

NOVEMBER 18, 2021
ORIGINAL

BUTLER BEACH REGIONAL DRAINAGE STUDY



Request for Proposal
City of St. Augustine Beach

**RFQ No. 21-06: Professional Engineering Services
for Storm Drainage Master Plan Update**

Response Cover Sheet

This page is to be completed and included as the cover sheet for your response to the Request for Qualifications.

The City Commission of the City of St. Augustine Beach reserves the right to accept or reject any and/or all responses in the best interest of the City.

This response is submitted by the below named firm/individual by the undersigned authorized representative.

	Matthews Design Group, LLC
	_____ (Firm Name)
BY	 _____ (Authorized Representative)
	Rob A. Matthews III, PE
	_____ (Printed or Typed Name)
ADDRESS	7 Waldo Street

CITY, STATE, ZIP	St. Augustine, FL 32084

TELEPHONE	904-826-1334

FAX	904-826-4547

ADDENDA ACKNOWLEDGEMENTS: (IF APPLICABLE)

Addendum# 1 dated 11/12/2021 Initials BM

Addendum# 2 dated _____ Initials _____

Addendum# 3 dated _____ Initials _____



REQUEST FOR PROPOSALS
RFQ NO. 21-06

Tab 1

General / Background Information

City of St. Augustine Beach
Finance Department
ATTN: City Clerk
2200 S.R. A1A South
St. Augustine Beach, Florida 32080

RE: Request for Proposal - Professional Engineering Services for Storm Drainage Master Plan Update

Dear City of St. Augustine Beach City Clerk:

City of St. Augustine Beach values creative, site-specific solutions; an attentive and responsive team that follows through and keeps you informed; and understands how to deliver your project efficiently and effectively giving you peace of mind that your projects are our top priority so you can concentrate on your top priorities.

Matthews Design Group, LLC (MDG) understands that the City is looking to update the Storm Drainage Master Plan created in 2004. The updated plan will identify existing storm drainage needs, identify and develop opinions of probable cost for solutions, and develop a 10-year implementation strategy for needed improvements. Established in 2005, MDG has been helping counties throughout Florida solve their challenges in site/civil, transportation, planning, landscape architecture, utility infrastructure, land development, and construction administration and inspection services. Our team will be led by **Scott Knowles, PE**, as the Project Manager, who will oversee the resources needed to fulfill the requirements and was selected based on his extensive experience working on stormwater and drainage projects.

THE MDG DIFFERENCE:

- » **Full Service:** Our range of services result in efficiencies, increased cost effectiveness, and improved communication.
- » **Available Depth of Staff:** As the largest engineering consultant in St. Johns County, our local experts include over 40 professionals, technical, and support staff located in our headquarters office in St. Augustine, and within our expansion office located in Jacksonville, providing you with right staff to serve your needs.
- » **Proactive and Responsive:** Our team is attentive and responsive - returning calls and emails within 24 hours and providing you with weekly project updates to keep you informed of project status.
- » **Collaborative:** We have a project delivery approach with a collaborative communication process and a client experience. We understand how to effectively navigate the balance of addressing stakeholder concerns and requirements with the functional engineering needs of the project/client.
- » **On Time/On Budget:** We actively seek ways to complete every project ahead of schedule and under budget.
- » **No Cookie Cutter:** We provide customized solutions for the unique engineering constraints of the NE Florida coast.
- » **Quality:** We have a detailed QA/QC processes to ensure the highest quality.

This proposal outlines our approach to your request. We appreciate the opportunity to help you achieve your goals. If you need more information or definition, please feel free to give me a call at any time at 904-826-1334. We are eager to solve your challenges and ask for your confidence by awarding us this project.

Respectfully,

Matthews Design Group, LLC



Rob A. Matthews III, PE
President

CC: Scott Knowles, PE, Senior Project Manager

MDG QUALIFICATIONS, CAPABILITIES & CAPACITY

Technical Services & Capabilities

MDG combines strategic planning, experience, creativity, and an integrated approach to each project to ensure project success. Our talented and dedicated staff members bring their extensive knowledge and experience gained from a wide range of projects to every project we work on.

Projects Completed in
St. Johns County

550+

EXPERIENCE — MDG is the largest, full-service engineering firm in St. Johns County and has completed over 550 projects in our community. These projects range from individual residential to large-scale commercial developments to contracts for the St. Johns County School District and St. Johns County municipality.

Whether providing due diligence, land planning, landscape architecture, or civil engineering services, MDG is capable of providing high-quality service to the City.

Out of the 550+ projects completed in St. Johns County, 22 projects have been for Stormwater/Drainage. Examples of these projects include:

- » Ocean Walk Drainage Assessment
- » Butler Beach Drainage & Stormwater Master Plan
- » World Golf Village Stormwater & Drainage Assessments
- » Sea Colony Stormwater Inspections
- » North Beach Drainage Improvements
- » Queen's Harbour Drainage Assessment
- » Flagler Estates Roadway & Water Management Continuing Services

Projects Completed for
the County

140+

Number of Stormwater
Projects in the Past Year

~20

MDG had the honor of being chosen by the City of St. Augustine Beach as the civil engineer for the Ocean Walk Subdivision Drainage Assessment earlier this year.

Number of Staff Living
Within the County

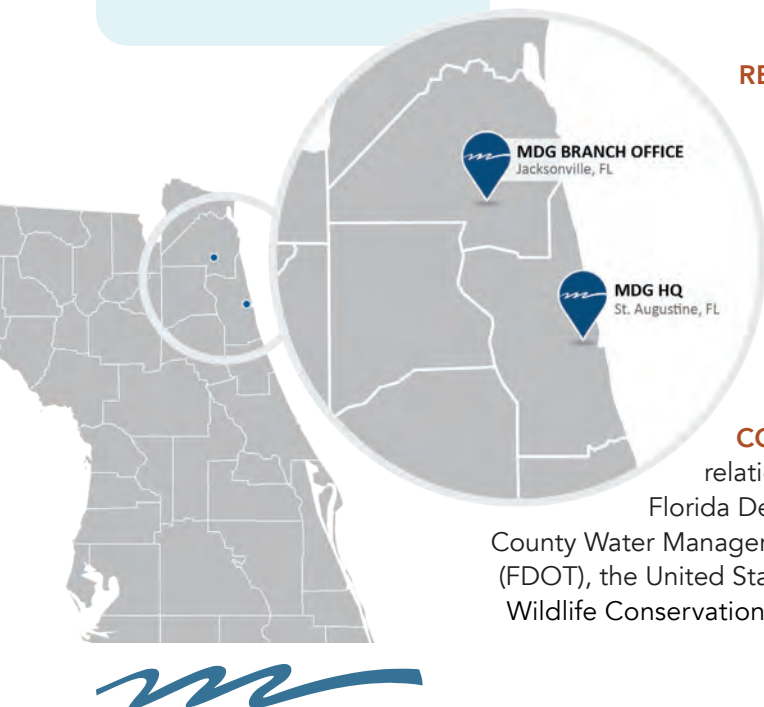
30

Our commitment to improving our community through partnerships with St. Augustine Beach is largely due to our own personal use of the infrastructure. MDG's headquarters is located ~6 miles away from the City of St. Augustine Beach complex. We are happy to offer our services and partner with the City to improve our community, especially as it continues to grow.

RESPONSIVENESS & AVAILABILITY — We know that these projects can be time-sensitive and require attentiveness and quick response time. At MDG, our dedicated staff respect the schedule and budget of the City and will:

- » Immediately acknowledge any questions received
- » Provide answers within 24 hours
- » Communicate at planned intervals
- » Be at the City complex within 20 minutes

COLLABORATIVE — Our professionals have invested in relationships with key stakeholders within County Government, Florida Department of Environmental Protection (FDEP), the St. Johns County Water Management District (SJRWMD), Florida Department of Transportation (FDOT), the United States Army Corps of Engineers (USACE), and the Florida Fish and Wildlife Conservation Commission (FWC).



General Firm Information

- » MDG is a Corporation; corporation number: L18000228783
- » Recent annual report: 01/27/2021
- » MDG has not been involved in any lawsuits since its founding. No licensure, disciplinary or debarment proceedings have been applied to or administered.
- » MDG has not failed to complete any contract, and certifies that our firm is financially stable and has the necessary resources, human and financial, to provide the services at the level required by the City of St. Augustine Beach.

Firm Capabilities

MDG is licensed to perform professional engineering and landscape architecture in the State of Florida and is certified with the Florida Department of State. MDG is also licensed to perform work in Georgia and South Carolina for both engineering and landscape architecture.

FDOT Work Group Prequalifications

- » 3.1 - Minor Highway Design
- » 3.2 - Major Highway Design
- » 7.1 - Signing, Pavement Marking and Channelization
- » 10.1 - Roadway Construction Engineering Inspection
- » 13.6 - Land Planning/Engineering
- » 15 - Landscape Architect

Certifications

- » FDOT Certified SB
- » Unified Certification Program (UCP) Certified DBE
- » Council of Landscape Architectural Registration Boards (CLARB) Certified Landscape Architect

Qualifications per City of St. Augustine Beach's Needs

MDG has worked successfully with each member of its proposed project team. The matrix below illustrates the experience of project team members relative to the scope of general engineering services covered in RFQ #21-06. While each part of our MDG Team is qualified, highly experienced, and considered experts in many of the RFQ services, this matrix indicates the areas advertised, which will be provided in support of MDG. While we are only showing the areas where our subconsultants will be providing support, we do have overlapping services.

	MDG	ECS	BN&A	P&HE
Project Management	•			
Stormwater and Drainage Engineering	•			
Permitting	•			
Stormwater Pump Station Design and Permitting	•			
Infiltration System Design and Permitting	•			
Geotechnical Engineering		•		
Survey			•	
Utility Design	•			
Roadway Design	•			
Electrical Engineering				•



Recent, Current & Projected Workloads

Our Project Manager, **Scott Knowles, PE**, and his team currently have ~100 active projects. Roughly a quarter of those projects are currently in Construction Administration, nearing the end of project close out.

Scott is the Project Manager for the **Ocean Walk Drainage Assessment** (RFQ 20-05).

Scott's team has a projected availability of 45% to complete this project.

AVAILABLE DEPTH OF STAFF — Our team has the necessary personnel available to successfully complete work order tasks within the time constraints that will be required for this contract as outlined in our technical approach.

Scott's Active Projects

102

Projected Availability

45%

MDG's Team

Supporting Scott will be a full-service team that can provide the services required for the civil engineering services for Storm Drainage Master Plan Update. Our team will utilize their experience to ensure the updated plan will meet the City standards and properly serve the public. In addition to MDG staff, our team includes the following subconsultants: ECS Florida, LLC (ECS), Bradshaw-Niles & Associates, Inc. (BN&A), and Powell and Hinkle Engineering (P&HE).



ECS develops tailored geotechnical exploration programs in support of each client's specific project. They know what is below the surface can be as crucial and complex as the structure it supports. The ECS team's approach to geotechnical engineering extends beyond simply providing engineering data.



BN&A, established in 1997, is a surveying and mapping firm based in St. Augustine, with a statewide presence in many aspects of the profession. The firm has a long standing reputation of providing timely, accurate and efficient survey documents and data to clients in both the public and private sector.



P&HE is a multidisciplinary firm established in 1986 to provide consulting electrical and mechanical engineering for the design of electrical power distribution, lighting, controls, plumbing, heating, ventilating, air conditioning, process piping, and fire protection.

Technical Experience

Stormwater Management & Permitting

Stormwater management engineering requires the seamless integration of site function, civil infrastructure, regulatory requirements, and client goals and objectives. To execute a project with so many moving parts requires a team of professionals who are experienced in delivering projects of varying sizes for all types of clients. MDG has an expert team of engineers and planners, and teams with other professionals that are proficient in their disciplines. We evaluate existing site conditions, including topography/pond banks, natural resources, wetlands and streams, drainage patterns, and existing or nearby utility and roadway infrastructure, so the site is contiguous with existing conditions and meets the intended use. MDG ensures that site layouts maximize development and land use potential with cost-effective features.

MDG is a leader in stormwater management design and permitting, and has completed stormwater studies and associated plans for projects ranging from single roadway intersections, to rapidly developing communities, cities, and counties. Our team has developed innovative approaches that integrates the needs of both the private sector and the municipalities in the development of recommendations. MDG's stormwater plans are routinely approved and implemented with minimal opposition.

Drainage Studies & Design

Dependent upon the soil characteristics, roadway swales will be designed for proper stormwater storage, treatment, and conveyance. In some instances, roadside swales can be regraded and used as linear ponds to provide water quality treatment and attenuation. Alternatively, attenuation in roadside swales can be provided using ditch blocks or raised inlets. Regardless of the unique location challenges, our drainage engineering professionals will evaluate and design improvements as necessary to reduce flooding at each project location. MDG will manage these study/design efforts. Our objective is to create effective, low maintenance drainage systems that will operate optimally with less maintenance requirements.



COMPANY ORGANIZATION CHART



PROJECT/TEAM ORGANIZATION CHART



• KEY STAFF RESUMES INCLUDED





SEA COLONY DRAINAGE STUDY, DUNE RESTORATION,
AND WETLAND REMEDIATION



REQUEST FOR PROPOSALS
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Tab 2

Project Approach

PROJECT UNDERSTANDING & APPROACH

Approach to Project Management

We recognize that an effective project manager is critical and essential to the success of any project or program. Therefore, the successful delivery of any project depends on effective project management from beginning to end, which must include: 1) complete understanding of the scope and expectations; 2) control of budget and schedule; 3) risk assessment and mitigation plan; 4) good communication with the City and project team staff; and 5) adherence to the QC Plan.



UNDERSTANDING
Complete understanding of
the scope & expectations



MANAGEMENT
Control of
budget & schedule



ASSESSMENT
Risk assessment
(and mitigation plan)



COMMUNICATION
Good communication between
client & project team



ASSURANCE
Adherence to
the QC plan

Local Knowledge

- » The MDG headquarters is comprised of over 30 staff that are St. Johns County residents.
- » **Scott Knowles, PE, Project Manager**, will be assisted by **Billy Almaguer, PE**, as **Assistant Project Manager**.
- » As regular users of the infrastructure, and participants of the local economy, our team is dedicated to improving the community now and for its growth and future.
- » No other firm can match our local knowledge, availability, and proven service and dedication to the betterment of the City of St. Augustine Beach.

Project Approach

Data Collection

- » MDG is reviewing the existing stormwater master plan and data for the completed project.
- » MDG will acquire data to perform a review of the remaining, uncompleted projects from the 2004 Storm Drainage Master Plan:
 - » Mickler Blvd ditch from 11th Street to 16th Street
 - » Mickler Blvd. ditch from A Street. to 11th Street
 - » 16th Street ditch from Mickler to Ocean Woods ditch
 - » 7th, 8th, and 9th Street piping
- » MDG will work with the City to identify known areas of concern, create and conduct a process for community involvement, such as host community forums to identify additional deficient areas within the project limits.
- » MDG will acquire the following data (if available) from FEMA historic claims, FDOT infrastructure, field observations, Natural Resources Conservation Service (NRCS) soils information, current SJRWMD permits and Public Works complaints.

Evaluation

- » Using the collected data, MDG will identify areas of interest (AOI) for the study within the public right-of-way.
- » MDG will determine the target Level of Service (LOS) based on design storms and the existing LOS, which is based on the current conditions of the AOIs.
- » The existing LOS for each AOI will be established using the data collected and best engineering practices.
- » MDG will meet with the City to discuss the noted AOIs, and to receive additional input. The applicable input from the City will be incorporated into the final list of AOIs for the drainage study.
- » To correctly evaluate the AOI, MDG will make site visits to the locations of the uncompleted projects.



Proposed Improvements

- » Using the list of AOIs, MDG will determine potential improvements for each AOI.
- » The improvements may include several AOIs or be focused on a single AOI.
- » MDG will determine the impact of the proposed improvements for each AOI and determine its new LOS.
- » MDG will coordinate with the City to present the proposed improvements for each AOI and incorporate feedback within the final list of improvements.
- » If the proposed improvements include FDOT infrastructure, MDG will conduct a maximum of two coordination meetings with FDOT to review.

Analysis Report

- » MDG will produce a Drainage Analysis Report for the study areas and will formally update the Storm Drainage Master Plan.
- » This report will detail the data collected, note the AOIs and present the proposed improvements.
- » Proposed costs and a ranking of projects will be provided. MDG will meet with the City to present a draft report and incorporate any comments into the final report.

Similar Experience

MDG performed similar services for the St Johns County Public Works department. MDG was contracted to provide a regional drainage study in Butler Beach. Our engineering staff reviewed the existing drainage basin and identified areas of concern, which included the watersheds and stormwater infrastructure within the Butler Beach drainage area. MDG evaluated each drainage problem identified in each sub-region for potential solutions.

Each sub-region was evaluated, and recommendations were made for improvements. Maintenance considerations, capital costs and overall construction feasibility were considered. The proposed solutions were ranked based on the overall benefit cost analysis which included the project costs, overall effectiveness, ease of maintenance, feasibility of construction, and overall benefit to the sub-region. Finally, a detailed report with full details for each potential solution was created and presented to St. Johns County.



Team Approach

Organizational Structure

- » As part of this contract, MDG will maintain a single point of contact (Scott Knowles, PE, Project Manager) for all services needed with the City of St. Augustine Beach.
- » Scott and Billy will review and analyze the proposed scope with the City up front and help coordinate teams and the development of a plan to move forward.

Distribution of Information

- » Based on the scope of the subject project, MDG will assign the project to the appropriate team members.
- » Scott will remain as the main point of contact with the City and provide regular project updates throughout the life of each project.

Coordination of Activities

- » MDG will schedule site visits and prepare a report to outline the observations associated with the subject project.
- » Scott will coordinate with the MDG team, including subconsultants, to ensure that tasks are assigned and completed on time and within budget.
- » Once the report is finalized, MDG will provide the updated Storm Drainage Master Plan to the City, along with a cost estimate of proposed improvements.



Accountability

- » MDG stands by the design and estimates provided up front and does not request change orders for anything that is not a direct change of scope by the City.
- » MDG will adhere to the company's QA/QC process.

Required Support Services and Studies

Agency Coordination

- » MDG will maintain regular communication with agencies during the planning, design review, and construction.
- » Permitting with agencies will begin with the 60% set of plans.
- » With all agencies, MDG will request information and incorporate any open projects currently in planning, design, or construction within the project corridor for a seamless transition between projects.

Analysis & Due Diligence

- » Once MDG receives the NTP, we will collect and analyze all necessary existing condition data in addition to those found during the preliminary data collection.
- » MDG will prepare concepts and perform an analysis, including cost analysis for review and consideration.
- » Our PM will meet with the City to discuss the alternatives and modify them as required.

Surveying & Mapping/SUE Services

- » Our subconsultant partner, BN&A, will perform any surveys, subsurface utility engineering (SUE) services, and ROW.

Stormwater Management & Permitting

- » We evaluate existing site and drainage conditions so improvements integrate seamlessly with existing conditions and meets the intended use.
- » MDG's stormwater plans are routinely approved and implemented with a minimal amount of opposition.
- » With our local knowledge, our team is equipped to create lasting improvements that will work best for the City and its future use.

Drainage Studies & Design

- » Our drainage engineering professionals will evaluate and design improvements as necessary to reduce flooding, and create effective low maintenance drainage systems that will operate optimally with less maintenance requirements.
- » Local knowledge of area, and regular use of the infrastructure, provides our team with insights to the specific problems within the City, and motivation to create the most effective solution that meets the City's requirements, schedule, and budget.

Culverts

- » All culverts will be designed using current FDOT criteria and specifications.

Utility Design & Coordination

- » MDG will provide all utility design and coordination with affected utility owners/providers.
- » All utilities will be identified and mapped within the relevant project corridor.

Transportation/Roadway Design Services

- » With a focus on safety, maintainability and efficiency, MDG's engineers and technicians work smart to improve transportation facilities and overall quality of life.
- » MDG provides economical and long-lasting solutions to transportation infrastructure and mobility challenges.

Electrical Engineering

- » Our subconsultant partner, P&HE, will perform any electrical engineering services.

Public Outreach and Social Media

- » MDG will ensure measures are taken to keep the public informed of proposed and ongoing work.
- » Due to our involvement in the community, and our reputation locally, the public knows and trusts us.



QUALITY & SCHEDULE CONTROL

General Approach to Work

Firm's Internal Process

MDG has project management methods established to help monitor, and track each and every project. To begin, each contracted project is set up so that the project team can work efficiently and effectively. MDG utilizes Deltek to manage the budget and major milestones for each project. At any point during a project, a project manager and/or team member can look to see how much time and effort has been expended for each Phase and Task of any project. This level of information exists for every phase of the project and allows for each project to be accurately tracked as it progresses to the typical 30%, 60%, and 90% milestones.

In addition to the use of Deltek, MDG has created an internal tracking system that tracks where each project is (firm wide), key milestones (including QA/QC), and allows for resource allocation (firm wide) so that project schedules can be met. It is important to know that every project is tracked and every Project Manager at MDG knows where each project is, its next step, and the resources that are required to get the task/phase done. Subconsultants are managed so that the overall project schedule can be maintained, and the budget is adhered too. This includes weekly communication and coordination on project specifics, and monthly communication regarding the budget.

This system for project management allows MDG to control the quality of each and every deliverable. This ensures that MDG produces the highest quality of work so that projects can be efficiently permitted and constructed with an eye on cost savings. As deliverables move through the project tracking process, they are subject to a team review (originating team) and an independent review by a licensed PE who did not work on the project. This ensures that every deliverable has gone through a minimum of two reviews.

MDG's QA/QC Team

- » Billy Almaguer, PE, QA/QC Manager
- » Scott Knowles, PE, QA/QC Support
- » Tyler Smith, PE, QA/QC Support
- » Branden Marcinell, EI, QA/QC Support
- » Ivan Lamoš, EI, QA/QC Support





REQUEST FOR PROPOSALS
RFQ NO. 21-06

Tab 3

Relevant Project Summary

SEA COLONY RESIDENTIAL DEVELOPMENT

Drainage Study, Dune Restoration, and Wetland Remediation, St. Johns County

OWNER/CONTACT

Sea Colony Neighborhood Assoc.
MAY Management
Chris Abdalla
386-446-0085
cabdalla@mayresort.com

KEY STAFF

Scott Knowles, PE - Project Manager
Rob A. Matthews III, PE - Principal-in-Charge



MDG was retained by the Neighborhood for a continuous services contract to provide ongoing professional engineering services to the Sea Colony Residential development. Under this contract, MDG has provided drainage studies, dune restoration, inspections, wetland remediation and other review and engineering design services as requested. One project involved the design of maintenance improvements to the Dune Dry Retention Pond and design modifications to the discharge structure from the wetland detention system.

MDG worked with FDOT and SJRWMD to prepare a design that would allow discharge from the wetland detention system. We also coordinated with an environmental consultant to update the hydro-period of the wetland system. Scope of work included permitting with FDOT and SJRWMD, construction administration, and coordination of surveying services.

KEY PROJECT ELEMENTS

- » Stormwater Management
- » Drainage Analysis
- » Drainage Improvements Design
- » Roadways
- » Surveying & Mapping
- » Environmental
- » Construction Administration
- » Construction Inspections
- » Permitting with FDOT & SJRWMD

SCHEDULE NOTES

- » Project delivered on-time.

