountant with Berger, Toombs, Elam, Gaines, & Frank providing professional services to nonprofit and governmental entities.

Continuing Professional Education

- ◆ Ms. Zicari participates in numerous continuing professional education courses provided by nationally recognized sponsors to keep abreast of the latest developments.
- ◆ Ms. Zicari is currently working towards completing an additional 30 hours of education to qualify to sit for CPA exam.



6815 Dairy Road
Zephyrhills, FL 33542

813.788.2155
BodinePerry.com

Report on the Firm's System of Quality Control

To the Partners of November 30, 2022
Berger, Toombs, Elam, Gaines & Frank, CPAs, PL
and the Peer Review Committee of the Florida Institute of Certified Public Accountants

We have reviewed the system of quality control for the accounting and auditing practice of Berger, Toombs, Elam, Gaines & Frank, CPAs, PL (the firm), in effect for the year ended May 31, 2022. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control, and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including a compliance audit under the Single Audit Act.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Berger, Toombs, Elam, Gaines & Frank, CPAs, PL, in effect for the year ended May 31, 2022, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)*, or *fail*. Berger, Toombs, Elam, Gaines & Frank, CPAs, PLC, has received a peer review rating of *pass*.

Bodine Perry

Bodine Perry

(BERGER_REPORT22)



**DAYTONA WEST COMMUNITY DEVELOPMENT DISTRICT
REQUEST FOR PROPOSALS**

District Auditing Services for Fiscal Year 2023
The City of Daytona Beach, Volusia County, Florida

INSTRUCTIONS TO PROPOSERS

SECTION 1. DUE DATE. Sealed proposals must be received no later than May 2, 2024, at 12:00 p.m., at the offices of the District Manager, 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431, (561) 571-0010. Proposals will be publicly opened at that time.

SECTION 2. FAMILIARITY WITH THE LAW. By submitting a proposal, the Proposer is assumed to be familiar with all federal, state, and local laws, ordinances, rules and regulations that in any manner affect the work. Ignorance on the part of the Proposer will in no way relieve it from responsibility to perform the work covered by the proposal in compliance with all such laws, ordinances and regulations.

SECTION 3. QUALIFICATIONS OF PROPOSER. The contract, if awarded, will only be awarded to a responsible Proposer who is qualified by experience and licensing to do the work specified herein. The Proposer shall submit with its proposal satisfactory evidence of experience in similar work and show that it is fully prepared to complete the work to the satisfaction of the District.

SECTION 4. SUBMISSION OF ONLY ONE PROPOSAL. Proposers shall be disqualified and their proposals rejected if the District has reason to believe that collusion may exist among the Proposers, the Proposer has defaulted on any previous contract or is in arrears on any previous or existing contract, or for failure to demonstrate proper licensure and business organization.

SECTION 5. SUBMISSION OF PROPOSAL. Submit one (1) unbound and one (1) electronic copy of the Proposal Documents, and other requested attachments at the time and place indicated herein, which shall be enclosed in an opaque sealed envelope, marked with the title "Auditing Services – Daytona West Community Development District" on the face of it. Please include pricing for each additional bond issuance.

SECTION 6. MODIFICATION AND WITHDRAWAL. Proposals may be modified or withdrawn by an appropriate document duly executed and delivered to the place where proposals are to be submitted at any time prior to the time and date the proposals are due. No proposal may be withdrawn after opening for a period of ninety (90) days.

SECTION 7. PROPOSAL DOCUMENTS. The proposal documents shall consist of the notice announcing the request for proposals, these instructions, the Evaluation Criteria Sheet and a proposal with all required documentation pursuant to Section 12 of these instructions (the "Proposal Documents").

SECTION 8. PROPOSAL. In making its proposal, each Proposer represents that it has read and understands the Proposal Documents and that the proposal is made in accordance therewith.

SECTION 9. BASIS OF AWARD/RIGHT TO REJECT. The District reserves the right to reject any and all proposals, make modifications to the work, and waive any informalities or irregularities in proposals as it is deemed in the best interests of the District.

SECTION 10. CONTRACT AWARD. Within fourteen (14) days of receipt of the Notice of Award from the District, the Proposer shall enter into and execute a Contract (engagement letter) with the District.

SECTION 11. LIMITATION OF LIABILITY. Nothing herein shall be construed as or constitute a waiver of the District's limited waiver of liability contained in Section 768.28, Florida Statutes, or any other statute or law.

SECTION 12. MISCELLANEOUS. All proposals shall include the following information in addition to any other requirements of the proposal documents.

- A. List the position or title of all personnel to perform work on the District audit. Include resumes for each person listed; list years of experience in present position for each party listed and years of related experience.
- B. Describe proposed staffing levels, including resumes with applicable certifications.
- C. Three references from projects of similar size and scope. The Proposer should include information relating to the work it conducted for each reference as well as a name, address and phone number of a contact person.
- D. The lump sum cost of the provision of the services under the proposal for the District's first audit for which there are no special assessment bonds, plus the lump sum cost of two (2) annual renewals, which renewals shall include services related to the District's anticipated issuance of special assessment bonds.

SECTION 13. PROTESTS. In accordance with the District's Rules of Procedure, any protest regarding the Proposal Documents, must be filed in writing, at the offices of the District Manager, within seventy-two (72) calendar hours (excluding Saturday, Sunday, and state holidays) after the receipt of the Proposal Documents. The formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days (including Saturday, Sunday, and state holidays) after the initial notice of protest was filed. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest with respect to the aforesaid Proposal Documents.

SECTION 14. EVALUATION OF PROPOSALS. The criteria to be used in the evaluation of proposals are presented in the Evaluation Criteria Sheet, contained within the Proposal Documents.

**DAYTONA WEST COMMUNITY DEVELOPMENT DISTRICT
AUDITOR SELECTION
EVALUATION CRITERIA**

1. Ability of Personnel. (20 Points)

(E.g., geographic location of the firm's headquarters or permanent office in relation to the project; capabilities and experience of key personnel; present ability to manage this project; evaluation of existing work load; proposed staffing levels, etc.)

2. Proposer's Experience. (20 Points)

(E.g. past record and experience of the Proposer in similar projects; volume of work previously performed by the firm; past performance for other or current Community Development District(s) in other contracts; character, integrity, reputation of Proposer, etc.)

3. Understanding of Scope of Work. (20 Points)

Extent to which the proposal demonstrates an understanding of the District's needs for the services requested.

4. Ability to Furnish the Required Services. (20 Points)

Extent to which the proposal demonstrates the adequacy of Proposer's financial resources and stability as a business entity necessary to complete the services required.

5. Price. (20 Points)***

Points will be awarded based upon the lowest total proposal for rendering the services and the reasonableness of the proposal.

Total (100 Points)

***Alternatively, the Board may choose to evaluate firms without considering price, in which case the remaining categories would be assigned 25 points each.

DAYTONA WEST

COMMUNITY DEVELOPMENT DISTRICT

6C11



Grau & Associates
CERTIFIED PUBLIC ACCOUNTANTS

Proposal to Provide Financial Auditing Services:

DAYTONA WEST

Community Development District

Proposal Due: May 9, 2024
12:00PM

Submitted to:

Daytona West
Community Development District
c/o District Manager
2300 Glades Road, Suite 410W
Boca Raton, Florida 33431

Submitted by:

Antonio J. Grau, Partner
Grau & Associates
951 Yamato Road, Suite 280
Boca Raton, Florida 33431

Tel (561) 994-9299
(800) 229-4728

Fax (561) 994-5823

tgrau@graucpa.com

www.graucpa.com



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Grau & Associates

CERTIFIED PUBLIC ACCOUNTANTS

May 9, 2024

Daytona West Community Development District
c/o District Manager
2300 Glades Road, Suite 410W
Boca Raton, Florida 33431

Re: Request for Proposal for Professional Auditing Services for the fiscal year ended September 30, 2023, with an option for two additional annual renewals.

Grau & Associates (Grau) welcomes the opportunity to respond to the Daytona West Community Development District's (the "District") Request for Proposal (RFP), and we look forward to working with you on your audit. We are an energetic and robust team of knowledgeable professionals and are a recognized leader of providing services to Community Development Districts. As one of Florida's few firms to primarily focus on government, we are especially equipped to provide you an effective and efficient audit.

Special district audits are at the core of our practice: **we have a total of 360 clients, 329 or 91% of which are special districts.** We know the specifics of the professional services and work products needed to meet your RFP requirements like no other firm. With this level of experience, we are able to increase efficiency, to provide immediate and continued savings, and to minimize disturbances to client operations.

Why Grau & Associates:

Knowledgeable Audit Team

Grau is proud that the personnel we assign to your audit are some of the most seasoned auditors in the field. Our staff performs governmental engagements year round. When not working on your audit, your team is refining their audit approach for next year's audit. Our engagement partners have decades of experience and take a hands-on approach to our assignments, which all ensures a smoother process for you.

Servicing your Individual Needs

Our clients enjoy personalized service designed to satisfy their unique needs and requirements. Throughout the process of our audit, you will find that we welcome working with you to resolve any issues as swiftly and easily as possible. In addition, due to Grau's very low turnover rate for our industry, you also won't have to worry about retraining your auditors from year to year.

Developing Relationships

We strive to foster mutually beneficial relationships with our clients. We stay in touch year round, updating, collaborating and assisting you in implementing new legislation, rules and standards that affect your organization. We are also available as a sounding board and assist with technical questions.

Maintaining an Impeccable Reputation

We have never been involved in any litigation, proceeding or received any disciplinary action. Additionally, we have never been charged with, or convicted of, a public entity crime of any sort. We are financially stable and have never been involved in any bankruptcy proceedings.

Complying With Standards

Our audit will follow the Auditing Standards of the AICPA, Generally Accepted Government Auditing Standards, issued by the Comptroller General of the United States, and the Rules of the Auditor General of the State of Florida, and any other applicable federal, state and local regulations. We will deliver our reports in accordance with your requirements.

This proposal is a firm and irrevocable offer for 90 days. We certify this proposal is made without previous understanding, agreement or connection either with any previous firms or corporations offering a proposal for the same items. We also certify our proposal is in all respects fair, without outside control, collusion, fraud, or otherwise illegal action, and was prepared in good faith. Only the person(s), company or parties interested in the project as principals are named in the proposal. Grau has no existing or potential conflicts and anticipates no conflicts during the engagement. Our Federal I.D. number is 20-2067322.

We would be happy to answer any questions or to provide any additional information. We are genuinely excited about the prospect of serving you and establishing a long-term relationship. Please do not hesitate to call or email either of our Partners, Antonio J. Grau, CPA (tgrau@graucpa.com) or David Caplivski, CPA (dcaplivski@graucpa.com) at 561.994.9299. We thank you for considering our firm's qualifications and experience.

Very truly yours,
Grau & Associates



Antonio J. Grau

Firm Qualifications



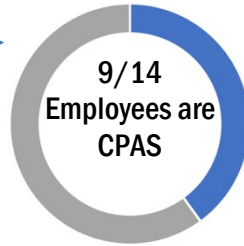
Grau & Associates
CERTIFIED PUBLIC ACCOUNTANTS

Grau's Focus and Experience

Our Team



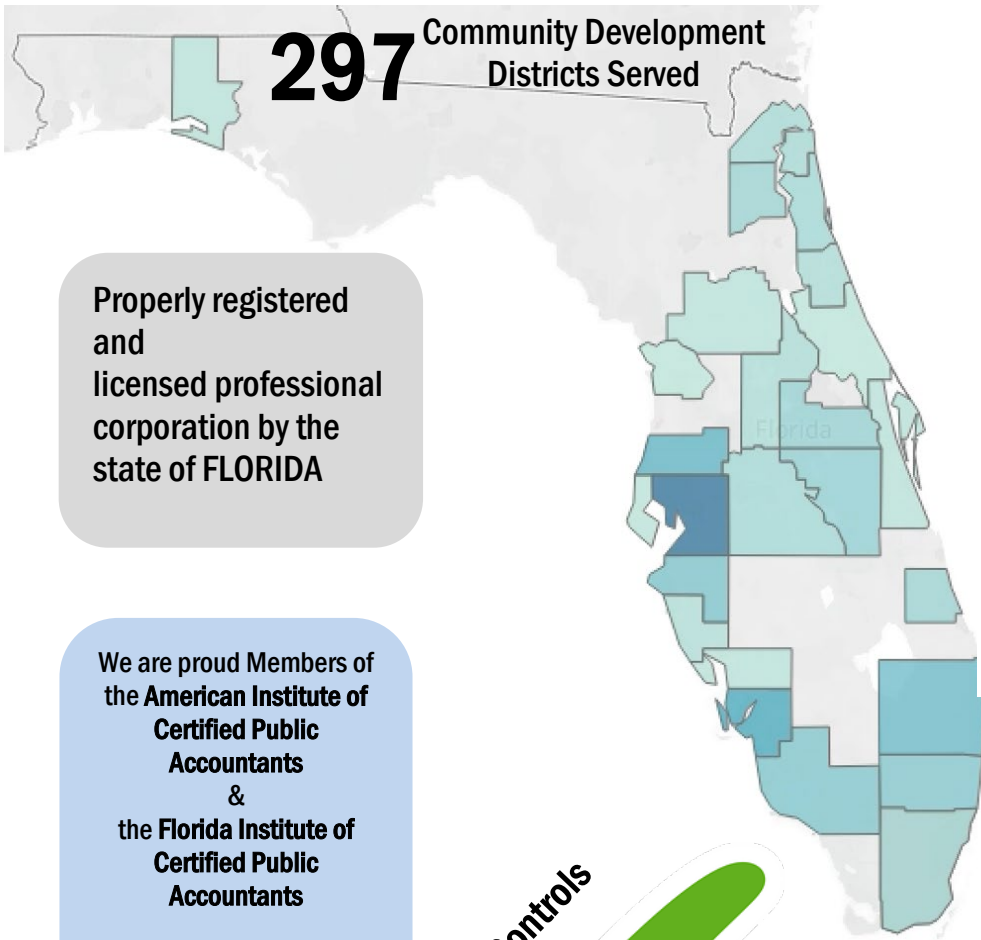
3 Partners
11 Professional Staff
2 Administrative Professionals



2005

Year founded

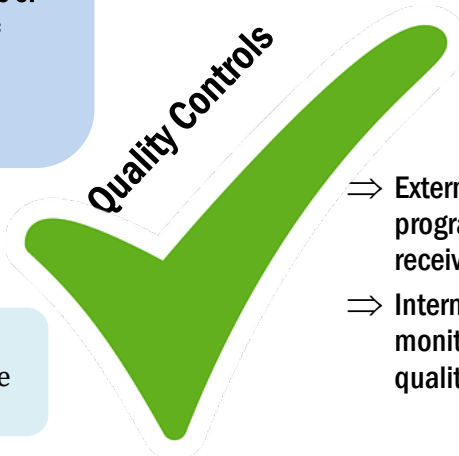
Services Provided



Properly registered and licensed professional corporation by the state of FLORIDA

We are proud Members of the American Institute of Certified Public Accountants & the Florida Institute of Certified Public Accountants

Quality Controls



- ⇒ External quality review program: consistently receives a pass
- ⇒ Internal: ongoing monitoring to maintain quality



AICPA | FICPA | GFOA | FASD | FGFOA

See next page for report and certificate



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

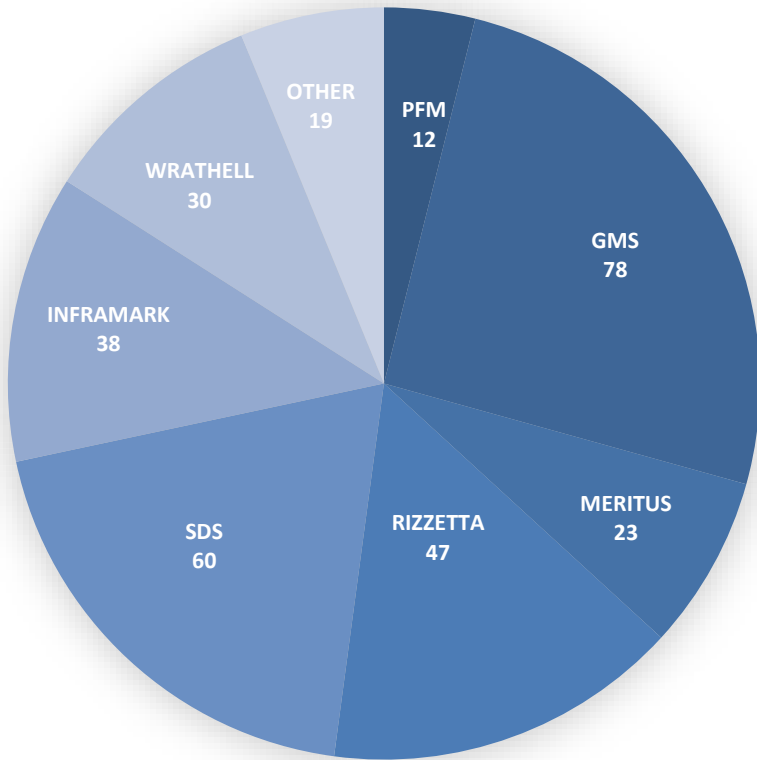
119 S Monroe Street, Suite 121 | Tallahassee, FL 32301 | 850.224.2727, in Florida | www.ficpa.org

Firm & Staff Experience



Grau & Associates
CERTIFIED PUBLIC ACCOUNTANTS

GRAU AND ASSOCIATES COMMUNITY DEVELOPMENT DISTRICT EXPERIENCE BY MANAGEMENT COMPANY



Profile Briefs:

Antonio J GRAU, CPA (Partner)

*Years Performing Audits: 35+
CPE (last 2 years): Government Accounting, Auditing: 40 hours; Accounting, Auditing and Other: 53 hours
Professional Memberships: AICPA, FICPA, FGFOA, GFOA*

David Caplivski, CPA (Partner)

*Years Performing Audits: 13+
CPE (last 2 years): Government Accounting, Auditing: 24 hours; Accounting, Auditing and Other: 64 hours
Professional Memberships: AICPA, FICPA, FGFOA, FASD*

“Here at Grau & Associates, staying up to date with the current technological landscape is one of our top priorities. Not only does it provide a more positive experience for our clients, but it also allows us to perform a more effective and efficient audit. With the every changing technology available and utilized by our clients, we are constantly innovating our audit process.”

- Tony Grau

“Quality audits and exceptional client service are at the heart of every decision we make. Our clients trust us to deliver a quality audit, adhering to high standards and assisting them with improvements for their organization.”

-David Caplivski

YOUR ENGAGEMENT TEAM

Grau's client-specific engagement team is meticulously organized in order to meet the unique needs of each client. Constant communication within our solution team allows for continuity of staff and audit team.

The Certified Information Technology Professional (CITP) Partner will bring a unique blend of IT expertise and understanding of accounting principles to the financial statement audit of the District.

An advisory consultant will be available as a sounding board to advise in those areas where problems are encountered.



The assigned personnel will work closely with the partner and the District to ensure that the financial statements and all other reports are prepared in accordance with professional standards and firm policy. Responsibilities will include planning the audit; communicating with the client and the partners the progress of the audit; and determining that financial statements and all reports issued by the firm are accurate, complete and are prepared in accordance with professional standards and firm policy.

The Engagement Partner will participate extensively during the various stages of the engagement and has direct responsibility for engagement policy, direction, supervision, quality control, security, confidentiality of information of the engagement and communication with client personnel. The engagement partner will also be involved directing the development of the overall audit approach and plan; performing an overriding review of work papers and ascertain client satisfaction.



Antonio 'Tony' J. Grau, CPA Partner

Contact: tgrau@graucpa.com | (561) 939-6672

Experience

For over 30 years, Tony has been providing audit, accounting and consulting services to the firm's governmental, non-profit, employee benefit, overhead and arbitrage clients. He provides guidance to clients regarding complex accounting issues, internal controls and operations.

As a member of the Government Finance Officers Association Special Review Committee, Tony participated in the review process for awarding the GFOA Certificate of Achievement in Financial Reporting. Tony was also the review team leader for the Quality Review of the Office of Management Audits of School Board of Miami-Dade County. Tony received the AICPA advanced level certificate for governmental single audits.

Education

University of South Florida (1983)
Bachelor of Arts
Business Administration

Clients Served (partial list)

(>300) Various Special Districts, including:

Bayside Improvement Community Development District	St. Lucie West Services District
Dunes Community Development District	Ave Maria Stewardship Community District
Fishhawk Community Development District (I, II, IV)	Rivers Edge II Community Development District
Grand Bay at Doral Community Development District	Bartram Park Community Development District
Heritage Harbor North Community Development District	Bay Laurel Center Community Development District
Boca Raton Airport Authority	
Greater Naples Fire Rescue District	
Key Largo Wastewater Treatment District	
Lake Worth Drainage District	
South Indian River Water Control	

Professional Associations/Memberships

American Institute of Certified Public Accountants Florida Government Finance Officers Association
Florida Institute of Certified Public Accountants Government Finance Officers Association Member
City of Boca Raton Financial Advisory Board Member

Professional Education (over the last two years)

<u>Course</u>	<u>Hours</u>
Government Accounting and Auditing	40
Accounting, Auditing and Other	53
Total Hours	<u>93</u> (includes of 4 hours of Ethics CPE)



David Caplivski, CPA/CITP, Partner
Contact : dcaplivski@graucpa.com / 561-939-6676

Experience

Grau & Associates	Partner	2021-Present
Grau & Associates	Manager	2014-2020
Grau & Associates	Senior Auditor	2013-2014
Grau & Associates	Staff Auditor	2010-2013

Education

Florida Atlantic University (2009)
 Master of Accounting
 Nova Southeastern University (2002)
 Bachelor of Science
 Environmental Studies

Certifications and Certificates

Certified Public Accountant (2011)
 AICPA Certified Information Technology Professional (2018)
 AICPA Accreditation COSO Internal Control Certificate (2022)

Clients Served (partial list)

- (>300) Various Special Districts
- Aid to Victims of Domestic Abuse
- Boca Raton Airport Authority
- Broward Education Foundation
- CareerSource Brevard
- CareerSource Central Florida 403 (b) Plan
- City of Lauderdale GERS
- City of Parkland Police Pension Fund
- City of Sunrise GERS
- Coquina Water Control District
- Central County Water Control District
- City of Miami (program specific audits)
- City of West Park
- Coquina Water Control District
- East Central Regional Wastewater Treatment Fac.
- East Naples Fire Control & Rescue District
- Hispanic Human Resource Council
- Loxahatchee Groves Water Control District
- Old Plantation Water Control District
- Pinetree Water Control District
- San Carlos Park Fire & Rescue Retirement Plan
- South Indian River Water Control District
- South Trail Fire Protection & Rescue District
- Town of Haverhill
- Town of Hypoluxo
- Town of Hillsboro Beach
- Town of Lantana
- Town of Lauderdale By-The-Sea Volunteer Fire Pension
- Town of Pembroke Park
- Village of Wellington
- Village of Golf

Professional Education (over the last two years)

<u>Course</u>	<u>Hours</u>
Government Accounting and Auditing	24
Accounting, Auditing and Other	64
Total Hours	<u>88</u> (includes 4 hours of Ethics CPE)

Professional Associations

- Member, American Institute of Certified Public Accountants*
- Member, Florida Institute of Certified Public Accountants*
- Member, Florida Government Finance Officers Association*
- Member, Florida Association of Special Districts*

References



Grau & Associates
CERTIFIED PUBLIC ACCOUNTANTS

We have included three references of government engagements that require compliance with laws and regulations, follow fund accounting, and have financing requirements, which we believe are similar to the District.

Dunes Community Development District

Scope of Work	Financial audit
Engagement Partner	Antonio J. Grau
Dates	Annually since 1998
Client Contact	Darrin Mossing, Finance Director 475 W. Town Place, Suite 114 St. Augustine, Florida 32092 904-940-5850

Two Creeks Community Development District

Scope of Work	Financial audit
Engagement Partner	Antonio J. Grau
Dates	Annually since 2007
Client Contact	William Rizzetta, President 3434 Colwell Avenue, Suite 200 Tampa, Florida 33614 813-933-5571

Journey's End Community Development District

Scope of Work	Financial audit
Engagement Partner	Antonio J. Grau
Dates	Annually since 2004
Client Contact	Todd Wodraska, Vice President 2501 A Burns Road Palm Beach Gardens, Florida 33410 561-630-4922

Specific Audit Approach



Grau & Associates
CERTIFIED PUBLIC ACCOUNTANTS

AUDIT APPROACH

Grau's Understanding of Work Product / Scope of Services:

We recognize the District is an important entity and we are confident our firm is eminently qualified to meet the challenges of this engagement and deliver quality audit services. ***You would be a valued client of our firm and we pledge to commit all firm resources to provide the level and quality of services (as described below) which not only meet the requirements set forth in the RFP but will exceed those expectations.*** Grau & Associates fully understands the scope of professional services and work products requested. Our audit will follow the Auditing Standards of the AICPA, *Generally Accepted Government Auditing Standards*, issued by the Comptroller General of the United States, and the Rules of the Auditor General of the State of Florida and any other applicable Federal, State or Local regulations. **We will deliver our reports in accordance with your requirements.**

Proposed segmentation of the engagement

Our approach to the audit engagement is a risk-based approach which integrates the best of traditional auditing techniques and a total systems concept to enable the team to conduct a more efficient and effective audit. The audit will be conducted in three phases, which are as follows:



Phase I - Preliminary Planning

A thorough understanding of your organization, service objectives and operating environment is essential for the development of an audit plan and for an efficient, cost-effective audit. During this phase, we will meet with appropriate personnel to obtain and document our understanding of your operations and service objectives and, at the same time, give you the opportunity to express your expectations with respect to the services that we will provide. Our work effort will be coordinated so that there will be minimal disruption to your staff.

During this phase we will perform the following activities:

- » Review the regulatory, statutory and compliance requirements. This will include a review of applicable federal and state statutes, resolutions, bond documents, contracts, and other agreements;
- » Read minutes of meetings;
- » Review major sources of information such as budgets, organization charts, procedures, manuals, financial systems, and management information systems;
- » Obtain an understanding of fraud detection and prevention systems;
- » Obtain and document an understanding of internal control, including knowledge about the design of relevant policies, procedures, and records, and whether they have been placed in operation;
- » Assess risk and determine what controls we are to rely upon and what tests we are going to perform and perform test of controls;
- » Develop audit programs to incorporate the consideration of financial statement assertions, specific audit objectives, and appropriate audit procedures to achieve the specified objectives;
- » Discuss and resolve any accounting, auditing and reporting matters which have been identified.

Phase II – Execution of Audit Plan

The audit team will complete a major portion of transaction testing and audit requirements during this phase. The procedures performed during this period will enable us to identify any matter that may impact the completion of our work or require the attention of management. Tasks to be performed in Phase II include, but are not limited to the following:

- » Apply analytical procedures to further assist in the determination of the nature, timing, and extent of auditing procedures used to obtain evidential matter for specific account balances or classes of transactions;
- » Perform tests of account balances and transactions through sampling, vouching, confirmation and other analytical procedures; and
- » Perform tests of compliance.

Phase III - Completion and Delivery

In this phase of the audit, we will complete the tasks related to year-end balances and financial reporting. All reports will be reviewed with management before issuance, and the partners will be available to meet and discuss our report and address any questions. Tasks to be performed in Phase III include, but are not limited to the following:

- » Perform final analytical procedures;
- » Review information and make inquiries for subsequent events; and
- » Meeting with Management to discuss preparation of draft financial statements and any potential findings or recommendations.

You should expect more from your accounting firm than a signature in your annual financial report. Our concept of truly responsive professional service emphasizes taking an active interest in the issues of concern to our clients and serving as an effective resource in dealing with those issues. In following this approach, we not only audit financial information with hindsight but also consider the foresight you apply in managing operations.

