

**WINDWARD AT
LAKEWOOD RANCH
COMMUNITY DEVELOPMENT
DISTRICT**

BOARD OF SUPERVISORS

November 13, 2024

**REGULAR MEETING
AGENDA**

**WINDWARD AT
LAKEWOOD RANCH
COMMUNITY DEVELOPMENT DISTRICT**

**AGENDA
LETTER**

Windward at Lakewood Ranch Community Development District

OFFICE OF THE DISTRICT MANAGER

2300 Glades Road, Suite 410W • Boca Raton, Florida 33431

Phone: (561) 571-0010 • Toll-free: (877) 276-0889 • Fax: (561) 571-0013

November 6, 2024

ATTENDEES:

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

Board of Supervisors

Windward at Lakewood Ranch Community Development District

Dear Board Members:

The Board of Supervisors of the Windward at Lakewood Ranch Community Development District will hold a Regular Meeting on November 13, 2024 at 11:00 a.m., at 5800 Lakewood Ranch Blvd., Sarasota, Florida 34240. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments: Agenda Items *(limited to 3 minutes per individual)*
3. Consideration of Frederick Derr & Company Incorporated Change Order No. 5 [Windward @LWR Phase 3]
4. Consideration of Fruitville Road Design Items
 - A. Stantec Consulting Services, Inc. Specific Authorization No. 13 – Professional Services Proposal [Fruitville Road Amendment to Interlocal Agreement]
 - B. Amendment No. 1 to Contract No. 2022-336 Interlocal Agreement Between Sarasota County, Florida, and the Windward at Lakewood Ranch Community Development District for the Design, Engineering, Permitting, and Ancillary Services of Fruitville Road Widening from Debrecen Road to Lorraine Road
 - C. Amendment No. 2 to Contract No. 2020-495 Interlocal Agreement Between Sarasota County, Florida, and the Windward at Lakewood Ranch Community Development District for the Design, Engineering, Permitting, and Ancillary Services of Fruitville Road Widening from Debrecen Road to Lorraine Road
5. Consideration of Resolution 2025-01, Ratifying the Actions of the District Manager in Redesignating the Date and Time for Landowners' Meeting; Providing for Publication, Providing for an Effective Date
6. Consideration of Response(s) to Request for Qualifications (RFQ) for Engineering Services
 - A. Affidavit of Publication
 - B. RFQ Package

- C. Respondents
 - I. AM Engineering, LLC
 - II. GRAEF
 - D. Competitive Selection Criteria/Ranking
 - E. Award of Contract
- 7. Acceptance of Unaudited Financial Statements as of September 30, 2024
 - 8. Approval of September 11, 2024 Regular Meeting Minutes
 - 9. Staff Reports
 - A. District Counsel: *Vogler Ashton, PLLC*
 - B. District Engineer: *Stantec Consulting Services, Inc.*
 - C. District Manager: *Wrathell, Hunt and Associates, LLC*

- UPCOMING MEETING DATES

- December 11, 2024 at 10:45 AM [Landowners' Meeting]
- December 11, 2024 at 11:00 AM [Regular Meeting]

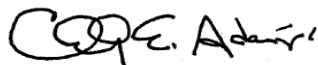
- QUORUM CHECK

SEAT 1	JOHN LEINAWEAVER	☐ IN PERSON	☐ PHONE	☐ NO
SEAT 2	SANDY FOSTER	☐ IN PERSON	☐ PHONE	☐ NO
SEAT 3	DALE WEIDEMILLER	☐ IN PERSON	☐ PHONE	☐ NO
SEAT 4	PETE WILLIAMS	☐ IN PERSON	☐ PHONE	☐ NO
SEAT 5	JOHN BLAKLEY	☐ IN PERSON	☐ PHONE	☐ NO

- 10. Board Members' Comments/Requests
- 11. Public Comments: Non-Agenda Items *(limited to 3 minutes per individual)*
- 12. Adjournment

If you should have any questions or concerns, please do not hesitate to contact me directly at (239) 464-7114.

Sincerely,



Chesley (Chuck) E. Adams, Jr.
District Manager

FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE

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

PARTICIPANT PASSCODE: 229 774 8903

**WINDWARD AT
LAKEWOOD RANCH
COMMUNITY DEVELOPMENT DISTRICT**

3

Change Order

No. 5

Date of Issuance: September 16, 2024

Effective Date: October 9, 2024

Project: Windward @ LWR Phase 3	Owner: Windward at Lakewood Ranch Community Development District	Owner's Contract No.:
Contract: \$4,732,327.85		Date of Contract: March 18, 2024
Contractor:		Engineer's Project No.: 215617816
		Contractor Project No.:

The Contract Documents are modified as follows upon execution of this Change Order:

Description:

Addition of sidewalk ramps, piping, sidewalks, conduits

Attachments: (List documents supporting change):

Frederick Derr & Company, Inc. Change Orders dated 09/12/2024 and 09/25/2024

CHANGE IN CONTRACT PRICE:

Original Contract Price:

\$ 4,732,327.85

[Increase] [Decrease] from previously approved Change Orders No. 1 to No. 4:

\$ 178,056.80

Contract Price prior to this Change Order:

\$ 4,910,384.65

[Increase] [Decrease] of this Change Order:

\$ 35,420.15

Contract Price incorporating this Change Order:

\$ 4,945,804.80

CHANGE IN CONTRACT TIMES:

Original Contract Times: ☐ Working days ☒ Calendar days

Substantial completion (days or date): **270 Days (175 EN) (12/13/24)**

Ready for final payment (days or date): **300 Days (1/12/2025)**

[Increase] [Decrease] from previously approved Change Orders No. 1 to No. 4:

Substantial completion (days):

Ready for final payment (days):

Contract Times prior to this Change Order:

Substantial completion (days or date): **270 Days (175 EN) (12/13/24)**

Ready for final payment (days or date): **300 Days (1/12/2025)**

[Increase] [Decrease] of this Change Order:

Substantial completion (days or date):

Ready for final payment (days or date):

Contract Times with all approved Change Orders:

Substantial completion (days or date): **270 Days (175 EN) (12/13/24)**

Ready for final payment (days or date): **300 Days (1/12/2025)**

RECOMMENDED:

By: 
Engineer (Authorized Signature)

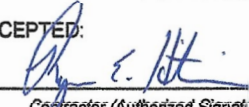
Date: 10/1/24

ACCEPTED:

By: _____
Owner (Authorized Signature)

Date: _____

ACCEPTED:

By: 
Contractor (Authorized Signature)

Date: 10/1/2024

Approved by Funding Agency (if applicable):

Date:

U:\215617816\civil\construction_phase_documents\change_orders\received\con_vlwrdd_windward-ph-3-co-5_11430_addn-sidewalk-ramps_Fderr_mak_20240918.docx

EJCDC No. C-941 (2002 Edition)

Page 1 of 1

Prepared by the Engineers' Joint Contract Documents Committee and endorsed by the Associated General Contractors of America and the Construction Specifications Institute.



FREDERICK DERR & COMPANY
I N C O R P O R A T E D

CONTRACT CHANGE ORDER

9/12/2024

Windward at Lakewood Ranch
Community Development District
5800 Lakewood Ranch Blvd
Sarasota, FL 34240

Number 6.00
Job: Windward at LWR
Phase: 3

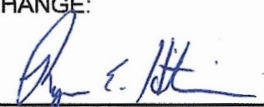
We agree to the following changes, additions, or deductions:

ITEM	DESCRIPTION	EST QUAN	UNIT	UNIT \$	TOTAL \$
1-03-000	ROADWAY				
1-03-020	HANDICAP RAMPS	9.00	EA	1,270.00	11,430.00

REASON FOR CHANGE:

Add ramps at each end of all crosswalks per County

Proposed


For the Contractor

THIS CHANGE ORDER

NET

\$ 11,430.00

Accepted

For the Engineer

EXISTING CONTRACT

TOTAL

\$ 4,910,384.65

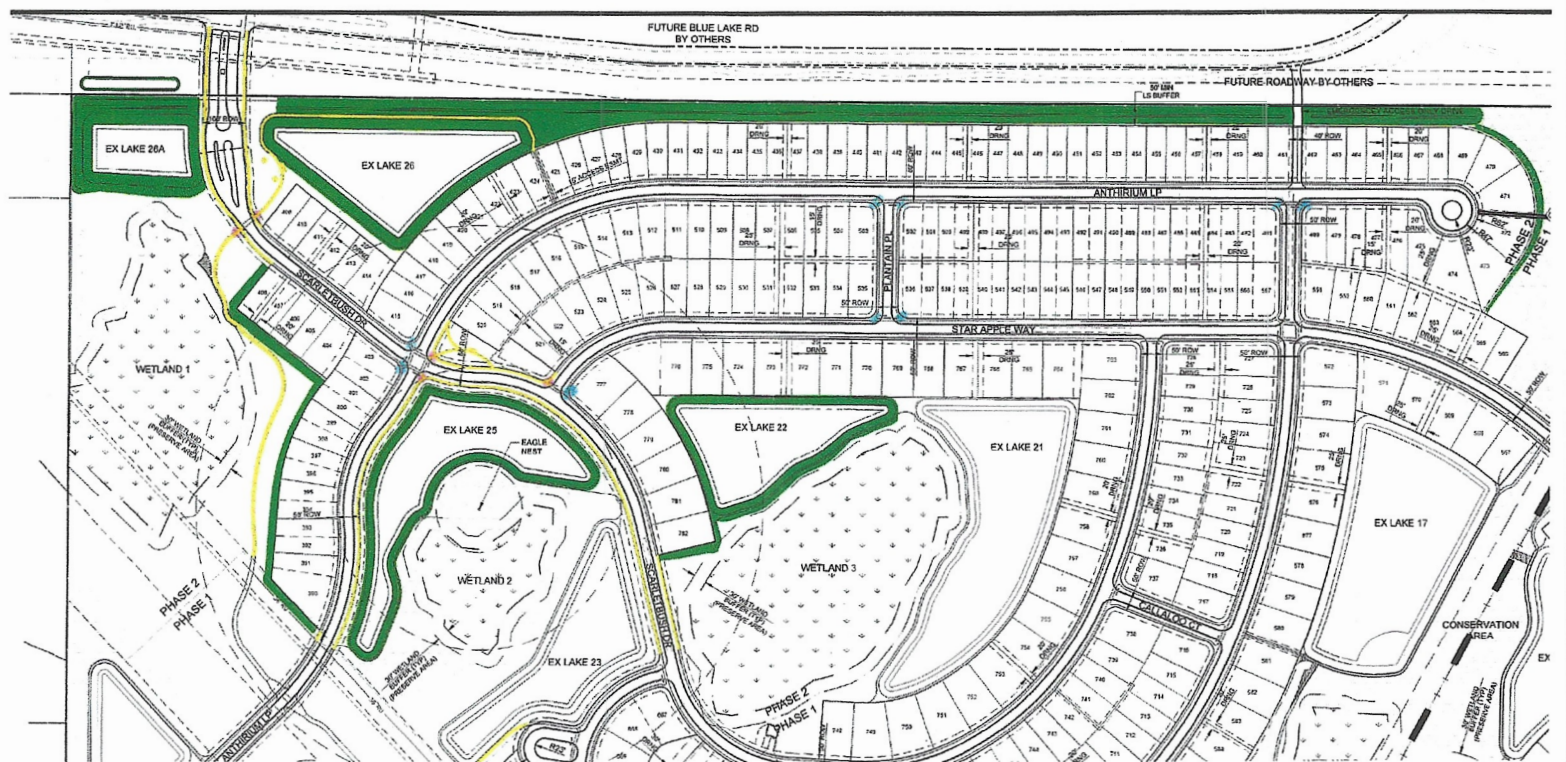
Accepted

For the Owner

NEW CONTRACT

TOTAL

\$ 4,921,814.65



- RAMP IN CONTRACT (5)
- ADD RAMP? (9)

Kennedy, Mike

From: Harry Russom <hrussom@nealcommunities.com>
Sent: Friday, September 13, 2024 10:43 AM
To: Ryan Hirstein; Brett Rocklein
Cc: Rusty Bonyng; Kennedy, Mike
Subject: RE: [EXT] RE: Windward Ph 3

I agree, the county has asked all handicap ramps be installed. We typically only install those on common ground, thus the addition.

Harry Russom
Land Development Manager

941-313-1963 Cell
941-328-1100 Fax
5800 Lakewood Ranch Blvd
Sarasota, FL 34240
mailto:hrussom@nealcommunities.com
<https://can01.safelinks.protection.outlook.com/?url=http%3A%2F%2Fnealcommunities.com%2F&data=05%7C02%7Cmik e.kennedy%40stantec.com%7C1475a2ba05854e066d6408dcd40256d9%7C413c6f2c219a469297d3f2b4d80281e7%7C0 %7C0%7C638618353733704430%7CUnknown%7CTWFpbGZsb3d8eyJWljoIMC4wLjAwMDAiLCJQIjoiV2luMzliLCJBTiI6 Ik1haWwiLCJXVCi6Mn0%3D%7C4000%7C%7C%7C&sdata=m9WP2cb%2Fy0b2YISprYylLPU4rKCG9p02N1cEwq7f5fw %3D&reserved=0>
CBC 1256375

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-----Original Message-----

From: Ryan Hirstein <ryan@derrcorp.com>
Sent: Thursday, September 12, 2024 3:36 PM
To: Harry Russom <hrussom@nealcommunities.com>; Brett Rocklein <brocklein@morrisengineering.net>
Cc: Rusty Bonyng <rusty@derrcorp.com>; Michael A. Kennedy (mike.kennedy@stantec.com) <mike.kennedy@stantec.com>
Subject: RE: [EXT] RE: Windward Ph 3

Harry,

Please find the attached Change Order #6 as discussed and let me know if you have any questions.

Thank you,

Ryan Hirstein
Project Manager/Estimator
(941) 355-8575 ext. 237
(941) 302-6523 cell
Ryan@DerrCorp.com *PLEASE NOTE OUR NEW EMAIL* P.O. Box 2719 Sarasota, FL 34230

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<https://can01.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.derrcorp.com%2F&data=05%7C02%7Cmike.kennedy%40stantec.com%7C1475a2ba05854e066d6408dcd40256d9%7C413c6f2c219a469297d3f2b4d80281e7%7C0%7C0%7C638618353733718106%7CUnknown%7CTWFPbGZsb3d8eyJWljoIMC4wLjAwMDAiLCJQljoIV2luMzliLCJBtIl6lk1haWwiLCJXVCI6Mn0%3D%7C4000%7C%7C%7C&sdata=Qd%2BIJFn4ri1pCx2UKn7rZxDB3J1NVXUrkDR19%2B4IRK4%3D&reserved=0>

-----Original Message-----

From: Harry Russom <hrussom@nealcommunities.com>

Sent: Wednesday, September 11, 2024 9:44 AM

To: Brett Rocklein <brocklein@morrisengineering.net>

Cc: Ryan Hirstein <ryan@derrcorp.com>; Rusty Bonyng <rusty@derrcorp.com>; Michael A. Kennedy (mike.kennedy@stantec.com) <mike.kennedy@stantec.com>

Subject: Re: [EXT] RE: Windward Ph 3

Please send me a proposal and proceed to install

On Sep 10, 2024, at 1:16 PM, Brett Rocklein <brocklein@morrisengineering.net> wrote:

Harry- We talked about this during the bid process since it came up as a question from the bidders, we originally had all the handicap ramps in the SOV but you preferred we take them out as they tend to get damaged during home building. Those are curb ramps to nowhere/no other sidewalk connected until the sidewalk is installed with the respective lot. Do you want me to call the inspector and explain our position and see what he says?

Ryan – was it Steve or Vinnie?

Regards,

Brett Rocklein, P.E.

<image002.jpg>

6997 Professional Parkway East, Suite B

Sarasota, Florida 34240

(941)444-6644, Ext. 107 (Office)

<https://can01.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.morrisengineering.net%2F&data=05%7C02%7Cmike.kennedy%40stantec.com%7C1475a2ba05854e066d6408dcd40256d9%7C413c6f2c219a469297d3f2b4d80281e7%7C0%7C0%7C638618353733722149%7CUnknown%7CTWFPbGZsb3d8eyJWljoIMC4wLjAwMDAiLCJQljoIV2luMzliLCJBtIl6lk1haWwiLCJXVCI6Mn0%3D%7C4000%7C%7C%7C&sdata=YnGSxpb33%2Fut1TJC3v0LKqrAGyvZLT%2FQ2BR9FH7qiFk%3D&reserved=0><<https://can01.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.morrisengineering.net%2F&data=05%7C02%7Cmike.kennedy%40stantec.com%7C1475a2ba05854e066d6408dcd40256d9%7C413c6f2c219a469297d3f2b4d80281e7%7C0%7C0%7C638618353733725694%7CUnknown%7CTWFPbGZsb3d8eyJWljoIMC4wLjAwMDAiLCJQljoIV2luMzliLCJBtIl6lk1haWwiLCJXVCI6Mn0%3D%7C4000%7C%7C%7C&sdata=27RCm5Ry72l2MMZUISPZFp0CV1W6H4HD1m%2FyVyFRuos%3D&reserved=0>>

Harry Russom

Land Development Manager

941-313-1963 Cell

<https://can01.safelinks.protection.outlook.com/?url=http%3A%2F%2Fnealcommunities.com%2F&data=05%7C02%7Cmike.kennedy%40stantec.com%7C1475a2ba05854e066d6408dcd40256d9%7C413c6f2c219a469297d3f2b4d80281e7%7C0%7C0%7C638618353733729269%7CUnknown%7CTWFPbGZsb3d8eyJWljoIMC4wLjAwMDAiLCJQljoIV2luMzliLCJBtIl6lk1haWwiLCJXVCI6Mn0%3D%7C4000%7C%7C%7C&sdata=TUoxndpl0sUhp5fE8JkzI5oyLnDzg%2FLVldcQ1Vaeuw%3D&reserved=0>

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From: Ryan Hirstein <ryan@derrcorp.com>
Sent: Tuesday, September 10, 2024 12:59 PM
To: hrussom@nealcommunities.com
Cc: Rusty Bonyng <rusty@derrcorp.com>; Brett Rocklein <brocklein@morrisengineering.net>; Michael A. Kennedy (mike.kennedy@stantec.com) <mike.kennedy@stantec.com>
Subject: Windward Ph 3

Harry,

After our meeting Rusty spoke with the County engineering inspector and he said they do want the ramps poured on each side of the crosswalks. The attached exhibit shows the ramps that are covered by our contract highlighted in pink and the additional ramps that the County is requiring are highlighted in blue. Please let me know if you want us to proceed with the (9) additional ramps or if you want to discuss with the County first.

Thank you,

Ryan Hirstein
Project Manager/Estimator
(941) 355-8575 ext. 237
(941) 302-6523 cell
Ryan@DerrCorp.com<mailto:Ryan@DerrCorp.com> *PLEASE NOTE OUR NEW EMAIL* P.O. Box 2719 Sarasota, FL 34230

<image001.png>
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<https://can01.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.derrcorp.com%2F&data=05%7C02%7Cmike.kennedy%40stantec.com%7C1475a2ba05854e066d6408dcd40256d9%7C413c6f2c219a469297d3f2b4d80281e7%7C0%7C0%7C638618353733736195%7CUnknown%7CTWFPbGZsb3d8eyJWljojMC4wLjAwMDAiLCJQIjoV2luMzliLCJBTiI6Ik1haWwiLCJXVCi6Mn0%3D%7C4000%7C%7C%7C&sdata=aH90B1TIIh4FObQ8pN3m5wjb%2BIYrsWOkJMtp4bBBSVU%3D&reserved=0>

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Atención: Este correo electrónico proviene de fuera de Stantec. Por favor, tome precauciones adicionales.

From: Ryan Hirstein <ryan@derrcorp.com>
Sent: Wednesday, September 25, 2024 9:45 AM
To: hrussom@nealcommunities.com; Brett Rocklein; Kennedy, Mike
Subject: Windward Ph 3
Attachments: Windward Ph 3_CO#7_R&R sw for conduit-Fix ex san serv-Add water valves.pdf

Good Morning All,

Please find the attached Change Order #7 which covers the following:

- Removal and replacement of 20 lf of 5' sidewalk along Star Apple Way at Anthirium Lp to allow for the installation of the FPL conduit sleeves
- Repair issues with sewer services installed by others in previous phase on Star Apple Way between MH2-22 and 2-23. Work included replacing (7) 6" service caps that the previous contractor had drilled holes through, a pipe to wye connection that lacked a gasket, and an unbeveled pipe end that was not properly seated all of which kept us from completing a passing air test. We also had to relocate (4) services that weren't at lot corners.
- Add (2) 6" gate valves per County direction at the eagle zone limit to allow for water testing and certification within the eagle zone

Please let me know if you have any questions.