	MAR	APR	MAY	JUN	DURATION IN DAYS	START	FINISH
SEA COLONY IMPROVEMENTS							
Written Notice to Proceed	●				1	3/11/15	3/11/15
Survey	●	●			30	3/16/15	4/24/15
Plan Setup		●	●		14	4/13/15	4/30/15
Wetland Survey and Permitting			●	●	34	4/22/15	6/9/15
Geotechnical Exploration				●	5	5/20/15	5/27/15
Design Construction Plans			●	●	26	4/28/15	6/3/15
Submittal to Client				●	6	6/8/15	6/14/15
Prepare Bid Package				●	6	6/8/15	6/15/15
Construction					100	9/7/15	2/1/16
TOTAL	●	●	●	●	225	3/11/15	2/1/16



- » Accelerated the start date by two weeks, 60% plans were submitted on-time, and permitting was completed ahead of schedule.
- » Final bid plan set submitted one week after the original date due to client's request for modifications to apply for grant funding.



BUTLER BEACH REGIONAL DRAINAGE STUDY

Rio Del Mar Street to Riverside Boulevard, St. Johns County

OWNER/CONTACT

St. Johns County Public Works
Nick Perpich, PE, Project Engineer
904-209-0136
nperpich@sjcfi.us

KEY STAFF

Scott Knowles, PE - Sr. Professional Engineer
Billy Almaguer, PE - QA/QC Manager
Rob A. Matthews III, PE - Principal-in-Charge

MDG was tasked by St. Johns County to analyze the Butler Beach region's drainage characteristics and study of how the region's various sub-regions interact with each other. MDG staff reviewed the existing drainage basin and identified areas of concern, which included the watersheds and stormwater infrastructure within the Butler Beach drainage area. Data was collected and analyzed from FEMA historic claims, FDOT infrastructure, field observations, Natural Resources Conservation Service (NRCS) soils information, current SJRWMD permits, National Oceanic and Atmospheric Administration (NOAA) storm data, multiple field surveys and observations along with other data sources.

In addition, a community forum/public meeting was held to identify other potential deficient areas. Each sub-region was evaluated, and recommendations were made for improvements. Maintenance considerations, capital costs and overall construction feasibility were considered. The proposed solutions were ranked based on the overall benefit cost analysis to assist the County in determining timing and funding of capital improvements to the drainage systems, overall effectiveness, ease of maintenance, feasibility of construction, and overall benefit to the sub-region.



KEY PROJECT ELEMENTS

- » Drainage Analysis & Improvements
- » Regional Stormwater Master Plan Study
- » Storm & Flood Analysis
- » Report of Findings
- » Public Meeting
- » Cost Analysis
- » Recommendations for Improvements
- » Permitting with SJRWMD & USACE

SCHEDULE NOTES

- » Project delivered on-time.

	MAR	APR	MAY	JUN	JUL	DURATION IN DAYS	START	FINISH
BUTLER BEACH DRAINAGE STUDY								
Data Collection	●					7	3/1/19	3/11/19
Community Forum	●	—	●			4	3/12/19	3/15/19
Field Observations			●	●		5	3/13/19	3/19/19
Evaluate Existing Conditions			●	—	●	16	3/29/19	4/19/19
SJC to Review AOIs				●	●	5	4/22/19	4/26/19
Analysis of Proposed Improvements			●	—	●	18	5/1/19	5/24/19
SJC to Review Improvements					●	5	5/27/19	5/31/19
Prepare Draft Report					●	15	6/3/19	6/21/19
SJC Meeting to Review Draft Report						5	6/24/19	6/28/19
Prepare Final Report						10	7/1/19	7/12/19
TOTAL	●	—	—	—	—	98	3/1/19	7/12/19



QUEEN'S HARBOUR YACHT & COUNTRY CLUB

Stormwater Drainage System Assessment, Duval County

OWNER/CONTACT

Queen's Harbour Yacht & Country
Club HOA
MAY Management, Bethann
Ridikas-Parker
904-221-8859
bparker@mayresort.com

KEY STAFF

Scott Knowles, PE - Sr. Professional Engineer
Rob A. Matthews III, PE - Principal-in-Charge

MDG was retained to provide professional engineering services for an engineering assessment of the Queen's Harbour neighborhood stormwater drainage system. The assessment covered over 20 ponds, stormwater inlets, pipes, manholes, and outfalls.

All available as-built information on the existing stormwater management system was collected and consolidated, which included the review and verification/confirmation of the SJRWMD permits for the development. In addition, MDG reviewed television reports of the storm system prepared by the client's pipe TV contractor. As part of this review and consolidation, MDG prepared a master map of the stormwater management/drainage system for the community's records and future planning and assessment.

The written assessment identified all areas needing corrective measures, recommendation for time of repairs, estimate of probable costs for repairs, and operation and maintenance guidelines/manual for the stormwater system components.



KEY PROJECT ELEMENTS

- » Stormwater Master Planning
- » Drainage Analysis
- » Drainage Improvements
- » Roadways

SCHEDULE NOTES

- » Project delivered on-time. Other subsequent contracts ongoing.

	MAR	APR	MAY	JUN	JUL	AUG	SEP	DURATION IN DAYS	START	FINISH
QUEEN'S HARBOUR DRAINAGE ASSESSMENT										
Written Notice to Proceed		●						1	3/31/20	3/31/20
Project Procurement and Research		●—●						18	4/1/20	4/24/20
Site Investigation		●—●						58	4/1/20	6/19/20
Preliminary Condition Report Preparation			●—●					48	5/4/20	7/8/20
Preliminary Report Submittal					●—●			12	7/9/20	7/24/20
Final Report Preparation						●—●		30	7/27/20	9/4/20
Final Report Presentation							●	1	9/15/20	9/15/20
TOTAL		●—●					●	121	3/31/20	9/15/20



OCEAN TRACE SUBDIVISION

Paving and Drainage Assessments, St. Johns County

OWNER/CONTACT

Ocean Trace HOA
Jim Tripp
904-217-9708
james.tripp@gmail.com

KEY STAFF

Scott Knowles, PE - Sr. Professional Engineer
Rob A. Matthews III, PE - Principal-in-Charge



MDG provided engineering services for the evaluation of the existing drainage system and roadways within the Ocean Trace subdivision. Site reviews were conducted and an assessment report was prepared which provided details of findings discussing immediate and future needs for corrections to the drainage system and pavement.

The report also provided estimated costs for the recommended repairs and improvements. A maintenance schedule for the drainage system and for the asphalt paving was provided along with a schedule to be used by the Association for planning future repairs and improvements.

KEY PROJECT ELEMENTS

- » Stormwater Modeling
- » Stormwater Management
- » Drainage Analysis & Improvements
- » Roadways
- » Pavement Analysis
- » Report of Findings
- » Maintenance Guidelines & Schedule
- » Cost Estimates

SCHEDULE NOTES

- » Project delivered on-time. MDG is currently working with Ocean Trace to implement improvements as noted in the assessment.

	APR	MAY	JUN	DURATION IN DAYS	START	FINISH
OCEAN TRACE PAVING AND DRAINAGE IMPROVEMENTS						
Written Notice to Proceed	●			1	4/10/18	4/10/18
Project Procurement and Research	● — ●			14	4/10/18	4/27/18
Site Assessment		● — ●		4	4/24/18	4/27/18
Prepare Assessment Report		● — ●		26	4/26/18	5/31/18
Submit Assessment Report			●	1	6/1/18	6/1/18
TOTAL	● — ●	● — ●	●	39	4/10/18	6/1/18



WEST AUGUSTINE DRAINAGE IMPROVEMENTS

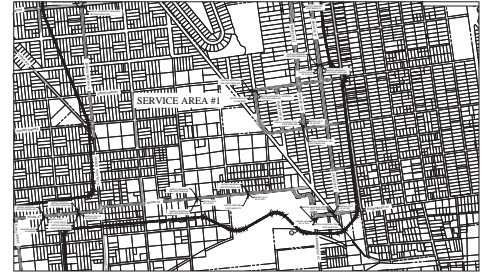
St. Johns County

OWNER/CONTACT

St. Johns County Engineering
 Brian Kelsay, Engineering/Disaster
 Recovery
 904-209-0115
 bkelsay@sjcfl.us

KEY STAFF

Scott Knowles, PE - Sr. Professional Engineer
 Rob A. Matthews III, PE - Principal-in-Charge
 Billy Almaguer, PE - QA/QC Manager



This goal of this project was to address drainage problems with the West Augustine watershed in St. Johns County, Florida. MDG provided design, grant application assistance, and bidding support for replacement of drainage structures within the West Augustine watershed.

Engineering design services included stormwater master planning; drainage improvements, Stormwater Pollution Protection Plans (SWPPP), maintenance of traffic (MOT) and signing and pavement marking (S&PM) plans, permitting with SJRWMD and County, grant application administration assistance, and construction administration and bidding support services. The project was completed through a CDBG to improve flooding issues in West Augustine.

KEY PROJECT ELEMENTS

- » CDBG Funded
- » Grant Application Assistance
- » Stormwater Master Planning
- » Stormwater Pollution Protection Plans
- » Drainage Analysis & Improvements
- » Utility Design & Coordination
- » Surveying & Mapping
- » MOT Plan
- » S&PM Plans
- » Post Design Services
- » Bid Documents
- » Construction Administration
- » Permitting with SJRWMD and County

SCHEDULE NOTES

- » Project delivered on-time.

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	DURATION IN DAYS	START	FINISH
WEST AUGUSTINE CDBG IMPROVEMENTS										
Written Notice to Proceed	●							1	7/23/18	7/23/18
Project Procurement and Research	●—●							8	7/23/18	8/1/18
Plan Setup	●—●							8	7/23/18	8/1/18
Design 60% Plans	●—●							38	7/25/18	9/14/18
60% Submittal to St. Johns County			●—●					4	9/17/18	9/20/18
Design Final Plans			●—●					6	9/18/18	9/25/18
Final Submittal to St. Johns County			●					1	9/26/18	9/26/18
Prepare Bid Package							●—●	12	1/3/19	1/18/19
Bid Package Submittal							●	1	1/22/19	1/22/19
TOTAL	●	—	—	—	—	—	—	132	7/23/18	1/22/19



LINCOLNVILLE IMPROVEMENTS

Roadway & Stormwater Improvements, Utility Rehabilitation, St. Johns County

OWNER/CONTACT

City of St. Augustine
Reuben Franklin, PE, PW Director
904-825-1040
rfranklin@citystaug.com
Jessica Beach, PE, Project Manager
904-209-4227
jbeach@citystaug.com

KEY STAFF

Scott Knowles, PE - Sr. Professional Engineer
Rob A. Matthews III, PE - Principal-in-Charge
Billy Almaguer, PE - Sr. Project Engineer



MDG designed a stormwater management plan to address stormwater concerns for a section of the historic Lincolnville area in St. Augustine. Construction plans included the replacement of stormwater mains, gravity sewer mains, and improvements to the existing water distribution mains for South Street, Duero Street, and DeHaven Street, as well as the reconstruction of the roadways for these three streets. MDG provided grant assistance and administration to obtain CDBG grant funds for the financing of this roadway and stormwater improvements project.

As prime engineering consultant MDG took responsibility for obtaining both survey and underground utility locations for these streets. Construction plans depicted limits of tree removal, demolition, grading and earthwork, stormwater drainage systems, and water and sewer utilities. Deliverables included design plans, specifications, and bid documents suitable for bidding and construction.

KEY PROJECT ELEMENTS

- » Reconstruction & Improvements to Historic Roadway
- » Survey
- » Utility Locates & Coordination
- » Stormwater Management Plans
- » Multi-use Parking Design
- » Recreational Area Design
- » Drainage Systems Improvements
- » Permitting with the City & SJRWMD

SCHEDULE NOTES

- » Project delivered on-time.

	DEC	JAN	FEB	MAR	DURATION IN DAYS	START	FINISH
LINCOLNVILLE CDBG DRAINAGE IMPROVEMENTS							
Written Notice to Proceed	●				1	12/9/13	12/9/13
Project Procurement and Research	●—●				10	12/9/13	12/20/13
Survey and SUE	●—●				10	12/9/13	12/20/13
Design 30% Plans	●—●				23	12/9/13	1/10/14
30% Submittal to COSA		●●			2	1/10/14	1/13/14
Design 60% Plans		●—●			10	1/13/14	1/27/14
60% Submittal to COSA			●●		4	1/27/14	1/30/14
Design Final Plans			●—●		6	1/30/14	2/6/14
Final Submittal to COSA			●●		3	2/6/14	2/10/14
Bid Package Submittal			●		1	2/10/14	2/10/14
Bidding			●—●		28	1/23/14	3/1/14
Construction					150	3/4/14	9/27/14
TOTAL	●—●				1473	12/9/13	9/27/14



ST. JOHNS COUNTY ADMINISTRATION BUILDING

Drainage Assessment, St. Johns County

OWNER/CONTACT
St. Johns County Building
Operations
Todd Roberts, Maintenance
Technician
(904) 814-0855
troberts@sjcfl.us

KEY STAFF
Scott Knowles, PE - Sr. Professional Engineer
Rob A. Matthews III, PE - Principal-in-Charge



Under the continuing services contract with St. Johns County, MDG provided a visual inspection of the walkways and drainage along the front of the St. Johns County Administration Building, focusing specifically on settling and erosion occurring near the entrance. The objectives for this study were to review walking areas for damages and ADA compliance issues, assess the settling at the ends of the portico, assess the roof collection system serving the front half of the building, and make recommendations for improvements to the walkways and drainage.

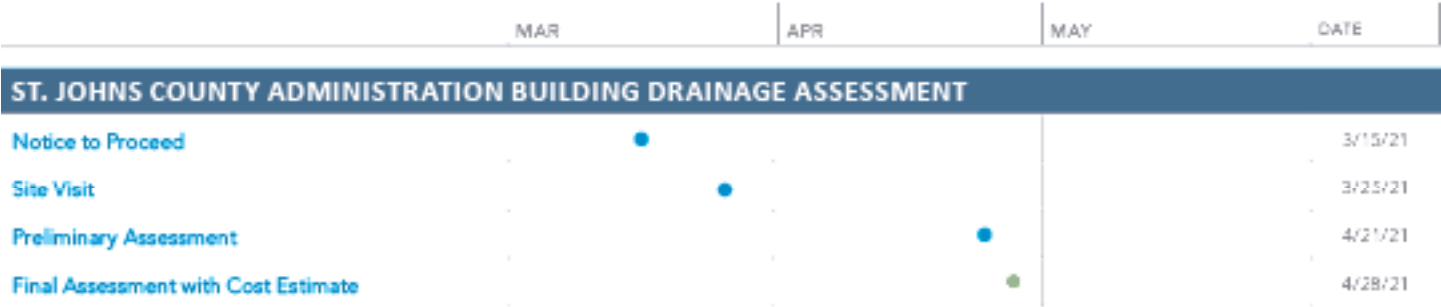
After making site visits, MDG prepared a report of findings detailing the deficiencies and the probable causes. MDG identified a few drainage and walkway damages that were in need of immediate repair. Sufficient descriptions and details for repairs, including ongoing maintenance, were included to allow for correction by a chosen contractor.

KEY PROJECT ELEMENTS

- » Drainage Analysis
- » Drainage Improvements
- » Walkway Improvements

SCHEDULE NOTES

- » Project delivered on-time.



FOUR MILE ROAD

Improvements, St. Johns County

OWNER/CONTACT

St. Johns County Engineering,
Brian Kelsay, Engineering/Disaster
Recovery
904-209-0115
bkelsay@sjcfl.us

KEY STAFF

Scott Knowles, PE - Sr. Professional Engineer
Rob A. Matthews III, PE - Principal-in-Charge



This well-traveled collector roadway services residential neighborhoods, a shopping center, and part of St. Johns River State College. The existing roadway did not provide safe usage areas for bicycles or pedestrians due to an absence of protective shoulder.

MDG provided engineering services to design roadway safety improvements for a two-mile section of Four Mile Road. These improvements included adding paved shoulders, design of a 5-foot wide sidewalk parallel to the road, stormwater infrastructure design, pavement resurfacing, utility coordination, drainage improvements, MOT, S&PM, and permitting. Since the original design was completed in 2016, prior to construction in 2019, MDG provided an additional plan review and updates to match the current field conditions and for use during the bidding process.

KEY PROJECT ELEMENTS

- » Roadway Design
- » S&PM Plans
- » MOT Plans
- » Stormwater Modeling & Design
- » Drainage Basin Modeling
- » Erosion Control
- » Utility Coordination
- » Construction Administration
- » Construction Inspection
- » CDBG Funding

SCHEDULE NOTES

- » Project delivered on-time.

	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	DURATION IN DAYS	START	FINISH
FOUR MILE ROAD IMPROVEMENTS																
Written Notice to Proceed														1	12/16/15	12/16/15
Client Hold														129	12/16/15	6/20/16
Project Procurement and Research														29	6/20/16	7/29/16
Plan Setup														20	6/20/16	7/18/16
Utility Coordination														24	6/27/16	7/29/16
Wetland Delineation														7	6/27/16	7/6/16
Survey														65	7/21/16	10/21/16
Design 60% Plans														42	10/24/16	12/22/16
60% Submittal to St. Johns County														58	12/22/16	3/17/17
Design Final Plans														40	3/20/17	5/12/17
Final Submittal to St. Johns County														1	5/15/17	5/15/17
Bid Package Submittal														1	5/15/17	5/15/17
TOTAL														355	12/16/15	5/15/17



PALM COAST PLANTATION

Paving Inspection and Drainage Assessment, Flagler County

OWNER/CONTACT

Palm Coast Plantation HOA
Michelle Rucker-Penland
122 Emerald Lake Dr.
Palm Coast, FL 32137
(386) 439-0791
mpenland@vestapropertyservices.com

KEY STAFF

Fred R. "Rudd" Jones, Jr., PE - Sr. Project Manager
Rob A. Matthews III, PE - Principal-in-Charge
Billy Almaguer, PE - QA/QC Manager
Justin Scarberry - Sr. Construction Inspector



MDG provided analysis of the existing roadways and parking areas to determine if repairs to underground utilities or base affecting the pavement may needed to be made prior to resurfacing. As part of the inspection, MDG identified areas within the roadways and pavement where pavement cores were required for determination of pavement thickness and potential base deficiencies.

As part of this contract, MDG also provided general consulting services related to repairs and repaving work proposed for the subdivision. Specifically, MDG performed a pavement inspection to identify those specific areas onsite that need repair or repaving work immediately, and those that can be delayed. A site visit was conducted to access drainage problems reported at the common property line of lots 93 & 95 Riverwalk Drive.

Results of the inspections and site visit were compiled in reports, detailing deficiencies identified, suggested repairs, timeline for repairs, and opinion of probable cost for the repairs.

KEY PROJECT ELEMENTS

- » General Consulting
- » Roadway Analysis
- » Drainage Analysis
- » Drainage Improvements
- » Paving Inspection

SCHEDULE NOTES

- » Project delivered on-time.

	MAR	APR	JUL	APR	JUL	AUG	SEP	DATE
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PALM COAST PLANTATION PAVING INSPECTION & DRAINAGE ASSESSMENT

Paving Inspection Notice to Proceed	●							3/19/20
Site Visit		●						4/3/20
Pavement Analysis Report			●					7/8/20
Site Visit				●				4/30/21
Paving Construction Admin Notice to Proceed					●			7/19/21
Drainage Assessment Notice to Proceed					●			7/19/21
Drainage Analysis Report						●		8/12/21
Pavement Observation							●	9/3/21





REQUEST FOR PROPOSALS
RFQ NO. 21-06

Tab 4

Team Resumes



Scott Knowles, PE

PROJECT MANAGER / PRIMARY CONTACT

Scott has extensive experience in all phases of land development engineering, including site and roadway design, stormwater modeling and drainage design, utility engineering and coordination, and regulatory permitting. He has provided project management for a broad range of projects that included services similar to those required for this RSQ. His expertise in all areas of civil engineering and the construction industry has fortified his skills on best constructibility and biddability design methods. He is highly skilled in construction administration services including conducting pre-construction meetings and the preparation of bid documents and bidding assistance. Rounding out his engineering expertise, Scott has specialized experience in Geographic Information System (GIS) databases, and in pump and power systems design for sanitary and stormwater lift stations.

EDUCATION/TRAINING

- » BS Agricultural Engineering
University of Florida, 1994

REGISTRATIONS/CERTIFICATIONS

- » Professional Engineer:
Florida, 2000
- » LEED Accredited Professional,
2009

YEARS OF EXPERIENCE

- » 26 years total
- » 14 years at MDG

Relevant Project Experience

Ocean Walk Drainage Assessment | St. Johns County | Project Manager. The Ocean Walk Subdivision is served by a looped, rural section roadway with little stormwater infrastructure. Remnants of swales can be seen in places, but the swales have been filled over time and some are obstructed by improvements such as landscaping and block walls. A single pipe with ditch bottom inlets installed on either side of the road provides the only outfall from the site. The location and construction of the pipe only serves a short section of the roadway and does not provide relief for the entire subdivision. Evidence of standing water in driveways and along the road edge may be seen throughout the neighborhood. MDG is evaluating the existing stormwater drainage serving the Ocean Walk subdivision to determine problem areas leading to flooding of the roadways and houses. An assessment of the offsite collection and conveyance systems downstream will also be conducted to identify constraints to the discharges from the Ocean Walk subdivision. The evaluation will include all existing improvements, including the single 24" outfall pipe from the subdivision. Once the existing conditions are properly modeled and understood, MDG will evaluate improvements to rectify problem areas and to relieve flooding of the subdivision.

West Augustine Drainage Improvements, CDBG | St. Johns County | Sr. Project Manager. The intent of this CDBG funded project was for the replacement of drainage structures to address recurring flooding issues within the West Augustine watershed area in St. Johns County, Florida. MDG provided the County with engineering design services including stormwater master planning, drainage improvements, SWPPP, maintenance of traffic plans, permitting with SJRWMD and County, grant application administration, construction administration and bidding support.

Ponte Vedra Boulevard Drainage Study | St. Johns County | Sr. Project Manager. MDG provided engineering services to complete a drainage assessment and inspections of the roadways and adjacent areas along San Juan Dr. and Ponte Vedra Blvd. in northeast St. Johns County, and recommended corrective measures. Project scope included a review of historical data, soils reports, geographical information, and site visits to identify and assess problem drainage areas.

Masters Drive Waterline Replacement | St. Johns County | Sr. Project Manager. MDG provided engineering services to replace ~4,300 linear feet of 10-inch water line and complete an asset inventory and assessment of an adjacent 8-inch wastewater line along Masters Drive. The sewer line, previously relined, required replacement taps to individual service locations. To avoid duplicating mobilization efforts, MDG incorporated these sewer connections into the water line replacement



project. Services included replacing aging and undersized water lines in four street locations in St. Augustine, ~8,500 linear feet of water line on four separate projects.

World Golf Village Stormwater Pond Evaluations | St. Johns County | Sr. Professional Engineer. Provided professional engineering services associated with approximately 45 stormwater management facilities. Each stormwater management facility/pond was inspected, and a report generated that detailed the condition of slopes, overflow control structures, orifices, weirs, skimmers, pipe inflows and outflows, overgrown vegetation, identification of any invasive exotic plants for removal, erosion and overall condition of each stormwater management facility/pond dry or wet. The report stated if the stormwater management facility is in general compliance with the permitted condition and note any repairs and pond remediation that should take place in order to bring the facility back into compliance. The report also noted any additional preventative maintenance that should be addressed to prevent future maintenance. Each report was filed, numbered and cataloged in accordance with the St. Johns Northwest Master Association master SWMF system and signed and sealed by a licensed professional engineer in the state of Florida.