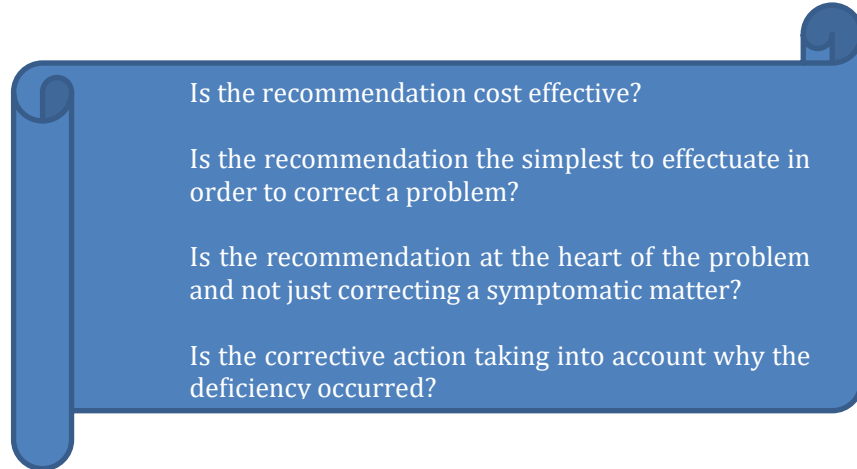
Application of this approach in developing our management letter is particularly important given the increasing financial pressures and public scrutiny facing today's public officials. We will prepare the management letter at the completion of our final procedures.

In preparing this management letter, we will initially review any draft comments or recommendations with management. In addition, we will take necessary steps to ensure that matters are communicated to those charged with governance.

In addition to communicating any recommendations, we will also communicate the following, if any:

- » Significant audit adjustments;
- » Significant deficiencies or material weaknesses;
- » Disagreements with management; and
- » Difficulties encountered in performing the audit.

Our findings will contain a statement of condition describing the situation and the area that needs strengthening, what should be corrected and why. Our suggestions will withstand the basic tests of corrective action:



To assure full agreement with facts and circumstances, we will fully discuss each item with Management prior to the final exit conference. This policy means there will be no “surprises” in the management letter and fosters a professional, cooperative atmosphere.

Communications

We emphasize a continuous, year-round dialogue between the District and our management team. We regularly communicate through personal telephone calls and electronic mail throughout the audit and on a regular basis.

Our clients have the ability to transmit information to us on our secure client portal with the ability to assign different staff with separate log on and viewing capability. This further facilitates efficiency as all assigned users receive electronic mail notification as soon as new information has been posted into the portal.

Cost of Services



Grau & Associates
CERTIFIED PUBLIC ACCOUNTANTS

Our proposed all-inclusive fees for the financial audit for the fiscal years ended September 30, 2023-2025 are as follows:

Year Ended September 30,	Fee
2023	\$3,000
2024	\$3,100
2025	<u>\$3,200</u>
TOTAL (2023-2025)	<u>\$9,300</u>

The above fees are based on the assumption that the District maintains its current level of operations. Should conditions change or additional Bonds are issued the fees would be adjusted accordingly upon approval from all parties concerned. If Bonds are issued the fee would increase by \$1,500. The fee for subsequent annual renewals would be agreed upon separately.

Supplemental Information



Grau & Associates
CERTIFIED PUBLIC ACCOUNTANTS

PARTIAL LIST OF CLIENTS

SPECIAL DISTRICTS	Governmental Audit	Single Audit	Utility Audit	Current Client	Year End
Boca Raton Airport Authority	✓	✓		✓	9/30
Captain's Key Dependent District	✓			✓	9/30
Central Broward Water Control District	✓			✓	9/30
Collier Mosquito Control District	✓			✓	9/30
Coquina Water Control District	✓			✓	9/30
East Central Regional Wastewater Treatment Facility	✓		✓		9/30
Florida Green Finance Authority	✓				9/30
Greater Boca Raton Beach and Park District	✓			✓	9/30
Greater Naples Fire Control and Rescue District	✓	✓		✓	9/30
Green Corridor P.A.C.E. District	✓			✓	9/30
Hobe-St. Lucie Conservancy District	✓			✓	9/30
Indian River Mosquito Control District	✓				9/30
Indian Trail Improvement District	✓			✓	9/30
Key Largo Wastewater Treatment District	✓	✓	✓	✓	9/30
Lake Padgett Estates Independent District	✓			✓	9/30
Lake Worth Drainage District	✓			✓	9/30
Loxahatchee Groves Water Control District	✓				9/30
Old Plantation Control District	✓			✓	9/30
Pal Mar Water Control District	✓			✓	9/30
Pinellas Park Water Management District	✓			✓	9/30
Pine Tree Water Control District (Broward)	✓			✓	9/30
Pinetree Water Control District (Wellington)	✓				9/30
Ranger Drainage District	✓	✓		✓	9/30
Renaissance Improvement District	✓			✓	9/30
San Carlos Park Fire Protection and Rescue Service District	✓			✓	9/30
Sanibel Fire and Rescue District	✓			✓	9/30
South Central Regional Wastewater Treatment and Disposal Board	✓			✓	9/30
South-Dade Venture Development District	✓			✓	9/30
South Indian River Water Control District	✓	✓		✓	9/30
South Trail Fire Protection & Rescue District	✓			✓	9/30
Spring Lake Improvement District	✓			✓	9/30
St. Lucie West Services District	✓		✓	✓	9/30
Sunshine Water Control District	✓			✓	9/30
West Villages Improvement District	✓			✓	9/30
Various Community Development Districts (297)	✓			✓	9/30
TOTAL	332	5	3	327	

ADDITIONAL SERVICES

CONSULTING / MANAGEMENT ADVISORY SERVICES

Grau & Associates also provide a broad range of other management consulting services. Our expertise has been consistently utilized by Governmental and Non-Profit entities throughout Florida. Examples of engagements performed are as follows:

- Accounting systems
- Development of budgets
- Organizational structures
- Financing alternatives
- IT Auditing
- Fixed asset records
- Cost reimbursement
- Indirect cost allocation
- Grant administration and compliance

ARBITRAGE

The federal government has imposed complex rules to restrict the use of tax-exempt financing. Their principal purpose is to eliminate any significant arbitrage incentives in a tax-exempt issue. We have determined the applicability of these requirements and performed the rebate calculations for more than 150 bond issues, including both fixed and variable rate bonds.

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Current
Arbitrage
Calculations

We look forward to providing Daytona West Community Development District with our resources and experience to accomplish not only those minimum requirements set forth in your Request for Proposal, but to exceed those expectations!

**For even more information on Grau & Associates
please visit us on www.graucpa.com.**

DAYTONA WEST

COMMUNITY DEVELOPMENT DISTRICT

6D

DAYTONA WEST COMMUNITY DEVELOPMENT DISTRICT

AUDITOR EVALUATION MATRIX

RFP FOR ANNUAL AUDIT SERVICES	ABILITY OF PERSONNEL	PROPOSER'S EXPERIENCE	UNDERSTANDING OF SCOPE OF WORK	ABILITY TO FURNISH REQUIRED SERVICES	PRICE	TOTAL POINTS
PROPOSER	20 POINTS	20 POINTS	20 POINTS	20 POINTS	20 POINTS	100 POINTS
Berger, Toombs, Elam, Gaines & Frank						
Grau & Associates						

NOTES:

Completed by: _____
Board Member's Signature

Date: _____

Printed Name of Board Member

DAYTONA WEST

COMMUNITY DEVELOPMENT DISTRICT

9A

AFFIDAVIT OF PUBLICATION

Daphne Gillyard
Daytona West Community Development District
2300 Glades RD # 410W
Boca Raton FL 33431-8556

STATE OF WISCONSIN, COUNTY OF BROWN

Before the undersigned authority personally appeared, who on oath says that he or she is the Legal Coordinator of The News-Journal, published in Volusia and Flagler Counties, Florida; that the attached copy of advertisement, being a Govt Bids & Proposals, was published on the publicly accessible website of Volusia and Flagler Counties, Florida, or in a newspaper by print in the issues of, on:

04/25/2024

Affiant further says that the website or newspaper complies with all legal requirements for publication in chapter 50, Florida Statutes.

Subscribed and sworn to before me, by the legal clerk, who is personally known to me, on 04/25/2024

Vickie Jacobs
Legal Clerk

Vicky Felty
Notary, State of WI, County of Brown
4/25/24

My commission expires

Publication Cost: \$580.56
Order No: 10099783 # of Copies:
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VICKY FELTY
Notary Public
State of Wisconsin

**REQUEST FOR
QUALIFICATIONS FOR
ENGINEERING SERVICES
FOR THE DAYTONA
WEST COMMUNITY
DEVELOPMENT DISTRICT**

RFQ for Engineering Services

The Daytona West Community Development District (the "District"), located in the City of Daytona Beach, Volusia County, Florida, announces that professional engineering services will be required on a continuing basis for the District's public improvements authorized by Chapter 190, Florida Statutes. The engineering firm selected will act in the general capacity of District Engineer and will provide District engineering services, as required. Any firm or individual ("Applicant") desiring to provide professional services to the District must: 1) hold applicable federal, state and local licenses; 2) be authorized to do business in Florida in accordance with Florida law; and 3) furnish a statement ("Qualification Statement") of its qualifications and past experience on U.S. General Service Administration's "Architect-Engineer Qualifications, Standard Form No. 330," with pertinent supporting data. Among other things, Applicants must submit information relating to: a) the ability and adequacy of the Applicant's professional personnel; b) whether the Applicant is a certified minority business enterprise; c) the Applicant's willingness to meet time and budget requirements; d) the Applicant's past experience and performance, including but not limited to past experience as a District Engineer for any community development districts and past experience with the City of Daytona Beach, Volusia County; e) the geographic location of the Applicant's headquarters and offices; f) the current and projected workloads of the Applicant; and g) the volume of work previously awarded to the Applicant by the District. Further, each Applicant must identify the specific individual affiliated with the Applicant who would be handling District meetings, construction services, and other engineering tasks.

The District will review all Applicants and will comply with Florida law, including the Consultant's Competitive Negotiations Act, Chapter 267, Florida Statutes ("CCNA"). All Applicants interested must submit one (1) unbound and one (1) electronic copy of Standard Form No. 330 and the Qualification Statement by 12:00 p.m. on May 9, 2024 to the attention of District Manager, Wrathell, Hunt and Associates, LLC, 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431 ("District Manager's Office").

The Board shall select and rank the Applicants using the requirements set forth in the CCNA and the evaluation criteria on file with the District Manager, and the highest ranked Applicant will be requested to enter into contract negotiations. If an agreement cannot be reached between the District and the highest ranked Applicant, negotiations will cease and begin with the next highest ranked Applicant, and if these negotiations are unsuccessful, will continue to the third highest ranked Applicant.

The District reserves the right to reject any and all Qualification Statements. Additionally, there is no express or implied obligation for the District to reimburse Applicants for any expenses associated with the preparation and submittal of the Qualification Statements in response to this request.

Any protest regarding the terms of this Notice, or the evaluation criteria on file with the District Manager, must be filed in writing, within seventy-two (72) hours (excluding weekends) after the publication of this Notice. The formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days after the initial notice of protest was filed. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest with respect to aforesaid Notice or evaluation criteria provisions. Any person who files a notice of protest shall provide to the District, simultaneous with the filing of the notice, a protest bond with a responsible surety to be approved by the District and in the amount of Ten Thousand Dollars (\$10,000.00).

DAYTONA WEST

COMMUNITY DEVELOPMENT DISTRICT

9B

**REQUEST FOR QUALIFICATIONS FOR ENGINEERING SERVICES
FOR THE DAYTONA WEST COMMUNITY DEVELOPMENT DISTRICT**

RFQ for Engineering Services

The Daytona West Community Development District (the “District”), located in the City of Daytona Beach, Volusia County, Florida, announces that professional engineering services will be required on a continuing basis for the District’s public improvements authorized by Chapter 190, *Florida Statutes*. The engineering firm selected will act in the general capacity of District Engineer and will provide District engineering services, as required.

Any firm or individual (“Applicant”) desiring to provide professional services to the District must: 1) hold applicable federal, state and local licenses; 2) be authorized to do business in Florida in accordance with Florida law; and 3) furnish a statement (“Qualification Statement”) of its qualifications and past experience on U.S. General Service Administration’s “Architect-Engineer Qualifications, Standard Form No. 330,” with pertinent supporting data. Among other things, Applicants must submit information relating to: a) the ability and adequacy of the Applicant’s professional personnel; b) whether the Applicant is a certified minority business enterprise; c) the Applicant’s willingness to meet time and budget requirements; d) the Applicant’s past experience and performance, including but not limited to past experience as a District Engineer for any community development districts and past experience with the City of Daytona Beach, Volusia County; e) the geographic location of the Applicant’s headquarters and offices; f) the current and projected workloads of the Applicant; and g) the volume of work previously awarded to the Applicant by the District. Further, each Applicant must identify the specific individual affiliated with the Applicant who would be handling District meetings, construction services, and other engineering tasks.

The District will review all Applicants and will comply with Florida law, including the Consultant’s Competitive Negotiations Act, Chapter 287, *Florida Statutes* (“CCNA”). All Applicants interested must submit one (1) unbound and one (1) electronic copy of Standard Form No. 330 and the Qualification Statement by 12:00 p.m. on May 9, 2024 to the attention of District Manager, Wrathell, Hunt and Associates, LLC, 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431 (“District Manager’s Office”).

The Board shall select and rank the Applicants using the requirements set forth in the CCNA and the evaluation criteria on file with the District Manager, and the highest ranked Applicant will be requested to enter into contract negotiations. If an agreement cannot be reached between the District and the highest ranked Applicant, negotiations will cease and begin with the next highest ranked Applicant, and if these negotiations are unsuccessful, will continue to the third highest ranked Applicant.

The District reserves the right to reject any and all Qualification Statements. Additionally, there is no express or implied obligation for the District to reimburse Applicants for any expenses associated with the preparation and submittal of the Qualification Statements in response to this request.

Any protest regarding the terms of this Notice, or the evaluation criteria on file with the District Manager, must be filed in writing, within seventy-two (72) hours (excluding weekends) after the publication of this Notice. The formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days after the initial notice of protest was filed. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest with respect to aforesaid Notice or evaluation criteria provisions. Any person who files a notice of protest shall provide to the District, simultaneous with the filing of the notice, a protest bond with a responsible surety to be approved by the District and in the amount of Ten Thousand Dollars (\$10,000.00).

DAYTONA WEST COMMUNITY DEVELOPMENT DISTRICT

DISTRICT ENGINEER PROPOSALS COMPETITIVE SELECTION CRITERIA

1) Ability and Adequacy of Professional Personnel (Weight: 25 Points)

Consider the capabilities and experience of key personnel within the firm including certification, training, and education; affiliations and memberships with professional organizations; etc.

2) Consultant's Past Performance (Weight: 25 Points)

Past performance for other Community Development Districts in other contracts; amount of experience on similar projects; character, integrity, reputation, of respondent; etc.

3) Geographic Location (Weight: 20 Points)

Consider the geographic location of the firm's headquarters, offices and personnel in relation to the project.

4) Willingness to Meet Time and Budget Requirements (Weight: 15 Points)

Consider the consultant's ability and desire to meet time and budget requirements including rates, staffing levels and past performance on previous projects; etc.

5) Certified Minority Business Enterprise (Weight: 5 Points)

Consider whether the firm is a Certified Minority Business Enterprise. Award either all eligible points or none.

6) Recent, Current and Projected Workloads (Weight: 5 Points)

Consider the recent, current and projected workloads of the firm.

7) Volume of Work Previously Awarded to Consultant by District (Weight: 5 Points)

Consider the desire to diversify the firms that receive work from the District; etc.

DAYTONA WEST

COMMUNITY DEVELOPMENT DISTRICT

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QUALIFICATIONS

Engineering Services

Prepared for:

**Daytona West Community
Development District**

Volusia County, FL

Prepared by:



May 9, 2024

May 9, 2024

District Managers Office

Wrathell, Hunt, and Associates, LLC
2300 Glades Road, Suite 410W
Boca Raton, FL 33431

✉ wrathellc@whassociates.com

Alliant Engineering, Inc.

10475 Fortune Parkway, Suite 101
Jacksonville, FL 32256

904.240.1351 MAIN
www.alliant-inc.com

**Building better communities with
excellence and passion.**

**RE: Engineering Services for Daytona West Community Development
District**

Dear District Managers Office and Members of the Evaluation Committee:

Alliant Engineering, Inc. (Alliant) and our teaming partners **Meskel & Associates Engineering** (MAE) and **ECS Florida, LLC** (ECS) are pleased to submit our proposal for Engineering Services. **Curt Wimpée, PE** is Alliant's Southeast Regional Manager and will serve as the Quality Manager while **Brice Nelson, PE** will serve as the Project Manager and will be the CDD's primary point-of-contact.

Alliant was founded in Minneapolis in 1995 and has grown from a company with one employee into an organization of over 177 diverse professionals and support staff. We have been providing services to clients like the Daytona West Community Development District for over 29 years. In 2015 Alliant expanded to Jacksonville, FL to better serve its clients in the southeast region. Alliant is an S-Corporation providing a range of comprehensive services including but not limited to civil engineering, construction services, environmental services, intelligent transportation systems, landscape architecture, land survey, roadway design, structures, traffic engineering, and water resources.

Alliant's business philosophy is to keep our values of community, excellence, creating value, collaboration, being future focused, and integrity at the forefront of everything we do. Our corporate mission to Build Better Communities With Excellence And Passion is evident within our culture and our outstanding Client Service distinguishes us from other companies.

We understand you are looking for a consultant partner that is more than just a designer or engineer. You expect a partner that can lead and manage projects from concept through construction and efficiently address any challenges along the way. As your Project Manager, **Brice Nelson, PE** will serve as your primary point of contact and will ensure that our team will be focused, flexible, and responsive to the needs of the CDD and its residents. We will focus on timely, honest, and open communication and delivering quality from the day the project starts all the way through project bidding, construction, and closeout.

Alliant is interested in pursuing this solicitation to continue to grow our services throughout Florida. We are excited to serve the CDD and are committed to providing the highest quality service for selected projects. Thank you for your consideration and we look forward to partnering with you. Please feel free to contact me with any questions or if you require any additional information.

Sincerely,

Alliant Engineering, Inc.



Brice Nelson, PE *Project Manager*

✉ bnelson@alliant-inc.com

📞 904.723.4895



Curt Wimpée, PE *Regional Manager,
Principal-in-Charge*

✉ cwimpee@alliant-inc.com

📞 904.647.5383

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 Daytona West Community Development District, City of Daytona Beach, Volusia County, Florida

2. PUBLIC NOTICE DATE

Rcvd. via Email 05/01/2024

3. SOLICITATION OR PROJECT NUMBER

N/A

B. ARCHITECT-ENGINEER POINT OF CONTACT

4. NAME AND TITLE

Brice Nelson, PE/Project Manager

5. NAME OF FIRM

Alliant Engineering, Inc.

6. TELEPHONE NUMBER

(904) 723-4895

7. FAX NUMBER

NA

8. E-MAIL ADDRESS

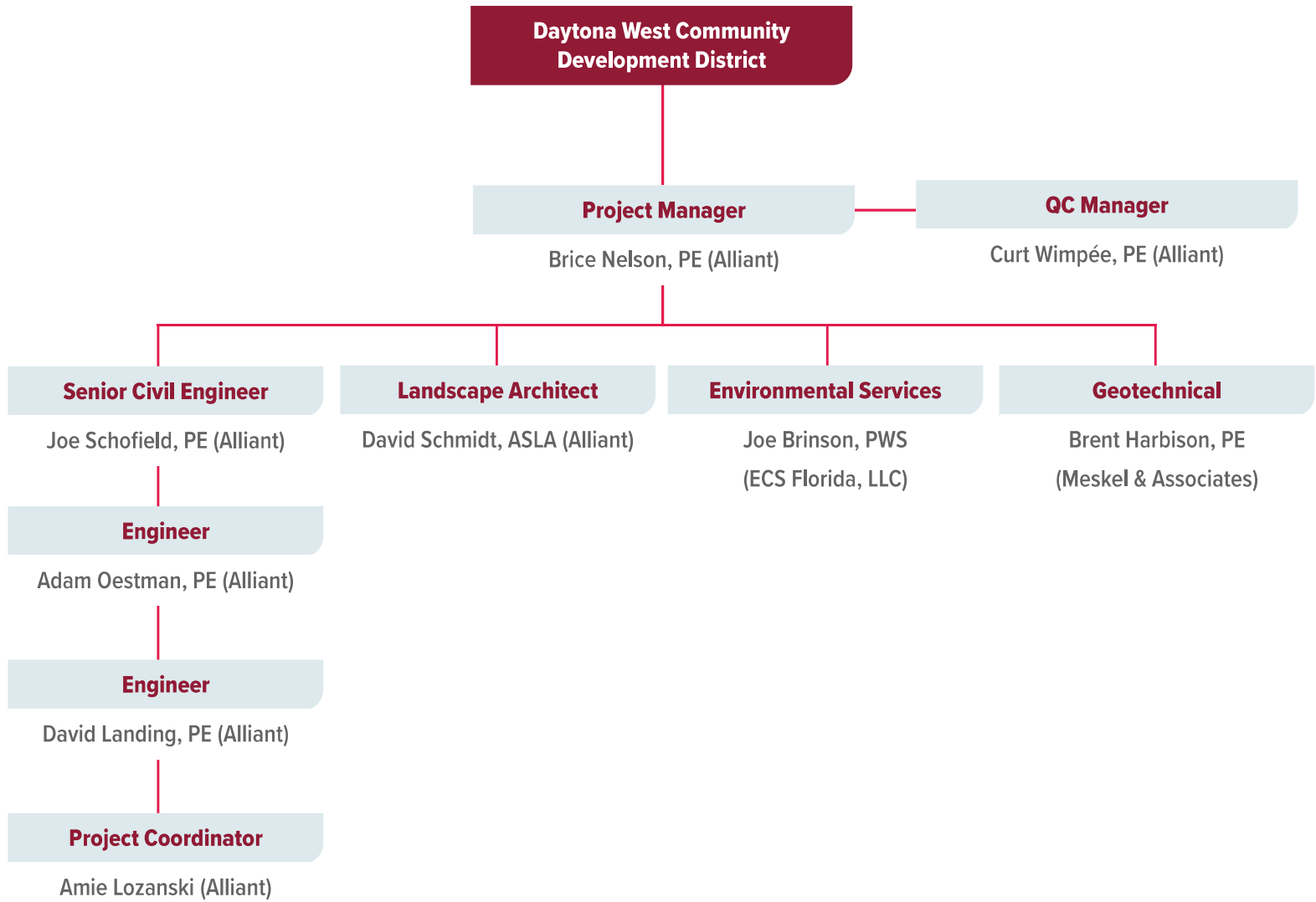
bnelson@alliant-inc.com

	(Check)			9. FIRM NAME	10. ADDRESS	11. ROLE IN THIS CONTRACT
	PRIME	J-V PARTNER	SUBCONTRACTOR			
a.	X			Alliant Engineering, Inc. <input checked="" type="checkbox"/> CHECK IF BRANCH OFFICE	10475 Fortune Pkwy Ste 101, Jacksonville, FL 32256	Project Management, Civil, Landscape
b.			X	ECS Florida, LLC <input checked="" type="checkbox"/> CHECK IF BRANCH OFFICE	11554 Davis Creek Court, Jacksonville, FL 32256	Environmental Services
c.			X	Meskel & Associates Engineering <input type="checkbox"/> CHECK IF BRANCH OFFICE	3728 Philips Highway, Suite 208 Jacksonville, FL 32207	Geotechnical Services
d.				Alliant Surveying, Inc. (A wholly owned subsidiary of Alliant Engineering, Inc.) <input checked="" type="checkbox"/> CHECK IF BRANCH OFFICE	10475 Fortune Pkwy Ste 101, Jacksonville, FL 32256	Land Surveying
e.				 <input type="checkbox"/> CHECK IF BRANCH OFFICE		
f.				 <input type="checkbox"/> CHECK IF BRANCH OFFICE		

D. ORGANIZATIONAL CHART OF PROPOSED TEAM

 (Attached)

Exhibit 1. Organization Chart



E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Brice Nelson, PE	13. ROLE IN THIS CONTRACT Project Manager	14. YEARS EXPERIENCE	
		a. TOTAL 24	b. WITH CURRENT FIRM 1

 15. FIRM NAME AND LOCATION (City and State)
 Alliant Engineering, Inc. (Jacksonville, FL)

16. EDUCATION (Degree and Specialization) B.S. Civil Engineering, Southern Illinois University MBA, University of Mary	17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) Professional Engineer in Florida (97162); South Dakota (15708); North Dakota (PE-8217); Iowa (P27204); Virginia (0402049573)
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 18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)
 Brice has 23 years of experience working as a civil engineer in multiple roles on a variety of projects from storm water management to road realignment. He is familiar with municipal design, water and sewer distribution and storm water management. Brice has extensive experience in acting as the City Engineer capacity for several small towns throughout his career.

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
a. (1) TITLE AND LOCATION (City and State) PROJECT MANAGER – CITY ENGINEERING SERVICES – BERTHOLD, ND	2014	NA
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Brice has served as the client contact for the city engineering services with the City of Berthold for over three (3) years. The City of Berthold renewed their contract for City Engineer Services, showing job satisfaction. Brice regularly attended City Council meetings, has helped advise the city on technical issues with regards to developer agreements, assisted with engineering reviews of developments, design of a bulk water station and assisted with obtaining funding for major projects. <input type="checkbox"/> Check if project performed with current firm		
b. (1) TITLE AND LOCATION (City and State) PROJECT MANAGER – CITY ENGINEERING SERVICES – ROSS, ND	2016	NA
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Brice has served as the client contact for the city engineering services with the City of Ross for five (5) years. The City of Ross put full trust in Brice to guide the City for all their engineering needs, showing job satisfaction. Brice has helped advise the city on technical issues with regards to developer agreements, assisted with engineering reviews of developments, collaborated with the department of health to perform inspections to obtain permit approval of a watermain that had been installed by a contractor without proper approvals (prior to hiring for City Engineer Services), assisted the city to come into compliance with the department of health with their drinking water by switching over to the R&T Water, assisted with permits from BNSF to bore under the railroad to construct a new watermain throughout the city, design of the watermain/sewer/roadway improvements, regularly attended City Council meetings, and assisted with obtaining funding for major projects. <input type="checkbox"/> Check if project performed with current firm		
c. (1) TITLE AND LOCATION (City and State) PROJECT MANAGER – CITY ENGINEERING SERVICES – GALESBURG, WI	2021	NA
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Brice has served as the client contact for the city engineering services with the City of Galesburg for five (5) years. The City of Galesburg put full trust in Brice to guide the City for all their engineering needs, showing job satisfaction. Brice regularly attended City Council meetings, has helped advise the city on technical issues with regards to NPDES permits, assessments of new water quality regulations, prepared Preliminary Engineering Reports, advised how to meet new standards through water quality trade projects, designed improvements to the lagoon, preparation of bids, construction inspection and coordination with funding agencies. <input type="checkbox"/> Check if project performed with current firm		
d. (1) TITLE AND LOCATION (City and State) PROJECT MANAGER – CITY ENGINEERING SERVICES – ALMA CENTER, WI	2021	NA
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Brice has served as the client contact for the city engineering services with the City of Alma Center for five (5) years. The City of Alma Center put full trust in Brice to guide the City for all their engineering needs, showing job satisfaction. Brice has helped advise the city on technical issues with regards to redundancy issues with their water distribution system, preparation of Preliminary Engineer Reports, design of a new well and watermain, preparation of asset management report of their utilities, preparation of bids, construction inspection, and coordination with funding agencies. <input type="checkbox"/> Check if project performed with current firm		
e. (1) TITLE AND LOCATION (City and State) ALMA CENTER WELL AND WATERMAIN EXTENSION, ALMA CENTER, WISCONSIN	2019	2020
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE The city upgraded its century-old well with a second one, funded through the SRF program. A PER report and asset management plan, along with a WaterCAD model, were crucial for principal forgiveness. Two watermain extension plans were presented, involving permits from ACOE and DOT, including a direct bore under a state highway. Construction oversight, monthly representation for SRF funding, and funding closeout were managed. Coordination with the state ensured loan repayment feasibility and resident-friendly rate adjustments, requiring regular updates at City Council meetings for transparency and satisfaction. <input 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 Curt Wimpée, PE	13. ROLE IN THIS CONTRACT Quality Manager	14. YEARS EXPERIENCE	
		a. TOTAL 29	b. WITH CURRENT FIRM 9

 15. FIRM NAME AND LOCATION (City and State)
 Alliant Engineering, Inc. (Jacksonville, FL)

16. EDUCATION (Degree and Specialization) B.S. Civil Engineering, University of Minnesota	17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) Professional Engineer in Florida (79764); Minnesota (40487) Georgia; (031340); N. Carolina (053415); S. Carolina (41355); Tennessee (125610)
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 18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)
 Curt is a Vice President at Alliant and has 28 years of experience in municipal engineering, land development and transportation. Curt's experience includes localized and regional utility extensions, lift stations, City and DOT roadway reconstructions and new roadways, MOT plans, signage and striping plans, concrete and asphalt pavement design, storm water management systems, regional drainage studies, residential mixed use, and large-scale commercial developments.