Thank you,

Ryan Hirstein
Project Manager/Estimator
(941) 355-8575 ext. 237
(941) 302-6523 cell
Ryan@DerrCorp.com *PLEASE NOTE OUR NEW EMAIL*
P.O. Box 2719
Sarasota, FL 34230



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Atención: Este correo electrónico proviene de fuera de Stantec. Por favor, tome precauciones adicionales.



FREDERICK DERR & COMPANY
I N C O R P O R A T E D

CONTRACT CHANGE ORDER

9/25/2024

Windward at Lakewood Ranch
Community Development District
5800 Lakewood Ranch Blvd
Sarasota, FL 34240

Number 7.00
Job: Windward at LWR
Phase: 3

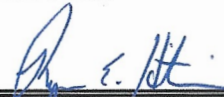
We agree to the following changes, additions, or deductions:

ITEM	DESCRIPTION	EST QUAN	UNIT	UNIT \$	TOTAL \$
CONDUIT CROSSINGS					
1-00-126	REM EX SW AND EXTEND FPL CONDUIT	0.50	DA	4,100.00	2,050.00
	CONDUIT CROSSINGS TOTAL				\$2,050.00
1-05-000 SANITARY SEWER					
1-05-145	REPAIR PH 1 SAN SERVICES-STAR APPLI	4.00	DA	4,390.00	17,560.00
	SANITARY SEWER TOTAL				\$17,560.00
1-07-000 POTABLE WATER					
1-07-080	GATE VALVE - 6"	2.00	EA	1,950.00	3,900.00
	POTABLE WATER TOTAL				\$3,900.00
1-08-000 SIDEWALKS AND TRAILS					
1-08-010	5' - CONC SIDEWALK - COMMON AREA	11.00	SY	43.65	480.15
	SIDEWALKS AND TRAILS TOTAL				\$480.15

REASON FOR CHANGE:

Rem & repour sidewalk for FPL conduit install, Repair ex
san sewer services, add water valves per County

Proposed


For the Contractor

THIS CHANGE ORDER

NET

\$ 23,990.15

Accepted

For the Engineer

EXISTING CONTRACT

TOTAL

\$ 4,921,814.65

Accepted

For the Owner

NEW CONTRACT

TOTAL

\$ 4,945,804.80

Frederick Derr & Company, Inc.
Job Name: WINDWARD PHASE 3

Job Code 241134

Daily Report

Time Card: Date - 09/03/2024 (Tuesday)				Foreman - OBERM Mark Revision - 0 Shift - 1	
Cost Codes			90025		
Description			BUCKET		
Prod. Qty.			8.5		
Code	Name	Class			Totals
OBERM	O'Berry; Mark A	FM06	8		8
B-055	B-055 Ford F150 4x4		8		8
MONGB	Monge Rivera; Bienveni	LP01	8.5		8.5
ALANJ	Alaniz; Justin A	LP01	8.5		8.5
ZEPEK	Zepeda; Kathy L	LP01	8.5		8.5
SIGUA	Sigueroa Rodriguez; Ale	LP02	8.5		8.5
HERNE	Hernandez; Erik A	OP03	8.5		8.5
K-007	K-007 Komatsu PC78U		8.5		8.5
L-030	L-030 Kom WA320-7 Lo		8		8

Totals for Labor	Hours: 50.5	Worked: 50.5	Broken Out: (50.5/0/0)
Totals for Equipment	Hours: 24.5	Worked: 24.5	Broken Out: (24.5/0/0)

Cost Code Notes: Date - 09/03/2024 (Tuesday)			Foreman - OBERM Mark	
Code	Slot	Notes		
90025	1	Repair sewer service lot 546 547 Move sewer service 548 / 549		

Inspector Note

x _____ Date: _____

'c' - indicates a completed item.
'(R)' - indicates a rework quantity.
'(o)' - indicates a percentage override.

Printed on: 09/24/2024 16:39:44

Page 1

Daily Report

Time Card: Date - 09/04/2024 (Wednesday)				Foreman - OBERM	Mark	Revision - 1	Shift - 1
Cost Codes							
Description							
Prod. Qty.							
Code	Name	Class	90025 BUCKET 0				
							Totals
OBERM	O'Berry, Mark A	FM06	8				
B-055	B-055 Ford F150 4x4		8				
MONGB	Monge Rivera; Bienveni	LP01	8.5				
ALANJ	Alaniz; Justin A	LP01	8.5				
ZEPEK	Zepeda; Kathy L	LP01	8.5				
SIGUA	Sigueroa Rodriguez; Ale	LP02	8.5				
HERNE	Hernandez; Erik A	OP03	8.5				
E-069	E-069 Volvo EC300EL E		8				
L-030	L-030 Kom WA320-7 Lo		8				

Totals for Labor	Hours: 50.5	Worked: 50.5	Broken Out: (50.5/0/0)
Totals for Equipment	Hours: 24	Worked: 24	Broken Out: (24/0/0)

Cost Code Notes: Date - 09/04/2024 (Wednesday)			Foreman - OBERM	Mark
Code	Slot	Notes		
90025	1	Relocation of existing sewer service and repair of damaged sewer service from past contractor.		
Inspector Note				

x _____ Date: _____

'c' - indicates a completed item.
'(R)' - indicates a rework quantity.
'(o)' - indicates a percentage override.

Daily Report

Time Card: Date - 09/06/2024 (Friday)			Foreman - OBERM Mark		Revision - 1	Shift - 1
Cost Codes			90025			
Description			BUCKET			
Prod. Qty.			0			
Code	Name	Class				Totals
OBERM	O'Berry; Mark A	FM06	8			8
B-055	B-055 Ford F150 4x4		8			8
MONGB	Monge Rivera; Bienveni	LP01	9			9
ALANJ	Alaniz; Justin A	LP01	9			9
ZEPEK	Zepeda; Kathy L	LP01	9			9
ACOSL	Acosta Vazquez; Luis	LP02	9			9
CRISJ	Crispin Lasalle; Jesus M	LP01	9			9
KLIND	Kline; David O	OP04	9			9
MAYMA	May; Mathew L	OP03	9			9
ROJAJ	Rojas; Jacqueline	LP01	9			9
SIGUA	Sigueroa Rodriguez; Ale	LP02	9			9
HERNE	Hernandez; Erik A	OP03	9			9
K-007	K-007 Komatsu PC78U		9			9
L-046	L-046 Volvo L90H Load		9			9

Totals for Labor	Hours: 98	Worked: 98	Broken Out: (98/0/0)
Totals for Equipment	Hours: 26	Worked: 26	Broken Out: (26/0/0)

Cost Code Notes: Date - 09/06/2024 (Friday)			Foreman - OBERM	Mark
Code	Slot	Notes		
90025	1	Remove side walk 20ft x 5ft for insulation of power conduit 10 ft 6" and 10 ft 2" /. Repair 6" sewer service 3 repair and install 7 new 6" caps		
Inspector Note				

x _____ Date: _____

'c' - indicates a completed item.
'(R)' - indicates a rework quantity.
'(o)' - indicates a percentage override.

Daily Report

Time Card: Date - 09/13/2024 (Friday)				Foreman - POSTR	Ryan	Revision - 0	Shift - 1
Cost Codes							
Description							
Prod. Qty.							
Code	Name	Class	90025 BUCKET 0				
							Totals
ARISJ	Arispe; Jose A	LP01	9				
POSTR	Post; Ryan S	FM06	8				
RECIL	Recio; Lea L	LP01	9				
SOTOAL	Soto Velasquez; Alex K	LP01	9				
URESI	Uresti; Israel	LP01	9				
VARGV	Vargas Perez; Victoria E	LP01	9				
K-008	K-008 Cat 416 Backhoe/		8				
B-076	B-076 Ford F350 Pickup		8				

Totals for Labor Hours: 53 Worked: 53 Broken Out: (53/0/0)
Totals for Equipment Hours: 16 Worked: 16 Broken Out: (16/0/0)

Cost Code Notes: Date - 09/13/2024 (Friday)			Foreman - POSTR	Ryan
Code	Slot	Notes		
90025	1	Opened up, manholes installed plugs and proceed to air test existing system. System would not pump up started investigating found two services that were making a noise lot number 544 and 545 dug down and was trying to pull stick of pipe out of 45 that was in the Y and the stick of pipe was two separate pieces with a bell end The bell and pulled right off of the pipe. There was no gasket inside of the bell and stubby piece of pipe was not beveled, grabbed a new bell end piece of pipe and beveled stubby piece put back together pump system up and check for leaks before we backfill compact moved over to other service that was making noise		
Lot number 765 and 766 excavated while excavation was open. We pump system up and both of the caps on the Service down below had holes drilled in them and we're leaking air replaced with caps pump system up again and was having problems with air compressor pumping up the system did not get to finish pumping system up and testing				

Inspector Note

x _____ Date: _____

'c' - indicates a completed item.
'(R)' - indicates a rework quantity.
'(o)' - indicates a percentage override.

Frederick Derr & Company, Inc.
Job Name: WINDWARD PHASE 3

Job Code 241134

Daily Report

Time Card: Date - 09/16/2024 (Monday)			Foreman - POSTR Ryan Revision - 0 Shift - 1		
Cost Codes			18200	14700	90025
Description			FIRE HYDRANT ASSE	SEWER SERVICES - D	BUCKET
Prod. Qty.			0 EA	0 EA	0
Code	Name	Class			Totals
ARISJ	Arispe; Jose A	LP01	2	2	5
POSTR	Post; Ryan S	FM06	2	2	4
RECIL	Recio; Lea L	LP01	2	2	5
SOTOAL	Soto Velasquez; Alex K	LP01	2	2	5
URESI	Uresti; Israel	LP01	2	2	5
VARGV	Vargas Perez; Victoria E	LP01	2	2	5
K-008	K-008 Cat 416 Backhoe/		0	0	5
B-076	B-076 Ford F350 Pickup		2	2	4

Totals for Labor	Hours: 53	Worked: 53	Broken Out: (53/0/0)
Totals for Equipment	Hours: 13	Worked: 13	Broken Out: (13/0/0)

Cost Code Notes: Date - 09/16/2024 (Monday)			Foreman - POSTR Ryan	
Code	Slot	Notes		
14700	2	Straighten to buy fours replace two by fours that are broken and paint		
		Inspector Note		
18200	1	Paint fire hydrants		
		Inspector Note		
90025	3	Continued air testing and was still losing pressure excavated Lot 242 and 243 service one of the caps had a hole drilled in it one of the caps looked fine. But I replaced it anyways pump system up again and again was losing pressure lot 764 was a single service cap had a hole drilled in it Replace the cap backfill compact and it was the end of the day		
		Inspector Note		

x _____ Date: _____

'c' - indicates a completed item.
'(R)' - indicates a rework quantity.
'(o)' - indicates a percentage override.