Ravenswood Drive Drainage Improvements, CDBG-DR | St. Johns County | Sr. Project Manager. Completed a stormwater drainage study for the drainage basin near Ravenswood Dr. in St. Augustine. As a result, significant improvements to the stormwater drainage infrastructure were designed that improved water conveyance and treatment. The project scope of work also included a major overhaul of approximately 1,600 linear feet of the roadway. Significant maintenance of traffic planning was provided due to a required partial closure of Masters Drive, which serves as a main thoroughfare for this area. Based on MDG's recommendations during the design phase of roadway improvements, the City of St. Augustine was able to complete underground utility improvements concurrently with this St. Johns County roadway improvements project, an action that saved the cost of duplicate construction work on this road. MDG was key in the coordination efforts of these additional utility upgrades. MDG assisted in securing and administering the CDBG-DR grant.

Butler Beach Drainage & Stormwater Master Plan, CDBG | St. Johns County | Sr. Professional Engineer. MDG provided a detailed review of the Butler Beach watershed between Rio Del Mar Street and Riverside Boulevard. Drainage assessments were completed to augment known areas of concern. MDG proposed improvements through a drainage assessment report detailing focus areas for maintenance and repair in an effort to provide direction for the most efficient use of time and budget. Additionally, MDG hosted a community forum to identify additional deficient areas not previously reported by the public.

Flagler Estates Roadway & Drainage Improvements, St. Johns & Flagler Counties | Flagler Estates Road & Water Control District | Sr. Project Manager. Providing ongoing engineering support as the District Engineer to this 7,000-acre community located in southern St. Johns County and northern Flagler County. MDG has completed a study of the overall stormwater model for this drainage basin, and completed multiple projects to improve stormwater infrastructure, resurface roadways, and replace major water control structures that service Sixteen Mile Creek. Significant damage to drainageways and roadways throughout Flagler Estates was caused by Hurricanes and coordination for Disaster Recovery (DR) and CDBG for improvements to drainage and roadways was also provided.

Lincolnvile Roadway and Stormwater Improvements | City of St. Augustine | Sr. Project Manager. Scott was responsible for the design of a stormwater management plan to address stormwater concerns for a section of the historic Lincolnvile area in St. Augustine. Construction plans included the replacement of stormwater mains, gravity sewer mains, and improvements to the existing water distribution mains for South St., Duero St., and DeHaven St., as well as the reconstruction of the roadways for these three streets. MDG provided grant assistance and administration to obtain CDBG grant funds for the financing of this roadway and stormwater improvements project. MDG took responsibility for obtaining both survey and underground utility locations for these streets.





Billy Almaguer, PE

ASSISTANT PROJECT MANAGER / QA/QC MANAGER

Billy is a seasoned professional engineer with experience in all aspects of civil site design, regulatory permitting processes, stormwater modeling, and recreational and drainage facility design. He has specialized in wetland and nutrient load modeling and stormwater master planning. Billy has provided engineering design services for a variety of projects and has experience with providing construction administration as well as the preparation of bid documents and bidding assistance. Billy's expertise in the creating, planning, and implementation of quality control systems ensures that each project receives a detailed and thorough review, thus providing for a quality product meeting the client's needs. He will take responsibility for the review of all engineering and design work.

EDUCATION/TRAINING

- » MS Civil Engineering
Texas Tech University, 1999
- » BS Civil Engineering
Texas Tech University, 1996

REGISTRATIONS/CERTIFICATIONS

- » Professional Engineer:
FL #PE58541, 2002
- » FDEP Stormwater Erosion
and Sedimentation Control
Inspector
- » NPDES Permitting

YEARS OF EXPERIENCE

- » 4 years with MDG
- » 22 years total

Relevant Experience

Butler Beach Drainage & Stormwater Master Plan, CDBG | St. Johns County | QA/QC Manager.

MDG provided a detailed review of the Butler Beach watershed between Rio Del Mar Street and Riverside Boulevard. Drainage assessments were completed to augment known areas of concern. MDG proposed improvements through a drainage assessment report detailing focus areas for maintenance and repair in an effort to provide direction for the most efficient use of time and budget. Additionally, MDG hosted a community forum to identify additional deficient areas not previously reported by the public.

West Augustine Drainage Improvements, CDBG | St. Johns County | QA/QC Manager.

This goal of this CDBG funded project was for the replacement of drainage structures to address recurring flooding issues within the West Augustine watershed area in St. Johns County, Florida. MDG provided the County with engineering design services including stormwater master planning, drainage improvements, SWPPP, maintenance of traffic plans, permitting with SJRWMD and County, grant application administration, construction administration and bidding documents and support.

North Beach Drainage Improvements | St. Johns County | QA/QC Manager.

The goal of this project addressed drainage problems located along Twenty Second and Twenty Third Streets in North Beach, St. Johns County. MDG provided a comprehensive design of drainage improvements to be constructed in the neighborhood to more effectively and to reduce flooding potential. The design included conversion of open ditch drainage to closed conduits to better control the critical slope of the conveyances and provide for easier long-term maintenance. Design also accommodated multiple offsite watersheds, including a County park and State highway. This project served as a pilot to gauge public response and construction viability for future similar type projects in the region. Additional key elements included stormwater master planning, drainage analysis, permitting, construction administration and post design services.

Windward Master Drainage and Utilities | St. Johns County | QA/QC Manager.

MDG is providing professional engineering services until a continuing service contract for the Windward Master Drainage and Utilities located at 117 Dockside Drive in St. Augustine, Florida. The current site plan was prepared during a planning charrette with DPZ Planning in October of 2019 and will be updated by MDG based on the client's current project vision. The stormwater is subject to the requirements of the SJRWMD, City of St. Augustine (COSA) and St. Johns County. The water and sewer utilities are subject to the requirements of COSA and the



FDEP. A master utility and stormwater plan are needed to facilitate the phased development approach that Windward is taking with its development partners.

Flagler Estates Roadway & Drainage Improvements, St. Johns & Flagler Counties | Flagler Estates Road & Water Control District | Sr. Project Manager. Providing ongoing engineering support as the District Engineer to this 7,000-acre community located in southern St. Johns County and northern Flagler County. MDG has completed a study of the overall stormwater model for this drainage basin, and completed multiple projects to improve stormwater infrastructure, resurface roadways, and replace major water control structures that service Sixteen Mile Creek. Significant damage to drainage ways and roadways throughout Flagler Estates was caused by Hurricanes and coordination for Disaster Recovery (DR) and CDBG for improvements to drainage and roadways was also provided.

City of Hollywood Stormwater Master Plan | Broward County | Project Engineer. Billy provided a detailed review for the City of Hollywood. Drainage assessments were completed to augment known areas of concern. Proposed improvements were presented through a drainage assessment report detailing focus areas for maintenance and repair in an effort to provide direction for the most efficient use of time and budget.

City of Delray Beach Stormwater Master Plan | Palm Beach County | Project Engineer. Billy provided a detailed review for the City of Hollywood. Drainage assessments were completed to augment known areas of concern. Proposed improvements were presented through a drainage assessment report detailing focus areas for maintenance and repair in an effort to provide direction for the most efficient use of time and budget.

Town Jupiter Stormwater Master Plan | Palm Beach County | Project Engineer. Billy provided a detailed review for the City of Hollywood. Drainage assessments were completed to augment known areas of concern. Proposed improvements were presented through a drainage assessment report detailing focus areas for maintenance and repair in an effort to provide direction for the most efficient use of time and budget.

Canal No. 18 Drainage Study | Palm Beach County | Project Engineer. Billy provided engineering services to complete a drainage assessment of C18 in Jupiter, Florida, and recommended corrective measures.





Rob A. Matthews III, PE, President

PRINCIPAL-IN-CHARGE

Rob is a strong leader and professional engineer who has many years of experience in all phases of land development, minor roadway engineering, and environmental regulatory permitting. As president of MDG, Rob is responsible for resource allocation and schedule commitments. His understanding of engineering, design, and project management ensures our clients receive the highest quality services. Rob will closely monitor projects and will coordinate with the client's project manager and MDG project managers to ensure project efforts stay on schedule, and project plans and documents provided are accurate and prepared to the client's satisfaction.

Relevant Experience

EDUCATION/TRAINING

- » MS Civil Engineering
Clemson University, 2001
- » BS Civil Engineering
Clemson University, 1995

REGISTRATIONS/CERTIFICATIONS

- » Professional Engineer:
FL #PE58425, 2002;
South Carolina, 2002
- » FDEP Stormwater, Erosion
and Sedimentation Control
Inspector

PROFESSIONAL AFFILIATIONS

- » St. Johns County Economic
Development Executive
Council, Past Chair
- » St. Johns County Chamber
of Commerce, Past Chairman
- » Board of Directors -
The Arc of the St. Johns
- » Board of Directors -
Flagler Hospital
- » UNF Engineering Advisory
Board
- » Advisory Board -
Crescent High School
Engineering Academy
- » American Public Works
Association (APWA)
- » Florida Engineering Society
- » American Society of
Highway Engineers

YEARS OF EXPERIENCE

- » 16 years with MDG
- » 24 years total

City of St. Augustine Continuing Service Contract | St. Johns County |

Principal-in-Charge. MDG is currently operating under a continuing services contract for the City of St. Augustine for civil engineering services. Projects to date have included analysis of stormwater drainage problem areas, and design and implementation of corrective measures, installation of saltwater monitoring wells, and capping of abandoned wells. Additionally, MDG has engineered drainage improvements for several streets in the St. Augustine's historic district. Streets included Pine Street, Inlet Drive, Charlotte Place, and the area near St. George and Cordova streets. Work has involved hydrologic and hydraulic analyses for the areas of concern, drainage improvement designs to correct sizing of water quality treatment structures and help in obtaining bids from contractors to perform the work. Work scope also included tasks such as providing modifications to the drainage systems, addition of hydrodynamic sediment separators, and repairs and improvements to the roadways involved in construction.

West Augustine Drainage Improvements, CDBG | St. Johns County |

Principal-in-Charge. This goal of this CDBG funded project was for the replacement of drainage structures to address recurring flooding issues within the West Augustine watershed area in St. Johns County, Florida. MDG provided the County with engineering design services including stormwater master planning, drainage improvements, SWPPP, maintenance of traffic plans, permitting with SJRWMD and County, grant application administration, construction administration and bidding documents and support.

Lents Road Improvements | Nassau County | Principal-in-Charge.

MDG served as the lead designer and engineer for the paving of Lents Road in Nassau County. Project scope included the widening and paving of 0.4 miles of existing dirt road. Lents Road design included pavement design, roadway design from dirt to pavement, and drainage modeling and design, utility design, S&PM, intersection upgrades, sidewalk improvements, ADA improvements and permitting. Drainage design required the evaluation and modification to existing swales adjacent to one section of the roadway, and new swales and drainage structures at other sections of the roadway, which provided one complete and cohesive stormwater conveyance system.

Flagler Estates Roadway & Drainage Improvements | St. Johns & Flagler Counties | Principal-in-Charge.

Provided ongoing engineering support as the District Engineer to this 7,000-acre community located in southern St. Johns County. MDG has completed a study of the overall stormwater model for this drainage basin, and completed multiple projects to improve stormwater infrastructure, resurface roadways, and replace major water control structures that service Sixteen Mile Creek. Coordination for Disaster Recovery (DR) and CDBG for improvements to drainage and roadways was also provided. Significant damage to drainageways and roadways throughout Flagler Estates was caused by Hurricanes Matthew and Irma.



Ravenswood Drive Drainage Improvements, CDBG-DR | St. Johns County | Principal-in-Charge. Completed a stormwater drainage study for the drainage basin near Ravenswood Drive in St. Augustine. As a result, significant improvements to the stormwater drainage infrastructure were designed that improved water conveyance and treatment. The project scope of work also included a major overhaul of approximately 1,600 linear feet of the roadway. Significant maintenance of traffic planning was provided due to a required partial closure of Masters Drive, which serves as a main thoroughfare for this area. Based on MDG's recommendations during the design phase of roadway improvements, the City of St. Augustine was able to complete underground utility improvements concurrently with this St. Johns County roadway improvements project, an action that saved the cost of duplicate construction work on this road. MDG was key in the coordination efforts of these additional utility upgrades. MDG assisted in securing and administering the CDBG-DR grant.

Sea Colony Inspections | St. Johns County | Principal-in-Charge. MDG is providing professional engineering services for the stormwater pump station design and permitting, consumptive use permitting, and annual stormwater inspections for the Sea Colony Neighborhood Association located at Ocean Palm Way in St. Augustine, Florida. MDG will provide design services to permanently install a stormwater pump station at the southwest corner of the wetland system. This pump station will be used for dewatering the wetland system per the permit parameters set by SJRWMD. Our team will provide biennial inspections of the stormwater systems serving the Sea Colony development as part of the SJRWMD permit requirements. The systems will be inspected for proper operation and condition in conformance with the permitted design. Inspections will be logged for Sea Colony's records.

Four Mile Road Improvements | St. Johns County | Principal-in-Charge. This well-traveled collector roadway, services residential neighborhoods, a shopping center, and part of the St. Johns River Community College. The existing roadway did not provide safe usage areas for bicycles or pedestrians due to an absence of protective shoulder. MDG provided engineering services to design roadway safety improvements for a two-mile section of Four Mile Road. These improvements included adding paved shoulders, design of a 5-foot wide sidewalk parallel to the road, stormwater infrastructure design, pavement resurfacing, utility coordination, drainage improvements, MOT, S&PM, and permitting. The original design was completed in 2016 and prior to construction in 2019, MDG provided an additional plan review and updates to match the current field conditions and for use during the bidding process.

St. Johns Avenue Resurfacing | Putnam County | Principal-in-Charge. St. Johns Avenue is a highly traveled roadway, serving multiple medical offices, retirement facilities, and a college. The heavy wear, high groundwater conditions, and damage from installation and service of utilities had severely degraded the quality of the roadway. MDG provided design plans for repairing and resurfacing St. Johns Avenue from SR 19 to Zeagler Drive using an FDOT Small County Outreach Program (SCOP) Grant for funding. The project included roadway and drainage design, milling and resurfacing, pavement leveling, repaving, S&PM, MOT, utility coordination and signalization. Critical to this design was the MOT due to the high volume, and the need to maintain accessibility to business and for emergency vehicles. Due to this, night paving was required through much of the project.

Amazon Distribution Center Roadway Improvements | Jacksonville | Principal-in-Charge. Served as the offsite improvements subconsultant for the Amazon Distribution Center in Jacksonville, FL. Responsibilities included numerous roadway improvements to Pecan Park Road, Duval Road (SR 243), and the I-295 offramp onto Duval Road. Improvements to Pecan Park Road required a complete vertical and horizontal realignment of 0.5 miles of roadway. Design included pavement design, drainage design, signing & pavement marking (S&PM), and Maintenance of Traffic (MOT) plans.

Colbert Lane & Grady Prather Jr. Cove Roadway Improvements | City of Palm Coast | Principal-in-Charge. Provided engineering design and permitting for the resurfacing design for Colbert Lane between Palm Coast Parkway to SR 100 for a distance of 7.1 miles, and 1.2 miles of resurfacing and shoulder improvements for Grady Prather Jr. Cove in Palm Coast. Key project elements included roadway and drainage design, MOT, S&PM to MUTCD standards, pedestrian safety features, sidewalks, driveway connections and permitting. Additional pavement markings were proposed at specific intersections to improve traffic flow and motorist awareness. During the design phase of the project, we observed severe shoulder deterioration and sidewalk failures on Grady Prather Jr. Cove. Recommendations were made for concrete replacement and stability improvements to both the sidewalk and existing shoulder. The Graham Swamp parking lot impacted this project and pipe cover issues were identified, which would potentially weaken the pipe, under the gravel driveway to Grady Prather Jr. Cove. At the 60% design phase, the County determined that the gravel material was less desirable and added scope to the MDG contract for the design of a full access driveway connection to the parking lot.





Fred "Rudd" Jones, Jr., PE

SENIOR PROJECT MANAGER / UTILITY COORDINATOR

Rudd has more than 35 years of experience in the engineering and construction industry. In those roles, he has managed, directed, and designed internal and consultant teams on all design, technical, environmental, and permitting of a variety of projects. These projects have included civil and agricultural engineering, Water Control Districts plans, Master Plan and DRI Planning, Major Drainage basin studies, roadway drainage, stormwater management facilities. His specialized experience also includes efforts for identifying and developing new material sources. He provided research, processes, and developed new, more efficient and environmentally responsible ways to extract materials for processing. Rudd also oversaw permit compliance management throughout the life cycle of sites and site reclamation.

Relevant Project Experience

Ocean Walk Drainage Assessment | St. Johns County | Project Manager. The Ocean Walk Subdivision is served by a looped, rural section roadway with little stormwater infrastructure. Remnants of swales can be seen in places, but the swales have been filled over time and some are obstructed by improvements such as landscaping and block walls. A single pipe with ditch bottom inlets installed on either side of the road provides the only outfall from the site. The location and construction of the pipe only serves a short section of the roadway and does not provide relief for the entire subdivision. Evidence of standing water in driveways and along the road edge may be seen throughout the neighborhood. MDG is evaluating the existing stormwater drainage serving the Ocean Walk subdivision to determine problem areas leading to flooding of the roadways and houses. An assessment of the offsite collection and conveyance systems downstream will also be conducted to identify constraints to the discharges from the Ocean Walk subdivision. The evaluation will include all existing improvements, including the single 24" outfall pipe from the subdivision. Once the existing conditions are properly modeled and understood, MDG will evaluate improvements to rectify problem areas and to relieve flooding of the subdivision.

Windward Master Drainage and Utilities | St. Johns County | Project Manager. MDG is providing professional engineering services until a continuing service contract for the Windward Master Drainage and Utilities located at 117 Dockside Drive in St. Augustine, Florida. The current site plan was prepared during a planning charrette with DPZ Planning in October of 2019 and will be updated by MDG based on the client's current project vision. The stormwater is subject to the requirements of the SJRWMD, City of St. Augustine (COSA) and St. Johns County. The water and sewer utilities are subject to the requirements of COSA and the FDEP. A master utility and stormwater plan are needed to facilitate the phased development approach that Windward is taking with its development partners.

Palm Coast Plantation Paving Inspection and Drainage Assessment | Flagler County | Project Manager. MDG provided analysis of the existing roadways and parking areas to determine if repairs to underground utilities or base affecting the pavement may needed to be made prior to resurfacing. As part of the inspection, MDG identified areas within the roadways and pavement where pavement cores were required for determination of pavement thickness and potential base deficiencies. As part of this contract, MDG also provided general consulting services related to repairs and repaving work proposed for the subdivision. Specifically, MDG performed a pavement inspection to identify those specific

EDUCATION/TRAINING

- » BS Civil Engineering,
University of Florida, 1986

REGISTRATIONS/CERTIFICATIONS

- » Professional Engineer:
FL, 1989, #42614
- » FDEP Stormwater, Erosion
and Sedimentation Control
Inspector
- » FDEP Stormwater, Erosion
and Sedimentation Control
Instructor

PROFESSIONAL AFFILIATIONS

- » Putnam County Animal Control
Board, 2018 - 2019
- » Putnam County Landfill
Advisory Board, 2014
- » Putnam County Value
Adjustment Board, 2013 - 2014
- » St. Lucie County Planning &
Zoning/LPA Board, 2008 - 2010
- » St. Lucie County Task Force/
Committee Chair for Tree &
Vegetation Preservation Code,
2001

YEARS OF EXPERIENCE

- » 35 years total
- » <1 year with MDG



areas onsite that need repair or repaving work immediately, and those that can be delayed. A site visit was conducted to access drainage problems reported at the common property line of lots 93 & 95 Riverwalk Drive. Results of the inspections and site visit were compiled in reports, detailing deficiencies identified, suggested repairs, timeline for repairs, opinion of probable cost for the repairs.

City of Palatka Riverfront & Downtown Redevelopment Plan | Putnam County.

Tasks included the design and permitting of paving, grading, drainage improvements and design of associated retention/detention systems and stormwater modeling associated with the redevelopment and improvement of:

- » City Boat Ramp and Parking Areas
- » Memorial Drive Improvements
- » Second Street Improvements
- » Laurel Street Improvements
- » River Street Improvements

Continuing Services Contract for Culvert Replacement Program | St. Lucie County. The County faced challenges associated with the replacement of major and minor culverts crossing County Roads that are nearing or have exceeded their design lives and beginning to experience failure. Services included visual inspection of culverts identified by the County, and determination of potential repair or replacement options. For culverts requiring replacement, provided design alternatives and preliminary construction cost estimates. Upon approval by the County of a design alternative, prepared detailed design and specifications for replacement, and prepared permit applications and supporting information for any required permits.

Beck Chevrolet Site Improvements, City of Palatka | Putnam County. Tasks included the design and permitting of paving, grading, drainage improvements and design of associated retention/detention systems and stormwater modeling associated with the redevelopment of the existing site and improvement of a new parking/display area.

St. Johns Ship Building Marina & Boat Ramp | Putnam County. Tasks included preparing project site plans for onsite housing and an expansion of ship-building facilities, as well as preparing paving, grading, and drainage improvement plans and permitting.

Georgia Pacific Pipe Line Project NPDES Oversight | Putnam County. Tasks included establishing and managing FDEP/NPDES compliance procedures and reporting protocol for all site contractors working on a new effluent discharge pipeline project.

Hog Waller Mud Bog & ATV Recreation Facility, City of Palatka | Putnam County. Tasks included addressing SJRWMD permit compliance issues and securing a SJRWMD approval of a relocated driveway, and approval of an airboat racing strip.

St. Peter's Anglican Church, East Palatka | Putnam County. Tasks included preparing site plan and construction drawings for paving, grading and drainage improvements to serve a new church building.





Chris Buttermore, PE

TRANSPORTATION LEAD

Chris brings extensive design and project management experience on both public and private sector civil engineering projects. His relevant civil engineering experience includes site planning and land development design services for a variety of residential, commercial, and industrial projects as well as for government agencies and municipalities. Chris's expertise includes working as a project manager, roadway engineer, MOT engineer, and S&PM engineer on many FDOT, county and city projects. He has firsthand experience with FDOT protocols, design criteria, digital/electronic delivery process and filing conventions that facilitate permit and final project approval.

Relevant Experience

EDUCATION/TRAINING

- » BS Civil Engineering
Pennsylvania State University,
2006

REGISTRATIONS/CERTIFICATIONS

- » Professional Engineer:
FL #PE78811, 2015;
Pennsylvania, 2011
- » Advanced Maintenance of
Traffic
- » FDEP Stormwater Management
Inspector
- » FDOT Final Estimates Level 1
- » FDOT Earthworks Levels 1 & 2
- » FDOT Asphalt Paving Levels 1
& 2

PROFESSIONAL AFFILIATIONS

- » UNF Construction Management
Advisory Board
- » American Council of
Engineering Companies
- » Florida Engineering Society
- » American Society of Highway
Engineers
- » American Public Works
Association
- » Leadership St. Johns

YEARS OF EXPERIENCE

- » 5 years with MDG
- » 15 years total

Lents Road Widening | Nassau County | Sr. Project Manager. Lead designer and engineer for the paving of Lents Rd. in Nassau County. Project scope included the widening and paving of 0.5 miles of existing dirt road. Lents Rd. design included pavement and roadway design from dirt to pavement, drainage modeling and design, utility design, S&PM, intersection upgrades, sidewalk improvements, ADA improvements and permitting. Drainage design required the evaluation and modification to existing swales adjacent to one section of the roadway, and new swales and drainage structures at other sections of the roadway, which provided one complete and cohesive stormwater conveyance system.