19. RELEVANT PROJECTS

a. (1) TITLE AND LOCATION (City and State) CITY ENGINEER (CONSULTANT) FOR BUNNELL, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES ONGOING	CONSTRUCTION (If applicable) NA
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Performed as Engineer of Record for numerous City infrastructure projects. Projects included roadway paving/assessment/rehabilitation/replacement, stormwater system design and modeling, watermain (potable and reclaim) extensions/rehabilitation/replacements, sanitary sewer design/rehabilitation. Cost estimating and engineering reports associated with all aspects of these infrastructure projects. City Council presentations and representation. Public messaging and interaction.		
b. (1) TITLE AND LOCATION (City and State) CITY ENGINEER (CONSULTANT) FOR FLAGLER BEACH, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES ONGOING	CONSTRUCTION (If applicable) NA
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Performed as Engineer of Record for numerous City infrastructure projects. Projects included roadway paving/assessment/rehabilitation/replacement, stormwater system design and modeling, watermain (potable and reclaim) extensions/rehabilitation/replacements, sanitary sewer design/rehabilitation. Cost estimating and engineering reports associated with all aspects of these infrastructure projects. City Council presentations and representation. Public messaging and interaction.		
c. (1) TITLE AND LOCATION (City and State) CIVIL ENGINEER FOR MENDOTA HEIGHTS, MN	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2000	CONSTRUCTION (If applicable) NA
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Performed as Engineer of Record for numerous City infrastructure projects. Projects included roadway paving/assessment/rehabilitation/replacement, stormwater system design and modeling, watermain (potable and reclaim) extensions/rehabilitation/replacements, sanitary sewer design/rehabilitation. Cost estimating and engineering reports associated with all aspects of these infrastructure projects. City Council presentations and representation. Public messaging and interaction.		
d. (1) TITLE AND LOCATION (City and State) CITY ENGINEER (CONSULTANT) FOR TWO HARBORS, MN	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2014	CONSTRUCTION (If applicable) NA
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE City Engineer performing all aspects of design for City improvement projects. Representative projects included approximately 6 miles of roadway and utility reconstruction for rural to urban street reconstructions. Tasks included complete corridor survey of projects, design, cost estimating, bidding and award, and full-time construction inspection.		
e. (1) TITLE AND LOCATION (City and State) CITY ENGINEER (CONSULTANT) FOR SCANLON, MN	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2014	CONSTRUCTION (If applicable) NA
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Performed as Engineer of Record for numerous City infrastructure projects. Projects included roadway paving/assessment/rehabilitation/replacement, stormwater system design and modeling, watermain (potable and reclaim) extensions/rehabilitation/replacements, sanitary sewer design/rehabilitation. Cost estimating and engineering reports associated with all aspects of these infrastructure projects. City Council presentations and representation. Public messaging and interaction.		

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Joe Schofield, PE	13. ROLE IN THIS CONTRACT Senior Engineer	14. YEARS EXPERIENCE	
		a. TOTAL 22	b. WITH CURRENT FIRM 3.5

 15. FIRM NAME AND LOCATION (City and State)
 Alliant Engineering, Inc. (Jacksonville, FL)

16. EDUCATION (Degree and Specialization) MBA St. Leo University B.S. Civil Engineering, University of North Florida	17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) Professional Engineer in Florida (69219)
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 18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)
 Mr. Schofield is a Senior Engineer with 18 years of experience in civil design and construction oversight. He has provided design, review, and/or management of hundreds of public and private roadway and site development projects in the southeast United States. He has partnered with dozens of State Agencies and local communities to advance a wide variety of projects to improve transportation infrastructure across the continental United States.

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
SHADOW CREST AT ROLLING HILLS CDD (PHASES 3B & 3C), GREEN COVE SPRINGS, CLAY COUNTY, FL. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE a. Mr. Schofield assisted the CDD to secure electrical and landscape maintenance easements. He also reviewed all contractor, vendor, and supplier invoice and pay application to help ensure proper use of the bond funds. Scope included cost estimating and writing the Engineer's Report for Shadow Crest phase of the District full planned build-out.	2023	2023
<input checked="" type="checkbox"/> Check if project performed with current firm		
BEACHVIEW COVE SUBDIVISION, ORMOND BEACH, VOLUSIA COUNTY, FL (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE b. Project manager and engineering overseeing design and permitting for a 28-lot single-family subdivision with private lift station on A-1-A adjacent the Atlantic Ocean. All entitlements received and construction underway. Project includes a planned FPL power pole relocation, work within the coastal construction control line (CCCL), and coordination of turtle friendly street lighting design.	2023	NA
<input checked="" type="checkbox"/> Check if project performed with current firm		
PONCE PRESERVE SUBDIVISION, PALM COAST, FLAGLER COUNTY, FL (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE c. Project manager and engineering overseeing design and permitting for a 74-lot single-family subdivision. All entitlements have been received and construction start date undetermined.	2023	NA
<input checked="" type="checkbox"/> Check if project performed with current firm		
RYAN'S LANDING SUBDIVISION, PALM COAST, FLAGLER COUNTY, FL (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE d. Project manager and engineering overseeing design and permitting for a 95-lot single-family subdivision. All entitlements have been received and construction start date undetermined.	2023	NA
<input checked="" type="checkbox"/> Check if project performed with current firm		
(1) TITLE AND LOCATION (City and State) (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE e.		
<input 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 Adam Oestman, PE	13. ROLE IN THIS CONTRACT Production Engineer	14. YEARS EXPERIENCE	
		a. TOTAL 7	b. WITH CURRENT FIRM 3

 15. FIRM NAME AND LOCATION (City and State)
 Alliant Engineering, Inc. (Jacksonville, FL)

16. EDUCATION (Degree and Specialization) B.S. Civil Engineering Technology, Murray State University	17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) Professional Engineer in Florida (98440)
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 18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)
 Mr. Oestman has more than six years of experience in the design and construction of private infrastructure projects. He has worked on numerous developments and infrastructure improvements for commercial, medical, municipal, and residential projects around the country. Typical project requirements are land acquisition contract review, site assessment, land planning, development cost analysis, scheduling, approval coordination preparation of contract documents, and construction administration.

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
CITY OF DELAND RECLAIM MAIN EXTENSION, DELAND, FL	2023	NA
a. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Lead design engineer preparing the construction documents for a +-6000 LF Reclaim main extension.	<input checked="" type="checkbox"/> Check if project performed with current firm	
SHADOW CREST AT ROLLING HILLS CDD SINGLE FAMILY SUBDIVISION, GREEN COVE SPRINGS, FL	2021	ONGOING
b. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Lead design engineer preparing the construction documents for a 247 single-family residential subdivision, as well as associated construction administration throughout the project.	<input checked="" type="checkbox"/> Check if project performed with current firm	
SAWMILL BRANCH AT PALM COAST PARK CDD - MULTIPLE PHASES, PALM COAST, FL	2023	
c. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Lead design engineer preparing the construction documents for multiple single-family residential subdivision phases totaling over 1000 lots.	<input checked="" type="checkbox"/> Check if project performed with current firm	
SPRING LAKE AT PALM COAST PARK CDD – MULTIPLE PHASES, PALM COAST, FL	2022	ONGOING
d. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Preparing the construction documents, cost-estimates, and associated construction administration for multiple single-family residential subdivision phases for a total of 421 lots.	<input checked="" type="checkbox"/> Check if project performed with current firm	
HYMON CIRCLE DRAINAGE IMPROVEMENTS – CITY OF BUNNELL, FL	2023	
e. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Design engineer preparing the construction documents for a two phase project in the City of Bunnell, including +-2000 LF of road-side drainage improvements, as well as +-3000 LF of existing drainage ditch improvements.	<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 David Schmidt, ASLA	13. ROLE IN THIS CONTRACT Landscape Design	14. YEARS EXPERIENCE	
		a. TOTAL 17	b. WITH CURRENT FIRM 1

 15. FIRM NAME AND LOCATION (City and State)
 Alliant Engineering, Inc. (Jacksonville, FL)

16. EDUCATION (Degree and Specialization) B.S. Landscape Architecture, University of Arkansas, Minor in Horticulture	17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) ASLA; Currently pursuing licensure as a Landscape Architect in Florida in 2023
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 18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)
 Mr. Schmidt has more than 16 years of experience in the fields of land development planning, landscape architecture, urban design, and project management and is the Director of Landscape Architecture at Alliant. His primary responsibilities include project management, regulatory approvals, site layout and design, construction documentation, regional and community planning, and graphic design.

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION (City and State) REVERIE AT TRAILMARK, ST. AUGUSTINE, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2020	CONSTRUCTION (If applicable) 2023
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm a. Reverie at Trailmark, St. Augustine, FL — served as the project manager and designer responsible for the neighborhood entry, common area, pocket parks, beer garden, dog park, and amenities at the clubhouse. Reverie is a 55+ Master Planned Community located in St. Augustine Florida permitted as a Community Development District developed by Dream Finders Homes, LLC. Reverie consists of 487 class A single family homes, and 4,600 SF Neighborhood Clubhouse.		

(1) TITLE AND LOCATION (City and State) SWEETGRASS, ST. MARY'S, GA	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2023	CONSTRUCTION (If applicable)
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm b. Served as the project manager and designer responsible for the neighborhood entry, common area, pocket parks, beer garden, dog park, and amenities at the clubhouse. Sweetgrass is a 150 Acre Master Planned Community located in St. Mary's Georgia developed by Tierra Linda Development, LLC. Sweetgrass consists of 312 class A multifamily units, 194 townhomes, 143 single family homes, and 212,600 SF of commercial. The Sweetgrass project will end up as home to almost 650 families in walkable, mixed-use neighborhoods that provide not only housing but places for working, shopping, recreation, and civic engagement.		

(1) TITLE AND LOCATION (City and State) BRADENTON RIVERWALK, BRADENTON, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2012	CONSTRUCTION (If applicable) 2012
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm c. My team was responsible for various project components, such as data collection, landscape design, color renderings and 3D modeling for the master plan. Kimley-Horn completed the master planning process for the 1.5-mile-long riverfront area in Bradenton known as the Riverwalk. Services included a grants/funding analysis, master planning, public involvement, design development, and stakeholder coordination. Unanimous approval was given from the Bradenton City Council with the preparation of construction documents and permitting drawings.		

(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm d.		

(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm e.		

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

12. NAME David Landing, PE	13. ROLE IN THIS CONTRACT Engineer	14. YEARS EXPERIENCE	
		a. TOTAL 28	b. WITH CURRENT FIRM Less than 6 Months

15. FIRM NAME AND LOCATION *(City and State)*
 Alliant Engineering, Inc. (Jacksonville, FL)

16. EDUCATION <i>(Degree and Specialization)</i> BS, Civil Engineering, University of North Florida (UNF) AS, Civil Engineering Technology, Savannah Technical College	17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> Professional Engineer in Florida (80483) Professional Engineer in Georgia (PE049527) Professional Engineer in South Carolina (41102)
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18. OTHER PROFESSIONAL QUALIFICATIONS *(Publications, Organizations, Training, Awards, etc.)*
 Mr. Landing is a Senior Civil Engineer with over 27 years of experience in pipelines and trenchless design with experience working on a variety of projects across the United States with a focus on water and wastewater projects in Northeast Florida. His design experience includes water and wastewater treatment facilities, pressure and gravity pipelines, civil site design, stormwater design, with emphasis on large diameter pipelines and trenchless installations. His experience in pipeline design includes feasibility studies, design and construction support, design calculations, and drawing production.

19. RELEVANT PROJECTS

a.	(1) TITLE AND LOCATION <i>(City and State)</i> 16TH STREET RECLAIMED WATER MAIN, SJCUD, ST AUGUSTINE, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2013	CONSTRUCTION <i>(If applicable)</i> 2013
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.) AND SPECIFIC ROLE</i> <input type="checkbox"/> Check if project performed with current firm Mr. Landing served as pipeline design engineer for approximately 7,600 LF of 4-inch to 16-inch water main, force main, reclaimed water main, and gravity sewer pipelines installed by open-cut. The project also included approximately 550 LF of 10-inch reclaimed water main installed by HDD adjacent to sensitive park areas of historic St. Augustine and FDOT ROW. Mr. Landing performed HDD design calculations, laid out the geometry for the project alignment, helped prepare construction drawings, and coordinated with the design sub-contractors on the project.		
b.	(1) TITLE AND LOCATION <i>(City and State)</i> SUNSHINE 16 (PS 306) AND FORCE MAIN EXTENSION, SJCUD, ST AUGUSTINE, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2015	CONSTRUCTION <i>(If applicable)</i> 2015
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.) AND SPECIFIC ROLE</i> <input type="checkbox"/> Check if project performed with current firm Mr. Landing served as pipeline design engineer for approximately 1,500 lf of 4-inch force main. As part of the overall system improvements, the new force main redirected flow from the Sunshine 16 Pump Station to a separate discharge location. The project included three HDD installations to minimize impacts to the roadway and pedestrian traffic patterns as well as the adjacent residential neighborhood. Mr. Landing performed HDD design calculations, laid out the geometry for the alignments, helped prepare construction drawings and associated contract documents, and worked with the contractor for HDD installations to implement best construction practices for design of the project.		
c.	(1) TITLE AND LOCATION <i>(City and State)</i> SR 207 WATER MAIN EXTENSION – PHASE III, SJCUD, ST JOHNS COUNTY, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2023	CONSTRUCTION <i>(If applicable)</i> 2023
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.) AND SPECIFIC ROLE</i> <input type="checkbox"/> Check if project performed with current firm For the above referenced project David served as QA/QC engineer and site construction inspector for the design and construction of 2,900 LF of 24-inch PVC water main within St Johns County Utility Department (SJCUD) easements and Florida Department of Transportation (FDOT) Right-of-Ways (ROW). The project also consisted of a 42-inch steel cased jack and auger bore crossing of FDOT's State Route (SR) 206 and a 30-inch HDPE horizontal directional drill (HDD) crossing of the Florida Department of Transportation's (FDOT) Interstate 95. Permitting was required by FDOT and Florida Department of Environmental Protection (FDEP) for wetlands crossings and impacts. For this project I personally reviewed the construction drawings at various project milestones for constructability and to ensure the project met client specifications. I also reviewed contractor submittals for materials and construction methods and performed on-site inspection of installation of the water main, wet tapping for connection to the existing water main and the horizontal direction drill installation under I-95.		
d.	(1) TITLE AND LOCATION <i>(City and State)</i> HASTINGS WTP TO SR-207 12-INCH WATER TRANSMISSION MAIN, SJCUD, HASTINGS, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2024	CONSTRUCTION <i>(If applicable)</i> 2024
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.) AND SPECIFIC ROLE</i> <input type="checkbox"/> Check if project performed with current firm David served as the project manager, engineer of record, and senior pipeline design engineer for approximately 4,650 linear feet of 12-inch PVC transmission water main installed by open-cut trenching, along with associated valving, hydrants, fittings, and appurtenances. The project also included approximately 2,700 linear feet of 16-inch HDPE water main installed through three separate HDD trenchless installations. Project challenges included navigating road corridors with narrow rights-of-way, which were shared with an FPL high-voltage transmission overhead powerline and coordinating proposed and temporary construction easements with property owners. David laid out the geometry for the project alignment, assisted in preparing construction drawings, and coordinated with survey and geotechnical exploration subcontractors.		
e.	(1) TITLE AND LOCATION <i>(City and State)</i> CWRP TRANSMISSION MAIN BYPASS AND REDUNDANCY CONCEPTUAL PLAN, ECUA, PENSACOLA, FL	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2023	CONSTRUCTION <i>(If applicable)</i> 2023
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.) AND SPECIFIC ROLE</i> <input type="checkbox"/> Check if project performed with current firm For the above referenced project David served as pipelines engineer for the route planning, feasibility and constructability input to add redundancy to an existing 3,500 LF of 30-inch, 10,050 LF of 42-inch, 53,500 LF of 48-inch and 5,200 LF of 54-inch large diameter DI transmission force main transporting sewerage from ECUA's Main Street Water Plant situated along Pensacola Bay to ECUA's Chemstrand Treatment Plant on the north of Escambia County. For this project I personally participated in team meetings, helped with route selection, made recommendations in support of and produced route planning sketches for the project. I also investigated and made recommendations for bypass points of connection between the various force main segments.		

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Joe Brinson, PWS	13. ROLE IN THIS CONTRACT Environmental Senior Project Manager	14. YEARS EXPERIENCE	
		a. TOTAL 28	b. WITH CURRENT FIRM 2.5

 15. FIRM NAME AND LOCATION (City and State)
 ECS Florida, LLC - Jacksonville, FL

16. EDUCATION (Degree and Specialization) B.S. Forest Resource Management/Forest Biometrics, University of Georgia, Athens, GA	17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) Professional Wetland Scientist
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 18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)
 Mr. Brinson is an Environmental Senior Project Manager for ECS and has more than 26 years' experience in wetland permitting, species, timber assessments, greenbelts and tree / arborist services. His responsibilities include the daily management of all phases of environmental projects to include proposal preparation and review, environmental compliance (spec/NPDES), budgeting daily and ongoing activities, preparation and review of reports, daily on-going client interaction, developing a client database, invoicing and marketing.

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
TOWN CENTER BOULEVARD PROPERTY, PALM COAST, FL	2023	NA
a. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Project Manager. ECS scientist completed a Ecological Diligence. The purpose of the field visit was to evaluate the site for the occurrence and/or potential for occurrence of jurisdictional wetlands and/or protected wildlife species and their habitats. ECS Fees: \$1,850 Size: 5.09 acres. <input checked="" type="checkbox"/> Check if project performed with current firm		
DIX ELLIS, JACKSONVILLE, FL	2023	NA
b. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Project Manager. ECS scientist completed a Preliminary Wetlands Determination. The purpose of the field visit was to evaluate the site for the occurrence and/or potential for occurrence of jurisdictional wetlands and/or protected wildlife species and their habitats. ECS Fees: \$1,500 Size: .77 acres. <input checked="" type="checkbox"/> Check if project performed with current firm		
BEAUTYREST AVENUE PROPERTY, JACKSONVILLE, FL	2022	NA
c. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Project Manager. ECS scientist completed a Ecological Due Diligence with CRAS. The purpose of the field visit was to evaluate the site for the occurrence and/or potential for occurrence of jurisdictional wetlands and/or protected wildlife species and their habitats. ECS Fees: \$6,650 Size: 3.88 acres <input checked="" type="checkbox"/> Check if project performed with current firm		
FIRST COAST EXPRESSWAY PROPERTY, MIDDLEBURG, FL	2021	NA
d. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Project Manager. ECS completed a Preliminary Wetlands Determination and Preliminary Threatened & Endangered Species Survey. The purpose of the field visit was to evaluate the site for the occurrence and/or potential for occurrence of jurisdictional wetlands and/or protected wildlife species and their habitat. ECS Fees: \$6,650 Size: 3.88 acres. <input checked="" type="checkbox"/> Check if project performed with current firm		
BAINBRIDGE NOCATEE PARKWAY PROJECT, JACKSONVILLE, FL	2021	NA
e. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Project Manager. ECS completed a Preliminary Wetlands Determination and Preliminary Threatened & Endangered Species Survey. The purpose of the field visit was to evaluate the site for the occurrence and/or potential for occurrence of jurisdictional wetlands and/or protected wildlife species and/or habitat on the site and its relevant surroundings. ECS Fees: \$2,300 Size: 13.5 acres. <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 Brett H. Harbison, P.E.	13. ROLE IN THIS CONTRACT Senior Geotechnical Engineer	14. YEARS EXPERIENCE	
		a. TOTAL 17	b. WITH CURRENT FIRM 5.5

 15. FIRM NAME AND LOCATION (City and State)
 Meskel & Associates Engineering, PLLC, Jacksonville, Florida

16. EDUCATION (Degree and Specialization) B.S. Civil Engineering, Florida State University, 2007 Graduate Courses University of Central Florida	17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) Professional Engineer, Florida P.E. 74679 Professional Engineer, Georgia PE037919
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 18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)
 Certified SmartPile EDC System (User ID # 020FL0029-13), Florida Engineering Leadership Institute Graduate 2015, American Society of Highway Engineers (ASHE), North Florida, ASHE Community Outreach Chairman, TCI Young Professional of the Year 2017

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
a. CITY OF JACKSONVILLE (COJ) NORTHBANK BULKHEAD REPLACEMENT, JACKSONVILLE, FL (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Geotechnical Engineer responsible for coordinating the geotechnical exploration to replace the existing bulkhead along the northern bank of the St. Johns River in downtown Jacksonville extending approximately between the Fuller Warren bridge and Liberty Street. The project will include constructing a new bulkhead wall in front (waterside) of the existing bulkhead and installing anchors through the existing bulkhead. MAE's scope of work included land and waterside Standard Penetration Test (SPT) borings, rock coring, laboratory testing, and engineering analysis for the design and construction of the new bulkhead and anchors. (Contract Value: \$384,800)	2020	
b. CITY OF JACKSONVILLE SIDEWALKS AND PEDESTRIAN IMPROVEMENTS, JACKSONVILLE, FL (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Geotechnical Project Manager. MAE's services for projects under this contract consist of geotechnical exploration and engineering analysis for tasks such as new sidewalks, drainage improvements, culvert extensions and replacement, and retaining walls. Typically, the geotechnical exploration included mobilizing our truck-mounted drill rig to City roads and highways. Following subsurface exploration, laboratory testing, and geotechnical engineering analysis, MAE provided geotechnical recommendations and site preparation recommendations. These recommendations included clearing and stripping; temporary groundwater control; soil parameters for culvert design; excavation protection; and structural backfill and compaction of structural backfill. (Contract Value \$128,740)	2020	
c. LONNIE MILLER SR. REGIONAL PARK STRUCTURES & PEDESTRIAN TRAIL, JACKSONVILLE, FL (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Geotechnical/Soils Engineer. Park improvements proposed for this park included multiple new courts, multi-use fields, playgrounds, pavilions, new parking areas, elevated boardwalks, restroom and concession facilities, 2-story concrete scorer's building and 2,700 linear feet of asphalt surfaced pedestrian trail. Geotechnical explorations were performed. Reporting was presented and included design recommendations for shallow foundations, groundwater control and underdrain recommendations for field areas, and recommendations for construction of asphalt pavement base and structural courses for the trail system. Site preparation and earthwork recommendations included clearing and stripping, removal and replacement of deleterious soils/debris encountered, temporary groundwater control, and placement/compaction of fill and backfill soils. (Contract Value: \$37,800)	2018	
d. FDOT DISTRICT 2, I-95 NASSAU RIVER BRIDGE IMPROVEMENTS, DUVAL/ NASSAU COUNTY LINE, FL (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Foundation/Geotechnical Engineer of Record (GEOR)/Project Manager responsible for field coordination, laboratory shear strength testing, rock core strength testing, and geotechnical analyses to support design and construction of non-redundant drilled shafts to support crutch bents proposed for the existing I-95 north and southbound bridges. Brett directed field crews and staff in performing 24 Standard Penetration Test (SPT) borings in tidally inundated project area using amphibious and spud barge platforms. Borings were advanced to depths of 125 feet below the river mudline. Static axial shaft capacities were estimated to determine anticipated shaft tip elevations. Engineering reports were prepared including drilled shaft analyses, soil parameter recommendations for lateral analyses, and shaft installation/construction recommendations. (Contract Value: \$670,825)	2021	
e. MONCRIEF PEDESTRIAN BRIDGE SPAN REPLACEMENT, JACKSONVILLE, FL (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Senior Engineer responsible for the geotechnical exploration, laboratory testing, and engineering analysis for the pedestrian bridge. The main span and extended ramps will be supported on 54-inch non-redundant drilled shafts. The existing bridge is approximately 70 to 75 feet long and the replacement bridge will be of similar length. (Contract Value \$14,000 est.)	2022	

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <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 <div style="text-align: center; font-size: 24pt;">1</div>
21. TITLE AND LOCATION <i>(City and State)</i> Shadow Crest at Rolling Hills CDD (Phases 3B & 3C), GCS, FL		22. YEAR COMPLETED PROFESSIONAL SERVICES 2023 CONSTRUCTION (If applicable) 2023

23. PROJECT OWNER'S INFORMATION

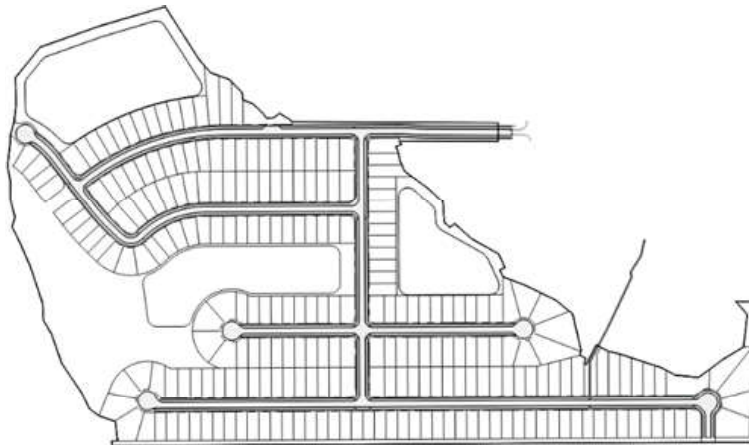
a. PROJECT OWNER Rolling Hills CDD	b. POINT OF CONTACT NAME Marilee Giles	c. POINT OF CONTACT TELEPHONE NUMBER (904) 940-5850 x412
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size, and cost)

CDD constructed by bond issuance infrastructure to support a 247-lot single-family platted phase of the community. Joe Schofield is the acting District Engineer for this part of the District, who is also the Engineer of Record.

Project required coordination with the primary CDD Engineer to coordinate ongoing construction of a prior phase adjacent Shadow Crest. Construction ran concurrently, so both Engineer's attended each monthly Board meeting to give Engineer's updates on each respective project. The prior phase included construction of a lift station to receive effluent from both projects.

Mr. Schofield assisted the CDD to secure electrical and landscape maintenance easements. He also reviewed all contractor, vendor, and supplier invoice and pay application to help ensure proper use of the bond funds. Scope included cost estimating and writing the Engineer's Report for Shadow Crest phase of the District full planned build-out.