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Page 2

Issues with sewer services installed by others in previous phase on Star Apple Way between MH2-22 and 2-23. Work included replacing (7) 6" service caps that the previous contractor had drilled holes through, a pipe to wye connection that lacked a gasket, and an unbeveled pipe end that was not properly seated all of which kept us from completing a passing air test. We also had to relocate (4) services that weren't at lot corners.





**WINDWARD AT
LAKEWOOD RANCH
COMMUNITY DEVELOPMENT DISTRICT**

4A



SA No. 13 to General Provisions
Attached to Agreement for Services
Between Owner and Engineer
Dated October 2, 2024

October 2, 2024

Via: E-Mail (adamsc@whhassociates.com)

File: 215618100
Previous: 215615940

Windward at Lakewood Ranch Community Development District
c/o Wrathell, Hunt and Associates, LLC
2300 Glades Road, Suite 410W
Boca Raton, FL 33431

Attn: **Mr. Chelsey (Chuck) E. Adams, Jr.**
District Manager

Reference: **Specific Authorization No. 13**
Professional Services Proposal for The Windward at Lakewood Ranch Community
Development District – Fruitville Road Amendment to Interlocal Agreements – Bid
Options – Design and Permitting Services

Dear Mr. Adams:

Enclosed is Specific Authorization (SA) 13 for services within Windward at Lakewood Ranch. This Specific Authorization (SA) includes the following:

With the continued development within the roadway corridor and future growth to the east, proposed improvements within the corridor have been fluid. In early 2024, during the property negotiations phase of C2020-495 & C2022-336, staff determined that the original project design, detailed in contract 2020-445 (with the addition of a West Bound Right Turn Lane at Sarasota Center Boulevard), would provide the most cost-effective approach to construct the Fruitville Road improvement. Further, the proposed Fruitville Road/Laceleaf Boulevard Roundabout, detailed in Contract 2022-336, should be presented as construction bid option. This approach will 1. reduce property acquisition; 2. address concerns of existing residents along the corridor; 3. provide true construction costs of bid options; and 4. allow County to enter into agreements to define fair share agreements to fund options in the future.

The following is a summary of County Board Actions to date:

CONTRACT	AGREEMENT	DATE	DESCRIPTION	TOTAL
2020-495	Interlocal Agreement	Aug. 26, 2020	Design and Permit Fruitville road	\$ 1,380,000.00
2022-336	Interlocal Agreement	Aug. 30, 2022	Design and Permit Fruitville Road and Ancillary Services (Roundabouts)	\$ 751,960.00
2023-086	Amendment to Interlocal Agreement 2020-495	Dec. 13, 2022	Contractor Funding Amendment	No Change



SA No. 13 to General Provisions
Attached to Agreement for Services
Between Owner and Engineer
Dated October 2, 2024

This SA is attached to and made a part of the General Provisions attached to the Agreement made between Windward at Lakewood Ranch Community Development District and Stantec Consulting Services Inc. (Engineer), providing for professional services. The Basic Services of Engineer as described in said General Provisions are amended or supplemented as indicated below.

The proposed Amended Interlocal Agreement – Bid Options will finalize County Contract 2020-445 and amend Contracts 2022-336 and 2023-086 to include outstanding work product (tasks) from Contract 2020-445 as well as additional tasks to complete the Fruitville Roadway Design.

These services will be performed on a Fixed Fee basis at our standard rates under our Master Services Agreement. Enclosed is a copy of our current Schedule of Fees, effective January 1, 2024.

If this proposal is acceptable to you, please sign in the space provided and return to our office. Should you have any questions regarding this matter, please call me.

Sincerely,

Stantec Consulting Services, Inc.

Ben Quartermaine, PE
Project Manager
Tel: (941) 907-6900
E-Mail: Ben.Quartermaine@stantec.com

Kristopher A Wilhoit

Kristopher A. Wilhoit, PE
Vice President
Tel: (941) 907-6900
E-Mail: kris.wilhoit@stantec.com

Digitally signed by Kristopher A
Wilhoit
Date: 2024.10.03 09:36:36 -04'00'

Enclosures



SA No. 13 to General Provisions
Attached to Agreement for Services
Between Owner and Engineer
Dated October 2, 2024

Specific Authorization No. 13

Intersection Improvements at Fruitville Road and Founders Club Drive, Fruitville Road and Lacleaf Boulevard, and Fruitville Road and Sarasota Center Boulevard

Further Description of Basic Engineering Services and Related Matters:

1.0 Work Includes:

- See Attachment A

2.0 Schedule

- See Attachment B

3.0 Fee Proposal

- See Attachment C

Accepted this _____ day of _____, 2024.

Mr. Pete Williams, Chairman
Windward at Lakewood Ranch Community Development District
c/o Wrathell, Hunt & Associates, LLC
2300 Glades Road, Suite 410W
Boca Raton, FL 33431



SA No. 13 to General Provisions
Attached to Agreement for Services
Between Owner and Engineer
Dated October 2, 2024

**Attachment A – SA-13
Interlocal Agreement Amendment – Bid Alternatives (IA Bid Alternatives), Fruitville Road, Sarasota
County.**

The proposed Interlocal Agreement – Bid Alternatives will finalize County Contract 2020-445 and amend Contract 2022-336 and Contract 2023-086 to include outstanding work product (tasks) from Contract 2020-445 as well as additional tasks to complete the Fruitville Roadway Design.

Task 210 - Completion of Outstanding Tasks of Contract 2020-495:

Stantec has completed a portion of the work detailed in Contract 2020-495 and will be paid \$107,500 immediately upon execution of the proposed contract amendment.

The following outstanding tasks of Contract 2020-495 (SA-2 Fruitville) will be completed as part of SA-13; the work will be completed as defined in SA-2.

- Final Right of Way Acquisition
- Final Irrigation Pump Station Details
- Final Utility Construction Permit
- Complete Private Utility Work Schedules
- Coordination of Property Appraisal Modifications
- Final Bid Documents
- Management Fee

The work and deliverables will be prepared as previously defined in SA-2 (attached for reference)

Task 210 Deliverables:

- Final Right of Way Acquisition
- Irrigation Pump Station Details
- Submittal of Complete Utility Construction Permit Package
- Approve Private Utility Work Schedules for Bid
- Property Appraisal Modifications; and
- Completion of Final Bid Documents

The following is a description of work that will be performed as part of the Amended Interlocal Agreement - Bid Options.

Task 220 – Coordination of Permitting Agencies:

Stantec will meet with the governmental agencies identified below to obtain specific guidelines and criteria for the evaluation and development of the bid options portion of the project. Specifically, review the revised roadway layout to ensure that it meets the objectives of the following agencies:



SA No. 13 to General Provisions
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Dated October 2, 2024

Sarasota County Transportation and Public Utilities

Stantec will meet with Sarasota County staff to discuss revisions to the design and utility adjustments/relocation needs within the corridor, to be incorporated into the design.

Private Utility Companies

Stantec will assist the Client with the coordination of the improvements with the private utility companies to review locations of existing facilities and the relocation.

Coordination with Developers

Stantec will assist County staff in coordinating with developers along Fruitville Road. Coordination efforts may include meetings with developers, reviewing developer plans and ensuring that developers have the current, proposed roadway alignment and right-of-way and easement information needed to build the roadway.

FDOT Electronic Review Comments

Stantec will submit complete package to FDOT ERC for review. Provide complete package to address RAI comments.

Task 220 Deliverables:

Meeting Scheduling, Agendas, and Minutes
FDOT ERC Complete submittal

Task 230 - Stormwater Design:

Stantec will utilize the Phillippi Creek Proposed Model to ensure that proposed changes to the stormwater ponds meet the intent of the existing Sarasota County and SWFWMD permits.

Task 230 Deliverables:

Revised Stormwater Model/ Submittal

Task 240 - Engineer's Opinion of Probable Cost:

Upon completion and submittal of the Bid Plans (90% Submittal) and Final Plans (100% Submittal) Stantec will prepare a preliminary opinion of probable construction cost (OPC) for the bid options. The OPC will be utilized for permitting, required bonding criteria, and support of the bidding process. One quantity take-off and final opinion of probable cost will be provided based on the completed final construction plans.

Task 240 Deliverables:

Revised 90 and 100% Opinion of Probable Cost for both options.

Task 250 - Preparation of Bid and Construction Plans/ MOT Plans:



SA No. 13 to General Provisions
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Dated October 2, 2024

Stantec will prepare an amended set of construction plans as one set of drawings for a single phase of construction. Construction plans will include paving and grading, drainage system, relocation of utilities (water wastewater, irrigation), intersection improvements, pavement markings, landscaping, and street lighting. The plans will consider the following:

- Removal of the Founder's Club/Fruitville Road Roundabout from the current plan set.
- Provide for a bid option design of a Roundabout at Laceleaf/Fruitville Road Intersection, including a Maintenance of Traffic plan.
- Temporary Traffic Control Plans will be modified and will consist of FDOT standard indices, phasing plans and sections with general notes and details for the intersection changes as well as the RA bid option.
- Removal of Eastbound to Southbound right turn lane from Fruitville to Lorraine
- Inclusion of WB turn lane from Fruitville to Sarasota Center Blvd.
- Inclusion of EB turn lane from Fruitville to Founders Club.
- Inclusion of a direction median at Founder's Club Blvd at Fruitville Road.
- Modification of stormwater pond(s) to accommodate roadway design changes.
- Prepare amendments to Maintenance of Traffic plans at the Founders and Laceleaf intersections.
- Complete Utility Work Schedule (UWS) Plans.