St. Johns Avenue Resurfacing | Putnam County | Sr. Project Manager.

The heavy wear, high groundwater conditions, and damage from installation and service of utilities had severely degraded the quality of the roadway. MDG provided design plans for repairing and resurfacing St. Johns Ave. from SR 19 to Zeagler Dr. using an FDOT Small County Outreach Program (SCOP) Grant for funding. The project included roadway and drainage design, milling and resurfacing, pavement leveling, repaving, S&PM, MOT, utility coordination and signalization.

Masters Drive Water and Sewer Line Improvements | St. Johns County | Project Engineer.

Due to several areas of poor drainage along Masters Drive, MDG was contracted to provide engineering services to replace approximately 4,300 linear feet of 10-inch water line and complete an asset inventory and assessment of an adjacent 8-inch wastewater line. The sewer line, previously relined, required replacement taps to individual service locations. To avoid duplicating mobilization efforts, MDG incorporated these sewer connections into the water line replacement project.

Amazon Distribution Center Roadway Improvements | City of Jacksonville/ FDOT D2 | Sr. Project Manager.

Served as the offsite improvements subconsultant for the Amazon Distribution Center located in Jacksonville, FL. Responsibilities included numerous roadway improvements to Pecan Park Rd., Duval Rd. (SR 243), and the I-295 offramp onto Duval Rd. Improvements to Pecan Park Rd. required a complete vertical and horizontal realignment of 0.5 miles of roadway. Design included pavement design, drainage design, S&PM, and MOT plans.

Chris has been involved with many civil engineering roadway and drainage improvement projects. A sampling of additional projects, which included relevant services to those listed in the RFQ includes:

- » SR 10/SR 109 Intersection Safety Improvements, FDOT D2, Duval County, FL
- » I-75 Widening Design-Build, FDOT D5, Sumter County, FL
- » Route 33/Main Street Diamond Interchange, Palmer, PA
- » SR 4014 (Township Line Rd.) Reconstruction, Montgomery County, PA
- » Rittenhouse Rd. Reconstruction, Montgomery County, PA
- » Race Street Safety Improvements, Philadelphia, PA



Veterans Parkway Widening (Stillwater) | St. Johns County | Sr. Project Manager. MDG is providing professional engineering and landscape architectural and irrigation services for the design and permitting of the offsite improvements associated with the Stillwater subdivision. The offsite improvements included the widening of Veterans Pkwy. (CR 223) north of Longleaf Pine Pkwy. (CR 244). The intent of the project is to design the inner two lanes with grassed median to major collector roadway specifications, completing the full buildout for the four lane section from Longleaf Pine Pkwy. to Racetrack Rd. The proposed roadway widening will be approx. 1.05 miles (5,500').

Veterans Parkway Extension (Stillwater) | St. Johns County | Sr. Project Manager. MDG is providing professional engineering and landscape architectural and irrigation services for the design and permitting of the offsite improvements associated with the Stillwater subdivision. The offsite improvements included the extension of Veterans Pkwy. The intent of the project is to design the outer two lanes with grassed median to major collector roadway specifications. The proposed roadway will extend from the ICI Land-Middlebourne Development driveway to the Stillwater entrance for approx. 0.80 miles (4,200') and located within the Stillwater Master Development Plan (MDP).

Veterans Parkway Extension (Middleborne) | St. Johns County | Sr. Project Manager. MDG is providing professional engineering services for the design and permitting of the offsite improvements associated with Middleborne subdivision. The offsite improvements included the extension of Veterans Pkwy. The intent of the project is to design the outer two lanes with grassed median to major collector roadway specifications. The proposed roadway will extend from Longleaf Pine Pkwy. (CR 244) to the southern entrance to ICI Land-Middlebourne Development for approximately 0.28 miles (1,460') and located within the ICI Land-MDP.

Colbert Lane & Grady Prather Jr. Cove Roadway Improvements | City of Palm Coast | Sr. Project Manager. Provided engineering design and permitting for the resurfacing design for Colbert Lane between Palm Coast Pkwy. to SR 100 for a distance of 7.1 miles, and 1.2 miles of resurfacing and shoulder improvements for Grady Prather Jr. Cove. Key project elements included roadway and drainage design, MOT, S&PM to MUTCD standards, pedestrian safety features, sidewalks, driveway connections and permitting. Additional pavement markings were proposed at specific intersections to improve traffic flow and motorist awareness. During the design phase of the project, we observed severe shoulder deterioration and sidewalk failures on Grady Prather Jr. Cove. Recommendations were made for concrete replacement and stability improvements to both the sidewalk and existing shoulder. As part of the scope of work, permits were secured through Flagler County, SJRWMD, and FDOT. The Graham Swamp parking lot impacted this project and pipe cover issues were identified, which would potentially weaken the pipe, under the gravel driveway to Grady Prather Jr. Cove. At the 60% design phase, the County determined that the gravel material was less desirable and added scope to the MDG contract for the design of a full access driveway connection to the parking lot.





Shannon Acevedo, AICP

SENIOR PLANNER

Shannon brings planning experience on both private and public sector projects. Shannon honed her research and analytical skills from projects related to employment, tourism, transportation, and non-profits in her roles with the Maricopa Association of Governments and the Arizona State University Foundation. She continued to gain in-depth land development knowledge and management skills while employed with St. Johns County, where she served as Sr. Planner for three years before joining MDG, managing planners, analyzing and interpreting code, and recommending code modifications. Shannon's expertise includes regional planning research, data and code analysis, and project management.

Relevant Project Experience

EDUCATION/TRAINING

- » BS Business Administration
University of Michigan Business School, 2003
- » Advanced Digital Arts
Certificate, Sessions College of Professional Design, 2009
- » Masters of Urban and
Environmental Planning (MUEP)
Arizona State University, 2011

REGISTRATIONS/CERTIFICATIONS

- » American Institute of Certified
Planners (AICP), American
Planning Association, 2017
- » ArcGIS Level One Certification
ESRI, 2013

PROFESSIONAL AFFILIATIONS

- » Urban Land Institute, North
Florida Chapter, Center for
Leadership Program Graduate
- » Florida Planning & Zoning
Association, First Coast
Chapter Board Member
- » American Planning Association
- » AICP Outstanding Student
Award, American Planning
Association
- » Lupe Harriger Scholarship,
Advancing Women in
Transportation (WTS)

YEARS OF EXPERIENCE

- » 19 years total
- » 2 years at MDG

Cornerstone Classical Academy, St. Johns Bluff | Duval County | Sr. Planner.

The construction of the school consists of re-developing an existing school site to include a two-story 55,000 SF, K-8 school, with a capacity of approximately 730 students, along with associated infrastructure improvements. Additional services were requested associated with the design and permitting of the northbound and southbound turn lanes for the school along St. Johns Bluff Road.

Town Center Mixed Use District Addition | St. Johns County | Sr. Planner / Project Manager.

Incorporated two properties of approximately 2.2 acres into the Vilano Beach Town Center Mixed Use District of St. Johns County by amending the future land use and zoning of the properties. Developed map exhibits, analyzed balance of land uses and consulted urban form-based code provisions to inform conceptual site planning for the two sites. Provided impact analyses taking into consideration traffic impacts, stormwater capacity, and applicable residential density and commercial intensity for the town center district corridor.

St. Augustine Marine Center | St. Johns County | Sr. Planner/Project Manager.

Secured approval of a special exception for a restaurant use within the St. Augustine Marine Center in St. Augustine, FL. Coordinated with environmental consultant regarding a companion item for a coastal overlay zone approval. Collaborated with architect to obtain renderings and floor plans to direct our efforts in developing a conceptual site plan for the restaurant and the overall 35.4-acre site. Led community meeting.

St. Marks Campground Land Use Amendment & Rezoning | St. Johns County | Sr. Planner/Project Manager.

Amended a 74-acre site with a future land use designation of Rural Silviculture to a Rural Commercial future land use designation for the development of an RV campground resort. Rezoned the property to Commercial Rural as a companion item to the amendment. Coordinated preparation of a conceptual site plan accounting for approximately 150 RV sites arranged around a large existing pond and 20,000 square feet of restaurant/community space at the project's entrance. Coordinated efforts with environmental consultants, designers, and surveyors to develop map exhibits for the application.

St. Johns County Government, St. Augustine, FL | Sr. Supervising Planner / Planner / Application Review Supervisor.

Shannon was responsible for advising application of local and statewide development regulations, contributed research toward code amendments, drafted code revisions to improve clarity for PUD regulations and offer more flexible buffering standards, and recommended code changes to motivate affordable housing development. She managed the application and review process for development projects, presented projects to Planning and Zoning and County Commission Boards, and streamlined platting process to improve coordination with applicants and eliminate unnecessary hearings.





Justin Scarberry

SENIOR CONSTRUCTION INSPECTOR

Justin has over 14 years of experience in construction on FDOT and Municipal construction projects in the Jacksonville area. His experience includes project management, quality control management, inspection and quality control testing of highways, bridges, site development: including but not limited to asphalt paving, earthwork, drainage, MSE Wall, drilled shaft and concrete structure work. As project manager, Justin has lead teams of inspectors that were responsible for materials testing, quality control, constructibility assessments, technical report writing, and budget management.

Relevant Project Experience

EDUCATION/TRAINING

- » USAF, Professional Military Education, Airman Leadership School, 2005

REGISTRATIONS/CERTIFICATIONS

- » FDOT Concrete Field Inspector, Level 1
- » FDOT Drilled Shaft Inspector
- » FDOT Pile Driving Inspection
- » FDOT Earthwork Construction Inspector, Level 2
- » FDOT Asphalt Paving Technician, Level 1
- » FDOT QC Manager
- » USACE Construction Quality Management for Contractors

YEARS OF EXPERIENCE

- » 14 years total
- » <1 year at MDG

West 4th Street Brick Rebuild from Pearl Street to Main Street | Duval County | Project Administrator. This project consists of 1,500 LF of roadway pavement reconstruction using salvaged brick pavers and granite curb, along with water and sewer main replacements and drainage reconstruction.

Five Points Improvement | Duval County | Project Administrator. This project consists of the reconstruction of Lomax Street as a one-way street between Park Street and Oak Street and the reconstruction of the Five Points Intersection. The Lomax Street work includes the removal and reconstruction of all existing roadway, parking spaces, and sidewalks. In addition, a new JEA water main and water services will be installed as part of the project. The Five Points Intersection area will be realigned to improve traffic flow and pedestrian safety.

SR 8 (I-10) / SR 200 (US 301) Interchange Operational Improvements | Duval County, District 2 | Assistant Project Administrator. This Interchange reconstruction project includes the complete demolition of four existing bridges and the construction of eight new FIB bridges in their place. In addition, the project will construct new ramps, ramp realignments and roadway widening of I-10 from four lanes to six lanes. This project includes two-phase mechanically stabilized earth (MSE) walls, critical sheet pile walls, roadway widening, asphalt resurfacing, box culvert extensions, jack and bore pipe installation, overhead sign structures, high mast lighting, conventional highway lighting, signalization, contamination assessment and remediation (CAR), 3,000 LF of 12" water main installation and 800 LF of 6" force main installation.

SR 21 Blanding Blvd. Milling and Resurfacing/Reconstruction from Baxley Rd to Old Jennings Rd | Clay County, District 2 | Inspector. This project reconstructed and widened 1.5 miles of SR 21 from a four-lane rural section to a six-lane urban section from 800' south of Brannan Field Road to Old Jennings Road.

SR 9 (I-95) and 9B | Duval County, District 2 | QC Manager. Justin was responsible for the monitoring QC Density Logbook, LIMS oversight and implantation of QC Plan for both projects. He provided periodic CQC testing including concrete testing for concrete slab replacements, drilled shafts and other structures for SR 9 (I-95), and testing including soil testing for high embankments, pipe backfill, roadways, MSE walls and concrete testing for bridge structures, concrete pavements, slab replacements, drilled shafts and other structures for SR9B.

US 17 Doctor's Inlet Bridge Widening | Duval County, District 2 | QC Manager. Justin was responsible for monitoring of QC Density Logbook, LIMS oversight and implementation of QC Plan. He also provided CQC Concrete Level II inspections of bridge structures including rebar inspection, "dry run" inspections of bridge deck paver prior to concrete placement and "wet check" inspections during concrete placement of bridge decks to ensure compliance with plans and specifications.



Brenda D. Catone, PSM PROJECT SURVEYOR - BRADSHAW-NILES & ASSOCIATES

Ms. Catone began her career in surveying as an Engineering Assistant in the U.S. Air Force. Her experience in managing a wide range of surveying projects and her proficiency with a variety of drafting software have made her a versatile asset to the Degrove team. Throughout her career, Ms. Catone has managed survey projects supporting the engineering design and construction of many diverse educational, residential, and industrial properties. Her high level of expertise and quality survey work has caused many of her engineering clients to employ her for survey support on projects that are developed over multiple decades. These clients have even followed Ms. Catone to Degrove from her previous employer. She contributes a variety of professional support including project management, GIS, mapping, survey data analysis, deliverable preparation, and QA/QC reviews. A sample of relevant projects to which Ms. Catone has contributed is found below.

EDUCATION

- » B.S. of Science in Mathematics, 1994, University of North Florida

REGISTRATIONS

- » Registered Surveyor and Mapper-Florida, 5447

PROFESSIONAL AFFILIATIONS

- » Florida Surveying and Mapping Society
- » National Society of Professional Surveyors

Relevant Experience

USACE Survey #15-114 – S-488 Tieback - 2015 National Levee Database (NLD) Update 1 - Collier County

Orange County, Florida - Reedy Creek Basin Model Refinement PH2 – Orlando, Florida

USACE Survey #15-054 – HHD HP Structures - Hydrographic and Topographic Survey - Glades, Florida

USACE Survey #16-056 – KRR CNT 12 Support - Okeechobee and Highlands, Florida

World Golf Village – St. Johns County

AT&T Gainesville Mobility As-built / Subsurface Utility Survey – Alachua County

Matthew T. Niles, SIT, CH PROJECT SURVEYOR - BRADSHAW-NILES & ASSOCIATES

Mr. Niles has 30 years of surveying experience and has graduated from the University of Florida with a Bachelor of Science degree in Land Surveying. Being a principal of this firm since 1997, Mr. Niles has a wealth of experience in government contracts by performing work for such agencies as the United States Army Corps of Engineers, Florida's water management districts, and local government. He is one of less than 10 Certified Hydrographers in private practice in Florida. Mr. Niles will be assisting Mr. Bradshaw with quality assurance and quality control.

Mr. Niles has served as President of the Florida Surveying and Mapping Society which is a position that was voted on by his peers. He currently serves as a liaison to the regulatory board for the Florida Surveying and Mapping Society.

EDUCATION

- » B.S. of Science in Mathematics, 2013, University of North Florida
- » M.S., University of Southern Mississippi, 2014

REGISTRATIONS

- » Surveyor in Training-FL FIG/IHO
- » Cat A Certified Hydrographer 2014

PROFESSIONAL AFFILIATIONS

- » Florida Surveying and Mapping Society
- » National Society of Professional Surveyors
- » The Hydrographic Society of America

Relevant Experience

Putnam Lanes Utility Location, Palatka, Putnam County, Florida

USACOE – Jacksonville District – 8.5 Square Mile Area (SMA) Canal and Levee Topographic

Survey, Miami-Dade County, Florida

USACOE – Jacksonville District – DU-3, Black Hammock Island, Duval County, Florida

St. Johns River Water Management District

Florida Department of Environmental Protection

Federal Emergency Management Agency

Jacksonville Electric Authority

THOMAS M. ELDER, P.E.

ELECTRICAL ENGINEERING



Powell and Hinkle Engineering, P.A.
Vice President
Principal Engineer

EDUCATION

University of Florida 1994
Bachelor of Science in Electrical Engineering

PROFESSIONAL REGISTRATIONS

Florida Registration P.E. #56121
National Council of Examiners for Engineering
and Surveying Certificate (NCEES #19925)

Mr. Elder has over 30 years of experience in the field of electrical engineering and construction. Prior to joining Powell & Hinkle Engineering, he worked as a Journeyman Electrician and has hands-on experience in both industrial and commercial electrical systems installations. Mr. Elder has been responsible for the design for a broad array of projects and is currently responsible for all electrical engineering projects at Powell & Hinkle Engineering. His experience includes lighting analysis, point-by-point photometric plans, power system distribution, emergency power generation, UPS systems, low voltage network cabling and fire alarm system design. Mr. Elder's hands-on experience coupled with his education and design experience make him a highly effective design engineer with a practical and cost effective outlook.

Mr. Elder has successfully fostered many client relationships in St. Johns County. He has provided engineering services for over 50 projects at Flagler College and several site sensitive projects within the County. In 2007, He completed The SJC New EOC and Administration Building and most recently completing the 8K SF renovation and expansion at St. Johns County Utility Offices.

REPRESENTATIVE PROJECTS

City of St. Augustine Professional Services Contract - Electrical Engineering
St. Johns County, FL | Awarded in 2017

Clay County Utility Authority – A/E Design and Permitting Services

Clay County, FL | Awarded in 2018
MEP Services and Systems Evaluations for a variety of teamed A/E Professional Service Projects.

Clay County A/E Professional Services Contract

Clay County, FL | 2016-present
MEP Services and Systems Evaluations for a variety of teamed A/E Professional Service Projects.

Town of Orange Park - Ash Street Waste Water

Electrical design and consulting for multiple renovations projects and plant upgrades—electrical upgrades, process upgrades, chlorination system improvements, tank refurbishment and generator services.

JEA Buckman Wastewater Treatment Facility -Biosolids Capital Conversion Projects (Pad, Thickening, and Dewatering Facilities)

MEPFP Engineering for the multi-phase, multi project facility upgrades. Expand VTUF, construct new Digestivore, new biosolids processing facility, expand Cogeneration Capacity, new pump maintenance bldg, new raw sludge holding tank, and clean and inspection tank.

CCUA-Peters Creek Water Treatment Plant

Clay County, FL | 2018
Electrical services for WTP upgrade, new 530K-gal. pre-stressed GST, new high service pump bldg. with 4 pumps, hypochlorite tanks, separate bathroom, on site septic system. All electrical controls, MCC, VFDs, PLCs, & HMI display. New controls for pumps for 2 existing and 1 future well. New Generator bldg. & relocate genset, new transfer switch. New Cl2 & pH analyzers.

City of Jacksonville Beach - 5th Ave S Rest Rooms & Sea Walk Pavilion Modifications

Jacksonville Beach, FL | 7,500 sf
Electrical Engineering & design for the new rest room facilities and modifications to the pavilion.

CHRIS M. EGAN, PE

GEOTECHNICAL DEPARTMENT MANAGER



PROFESSIONAL PROFILE

Mr. Chris Egan, PE is a Project Manager for ECS. His responsibilities include scoping, preparation and execution of final reports of subsurface exploration and geotechnical engineering analyses. He has performed numerous subsurface explorations for industrial, residential, and commercial clients. Egan is also responsible for managing Construction Materials Testing and Threshold Inspection projects for residential, commercial and industrial clients.

REGISTRATIONS/AFFILIATIONS

Professional Engineer: FL, VA
Florida Engineering Society (FES)

EDUCATION

Masters of Engineering, 2011,
Civil Engineering, University
of Florida, Gainesville, FL

Bachelor of Science, 2010,
Civil Engineering, University
of Florida, Gainesville, FL

EXPERIENCE

Industry: 9 Years
ECS: 9 Years

PROJECT EXPERIENCE

- Baptist Health Southbank Plaza, Jacksonville, FL
- Baptist Normandy Boulevard Site, Jacksonville, FL
- Centra Care, Wesley Chapel, FL
- BMCS Medical Office Building No. 3, Jacksonville, FL
- Brightman Boulevard Extension, Jacksonville, FL
- Coastline Drive and Liberty Street Bridge Replacements, Jacksonville, FL
- COR Red Brick Data Center, Fairfax, VA
- CR 210 Widening from Greenbriar to Cimarrone, Duval County, FL
- Dredged Material Management Area BV-11, Merritt Island, FL
- Elementary School "C", Tampa, FL
- EverBank Lot J, Jacksonville, FL
- Grace Bridge Road Data Centers, Ashburn, VA
- Hotel at the District, Jacksonville, FL
- I-10 ITS Project Phase 2, Duval County, FL
- I-95 Culvert Repair at Big Davis Creek, Jacksonville, FL
- Investigation of Distressed Roadway – Sunbeam Road, Jacksonville, FL
- Jax LNG Emergency Spillway Box Sheet Pile Evaluation, Jacksonville, FL
- Marywood Retreat Center, St. Johns, FL
- McDuff Ave Phase III – Huron Ave to Melson Street, Jacksonville, FL
- New Kings Warehouse, Jacksonville, FL
- Northstar Villages Parking Garage, Tampa, FL
- P423 LCS Operational Training Facility, Naval Station Mayport, FL
- Pentagon A&E/Corridor 5 Security Gates, Arlington, VA
- Proposed Hotel at 10 Prawn Street, St. Augustine, FL
- Race Track Road Widening over Durbin Creek, St. Johns County, FL
- Ray Road, Duval County, FL
- SATOC East Task Order Loading Ramp, Jacksonville, FL
- Shores Boulevard from US 1 to Christina Drive, Duval County, FL
- SilverLeaf Parcel 3, 17, and 18, Jacksonville, FL
- Wal-Mart Neighborhood Market, Ocala, FL
- West Spine Road (Route 659), Aldie, VA
- Westlake Industrial Park Lot 33A, Jacksonville, FL
- Wharf Bravo Recapitalization, Naval Station Mayport, FL

DAVID SPANGLER, PE

SUBSIDIARY DIRECTOR OF GEOTECHNICAL SERVICES

**PROFESSIONAL PROFILE**

Mr. David Spangler, PE has managed hundreds of geotechnical investigations throughout Florida and the Southeast for proposed residential and commercial properties. He has also managed and performed Phase I and Phase II Environmental Site Assessments and throughout Florida and the Southeast for proposed residential and commercial properties. Additionally, Spangler has performed and managed several construction materials testing projects.