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Alliant Engineering, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Jacksonville, FL	(3) ROLE Project Engineer
b.	(1) FIRM NAME Alliant Florida, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Jacksonville, FL	(3) ROLE Land Surveying
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
g.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

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

 20. EXAMPLE PROJECT KEY
 NUMBER

2

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

Spring Lake Subdivision

22. YEAR COMPLETED

 PROFESSIONAL SERVICES
 2022

 CONSTRUCTION (If applicable)
 NA

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER

Sunbelt Land Management

b. POINT OF CONTACT NAME

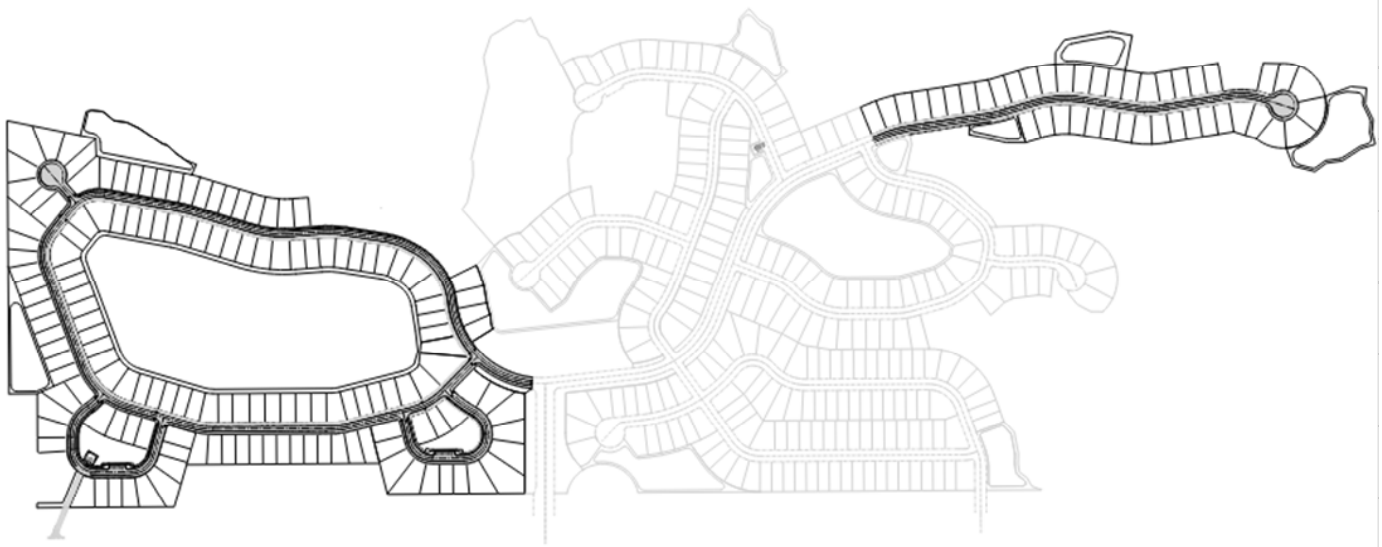
Ken Belshe

c. POINT OF CONTACT TELEPHONE NUMBER

(386) 986-2411

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

Engineer of Record for complete design and permitting of 421 unit CDD residential subdivision. Provided all aspects of oversight and design. Provided Certified Engineer's Report including cost estimating for Palm Coast Park Community Development District (CDD).


25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
a.	Alliant Engineering, Inc.	Jacksonville, FL	Project Engineer
b.	Alliant Florida, Inc.	Jacksonville, FL	Land Surveying
c.			
d.			
e.			
g.			

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <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 <div style="text-align: center; font-size: 24pt;">3</div>
21. TITLE AND LOCATION <i>(City and State)</i> Bunnell Westside Sewer Improvements - Phase 1, Bunnell, FL	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2020	CONSTRUCTION (If applicable) 2020

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER City of Bunnell	b. POINT OF CONTACT NAME Dustin Vost	c. POINT OF CONTACT TELEPHONE NUMBER (386) 437.7515
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size, and cost)

Alliant prepared and submitted a St. Johns River Water Management District REDI Grant Application on behalf of the City of Bunnell, FL. The application was ranked #1 by the SJRWMD. The project consisted of sanitary sewer CIPP lining, lift station upgrades, and regional storm sewer and swale improvements to address ongoing flooding issues in this Deen Road neighborhood.


25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Alliant Engineering, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Jacksonville, FL	(3) ROLE Project Engineer
b.	(1) FIRM NAME Alliant Florida, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Jacksonville, FL	(3) ROLE Land Surveying
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
g.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <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 <div style="text-align: center; font-size: 24pt;">4</div>
21. TITLE AND LOCATION <i>(City and State)</i> Flagler Beach Slip Lining Rehab, Flagler Beach, FL		22. YEAR COMPLETED PROFESSIONAL SERVICES: 2020 CONSTRUCTION (If applicable): 2020

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER City of Flagler Beach	b. POINT OF CONTACT NAME Lee Richards	c. POINT OF CONTACT TELEPHONE NUMBER (386) 517-2000 ext. 248
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size, and cost)

Alliant prepared and submitted a St. Johns River Water Management District REDI Grant Application on behalf of the City of Bunnell, FL. The project was funded by the SJRWMD and Alliant performed a 1.1-mile route survey along SR 100 (Moody Blvd) in the City of Bunnell from Grand Reserve Parkway to North Palmetto Street. This required deed research for all adjacent properties along the route including FDOT right-of-way. Alliant also prepared design and bid Documents for a reclaimed water main.


25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
a.	Alliant Engineering, Inc.	Jacksonville, FL	Project Engineer
b.	Alliant Florida, Inc.	Jacksonville, FL	Land Surveying
c.			
d.			
e.			
g.			

<p>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.)</p>		<p>20. EXAMPLE PROJECT KEY NUMBER</p> <p style="text-align: center;">5</p>		
<p>21. TITLE AND LOCATION (City and State) Sweetgrass Apartments (Phase 1) Enhanced Landscape Saint Marys, GA</p>		<p>22. YEAR COMPLETED</p> <table border="1"> <tr> <td>PROFESSIONAL SERVICES 2023</td> <td>CONSTRUCTION (If applicable) NA</td> </tr> </table>	PROFESSIONAL SERVICES 2023	CONSTRUCTION (If applicable) NA
PROFESSIONAL SERVICES 2023	CONSTRUCTION (If applicable) NA			

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Sweetgrass Acquisition LLC	b. POINT OF CONTACT NAME Ron Buckley	c. POINT OF CONTACT TELEPHONE NUMBER (904) 247-5334
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size, and cost)

Sweetgrass is a 150 Acre Master Planned Development located in St. Mary's Georgia for Tierra Linda Development, LLC. Sweetgrass consists of 312 class A multifamily units, 194 townhomes, 143 single family homes, and 212,600 SF of commercial. Working in collaboration with the client, architect, and interior designer, the Sweetgrass project will end up as home to almost 650 families in walkable, mixed-use neighborhoods that provide not only housing but places for working, shopping, recreation, and civic engagement. My team's services included project management for the design of the enhanced landscape, irrigation, neighborhood clubhouse amenity area which included the clubhouse pool deck, shade structures, outdoor kitchen, landscape architecture, hardscape, site electrical engineering (managed sub), mail kiosk, design of the neighborhood entry monument, security gate, dog park and all site civil design with permitting.



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Alliant Engineering, Inc.	(2) FIRM LOCATION (City and State) Jacksonville, FL	(3) ROLE Project Engineer
b.	(1) FIRM NAME Alliant Florida, Inc.	(2) FIRM LOCATION (City and State) Jacksonville, FL	(3) ROLE Land Surveying
c.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
g.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <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 <div style="text-align: center; font-size: 24pt;">6</div>
21. TITLE AND LOCATION <i>(City and State)</i> Trout Creek Community Development District, St. Augustine, FL		22. YEAR COMPLETED PROFESSIONAL SERVICES 2023 CONSTRUCTION (If applicable) NA

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Trout Creek CDD	b. POINT OF CONTACT NAME Melissa Dobbins	c. POINT OF CONTACT TELEPHONE NUMBER (904) 436.6270
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size, and cost)

ECS completed an Arboriculture Assessment for the landscape tree decline predominantly live oaks with a few magnolias. ECS understood the trees started to decline approximately two years after they were planted. ECS scope of work included assessing the current condition of landscaping trees along Shearwater Parkway, determine whether conditions require removal and recommend an appropriate course of action for remediation. Investigative methods used were visual inspection of roots and tree, soil ph and nutrient analysis, root excavation, general leaf density analysis, irrigation water ph testing and bulk density testing of the soil.



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME ECS Florida, LLC	(2) FIRM LOCATION <i>(City and State)</i> Jacksonville, FL	(3) ROLE Environmental
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
g.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

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

 20. EXAMPLE PROJECT KEY
 NUMBER

7

 21. TITLE AND LOCATION *(City and State)*
Tapestry Westland Village, Jacksonville, FL

22. YEAR COMPLETED

 PROFESSIONAL SERVICES
 2019

 CONSTRUCTION (If applicable)
 NA

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER

Arlington Properties

b. POINT OF CONTACT NAME

Trey Barnes

c. POINT OF CONTACT TELEPHONE NUMBER

(205) 397-6834

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

The subject project is located at the intersection of Collins Road at Plantation Bay Drive in Jacksonville, Florida. This task order included performing a geotechnical exploration, laboratory testing program, and engineering analysis to assist the design team with the design of the twelve 3-story residential buildings, a single-story clubhouse, lift station, pool, and dog park. Our analysis included providing recommendations for the construction of shallow foundations and a wet well structure.

Borings: 16 SPT, 16 Hand Augers

Total Feet: 533 LF (9 SPT to 30 feet, 4 SPT to 20 feet, 1 SPT to 32 feet, 1 SPT to 25 feet, 5' sampling intervals) (16 6 foot Hand Augers 1 foot sampling intervals)

Samples: 223

LABORATORY TESTING PROGRAM

Index Testing: 26 samples 26 -200, 26 MC, 4 OC, 4 AL

Contract Value: \$12,000

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
a.	Meskel & Associates	Jacksonville, FL	Geotechnical Services
b.			
c.			
d.			
e.			
g.			

H. ADDITIONAL INFORMATION

To fully address the criteria requested in the RFQ, we offer the following additional information. This further demonstrates Alliant Engineering's expertise and capabilities to perform all work that is anticipated under this contract as District Engineer for the CDD.

ABILITY AND ADEQUACY OF PROFESSIONAL PERSONNEL

Alliant Engineering, Inc. (Alliant) offers professional design and project management services in Municipal Infrastructure and Land Development, Transportation, Traffic Engineering, Design-Build, Structural, Landscape Architecture, and Surveying. Alliant's backbone is a professionally diverse group of talented professionals dedicated to providing quality design, management, and construction services. Established in 1995, Alliant has provided 29 years of professional engineering services to a broad range of public and private clients. Our collaborative team approach and integrated management style allows us to efficiently complete projects while providing a high level of quality. We bring value to our clients by combining unmatched civil engineering expertise, experience, and innovation.

In addition to being highly qualified for this work, we have an intricate knowledge of the infrastructure challenges within smaller municipalities. Our key staff for this project team are experts in their disciplines and well suited to provide the continuing engineering services required of your District Engineer.

At the program level, we have the following critical roles:

- **Project Manager** – Responsible for building project teams tailored to meet project goals, provide ongoing project oversight, and be the primary point of contact for the CDD. **Brice Nelson, PE** was selected to be our Project Manager because, following 24 years of experience in the industry, he understands how to make CDD projects successful. As Project Manager, Brice will be handling the District Meetings and managing the construction/engineering services.
- **Discipline Lead** – Responsible for identifying team members for individual work orders and ensuring uniformity in format and standards between projects. This individual is also an expert technical resource for project teams. These individuals are identified in the resumes in Section E of the SF330 Form.
- **Quality Manager** – Responsible for ensuring all team members are trained in the Alliant Quality Management Process and verifying that quality processes are followed on individual projects. **Curt Wimpée, PE**, will be our Quality Manager.

Alliant's proposed team of professionals provides the CDD with a comprehensive understanding and approach to meet (and exceed) the CDD's objectives and goals. Our corporate mission to build better communities with excellence and passion is evident within our culture and separates us from the rest.

Additionally, As part of our program for other similar clients, we have developed an internal Quality Management Plan (QMP) that defines how our team will provide quality in delivering services to the CDD. As Project Manager, Brice will work with Curt Wimpée to ensure that the process is followed for every major deliverable and milestone. Alliant's experience with the quality control process has shown that it must be part of the everyday

Our team is organized to execute work orders quickly and ensure quality and timely delivery.



Brice Nelson, PE

Project Manager



Curt Wimpée, PE

Quality Manager

H. ADDITIONAL INFORMATION

CERTIFIED MBE

Alliant’s teaming partner **Meskel & Associates Engineering (MAE)** is a certified Woman-owned DBE and JSEB based in Jacksonville, FL, with additional offices in Lake City and Tampa. They specialize in geotechnical engineering, drilling, and laboratory testing services. MAE’s certifications are included at the end of the form.

WILLINGNESS AND ABILITY TO MEET TIME & BUDGET REQUIREMENTS

At Alliant, we take pride in delivering complex projects on difficult timelines. This can only be accomplished through great project management and a sound project approach. Open, honest and timely communication with the CDD, stakeholders, and potential sub-consultants is the key to project success.

We will facilitate all formal reviews in an organized and timely manner to keep the project moving forward. We will also conduct progress meetings to efficiently provide updates and to discuss particular design issues that are critical to the schedule for both the CDD and project team. Our Quality Management Plan (QMP) will be revised to be specific to each project and will be followed religiously throughout design.

For a project to be efficient, not only does the engineering and project management need to be effective but understanding the permitting agencies and maintaining those key relationships is a necessity. Alliant has performed a multitude of projects and has both the expertise of dealing with the appropriate permitting agencies as well as maintaining those relationships needed to be efficient with complex projects. Alliant has developed relationships over the years with sub-consultants as well as contractors. We have the expertise and knowledge to develop designs to help minimize cost to our clients during construction. This can be done because of our extensive knowledge of building systems and construction techniques. Anticipation of construction techniques and communication with contractors during design are key elements to an effective cost savings project approach.

Communication with the CDD

Fast-tracked projects require intense and continuous communication and collaboration with the CDD and their oversight team. Alliant will establish a draft meeting schedule

for discussion at the kickoff meeting. We envision three levels of meetings: Design Review, Over-The-Shoulder Review and Progress Meetings.

Design Review

Design review meetings will be face-to-face meetings to go over review comments at major milestones during the project. The appropriate deliverables will be submitted for CDD review. A meeting will be scheduled after the CDD’s review period to go over comments. As discussed in our QMP, every comment will be included in a Comment Response memo and the required action will be documented.

OTSR

OTSRs will be scheduled in between the major milestones. These informal design reviews will allow the CDD to be kept abreast of, and have input into the design as it is progressing. The intent of these meetings is to present “in-progress” plans to the CDD to discuss specific issues where decisions are required that may impact schedule. OSTRs may also include key stakeholders as appropriate. It is envisioned that most OTSR meetings would also be face-to-face.

Progress Meetings

We will use frequent Progress Meetings to keep the CDD’s team fully informed and involved in all aspects of the project. These meetings serve as a forum to address issues, hot topics, and identify action items that need to take place. The meetings can also serve as mini “over-the-shoulder” design reviews for portions of the project to get instant feedback from the CDD regarding particular issues. We consider these meeting to provide “collaboration on the fly”, and we use them to present all key components of the design prior to the actual submittal. This approach ensures that the CDD is part of the decision-making progress upfront, reducing the risk of surprises and potential re-work.

Most meetings will include an agenda, meeting minutes, and action item log. The minutes and action item log can be shared internally with Alliant’s Team, and with the CDD staff to inform persons not at the meeting of decisions and action items that had been identified.

In addition to regularly scheduled meetings, we will establish the systems and protocols for easy sharing of electronic files to assist with design collaboration and review.

H. ADDITIONAL INFORMATION

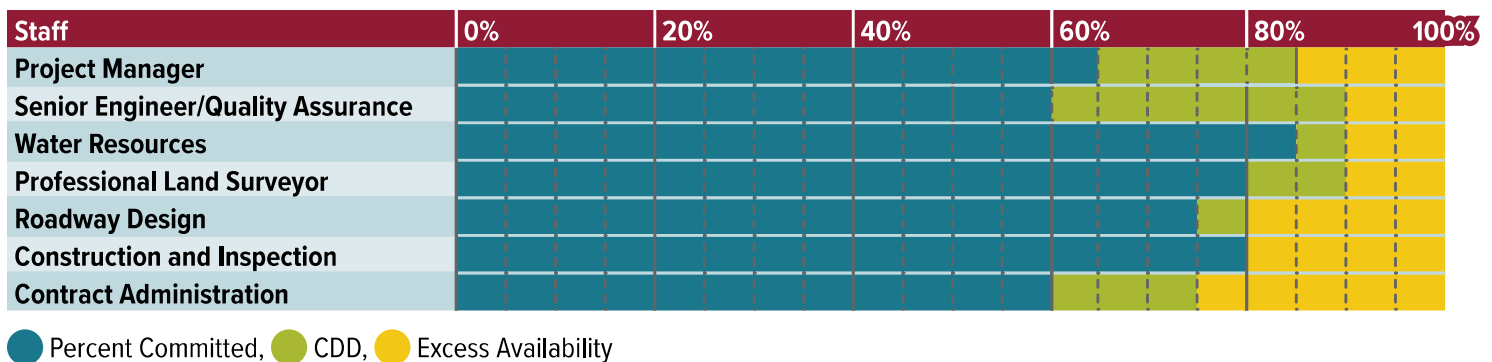
RECENT, CURRENT & PROJECTED WORKLOADS

Alliant is dedicated to client satisfaction which means we must honor schedule commitments. To this end, we regularly assess our workload and plan for growth by keeping our staff level above our immediate needs. This enables us to keep quality and responsiveness at the highest level. Brice Nelson can allocate the support staff and resources to easily meet any schedule. A project schedule will be developed at the onset of each opportunity received from the CDD. That schedule will be developed by working in concert with the major stakeholders. The appropriate Alliant team members will then be assigned responsibilities and deadlines to produce deliverables. We will work with CDD staff for a full understanding of the scope and expectations so we can provide a service that exceeds expectations.

Alliant project managers meet each week to discuss current workload and staffing needs. We maintain a high-level project design schedule that tracks the expected level of project commitments per month compared to the available staffing. At our project manager meetings, we discuss project specific needs and upcoming deadlines to determine if the current staffing is appropriate or if changes will be required to ensure that schedules are met.

Exhibit 2 below illustrates the estimated time allotment that each of the key members can contribute at the moment. These percentages will fluctuate from week to week based on external influences, but resources will be concentrated when needed to complete specific tasks or address project needs as critical items dictate.

Exhibit 2. Project Schedule



CONSULTANT'S PAST EXPERIENCE/PERFORMANCE

The Alliant Team has the experience and expertise required to provide high quality professional services to the CDD for this project. We believe the details of our proposal provide the CDD with excellent program value. We would be honored and excited to work with you on this project in a way we have done with several municipalities in the past including the following:

Alliant has been serving the Southeast Region out of our Jacksonville office since 2015. During that time, we have partnered with cities throughout Florida to address civil engineering needs through on-going contracts similar to the one referenced in the RFP. Curt Wimpée, PE is Alliant's Southeast Regional Manager with over 26 years of experience.

In 2017, Alliant was selected to provide City Wide Civil Engineering services for the City of Bunnell, FL. From the onset of services, Alliant has worked with the City of Bunnell to obtain over 2.5 million dollars of grant funding to develop their reclaim watermain infrastructure, alleviate stormwater flooding in low lying areas and cast in place pipe (CIPP) lining of their gravity sewer infrastructure. Alliant has worked diligently to provide excellent service to the City's staff during the design and construction administration of these projects. These efforts have earned their trust and confidence leading to the City's election as their City Engineer and City Surveyor respectively. We continue to consult with the City on a daily/ weekly basis to support their ongoing engineering and surveying needs.

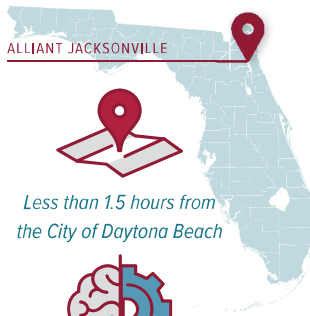
H. ADDITIONAL INFORMATION

That same year, Alliant was selected to provide **Professional Engineering Services to St. Johns County, FL**. Alliant is currently working with staff to target their specific project needs.

In 2018, Alliant was selected to provide **City Wide Engineering Services for the City of Flagler Beach, FL**. Alliant has worked with the City of Flagler Beach to be awarded 1 million dollars of grant funding to provide cast in place pipe (CIPP) lining for over seven miles of their gravity sewer infrastructure. Alliant continues to provide these services, and we will show through this proposal that we work hard to exceed expectations in everything we do.

In 2020, Alliant was selected to provide **Professional Engineering Services to the City of Atlantic Beach, FL**. Alliant worked with the Public Works Director to evaluate their existing maintenance building and provide recommendations and associated costs to the City Commission for either repair or replacement.

In 2023, Alliant was selected to provide **General Engineering Services to the Tisons Creek CDD and in 2024 Alliant was selected to provide General Engineering Services to Ridgewood Trails CDD**. Alliant is thrilled to facilitate the expansion of our clients into the Community Development Districts.



GEOGRAPHIC LOCATION

Less than a 1.5 hour drive to the City of Daytona Beach, Alliant's northeast Florida office is located on the southside of Jacksonville. Our close proximity to Daytona Beach,

make our staff readily available to serve the needs of the Daytona West Community Development District. This office location is important during permitting and construction to ensure timely responses.

Less than 1.5 hours from
the City of Daytona Beach



Combined 172 Years of
Experience

VOLUME OF WORK PREVIOUSLY AWARDED TO CONSULTANT BY DISTRICT

Alliant Engineering, Inc. has not previously performed work for the Daytona West CDD.

TECHNICAL EXPERIENCE

In addition to the requested services in the RFQ, Alliant also provides the following services:

Land Planning

Land Planning begins with our ability to understand the big picture. Our goal is to be respectful stewards of our environment, achieve the highest and best use of the land and position it for the best return on the investment. Developing a client's vision for the spatial use of a site is a passion for us. We understand that planning determines the return on investment through efficient allocation of programming, presentation of features and quality circulation. We bring experience and knowledge of navigating land use codes, writing land development guidelines and creating sustaining thriving communities.

Our Land Planning services include:

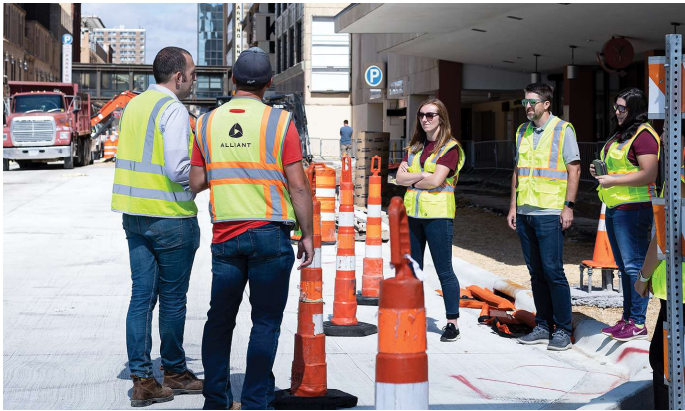
- Site Feasibility Studies
- Field Investigation & Due Diligence
- Highest & Best Use Master Planning
- Park Planning
- Urban Planning
- Mixed-use Town Centers
- Waterfront Projects

Landscape Architecture

A particular fusion happens during landscape design. In every detail, from the sense of arrival to each major gathering space and the transitions between, our passion for creating unique and engaging outdoor environments brings personality to every project.

Our Landscape Architecture services include:

- Tree Preservation & Mitigation Plan Preparation
- Landscape Code Minimum Plans
- Community Garden Design
- Hardscape Design
- Swimming Pool & Water Park Design
- Night Lighting Design
- Neighborhood Amenities
- Entry Monuments
- Parks
- Neighborhood Trails
- Streetscape Design
- Water Feature Design
- Planting
- Irrigation Design

H. ADDITIONAL INFORMATION
Construction Administration


Alliant Engineering offers Construction Administration services to developers and municipalities through the construction phase of projects we design. During this phase our team will coordinate with contractors and consultants to monitor and review the progress of construction.

Construction Administration Services

- ▶ Consultant Coordination and Project Management
- ▶ Client Representation
- ▶ Submittal Package Review
- ▶ Construction Phase Permitting
- ▶ Change Order Review and Approval

Graphic Design

Representing the identity of a project is essential to many aspects, from marketing collateral to identity monument signs and wayfinding directional signage. Our graphics department excels in color artistry, marketing presentations and community sign design with the intent to ensure the best delivery of every message to its audience.

Graphic Design Services


- ▶ Project Icons & Logos
- ▶ Neighborhood Identity Signs
- ▶ Exterior Signage
- ▶ Street & Public Signage
- ▶ Wayfinding Signage
- ▶ Promotional & Marketing Products
- ▶ Perspective Renderings

Traffic


Alliant is sought-after for delivery of large scale, complex transportation projects. Our team is dedicated to improving safety and mobility for the traveling public whether on foot, a bike, a bus, or in a motor vehicle. Our experienced and diverse traffic engineering team allows us the ability to provide a wide range of services to public and private sector clients. We have the depth and staff resources to manage a deep workload and provide the best service, responsiveness, and quality product every agency deserves. These contracts span many service areas for agencies similar to the CDD.


Traffic Services


- ▶ Traffic Design
- ▶ Traffic Sign Interconnect
- ▶ ITS
- ▶ Traffic Modeling
- ▶ Traffic Impact Studies
- ▶ Intersection Corridor Network Operations
- ▶ Traffic Signal Design
- ▶ Transportation and Traffic Studies
- ▶ Traffic Signal Timing and Arterial Analysis
- ▶ Traffic Signals and Foundations
- ▶ Traffic Counting


REFERENCES
Flagler Beach
Dave Taylor
 386.986.7158


 dtaylor@cityofflaglerbeach.com


City of Atlantic Beach
Scott Williams
 904.247.5834

 swilliams@coab.us

City of Palm Coast
Stephen Flanagan
 386.986.2354

 SFlanagan@palmcoastgov.com

City of Bloomington, MN
Kirk Roberts
 952.563.4914

 kroberts@bloomingtonmn.gov

H. ADDITIONAL INFORMATION**FIRM LICENSURE AND
PREQUALIFICATIONS**

Alliant is licensed to perform professional engineering and landscape architecture in the State of Florida and is certified with the Florida Department of State as an S-Corporation. A copy of the firm's licenses, and key staff licenses, can be found at the end of this section as [Appendix A](#).

**LEGAL REQUIREMENTS AND
DISCLOSURE**

No judicial or administrative agency or qualification board has ever investigated Alliant or any of its employees. Neither Alliant nor any Alliant employee, including its engineers, has ever received any prior adverse decision or settlement relating to a violation of ethical standards.