Plans will be prepared in accordance with the following standards:

- The Manual of Uniform Minimum Standards for Design, Construction and Maintenance for Streets and Highways, State of Florida, latest edition.
- The Florida Department of Transportation FDOT 2020-2021 Standard Plans for Road Construction manual.
- The Florida Department of Transportation FDOT Design Manual 2020 (FDM).
- The Florida Department of Transportation Intersection Design Guide, latest edition.
- Sarasota County Unified Development Code.



SA No. 13 to General Provisions
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Anticipated plan sheets and submittal stages:

Table:

Plan Sheet Description	Amount of Plan Sheets
Cover	1
Summary of Pay items	3
Drainage Maps	3
Typical Sections	1
Project Layout	1
Plan and Profile	7
Drainage Profile	1
Intersection Details	1
Linear pond site plan	3
Tree deposition sheets	7
Cross Sections	31
Signing and pavement markings	7
MOT	7
BMP	7
Lighting Plans	7
Landscaping plans	7
Total Plan Sheets	94

As part of the 90% bid plans and final 100% plans, Stantec will modify technical specifications, supplemental technical specifications, quantity take-off figures, cut-and-fill analysis, and a bid schedule for the bid options.

The specification package will be inclusive of table of contents, special provisions, supplemental provisions, appendices with permits, technical special provisions and utility work schedule and any grant or state funding documents as applicable. PDF package shall be signed and sealed document with all pages numbered.

Task 250 Deliverables:

- Provide for a bid option design of a Roundabout at Laceleaf/Fruitville Road Intersection, which includes a Maintenance of Traffic plan at bid phase (90%) and construction phase (100%).
- Provide for a bid option design of a Directional Left at Laceleaf/Fruitville Road Intersection, which includes a Maintenance of Traffic plan at bid phase (90%) and construction phase (100%).
- Temporary Traffic Control Plans will be modified and will consist of FDOT standard indices, phasing plans, and sections with general notes and details for the directional as well as the RA bid option.



SA No. 13 to General Provisions
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Dated October 2, 2024

- Removal of Eastbound to Southbound right turn lane from Fruitville to Lorraine.
- Inclusion of Westbound turn lane from Fruitville to Sarasota Center Blvd.
- Westbound to NB right turn lane into 8751 Fruitville Road, Sarasota 34240
- Inclusion of a direction median at Founders Club Blvd at Fruitville Road.
- Modifications of stormwater pond to accommodate roadway design changes.
- Prepare amendments to Maintenance of Traffic plans at the Founders and Laceleaf intersections.

Task 250.1 – Landscape Planting and Irrigation:

Stantec will coordinate with the Client to develop concepts and finalize the elements of the proposed bid options, including plant palette. Landscape and Irrigation plans will be modified in a two-step process to allow for Client review and approval. The plans will be based upon County landscape guidelines. The Client and FDOT shall provide review comments at the 90% stage, which will be incorporated into the 100% plans.

Task 250.2 – Lighting Plans:

Lighting Plans will be modified to accommodate the bid options.

Tasks 250.1 and 250.2 Deliverables:

- Bid Options – Landscape/Irrigation Plans
- Bid Options – Lighting Plans

Task 260 – Regulatory Agency Submittal / Permitting:

Stantec will meet with SWFWMD on behalf of Client to discuss the plan modifications:

- SWFWMD – Modification of General ERP for Fruitville Road Expansion
- Sarasota County – 90% bid plans and 100% construction plans
- FDOT ERC submittal
- Assumes Capital Division Plan Permitting with electronic submittal (e-Builder) and twenty working day turnaround for request for additional information from County review staff.

Stantec will provide responses to requests for additional information from the regulatory agencies during the permitting process.

Task 260 Deliverables:

- Complete permit package to SWFWMD, if necessary
- Complete permit package to FDOT ERC review
- Complete design and construction plans
- Earthmoving permit – bid option



SA No. 13 to General Provisions
Attached to Agreement for Services
Between Owner and Engineer
Dated October 2, 2024

Task 270 – Updated Bid Phase Services:

The assumption for Bidding, the Sarasota County Procurement will prepare a solicitation package to advertise project for construction. Stantec shall deliver final conformed contract plans in electronic/digital format using AutoCAD into the County's e-Builder Contract Management software. The final contract plans and technical specification package inclusive of all the FDOT standard specifications shall be digitally signed and sealed files delivered to the County in PDF format. Autocad files to be provided for bidders upon request.

Bid Options - Prepare bid documents using add options for work items as requested by County.

Conforming Documents – Stantec will provide conforming documents, consisting of the original bid documents and any addenda or revisions to such documents prior to Contract award.

Task 270 Deliverables:

- Meeting Minutes (PDF)
- Prepare a solicitation package to advertise project for construction, support bidding through Sarasota County or the Windward Community Development District.
- Deliver final conformed contract plans and Right of Way Control Map in electronic/digital format using AutoCAD into the County's e-Builder Contract Management software or through Windward Community Development District.
- Updated contract plans and technical specification package, inclusive of all the FDOT standard specifications shall be digitally signed and sealed files delivered to the County in PDF format. Autocad files to be provided for bidders upon request.
- Bid Options, two plan sets - Prepare bid documents using options for work items as requested by County.
- Provide conforming documents, consisting of the original bid documents and any addenda or revisions to such documents prior to Contract award.
- Complete Contract Docs and Specification Package, addressing both options.

Task 280 – Utility Coordination/Design:

Revise utility design to accommodate plan modifications at the Founders Club Blvd. Intersection – removal of roundabout, the Laceleaf Intersection – removal of roundabout and the Lorraine Road Intersection – removal of eastbound to southbound right turn lane adjacent to Founders Club property. The utility design will accommodate modifications to offsite utilities through the Lorraine/Fruitville Intersection. The plans will be submitted to Sarasota County and Florida Department of Environmental Protection (FDEP) for construction approval. The new potable water, sanitary sewer and reclaimed water mains to be included in this design are anticipated to address existing potable water conflicts, sanitary sewer conflicts, and reclaimed water facilities conflicts with proposed stormwater facilities or utilities. There are no new sanitary sewer facilities to be designed or permitted as part of this project.

Task 280 Deliverables:



SA No. 13 to General Provisions
Attached to Agreement for Services
Between Owner and Engineer
Dated October 2, 2024

- Complete Utility Plan Design (90%) and Construction (100%) plans

Task 290 – Construction Phase Services

- Attend Pre-Construction meeting
- Review/ approve Shop Drawings (qty. 20)
- Address Request for Additional Information from contractor (qty. 10)
- Test report review
- Attend progress meetings (qty. 48)
- Review survey as-builts
- Review record drawings
- Attend substantial completion inspection
- Attend final completion inspection
- Provide permit certifications (SWFWMD, FDOT, FDEP, County LDS)
- Address as-built deviations (qty. 4)

Task 290 Deliverables:

- Meeting Minutes
- Shop Drawing review
- Testing report review
- As-built review
- Record Drawing Review
- Answers to RFIs from contractor
- Permit certification submittals
- As-built deviations

Scope Assumptions and Exclusions:

The following items are not included in this Scope of Services

- Permitting through LDS.
- CEI Services.
- Permit application fees. Paid under the Interlocal Agreement.
- HAWK signalization at the roundabout.
- Additional traffic analysis – traffic analysis prepared for the Fruitville Road Widening project will be utilized.
- No structural design is anticipated for design of roundabout; structural design of signal pole(s) is included.
- Private Utility Design and Permitting (Power, Telephone, Cable TV, Internet, Gas, etc.).
- Construction Stake-Out (To be provided by the general contractor for the road construction.).
- Hardscape or Specialty Paving Design Services.



SA No. 13 to General Provisions
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Dated October 2, 2024

- Renderings.
- As-built Surveying.
- Record Drawings



SA No. 13 to General Provisions
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Between Owner and Engineer
Dated October 2, 2024

Attachment B-SA-13
Interlocal Agreement Amendment – Bid Alternatives (IA Bid Options), Fruitville Road, Sarasota County.

SCHEDULE

Task	Description	Months
210-280	Roadway Design/ Permit Processing	3
250.1-250.2	Landscape/ Lighting	1
	Property Acquisition Support	ongoing

Note: Start date schedules are to be determined by the Client.



SA No. 13 to General Provisions
Attached to Agreement for Services
Between Owner and Engineer
Dated October 2, 2024

Attachment C – SA-13
Amended Interlocal Agreement - Bid Alternatives (IA Bid Options), Fruitville Road, Sarasota County.

TOTAL FEE:

Total Fee for Tasks in Amended Interlocal Agreement – Bid Options: **\$582,500.00**

Task	Task	Fee Type	Fee Amount
210a	Payment for completed tasks from C2020-495	Fixed	\$ 107,500.00
210b	Tasks Remaining from C2020-495	Fixed	\$ 30,500.00
220	Coordination of Permitting Agencies	Fixed	\$ 13,100.00
230	Stormwater Design	Fixed	\$ 3,800.00
240	Engineer's Opinion of Probable Cost	Fixed	\$ 3,800.00
250	Plan Set Modifications	Fixed	\$ 238,200.00
260	Regulatory Agency Submittal / Permitting	Fixed	\$ 10,900.00
270	Bid Phase Services	Fixed	\$ 7,400.00
280	Utility Coordination/Design	Fixed	\$ 17,300.00
290	Construction Phase Services	Fixed	\$ 120,000.00
	Contingency	As Needed	\$ 30,000.00
TOTAL			\$ 582,500.00

* PO231184 has a remaining line item for "100% Signed/Sealed Plans" - \$43,292.00 that will remain in the PO. The total of \$43,292.00 was subtracted from the proposed fee.

** PO231184 has a remaining line item for "100% Contingency" \$18,525.00 to be used, if County deems necessary

*** PO231184 has a remaining line item for "Completion of Bid Phase Services" - \$40,792.00 that will remain in the PO.

**WINDWARD AT
LAKEWOOD RANCH
COMMUNITY DEVELOPMENT DISTRICT**

4B

**AMENDMENT NO. 1 TO CONTRACT NO. 2022-336 INTERLOCAL AGREEMENT
BETWEEN SARASOTA COUNTY, FLORIDA, AND THE WINDWARD
AT LAKEWOOD RANCH COMMUNITY DEVELOPMENT DISTRICT FOR THE DESIGN,
ENGINEERING, PERMITTING AND ANCILLARY SERVICES OF FRUITVILLE ROAD
WIDENING FROM DEBRECEN ROAD TO LORRAINE ROAD**

This First Amendment is made and entered into upon execution by both parties by and between Sarasota County, a political subdivision of the State of Florida, hereinafter referred to as the "County," and the Windward at Lakewood Ranch Community Development District, an independent special district of the State of Florida, hereinafter referred to as "District."