REGISTRATIONS/AFFILIATIONS

Professional Engineer: FL, GA
Florida Engineering Society (FES)

CERTIFICATIONS

OSHA 10 Hour Outreach Training
Program - Construction

EDUCATION

Bachelor of Science, 1997,
Civil Engineering, Florida State
University, Tallahassee, FL

EXPERIENCE

Industry: 22 Years
ECS: 13 Years

PROJECT EXPERIENCE

- 16th Street and A1A Beach Boulevard Pavement Repairs, St. Augustine Beach, FL
- Air Terminal Rehabilitation, Gainesville Regional Airport, Alachua County, FL
- Avenues Walk Proposed 12-inch Force Main, Jacksonville, FL
- Baptist Medical Center Town Center Parkway, Jacksonville, FL
- Braddock Parkway, Duval County, FL
- Collins Road (Shindler Road to Rampart Road), Jacksonville, FL
- Crystal Springs Road, Duval County, FL
- Dunn Avenue Roadway Depressions, Jacksonville, FL
- D.R. Horton Office Building, St. Johns County, FL
- Douglas Anderson School of the Arts Building Addition, Jacksonville, FL
- Dredged Material Management Area BV-11, Merritt Island, FL
- EverBank Amphitheater and Covered Flex Field, Jacksonville, FL
- Fire Station 18 Nocatee, Ponte Vedra, FL
- Flagler County Airport/Embry-Riddle Training Center, Flagler County, FL
- Florida High Speed Rail PD&E Study Quality Assurance Services, Orlando to Tampa, FL
- Hartley Road, Duval County, FL
- JPATS Training Facility, NAS Whiting Field, Santa Rosa County, FL
- Mayo Clinic New Hospital and Food Service Building, Jacksonville, FL
- MS-204 Dredged Material Management Area, Ponte Vedra Beach, FL
- Pepsi Place Water Main Replacement, Jacksonville, FL
- Remington Creek Bridge, St. Johns County, FL
- Shindler Road, Duval County, FL
- Shores WWTP Master Pump Station Upgrades, St. Augustine, FL
- St. Johns County Health & Human Services Facility, St. Augustine, FL
- SR 9B From North of I-95 to North of US1 (Phase II), Duval County, FL
- SR 23, Branam Field/Chaffee Road, Clay County, FL
- St. Augustine Airport Proposed Hanger, St. Augustine, FL
- TopGolf, Jacksonville, FL
- US 129 Subsidence Investigation, Suwannee County, FL
- Wawa, Jacksonville, FL
- Wonderwood Drainage Improvements, Jacksonville, FL
- Zaxby's, SR 200, Nassau County, FL

Licensee

Name:

MATTHEWS DESIGN GROUP, LLC

Rank:

Registry

Primary Status:

Current

License Number:

26535

License Expiration Date:

Original License Date:

08/22/2005

Related License Information

License Number

58425

Status

Current, Active

Related Party

MATTHEWS, ROB A III

Relationship Type

Registry

Relation Effective Date

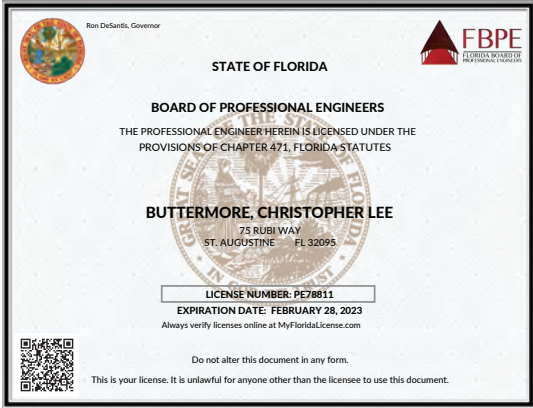
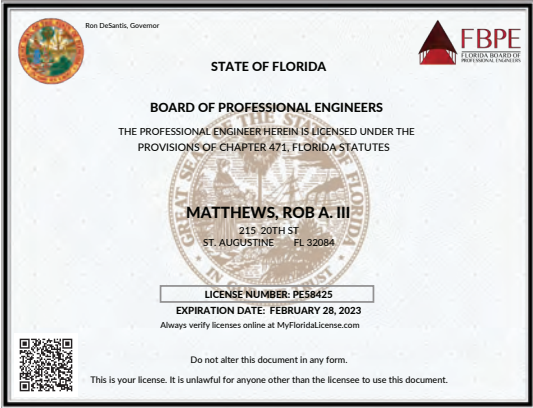
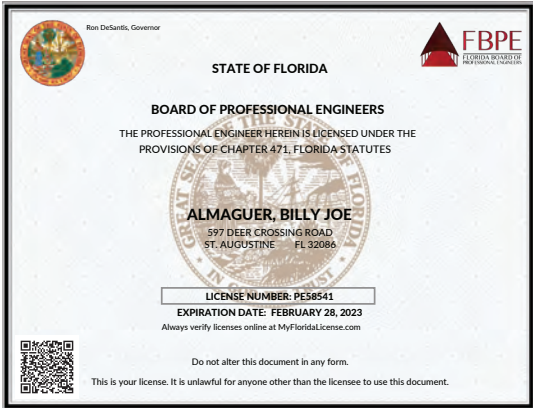
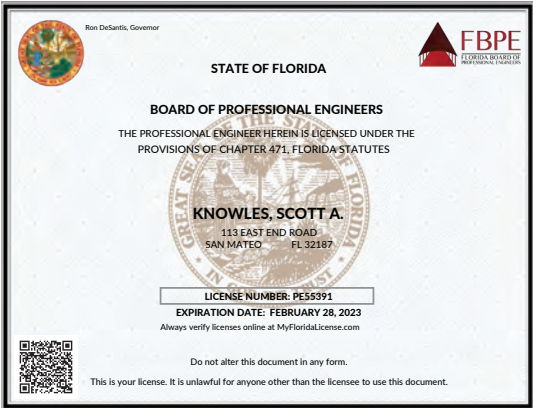
08/22/2005

Rank

Professional Engineer

Expiration Date

02/28/2023





State of Florida Department of State

I certify from the records of this office that MATTHEWS DESIGN GROUP, LLC is a limited liability company organized under the laws of the State of Florida, filed on September 27, 2018, effective June 9, 2005.

The document number of this limited liability company is L18000228783.

I further certify that said limited liability company has paid all fees due this office through December 31, 2021 and that its status is active.

Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Twenty-seventh day of
January, 2021



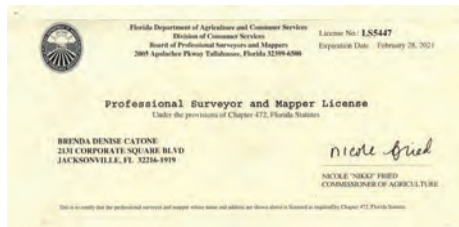
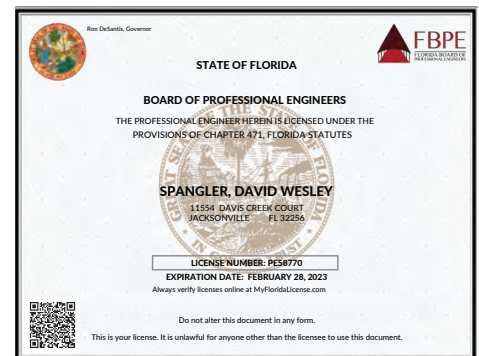
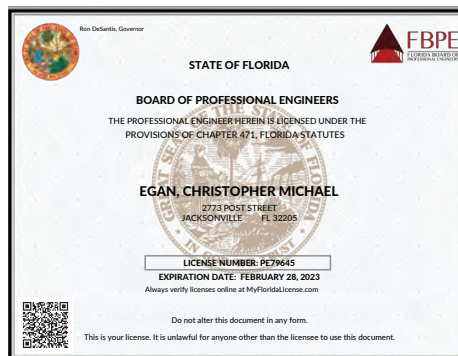
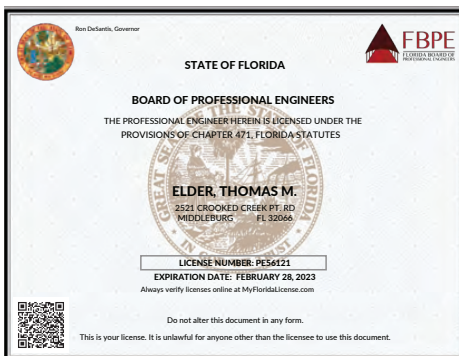
Randy Be
Secretary of State

Tracking Number: 2982133130CC

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

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

Subconsultant Licenses and Certifications





REQUEST FOR PROPOSALS
RFQ NO. 21-06

Tab 5

Required Forms

RFQ 21-06

Public Entity Crimes Statement

SWORN STATEMENT PURSUANT TO SECTION 287.133(3)(a), FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES

1. This sworn statement is submitted to City of St. Augustine Beach
(print name of the public entity)
by Rob A. Matthews III, PE, President
(print individual's name and title)
for Matthews Design Group, LLC
(print name of entity submitting sworn statement)
whose business address is: 7 Waldo St., St. Augustine, FL 32084

and (if applicable) its Federal Employer Identification Number (FEIN) is 20-2968948
(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: _____)
2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or any agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, robbery, collusion, racketeering, conspiracy, or material misrepresentation.
3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:
 - a. A predecessor or successor of a person convicted of a public entity crime; or
 - b. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.
5. I understand that a "person" as defined in paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officer, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.
6. Based on information and belief, the statement in which I have marked below is true in relation to the entity submitting this sworn statement. **(Indicate which statement applies).**

☒ Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.



RFQ 21-06

☐ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

☐ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. **(attach a copy of the final order).**

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

(Corporate Seal)



Authorized Representative-Sign in Ink

Rob A. Matthews III, PE, President

Authorized Signature (typed) Title

Matthews Design Group, LLC

Company Name

7 Waldo Street

Mailing Address

St. Augustine, FL 32084

City, State, Zip

904-826-1334

(Area Code) Telephone Number

SUBSCRIBED AND SWORN BEFORE ME AT:

St. Johns County, FL

THIS 2 DAY OF November 2021

NOTARY PUBLIC

MY COMMISSION EXPIRES: 8/18/24



RFQ 21-06

Certification Regarding Debarment, Suspension, and Other Responsibility Matters

1. The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:
 - a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
 - b. Have not within a three (3) year period preceding this application/response been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - c. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of these offenses enumerated in paragraph 1 (b) of this certification; and
 - d. Have not within a five (5) year period preceding this application/response had one or more public transactions (Federal, State or local) terminated for cause or default.
2. Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this response.
3. No subcontract will be issued for this project to any party which is debarred or suspended from eligibility to receive federally funded contracts.

 President

Signature Title
Matthews Design Group, LLC

Firm Name and Address

7 Waldo St., St. Augustine, FL 32084

ARCHITECT - ENGINEER QUALIFICATIONS
PART I - CONTRACT-SPECIFIC QUALIFICATIONS

A. CONTRACT INFORMATION

1. TITLE AND LOCATION (City and State)

RFQ for Professional Engineering Services for Storm Drainage Master Plan Update

2. PUBLIC NOTICE DATE

October 22, 2021

3. SOLICITATION OR PROJECT NUMBER

RFQ #21-06

B. ARCHITECT-ENGINEER POINT OF CONTACT

4. NAME AND TITLE

Rob A. Matthews III, PE, President

5. NAME OF FIRM

Matthews Design Group, LLC.

6. TELEPHONE NUMBER

(904) 826-1334

7. FAX NUMBER

(904) 826-4547

8. E-MAIL ADDRESS

marketing@mdginc.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	SUBCON-TRACTOR			
a.	<input checked="" type="checkbox"/>				Matthews Design Group, LLC <input type="checkbox"/> CHECK IF BRANCH OFFICE	7 Waldo St. St. Augustine, FL 32084	Prime – Civil Engineering
b.			<input checked="" type="checkbox"/>		Powell & Hinkle Engineering <input type="checkbox"/> CHECK IF BRANCH OFFICE	1409 Kingsley Ave., Bldg 12A Orange Park FL 32073	Subconsultant – Electrical Engineering
c.			<input checked="" type="checkbox"/>		ECS Florida, LLC <input checked="" type="checkbox"/> CHECK IF BRANCH OFFICE	11554 Davis Creek Court Jacksonville, FL 32256	Subconsultant – Geotechnical Engineering
d.			<input checked="" type="checkbox"/>		Bradshaw-Niles & Associates, Inc. <input type="checkbox"/> CHECK IF BRANCH OFFICE	280 Business Park Circle, Suite 410, St. Augustine, FL 32095	Subconsultant – Surveying
e.					<input type="checkbox"/> CHECK IF BRANCH OFFICE		
f.					<input type="checkbox"/> CHECK IF BRANCH OFFICE		
g.					<input type="checkbox"/> CHECK IF BRANCH OFFICE		
h.					<input type="checkbox"/> CHECK IF BRANCH OFFICE		

D. ORGANIZATIONAL CHART OF PROPOSED TEAM

☒ (Attached)



• KEY STAFF RESUMES INCLUDED

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME	13. ROLE IN THIS CONTRACT	14. YEARS EXPERIENCE	
Scott Knowles, PE, LEED AP	Contract Project Manager	a. TOTAL 26	b. WITH CURRENT FIRM 14
15. FIRM NAME AND LOCATION (City and State) Matthews Design Group, Inc.			
16. EDUCATION (DEGREE AND SPECIALIZATION) BS, Agricultural Engineering		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Florida – Professional Engineer	

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

Scott Knowles has extensive experience in all phases of civil and land development engineering, including site and roadway design, stormwater modeling, and regulatory permitting. He has engineered a variety of projects, including schools and churches, large residential subdivisions, large shopping centers, commercial office buildings, roads and sidewalks, and recreational facilities. He has also served as project manager for several municipal continuing service contracts. Scott has specialized experience in Geographic Information System (GIS) databases, and in pump and power systems design for sanitary and stormwater lift stations, and in the design of pipes and pipeworks for drainage and stormwater management systems.

19. RELEVANT PROJECTS

	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
a.	Ocean Walk Drainage Assessment, St. Johns County	Ongoing	N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Manager. MDG is evaluating the existing stormwater drainage serving the Ocean Walk subdivision to determine problem areas leading to flooding of the roadways/houses. An assessment of the offsite collection and conveyance systems downstream will also be conducted to identify constraints to the discharges from the Ocean Walk subdivision. The evaluation will include all existing improvements, including the single 24" outfall pipe from the subdivision. Once the existing conditions are properly modeled and understood, MDG will evaluate improvements to rectify problem areas and to relieve flooding of the subdivision.		
b.	West Augustine Drainage Improvements, St. Johns County	2018	2018
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Manager. The intent of this CDBG funded project was for the replacement of drainage structures to address recurring flooding issues within the West Augustine watershed area in St. Johns County, Florida. MDG provided the County with engineering design services including stormwater master planning, drainage improvements, SWPPP, maintenance of traffic plans, permitting with SJRWMD and County, grant application administration, construction administration and bidding support.		
c.	World Golf Village Stormwater Pond Evaluations, St. Johns County	2012	2012
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Engineer. Provided professional engineering services associated with approximately 45 stormwater management facilities. Each stormwater management facility/pond was inspected, and a report generated that detailed the condition of slopes, overflow control structures, orifices, weirs, skimmers, pipe inflows and outflows, overgrown vegetation, identification of any invasive exotic plants for removal, erosion, and overall condition of each stormwater management facility/pond dry or wet. The report stated if the stormwater management facility is in general compliance with the permitted condition and note any repairs and pond remediation that should take place to bring the facility back into compliance. The report also noted any additional preventative maintenance that should be addressed to prevent future maintenance.		
d.	Butler Beach Drainage & Stormwater Master Plan, CDBG, St. Johns County	2019	N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Engineer. MDG provided a detailed review of the Butler Beach watershed between Rio Del Mar Street and Riverside Blvd. Drainage assessments were completed to augment known areas of concern. MDG proposed improvements through a drainage assessment report detailing focus areas for maintenance and repair to provide direction for the most efficient use of time and budget. Additionally, MDG hosted a community forum to identify additional deficient areas not previously reported by the public.		
e.	Flagler Estates Roadway & Drainage Improvements, St. Johns/Flagler County	Ongoing	2009
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Manager. Providing ongoing engineering support as the District Engineer to this 7,000-acre community located in southern St. Johns County and northern Flagler County. MDG has completed a study of the overall stormwater model for this drainage basin, and completed multiple projects to improve stormwater infrastructure, resurface roadways, and replace major water control structures that service Sixteen Mile Creek. Significant damage to drainageways and roadways was caused by Hurricanes and coordination for Disaster Recovery (DR) and CDBG for improvements to drainage and roadways was also provided.		

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Billy Almaguer, PE	13. ROLE IN THIS CONTRACT Assistant Project Manager / QA/QC Manager	14. YEARS EXPERIENCE a. TOTAL 22 b. WITH CURRENT FIRM 4
15. FIRM NAME AND LOCATION (City and State) Matthews Design Group, Inc.		
16. EDUCATION (DEGREE AND SPECIALIZATION) BS, Civil Engineering MS, Civil Engineering	17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Florida – Professional Engineer	

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

Billy Almaguer has experience in all aspects of civil site design, regulatory permitting processes, stormwater modeling, and recreational facility design. He has specialized in wetland and nutrient load modeling and stormwater master planning. He has engineered a variety of projects, including beach re-nourishment, mitigation bank creation, FEMA Hazard Mitigation Grant Program (HMGP) projects and stormwater masterplans for many large municipalities. Additionally, Billy has provided expertise in the areas of quality control and systems creation. His specialty training includes NPDES permitting, Florida Stormwater Erosion and Sedimentation Control Inspection, and AdICPR Modeling.

19. RELEVANT PROJECTS

	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
a.	Butler Beach Drainage & Stormwater Master Plan, CDBG, St. Johns County	2019	N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm QA/QC Manager/Project Engineer. MDG provided a detailed review of the Butler Beach watershed between Rio Del Mar Street and Riverside Boulevard. Drainage assessments were completed to augment known areas of concern. MDG proposed improvements through a drainage assessment report detailing focus areas for maintenance and repair to provide direction for the most efficient use of time and budget. Additionally, MDG hosted a community forum to identify additional deficient areas not previously reported by the public.		
b.	West Augustine Drainage Improvements, CDBG, St. Johns County	2018	2018
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm QA/QC Manager. This goal of this CDBG funded project was for the replacement of drainage structures to address recurring flooding issues within the West Augustine watershed area in St. Johns County, Florida. MDG provided the County with engineering design services including stormwater master planning, drainage improvements, SWPPP, maintenance of traffic plans, permitting with SJRWMD and County, grant application administration, construction administration and bidding documents and support.		
c.	North Beach Drainage Improvements, St. Johns County	2019	2019
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm QA/QC Manager/Project Engineer. The goal of this project addressed drainage problems located along Twenty Second and Twenty Third Streets in North Beach, St. Johns County. MDG provided a comprehensive design of drainage improvements to be constructed in the neighborhood to more effectively and to reduce flooding potential. The design included conversion of open ditch drainage to closed conduits to better control the critical slope of the conveyances and provide for easier long-term maintenance. Design also accommodated multiple offsite watersheds, including a County park and State highway. This project served as a pilot to gauge public response and construction viability for future similar type projects in the region.		
d.	Windward Master Drainage and Utilities, St. Johns County	Ongoing	N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm QA/QC Manager. MDG is providing professional engineering services until a continuing service contract for the Windward Master Drainage and Utilities located at 117 Dockside Drive in St. Augustine, Florida. The current site plan was prepared during a planning charette with DPZ Planning in October of 2019 and will be updated by MDG based on the client's current project vision. The stormwater is subject to the requirements of the SJRWMD, City of St. Augustine (COSA) and St. Johns County. The water and sewer utilities are subject to the requirements of COSA and the FDEP. A master utility and stormwater plan are needed to facilitate the phased development approach that Windward is taking with its development partners.		
e.	City of Hollywood Stormwater Master Plan, Broward County	2006	N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Engineer. Billy provided a detailed review for the City of Hollywood. Drainage assessments were completed to augment known areas of concern. Proposed improvements were presented through a drainage assessment report detailing focus areas for maintenance and repair to provide direction for the most efficient use of time and budget.		

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME	13. ROLE IN THIS CONTRACT	14. YEARS EXPERIENCE	
Rob A. Matthews III, PE	Civil Engineer	a. TOTAL	b. WITH CURRENT FIRM
		24	16
15. FIRM NAME AND LOCATION (City and State)			
Matthews Design Group, Inc.			
16. EDUCATION (DEGREE AND SPECIALIZATION)		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)	
BS, Civil Engineering		Florida – Professional Engineer	
MS, Civil Engineering		South Carolina – Professional Engineer	

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

Rob Matthews, founder of Matthews Design Group, has many years of experience in all phases of land development engineering and environmental and regulatory permitting. His expertise includes planning, managing, designing, and inspecting land development and municipal civil engineering projects; stormwater modeling and master planning; roadway design, environmental impact studies and mitigation; site development; and all aspects of permitting and rezoning requirements for the successful completion of land use projects.

19. RELEVANT PROJECTS

	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
	West Augustine Drainage Improvements, CDBG St. Johns County	2018	2018
a.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Principal-in-Charge. This goal of this CDBG funded project was for the replacement of drainage structures to address recurring flooding issues within the West Augustine watershed area in St. Johns County, Florida. MDG provided the County with engineering design services including stormwater master planning, drainage improvements, SWPPP, maintenance of traffic plans, permitting with SJRWMD and County, grant application administration, construction administration and bidding documents and support.		
	Lents Road Improvements, Nassau County	2015	2017
b.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Principal-in-Charge. MDG served as the lead designer and engineer for the paving of Lents Road in Nassau County. Project scope included the widening and paving of 0.4 miles of existing dirt road. Lents Road design included pavement design, roadway design from dirt to pavement, and drainage modeling and design, utility design, S&PM, intersection upgrades, sidewalk improvements, ADA improvements and permitting. Drainage design required the evaluation and modification to existing swales adjacent to one section of the roadway, and new swales and drainage structures at other sections of the roadway, which provided one complete and cohesive stormwater conveyance system.		
	Flagler Estates Roadway & Drainage Improvements, St. Johns & Flagler Counties	Ongoing	N/A
c.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Principal-in-Charge. Provided ongoing engineering support as the District Engineer to this 7,000-acre community located in St. Johns County. MDG has completed a study of the overall stormwater model for this drainage basin, and completed multiple projects to improve stormwater infrastructure, resurface roadways, and replace major water control structures that service Sixteen Mile Creek. Coordination for Disaster Recovery (DR) and CDBG for improvements to drainage and roadways was also provided. Significant damage to drainageways and roadways throughout Flagler Estates was caused by Hurricanes Matthew and Irma.		
	Sea Colony Inspections, St. Johns County	2021	N/A
d.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Principal-in-Charge. MDG is providing professional engineering services for the stormwater pump station design and permitting, consumptive use permitting, and annual stormwater inspections for the Sea Colony Neighborhood Association. MDG will provide design services to permanently install a stormwater pump station at the southwest corner of the wetland system. This pump station will be used for dewatering the wetland system per the permit parameters set by SJRWMD. Our team will provide biennial inspections of the stormwater systems serving the Sea Colony development as part of the SJRWMD permit requirements		
	City of St. Augustine Continuing Service Contract, St. Johns County	Ongoing	N/A
e.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Principal-in-Charge. MDG is currently operating under a continuing services contract for the City of St. Augustine for civil engineering services. Projects to date have included analysis of stormwater drainage problem areas, and design and implementation of corrective measures, installation of saltwater monitoring wells, and capping of abandoned wells. Additionally, MDG has engineered drainage improvements for several streets in the St. Augustine's historic district. Streets included Pine Street, Inlet Drive, Charlotte Place, and the area near St. George and Cordova streets.		

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Fred "Rudd" Jones, Jr., PE	13. ROLE IN THIS CONTRACT Contract Project Manager	14. YEARS EXPERIENCE	
		a. TOTAL 35	b. WITH CURRENT FIRM 1
15. FIRM NAME AND LOCATION (City and State) Matthews Design Group, Inc.			
16. EDUCATION (DEGREE AND SPECIALIZATION) BS, Agricultural Engineering		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Florida – Professional Engineer	

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

Rudd has more than 35 years of experience in the engineering and construction industry. These projects have included civil and agricultural engineering, Water Control Districts plans, Master Plan and DRI Planning, Major Drainage basin studies, roadway drainage, stormwater management facilities. His specialized experience also includes efforts for identifying and developing new material sources. He provided research, processes, and developed new, more efficient, and environmentally responsible ways to extract materials for processing. Rudd also oversaw permit compliance management throughout the life cycle of sites and site reclamation.