FDOT Work Group Prequalifications

- 6.1 - Traffic Engineering Studies
- 6.2 - Traffic Signal Timing
- 6.3.1 - Intelligent Transportation Systems Analysis and Design
- 6.3.2 - Intelligent Transportation Systems Implementation
- 6.3.3 - Intelligent Transportation Traffic Engineering Systems Communications
- 7.3 – Signalization
- 8.1 - Control Surveying
- 8.2 - Design, Right of Way & Construction Surveying
- 8.4 - Right of Way Mapping

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

31. SIGNATURE



32. DATE

May 9, 2024

33. NAME AND TITLE

Curt Wimpée, PE/Vice President

ARCHITECT-ENGINEER QUALIFICATIONS

1. SOLICITATION NUMBER (If any)

PART II - GENERAL QUALIFICATIONS

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

2a. FIRM (or Branch Office) NAME Alliant Florida, Inc.			3. YEAR ESTABLISHED 2019	4. UNIQUE ENTITY IDENTIFIER 83-2802440
2b. STREET 10475 Fortune Pkwy Ste 101			5. OWNERSHIP	
2c. CITY Jacksonville			2d. STATE FL	2e. ZIP CODE 32256
6a. POINT OF CONTACT NAME AND TITLE Clayton Walley/Survey Manager			a. TYPE	
6b. TELEPHONE NUMBER (904) 900-3507			b. SMALL BUSINESS STATUS	
6c. EMAIL ADDRESS cwalley@alliant-inc.com			7. NAME OF FIRM (If Block 2a is a Branch Office)	
8a. FORMER FIRM NAME(S) (If any)			8b. YEAR ESTABLISHED	8c. UNIQUE ENTITY IDENTIFIER

9. EMPLOYEES BY DISCIPLINE
**10. PROFILE OF FIRM'S EXPERIENCE
AND ANNUAL REVENUE FOR LAST 5 YEARS**

a. Function Code	b. Discipline	c. Number of Employees		a. Profile Code	b. Experience	c. Revenue Index Number (see below)
		(1) FIRM	(2) BRANCH			
08	CADD Technician	5		S10	Surveying	6
38	Land Surveyor	21				
TOTAL		26				


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

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

PROFESSIONAL SERVICES REVENUE INDEX NUMBER

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

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

a. SIGNATURE 	b. DATE May 9, 2024
c. NAME AND TITLE Curt Wimpée, PE/Vice President	

ARCHITECT-ENGINEER QUALIFICATIONS

1. SOLICITATION NUMBER (If any)

PART II - GENERAL QUALIFICATIONS

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

2a. FIRM (or Branch Office) NAME ECS FLORIDA, LLC – Tampa			3. YEAR ESTABLISHED 2012	4. UNIQUE ENTITY IDENTIFIER MNVJKQ85HFG3
2b. STREET 4524 N. 56th Street			5. OWNERSHIP	
2c. CITY Tampa	2d. STATE FL	2e. ZIP CODE 33610	a. TYPE Limited Liability Company	
6a. POINT OF CONTACT NAME AND TITLE Rey Ruiz, PE, SI – Branch Manager			b. SMALL BUSINESS STATUS NA	
6b. TELEPHONE NUMBER (813) 302-1644			7. NAME OF FIRM (If Block 2a is a Branch Office) ECS Florida, LLC	
6c. EMAIL ADDRESS RRuiz1@ecslimited.com				
8a. FORMER FIRM NAME(S) (If any)			8b. YEAR ESTABLISHED	8c. UNIQUE ENTITY IDENTIFIER

9. EMPLOYEES BY DISCIPLINE
**10. PROFILE OF FIRM'S EXPERIENCE
AND ANNUAL 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			
2	Administrative	33	6	H11	Housing (Residential, Multi-Family, Apts, Condos)	8
6	Architect	2		H07	Highways, Streets, Airfield Paving, Parking Lots	7
8	AutoCAD	1		E09	Environmental Impact Studies, Assessments	7
	Construction Materials Manager	10	3	T02	Testing & Inspection Services	6
	Drillers	29	10	C10	Commercial Buildings (low rise), Shopping Centers	6
24	Environmental Scientist	19	4	W01	Warehouses & Depots	5
	Environmental Technician	2		S05	Soils & Geologic Studies, Foundations	4
	Field Technicians	94	17	H10	Hotels, Motels	4
30	Geologist	6	2	O01	Office Buildings, Industrial Parks	4
	Hydrogeologist			I01	Industrial Buildings, Manufacturing Plants	4
36	Industrial Hygiene			E02	Schools & Universities	4
	Lab Manager/Technician	14	4	A06	Airports, Terminals & Hangars, Freight Handling	4
	Professional Engineer	25	6	H09	Hospitals & Medical Facilities	4
48	Project Manager	59	25	P02	Petroleum and Fuel (Storage and Distribution)	3
	Soils Engineer			R04	Recreation Facilities (Parks, Marinas, etc.)	3
				D07	Dining Halls, Clubs, Restaurants	3
				E12	Environmental Remediation	3
				S13	Storm Water Handling & Facilities	3
				H06	Highrise, Air-Rights-Type Buildings	3
				W03	Water Supply, Treatment and Distribution	3
	TOTAL	294	77			

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


a. Federal Work	3
b. Non-Federal Work	9
c. Total Work	9

PROFESSIONAL SERVICES REVENUE INDEX NUMBER

- | | |
|---|---|
| 1. Less than \$100,000 | 6. \$2 million to less than \$5 million |
| 2. \$100,000 to less than \$250,000 | 7. \$5 million to less than \$10 million |
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| 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 May 9, 2024
c. NAME AND TITLE Rey Ruiz, PE, SI – Branch Manager	

ARCHITECT-ENGINEER QUALIFICATIONS

1. SOLICITATION NUMBER (If any)

PART II - GENERAL QUALIFICATIONS

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

2a. FIRM (or Branch Office) NAME ECS FLORIDA, LLC – Jacksonville			3. YEAR ESTABLISHED 2017	4. UNIQUE ENTITY IDENTIFIER MNVJKQ85HFG3
2b. STREET 11554 Davis Creek Court			5. OWNERSHIP	
2c. CITY Jacksonville			2d. STATE FL	2e. ZIP CODE 32256
6a. POINT OF CONTACT NAME AND TITLE Joey Broussard, PE – Vice President			a. TYPE Limited Liability Company	
6b. TELEPHONE NUMBER (904) 880-0960			b. SMALL BUSINESS STATUS NA	
6c. EMAIL ADDRESS JBroussard@ecslimited.com			7. NAME OF FIRM (If Block 2a is a Branch Office) ECS Florida, LLC	
8a. FORMER FIRM NAME(S) (If any) Ellis & Associates, Inc.			8b. YEAR ESTABLISHED 1988	8c. UNIQUE ENTITY IDENTIFIER 87-718-2006

9. EMPLOYEES BY DISCIPLINE
**10. PROFILE OF FIRM'S EXPERIENCE
AND ANNUAL 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			
2	Administrative	33	6	H11	Housing (Residential, Multi-Family, Apts, Condos)	8
6	Architect	2		H07	Highways, Streets, Airfield Paving, Parking Lots	7
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	Hydrogeologist			I01	Industrial Buildings, Manufacturing Plants	4
36	Industrial Hygiene			E02	Schools & Universities	4
	Lab Manager/Technician	14	4	A06	Airports, Terminals & Hangars, Freight Handling	4
	Professional Engineer	25	6	H09	Hospitals & Medical Facilities	4
48	Project Manager	59	25	P02	Petroleum and Fuel (Storage and Distribution)	3
	Soils Engineer			R04	Recreation Facilities (Parks, Marinas, etc.)	3
				D07	Dining Halls, Clubs, Restaurants	3
				E12	Environmental Remediation	3
				S13	Storm Water Handling & Facilities	3
				H06	Highrise, Air-Rights-Type Buildings	3
				W03	Water Supply, Treatment and Distribution	3
TOTAL		294	77			

11. ANNUAL AVERAGE PROFESSIONAL SERVICES REVENUES OF FIRM FOR LAST 3 YEARS
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PROFESSIONAL SERVICES REVENUE INDEX NUMBER

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

12. AUTHORIZED REPRESENTATIVE

The foregoing is a statement of facts.

a. SIGNATURE 	b. DATE May 9, 2024
c. NAME AND TITLE Joey Broussard, PE – Subsidiary Regional Vice President	

APPENDIX A

Forms, Licenses, Certifications



State of Florida

Woman Business Certification

Meskel & Associates Engineering, PLLC

Is certified under the provisions of
287 and 295.187, Florida Statutes, for a period from:

05/04/2023 to 05/04/2025



J. Todd Inman
Florida Department of Management Services



Ron DeSantis, Governor

Melanie S. Griffin, Secretary



FBPE
FLORIDA BOARD OF
PROFESSIONAL ENGINEERS

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

NELSON, BRICE ALVIN

3650 HAMPTON GLEN PL
JACKSONVILLE FL 32257

LICENSE NUMBER: PE97162

EXPIRATION DATE: FEBRUARY 28, 2025

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Melanie S. Griffin, Secretary



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STATE OF FLORIDA

BOARD OF PROFESSIONAL ENGINEERS

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WIMPEE, CURTIS MARCEL

11410 WILDECROFT TERRACE
JACKSONVILLE FL 32223

LICENSE NUMBER: PE79764

EXPIRATION DATE: FEBRUARY 28, 2025

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BOARD OF PROFESSIONAL ENGINEERS

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SCHOFIELD, JOSEPH RYAN

10475 FORTUNE PKWY.
SUITE 101
JACKSONVILLE FL 32256

LICENSE NUMBER: PE69219

EXPIRATION DATE: FEBRUARY 28, 2025

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BOARD OF PROFESSIONAL ENGINEERS

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LANDING, DAVID REED

3072 GOLDEN POND BLVD
ORANGE PARK FL 32073

LICENSE NUMBER: PE80483

EXPIRATION DATE: FEBRUARY 28, 2025

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Melanie S. Griffin, Secretary



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

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OESTMAN, ADAM VIKTOR

12844 BEAUBIEN RD
JACKSONVILLE FL 32258

LICENSE NUMBER: PE98440

EXPIRATION DATE: FEBRUARY 28, 2025

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DAYTONA WEST

COMMUNITY DEVELOPMENT DISTRICT

9C11

**Request for Qualifications for Engineering Services for
Daytona West Community Development District
May 9, 2024**





May 9, 2024

Craig Wrathell, District Manager
Wrathell, Hunt & Associates, LLC
2300 Glades Road, Suite 410W
Boca Raton, Florida 33431

**Reference: Statement of Qualifications for Engineering Services for the
Daytona West Community Development District**

Dear Mr. Wrathell,

England-Thims & Miller, Inc. (ETM) is proud to respond to the Daytona West Community Development District's request for proposals for professional engineering services for the District's public improvements authorized by Chapter 190 of the Florida Statutes. The Daytona West Community Development District will create a spectacular and high-quality community infrastructure that will go above and beyond serving the needs of the residents of the District for years to come. To accomplish this, it is important that the Daytona West Community Development District engage a District Engineer that understands your true vision and possesses the experience to deliver effective strategies that will create the desired sense of place with solutions that meet the budget and time constraints.

It is no coincidence that when land owners want to build lasting communities, they contact ETM. In our 47 years, ETM has emerged as THE Premier District Engineer in the Northeast and Central Florida market. Clients select ETM as their partner due to our exceptional quality service and our experience providing engineering solutions for the largest and most successful communities in the region.

ETM is a locally-based engineering firm that employs a large team of development managers, engineers, landscape architects, planners, and construction field representatives. ETM has the necessary experience working in tandem with land owners and their chosen representatives on numerous projects where multiple consultants were involved. This experience will allow us to navigate the project intricacies and better serve the Daytona Beach Community Development District. Our qualified team of professionals is able to provide the following:

Experienced Personnel: ETM employs nearly 350 professionals, including Land Development Specialists, who have extensive experience as District Engineer for over 40 CDDs throughout the state. We have developed deep-seated relationships while working closely with local and state agencies, and public-sector management. Our depth of resources coupled with our experience uniquely qualifies ETM to serve as your District Engineer.



ETM understands the District's focus on schedule and budget, and we know that the most efficient way to complete a project is to develop a well thought-out, high-level strategic approach.

Accessibility: Due to the size of the Daytona West Community Development District and the multitude of simultaneous projects within the District, having a readily accessible District Engineer is imperative. With our office located less than an hour away, the District can count on an immediate response to any onsite needs.

Extensive Experience with Community Development Districts: Our team has extensive experience with large-scale Community Development Districts. Because of this experience, we are able to apply lessons learned, effective project management, and creative solutions to minimize costs and accelerate schedules.

Effective Development Strategies that Create the Desired Sense of Place: The creation of a sense of place requires attention to detail and an eye for design. Our project team members understand the relationship between human scale and sense of place, and have the knowledge to create each. We engage with our in-house planning, landscape architecture, CEI, and transportation departments to achieve the desired vision and goal for the District. Because of our partnerships with multiple CDDs, we acknowledge the importance of community features and fully comprehend the importance of anticipating any negative impacts that traditional design features may impose. Our professionals are trained to avoid these mistakes and will ensure that our design enhances the overall feel of this community.

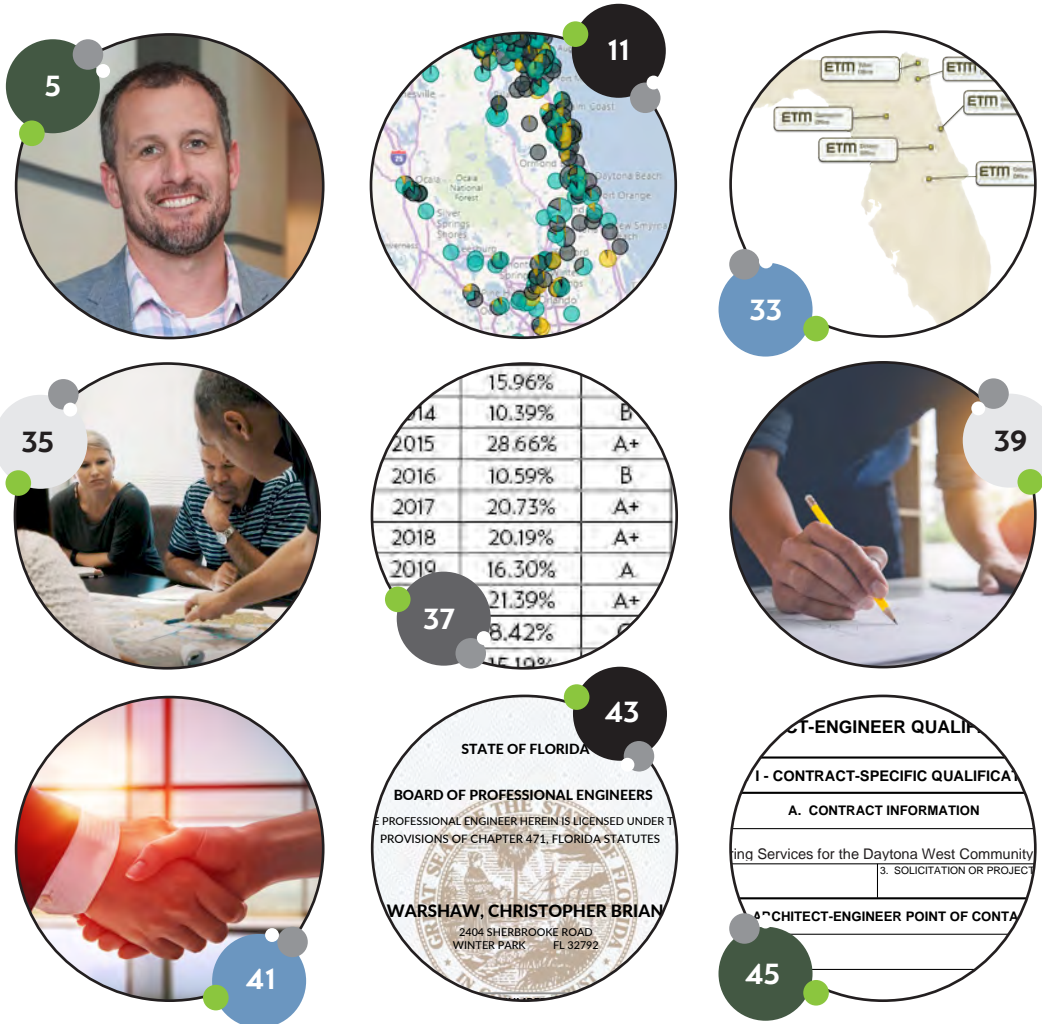
ETM appreciates the opportunity to submit our statement of qualifications to serve as the District Engineer for this rising community. We look forward to lending our time, talent, and expertise to the District to help you obtain your goal - to build an exquisite Florida community.

Sincerely,
ENGLAND-THIMS & MILLER, INC.



Christopher Warshaw, PE
District Engineer

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1. Ability and Adequacy of Professional Personnel



ABILITY AND ADEQUACY OF PROFESSIONAL PERSONNEL

Because ETM has served as the District Engineer for over 40 Community Development Districts, we have acquired a surplus of knowledge, experience, and an unrivaled familiarity with local governing agencies.

OUR COMMUNITY DEVELOPMENT DISTRICT EXPERIENCE

Community Development Districts (CDDs) are unique. The potential is greater, the focus is larger, and the associated risks are much higher. But when we successfully design a community together, the professional and emotional satisfaction is incomparable.

Our engineers have a solid reputation in the industry that is underscored by our extensive experience as District Engineer for multiple Master Planned Communities (MPCs) throughout Florida. Additionally, 47 years in business has resulted in valued relationships with local governments, utility and regulatory agencies, and trusted teaming partners. These relationships enable us to provide the Daytona West Community Development District with exceptional service and dedication.

OUR HISTORY AND CURRENT PROFILE

ETM has evolved from a two-person, land development engineering company to the award-winning, full-service development services firm you know and recognize today. Founded in 1977, our primary focus was to support private sector growth in Northeast Florida. As we grew, so did our territory, client base and reputation. As a result, we became known for providing innovative quality engineering services for land development efforts.

Because of our success, the leadership of ETM felt encouraged to expand the company's service lines to meet the needs of both public and private sector clients. Today, these additional services position us as a one-stop shop and encompass the entire lifespan of a project, beginning with strategy, development, and planning, and culminating with inspection and closeout.

- Planning/Entitlements
- Land Development
- Utility Master Planning and Design
- Landscape Architecture
- Program Management
- Water Resources and Environmental Permitting
- Transportation and Traffic Engineering
- Construction Engineering and Inspection (CEI)
- Geographic Information Systems (GIS)
- Surveying and Mapping



Today, CDDs and MPCs represent our single largest business sector and generate well over 25% of our annual volume. ETM employs nearly 350 professionals spanning offices in Jacksonville, Nassau County, Volusia County, Gainesville, and Central Florida. Now, with consulting and engineering capabilities ranging from deal structure, master planning and alternatives evaluation through final design and construction administration, we offer the expertise required to deliver any project anticipated by the Daytona West Community Development District.

PROFESSIONAL SNAPSHOT

Successfully delivering results will require a diversified group of experienced engineering professionals with an excellent track record and the expertise necessary to meet the goals for the Daytona West Community Development District . ETM currently employs the following professionals, all available to help meet the needs of the Daytona West Community Development District:

- 51 Civil Engineers
- 20 Project Managers
- 6 Planners
- 18 GIS Specialists
- 25 CAD Technicians/Designers
- 11 Technicians/Analysts
- 63 Construction Inspectors/Managers
- 8 Landscape Architects
- 86 Survey Personnel
- 41 Administrative Personnel



EXECUTIVE MANAGEMENT

Today, the day-to-day management and ownership of the firm has been successfully transitioned from the founder to the next generation, and is composed of a hands-on executive leadership team of 33 shareholders. We practice a debt-free approach to business that provides our clients with the assurance of our financial stability to continue steady growth and expansion of services. To ensure our focus on quality, we adhere to a stringent Executive Vice President led Quality Assurance/Quality Control process as part of our everyday practice.

QUALIFIED PROJECT TEAM

To address the projects anticipated as part of the Daytona West Community Development District, we have assembled a very experienced core project team that will be supported by additional ETM staff, as needed. The technical excellence you will receive is a direct result of the experience of our professionals who possess the commitment and resolution to foster innovation and drive performance. Our team has the ability to anticipate project challenges and leverage lessons learned to develop cost-effective and schedule-sensitive solutions.

The ETM team has collectively served the needs of over 40 CDDs in Florida. We have experience coordinating with many public agencies, including the Florida Department of Transportation, Volusia County, JEA, the US Army Corps of Engineers, the Florida Department of Environmental Protection, and the St. Johns River Water Management District.

We proudly present our key team contributors on the following pages. Each has established themselves as deeply respected, well-seasoned professionals within their area of expertise.

PROJECT TEAM



Hugh Mathews, PE Client Relations & Project Strategy

Hugh's area of expertise is project strategy as it relates to master planning, regulatory permitting, stormwater, wastewater and water resource management and design. He has spent 42 years directing the design for large-scale, mixed-use and residential land development projects. On this contract, he will work to effectively navigate the District through potential problems, direct creative solutions, and view project-related situations from multiple perspectives.

Education:

BS, Civil Engineering, University of Alabama, 1981

Professional Registration:

Florida Professional Engineer, No. 37315

Relevant Experience:

- Tolomato CDD
- Seven Pines CDD
- East Nassau Stewardship District



Christopher Warshaw, PE District Engineer

Chris has 16 years of experience delivering commercial, industrial, and residential land development projects. His expertise includes zoning entitlements, permitting, stormwater modeling, erosion and sediment control, utility design and layout, proposal negotiation, and Civil 3D. His experience also includes work on various master planned communities and commercial/multifamily projects across Central Florida.

Education:

BS, Civil Engineering, Ohio State University, 2008

Professional Registration:

Florida Professional Engineer, No. 80867

Relevant Experience:

- Deering Park Stewardship District
- Avalon Park CDD



Goran Duvnjak, PE, ENV SP Transportation Engineer

Goran has 15 years of experience in transportation engineering, specializing in highway and railway design. He has held lead roles on complex interstate projects, design of new interchanges, reconstruction of existing interchanges, along with widening and reconstruction transportation facilities part of the State Highway System.

Education:

MS, Civil Engineering, University of Central Florida, 2016

Professional Registration:

Florida Professional Engineer, No. 84141

Relevant Experience:

- Williamson Boulevard Design (City of Edgewater)
- Hand Avenue (Volusia County)
- Central Florida Commuter Rail Transit



Brian Landeweer, PE
Transportation Engineer

Brian has 23 years of complex highway design and construction engineering experience for federal, state, and local roadway systems. As a Senior Project Engineer at ETM, Brian has served as Project Manager and Engineer-of-Record on many projects throughout Northeast Florida.

Education:

BS, Civil Engineering, (with Honors), University of Illinois, 2000

Professional Registration:

Florida Professional Engineer, No. 62168

Relevant Experience:

- Tolomato CDD
- Cross Creek North CDD
- Beach CDD



Duly Kern
Utilities Specialist

Duly has 16 years of experience in project management, QA/QC, documentation, and design reviews for civil projects in relation to water, wastewater, grading, paving, and drainage. She has strong technical knowledge of FDOT design and planning procedures and regulations, the FDEP submittal and approval process along with several local authorities in Florida.

Education:

BS, Civil Engineering, Universidad Industrial de Santander, 2001

Relevant Experience:

- Deering Park Stewardship District
- Silverleaf Plantation

PROJECT TEAM



Jeff Brooks
Construction Administrator

Jeff has 40 years of experience in tasks relating to construction projects from concept to completion. He also has a strong background in water and wastewater operations and construction inspection. His responsibilities include the administration and inspection of infrastructure construction projects, on-site payment request review, testing observation, and project documentation.

Education:

BS, Project Management
Colorado Technical University,
2010

Relevant Experience:

- Tolomato CDD
- Double Branch CDD
- Beach CDD



Louis Bramblett, PE, DBIA
Construction Administrator

Louis has 37 years of experience managing CEI and design efforts for a wide variety of projects with numerous clients. His extensive range of complex construction projects includes box culvert installations, bridge structural elements, interstate/interchanges construction, widening of major arterials, new roadway alignments and traffic improvements, utility improvements, pedestrian paths, boardwalks, and site development within environmentally sensitive areas.

Education:

BS, Civil Engineering
University of Florida, 1987

Professional Registration:

Florida Professional Engineer,
No. 45158

Relevant Experience:

- Matanzas Woods Parkway Interchange
- Howland Boulevard, Volusia County

2. Consultant's Past Performance



2

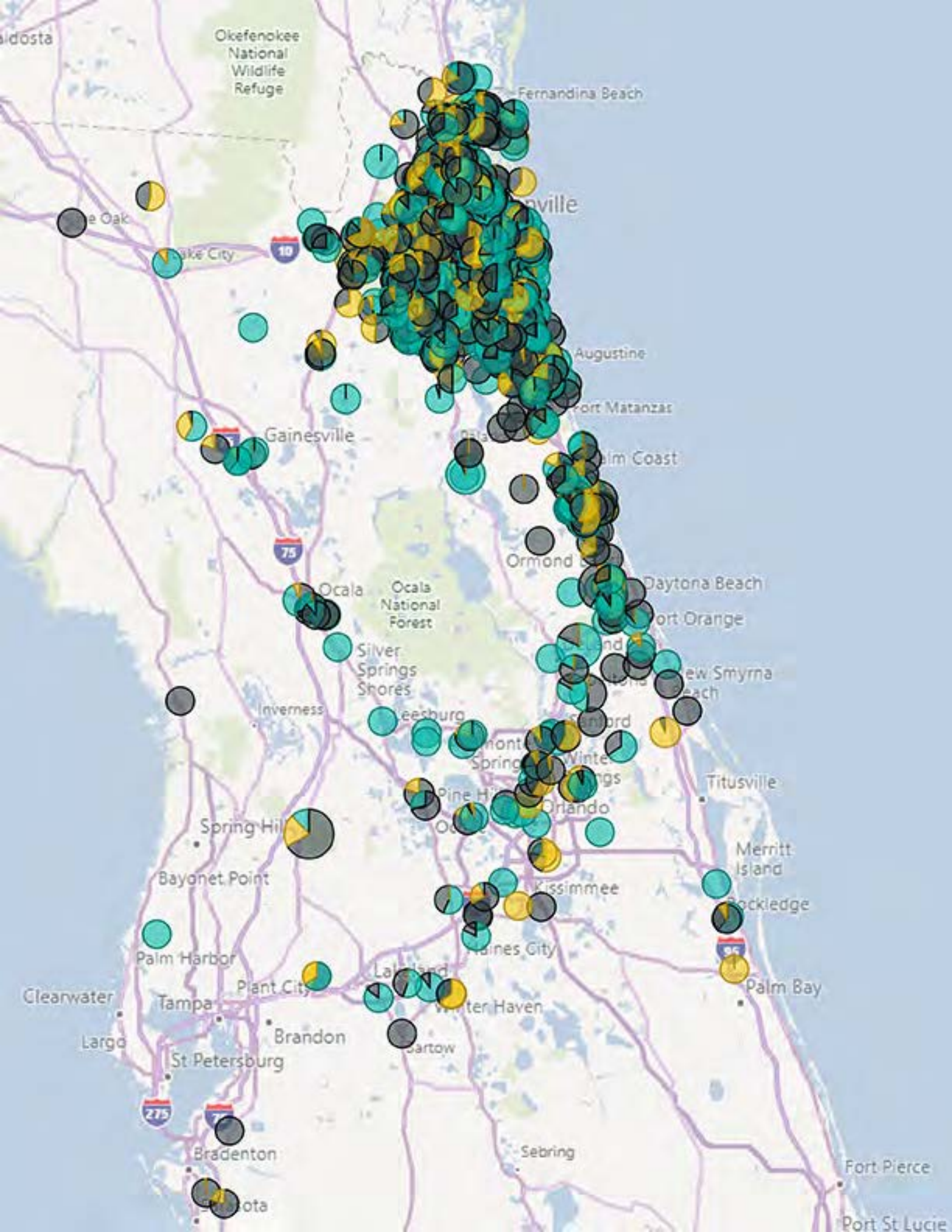
CONSULTANT'S PAST PERFORMANCE

ETM has been honored and rewarded with the opportunity to be involved in the development of the region's most notable communities and their infrastructure. We are recognized for the solutions that emerged from our holistic approach during the development of these communities. The depth of our experiences and our relationships with local regulatory agencies are invaluable assets to our clients.

The table below is a sampling of ETM's experience with CDDs.