WITNESSETH

WHEREAS, on August 26, 2020, Sarasota County approved Contract No. 2020-495, an Interlocal Agreement with Windward at Lakewood Ranch Community Development District (the "Original Agreement") for the funding of the design and engineering of the Fruitville Road Widening Project in the amount of One Million Three Hundred Eight Thousand and 00/100 Dollars (\$1,380,000.00), which was subsequently amended by Contract No. 2023-086 on December 13, 2023 to modify the deliverables and payment schedule; and

WHEREAS, on August 30, 2022, Sarasota County approved Contract No. 2022-336, an Interlocal Agreement with Windward at Lakewood Ranch Community Development District (the "Second Agreement") for the funding of certain Project Additions for the Fruitville Road Widening Project in the amount of Seven Hundred and Fifty-One Thousand Nine Hundred and Sixty 00/100 Dollars (\$751,960.00); and

WHEREAS, the design pursuant to the Original Agreement is nearly 100% complete, less outstanding tasks that are going to be added to the Second Agreement in this amendment; and

WHEREAS, the outstanding tasks of the Original Agreement include Final Right of Way Acquisition; Final Irrigation Pump Station Details; Final Utility Construction Permit; Complete Private Utility Work Schedules; Property Appraisal Modifications; Final Bid Documents, and a Management Fee ("Outstanding Tasks"); and

WHEREAS, in consideration of the removal of the Outstanding Tasks from the Original Agreement, the County and District agreed to reduce the Original Agreement contract price by Thirty Thousand Five Hundred Dollars (\$30,500.00) and add the Outstanding Tasks and related Thirty Thousand Five Hundred Dollars (\$30,500.00) into the Second Agreement; and

WHEREAS, the Second Agreement design is 90% complete but the Parties agree that additional design improvements, involving the removal of the roundabout

intersection at Fruitville Road/Founders Club Drive and removal of eastbound right turn lane at Lorraine Road (the "New Project Additions") are necessary; and

WHEREAS, the Parties agree that the proposed District cost and schedule of the additional project additions are estimated to be less and shorter than what the County could self-perform; and

WHEREAS, the Parties are each authorized to enter into the Amendment to the Second Agreement pursuant to Section 163.01, Florida Statutes; and

WHEREAS, the Parties wish to amend the Second Agreement to modify the payment schedule and to reflect the addition of certain tasks, including the Outstanding Tasks and New Project Additions.

NOW THEREFORE, the Parties for and in consideration of the mutual benefits and promises set forth herein, do agree to amend the Original Agreement as follows:

1. The above recitals are true and correct and incorporated herein by reference.
2. Section 3 of the Second Agreement is hereby replaced with the following:

SECTION 3. DEFINITIONS.

(A) Project Additions:

The Second Agreement is underway, Contract No. 2022-336. The Project Additions, to include the original Project Additions, the New Project Additions, and the Outstanding Tasks shall consist of the preparation and delivery to the County complete, final, and fully accurate in all material respects and in the County's adopted standards and typical formats for the following elements:

- (1) Project Additions Deliverables 30% submittal include:
 - a. Geometric Design Criteria — Updated
 - b. Geometric Planview of each Intersection (3 total)
 - c. Topographic Survey (signed/ sealed)
 - d. Geometric Planview of each Intersection (3 total)
 - e. Subsurface Utility Map (signed / sealed)
 - f. Application and data for FPL Transmission Power Relocation Plan
- (2) Project Additions Deliverables 60% submittal include:
 - a. Permit Plan Set
 - b. Right of Way Needs Schematic
 - c. Permit Modification Submittal

- d. Wetland Evaluation Report
- e. Revised Existing Condition Stormwater Model
- f. Proposed Condition Stormwater Model
- g. Opinion of Probable Cost Road and Utility

(3) Project Additions Deliverables 90% submittal include:

- a. Revisions to the construction plans and preparation of a complete bid package.
- b. Sketch and descriptions for bid options at Laceleaf, including right of way and easements necessary for roundabout option and directional left option.
- c. Remove of eastbound right turn lane from Fruitville Road to Lorraine Road.
- d. Remove of the Founders Club Drive/Fruitville Road roundabout from the current plan set.
- e. Include eastbound right turn lane from Fruitville Road to Founders Club Drive.
- f. Install a directional median opening at Fruitville Road/Founders Club Drive intersection. The directional median will allow westbound to southbound left turns from Fruitville Road into Founders Club. The directional median will prevent northbound to westbound left turns from Founders Club Drive to Fruitville Road.
- g. Provide for a bid alternate design of a roundabout at Laceleaf Boulevard/Fruitville Road intersection and/ or a dual directional median opening.
- h. Modify construction plans to allow for the Fruitville Road/ Laceleaf Boulevard roundabout to be included in the bid package as a bid alternative "Laceleaf Intersection Alternate".
- i. Prepare one bid document with two bid forms and two updated plan sets. One plan set without Laceleaf Roundabout, "Fruitville Road Widening" and the other includes the Laceleaf Roundabout "Fruitville Road Widening with Laceleaf Intersection Alternative".

- j. Updated Utility Work Schedules for public and private utilities that include the design options included in the two updated plan sets at Laceleaf Boulevard.
- k. Modify stormwater infrastructure to accommodate the two updated plan sets at Laceleaf Boulevard, if necessary.
- l. Linear pond design and utility modifications that may include FPL power poles to remain in place.
- m. Prepare computer modeling for proposed pond modifications.
- n. Prepare amendments to temporary traffic control plans (TTCP) at the Founders Club Drive and Laceleaf Boulevard intersections.
- o. Modify TTCP's for the corridor; TTCP's will follow Florida Department of Transportation (FDOT) standard indices, phasing plans and sections with general notes and details for the intersection modifications and two updated plan sets, which include the roundabout option.
- p. Include westbound right turn lane at PID 0221013316, 8751 Fruitville Road Sarasota, FL 34240.
- q. The design amendment will include updating the construction plans to the latest FDOT governing standards and specifications for the FY25/26 for year planned for construction.
- r. This design submittal will also include work from the "Second Agreement", inclusive of the past 90% eBuiders Plans Review comments with response and acceptance from the County.
- s. Submittal to Florida Department of Transportation Electronic Review Comment (ERC) System.

(4) Project Additions Deliverables 100% submittal include:

- a. Include Florida Department of Transportation ERC approval.

- b. Final sketch and descriptions for bid options at Laceleaf, including right of way and easements necessary for roundabout option and directional left option.
- c. 100% Updated Construction Plans, two sets.
- d. Revise Opinion of Probable Cost, with roadway and utility, two options.
- e. Update Bid Forms for both options.
- f. Complete Utility Work Schedule (UWS) Plans.
- g. Update Maintenance of Traffic Plans.
- h. Modify Construction Duration Estimate.
- i. Revise Specification Package, Table of Contents, Supplemental Specification, Technical Special Provisions (TSP), General Provisions, Permits, Utility Work Schedules (UWS), signed and sealed.

(5) Bid Phase Project Additions Deliverables include:

- j. Prepare a solicitation package to advertise project for construction, support bidding through Sarasota County or the Windward Community Development District.
- k. Deliver final conformed contract plans and Right of Way Control Map in electronic/digital format using AutoCAD into the County's e-Builder Contract Management software or through Windward Community Development District.
- l. Updated contract plans and technical specification package, inclusive of all the FDOT standard specifications shall be digitally signed and sealed files delivered to the County in PDF format. Autocad files to be provided for bidders upon request.
- m. Bid Options, two plan sets - Prepare bid documents using options for work items as requested by County.
- n. Provide conforming documents, consisting of the original bid documents and any addenda or revisions to such documents prior to Contract award.

(6) Appraisal Services Deliverables include:

- a. Property Appraisal Reports (25)
 - i. Temporary Construction Easement Valuations
 - ii. Permanent Easement Valuations
 - iii. Right-of-Way Valuations (fee simple)
- b. Automatic Update to Appraisals if Appraisals are out of date
- c. Provide Appraisal Notices to property owners per FDOT requirements
- d. Comprehensive Report of all Valuations

7) Limited Construction Phase Services (single phase, 24-month construction) Deliverables, include:

- a. Attend Pre-Construction meeting
- b. Review/ approve Shop Drawings
- c. Address Request for Additional Information from contractor
- d. Test report review
- e. Attend progress meetings
- f. Limited site inspections
- g. Review survey as-builts
- h. Review record drawings
- i. Attend Substantial Completion Inspection
- j. Attend final completion inspection
- k. Provide permit certifications (SWFWMD, FDOT, FDEP, County LDS)
- l. Address as-built deviations

8) Original Agreement Outstanding Tasks from Contract 2020-495

The following outstanding tasks of Contract 2020-495 will be completed under this Amendment. (Items a. through g. below). The outstanding fee of \$30,500.00 is added to the Second Agreement. A summary of those tasks and fees are incorporated into the table below:

- a. Final Right of Way Acquisition;
- b. Final Irrigation Pump Station Details;
- c. Final Utility Construction Permit;
- d. Complete Private Utility Work Schedules;
- e. Property Appraisal Modifications; and
- f. Final Bid Documents
- g. Management Fee

(B) Cost:

The Cost for the Project Additions shall be the fixed sum of one million two hundred and twenty-six thousand nine hundred and sixty dollars and 00/100 (\$1,226,960.00). This is a fixed sum that is

inclusive of the Project Additions, New Project Additions, and Outstanding Tasks and shall include all out-of-pocket costs and expenses of whatsoever nature as may be required for, derived from or arise out of the Project Additions as defined in Section 3 (A) or Section 4, including by way of example but not limitation: engineering, environmental assessment, permitting, surveying and other professionals or consultants fees, costs and expenses; fees and assessments imposed by governmental review agencies; advertisement and publication costs payments to professionals, contractors, subcontractors, material, and laborers for the design and permitting of the Project Additions; change orders to contracts or delay claims; governmental entity or agency permit/license applications, permits and inspections. The District will be responsible for all costs exceeding the fixed sum at their own expense. This obligation does not pertain to property or right-of-way acquisitions not specifically contemplated in this Agreement.