19. RELEVANT PROJECTS

	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
a.	Ocean Walk Drainage Assessment, St. Johns County	Ongoing	N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Manager. MDG is evaluating the existing stormwater drainage serving the Ocean Walk subdivision to determine problem areas leading to flooding of the roadways/houses. An assessment of the offsite collection and conveyance systems downstream will also be conducted to identify constraints to the discharges from the Ocean Walk subdivision. The evaluation will include all existing improvements, including the single 24" outfall pipe from the subdivision. Once the existing conditions are properly modeled and understood, MDG will evaluate improvements to rectify problem areas and to relieve flooding of the subdivision.		
b.	Windward Master Drainage and Utilities, St. Johns County	Ongoing	N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Manager. MDG is providing professional engineering services until a continuing service contract for the Windward Master Drainage and Utilities located at 117 Dockside Drive in St. Augustine, Florida. The current site plan was prepared during a planning charette with DPZ Planning in October of 2019 and will be updated by MDG based on the client's current project vision. The water and sewer utilities are subject to the requirements of COSA and the FDEP. A master utility and stormwater plan are needed to facilitate the phased development approach that Windward is taking with its development partners.		
c.	Palm Coast Plantation Paving and Drainage Assessment, Flagler County	2021	N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Manager. MDG provided analysis of the existing roadways and parking areas to determine if repairs to underground utilities or base affecting the pavement may needed to be made prior to resurfacing. As part of the inspection, MDG identified area within the roadways and pavement where pavement cores were required for determination of pavement thickness and potential base deficiencies. MDG performed a pavement inspection to identify those specific areas onsite that need repair or repaving work immediately, and those that can be delayed. A site visit was conducted to access drainage problems reported at the common property line of lots 93 & 95 Riverwalk Drive. Results of the inspections and site visit were compiled in reports, detailing deficiencies identified, suggested repairs, timeline for repairs, opinion of probable cost for the repairs.		
d.	Culvert Replacement Program CSC, St. Lucie County	2013	2015
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Manager. Services included visual inspection of culverts identified by the County, and determination of potential repair or replacement options. For culverts requiring replacement, provided design alternatives and preliminary construction cost estimates. Upon approval by the County of a design alternative, prepared detailed design and specifications for replacement, and prepared permit applications and supporting information for any required permits.		
e.	Riverfront & Downtown Redevelopment Plan, Putnam County	2014	2014
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Engineer. Tasks for the City of Palatka included the design and permitting of paving, grading, drainage improvements and design of associated retention/detention systems and stormwater modeling associated with the redevelopment and improvement of: City Boat Ramp and Parking Areas, Memorial Drive Improvements, Second Street Improvements, Laurel Street Improvements, River Street Improvements.		

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Chris Buttermore, PE	13. ROLE IN THIS CONTRACT Project Manager/Transportation Lead	14. YEARS EXPERIENCE	
		a. TOTAL 15	b. WITH CURRENT FIRM 5
15. FIRM NAME AND LOCATION (City and State) Matthews Design Group, Inc.			
16. EDUCATION (DEGREE AND SPECIALIZATION) BS, Civil Engineering		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Florida – Professional Engineer	

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

Chris Buttermore brings design experience on both private and public sector civil engineering projects. His expertise includes minor and major highway design, controlled access highway design, signing and pavement markings, and channelization. Chris gained in-depth knowledge and management skills on roadway transportation systems while designing a number of roadway projects ranging from small scale, local roadways and driveways to large scale design-build interchange projects. He is also experienced in land development and has provided internal roadway and parking lot design for residential, commercial, and industrial projects. Professional affiliations include:

American Society of Highway Engineers;

American Public Works Association;

FDOT Asphalt Paving Level 1;

Stormwater Management Inspector;

Advanced Maintenance of Traffic;

FDOT Asphalt Paving Level 2;

FDOT Earthworks Level 1

FDOT Earthworks Level 2

FDOT Final Estimates Level 1;

19. RELEVANT PROJECTS

a.	(1) TITLE AND LOCATION (City and State) Lents Road Widening, Nassau County	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2015	CONSTRUCTION (If applicable) 2017
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Manager. Project scope included the widening and paving of 0.5 miles of existing dirt road. Lents Rd. design included pavement and roadway design from dirt to pavement, drainage modeling and design, utility design, S&PM, intersection upgrades, sidewalk improvements, ADA improvements and permitting. Drainage design required the evaluation and modification to existing swales adjacent to one section of the roadway, and new swales and drainage structures at other sections of the roadway, which provided one complete and cohesive stormwater conveyance system.		
b.	(1) TITLE AND LOCATION (City and State) St. Johns Avenue Resurfacing, Putnam County	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2019	CONSTRUCTION (If applicable) 2019
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Manager. The heavy wear, high groundwater conditions, and damage from installation and service of utilities had severely degraded the quality of the roadway. MDG provided design plans for repairing and resurfacing St. Johns Ave. from SR 19 to Zeagler Dr. using an FDOT Small County Outreach Program (SCOP) Grant for funding. The project included roadway and drainage design, milling and resurfacing, pavement leveling, repaving, S&PM, MOT, utility coordination and signalization.		
c.	(1) TITLE AND LOCATION (City and State) Masters Drive Water and Sewer Line Improvements, St. Johns County	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2017	CONSTRUCTION (If applicable) 2018
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Engineer. Due to several areas of poor drainage along Masters Drive, MDG was contracted to provide engineering services to replace approximately 4,300 linear feet of 10-inch water line and complete an asset inventory and assessment of an adjacent 8-inch wastewater line. The sewer line, previously relined, required replacement taps to individual service locations. To avoid duplicating mobilization efforts, MDG incorporated these sewer connections into the water line replacement project.		
d.	(1) TITLE AND LOCATION (City and State) Amazon Distribution Center Roadway Improvements, Duval County	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2017	CONSTRUCTION (If applicable) 2018
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Engineer. Served as the offsite improvements subconsultant for the Amazon Distribution Center located in Jacksonville, FL. Responsibilities included numerous roadway improvements to Pecan Park Rd., Duval Rd. (SR 243), and the I-295 offramp onto Duval Rd. Improvements to Pecan Park Rd. required a complete vertical and horizontal realignment of 0.5 miles of roadway. Design included pavement design, drainage design, S&PM, and MOT plans.		
e.	(1) TITLE AND LOCATION (City and State) Colbert Lane & Grady Prather Jr. Cove Roadway Improvements, Flagler County	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2017	CONSTRUCTION (If applicable) 2017
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Manager. Provided engineering design and permitting for the resurfacing design for Colbert Lane between Palm Coast Pkwy. to SR 100. Key project elements included roadway and drainage design, MOT, S&PM to MUTCD standards, pedestrian safety features, sidewalks, driveway connections and permitting. Additional pavement markings were proposed at specific intersections to improve traffic flow and motorist awareness. Recommendations were made for concrete replacement and stability improvements to both the sidewalk and existing shoulder. The Graham Swamp parking lot impacted this project and pipe cover issues were identified, which would potentially weaken the pipe, under the gravel driveway to Grady Prather Jr. Cove.		

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

12. NAME Shannon Acevedo, AICP	13. ROLE IN THIS CONTRACT Sr. Planner	14. YEARS EXPERIENCE a. TOTAL 19	b. WITH CURRENT FIRM 2
15. FIRM NAME AND LOCATION (City and State) Matthews Design Group, St. Augustine & Jacksonville, FL			
16. EDUCATION (DEGREE AND SPECIALIZATION) Masters of Urban and Environmental Planning (MUEP) & Bachelors of Business Administration		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Florida – AICP (American Institute of Certified Planners)	

18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)
 Shannon Acevedo brings extensive planning experience on both private and public sector projects. She served as the Sr. Planner with St. Johns County for three years before joining MDG. Her expertise includes regional planning research, data and code analysis, and project management. Shannon continued to gain in-depth land development knowledge and management skills while employed with St. Johns County where she managed planners, analyzed and interpreted code, and recommended code modifications. She is experienced in land development and provides project management and planning expertise for residential, commercial, and industrial projects with MDG.

19. RELEVANT PROJECTS			
a.	(1) TITLE AND LOCATION (City and State) Cornerstone Classical Academy, St. Johns Bluff, Jacksonville, FL	(2) YEAR COMPLETED PROFESSIONAL SERVICES 2020	
		CONSTRUCTION (If applicable) 2020	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Sr. Planner. MDG provided engineering services for a school located along St. Johns Bluff. The construction consists of re-developing of an existing school site to include a two-story 55,000 SF, K-8 school, with a capacity of approximately 730 students, along with associated infrastructure improvements. Site design included driveway and parking lot design, stormwater management facilities design, utility design, and landscaping.		
b.	(1) TITLE AND LOCATION (City and State) Town Center Mixed Use District Addition, St. Augustine, FL	(2) YEAR COMPLETED PROFESSIONAL SERVICES 2020	
		CONSTRUCTION (If applicable) Not started	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Sr. Planner/Project Manager. Incorporated two properties of approximately 2.2 acres into the Vilano Beach Town Center Mixed Use District of St. Johns County by amending the future land use and zoning of the properties. Developed map exhibits, analyzed balance of land uses and consulted urban form-based code provisions to inform conceptual site planning for the two sites. Provided impact analyses taking into consideration traffic impacts, stormwater capacity, and applicable residential density and commercial intensity for the town center district corridor.		
c.	(1) TITLE AND LOCATION (City and State) St. Augustine Marine Center, St. Augustine, FL	(2) YEAR COMPLETED PROFESSIONAL SERVICES 2020	
		CONSTRUCTION (If applicable) Not started	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Sr. Planner/Project Manager. Secured approval of a special exception for a restaurant use within the St. Augustine Marine Center in St. Augustine, FL. Coordinated with environmental consultant regarding a companion item for a coastal overlay zone approval given the site is located along the San Sebastian River. Collaborated with architect to obtain renderings and floor plans to direct our efforts in developing a conceptual site plan for the restaurant and the overall 35-4-acre site. Led community meeting.		
d.	(1) TITLE AND LOCATION (City and State) St. Marks Campground Land Use Amendment & Rezoning, St. Augustine, FL	(2) YEAR COMPLETED PROFESSIONAL SERVICES 2019	
		CONSTRUCTION (If applicable) N/A	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm Sr. Planner/Project Manager. Amended a 74-acre site with a future land use designation of Rural Silviculture to a Rural Commercial future land use designation for the development of an RV campground resort within St. Johns County. Rezoned the property to Commercial Rural as a companion item to the amendment. Coordinated preparation of a conceptual site plan accounting for approximately 150 RV sites arranged around a large existing pond and 20,000 square feet of restaurant/community space at the project's entrance.		
e.	(1) TITLE AND LOCATION (City and State) St. Johns County Government, St. Augustine, FL	(2) YEAR COMPLETED PROFESSIONAL SERVICES 2016 - 2019	
		CONSTRUCTION (If applicable) N/A	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm Sr. Supervising Planner / Planner / Application Review Supervisor. Shannon was responsible for the supervision of a team of planners to manage and present land development projects including comprehensive plan amendments, rezonings, special uses and variances. She was also responsible for guidance of the application of local and statewide development regulations and contributed research and insights toward code amendments; drafted code revisions to improve clarity for PUD regulations; and researched and recommended code changes to motivate affordable housing development.		

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

12. NAME Justin Scarberry	13. ROLE IN THIS CONTRACT Senior Construction Inspector	14. YEARS EXPERIENCE	
		a. TOTAL 15	b. WITH CURRENT FIRM <1
15. FIRM NAME AND LOCATION (City and State) Matthews Design Group, LLC, St. Augustine & Jacksonville, FL			
16. EDUCATION (DEGREE AND SPECIALIZATION) USAF, Professional Military Education, Airman Leadership School		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Florida – AICP (American Institute of Certified Planners)	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Justin has over 14 years of experience in construction on FDOT and Municipal construction projects in the Jacksonville area. His experience includes project management, quality control management, inspection and quality control testing of highways, bridges, site development: including but not limited to asphalt paving, earthwork, drainage, MSE Wall, drilled shaft and concrete structure work. As project manager, Justin has lead teams of inspectors that were responsible for materials testing, quality control, constructibility assessments, technical report writing, and budget management. Professional affiliations include: FDOT Concrete Field Inspector, Level 1; FDOT Drilled Shaft Inspector; FDOT Pile Driving Inspection FDOT Earthwork Construction Inspector, Level 2; FDOT Asphalt Paving Technician, Level 1; FDOT QC Manager USACE Construction Quality Management for Contractors			

19. RELEVANT PROJECTS

a.	(1) TITLE AND LOCATION (City and State) Palm Coast Plantation Paving and Drainage Assessment, Flagler County	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2021	CONSTRUCTION (If applicable) N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Inspector. MDG provided analysis of the existing roadways and parking areas to determine if repairs to underground utilities or base affecting the pavement may needed to be made prior to resurfacing. As part of the inspection, MDG identified areas within the roadways and pavement where pavement cores were required for determination of pavement thickness and potential base deficiencies. As part of this contract, MDG also provided general consulting services related to repairs and repaving work proposed for the subdivision. Specifically, MDG performed a pavement inspection to identify those specific areas onsite that need repair or repaving work immediately, and those that can be delayed Results of the inspections and site visit were compiled in reports, detailing deficiencies identified, suggested repairs, timeline for repairs, and opinion of probable cost for the repairs. <input checked="" type="checkbox"/> Check if project performed with current firm		
b.	(1) TITLE AND LOCATION (City and State) Five Points Improvement, Duval County	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2019	CONSTRUCTION (If applicable) 2020
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Project Administrator. This project consists of the reconstruction of Lomax Street as a one-way street between Park Street and Oak Street and the reconstruction of the Five Points Intersection. The Lomax Street work includes the removal and reconstruction of all existing roadway, parking spaces, and sidewalks. In addition, a new JEA water main and water services will be installed as part of the project. The Five Points Intersection area will be realigned to improve traffic flow and pedestrian safety. <input type="checkbox"/> Check if project performed with current firm		
c.	(1) TITLE AND LOCATION (City and State) West 4th Street Brick Rebuild (Pearl Street to Main Street), Duval County	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2020	CONSTRUCTION (If applicable) 2020
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Project Administrator. This project consists of 1,500 LF of roadway pavement reconstruction using salvaged brick pavers and granite curb, along with water and sewer main replacements and drainage reconstruction. <input type="checkbox"/> Check if project performed with current firm		
d.	(1) TITLE AND LOCATION (City and State) US 17 Doctor's Inlet Bridge Widening, Duval County	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2007	CONSTRUCTION (If applicable) 2009
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE QC Manager. Justin was responsible for monitoring of QC Density Logbook, LIMS oversight and implementation of QC Plan. He also provided CQC Concrete Level II inspections of bridge structures including rebar inspection, "dry run" inspections of bridge deck paver prior to concrete placement and "wet check" inspections during concrete placement of bridge decks to ensure compliance with plans and specifications. <input type="checkbox"/> Check if project performed with current firm		
e.	(1) TITLE AND LOCATION (City and State) SR 21 Blanding Blvd. Milling and Resurfacing/Reconstruction from Baxley Rd to Old Jennings Rd, Clay County	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2015	CONSTRUCTION (If applicable) 2017
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Inspector. This project reconstructed and widened 1.5 miles of SR 21 from a four-lane rural section to a six-lane urban section from 800' south of Brannan Field Road to Old Jennings Road. <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 Brenda D. Catone, P.L.S.		13. ROLE IN THIS CONTRACT CADD/GIS Analyst		14. YEARS EXPERIENCE	
				a. TOTAL 31	b. WITH CURRENT FIRM 5
15. FIRM NAME AND LOCATION (City and State) Degrove Surveyors Inc. – Jacksonville, Florida					
16. EDUCATION (DEGREE AND SPECIALIZATION) • B.S., Mathematics, <u>University of North Florida</u> , 1994.			17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Florida – Surveyor and Mapper #5447		
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)					
<u>Organizations</u> Florida Surveying and Mapping Society – Member			<u>Experience</u> 8 years of experience managing and working on USACE projects		
			<u>Training</u> NGS OPUS Project Managers Training		

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED	
USACE Survey #15-114 – S-488 Tieback - 2015 National Levee Database (NLD) Update 1 - Collier County, Florida		PROFESSIONAL SERVICES 2015	CONSTRUCTION (If applicable)
a.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Project Manager for the acquisition and development of a levee footprint that included a GIS Field Survey utilizing a data dictionary and review of existing construction and as-built documents of the levee which she used to populate a GIS database meeting the specifications for the NLD model. Project cost: \$11,502		
(1) TITLE AND LOCATION (City and State) USACE Survey #16-056 – KRR CNT 12 Support - Okeechobee and Highlands, Florida		(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2016	CONSTRUCTION (If applicable)
b.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Project Manager in charge of completing Topographic Surveys and preparing Microstation Inroads files on an as-needed basis in support of this environmental restoration project along the Kissimmee River. Project cost: \$82,541		
(1) TITLE AND LOCATION (City and State) Orange County, Florida - Reedy Creek Basin Model Refinement PH2 – Orlando, Florida		(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2015	CONSTRUCTION (If applicable)
c.	Project Manager for GIS Survey of 86 pipes, 5 weirs and 92 control structures. In addition to the field survey utilizing RTK/GPS and conventional methods, the structures were mapped and attribute tables with information relative to each feature and hyperlinks to photos, videos, etc were prepared. Project cost: \$78,790		
(1) TITLE AND LOCATION (City and State) Amazon Fulfillment Facility (Project Rex) - Jacksonville, Florida		(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2016-Present	CONSTRUCTION (If applicable)
d.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Project Manager responsible for providing Boundary, Topographic, Control and Construction Surveys in support of design and construction of a .85-million square foot distribution facility for Amazon located in Jacksonville. Ms. Catone supervised field crews, prepared maps managed daily activities. Project cost: \$225,000 to date.		
(1) TITLE AND LOCATION (City and State) USACE Survey #15-054 – HHD HP Structures - Hydrographic and Topographic Survey - Glades, Florida		(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2013	CONSTRUCTION (If applicable)
e.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Project Manager for hydrographic, topographic survey and boundary surveys of six structures and 2.5 miles of Harney Pond Canal upstream from Lake Okeechobee. The hydrographic survey included muck probes within the canal. Microstation Inroads was utilized for surface modeling and volume computations. Project cost: \$106,680.		

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Matthew T. Niles, SIT, CH	13. ROLE IN THIS CONTRACT CADD/GIS/Hydrographic Analyst	14. YEARS EXPERIENCE <table border="1"> <tr> <td>a. TOTAL</td> <td>b. WITH CURRENT FIRM</td> </tr> <tr> <td>5</td> <td>2</td> </tr> </table>		a. TOTAL	b. WITH CURRENT FIRM	5	2
a. TOTAL	b. WITH CURRENT FIRM						
5	2						
15. FIRM NAME AND LOCATION (City and State) Degrove Surveyors Inc. – Jacksonville, Florida							
16. EDUCATION (DEGREE AND SPECIALIZATION) <ul style="list-style-type: none"> • B.S. Geomatics, <u>University of Florida</u>, 2013. • M.S. Hydrographic Science, Univ. of Southern Mississippi, 2014 		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Surveyor in Training, Florida, 2013					
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) <table border="0"> <tr> <td style="vertical-align: top;"> Organizations Florida Surveying and Mapping Society The Hydrographic Society of America </td> <td style="vertical-align: top;"> Certifications FIG/IHO Cat A Certified Hydrographer, 2014 Experience 4 years of experience working on USACE projects </td> </tr> </table>				Organizations Florida Surveying and Mapping Society The Hydrographic Society of America	Certifications FIG/IHO Cat A Certified Hydrographer, 2014 Experience 4 years of experience working on USACE projects		
Organizations Florida Surveying and Mapping Society The Hydrographic Society of America	Certifications FIG/IHO Cat A Certified Hydrographer, 2014 Experience 4 years of experience working on USACE projects						