Project*	County	Size	Dwelling Units	Non-Residential S.B.
Deering Park Stewardship District	Volusia County	64,000 Acres	33,368 Residential	10.25 Million Non-Residential
East Nassau Stewardship District	Nassau	24,000 Acres	24,000 Residential	11.5 Million SF Non-Residential
Tolomato (Nocatee) CDD	Duval & St. Johns	15,000 Acres	11,000 Single Family 4,000 Multi-Family	4 Million SF Office 1 Million SF Commercial/Retail 250,000 SF Industrial
Oakleaf (Double Branch CDD)	Clay	6,000 Acres	5,000 Residential	1 Million SF Commercial/Retail 2 Amenity Centers 82 Acre Park, Golf Course Community
Argyle Forest CDD	Clay & Duval	10,000 Acres	25,000 Residential	5 Million SF Non-Residential
Julington Creek Plantation CDD	St. Johns	5,000 Acres	5,800 Residential	750,000 SF Non-Residential
Heritage Landing CDD	St. Johns	597 Acres	1,154 Residential	27 Acre Park/Recreation \$6.1 Million Amenity
Beach CDD (Tamaya)	Duval	780 Acres	2,400 Residential	500,000 SF Commercial/Retail 10,000 SF Clubhouse
Aberdeen CDD	St. Johns	1,300 Acres	1,623 Single Family 395 Multi-Family	40,000 SF Office 60,000 SF Commercial 10,000 SF Community Park
Durbin Crossing CDD	St. Johns	2,047 Acres	2,500 Residential	170,000 SF Office/Retail
Bartram Park CDD	Duval & St. Johns	3,600 Acres	2,000 Single Family 7,000 Multi-Family 330 Hotel Rooms	1.3 Million SF Commercial 1.6 Million SF Office
Bartram Springs CDD	Duval	1,000 Acres	1,400 Residential	19 Acre School Site 7 Acre City Park
Six Mile Creek (TrailMark)	St. Johns	1,282 Acres	2,278 Residential	7 Acre Amenity Village 30 Acre Community Park 17 Acre Neighborhood Park

*Note: CDD names may differ from project title.



ETM'S FLORIDA FOOTPRINT

SINCE 2021

OUR TREMENDOUS
COMMUNITY DEVELOPMENT DISTRICT
EXPERIENCE INCLUDES:



40+
SPECIAL DISTRICTS SERVED



100,000+
RESIDENTIAL LOTS



150,000+
ACRES



30,000,000+
SQF NON-RESIDENTIAL

COMMUNITY DEVELOPMENT DISTRICT EXPERIENCE

- Boggy Branch
- Celebration Pointe
- Cypress Bluff
- Deer Run
- Kindlewood
- Durbin Crossing
- East Nassau Stewardship
- Heritage Landing
- Isles of Bartram
- Julington Creek Plantation
- Las Calinas
- Mainstreet
- Marshall Creek
- Meadow View at Twin Creeks
- Middle Village
- Oakleaf
- OTC
- Palm Coast
- Pine Ridge
- Pioneer
- Rivers Edge
- Ryals Creek
- Six Mile Creek
- South Village
- Split Pine
- Sweetwater Creek
- The Dunes
- Timucuan South
- Tison's Landing
- Tolomato
- Treaty Oaks
- Turnbull Creek
- Wynnfield Lakes

RELATIONSHIP MANAGEMENT

All of our Master Planned Communities (MPC) have one thing in common: the entire team must earn the trust and maintain great relationships with agency regulators. For that reason, municipality experience is essential. **ETM brings established relationships and experience to the team.**

PROJECT CASE STUDIES

ETM has assisted with the design, engineering, and construction of a multitude of projects. The following examples best showcase our experience:



Deering Park Stewardship District

Location: Volusia County, Florida
Client: Deering Park Stewardship District
Contact: Craig Wrathell
Phone: (561) 571-0010
Completion: Ongoing

- Project Tasks:**
- District Engineer
 - Site Engineering
 - Master Planning
 - Utility Master Planning
 - Stormwater Design
 - Interchange Design
 - Permitting/Entitlements

ETM is the District Engineer for the Deering Park Stewardship District, which is a master planned community in the City of Edgewater and Volusia County that will have a mixture of uses including single family residential, multi-family residential, commercial, office and industrial developments. The project also includes parks, amenities, public trail systems, and large conservation areas.



East Nassau Stewardship District

Location: Nassau County, Florida
Client: East Nassau Stewardship District
Contact: Mike Hahaj
Phone: (904) 321-1030
Completion: Ongoing

- Project Tasks:**
- District Engineer
 - Site Engineering
 - Environmental Permitting
 - Landscape/Hardscape Architecture
 - Master Planning

ETM is the District Engineer for the East Nassau Stewardship District, which is a 24,000 acre DRI project, that includes 640-acres of commercial development. At total build-out, this project will include 11,000,000 square feet of non-residential space, 550,000 square feet of commercial space and 24,000 residential units. ETM is responsible for providing engineering reports, cost estimates, and plan reviews to ensure the proper construction of improvements within the District.



Tolomato CDD (Nocatee)

Location: Jacksonville, Florida
Client: The PARC Group, Inc.
Contact: Rick Ray
Phone: (904) 992-9750
Project Costs: \$200 Million
Completion: Ongoing

Project Tasks:

- District Engineer
- Master Planning
- Project Management
- Engineering Design
- Environmental Permitting
- Transportation Engineering
- Surveying
- Construction Administration
- Landscape Architecture

Nocatee is one of the top 10 best selling communities in the nation. This 15,000 acre parcel at total build-out will consist of 11,000 residential units, 5 million square feet of non-residential space and recreation/open spaces, churches, schools and civic uses. ETM has been involved with this project since 1997 when PARC Group began the conceptual planning process and we are proud of our involvement in the engineering design, planning and landscape architecture of this project.

In addition to providing the lead design consulting services, ETM was responsible for the design, permitting, and construction management of over 4 miles of Greenway Trails within Nocatee. The trails provide connections between communities, parks and commercial districts. As part of an overall circulation plan within Nocatee, the trails and shared-use paths are 16 feet wide in order to accommodate pedestrians, bicycles, golf carts, and low-speed vehicles.

“ETM has designed and managed more than \$200 Million in roadway and utility construction for The PARC Group over the past five years...We have found ETM’s capability to handle the dynamic requirements in a project with both environmental and public interest to be professional and effective.”

**~ Gregory J. Barbour
The PARC Group, Inc.**



Double Branch CDD

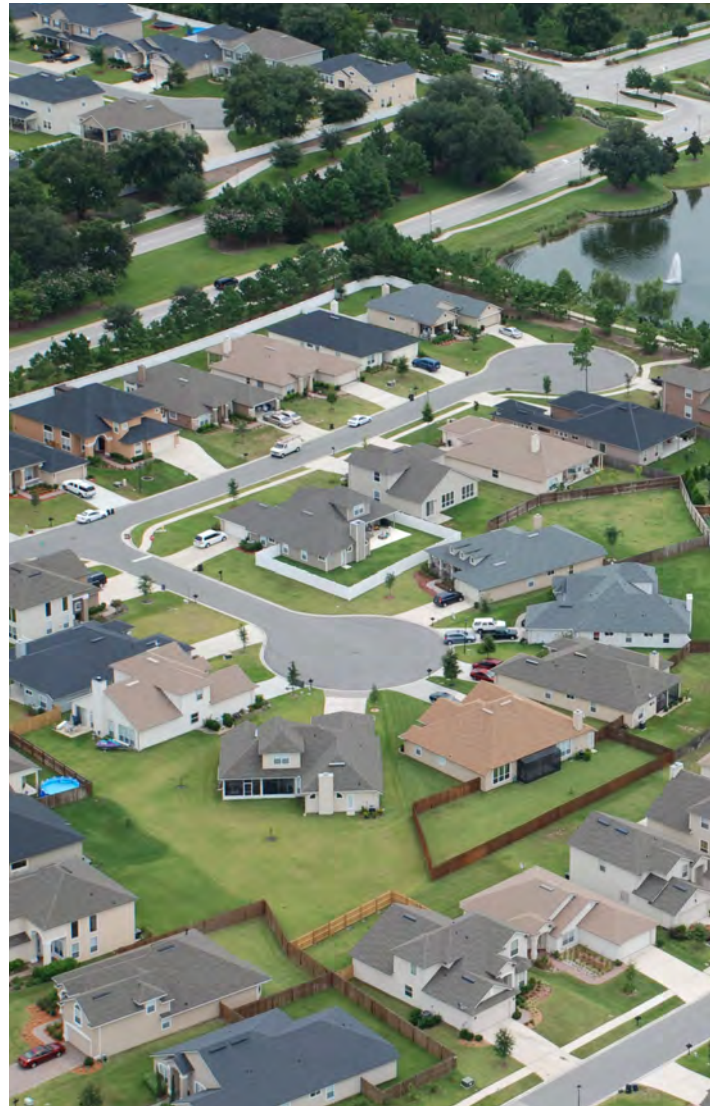
Location: Jacksonville, Florida
Client: The Hutson Companies, LLC
Contact: David Hutson
Phone: (904) 262-7718
Project Costs: \$100 Million
Completion: Ongoing

Project Tasks:

- District Engineer
- Site Engineering
- Environmental Permitting
- Landscape/Hardscape Architecture
- Master Planning

ETM was responsible for the master planning of this 10,000 acre DRI project which included roadway design, utility design, and master stormwater management design and permitting. In 1999, ETM served as lead consultant in a major modification to the Argyle Forest DRI.

The land development work included engineering and landscape design of over 5,000 residential units, two amenity centers (each over \$7 Million), a regional baseball park, a regional soccer park, and over 1 Million square feet of retail and commercial space. ETM was responsible for the day-to-day coordination efforts of six residential and connector highway construction projects in addition to amenity site construction. This project includes over 10 miles of connector roadway and infrastructure improvements, JEA and Clay County Utility Authority improvements, amenity center construction, box culvert construction, landscape and irrigation improvements, and lot development services.



Bartram Springs CDD

Location: Jacksonville, Florida
Client: SouthStar Development Partners, Inc.
Contact: Kimball Woodbury
Phone: (305) 476-1514
Project Costs: \$45 Million
Completion: Ongoing

Project Tasks:

- District Engineer
- Master Planning
- Project Management
- Engineering Design
- Environmental Permitting
- Surveying and Mapping
- Construction Administration

Bartram Springs is a 1,400-lot single-family development in Southeast Duval County located on the northside of Race Track Road (immediately west of Philips Highway). The site is over 1,000 acres, half of which are wetlands that discharge to a Durbin Creek tributary. Additional features and elements include a multi-family parcel, a retail component, a city park site, an elementary school, and an amenity area.



Bartram Park CDD

Location: Jacksonville, Florida
Client: Eastland
Contact: Tom Dodson
Phone: (904) 280-7100
Completion: Ongoing

Project Tasks:

- Master Planning and Engineering
- Sewer Collection
- Reuse Water Distribution
- Stormwater Management
- Roadway Construction
- CDD Engineering

Bartram Park is a 3,600 acre, mixed-use DRI. The project is located in South Duval County and North St. Johns County along I-95. The development consists of 2,000± single-family units, 7,000± multi-family units, 1.3 million square feet of commercial space, 1.6 million square feet of office space, and 330± hotel rooms. As part of the DRI, over 2,000± acres of preservation land was provided along Julington and Durbin Creek.



Beach CDD (Tamaya)

Location: Duval County, Florida
Client: Beach CDD
Contact: Jill Cupps
Phone: (407) 382-3256
Completion: Ongoing

Project Tasks:

- District Engineering
- Coordination with Utility Providers
- Coordination with Contractors
- Coordination with Surveyors, Architects and Other Consultants
- Permitting
- Master Planning and Engineering
- Project Management
- Requisition Processing

ETM was contracted by Beach CDD in Duval County to provide professional engineering support services. ETM's efforts for this project included coordination with utility providers and contractors, permitting, engineering services, project management, coordination with surveyors, architects and other consultants, and requisition processing.



Seven Pines

Location: Jacksonville, Florida

Client: ICI Homes, Inc.

Contact: Rosy Messina

Phone: (904) 257-8256

Project Costs: TBD

Completion: Ongoing

Project Tasks:

- Master Entitlements
- Master Planning
- Stormwater System
- Wetland Impacts
- Permitting
- PUD Modifications

ETM has represented the Skinner family in their land sales along the Butler Boulevard/I-295 Corridor for more than 20 years. We were contracted to perform the master entitlements placed on the 1,100 Skinner Southeast Quadrant (SEQ), now known as Seven Pines. ETM has worked on the master planning and design of stormwater system, mass grading design, approval of wetland impacts, ACOE and SJRWMD permitting, FDOT permitting for Butler Boulevard connections, and PUD modifications. Additionally, we have provided assistance in the overall parcel strategy. When complete, this community will feature 1,500 single-family homes, one million SF of commercial space, over 100,000 SF of office space, and 1,000 multifamily units.



REPEAT BUSINESS

ETM's ability to achieve project goals and produce a high quality product allows us to develop lasting relationships with our clients. In every project, large or small, complex or simple, our attention to detail translates to excellence. ETM's standing in the industry is reflective of our caliber in many different ways: through innovation, by developing cost-effective solutions to difficult problems, and by efficiently coordinating the many inter-related elements that are critical to every project.

ETM is proud of the fact that 95% of our clients provide us with recurring business. Following is a partial list of our repeat business.

Dream Finders Homes

- Silverleaf
- Bannon Lakes
- Durbin Creek Crossing
- Beacon Lake
- Cordova Palms
- Eagle Landing
- Sunbeam Townhomes
- Reinhold Parcel 61
- Challenger Center

City of Jacksonville

- Bay Street Bridge Expansion at Hogans Creek
- Brooklyn Phase 1B Construction
- Closure of Trail Ridge Landfill
- Lonnie Miller Park Development
- Lonnie Miller Park Master Plan
- Lower Eastside Drainage Improvements
- NPDES Contract
- Preservation Project
- Program Management Services - Drainage Bond Program
- Ash Remediation
- Sal Taylor Park - Closeout
- Septic Tank Phase Out
- Stormwater Utility

FDOT

- Signal Retiming for FDOT District 5
- SR 50 Bridges Over the Econlockhatchee River Bridge
- SR 50 from 429 to E of W Oaks Mall
- Natural Disaster Monitoring CEI Services
- SR500/US441/S Pine Ave-SE 10 Ave
- Districtwide Safety Studies & Design
- D5 Coast to Coast Trail
- SR 100 at CR 305 CEI Services
- Group 184 - CEI Services
- Miscellaneous Engineering Services
- Feasibility Study Update CST
- CEI Group 190
- Group 220
- CSC Districtwide Landscape Design
- Gold Star Family Parkway
- East Hybrid CEI Services
- CEI Districtwide Continuing Services
- SR 15 (US 17) Doctors Inlet Bridge Widening
- SR 9B Phase I (US 1 to SR9A, Design/Build) New Interstate Facility
- SR 9B Phase II (US 1 to I-95, Design/Build/Finance), New Interstate Facility
- SR 9B - Phase III (US 1 to I-95, Design/Build) New Interstate Facility
- I-295/SR 9A Heckscher Drive Interchange
- Newnan Street/Hubbard Street; from Just S. of Orange Street to S. of Confederate Street
- SR 200, 4-Lane Widening
- SR 200 Reconstruction Phase II
- SR 200/SR A1A from West of Rubin Road to East of CR-107/Scott Road
- SR 15 (US 17) Dunn's Creek Road and Bridge Reconstruction

PARC Group

- Governors Park R
- G Bar Ranch Land Use and Zoning
- New Well Site Planning
- Expert Witness Testimony
- Westland Infrastructure - Phase 2
- Westland CUP and JEA Reuse Feed
- Palmetto Cove Model Home Parking Lot

Rayonier

- Wildlight CDD
- Wildlight Community Park
- Heartwood

GreenPointe

- Saratoga Springs - Preliminary Site Plan
- Sandridge Dairy Phase 1 - CEI Services
- Site Plan Rendering for the Amelia Walk
- Miscellaneous Projects Due Diligence
- Campbell Tract (Sandridge Dairy)
- Amelia Walk
- Tributary Units 8, 10, 12 and 15 Mass Gr
- GreenPointe Communities - GIS Mapping
- Magnolia Trace
- Amelia Proposl Preparation
- Greenpointe East Nassau
- JEA/Global Water Pipeline
- General Graphic Services
- Cedar Bay Road
- Herons Walk
- First Coast Outer Beltway
- Ashford Mills Site Investigation
- Sandler Chase Due Diligence
- Villages Of Selay
- Hampton Lakes Rezoning
- Village Walk Rezoning
- CEI Services for Greyhawk-Phase I
- Treaty Oaks PUD SJC
- Gate Outpost - Neck Road - Utilities
- Ponte Vedra Beach Preserve
- Creekview Trail
- Hyland Trail Amenity Center
- Trailmark DRIMOD, LSCPA & MAJMOD
- Project Northstar
- Southbank Project - Site Plan/Due Diligence

ICI Homes

- Tamaya
- Silverleaf
- Palencia North
- Skinner ICI CDD Engineering Report
- ICI General Consultation
- Palencia N. Added Lands
- Palencia North Amenity Center & Park
- Ashford Mills Site Investigation
- Wilford/Breakaway Trails Prd
- ICI 301 Tract 2010
- Site Planning Nw Quad/Beach & Kernan Bl.
- Tamaya PUD Map
- Williams Tract Due Diligence
- Tamaya Parcel E & F Floodplain Analysis
- Tamaya Amenity Center-Site Plan.Eng.(WA7
- SilverLeaf/ICI
- East Hampton - Palm Coast
- Parcel 417 / 418 - Palm Coast
- ICI Monterey Pines South - Site Planning
- Tamaya PUD Administrative Deviation
- ICI Skinner SEQ
- Tamaya Parcels B/B-1 (243 Lot Single Fam
- ICI/Weekley - Skinner SEQ
- Lot 300 Easement - Twenty Mile Phase 5
- Westlake at Plantation Bay - Phase 13 &
- E-Town Parcel E-7
- SEQ Amenity Center
- ICI Parcels 417 and 418 - Aeorbic Depth
- Tamaya Parcel F - Limited Contract Admin
- ICI Woodhaven - Concept Planning
- Seven Pines Community Map Site Plan Rend
- Westlake at Plantation Bay - Unit 9B Aer
- 720 North Clay Street

Hutson Companies

- Johns Creek, PUD Mod.
- Oakleaf
- Silverleaf-Hutson Land
- Miscellaneous Services-Property Searches
- Water & Sewer Extension
- Wynnfield Lakes Cdd
- Comm.Par.-Cr210/Johns Cr(Outpar.A2 Pen.)
- Ladue Supoena
- Sj Timber
- Elkton Green
- Morocco Temple Site
- Newton Property
- Silverleaf Plantation
- Oakleaf Parcel 1 & 5 Master Site Plannin
- Hutson Elkton Property
- Elkton Property
- Biennial Monitoring Rpt-Villges Of Argyle
- Oakleaf Nopc
- Vill.Of Arg.Dri
- SJ Timber Site Planning
- BMR Vill.of Argyle AFI Par.& Ranch Vill.
- Pye Wolf Contract Administration
- BMR 2012-2014 Villages of Argyle & Ranch
- Oakleaf Parcel 1 and 5 Mass Grading Perm
- Wells Hall Due Diligence
- S.R. 16 & S.R. 13 Conceptual Roundabout
- Grand Oaks Planning & Engineering
- Villages of Argyle DRI, AFI Parcel & Ran
- Elkton Property Support
- SilverLeaf Site Planning
- Oakleaf Parcel 4B
- Trout Creek Property
- OakLeaf Parcel 9B Multi-Family
- Silverleaf-2209/Silverleaf Parkway Lands
- OakLeaf Parcel 4B Off-Site Sanitary Sewer

Pulte Homes

- Anderson/Greenbrier
- Arrowood - Bartram
- Avenues Walk
- Bayberry Modifications
- Clifton Village
- Cypress Bay
- Delwebb @ Plum Creek
- Fish Island
- Flagler Station
- Greenbrier - Bartram
- Heilow Property/CR 210
- Highwood
- Ironwood
- Marineland Lift Station Rehabilitation
- Midtowne
- Nocatee Oak Hammock
- Nocatee Tidewater
- Silverleaf
- Skinner/Point Meadows
- Summerfield
- Sweetwater-Del Webb
- Twinleaf
- Village Walk

REFERENCES

ETM's dedication to excellence has led to significant repeat business with our clients. Below are excerpts from several letters of recommendation we received from clients that reflect our performance.



"...ETM's professional staff has worked closely with the County to provide planning, design, permitting and construction administration services...It is without hesitation that I recommend ETM, and I am confident that they will provide you with the same outstanding service..."

Faith Alkhatib, PE
Flagler County Engineer



"...ETM's staff has continually exhibited a commitment to maintaining project schedules and providing the necessary resources and technical expertise needed to assure the County's goals and objectives have been met on each work assignment. I am pleased with the professional services they have provided and would highly recommend their services to an agency..."

Shawn Thomas, PE
Former Clay County Project Administrator



"... They have routinely provided superior engineering services, based upon the population of engineering firms from whom we process (permit) applications... Based upon their professional execution and responsive character, I am pleased to recommend ETM for any similar services."

David Miracle
SJRWMD Director



"...ETM's staff are professional, responsive and [have] proven to be very well qualified and competent. The Department looks forward to a continued relationship with ETM and we would not hesitate to recommend them to your organization."

Alan Obaigbena, PE
Project Engineer/NPDES Administrator



"...In addition to the engineering aspects of the Riberia Street project, ETM has assisted the City in obtaining grant funding in the form of a \$450,000 Florida Section 319 grant... Their staff members have been professional, responsive and easy to work with and I would not hesitate to work with them on future projects..."

Martha Graham
City of St. Augustine Public Works Director

Tolomato Community Development District

14875 Old St. Augustine Road, Jacksonville, Florida 32258
Tel. (904) 288-9130 Fax (904) 288-9187

October 11, 2007

FICE Engineering Excellence Awards
125 South Gadsden Street
Tallahassee, FL 32301-1525
Attn: Kate Ray, IOM

Subject: Town of Nocatee Phase I
Re: Client/Owner Letter

To Whom It May Concern:


I am pleased to provide this Owner's Letter for the 2008 FICE Engineering Excellence Award. Our engineer is currently designing and managing more than \$200 million dollars of roadway and utility construction for the Tolomato Community Development District. Since the inception of the Nocatee development in 1998 our engineer has served as our design and engineering consultant and we are pleased that the same key professionals have remained assigned to our project throughout. Their efforts associated with this significant project have always been performed in the most professional manner.

Their responsibilities have included: stormwater master planning and design, utility master planning and design, transportation planning and design, construction engineering and inspection (CEI) and preparation of programmatic budgets. They are currently engaged in large scale construction administration services for our project and have coordinated effectively with regulatory and cooperating agencies including SJRWMD, USACOE, FDOT, St. Johns County, City of Jacksonville and JEA for timely project completion. We have found their capability to handle the dynamic requirements in a project with both significant environmental and public interest to be professional and highly effective.

Should you have any questions please feel free to contact our office.

Sincerely,

Tolomato Community Development District


Rick Ray, Chairman
Board of Supervisors



Subject: Letter of Recommendation
England, Thims & Miller, Inc. (ETM)

To Whom It May Concern,

I have been asked to provide a letter of recommendation for the engineering and design firm of England, Thims & Miller, Inc. ETM has designed and managed more than \$200 million in roadway and utility construction for The PARC Group over the past ten years. Since the inception of the Nocatee development, ETM has served as our design and engineering consultant. Their efforts associated with this significant project have always been performed in the most professional manner.

ETM's responsibilities have included master drainage design, utilities, civil engineering, roadway planning and design, project bidding and preparation of programmatic budgets. They are currently engaged in large scale construction administration for our project and have coordinated effectively with regulatory and cooperating agencies including SJRWMD, USACE, FDOT, and JEA for timely project completion. We have found ETM's capability to handle the dynamic requirements in a project with both environmental and public interest to be professional and effective.

I am pleased to recommend England, Thims & Miller, Inc.

Sincerely,

A handwritten signature in blue ink, appearing to read "Gregory J. Barbour", is written over the typed name.

Gregory J. Barbour



February 28, 2017

To Whom It May Concern:

It is with great pleasure that I write a recommendation for England-Thims & Miller, Inc. Over the last three decades, ICI Homes has built thousands of quality new homes in many of the finest master planned communities in Florida. ETM has supported our success by providing professional engineering services in communities such as Tamaya and Palencia. Their focus, attention to detail, and ability to bring solutions and a willingness to dig in to the many issues, sets them apart.

I have always been impressed with the reliability and level of commitment exhibited by England-Thims & Miller. Their teams are responsive, willing to adjust, and cognizant of program requirements critical to the success of the project. Their knowledge and familiarity with local governing agencies has proven instrumental in obtaining entitlements and permitting approvals from local and state governing agencies. They are currently engaged in large-scale construction administration services for our projects and have coordinated effectively with regulatory and cooperating agencies including SJRWMD, USACOE, FDOT, St. Johns County, City of Jacksonville and JEA.

Their engineering responsibilities have included stormwater master planning and design, utility master planning and design, site development, transportation planning, CEI services, and preparation of programmatic budgets. They are exceptionally qualified to handle peak workloads, ensure proper management and positively impact quality and performance of the end product.

ETM has performed these tasks in a timely, cost-effective, and accurate manner. The work has been completed at the highest professional level with regard to local and state policies and regulations. Based upon their professional execution and responsiveness, I am pleased to recommend ETM.

Sincerely,

A handwritten signature in black ink, appearing to read "M. David Haas", with a stylized flourish at the end.

M. David Haas
Chief Development Officer

Intervest Construction, Inc.

2379 Beville Road, Daytona Beach, FL 32119 • Voice 386.788.0820 • Fax 386.760.2237 • www.ICIHomes.com

*Julington Creek Plantation
Community Development District*

950 Davis Pond Blvd. • Jacksonville, Florida 32259 • (904) 287-4180

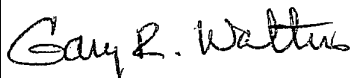
November 25, 1997

To Whom It May Concern:

The firm of England Thims & Miller has served as District Engineer for the Julington Creek Community Development District since it was formed in October of 1994. In addition to providing general engineering guidance for the District, they have been in charge of major infrastructure development for the District. In that capacity they have been responsible for overseeing the design and provided construction management of the District's recreation and swimpark complex, and full responsibility for the design and construction management (currently underway) for the expansion of State Route 13 and Racetrack Roads.

We have found England Thims & Miller to be a very well qualified and competent engineering firm, and look forward to a continued relationship. We would not hesitate to recommend them to your organization. If have any additional questions, please feel free to contact me at (904) 676-0105.

Sincerely,



Gary R. Walters
District Manager



St. Johns River Water Management District

Hans G. Tanzler III, Executive Director • David W. Fisk, Assistant Executive Director
David Miracle, Jacksonville Service Center Director

7775 Baymeadows Way • Suite 102 • Jacksonville, FL 32256 • (904) 730-6270 • Fax (904) 730-6292
On the Internet at floridaswater.com.

December 21, 2011

**SUBJECT: Letter of Recommendation
England-Thims & Miller, Inc.**

To Whom It May Concern:

England-Thims & Miller, Inc. (ETM) has provided professional engineering services in North Florida since 1977. During this time, they have submitted thousands of ERP permit applications to our office.

They have routinely provided superior engineering services, based upon the population of engineering firms from whom we process applications. In many cases, the significant projects which are designed by their engineering staff are among the most complex in our area.

Based upon their professional execution and responsive character, I am pleased to recommend ETM for any similar services.

Sincerely,

A handwritten signature in black ink, appearing to read "D. Miracle".