3. Section 4 (A) (2) of the Second Agreement is hereby replaced with the following:

- 2) The design engineering professionals engaged by the District shall provide the Project design plans at 30%, 60%, 90% and 100% signed/sealed, plan revisions to accommodate property acquisition negotiations, all specifications, including technical specification package in FDOT (Florida Department of Transportation) format, estimated construction duration, contractor qualifications, bid documents, applicable, complete permit applications, utility relocation schedules, sketch and legal descriptions, parcel staking, appraisal service assistance, bidding services along with all supporting and associated documents, in both hard copy and electronic copy, to the County for review and approval by all relevant departments and agencies, at design phase completion, in accordance with the County's current submittal procedures and practices. The District will include any structural analysis for the mast arm design as required with signalized intersection pole relocation at Sarasota Center Boulevard and continued coordination with FPL for the transmission pole relocation as required at Fruitville Road and Lorraine Road. The District shall provide the Project Additions to the County by August 27, 2025, unless an extension is otherwise approved by the County. The design of the Project Additions shall be in conformance to current County Unified Development Code standards.

4. Section 5 (A) of the Second Agreement is hereby replaced with the following:

(A) Funding:

The Cost for the Project Additions shall be paid per applicable State Statutes per the following deliverable and payment schedule as follows:

- (1) upon completion and acceptance of the ninety percent (90%) "updated 90% plans", County shall pay to the District a sum equal to \$151,500.00.
- (2) upon completion of design plans at one hundred percent (100%) "updated 100% plans", County shall pay to the District a sum equal to \$123,000.00.
- (3) Upon completion of Outstanding Tasks (C2020-495), County shall pay to the District a sum equal to \$30,500.00.
- (4) upon completion of "updated bid phase services", County shall pay to the District a sum equal to \$20,000.00.
- (5) Contingency line item of \$30,000.00 included in this agreement; to be allocated as directed for design, construction or ancillary services as requested, with prior written approval by the County.
- (6) Upon completion and acceptance of 1st Quarterly construction phase services tasks, to be paid three months post construction commencement, County shall pay to the District a sum equal to \$15,000.00.
- (7) Upon completion and acceptance of 2nd Quarterly construction phase services tasks, to be paid six months post construction commencement, County shall pay to the District a sum equal to \$15,000.00.
- (8) Upon completion and acceptance of 3rd Quarterly construction phase services tasks, to be paid nine months post construction commencement, County shall pay to the District a sum equal to \$15,000.00.

- (9) Upon completion and acceptance of 4th Quarterly construction phase services tasks, to be paid twelve months post construction commencement, County shall pay to the District a sum equal to \$15,000.00.
 - (10) Upon completion and acceptance of 5th Quarterly construction phase services tasks, to be paid fifteen months post construction commencement, County shall pay to the District a sum equal to \$15,000.00.
 - (11) Upon completion and acceptance of 6th Quarterly construction phase services tasks, to be paid eighteen months post construction commencement, County shall pay to the District a sum equal to \$15,000.00.
 - (12) Upon completion and acceptance of 7th Quarterly construction phase services tasks, to be paid twenty-one months post construction commencement, County shall pay to the District a sum equal to \$15,000.00.
 - (13) Upon completion and acceptance of 8th Quarterly construction phase services tasks, to be paid twenty-four months post construction commencement, County shall pay to the District a sum equal to \$15,000.00.
5. A fully executed original of this Amendment to Interlocal Agreement shall be filed with the Clerk of the Circuit Court, in and for Sarasota County, Florida.
6. The effective date of this Amendment to Interlocal Agreement shall be made the date of its filing pursuant to Section 163.01(11), Florida Statutes.
7. Except as modified herein, all other terms, covenants, and conditions of the Agreement shall remain in full force and effect.

[The remainder of this page left blank intentionally.]

Windward at Lakewood Ranch Community Development District

The Windward at Lakewood Ranch Community Development District, an independent special district of the State of Florida, acting by and through its Board of Supervisors, with a quorum present and voting, did approve this Amendment on the ___ day of _____, 2024.

ATTEST:

**WINDWARD AT LAKEWOOD RANCH
COMMUNITY DEVELOPMENT DISTRICT**

BY: _____

BY: _____

PRINT: _____

[DISTRICT SEAL]

TITLE: _____

Sarasota County

Sarasota County, Florida, a political subdivision of the State of Florida, acting by and through the Board of County Commissioners, with a quorum present and voting, did approve this Amendment on the ____ day of _____, 2024

**BOARD OF COUNTY COMMISSIONERS
OF SARASOTA COUNTY, FLORIDA**

BY: _____

CHAIR

DATE: _____

ATTEST:

KAREN E. RUSHING, Clerk of the Circuit
Court and Ex-Officio Clerk of the Board
of County Commissioners of Sarasota
County, Florida

BY: _____

DEPUTY CLERK

Approved as to form and correctness:

BY: _____

COUNTY ATTORNEY

**WINDWARD AT
LAKEWOOD RANCH
COMMUNITY DEVELOPMENT DISTRICT**

4C

**AMENDMENT NO. 2 TO CONTRACT NO. 2020-495 INTERLOCAL AGREEMENT
BETWEEN SARASOTA COUNTY, FLORIDA, AND THE WINDWARD
AT LAKEWOOD RANCH COMMUNITY DEVELOPMENT DISTRICT FOR THE DESIGN
AND ENGINEERING OF FRUITVILLE ROAD WIDENING FROM DEBRECEN ROAD TO
LORRAINE ROAD**

This Second Amendment is made and entered into upon execution by both parties by and between Sarasota County, a political subdivision of the State of Florida, hereinafter referred to as the "County," and the Windward at Lakewood Ranch Community Development District, an independent special district of the State of Florida, hereinafter referred to as "District."

WITNESSETH

WHEREAS, on August 26, 2020, Sarasota County approved Contract No. 2020-495, an Interlocal Agreement with Windward at Lakewood Ranch Community Development District (the "Original Agreement") for the funding of the design and engineering of the Fruitville Road Widening Project in the amount of One Million Three Hundred Eight Thousand and 00/100 Dollars (\$1,380,000.00); and

WHEREAS, on August 30, 2022, Sarasota County approved Contract No. 2022-336, an Interlocal Agreement with Windward at Lakewood Ranch Community Development District (the "Second Agreement") for the funding of certain Project Additions for the Fruitville Road Widening Project in the amount of Seven Hundred and Fifty-One Thousand Nine Hundred and Sixty 00/100 Dollars (\$751,960.00); and

WHEREAS, on December 13, 2023, Sarasota County approved Contract No. 2023-086, an Amendment to the Original Agreement for the funding of the Fruitville Road Widening Project to modify the deliverables and payment schedule; and

WHEREAS, the design pursuant to the Original Agreement is nearly 100% complete, less outstanding tasks that are going to be added to the Second Agreement in a subsequent amendment; and

WHEREAS, the outstanding tasks of the Original Agreement include Final Right of Way Acquisition; Final Irrigation Pump Station Details; Final Utility Construction Permit; Complete Private Utility Work Schedules; Property Appraisal Modifications; Final Bid Documents, and a Management Fee ("Outstanding Tasks"); and

WHEREAS, in consideration of the removal of the Outstanding Tasks, the County and District agree to reduce the contract price by Thirty Thousand Five Hundred Dollars (\$30,500.00), resulting in a final payment due to the District of One Hundred Seven Thousand Five Hundred Dollars (\$107,500.00) under the Original Agreement; and

WHEREAS, the Parties are each authorized to enter into the Amendment to the Original Agreement pursuant to Section 163.01, Florida Statutes; and

WHEREAS, the Parties wish to amend the Original Agreement to modify the payment schedule and to reflect the removal of the Outstanding Tasks.

NOW THEREFORE, the Parties for and in consideration of the mutual benefits and promises set forth herein, do agree to amend the Original Agreement as follows:

1. The above recitals are true and correct and incorporated herein by reference.
2. Section 3(B) of the Original Agreement is hereby replaced with the following:

(B) Cost:

The Cost for the Project shall be the fixed sum of One Million Three Hundred Forty-nine Thousand Five Hundred Dollars and 00/100 (\$1,349,500.00). This is a fixed sum that shall include all out-of-pocket costs and expenses of whatsoever nature as may be required for, derived from or arise out of the Project as defined in Section 3 (A) or Section 4, including by way of example but not limitation: engineering, environmental assessment, permitting, surveying and other professionals or consultants fees, costs and expenses; fees and assessments imposed by governmental review agencies; advertisement and publication costs payments to professionals, contractors, subcontractors, material, men and/or laborers for the design and permitting of the Project; change orders to contracts or delay claims; governmental entity or agency permit/license applications, permits and inspections. The District will be responsible for all costs exceeding the fixed sum at their own expense. This obligation does not pertain to property or right-of-way acquisitions not specifically contemplated in this Agreement.

3. A fully executed original of this Amendment to Interlocal Agreement shall be filed with the Clerk of the Circuit Court, in and for Sarasota County, Florida.
4. The effective date of this Amendment to Interlocal Agreement shall be made the date of its filing pursuant to Section 163.01(11), Florida Statutes.
5. Except as modified herein, all other terms, covenants, and conditions of the Agreement shall remain in full force and effect.

Windward at Lakewood Ranch Community Development District

The Windward at Lakewood Ranch Community Development District, an independent special district of the State of Florida, acting by and through its Board of Supervisors, with a quorum present and voting, did approve this Amendment on the ___ day of _____, 2024.