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) USACE Survey 17-251 Sea Ray Road – Merritt Island, Florida (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Hydrographic Party Chief and Technician for completion of a multibeam survey of canal channel in the vicinity of a bridge damaged by Hurricane Irma. Responsible for completing field survey and processing in Hysweep. Produced DEM from data. Project cost: \$12,000.	<input type="checkbox"/> Check if project performed with current firm	
b. (1) TITLE AND LOCATION (City and State) USACE- New Orleans District – Louisiana River Surveys – Baton Rouge, LA (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Hydrographic Party Chief responsible for completing RTK and single beam surveys of the Amite and Comite river, near Baton Rouge Louisiana. This project consisted shoreline delineation, establishment of temporary GPS monuments, single beam cross section profile surveys every 250 ft of the river.	<input type="checkbox"/> Check if project performed with current firm	
c. (1) TITLE AND LOCATION (City and State) St. George Island Harbor Condition Survey St. George Alaska (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Survey Party Chief for a topographic and hydrographic survey to identify December 2015 storm damages to the St. George Island Harbor breakwaters. A survey of the area was conducted in the entrance or navigation channel to identify possible rocks dislodged by the storm. A bathymetric survey and backscatter imagery, terrestrial LiDAR scanning, GPS control and topographic GPS data collection was performed.	<input type="checkbox"/> Check if project performed with current firm	
d. (1) TITLE AND LOCATION (City and State) USACE Survey #16-162 – Duval County Beach Nourishment Construction Support Topographic and Hydrographic Survey - Duval County, Florida (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Hydrographic Party Chief and Survey Tech for the final monitoring survey, post construction. He completed the hydro survey in the field and completed Hypack processing and preparation of deliverables.	<input checked="" type="checkbox"/> Check if project performed with current firm	
e. (1) TITLE AND LOCATION (City and State) Port MacKenzie Emergency Call-out Survey Port of Anchorage, Alaska (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Party Chief for a bathymetric survey of a dock in Port Makenzie, at the Port of Anchorage Alaska. The project consisted of high resolution multibeam along the dock face and surrounding infrastructure to check for possible damage.	<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 Tom Elder, P.E., LEED AP BD+C	13. ROLE IN THIS CONTRACT Electrical Engineering and Design	14. YEARS EXPERIENCE <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;">a. TOTAL 31 Years</td> <td style="width: 50%; border: none;">b. WITH CURRENT FIRM 25 Years</td> </tr> </table>		a. TOTAL 31 Years	b. WITH CURRENT FIRM 25 Years	
a. TOTAL 31 Years	b. WITH CURRENT FIRM 25 Years					
15. FIRM NAME AND LOCATION (City and State) Powell & Hinkle Engineering, P.A. Orange Park, FL						
16. EDUCATION BS Electrical Engineering University of Florida - 1994		17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) Florida Registered Professional Engineer #56121 - Electrical				
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Mr. Elder has successfully fostered many client relationships in St. Johns County. He has provided engineering services for over 50 projects at Flagler College and several site sensitive projects within the County. In 2007, He completed The SJC New EOC and Administration Building and most recent the 8K SF renovation and expansion at SJC Utility Offices. Current Holder of City of St. Augustine Professional Services Contract - Electrical Engineering Awarded in late 2017.						
19. RELEVANT PROJECTS						
a.	(1) TITLE AND LOCATION (City and State) Clay County Architectural Services Contract Green Cove Springs, FL		(2) YEAR COMPLETED <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;">PROFESSIONAL SERVICES 2016 - present</td> <td style="width: 50%; border: none;">CONSTRUCTION 2016 - present</td> </tr> </table>		PROFESSIONAL SERVICES 2016 - present	CONSTRUCTION 2016 - present
	PROFESSIONAL SERVICES 2016 - present	CONSTRUCTION 2016 - present				
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm		Principal Electrical Engineer for MEP Services and Systems Evaluations for a variety of projects in Clay County. Fire station #11, Clay Courthouse HVAC study and evaluation, Clay Parks & Recreation Thunderbolt/Omega Restrooms & Concession, CC Permitting Office Renovations, CC Jail HVAC EMS.			
Principal Electrical Engineer for MEP Services and Systems Evaluations for a variety of projects in Clay County. Fire station #11, Clay Courthouse HVAC study and evaluation, Clay Parks & Recreation Thunderbolt/Omega Restrooms & Concession, CC Permitting Office Renovations, CC Jail HVAC EMS.						
b.	(1) TITLE AND LOCATION (City and State) JEA Buckman Wastewater Treatment Facility -Biosolids Capital Conversion Projects (Pad, Thickening, and Dewatering Facilities) Jacksonville, FL		(2) YEAR COMPLETED <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;">PROFESSIONAL SERVICES 2010</td> <td style="width: 50%; border: none;">CONSTRUCTION 2014</td> </tr> </table>		PROFESSIONAL SERVICES 2010	CONSTRUCTION 2014
	PROFESSIONAL SERVICES 2010	CONSTRUCTION 2014				
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm		Principal Electrical Engineer for the multi-phase, multi project facility upgrades. Expand VTUF, construct new Digestivore, new biosolids processing facility, expand Cogeneration Capacity, new pump maintenance building new raw sludge holding tank, and clean and inspection tank. 14,000SF , \$9 Million Approx Construction Cost.			
Principal Electrical Engineer for the multi-phase, multi project facility upgrades. Expand VTUF, construct new Digestivore, new biosolids processing facility, expand Cogeneration Capacity, new pump maintenance building new raw sludge holding tank, and clean and inspection tank. 14,000SF , \$9 Million Approx Construction Cost.						
c.	(1) TITLE AND LOCATION (City and State) Clay County Utility Authority- A/E Design & Permitting Services: Peters Creek Water Treatment Plant Clay County, FL		(2) YEAR COMPLETED <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;">PROFESSIONAL SERVICES 2018 - present</td> <td style="width: 50%; border: none;">CONSTRUCTION 2018 - present</td> </tr> </table>		PROFESSIONAL SERVICES 2018 - present	CONSTRUCTION 2018 - present
	PROFESSIONAL SERVICES 2018 - present	CONSTRUCTION 2018 - present				
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm		Principal Electrical Engineer for Electrical services and Systems Evaluations for a variety of teamed A/E Professional Service Projects. WTP upgrade, new 530K-gal. pre-stressed GST, new high service pump bldg. with 4 pumps, hypochlorite tanks, separate bathroom, onsite septic system. \$3 M Approx Construction Cost.			
Principal Electrical Engineer for Electrical services and Systems Evaluations for a variety of teamed A/E Professional Service Projects. WTP upgrade, new 530K-gal. pre-stressed GST, new high service pump bldg. with 4 pumps, hypochlorite tanks, separate bathroom, onsite septic system. \$3 M Approx Construction Cost.						
d.	(1) TITLE AND LOCATION (City and State) City of Jacksonville Beach - 5th Ave S Restrooms & Sea Walk Pavilion Modifications Jacksonville Beach, FL		(2) YEAR COMPLETED <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;">PROFESSIONAL SERVICES 2016</td> <td style="width: 50%; border: none;">CONSTRUCTION 2016</td> </tr> </table>		PROFESSIONAL SERVICES 2016	CONSTRUCTION 2016
	PROFESSIONAL SERVICES 2016	CONSTRUCTION 2016				
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm		Principal Electrical Engineer Multi-project MEP design for the new restroom facilities and modifications to the pavilion. Additional designs for the covered storage space and the conditioned green room. 7,500SF, \$3 Million.			
Principal Electrical Engineer Multi-project MEP design for the new restroom facilities and modifications to the pavilion. Additional designs for the covered storage space and the conditioned green room. 7,500SF, \$3 Million.						
e.	(1) TITLE AND LOCATION (City and State) Town of Orange Park - Ash Street Waste Water Orange Park, FL		(2) YEAR COMPLETED <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;">PROFESSIONAL SERVICES</td> <td style="width: 50%; border: none;">CONSTRUCTION</td> </tr> </table>		PROFESSIONAL SERVICES	CONSTRUCTION
	PROFESSIONAL SERVICES	CONSTRUCTION				
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm		Principal Electrical Engineering for Electrical design and consulting for multiple renovations projects and plant upgrades – electrical upgrades, process upgrades, chlorination system improvements, tank refurbishment and generator services.			
Principal Electrical Engineering for Electrical design and consulting for multiple renovations projects and plant upgrades – electrical upgrades, process upgrades, chlorination system improvements, tank refurbishment and generator services.						

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

12. NAME Chris M. Egan, PE	13. ROLE IN THIS CONTRACT Geotechnical Department Manager	14. YEARS EXPERIENCE <table border="1"> <tr> <td>a. TOTAL</td> <td>b. WITH CURRENT FIRM</td> </tr> <tr> <td align="center">9</td> <td align="center">9</td> </tr> </table>		a. TOTAL	b. WITH CURRENT FIRM	9	9
a. TOTAL	b. WITH CURRENT FIRM						
9	9						
15. FIRM NAME AND LOCATION (City and State) ECS Florida, LLC, Jacksonville, FL							
16. EDUCATION (DEGREE AND SPECIALIZATION) Master of Engineering, 2011, Civil Engineering, University of Florida, Gainesville, FL; Bachelor of Science, 2010, Civil Engineering, University of Florida, Gainesville, FL		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Engineer: FL, VA					
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Mr. Chris Egan, PE is the Geotechnical Department Manager for ECS. His responsibilities include scoping, preparation and execution of final reports of subsurface exploration and geotechnical engineering analyses. He has performed numerous subsurface explorations for industrial, residential, and commercial clients. Egan is also responsible for managing Construction Materials Testing and Threshold Inspection projects for residential, commercial and industrial clients.							

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
Pratt Siding Road, Callahan, FL	PROFESSIONAL SERVICES 2021	CONSTRUCTION (If applicable)
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE X Check if project performed with current firm a. Geotechnical Engineer. ECS provided geotechnical exploration for the improvements of Pratt Siding Road. The project included a two-lane rural section paved roadway with a paved shared use path, which is estimated to be approximately 8,100 linear feet in length. The exploration consisted of performing auger borings, obtaining soil samples, obtaining LBR bulk samples, and measuring encountered groundwater levels along the proposed project alignment. ECS Fees: \$12,800		
Anastasia Island WWTF Tank Addition, St. Augustine, FL	PROFESSIONAL SERVICES 2021	CONSTRUCTION (If applicable)
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE X Check if project performed with current firm b. Geotechnical Engineer. ECS provided subsurface exploration and geotechnical engineering services for a solids holding tank is planned at the existing WWTP facility. The tank would be 80 feet in diameter and 20 feet in height. Our integrated services included drilling of soil borings, laboratory testing of representative soil samples for pertinent engineering properties, various engineering analyses, and preparation of an engineering report ECS Fees: \$7,400		
Crosswater Village Stormwater Ponds and Slope Stability, St. Johns County, FL	PROFESSIONAL SERVICES 2019/2020	CONSTRUCTION (If applicable)
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE X Check if project performed with current firm c. Geotechnical Engineer. ECS performed the geotechnical exploration at the project site located south of the Crosswater Villages development, along both sides of Pine Island Road in St. Johns County, Florida. The proposed construction included three stormwater pond sites. Site Option 1 is approximately 16.52 acres, Site Option 2 is approximately 7.7 acres, and Site Option 3 is approximately 9.96 acres. ECS located and performed nine Standard Penetration Test (SPT) borings, drilled to depths of approximately 50 feet below the existing ground surface to explore the subsurface conditions within the area of the proposed stormwater ponds. ECS also returned to perform an additional engineering analyses to evaluate the pond bank slope stability for the ponds. ECS Fees: \$22,700		
SR 207 Water Main Extension, St. Johns County, FL	PROFESSIONAL SERVICES 2020	CONSTRUCTION (If applicable)
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE X Check if project performed with current firm d. Geotechnical Engineer. ECS performed the subsurface exploration, laboratory testing, and geotechnical engineering analyses at the project site located in St. Johns County, Florida. The purpose of this study was to provide geotechnical information for the design of the proposed watermain extension. The project would include approximately 18,000 linear feet of water main extension and three crossings under Interstate 95. ECS Fees: \$10,809		
JEA Riverview Watermain Phase 1, Jacksonville, FL	PROFESSIONAL SERVICES 2018	CONSTRUCTION (If applicable)
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE X Check if project performed with current firm e. Geotechnical Engineer. ECS performed the geotechnical exploration at the project site located off of Lem Turner Road in Jacksonville, FL. We located and performed 18 Standard Penetration Test (SPT) borings, drilled to depths of approximately 10 feet below the existing ground surface. At the time of our exploration, the site was developed as a residential area with asphaltic concrete roads. The site was relatively level, and graded to drain to the stormwater collection system along the roads. Surface water was not observed near planned structural areas at the time of our exploration. ECS Fees: \$7,900		

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

12. NAME David Spangler, PE	13. ROLE IN THIS CONTRACT Subsidiary Director of Geotechnical Services	14. YEARS EXPERIENCE	
		a. TOTAL 23	b. WITH CURRENT FIRM 14
15. FIRM NAME AND LOCATION (City and State) ECS Florida, LLC, Jacksonville, FL			
16. EDUCATION (DEGREE AND SPECIALIZATION) Bachelor of Science, 1997, Civil Engineering, Florida State University, Tallahassee, FL		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Engineer: FL, GA	

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

Mr. David Spangler, PE has managed hundreds of geotechnical investigations throughout Florida and the Southeast for proposed residential and commercial properties. He has also managed and performed Phase I and Phase II Environmental Site Assessments and throughout Florida and the Southeast for proposed residential and commercial properties. Additionally, Spangler has performed and managed several construction materials testing projects.

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
Palmetto Place - Stormwater Basin, Bronson, FL	2021	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE X Check if project performed with current firm		
a. Senior Project Engineer. ECS completed the subsurface exploration, laboratory testing, and geotechnical engineering analyses for the project located at E Main Street in Bronson, Levy County, Florida. The geotechnical exploration performed for the planned stormwater management facility included two soil test borings drilled to depths between 15 and 21 feet beneath the current grade. The subsurface profile consisted of sandy material underlain by clay-rich soils. ECS Contract \$2,000		
UF-373 LID Basin, Gainesville, FL	2021	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE X Check if project performed with current firm		
b. Senior Project Engineer. ECS completed the subsurface exploration, laboratory testing, and geotechnical engineering analyses for the planned stormwater management facility, UF-373 LID Basin. The exploration included two (2) auger borings drilled to the depths of 15 feet beneath the grade. The subsurface profile consists of sandy material in the upper 10 feet underlain by clayey soils to the explored depth. The soils generally appear satisfactory for stormwater management purposes. ECS Contract \$2,200		
Armstrong Road Drainage, St. Johns County, FL	2020	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE X Check if project performed with current firm		
c. Senior Project Engineer. ECS completed the subsurface exploration, laboratory testing, and geotechnical engineering analyses for the project located along Armstrong Road in Elkton, St. Johns County, Florida. 12 auger borings were performed at locations provided to us by Mr. Walter Nemecek III, PE. These borings were located along the location of the stormwater management pond, and drainage structure areas. A laboratory-testing program was also implemented to characterize the physical and engineering properties of the subsurface soils. ECS Contract \$2,920		
Northwest WTP Expansion, St. Augustine, FL	2019	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE X Check if project performed with current firm		
d. Senior Project Engineer. Geotechnical exploration to evaluate subsurface conditions within the proposed three (3) million-gallon (MG) water storage tank, a clearwell/degasifier, an odor control scrubber, a new carbon dioxide tank, access roadways, and a stormwater treatment pond. The field exploration program included eleven (11) Standard Penetration Test (SPT) borings, drilled to depths between 20 feet and 85 feet below the existing ground surface and six auger borings, drilled to depths of 6 feet and 15 below the existing ground surface. ECS Contract \$13,250		
Reclaimed Water Main -Gate Parkway, Jacksonville, FL	2019	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE X Check if project performed with current firm		
e. Senior Project Engineer. Geotechnical exploration to evaluate subsurface conditions within the project located off of Burnt Mill Road and Gate Parkway from near the IKEA store to south of Deerwood Park Boulevard in Jacksonville, Florida. At the time of our exploration, the areas adjacent to the existing road were mostly developed. The proposed pipeline consists of an open-cut extension in two sections of approximately 5,300 linear feet and 2,100 linear feet of 8-inch reclaimed water main The site was relatively level and graded to drain to the stormwater collection system along the roads. ECS Contract \$5,400		

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

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

20. EXAMPLE PROJECT KEY NUMBER

1

21. TITLE AND LOCATION (City and State)

**Butler Beach Drainage & Stormwater Master Plan
St. Johns County, FL**

22. YEAR COMPLETED

PROFESSIONAL SERVICES
2019CONSTRUCTION (If applicable)
N/A**23. PROJECT OWNER'S INFORMATION**

a. PROJECT OWNER

St. Johns County

b. POINT OF CONTACT NAME

Nick Perpich

c. POINT OF CONTACT TELEPHONE NUMBER

(904) 209-0136

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

Key Project Elements

- Regional Stormwater Master Plan Study
- Drainage Study
- Storm and Flood Analysis
- Cost Analysis
- Permitting with SJRWMD & USACE

MDG was tasked by St. Johns County to analyze the Butler Beach region's drainage characteristics and study of how the region's various sub-regions interact with each other. Data was collected and analyzed from St. Johns County, SJRWMD, FEMA loss claims, NOAA storm data and multiple field surveys.

MDG evaluated each drainage problem identified in each sub-region for potential solutions. Each sub-region was evaluated, and recommendations were made for improvements. Maintenance considerations, capital costs and overall construction feasibility were considered. The proposed solutions were ranked based on the overall benefit cost analysis which included the project costs, overall effectiveness, ease of maintenance, feasibility of construction, and overall benefit to the sub-region.

Finally, a detailed with report with full details for each potential solution was created and presented to St. Johns County.



Professional Fees: \$118K

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

(1) FIRM NAME

Matthews Design Group

(2) FIRM LOCATION (City and State)

St. Augustine, FL

(3) ROLE

Prime Civil Engineer

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT (Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)		20. EXAMPLE PROJECT KEY NUMBER 2
21. TITLE AND LOCATION (City and State) City of St. Augustine Continuing Service Contract, St. Johns County, FL		22. YEAR COMPLETED PROFESSIONAL SERVICES: Ongoing CONSTRUCTION (If applicable): N/A

23. PROJECT OWNER'S INFORMATION		
a. PROJECT OWNER City of St. Augustine	b. POINT OF CONTACT NAME Reuben Franklin	c. POINT OF CONTACT TELEPHONE NUMBER (904) 825-1040

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT <i>(Include scope, size, and cost)</i>	
<div> Key Project Elements <ul style="list-style-type: none"> • Stormwater Design • Roadway Design • Hydrologic & Hydraulic Analysis • S&PM Plans • Site Design • Park & Recreational Areas • Drainage Design • Utility Design & Coordination • Stakeholder Coordination • Permitting • Construction Administration & Inspection • Permitting with County, City, FDEP, USACE & SJRWMD </div>	 <p>Crews prepare site for installation of new drainage system.</p>

MDG is currently operating under a continuing services contract for the City of St. Augustine for civil engineering services.

Projects to date have included analysis of stormwater drainage problem areas, and design and implementation of corrective measures, installation of saltwater monitoring wells, and capping of abandoned wells.

Additionally, MDG has engineered drainage improvements for several streets in the St. Augustine's historic district. Streets included Pine Street, Inlet Drive, Charlotte Place, and the area near St. George and Cordova streets. Work has involved hydrologic and hydraulic analyses for the areas of concern, drainage improvement designs to correct sizing of water quality treatment structures and help in obtaining bids from contractors to perform the work. Work scope also included tasks such as providing modifications to the drainage systems, addition of hydrodynamic sediment separators, and repairs and improvements to the roadways involved in construction.

Professional Fees: \$200K; Construction Value: \$25M

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT		
(1) FIRM NAME Matthews Design Group	(2) FIRM LOCATION (City and State) St. Augustine, FL	(3) ROLE Prime Civil Engineer

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

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

20. EXAMPLE PROJECT KEY NUMBER

3

21. TITLE AND LOCATION (City and State)

**Four Mile Road Improvements
St. Augustine, FL**

22. YEAR COMPLETED

PROFESSIONAL SERVICES

2016

CONSTRUCTION (If applicable)

2019**23. PROJECT OWNER'S INFORMATION**

a. PROJECT OWNER

St. Johns County

b. POINT OF CONTACT NAME

Brian Kelsay

c. POINT OF CONTACT TELEPHONE NUMBER

(904) 209-0115

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

Key Project Elements

- Stormwater Infrastructure Design
- Drainage Basin Modeling
- Drainage Improvements Design
- Roadway Design
- S&PM Plans
- MOT Plans
- Utility Coordination
- Construction Administration
- Construction Inspection
- Post Design Services
- Permitting with County, FDEP, USACE, FWC and SJRWMD



This well-traveled collector roadway, services residential neighborhoods, a shopping center and part of the St. Johns River Community College. As shown in the photo to the right, the existing roadway did not provide safe usage areas for bicycles or pedestrians due to an absence of protective shoulder.

MDG provided engineering services to design roadway safety improvements for a two-mile section of Four Mile Road, which was funded from federal funds disbursed by the state in a CDBG Disaster Recovery Grant. These improvements included adding paved shoulders, design of a 5-foot wide sidewalk parallel to the road, stormwater infrastructure design, pavement resurfacing, utility coordination, drainage improvements, MOT, S&PM, and permitting. Since the original design was completed in 2016, prior to construction in 2019, MDG provided an additional plan review and updates to match the current field conditions and for use during the bidding process.

Professional Fees: \$45K; Construction Value: \$800K

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

(1) FIRM NAME

Matthews Design Group

(2) FIRM LOCATION (City and State)

St. Augustine, FL

(3) ROLE

Prime Civil Engineer

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

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

20. EXAMPLE PROJECT KEY NUMBER

4

21. TITLE AND LOCATION (City and State)

Flagler Estates Road & Water Control District Continuing Services, St. Johns & Flagler Counties, FL

22. YEAR COMPLETED

PROFESSIONAL SERVICES

Ongoing

CONSTRUCTION (If applicable)

N/A**23. PROJECT OWNER'S INFORMATION**

a. PROJECT OWNER

Flagler Estates Road & Water Control District

b. POINT OF CONTACT NAME

Linda Gee

c. POINT OF CONTACT TELEPHONE NUMBER

(904) 692-1513

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

Key Project Elements

- Roadway Construction Plans
- S&PM Plans
- MOT Plans
- Stormwater Modeling & Design
- Drainage Basin Modeling
- Drainage Design
- Erosion Control
- Utility Design & Coordination
- Construction Inspection
- FEMA Disaster Recovery; CDBG DR & HMGP funding
- Permitting with County, FDEP, USACE, FWC & SJRWMD



Since 2010, MDG has provided ongoing engineering support as the District Engineer to this 7,000-acre community located in southern St. Johns County. Flagler Estates includes approximately 5,400 lots, over 140 miles of roadway, and over 36 miles of drainage canals. The roadways within Flagler Estates range from unpaved, to improved surface, to paved. MDG has worked with the District to provide phased improvements of the roadways with the goal of eventually paving the majority of the roads within the District. Over 30 miles of roadway have been improved from dirt to either black base, cold mix asphalt, or hot mix asphalt. Design, bidding assistance and construction administration for these roadway improvements have been included in our scope of work. Additionally, collaboration with District staff was provided to create and maintain a Roadway Management Program to plan for new road improvements and to provide long-term maintenance solutions. We have completed a review of the overall stormwater model for this drainage basin, and finalized multiple projects to improve stormwater infrastructure, resurface roadways, and replace major water control structures that service Sixteen Mile Creek. Coordination for Disaster Recovery (DR) and Community Development Block Grants (CDBG) for improvements to drainage and roadways was provided. In 2017, MDG prepared and submitted a FEMA DR reimbursement and grant application for damage caused by Hurricane Matthew. Significant damage to drainageways and roadways throughout Flagler Estates was also caused by Hurricane Irma in September 2017. MDG worked with District staff and FEMA to secure reimbursement for the disaster cleanup and repairs following Hurricane Irma. Additionally, an application was prepared and submitted to Department of Economic Opportunity (DEO) for HMGP grants to improve damaged structures in an effort to prevent similar damage in future storm events.



Professional Fees: \$500K; Construction Value: \$2.5M

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

(1) FIRM NAME

Matthews Design Group

(2) FIRM LOCATION (City and State)

St. Augustine, FL

(3) ROLE

Prime Civil Engineer

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT (Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)		20. EXAMPLE PROJECT KEY NUMBER 5
21. TITLE AND LOCATION (City and State) Lincolnvillle CDBG Roadway and Stormwater Improvements, St. Johns County, FL		22. YEAR COMPLETED PROFESSIONAL SERVICES: 2015 CONSTRUCTION (If applicable): 2018

23. PROJECT OWNER'S INFORMATION		
a. PROJECT OWNER City of St. Augustine	b. POINT OF CONTACT NAME Reuben Franklin	c. POINT OF CONTACT TELEPHONE NUMBER (904) 825-1040

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

Key Project Elements

- Reconstruction & Improvements to Historic Roadway
- Stormwater Management Plans
- Drainage System Improvements Design
- Sewer System Improvements
- Roadway Design
- Survey Coordination
- Utility Coordination & Design
- Multi-use Parking Design
- Recreational Area Design
- Permitting with City & SJRWMD



MDG designed a stormwater management plan to address stormwater concerns for a section of the historic Lincolnvillle area in St. Augustine, Florida. Construction plans included the design of drainage system improvements for the replacement of stormwater mains, gravity sewer mains, and improvements to the existing water distribution mains for South Street, Duero Street, and DeHaven Street, as well as the reconstruction of the roadways for these three streets.

Grant assistance and administration was also provided to obtain CDBG grant funds for the financing of this roadway and stormwater improvements project. As prime engineering consultant MDG took responsibility for obtaining both survey and underground utility locations for these streets.

Professional Fees: \$68K; Construction Value: \$850K

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT		
(1) FIRM NAME Matthews Design Group	(2) FIRM LOCATION (City and State) St. Augustine, FL	(3) ROLE Prime Civil Engineer

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

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

20. EXAMPLE PROJECT KEY NUMBER

6

21. TITLE AND LOCATION (City and State)

**North Beach Drainage Improvements
St. Augustine, FL**

22. YEAR COMPLETED

PROFESSIONAL SERVICES

2019

CONSTRUCTION (If applicable)

N/A**23. PROJECT OWNER'S INFORMATION**

a. PROJECT OWNER

St. Johns County

b. POINT OF CONTACT NAME

Nick Perpich

c. POINT OF CONTACT TELEPHONE NUMBER

(904) 209-0136

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

Key Project Elements

- Stormwater Master Planning
- Drainage Analysis
- Drainage Improvements Design
- Construction Administration
- Post Design Services
- Permitting with County & SJRWMD

The goal of this project addressed drainage problems located along Twenty Second and Twenty Third Streets in North Beach, St. Johns County.