David L. Miracle, P.E.
Director, Jacksonville Service Center
St. Johns River Water Management District

GOVERNING BOARD

Lad Daniels, CHAIRMAN
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Douglas C. Bournique, SECRETARY
VERO BEACH

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ORMOND BEACH

3. Geographic Location



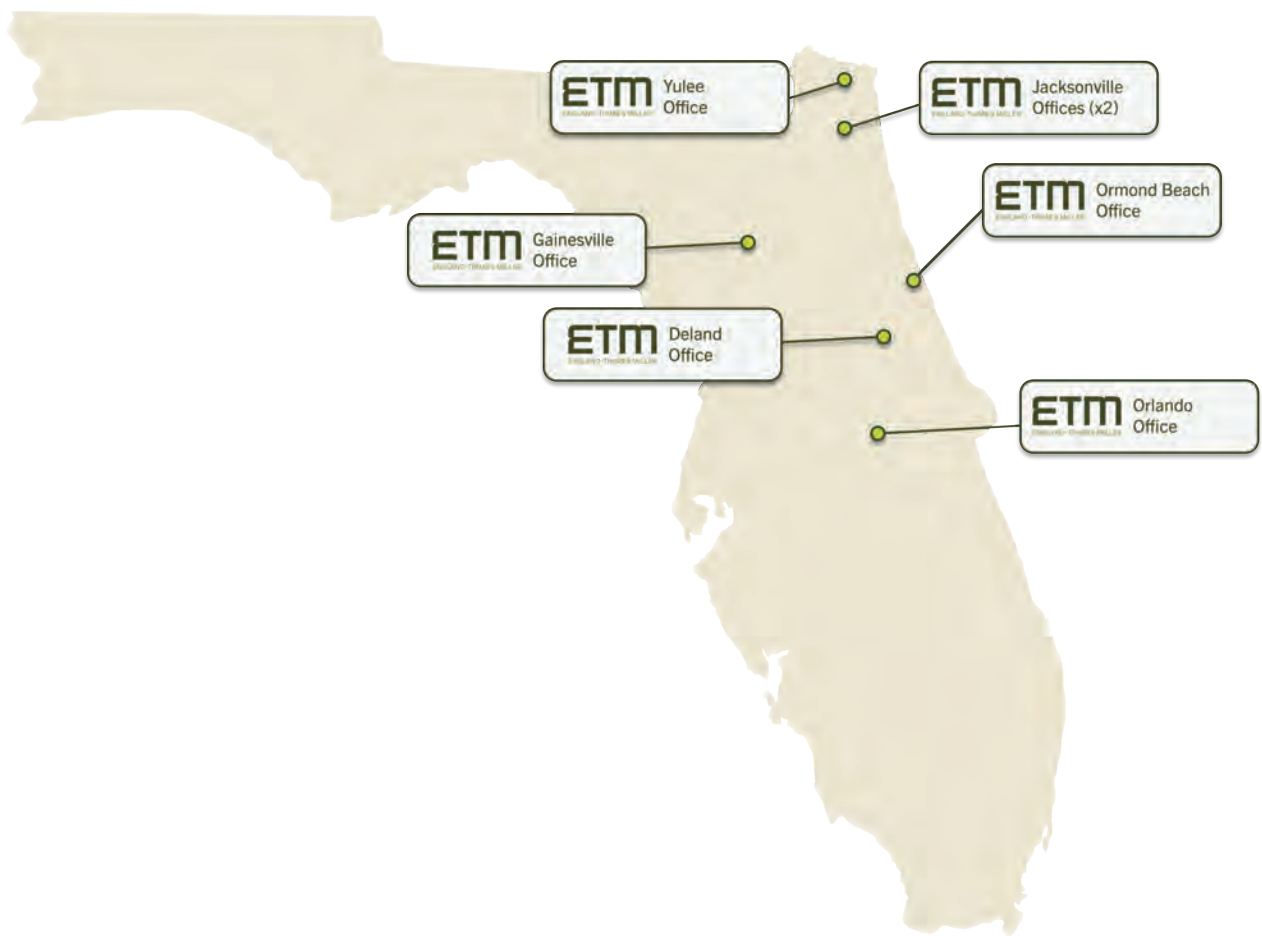
3

GEOGRAPHIC LOCATION

The District Engineer’s ability to provide responsive and timely support is critical to the successful execution of this project. ETM has offices in Orlando, Jacksonville, Yulee, Ormond Beach, Deland, and Gainesville. All project aspects will be managed from our local office in Orlando, located at 14775 Old St. Augustine Road, Jacksonville, Florida 32258.

Our local team of professionals are immediately available to work on this project.

Because our local office is approximately 50 miles from the District, ETM’s Project Manager, Chris Warshaw, PE, can quickly respond to meeting requests or field reviews, and staff can be on-site to address needs within an hours notice.



4. Willingness to Meet Time and Budget Requirements



4

WILLINGNESS TO MEET TIME AND BUDGET REQUIREMENTS

Because we recognize that the best solutions come from diverse experiences and perspectives, we bring together representatives from all facets of our business to identify effective solutions. In our experience, this level of collaboration has resulted in innovative solutions that create cost saving benefits for our clients.

BUDGETING METHODS

ETM is recognized by our clients for the value we bring to their projects. We are defined by our ability to understand our clients' needs and we provide innovative solutions which render high-quality, cost effective designs. The ability to influence the technical and economic outcome of a project is greatest in the early planning phase. Because of this, we never take shortcuts in the planning process. The small-incremental investments we make in the early planning phases often result in tremendous reductions in engineering and construction costs.

AVAILABILITY

Services provided by ETM will be completed by staff located in Orlando and Jacksonville. Our team is comprised of local professionals who are immediately available to meet with the stakeholders, coordinate with local permitting agencies, and review projects in the field whenever necessary.

SCHEDULE

Maintaining project schedules to eliminate delay and minimize cost is fundamentally important. The District can rely on ETM to meet all time and budget requirements and maintain a high level of service. We will accomplish this by:

- Developing a detailed work approach
- Developing a detailed schedule
- Identifying potential issues
- Sound project management
- Constant communication
- Principal involvement
- Commitment to effective Project Managers
- Communication between all dedicated team members





QUALITY ASSURANCE/QUALITY CONTROL PROGRAM

In order to meet the needs of our clients, ETM strives to balance three main elements that contribute to a successful project: quality, budget, and schedule. Maintaining project schedules to eliminate delay and minimize cost is fundamentally important and is reflected in our work. However, meeting budget constraints and schedule time frames is meaningless if the deliverables are subpar and lead to construction delays or change orders.

Therefore, adherence to our strict Quality Assurance/Quality Control (QA/QC) procedures is an everyday practice at ETM, regardless of the size of the project and is of such importance that ETM schedules separate QA/QC and constructability reviews prior to each phase submittal.

ETM's emphasis is placed on monitoring the following items:

- The sufficiency and quality of the design
- The proper presentation of the design on the contract documents
- The accuracy of the plans
- Our compliance with the Scope of Services

Quality Assurance Plan

The objective of ETM's Quality Assurance plan is the continual improvement of our design and production methods to enhance the quality of the services we provide and is comprised of two elements: Quality Control and Internal Peer Review. Our District Engineer, Christopher Warshaw, PE, will ensure that company procedures are being followed throughout the life of this contract.

We believe that most effective QA/QC includes maintaining the involvement of senior staff from project beginning to end. Hugh Mathews, PE, and Christopher Warshaw, PE will be involved throughout the life of the contract.

Internal Peer Review

To further ensure quality, ETM's Peer Review Committee reviews check prints for each project at least twice during the design phase by the Peer Review Committee composed of subject-matter experts, including three ETM Executive Vice Presidents who ensure compliance with corporate procedures. The Peer Review is an internal quality assurance check which is never billed to our clients.

Constructability Review

Our in-house CEI personnel have tremendous construction experience, and we regularly leverage that experience to help produce efficient construction plans. Constructability reviews will be conducted on the design plans by our Construction Administration team - Louis Bramblett, PE and Jeff Brooks. These constructability reviews will focus on construction related efficiency and cost avoidance. These reviews will be conducted prior to each phase submittal to the District.

5. Certified Minority Business Enterprise



5

CERTIFIED MINORITY BUSINESS ENTERPRISE

Although ETM is not a certified Minority Business Enterprise, we are committed to growing diversity in the engineering and professional services community. We accomplish this in the following ways:

1. Utilizing minority, disadvantaged, and underutilized subconsultant partners.
2. Sponsoring University scholarships focused on minority and disadvantaged individuals entering the profession.
3. Being a leader in the Hispanic business community.
4. Partnering with the FDOT for the Construction Career Days program which is focused on introducing the surveying, engineering and construction industry to high school students across five counties.

During the last five years, ETM contracted \$27 Million to subconsultant firms. Overall \$9.5 Million was subcontracted to Minority firms (35.2% of the subconsultant services).

FDOT DBE USAGE		
Year	DBE Usage	Grade
2008	24.98%	A+
2009	18.17%	A+
2010	10.6%	B
2011	17.02%	A+
2012	12.25%	A
2013	15.96%	A+
2014	10.39%	B
2015	28.66%	A+
2016	10.59%	B
2017	20.73%	A+
2018	20.19%	A+
2019	16.30%	A
2020	21.39%	A+
2021	8.42%	C
2022	15.19%	A
Average: 16.72%		

Diversity within the engineering profession is supported by ETM’s identification of opportunities to assist those who may be disadvantaged. One example is our Platinum Sponsorship of the John Delaney Endowment at the University of North Florida. This endowment provides a scholarship each year to minority students pursuing a degree in the field of engineering.

The District’s ability to meet applicable Minority Business Enterprise (MBE) utilization goals will be enhanced by our long-standing commitment and proven track record of meeting or exceeding minimum participation requirement established by public agencies.

Our DBE utilization program undergoes extensive audits by the FDOT. The table to the left is a listing of ETM’s usage since 2008.

6. Recent, Current and Projected Workloads



6

RECENT, CURRENT, AND PROJECTED WORKLOADS



Our forecasting methods allow us to review backlog, scheduled submittals, and proposed staff commitments. The ETM team has evaluated our current workload and has assessed that we have more than sufficient capacity to continue working as the District Engineer.

Our Strategy Advisor, Hugh Mathews, PE, as well as our District Engineer, Christopher Warshaw, PE, have extensive experience with Community Development Districts and Master Planned Communities. Chris and Hugh have established themselves as proven client advocates with an essential understanding of the challenges and opportunities facing the District, and are personally committed to seeing this project through to completion.

There are no known commitments that will conflict with the availability of any of our key personnel on this contract. All team members currently assigned to the District will continue to be assigned, will perform the work, and will be available throughout the life of this contract.

The table shown on the following page indicates the projects currently being performed by the key ETM team members identified in Section 1, the stage of completion, and the projected availability of the team members to support the Daytona West Community Development District .

Project Team Members	Current Projects	Stage of Completion	Projected Availability
Hugh Mathews, PE	Avalon Park	80%	20%
	Downtown Redevelopment	50%	
	Seven Pines	90%	
Chris Warshaw, PE	Avalon Park	80%	50%
	SouthPort Development	10%	
	Interga Myst	99%	
Goran Duvnjak, PE, ENV SP	SR 50 (From Sumter/Lake County line to CR 33)	<5%	60%
Brian Landeweer, PE	CR 2209 Extension	5%	40%
Jeff Brooks	Wildlight	Ongoing	30%
Louis Bramblett, PE, DBIA	Flagler County Graham Swamp Trail	75%	30%

7. Volume of Work Previously Awarded to Consultant by District



7

VOLUME OF WORK PREVIOUSLY AWARDED



ETM is the current District Engineer, and is in the process of designing the following projects within the limits of the District:

- Supplemental Engineers Report Development
- Master Utility Plan/Modeling/Permitting
- Master Stormwater Plan/Permitting
- Construction Document for Phase 1 and Phase 2

The Daytona West Community Development District requires:

- A high-level thinking approach
- Issue identification
- Solution strategy
- Implementation production
- “Boots on the ground”

ETM HAS ALL THIS!

8. Professional Licenses



PROFESSIONAL LICENSES

Ron DeSantis, Governor
Melanie S. Griffin, Secretary

STATE OF FLORIDA

FBPE
FLORIDA BOARD OF PROFESSIONAL ENGINEERS

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

MATHEWS, NORMAN HUGH
14775 OLD ST. AUGUSTINE ROAD
JACKSONVILLE FL 32258

LICENSE NUMBER: PE37915
EXPIRATION DATE: FEBRUARY 28, 2025
Always verify licenses online at MyFloridaLicense.com

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Melanie S. Griffin, Secretary

STATE OF FLORIDA

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WARSHAW, CHRISTOPHER BRIAN
2404 SHERBROOKE ROAD
WINTER PARK FL 32792

LICENSE NUMBER: PE30867
EXPIRATION DATE: FEBRUARY 28, 2025
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DUVNJAK, GORAN
383 MAINSAIL COURT
LAKE MARY FL 32746

LICENSE NUMBER: PE84141
EXPIRATION DATE: FEBRUARY 28, 2025
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LANDEWEER, BRIAN J.
4323 BLUE HERON DRIVE
PONTE VEDRA BEACH FL 32082

LICENSE NUMBER: PE62168
EXPIRATION DATE: FEBRUARY 28, 2025
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Melanie S. Griffin, Secretary

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BRAMBLETT, LOUIS J.
1837 COLLINS LANDING RD
TALLAHASSEE FL 32310

LICENSE NUMBER: PE45158
EXPIRATION DATE: FEBRUARY 28, 2025
Always verify licenses online at MyFloridaLicense.com

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Florida Department of Transportation

RON DESANTIS
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

JARED W. PERDUE, P.E.
SECRETARY

July 4, 2023

Christopher Wilkey, Chief Financial Officer
ENGLAND, THIMS & MILLER, INC.
14775 Old St. Augustine Road
Jacksonville, Florida 32258

Dear Mr. Wilkey:

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

Group 2 - Project Development and Environmental (PD&E) Studies

Group 3 - Highway Design - Roadway

- 3.1 - Minor Highway Design
- 3.2 - Major Highway Design
- 3.3 - Controlled Access Highway Design

Group 6 - Traffic Engineering and Operations Studies

- 6.1 - Traffic Engineering Studies
- 6.2 - Traffic Signal Timing

Group 7 - Traffic Operations Design

- 7.1 - Signing, Pavement Marking and Channelization
- 7.3 - Signalization

Group 10 - Construction Engineering Inspection

- 10.1 - Roadway Construction Engineering Inspection
- 10.3 - Construction Materials Inspection
- 10.4 - Minor Bridge & Miscellaneous Structures CEI
- 10.5.1 - Major Bridge CEI - Concrete
- 10.5.2 - Major Bridge CEI - Steel

Group 13 - Planning

- 13.4 - Systems Planning
- 13.5 - Subarea/Corridor Planning
- 13.6 - Land Planning/Engineering

Group 15 - Landscape Architect

9. Architect-Engineer Standard Form No. 330



ARCHITECT-ENGINEER QUALIFICATIONS

PART I - CONTRACT-SPECIFIC QUALIFICATIONS

A. CONTRACT INFORMATION

1. TITLE AND LOCATION <i>(City and State)</i> Request for Qualifications for Engineering Services for the Daytona West Community Development District	
2. PUBLIC NOTICE DATE April 25, 2024	3. SOLICITATION OR PROJECT NUMBER

B. ARCHITECT-ENGINEER POINT OF CONTACT

4. NAME AND TITLE Chris Warshaw, Project Manager		
5. NAME OF FIRM England-Thims & Miller, Inc.		
6. TELEPHONE NUMBER (407) 536-5379	7. FAX NUMBER (904) 646-9485	8. E-MAIL ADDRESS WarchawC@etminc.com

C. PROPOSED TEAM

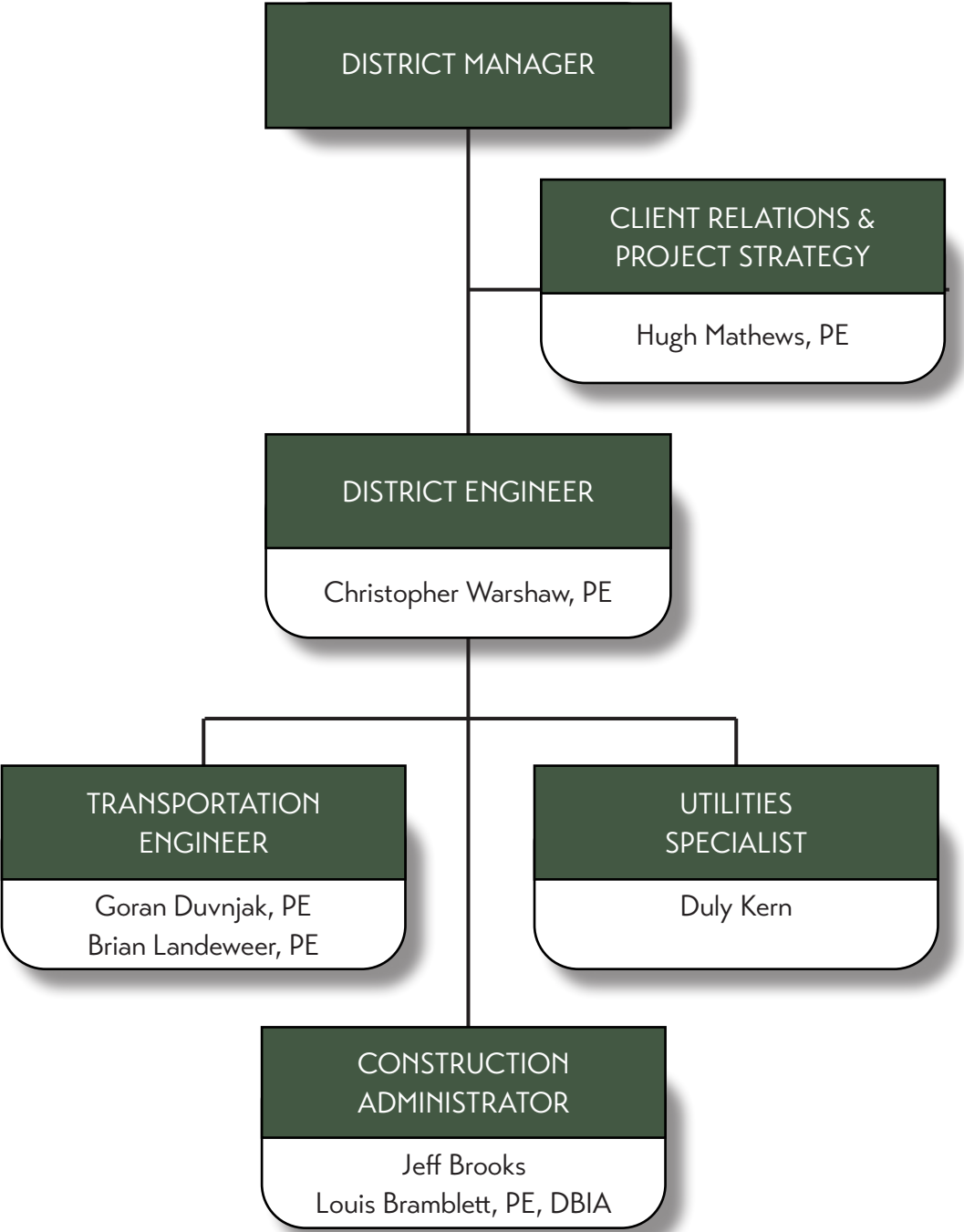
(Complete this section for the prime contractor and all key subcontractors.)

	(Check)			9. FIRM NAME	10. ADDRESS	11. ROLE IN THIS CONTRACT
	PRIME	J-V PARTNER	SUBCONTRACTOR			
a.	✓			England-Thims & Miller, Inc. <input type="checkbox"/> CHECK IF BRANCH OFFICE	14775 Old St. Augustine Road Jacksonville, Florida 32258	District Engineer
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

(Attached)

ORGANIZATIONAL CHART



E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Hugh Mathews, PE	13. ROLE IN THIS CONTRACT Client Relations & Project Strategy	14. YEARS EXPERIENCE	
		a. TOTAL 43	b. WITH CURRENT FIRM 40
15. FIRM NAME AND LOCATION <i>(City and State)</i> England-Thims & Miller, Inc. (Jacksonville, Florida)			
16. EDUCATION <i>(Degree and Specialization)</i> BS, Civil Engineering, University of Alabama, 1981		17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> Florida Professional Engineer, No. 37315 Georgia Professional Engineer, No. 041757 Alabama Professional Engineer, No. 19149	

18. OTHER PROFESSIONAL QUALIFICATIONS *(Publications, Organizations, Training, Awards, etc.)*
Florida Engineering Society, National Society of Professional Engineers, JAX Chamber, American Society of Civil Engineers, University of Alabama College of Engineering Leadership Board, Lifeline Florida Board of Directors

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
ENCPA Stewardship District, Nassau County, Florida	Ongoing	
(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. Responsible for the overall planning and design of the 24,000-acre master planned community known as Wildlight. This includes developing master plans, crafting infrastructure design, coordinating both the DRI and PUD application processes, and ensuring that all roadway, drainage, water, sewer, and environmental permitting requirements are met.		
Seven Pines Development, Jacksonville, Florida	Ongoing	
(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. Responsible for the master planning and design of stormwater system, mass grading, approval of wetland impacts, ACOE and SJRWMD permitting, FDOT permitting for Butler Blvd. connections, and PUD modifications. This community will feature 1,500 single-family homes, one million SF of commercial, +100,000 SF of office, and 1,000 multifamily units.		
Tolomato CDD, St. Johns County, Florida	Ongoing	
(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. Responsible for the planning and design of the 15,000-acre parcel consisting of 14,000 residential units, five million SF of non-residential space, and recreational areas. Mr. Mathews has been involved with the engineering design, planning, and landscape architecture of this project since conceptualization began in 1997.		
Sweetwater by Del Webb, Jacksonville, Florida	2010	
(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. Principal-in-Charge of this 4 phased 315-acre active adult community with 401 single-family lots, 342 Carriage Homes, 256 condominium units, a 17,000-square-foot amenity area and a four-lane entrance roadway. Responsibilities included master planning, infrastructure design, obtaining concurrency, providing engineering/technical support for rezoning.		
South Hampton, St. Johns County, Florida	2008	
(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. Principal-in-Charge for this 900-acre development, which features 799 single-family lots, a McCumber designed golf course, a 10-acre retail outparcel, an amenity area, a golf course clubhouse and a golf course maintenance area. Responsibilities included obtaining concurrency and zoning approvals during the due diligence phase of this project.		

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Christopher Warshaw, PE	13. ROLE IN THIS CONTRACT Project Manager	14. YEARS EXPERIENCE	
		a. TOTAL 16	b. WITH CURRENT FIRM 5
15. FIRM NAME AND LOCATION <i>(City and State)</i> England-Thims & Miller, Inc. (Orlando, Florida)			
16. EDUCATION <i>(Degree and Specialization)</i> BS, Civil Engineering, Ohio State University, 2008		17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> Florida Professional Engineer, No. 80867 Georgia Professional Engineer, No. PE040749	
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i>			

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION <i>(City and State)</i> Deering Park North, Edgewater, Florida	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION <i>(If applicable)</i>
a. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Manager for the initial phase of Deering Park North. This work includes an approx 4,200 LF off-site roadway extension, master wastewater modeling for the City of Edgewater, and a 350 unit residential subdivision.		
(1) TITLE AND LOCATION <i>(City and State)</i> Avalon Park Daytona Beach, Daytona Beach, Florida	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION <i>(If applicable)</i>
b. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Manager for 2,600 acre mixed use community consisting of single family residential, multi-family residential, commercial and office uses. Project includes a 1.9 mile extension of a Volusia County Thoroughfare Road and a 1/2 mile utility extension		
(1) TITLE AND LOCATION <i>(City and State)</i> Integra Myst, Deltona, Florida	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2022	CONSTRUCTION <i>(If applicable)</i>
c. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Manager for an initial phase of 300 multi-family dwelling units. The project included a 1/4 mile roadway extension to the property and a 1/2 mile utility extension to the site as well as master stormwater planning and permitting for approximately 30 acres of development area		
(1) TITLE AND LOCATION <i>(City and State)</i> UF Health Shands - Ocala Neighborhood Hospital, Ocala, Florida	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2022	CONSTRUCTION <i>(If applicable)</i>
d. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Manager for a Health Park for UF Health Shands. Project included a 28 acre multi-phase campus that is master planned for access, utilities, & stormwater. The initial phase included a 123K hospital and associated parking facilities.		
(1) TITLE AND LOCATION <i>(City and State)</i> South Field Energy Power Plant, Columbiana County, Ohio	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2019	CONSTRUCTION <i>(If applicable)</i> 2021
e. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm Project Manager for a 150acre Power Plant. Responsible for the preliminary site design given to the Design-Build contractor to include the on-site stormwater management facilities, construction route planning, gas pipeline route development, electrical interconnect route development and site design for the electrical interconnection facilities		

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Goran Duvnjak, PE, ENV SP	13. ROLE IN THIS CONTRACT Transportation Engineer	14. YEARS EXPERIENCE	
		a. TOTAL 15	b. WITH CURRENT FIRM 2
15. FIRM NAME AND LOCATION <i>(City and State)</i> England-Thims & Miller, Inc. (Orlando, Florida)			
16. EDUCATION <i>(Degree and Specialization)</i> MS, Civil Engineering, University of Central Florida, 2016 BS, Civil Engineering, University of Central Florida, 2011		17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> Florida Professional Engineer, No. 84141 Envision Sustainability Professional, No. 54242	

18. OTHER PROFESSIONAL QUALIFICATIONS *(Publications, Organizations, Training, Awards, etc.)*
 Certifications: FDOT Advanced MOT; CSX/CFRC Roadway Worker Protection Contractor Safety; Affiliations: American Society of Highway Engineers, American Council of Civil Engineering Companies, Florida Engineering Society

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
SR 50, Lake County, Florida	Ongoing	
a. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Manager tasked with providing right-of-way sketches to support property acquisition for FPID 435859-5-2-01. Responsibilities include analysis of acquisitions, impacts to remainders, providing cures where remainder of the property is affected, and coordination with appraiser and planner.		
SR 5 (Holly Hill), Volusia County, Florida	2022	
b. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm Project Engineer tasked with acquiring, analyzing, and preparing sketches showing Parent Tract, Acquisition, Remainder, and Cure Sketches for right-of-way impacts to affected property owners. Tasks included analysis for parcels, verification of measurements, and coordination with appraisers and property owners.		
SR A1A, Brevard County, Florida	2022	
c. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm Project Engineer tasked with acquiring, analyzing, and preparing sketches showing Parent Tract, Acquisition, Remainder, and Cure Sketches for right-of-way impacts to affected property owners. Tasks included analysis for parcels, verification of measurements, and coordination with appraisers and property owners.		
SR 434 Roundabouts from West of Jetta Point to South of Artesia Street, Seminole County, Florida	2022	
d. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm Roadway Engineer-of-Record tasked with the design of three roundabouts, widening the roadway, improving roadway safety, addressing draining issues, adding bike lanes, and sidewalks. Project goals are to convert the 1.722 miles from a high-speed bypass to a local road with the introduction of three roundabouts.		
Chester Road, Wildlight Development, Nassau County, Florida	Ongoing	
e. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Lead Roadway Engineer responsible for roadway design, drainage, modeling, and plans preparation related to roadway improvements for a proposed 24,000-acre mixed-use master planned ENCPA. Services include widening of the road from 2-lane to 4-lane, reconstruction of a rural section to a curb and gutter, and design of 4-lane divided roadway.		

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Brian Landeweer, PE	13. ROLE IN THIS CONTRACT Transportation Engineer	14. YEARS EXPERIENCE	
		a. TOTAL 24	b. WITH CURRENT FIRM 17
15. FIRM NAME AND LOCATION <i>(City and State)</i> England-Thims & Miller, Inc. (Jacksonville, Florida)			
16. EDUCATION <i>(Degree and Specialization)</i> BS, Civil Engineering (with Honors), University of Illinois		17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> Florida Professional Engineer, No. 62168 Illinois Professional Engineer, No. 062-057547	
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i>			

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION <i>(City and State)</i> CR 218 Extension, Clay County, Florida	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION <i>(If applicable)</i>
a. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Manager and EOR for the design of this 2-mile new roadway alignment. This suburban roadway is being designed as a 2-lane of a future 4-lane facility with a curbed median and roadway swales, along with a shared-use path and sidewalk. This new road will provide a connection to a new First Coast Expressway interchange.		
(1) TITLE AND LOCATION <i>(City and State)</i> Governor's Park Interchange, Clay County, Florida	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION <i>(If applicable)</i>
b. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Manager for the design and permitting of a new limited access interchange on the First Coast Expressway in Clay County between SR 16 and US 17. Project will accommodate tolling facilities on the ramps and includes box culvert extensions, modifications to stormwater treatment facilities, signage, and lighting.		
(1) TITLE AND LOCATION <i>(City and State)</i> US 1/SR 313 Intersection Improvements, St. Johns County, Florida	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2021	CONSTRUCTION <i>(If applicable)</i>
c. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Manager and EOR for this project that involved the reconstruction of a quarter mile of a 4-lane, divided, rural section to raise the profile of US 1 for a new intersection with SR 313. Project included extensive coordination with FEC Railway for the installation of a new at-grade railroad crossing and the jack and bore installation of water and force main.		
(1) TITLE AND LOCATION <i>(City and State)</i> Crosswater Parkway Extension, Nocatee, Florida	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2018	CONSTRUCTION <i>(If applicable)</i>
d. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Manager and EOR for the design and contract administration for this 2-mile, 4-lane divided suburban facility. Project included five stormwater detention ponds for treatment and attenuation, and infiltration swales to remove nutrients in this impaired basin. Permits were acquired from St. Johns County, SJRWMD, and FDEP.		
(1) TITLE AND LOCATION <i>(City and State)</i> Gold Star Family Parkway, Duval County, Florida	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2022	CONSTRUCTION <i>(If applicable)</i>
e. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Manager and EOR for the design of a new 3.5-mile, 2-lane rural facility. The new road provided access to the National Cemetery by connecting Arnold Road to Lannie Road. Along with preparing project plans, specifications, and estimates, a Pavement Type Selection Report, a Typical Selection Package, and a Pond Siting Report were prepared.		

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Duly Kern	13. ROLE IN THIS CONTRACT Utilities Specialist	14. YEARS EXPERIENCE	
		a. TOTAL 16	b. WITH CURRENT FIRM 1

15. FIRM NAME AND LOCATION *(City and State)*
England-Thims & Miller, Inc. (Jacksonville, Florida)

16. EDUCATION <i>(Degree and Specialization)</i> BS, Civil Engineering, Universidad Industrial de Santander, 2001	17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i>
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18. OTHER PROFESSIONAL QUALIFICATIONS *(Publications, Organizations, Training, Awards, etc.)*
Certifications: ackflow Repair Technician, Certificate Number R2438; FDOT TTC Certificate, ASbestos Contractor/ Supervisor, Certificate Number 180644

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
Deering Park Stewardship District Volsuia County, Florida	Ongoing	
a. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Utilities Specialist responsible for master utility model, individual phases utility modeling and design, LS design, and permitting.	<input checked="" type="checkbox"/> Check if project performed with current firm	
Silverleaf Plantation St. Johns County, Florida	Ongoing	
b. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Utilities Specialist responsible for utility support and design, booster station parcel 21-22 LS design, parcels 22C, 44, 45 utility support for permitting and construction.	<input checked="" type="checkbox"/> Check if project performed with current firm	
Tributary/3 Rivers CDD Jacksonville, Florida	Ongoing	
c. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Utilities Specialist responsible for utility support and permitting.	<input checked="" type="checkbox"/> Check if project performed with current firm	
Cordova Palms St. Johns County, Florida	Ongoing	
d. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Utilities Specialist responsible for phase 3 and 4 utility modeling, design, plan review and construction support and permitting.	<input checked="" type="checkbox"/> Check if project performed with current firm	
Southeast Quadrant Jacksonville, Florida	Ongoing	
e. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Utilities Specialist responsible for phase 1B1, 1B2, 1C, 2A utility plan review, modeling, construction support and permitting.	<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 Jeff Brooks	13. ROLE IN THIS CONTRACT Construction Administrator	14. YEARS EXPERIENCE	
		a. TOTAL 40	b. WITH CURRENT FIRM 14

15. FIRM NAME AND LOCATION *(City and State)*
England-Thims & Miller, Inc. (Jacksonville, Florida)

16. EDUCATION <i>(Degree and Specialization)</i> BS, Project Management Colorado Technical University, 2010	17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i>
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18. OTHER PROFESSIONAL QUALIFICATIONS *(Publications, Organizations, Training, Awards, etc.)*
CTQP: Earthwork 1 & 2, Asphalt Paving 1 & 2, Concrete Field Tech 1, Drilled Shaft, Concrete Field Inspector Spec 346
TEST, QC Manager; ACI: Field Testing Technician 1; MISC: FL NPDES/FDEP Stormwater Management Inspector

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION <i>(City and State)</i> Six Mile Creek St. Johns County, Florida	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
a. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Inspector for the Six Mile Creek North project, which is located in the 4,000 acre Six Mile Creek PUD area of the World Golf Village, Saint Johns DRI. The project is an exclusive private gated community of single family residential lots, the Laterra Resort, the King and the Bear golf course, clubhouse, restaurant, pro shop, driving range, and practice facility.		<input checked="" type="checkbox"/> Check if project performed with current firm
(1) TITLE AND LOCATION <i>(City and State)</i> Durbin Crossing, St. Johns County, Florida	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
b. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Inspector for construction services related to the proposed development of 218± townhome units within Durbin Crossing Parcel Y. This 33.5-acre site is located in St. Johns County, just off St. Johns Parkway. This project includes the planning, surveying, engineering, and permitting necessary to develop the townhome units.		<input checked="" type="checkbox"/> Check if project performed with current firm
(1) TITLE AND LOCATION <i>(City and State)</i> Tamaya, Duval County, Florida	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
c. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Inspector for construction services related to the Tamaya development. In addition to 2,400 homes, Tamaya will include more than 500,000 square feet of commercial/retail space and a \$10 million amenity center with a 10,000-square-foot clubhouse behind a grand gatehouse and entrance featuring a cascading water element.		<input checked="" type="checkbox"/> Check if project performed with current firm
(1) TITLE AND LOCATION <i>(City and State)</i> Pine Ridge Plantation, Clay County, Florida	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
d. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Provided construction monitoring services for this multi-phase, planned subdivision in Clay County.		<input checked="" type="checkbox"/> Check if project performed with current firm
(1) TITLE AND LOCATION <i>(City and State)</i> Palencia North, St. Johns County, Florida	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
e. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Inspector for construction services related to this project along US 1 and International Golf Parkway. The 2,350-acre master-planned community offers a full-spectrum of home sites plus ancillary retail and office opportunities along with more than 33 acres of parks, trails and open areas.		<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 Louis Bramblett, PE, DBIA	13. ROLE IN THIS CONTRACT Construction Administrator	14. YEARS EXPERIENCE	
		a. TOTAL 37	b. WITH CURRENT FIRM 11

15. FIRM NAME AND LOCATION *(City and State)*
England-Thims & Miller, Inc. (Jacksonville, Florida)

16. EDUCATION <i>(Degree and Specialization)</i> BS, Civil Engineering, University of Florida, 1987	17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> Florida Professional Engineer, No. 45158 DBIA, No. 141717 North Carolina Professional Engineer, No. 021367 South Carolina Professional Engineer, No. 22042
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18. OTHER PROFESSIONAL QUALIFICATIONS *(Publications, Organizations, Training, Awards, etc.)*
CTQP: Final Estimates 1 & 2, QC Manager; FDOT: Advanced MOT, Auger Cast Pile; MISC: FL NPDES/FDEP Stormwater Management Insp., FEMA IS00100.b, FEMA IS00200.b, FEMA IS00700.a, FEMA IS00800.b

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION <i>(City and State)</i> Matanzas Woods Parkway Interchange, Flagler County, Florida	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2016	CONSTRUCTION <i>(If applicable)</i>
a. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Senior Project Engineer on this project which included clearing and grubbing, earthwork, base construction, asphalt pavement resurfacing, guardrail, gravity walls, box culvert construction, signage, landscaping, sod, and pavement markings. Responsible for project coordination, schedule, assuring permit compliance, daily records, and work estimate.		
(1) TITLE AND LOCATION <i>(City and State)</i> Howland Boulevard, Volusia County, Florida	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION <i>(If applicable)</i>
b. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm ETM is currently providing CEI services for the Howland Boulevard Widening project. Services include contract administration, inspection, materials sampling, and testing coordination for this project, which involves the widening from a 2-lane to a 4-lane urban facility from Elkcam Boulevard to Providence Boulevard (approximately 2.2 miles).		
(1) TITLE AND LOCATION <i>(City and State)</i> SR 417/Seminole Expressway Resurfacing and Roadside Improvements, Seminole County, Florida	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2015	CONSTRUCTION <i>(If applicable)</i>
c. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Senior Project Engineer on a 5.37-mile milling and resurfacing project with safety upgrades on a toll. Project scope included cross slope correction, pavement reconstruction, overbuild, significant guardrail installations, relocation of existing landscape and lighting, utility adjustments, drainage installations, and signing and pavement markings.		
(1) TITLE AND LOCATION <i>(City and State)</i> SR 50/Colonial Drive Econlockhatchee River Design/Build Bridge Replacement, Orange County, Florida	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2017	CONSTRUCTION <i>(If applicable)</i>
d. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Senior Project Engineer on a design/build bridge demolition and replacement project overseeing staff providing field inspection and project management services. Responsibilities included project coordination, preparation of a schedule of values tracking log, and maintaining daily records and an estimate of work completed by the Contractor.		
(1) TITLE AND LOCATION <i>(City and State)</i> US 17/92, Group 184, Volusia County, Florida	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2021	CONSTRUCTION <i>(If applicable)</i>
e. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm This project was one of the 11 projects under the multi-disciplinary grouping for the FDOT. The US 17/92 project included the widening of the intersection of SR 5 and Fort Florida Road, the addition of two new mast arm signals, curb and gutter, sidewalk, milling and resurfacing, ADA compliant ramps, pedestrian MOT, and utility relocation.		

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <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> Deering Park Stewardship District Volusia County, Florida		22. YEAR COMPLETED PROFESSIONAL SERVICES: Ongoing CONSTRUCTION <i>(If applicable)</i> : N/A

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Deering Park Stewardship District	b. POINT OF CONTACT NAME Craig Wrathell	c. POINT OF CONTACT TELEPHONE NUMBER (561) 571-0010
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

Deering Park is a master planned community in the City of Edgewater and Volusia County that will have a mixture of uses including single family residential, multi-family residential, commercial, office and industrial developments. The project also includes parks, amenities, public trail systems, and large conservation areas.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME England-Thims & Miller, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Orlando, Florida	(3) ROLE District Engineer
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

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 <i>(City and State)</i> East Nassau Stewardship District Nassau County, Florida	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION <i>(If applicable)</i>

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER East Nassau Stewardship District	b. POINT OF CONTACT NAME Tommy Jinx	c. POINT OF CONTACT TELEPHONE NUMBER (904) 321-1007
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

ETM is the District Engineer for the East Nassau Stewardship District, which is a 24,000-acre DRI project that includes 640 acres of commercial development. At total build-out, this project will include 11 million SF of non-residential space, 550,000 SF of commercial space, and 24,000 residential units. ETM is responsible for providing engineering, cost estimates, and plan review to ensure the proper construction of improvements within the District.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME England-Thims & Miller, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Jacksonville, Florida	(3) ROLE District Engineer
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

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 <i>(City and State)</i> Tolomato CDD (Nocatee) St. Johns County, Florida	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION <i>(If applicable)</i>

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER The PARC Group	b. POINT OF CONTACT NAME Greg Barbour	c. POINT OF CONTACT TELEPHONE NUMBER (904) 992-9750
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

Nocatee, one of the top 10 best selling communities in the nation, is the one project in the Jacksonville region that is most similar to Big Island CDD. This 15,000-acre parcel, at total build-out, will consist of 14,000 residential units, 5 million SF of nonresidential space and recreation/open spaces, churches, schools and civic uses. ETM is proud of our involvement in the engineering design, planning and landscape architecture of this project. We have been involved with this project since 1997, when The PARC Group began the conceptual planning process.

In addition to providing the lead design consulting services, ETM was responsible for the design, permitting, and construction management of over \$200 Million of transportation, stormwater, and utility infrastructure.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME England-Thims & Miller, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Jacksonville, Florida	(3) ROLE District Engineer
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

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 <i>(City and State)</i> Double Branch Community Development District Jacksonville, Florida	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION <i>(If applicable)</i>

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER The Hutson Companies	b. POINT OF CONTACT NAME David Hutson	c. POINT OF CONTACT TELEPHONE NUMBER (904) 262-7718
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

ETM was responsible for the master planning of this 10,000-acre DRI project. The project included roadway design, utility design and master stormwater management design and permitting. In 1999, ETM served as lead consultant in a major modification to the Argyle Forest DRI.

The land development work included engineering and landscape design of over 5,000 residential units, two amenity centers with each over \$7 Million, a regional baseball softball park, a regional soccer park, and over 1 million SF of retail and commercial space. ETM was responsible for the day-to-day coordination efforts of six residential and connector highway construction projects including Amenity Site Construction, totaling approximately \$22 Million. This project includes over 10 miles of connector roadway and infrastructure improvements, JEA and Clay County Utility Authority improvements, amenity center construction, box culvert construction, landscape and irrigation improvements, and lot development services.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME England-Thims & Miller, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Jacksonville, Florida	(3) ROLE District Engineer
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

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <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 5
21. TITLE AND LOCATION <i>(City and State)</i> Bartram Springs Community Development District Jacksonville, Florida		22. YEAR COMPLETED PROFESSIONAL SERVICES 2022 CONSTRUCTION <i>(If applicable)</i>

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Southstar Development Partners, Inc.	b. POINT OF CONTACT NAME Kimball Woodbury	c. POINT OF CONTACT TELEPHONE NUMBER (305) 476-1514
24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT <i>(Include scope, size, and cost)</i>		

Bartram Springs is a 1,400-lot single family development in Southeast Duval County located on the north side of Race Track Road immediately west of Philips Highway. The site is over 1,000 acres, half of which are wetlands that discharge to a Durbin Creek tributary. Additional features and elements include a multifamily parcel, a retail component, a city park site, an elementary school, and an amenity area.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME England-Thims & Miller, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Jacksonville, Florida	(3) ROLE District Engineer
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

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)*

Bartram Park
Jacksonville, Florida

22. YEAR COMPLETED

PROFESSIONAL SERVICES Ongoing	CONSTRUCTION <i>(If applicable)</i>
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23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER

Eastland

b. POINT OF CONTACT NAME

Tom Dodson

c. POINT OF CONTACT TELEPHONE NUMBER

(904) 280-7100

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

Bartram Park is a 3,600-acre mixed-use DRI. The project is located in south Duval County and north St. Johns County along I-95. The proposed development consists of 2,000± single-family units, 7,000± multifamily units, 1.3 million SF of commercial space, 1.6 million SF office space, and 330± hotel rooms. As part of the DRI, over 2,00± acres of preservation land was provided along Julington and Durbin Creek.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME England-Thims & Miller, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Jacksonville, Florida	(3) ROLE District Engineer
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

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

20. EXAMPLE PROJECT KEY NUMBER
8

21. TITLE AND LOCATION <i>(City and State)</i> Beach CDD (Duval County, Florida)	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES On-Going	CONSTRUCTION <i>(If applicable)</i>

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Beach CDD	b. POINT OF CONTACT NAME Jill Cupps	c. POINT OF CONTACT TELEPHONE NUMBER (407) 382-3256
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

ETM was contracted by Beach Community Development District (CDD) to provide professional engineering support services related to the operation of the CDD in Duval County. ETM's efforts for this project included, coordination with utility providers, coordination with contractors, permitting, engineering services, project management, coordination with surveyors, architects and other consultants and requisition processing.



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME England-Thims & Miller, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Jacksonville, Florida	(3) ROLE District Engineer
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

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 <i>(City and State)</i> Seven Pines Development Jacksonville, Florida	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION <i>(If applicable)</i> N/A

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER ICI Homes, Inc.	b. POINT OF CONTACT NAME Rosy Messina	c. POINT OF CONTACT TELEPHONE NUMBER (904) 257-8256
-------------------------------------	--	--

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

ETM has represented the Skinner family in their land sales along the Butler Boulevard/I-295 Corridor for more than 20 years. We were contracted to perform the master entitlements placed on the 1,100 Skinner Southeast Quadrant (SEQ), now known as Seven Pines. ETM has worked on the master planning and design of stormwater system, mass grading design, approval of wetland impacts, ACOE and SJRWMD permitting, FDOT permitting for Butler Boulevard connections, and PUD modifications. Additionally, we have provided assistance in the overall parcel strategy. When complete, this community will feature 1,500 single-family homes, one million SF of commercial space, over 100,000 SF of office space, and 1,000 multifamily units.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME England-Thims & Miller, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Jacksonville, Florida	(3) ROLE District Engineer
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

H. ADDITIONAL INFORMATION

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

I. AUTHORIZED REPRESENTATIVE

The foregoing is a statement of facts.

31. SIGNATURE



32. DATE

5/9/2024

33. NAME AND TITLE

Peter Ma, PE, Executive Vice President

A family consisting of a man, a woman, and a baby in a stroller are walking on a paved sidewalk in front of a large, modern, two-story house. The house has a grey roof, white trim, and large windows. Several palm trees are scattered around the property, and the sky is bright blue with some light clouds. The overall scene is bright and sunny, suggesting a warm climate.

ETM

ENGLAND-THIMS & MILLER, INC.

1411 Edgewater Drive #200

Orlando, Florida 32804

o: 407.536.5379

f: 904.646.9485

www.etminc.com

DAYTONA WEST

COMMUNITY DEVELOPMENT DISTRICT

9D

**Daytona West Community Development District
Request for Qualifications – District Engineering Services**

Competitive Selection Criteria

	Ability and Adequacy of Professional Personnel	Consultant’s Past Performance	Geographic Location	Willingness to Meet Time and Budget Requirements	Certified Minority Business Enterprise	Recent, Current and Projected Workloads	Volume of Work Previously Awarded to Consultant by District	TOTAL SCORE
<i>weight factor</i>	25	25	20	15	5	5	5	100
	NAME OF RESPONDENT							
1	Alliant Engineering, Inc.							
2	England- Thims & Miller, Inc.							

Board Member’s Signature

Date

DAYTONA WEST
COMMUNITY DEVELOPMENT DISTRICT

UNAUDITED
FINANCIAL
STATEMENTS

**DAYTONA WEST
COMMUNITY DEVELOPMENT DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
MARCH 31, 2024**

**DAYTONA WEST
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
MARCH 31, 2024**

	General Fund	Total Governmental Funds
ASSETS		
Cash	\$ 10,101	\$ 10,101
Due from Landowner	808	808
Total assets	10,909	10,909
 LIABILITIES AND FUND BALANCES		
Liabilities:		
Accounts payable	\$ 4,105	\$ 4,105
Due to Landowner	791	791
Landowner advance	6,000	6,000
Total liabilities	10,896	10,896
 DEFERRED INFLOWS OF RESOURCES		
Deferred receipts	808	808
Total deferred inflows of resources	808	808
 Fund balances:		
Unassigned	(795)	(795)
Total fund balances	(795)	(795)
 Total liabilities, deferred inflows of resources and fund balances	\$ 10,909	\$ 10,909

**DAYTONA WEST
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
FOR THE PERIOD ENDED MARCH 31, 2024**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>% of Budget</u>
REVENUES				
Landowner contribution	\$ 3,297	\$ 10,922	\$ 27,790	39%
Interest	3	13	-	N/A
Total revenues	<u>3,300</u>	<u>10,935</u>	<u>27,790</u>	39%
EXPENDITURES				
Professional & administrative				
Management/accounting/recording	750	4,500	9,000	50%
Legal	-	-	7,500	0%
Engineering	-	-	1,000	0%
Telephone	17	100	200	50%
Postage	-	25	500	5%
Printing & binding	42	250	500	50%
Legal advertising	-	-	1,750	0%
Annual special district fee	-	175	175	100%
Insurance	-	5,000	5,500	91%
Contingencies/bank charges	-	-	750	0%
Website hosting & maintenance	-	1,680	705	238%
Website ADA compliance	-	-	210	0%
Total expenditures	<u>809</u>	<u>11,730</u>	<u>27,790</u>	42%
Excess/(deficiency) of revenues over/(under) expenditures	2,491	(795)	-	
Fund balances - beginning	(3,286)	-	-	
Fund balances - ending	<u>\$ (795)</u>	<u>\$ (795)</u>	<u>\$ -</u>	

DAYTONA WEST

COMMUNITY DEVELOPMENT DISTRICT

MINUTES

DRAFT

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

The Board of Supervisors of the Daytona West Community Development District held a Regular Meeting on March 12, 2024 at 11:00 a.m., at the office of Cobb Cole, 231 North Woodland Boulevard, DeLand, Florida 32720.

Present at the meeting were:

Marybel Defillo (via telephone)	Vice Chair
Eric Wills	Assistant Secretary
Stephanie Lerret	Assistant Secretary
Augustine "Trey" Fragala, III	Assistant Secretary

Also present were:

Cindy Cerbone	District Manager
Andrew Kantarzhi	Wrathell, Hunt and Associates, LLC (WHA)
Nika Hosseini	District Counsel
Chris Warshaw (via telephone)	Interim District Engineer

**DUE TO TECHNICAL DIFFICULTIES, AUDIO WAS NOT AVAILABLE -
MINUTES TRANSCRIBED FROM THE MEETING NOTES**

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Kantarzhi called the meeting to order at 11:04 a.m. Supervisors Wills, Lerret and Fragala were present in person. Supervisor Defillo attended via telephone. Supervisor Halle was not present.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

Consideration of Resolution 2024-01, Approving a Proposed Budget for Fiscal Year 2024/2025 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and

42 **Publication Requirements; Addressing**
 43 **Severability; and Providing for an Effective**
 44 **Date**

45
 46 Mr. Kantarzhi presented Resolution 2024-01. He reviewed the proposed Fiscal Year
 47 2025 budget.

48 The following change was made to the proposed Fiscal Year 2025 budget:

49 Page 1, Expenditures: Insert \$5,000 "Audit services" line item

50

51 **On MOTION by Mr. Fragala and seconded by Ms. Lerret, with all in favor,**
 52 **Resolution 2024-01, Approving a Proposed Budget for Fiscal Year 2024/2025, as**
 53 **amended, and Setting a Public Hearing Thereon Pursuant to Florida Law for**
 54 **May 14, 2024 at 10:00 a.m., at the office of Cobb Cole, 231 North Woodland**
 55 **Boulevard, DeLand, Florida 32720; Addressing Transmittal, Posting and**
 56 **Publication Requirements; Addressing Severability; and Providing for an**
 57 **Effective Date, was adopted.**

58

59

60 **FOURTH ORDER OF BUSINESS** **Consideration of Fiscal Year 2024/2025**
 61 **Budget Funding Agreement**

62

63 Mr. Kantarzhi presented the Fiscal Year 2024/2025 Budget Funding Agreement.

64

65 **On MOTION by Ms. Lerret and seconded by Mr. Fragala, with all in favor, the**
 66 **Fiscal Year 2024/2025 Budget Funding Agreement, was approved.**

67

68

69 **FIFTH ORDER OF BUSINESS** **Consideration of Resolution 2024-02,**
 70 **Extending the Terms of Office of All**
 71 **Current Supervisors to Coincide with the**
 72 **General Election Pursuant to Section**
 73 **190.006, Florida Statutes; Providing for**
 74 **Severability; and Providing an Effective**
 75 **Date**

76

77 Mr. Kantarzhi presented Resolution 2024-02. The terms of Seats 3, 4 and 5 are being
 78 extended to November 2026 and the terms of Seats 1 and 2 are being extended to November
 79 2028.

80

120 D. Resolution 2023-25, Declaring Special Assessments; Indicating the Location, Nature
 121 and Estimated Cost of Those Infrastructure Improvements Whose Cost is to be
 122 Defrayed by the Special Assessments; Providing the Portion of the Estimated Cost of
 123 the Improvements to be Defrayed by the Special Assessments; Providing the Manner
 124 in Which Such Special Assessments Shall Be Made; Providing When Such Special
 125 Assessments Shall be Paid; Designating Lands Upon Which the Special Assessments
 126 Shall be Levied; Providing for an Assessment Plat; Adopting a Preliminary Assessment
 127 Roll; Providing for Publication of this Resolution

128 E. Resolution 2023-26, Setting a Public Hearing for the Purpose of Hearing Public
 129 Comment on Imposing Special Assessments on Certain Property Within the District
 130 Generally Described as the Daytona West Community Development District in
 131 Accordance with Chapter 170, 190, and 197, Florida Statutes

132 F. Resolution 2023-27, Authorizing the Issuance of Not Exceeding Not Exceeding
 133 \$[] Principal Amount of Daytona West Community Development District
 134 Bonds in One or More Series, for the Purpose of Financing the Construction and/or
 135 Acquisition by the District of the Public Improvements and Community Facilities
 136 Permitted by the Provisions of Chapter 190, Florida Statutes, as Amended, and the
 137 Ordinance Creating the District; Approving a Form of a Master Trust Indenture;
 138 Approving and Appointing a Trustee; Authorizing the Commencement of Validation
 139 Proceedings Relating To the Foregoing Bonds; Authorizing and Approving Other
 140 Matter Relating to the Foregoing Bonds; and Providing an Effective Date

141 These items were deferred.
 142

143 TENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial
 Statements as of January 31, 2023

144
 145
 146 **On MOTION by Ms. Defillo and seconded by Ms. Lerret, with all in favor, the**
 147 **Unaudited Financial Statements as of January 31, 2023, were accepted.**
 148

149
 150 ELEVENTH ORDER OF BUSINESS

Approval of August 29, 2023 Public
 Hearings and Regular Meeting Minutes

153 **On MOTION by Ms. Lerret and seconded by Ms. Defillo, with all in favor, the**
 154 **August 29, 2023 Public Hearings and Regular Meeting Minutes, as presented,**
 155 **were approved.**

156
157
158 **TWELFTH ORDER OF BUSINESS**

Staff Reports

159
160 **A. District Counsel: Cobb Cole**

161 **B. District Engineer (Interim): England-Thims & Miller, Inc.**

162 There were no reports from District Counsel or the District Engineer.

163 **C. District Manager: Wrathell, Hunt and Associates, LLC**

164 Mr. Kantarzhi recapped the following action items for the May 14, 2024 meeting:

165 ➤ The Request for Proposals (RFP) for Audit Services and the Audit Committee meeting
166 will be on the agenda.

167 ➤ The Request for Qualifications (RFQ) for Engineering Services will be on the agenda.

168 ➤ Ethics training and Form 1 update will be included under the District Manager’s Report.

169 ➤ Resolution 2024-03 to setting the dates, times and location for the Fiscal Year 2024
170 Regular Meetings will be included on the agenda.

171 ➤ The budget public hearing will be held at the meeting.

172 • **NEXT MEETING DATE: TBD**

173 ○ **QUORUM CHECK**

174 The next meeting will be held on May 14, 2024 at 10:00 a.m.

175
176 **THIRTEENTH ORDER OF BUSINESS**

Board Members’ Comments/Requests

177
178 There were no Board Members’ comments or requests.

179
180 **FOURTEENTH ORDER OF BUSINESS**

Public Comments

181
182 No members of the public spoke.

183
184 **FIFTEENTH ORDER OF BUSINESS**

Adjournment

185
186 **On MOTION by Ms. Lerret and seconded by Mr. Fragala, with all in favor, the**
 187 **meeting adjourned at 11:32 a.m.**

188
189
190
191
192
193

Secretary/Assistant Secretary

Chair/Vice Chair