MDG provided a comprehensive design of drainage improvements to be constructed in the neighborhood to more effectively and to reduce flooding potential. The design included conversion of open ditch drainage to closed conduits to better control the critical slope of the conveyances and provide for easier long-term maintenance. The design accommodated multiple offsite watersheds, including a County park and State highway.

This project served as a pilot to gauge public response and construction viability for future similar type projects in the region.



Professional Fees: \$159,300; Construction Value: \$800K

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

(1) FIRM NAME

Matthews Design Group

(2) FIRM LOCATION (City and State)

St. Augustine, FL

(3) ROLE

Prime Civil Engineer

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

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

20. EXAMPLE PROJECT KEY NUMBER

7

21. TITLE AND LOCATION (City and State)

Masters Drive and Palmer Street Water & Sewer Line Improvements, St. Johns County, FL

22. YEAR COMPLETED

PROFESSIONAL SERVICES
2015CONSTRUCTION (If applicable)
2015**23. PROJECT OWNER'S INFORMATION**

a. PROJECT OWNER

City of St. Augustine

b. POINT OF CONTACT NAME

Rueben Franklin

c. POINT OF CONTACT TELEPHONE NUMBER

(904) 825-1040

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

Key Project Elements

- Asset Management Inventory Assessment of Water & Waste Water Infrastructure
- Negotiations with City of St. Augustine
- Water and Wastewater Forcemain Design
- Construction Plan Preparation
- Construction Engineering Inspection
- Construction Administration
- Coordination with City of St. Augustine & St. Johns County
- Permitting with City & FDEP



MDG provided engineering services to replace approximately 4,300 linear feet of 10-inch water line and complete an asset inventory and assessment of an adjacent 8-inch wastewater line along Masters Drive. The sewer line, previously relined, required replacement taps to individual service locations. To avoid duplicating mobilization efforts, MDG incorporated these sewer connections into the water line replacement project. Tasks included development of base drawings, conceptual plans, and construction drawings; permitting; and construction administration.



MDG also provided engineering services to replace aging and undersized waterlines in four street locations in St. Augustine. Specifically, MDG replaced approximately 2,000 linear feet of 2-inch line along Palmer Street with a 10-inch line and 900 feet of 10-inch line with a 12-inch line; replaced 3,600 linear feet of 10- and 12-inch line with a 12-inch line along Masters Drive; replaced 350 linear feet of 2-inch line with a 6-inch line along Ravenswood Drive; and replaced 1,600 linear feet of 2-inch line with a 6-inch line along Florida Avenue. In total, MDG replaced approximately 8,500 linear feet of waterline on four separate projects. Tasks included development of base drawings, conceptual plans, construction drawings, permitting, and construction administration.

Professional Fees: \$131K; Construction Value \$1.2M

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

(1) FIRM NAME

Matthews Design Group

(2) FIRM LOCATION (City and State)

St. Augustine, FL

(3) ROLE

Prime Civil Engineer

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

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

20. EXAMPLE PROJECT KEY NUMBER

8

21. TITLE AND LOCATION (City and State)

World Golf Village Stormwater & Drainage Assessments, St. Augustine, FL

22. YEAR COMPLETED

PROFESSIONAL SERVICES

2020

CONSTRUCTION (If applicable)

N/A**23. PROJECT OWNER'S INFORMATION**

a. PROJECT OWNER

May Management

b. POINT OF CONTACT NAME

Sarah McFee

c. POINT OF CONTACT TELEPHONE NUMBER

(904) 940-1002 X 321

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

Key Project Elements

- Stakeholder Coordination
- Schedule Preparation
- Remediation Options
- Pond & Pipe Inspections
- Report of Findings
- Structures Design Evaluations
- Stormwater Management
- Ponds & Drainage Design
- Civil Engineering Design
- Construction Plans
- Bid Documents
- Bidding Assistance
- Construction Administration
- Permitting with County & SJRWMD



MDG provided professional engineering services associated with approximately 45 stormwater management facilities. Each stormwater management facility/pond was observed, and a report generated that detailed the condition of slopes, overflow control structures, orifices, weirs, skimmers, pipe inflows and outflows, overgrown vegetation, identification of any invasive exotic plants for removal, erosion and overall condition of each stormwater management facility/pond dry or wet.

The report stated if the stormwater management facility is in general compliance with the permitted condition and note any repairs and pond remediation that should take place in order to bring the facility back into compliance. The report also noted any additional preventative maintenance that should be addressed to prevent future maintenance. Each report was filed, numbered and cataloged in accordance with the St. Johns Northwest Master Association master SWMF system and signed and sealed by a licensed professional engineer in the state of Florida.

MDG also provided civil engineering design construction documents to present to SJRWMD, the Northwest Master Board and contractors for proposed remediation and reconstruction. This included all necessary cross sections and details and site specifications to ensure accurate bids can be received.

Additionally, MDG assisted with the preparation of the bid documents including preparation of all necessary exhibits, responding the contractor RFIs throughout the bidding process and reviewing / evaluating the bids upon receipt.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

(1) FIRM NAME

Matthews Design Group

(2) FIRM LOCATION (City and State)


St. Augustine, FL

(3) ROLE

Prime Civil Engineer

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT (Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)		20. EXAMPLE PROJECT KEY NUMBER 9
21. TITLE AND LOCATION (City and State) Ravenswood Drive Drainage Improvements St. Johns County, FL		22. YEAR COMPLETED PROFESSIONAL SERVICES: 2013 CONSTRUCTION (If applicable): 2013

23. PROJECT OWNER'S INFORMATION		
a. PROJECT OWNER City of St. Augustine	b. POINT OF CONTACT NAME Greg Caldwell	c. POINT OF CONTACT TELEPHONE NUMBER (904) 209-0132

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT <i>(Include scope, size, and cost)</i>	
Key Project Elements <ul style="list-style-type: none"> • Roadway Improvements • MOT Plans • S&PM Plans • Drainage Improvements • Utilities Design & Coordination • Stormwater Modeling • Stormwater Management & Facilities Design • CDBG Disaster Recovery Grant • Stakeholder Coordination • Construction Administration • Construction Inspections • Permitting with County & SJRWMD 	

MDG completed a stormwater drainage study for the drainage basin near Ravenswood Drive in St. Augustine. As a result of its study, MDG designed significant improvements to the stormwater drainage infrastructure that improved water conveyance and treatment.

The project scope of work also included a major overhaul of approximately 1,600 linear feet of Ravenswood Drive. Significant maintenance of traffic (MOT) planning was provided with this project due to a required partial closure of Masters Drive, which serves as a main thoroughfare for this area.

Based on MDG's recommendations during the design phase of roadway improvements, the City of St. Augustine was able to complete underground utility improvements concurrently with this St. Johns County roadway improvements project, an action that saved the cost of duplicate construction work on this road. MDG was key in the coordination efforts of these additional utility upgrades.

Partial funding for this project was provided from federal funds disbursed by the state in a CDBG Disaster Recovery Grant. MDG assisted in securing and administering the project grant funds.

Professional Fees: \$130K; Construction Value: \$2M

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT		
(1) FIRM NAME Matthews Design Group	(2) FIRM LOCATION (City and State) St. Augustine, FL	(3) ROLE Prime Civil Engineer

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT (Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)		20. EXAMPLE PROJECT KEY NUMBER 10
21. TITLE AND LOCATION (City and State) Queen's Harbour Yacht & Country Club HOA Duval County, FL		22. YEAR COMPLETED PROFESSIONAL SERVICES: 2020 CONSTRUCTION (If applicable): N/A

23. PROJECT OWNER'S INFORMATION		
a. PROJECT OWNER	b. POINT OF CONTACT NAME	c. POINT OF CONTACT TELEPHONE NUMBER
Queen's Harbour Yacht & CC HOA	Bethann Ridikas-Parker	(904) 221-8859

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

Key Project Elements

- Pond Inspections
- Stormwater Management
- Master Map of Drainage System
- As-built & Storm TV Reviews
- Assessment Report
- Maintenance Guidelines



Queen's Harbour is a Jacksonville waterfront community features some of the most exquisite homes in Northeast Florida. Most homes within the community are nestled among decades-old oak trees, palms and winding waterways that connect to the Intracoastal Waterway, green spaces and ponds.

MDG was retained to provide professional engineering services for an engineering assessment of the Queen's Harbour neighborhood stormwater drainage system. The assessment covered all over 20 ponds, stormwater inlets, pipes, manholes, and outfalls.

A written assessment of the stormwater management system included a master map of drainage system, identification of areas needing corrective measures; recommendation for time of repairs; estimate of probable costs for repairs; and operation and maintenance guidelines for the stormwater system components.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT		
(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
Matthews Design Group	St. Augustine, FL	Prime Civil Engineer

G. KEY PERSONNEL PARTICIPATION IN EXAMPLE PROJECTS

26. NAMES OF KEY PERSONNEL (From Section E, Block 12)	27. ROLE IN THIS CONTRACT (From Section E, Block 13)	28. EXAMPLE PROJECTS LISTED IN SECTION F (Fill in "Example Projects Key" section below before completing table. Place "✓" under project key number for participation in same or similar role.)									
		1	2	3	4	5	6	7	8	9	10
Scott Knowles, PE	Sr. Project Manager/ Project Manager	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Billy Almaguer, PE	QA/QC Manager/ Assistant Project Manager	✓			✓	✓	✓		✓		
Rob A. Matthews III, PE	Principal-in-Charge	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Fred "Rudd" Jones, Jr., PE	Sr. Project Manager / Utility Coordinator										
Chris Buttermore, PE	Sr. Project Manager/ Transportation Lead							✓			
Shannon Acevedo, AICP	Sr. Planner										
Justin Scarberry	Sr. Construction Inspector										
Brenda D. Catone, PSM	Project Surveyor										
Matthews T. Niles, SIT, CH	Project Surveyor										
Thomas M. Elder, PE	Electrical Engineer										
Chris M. Egan, PE	Geotechnical Department Manager										
David Spangler, PE	Subsidiary Director of Geotechnical Services										

29. EXAMPLE PROJECTS KEY

NO.	Title of Example Project (from Section F)	NO.	Title of Example Project (from Section F)
1	Butler Beach Drainage & Stormwater Master Plan	6	North Beach Drainage Improvements
2	City of St. Augustine Continuing Service Contract	7	Masters Drive and Palmer Street Water & Sewer Line Improvements
3	Four Mile Road Improvements	8	World Golf Village Stormwater & Drainage Assessments
4	Flagler Estates Road & Water Control District Continuing Services	9	Ravenswood Drive Drainage Improvements
5	Lincolville CDBG Roadway & Stormwater Improvements	10	Queen's Harbour Yacht & Country Club Stormwater Drainage System Assessment

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

Certified Disadvantaged Business Enterprise/Small Business

- » MDG is a certified Disadvantaged Business Enterprise (DBE) and Small Business (SB) firm. We strongly believe in supporting disadvantaged and small business owners and routinely partner with MBE/WBE/DBE/SB firms.

Willingness to Meet Time & Budget Requirements

- » The MDG Team commits to meeting the schedule and budget goals of the District. MDG will determine the most cost-effective solutions and time saving measures for all project improvements issued under this contract.
- » For each submittal, we will establish advanced internal deadlines to allow for proper quality control of the deliverables as well as early submittal to the City. Progress reports will be provided to the City's Project Manager including action items and schedule status reports. Some other measures we will apply to control the project schedule and budget include executing a detailed Project Management Plan, applying a strong QA/QC plan focused on constructibility reviews, developing a well-defined scope and updating the project cost estimate at every stage of the plans submittals, and early start on all critical issues such as public involvement, permitting and utility coordination.
- » MDG has a record of completing work on time and within budget. For work requiring quick turnaround, we adjust work schedules as necessary to meet our client's needs. We commit to continuing our impressive service record by providing prompt responses and the delivery of quality construction documents.

Grant Support/Administration, Applications, and Submissions

- » MDG has a long history of working with small to large municipalities to ensure they maximize the benefit of their grants. Since 2008, MDG has been involved with a number of projects financed in part with grant funds. MDG served as lead consultant for the St. Johns County Community Development Block Grant (CDBG) Disaster Recovery Initiative (DRI) to address stormwater drainage and other issues within the County. MDG has also worked on Hazard Mitigation Grant Program (HMGP) grant applications. Grant application assistance was provided to Putnam County, which included gathering information, conceptual design drawings, an opinion of probable costs for proposed improvements, project schedule with timeline and key milestones, and a maintenance schedule for the proposed improvements.
- » MDG's extensive experience assisting counties and cities with grant-funded and grant-related public work projects has an estimated value exceeding \$10M. A sample of grant and federally funded projects that MDG has been the primary firm for engineering design and permitting include:
 - » St. Johns Avenue Bike Path/Trail (FDOT LAP), Putnam County
 - » FEMA HMGP Application Assistance for WWTF & WWTP, Putnam County
 - » Ravenswood Drive Drainage & Roadway Improvements (CDBG DRI)
 - » West King Street CDBG
 - » Lincolnville CDBG
 - » West Augustine CDBG
 - » Tropical Storm Faye Disaster Recovery Initiative for the Florida DEO
 - » Tropical Storm Faye Disaster Relief Emergency Fund (DREF)
 - » Colbert Lane & Grady Prather Jr. Cove Roadway Improvements, FDOT SCRAP
 - » Flagler Estates NRCS EWPP (Emergency Watershed Protection Program) Grant



RESIDENTS BENEFITED FROM GRANT-FUNDED IMPROVEMENTS TO RAVENSWOOD DRIVE FROM THE ST. JOHNS COUNTY CDBG

MDG brings our history of excellence and solid reputation to work for every client.

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

31. SIGNATURE

Rob A. Matthews III

32. DATE

November 18, 2021

33. NAME AND TITLE

Rob A. Matthews III, PE, President

RFQ No.: 21-06

2a. FIRM (OR BRANCH OFFICE) NAME

3. YEAR ESTABLISHED

4. UNIQUE ENTITY IDENTIFIER

2b. STREET

5. OWNERSHIP

2c.CITY

2d. STATE

FL

2e. ZIP CODE

32084

a. TYPE

LLC, S-Corp

b. SMALL BUSINESS STATUS

Small Business

6a. POINT OF CONTACT NAME AND TITLE

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

6b. TELEPHONE NUMBER

904.826.1334

6c. E-MAIL ADDRESS

Rob@MDGinc.com

N/A

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

8b. YEAR ESTABLISHED

8c. UNIQUE ENTITY IDENTIFIER

Total**PROFESSIONAL SERVICES REVENUE INDEX NUMBER**

0

6

6

- | | |
|---|---|
| 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

11/15/2021

c. NAME AND TITLE

Rob A. Matthews III, PE, President

ARCHITECT - ENGINEER - QUALIFICATIONS

1. SOLICITATION NUMBER (If any)

RFP NO.: 21-06

2PART II - GENERAL QUALIFICATIONS

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

2a. FIRM (OR BRANCH OFFICE) NAME Bradshaw-Niles & Associates, Inc.			3. YEAR ESTABLISHED 1997	4. DUNS NUMBER 104884908
2b. STREET 280 Business Park Circle, Suite 410			5. OWNERSHIP	
2c. CITY Saint Augustine			2d. STATE FL	2e. ZIP CODE 32095
6a. POINT OF CONTACT NAME AND TITLE Albert Dale Bradshaw President			a. TYPE S Corporation	
6b. TELEPHONE NUMBER (904) 829-2591			b. SMALL BUSINESS STATUS Small Business	
6c. E-MAIL ADDRESS dbradshaw@bradshaw-niles.com			7. NAME OF FIRM (If block 2a is a branch office) N/A	
8a. FORMER FIRM NAME(S) (If any) Privett-Niles & Associates, Inc.; St. Johns Survey Company			8b. YR. ESTABLISHED 1987	8c. DUNS NUMBER

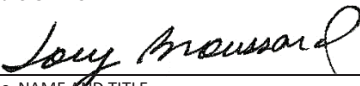
9. EMPLOYEES BY DISCIPLINE				10. PROFILE OF FIRM'S EXPERIENCE AND ANNUAL AVERAGE REVENUE FOR LAST 5 YEARS		
a. Function Code	b. Discipline	c. No. of Employees		a. Profile Code	b. Experience	c. Revenue Index Number (see below)
		(1) FIRM	(2) BRANCH			
02	Administrative			C16	Construction Surveying	2
08	CADD Technician	1		E10	Environmental and Natural Resource Mapping	1
38	Land Surveyor	2		G03	Geodetic Surveying: Ground and Airborne	1
48	Project Manager	2		H13	Hydrographic Surveying	1
				L02	Land Surveying	4
				S10	Surveying; Platting; Mapping; Flood Plain Studies	4
				T04	Topographic Surveying and Mapping	4
	Other Employees	4				
Total		9				

11. ANNUAL AVERAGE PROFESSIONAL SERVICES REVENUES OF FIRM FOR LAST 3 YEARS (Insert revenue index number shown at right)		PROFESSIONAL SERVICES REVENUE INDEX NUMBER	
a. Federal Work	2	1. Less than \$100,000.	6. \$2 million to less than \$5 million
b. Non-Federal Work	2	2. \$100,00 to less than \$250,000	7. \$5 million to less than \$10 million
c. Total Work	3	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 November 18, 2021
c. NAME AND TITLE Albert Dale Bradshaw, PSM, President	

ARCHITECT-ENGINEER QUALIFICATIONS					1. SOLICITATION NUMBER (If any)	
PART II - GENERAL QUALIFICATIONS <i>(If a firm has branch offices, complete for each specific branch office seeking work.)</i>						
2a. FIRM (OR BRANCH OFFICE) NAME ECS FLORIDA, LLC – Jacksonville				3. YEAR ESTABLISHED 2017		4. UNIQUE ENTITY IDENTIFIER 55-670-5445
2b. STREET 11554 Davis Creek Court				5. OWNERSHIP		
2c. CITY Jacksonville				a. TYPE Limited Liability Company		
2d. STATE Florida		2e. ZIP 32256		b. SMALL BUSINESS STATUS N/A		
6a. POINT OF CONTACT NAME AND TITLE Joey J Broussard, PE – Branch Manager, Principal				7. NAME OF FIRM (if block 2a is a branch office) ECS Florida, LLC		
6b. TELEPHONE NUMBER 904-880-0960		6c. E-MAIL ADDRESS JBroussard@ecslimited.com				
8a. FORMER FIRM NAME(S)				8b. YR. ESTABLISHED		8c. UNIQUE ENTITY IDENTIFIER
Ellis & Associates, Inc.				1988		87-718-2006
9. EMPLOYEE BY DISCIPLINE				10. PROFILE OF FIRM'S EXPERIENCE AND ANNUAL AVERAGE REVENUE FOR LAST 5 YEARS		
a. Function Code	b. Discipline	C. No. of Employees		a. Profile Code	b. Experience	c. Revenue Index Number (see below)
		(1) FIRM	(2) BRANCH			
02	Administrative	19	12	H11	Housing (Residential, Multi-Family, Apts, Condos)	9
06	Architect	1	0	H07	Highways, Streets, Airfield Paving, Parking Lots	8
16	Construction Materials Manager	2	1	T02	Testing and Inspection Services	8
24	Environmental Scientist	12	3	E09	Environmental Impact Studies, Assessments	8
	Environmental Technician	1	1	C10	Commercial Buildings (low-rise), Shopping Centers	8
	Field Technician	58	28	W01	Warehouses & Depots	7
30	Geologist	3	2	G01	Garages, Vehicle Maint. Facilities, Parking Decks	6
36	Industrial Hygienist	2	0	H10	Hotels, Motels	6
	Lab Technician/Manager	11	5	E02	Educational Facilities, Classrooms	6
	OTHER	1	1	A06	Airports, Terminals & Hangars, Freight Handling	6
	Professional Engineers	19	10	I01	Industrial Buildings, Manufacturing Plants	6
	Project Managers	38	8	P02	Petroleum and Fuel (Storage and Distribution)	5
				O01	Office Buildings, Industrial Parks	5
				W03	Water Supply, Treatment and Distribution	5
				R04	Recreation Facilities (Parks, Marinas, etc.)	5
				S05	Soils & Geologic Studies, Foundations	5
				H09	Hospitals & Medical Facilities	5
				A05	Airports, Navais, Airport Lighting, Aircraft Fueling	4
				S13	Stormwater Handling & Facilities	4
				D07	Dining Halls, Clubs, Restaurants	4
TOTAL		167	78			
11. ANNUAL AVERAGE PROFESSIONAL SERVICES REVENUES OF FIRM FOR LAST 3 YEARS (insert revenue index number shown at right)		PROFESSIONAL SERVICES REVENUE INDEX NUMBER				
a. Federal Work		1. Less than \$100,000		6. \$2 million to less than \$5 million		
b. Non-Federal Work		2. \$100,000 to less than \$250,000		7. \$5 million to less than \$10 million		
c. Total		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 10/28/2021		
c. NAME AND TITLE Joey J Broussard, PE – Branch Manager, Principal						



REQUEST FOR PROPOSALS
RFQ NO. 21-06

Tab 6

Required Disclosures

REQUIRED DISCLOSURES

Conflict of Interest

MDG understands that in order to avoid a conflict of interest, or the appearance of a conflict of interest, our firm should not engage in any outside activities that are inconsistent, incompatible, or appear to conflict with your ability to exercise independent/objective judgment in the best interest of the City of St. Augustine Beach.

MDG does not have any conflicts of interest in relation to providing services for the City of St. Augustine Beach.

Good Standing

Our firm is in compliance with Federal, State, County and local units of government, and is in good tax payment status and good corporate registration status.

Contact Information

Principal-in-Charge

Rob A. Matthews III, PE

7 Waldo St., St. Augustine, FL 32084

904-826-1334

Rob@mdginc.com

Financial Stability

MDG is prepared to supply a financial statement upon request, which will be a certified audit of the last fiscal year. The latest Dunn & Bradstreet report can also be provided by request.

MDG Dunn and Bradstreet Number is: 60-364-9117

MDG maintains \$2,000,000/\$1,000,000 professional liability coverage.

Litigation

MDG knows that the key to avoiding litigation is continual communication among all parties who have an interest in the project's success. The firm implements a quality-based program to ensure the development of a strong relationship between the owner and consultant in an effort to achieve mutually beneficial goals.

MDG has not been involved in any lawsuits since its founding. No licensure, disciplinary or debarment proceedings have been applied to or administered.

MDG understands that we have a continuing duty to inform the City of any new claims filed against us or our staff.

MDG has not failed to complete any contract, and certifies that our firm is financially stable and has the necessary resources, human and financial, to provide the services at the level required by the City of St. Augustine Beach.





PREPARED BY:

Matthews Design Group, LLC
Corporate Headquarters
7 Waldo Street
St. Augustine, FL 32084
904.826.1334
www.MDGinc.com

CONTACT:

Scott Knowles, PE
Scott@MDGinc.com
904.826.1334
www.MDGinc.com

SEALED RFQ • DO NOT OPEN

SEALED RFQ #: RFQ 21-06

RFQ TITLE: Professional Engineering Services for
Storm Drainage Master Plan Update

DUE DATE/TIME: Thursday, November 18, 2021
No Later Than 3:00 P.M.

SUBMITTED BY: Matthews Design Group, LLC

Company Name

7 Waldo St.

Company Address

St. Augustine, FL 32084

Company Address

DELIVER TO: City of St. Augustine Beach
Finance Department
2200 S.R. A1A South
St. Augustine Beach, FL 32080

8:36 am
RECEIVED

NOV 18 2021