ATTEST:

**WINDWARD AT LAKEWOOD RANCH
COMMUNITY DEVELOPMENT DISTRICT**

BY: _____ BY: _____

PRINT: _____

[DISTRICT SEAL]

TITLE: _____

Sarasota County

Sarasota County, Florida, a political subdivision of the State of Florida, acting by and through the Board of County Commissioners, with a quorum present and voting, did approve this Amendment on the ___ day of _____, 2024

**BOARD OF COUNTY COMMISSIONERS
OF SARASOTA COUNTY, FLORIDA**

BY: _____

CHAIR

DATE: _____

ATTEST:

KAREN E. RUSHING, Clerk of the Circuit
Court and Ex-Officio Clerk of the Board
of County Commissioners of Sarasota
County, Florida

BY: _____

DEPUTY CLERK

Approved as to form and correctness:

BY: _____

COUNTY ATTORNEY

**WINDWARD AT
LAKEWOOD RANCH
COMMUNITY DEVELOPMENT DISTRICT**

5

RESOLUTION 2025-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF WINDWARD AT LAKEWOOD RANCH COMMUNITY DEVELOPMENT DISTRICT RATIFYING THE ACTIONS OF THE DISTRICT MANAGER IN REDESIGNATING THE DATE AND TIME FOR LANDOWNERS' MEETING; PROVIDING FOR PUBLICATION, PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, Windward at Lakewood Ranch Community Development District (the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within the Sarasota County, Florida; and

WHEREAS, the District's Board of Supervisors (the "Board") previously adopted Resolution 2024-02, Designating a Date, Time and Location for a Landowners' Meeting and Election; Providing for Publication, Providing for Severability and an Effective Date; and

WHEREAS, the Board desires to ratify its actions in redesignating the date and time of the Landowners' Meeting and the District Manager's action in providing the required notice landowners' meeting and election, proxy, ballot form and instructions, attached hereto as Exhibit A.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF WINDWARD AT LAKEWOOD RANCH COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. The actions of the District Manager in redesignating the date and time of the Landowners' Meeting and providing the notice are hereby ratified. Resolution 2024-02 is hereby amended to reflect that the date and time of Landowners' Meeting as declared in Resolution 2024-02 is redesignated to 10:45 a.m., on December 11, 2024, at 5800 Lakewood Ranch Blvd, Sarasota, Florida 34240.

SECTION 2. Except as otherwise provided herein, all of the provisions of Resolution 2024-02 continue in full force and effect.

SECTION 3. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 13th day of November, 2024.

ATTEST:

**WINDWARD AT LAKEWOOD RANCH
COMMUNITY DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

Exhibit A

**NOTICE OF LANDOWNERS' MEETING AND ELECTION AND MEETING OF THE BOARD OF
SUPERVISORS OF THE WINDWARD AT LAKEWOOD RANCH COMMUNITY DEVELOPMENT DISTRICT**

Notice is hereby given to the public and all landowners within Windward at Lakewood Ranch Community Development District (the "District") in Sarasota County, Florida, advising that a meeting of landowners will be held for the purpose of electing three (3) persons to the District Board of Supervisors. Immediately following the landowners' meeting, there will be convened a meeting of the Board of Supervisors for the purpose of considering certain matters of the Board to include election of certain District officers, and other such business which may properly come before the Board.

DATE: December 11, 2024

TIME: 10:45 AM

PLACE: 5800 Lakewood Ranch Blvd.
Sarasota, Florida 34240

Each landowner may vote in person or by written proxy. Proxy forms may be obtained upon request at the office of the District Manager, 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431, or by emailing gillyardd@whhassociates.com or calling (561) 571-0010. At said meeting, each landowner or his or her proxy shall be entitled to nominate persons for the position of Supervisor and cast one vote per acre of land, or fractional portion thereof, owned by him or her and located within the District for each person to be elected to the position of Supervisor. A fraction of an acre shall be treated as one acre, entitling the landowner to one vote with respect thereto. Platted lots shall be counted individually and rounded up to the nearest whole acre. The acreage of platted lots shall not be aggregated for determining the number of voting units held by a landowner or a landowner's proxy. At the landowners' meeting, the landowners shall select a person to serve as the meeting chair and who shall conduct the meeting.

The landowners' meeting and the Board of Supervisors meeting are open to the public and will be conducted in accordance with the provisions of Florida law. One or both of the meetings may be continued to a date, time, and place to be specified on the record at such meeting. A copy of the agenda for these meetings may be obtained from 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431. There may be an occasion where one or more supervisors will participate by telephone.

Any person requiring special accommodations to participate in these meetings is asked to contact the District Manager's Office at (877) 276-0889, at least 48 hours before the hearing. If you are hearing or speech impaired, please contact the Florida Relay Service at (800) 955-8770 for aid in contacting the District Office.

A person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that such person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which the appeal is to be based.

District Manager

Run Date(s): _____ & _____

PUBLISH: ONCE A WEEK FOR 2 CONSECUTIVE WEEKS, THE LAST DAY OF PUBLICATION TO BE NOT FEWER THAN 14 DAYS OR MORE THAN 28 DAYS BEFORE THE DATE OF ELECTION, IN A NEWSPAPER WHICH IS IN GENERAL CIRCULATION IN THE AREA OF THE DISTRICT

**INSTRUCTIONS RELATING TO LANDOWNERS' MEETING OF
WINDWARD AT LAKEWOOD RANCH COMMUNITY DEVELOPMENT DISTRICT
FOR THE ELECTION OF SUPERVISORS**

DATE OF LANDOWNERS' MEETING: **December 11, 2024**

TIME: **10:45 AM**

LOCATION: **5800 Lakewood Ranch Blvd.
Sarasota, Florida 34240**

Pursuant to Chapter 190, Florida Statutes, and after a Community Development District ("**District**") has been established and the landowners have held their initial election, there shall be a subsequent landowners' meeting for the purpose of electing members of the Board of Supervisors ("**Board**") every two years until the District qualifies to have its board members elected by the qualified electors of the District. The following instructions on how all landowners may participate in the election are intended to comply with Section 190.006(2)(b), Florida Statutes.

A landowner may vote in person at the landowners' meeting, or the landowner may nominate a proxy holder to vote at the meeting in place of the landowner. Whether in person or by proxy, each landowner shall be entitled to cast one vote per acre of land owned by him or her and located within the District, for each position on the Board that is open for election for the upcoming term. A fraction of an acre shall be treated as one (1) acre, entitling the landowner to one vote with respect thereto. Please note that a particular parcel of real property is entitled to only one vote for each eligible acre of land or fraction thereof; therefore, two or more people who own real property in common, that is one acre or less, are together entitled to only one vote for that real property.

At the landowners' meeting, the first step is to elect a chair for the meeting, who may be any person present at the meeting. The landowners shall also elect a secretary for the meeting who may be any person present at the meeting. The secretary shall be responsible for the minutes of the meeting. The chair shall conduct the nominations and the voting. If the chair is a landowner or proxy holder of a landowner, he or she may nominate candidates and make and second motions. Candidates must be nominated and then shall be elected by a vote of the landowners. Nominees may be elected only to a position on the Board that is open for election for the upcoming term.

This year, three (3) seats on the Board will be up for election by landowners. The two candidates receiving the highest number of votes shall be elected for a term of four (4) years. The candidate receiving the next highest number of votes shall be elected for a term of two (2) years. The term of office for each successful candidate shall commence upon election.

A proxy is available upon request. To be valid, each proxy must be signed by one of the legal owners of the property for which the vote is cast and must contain the typed or printed name of the individual who signed the proxy; the street address, legal description of the property or tax parcel identification number; and the number of authorized votes. If the proxy authorizes more than one vote, each property must be listed and the number of acres of each property must be included. The signature on a proxy does not need to be notarized.

LANDOWNER PROXY

WINDWARD AT LAKEWOOD RANCH COMMUNITY DEVELOPMENT DISTRICT SARASOTA COUNTY, FLORIDA LANDOWNERS' MEETING – DECEMBER 11, 2024

KNOW ALL MEN BY THESE PRESENTS, that the undersigned, the fee simple owner of the lands described herein, hereby constitutes and appoints _____ ("**Proxy Holder**") for and on behalf of the undersigned, to vote as proxy at the meeting of the landowners of the Windward at Lakewood Ranch Community Development District to be held at 10:45 a.m., on December 11, 2024 at 5800 Lakewood Ranch Blvd., Sarasota, Florida 34240, and at any adjournments thereof, according to the number of acres of unplatted land and/or platted lots owned by the undersigned landowner that the undersigned would be entitled to vote if then personally present, upon any question, proposition, or resolution or any other matter or thing that may be considered at said meeting including, but not limited to, the election of members of the Board of Supervisors. Said Proxy Holder may vote in accordance with his or her discretion on all matters not known or determined at the time of solicitation of this proxy, which may legally be considered at said meeting.

Any proxy heretofore given by the undersigned for said meeting is hereby revoked. This proxy is to continue in full force and effect from the date hereof until the conclusion of the landowners' meeting and any adjournment or adjournments thereof, but may be revoked at any time by written notice of such revocation presented at the landowners' meeting prior to the proxy holder's exercising the voting rights conferred herein.

Printed Name of Legal Owner

Signature of Legal Owner

Date

Parcel Description

Acreage

Authorized Votes

[Insert above the street address of each parcel, the legal description of each parcel, or the tax identification number of each parcel. If more space is needed, identification of parcels owned may be incorporated by reference to an attachment hereto.]

Total Number of Authorized Votes: _____

NOTES: Pursuant to Section 190.006(2)(b), Florida Statutes, a fraction of an acre is treated as one (1) acre entitling the landowner to one vote with respect thereto. For purposes of determining voting interests, platted lots shall be counted individually and rounded up to the nearest whole acre. Moreover, two (2) or more persons who own real property in common that is one acre or less are together entitled to only one vote for that real property.

If the fee simple landowner is not an individual, and is instead a corporation, limited liability company, limited partnership or other entity, evidence that the individual signing on behalf of the entity has the authority to do so should be attached hereto (e.g., bylaws, corporate resolution, etc.).

OFFICIAL BALLOT

**WINDWARD AT LAKEWOOD RANCH COMMUNITY DEVELOPMENT DISTRICT
SARASOTA COUNTY, FLORIDA
LANDOWNERS' MEETING – DECEMBER 11, 2024**

For Election (3 Supervisors): The two (2) candidates receiving the highest number of votes will each receive a four (4)-year term, and the one (1) candidate receiving the next highest number of votes will receive a two (2)-year term, with the term of office for the successful candidates commencing upon election.

The undersigned certifies that he/she/it is the fee simple owner of land, or the proxy holder for the fee simple owner of land, located within the Windward at Lakewood Ranch Community Development District and described as follows:

Description

Acreage

[Insert above the street address of each parcel, the legal description of each parcel, or the tax identification number of each parcel.] [If more space is needed, identification of parcels owned may be incorporated by reference to an attachment hereto.]

or

Attach Proxy.

I, _____, as Landowner, or as the proxy holder of _____ (Landowner) pursuant to the Landowner's Proxy attached hereto, do cast my votes as follows:

SEAT	NAME OF CANDIDATE	NUMBER OF VOTES
1		
2		
3		

Date: _____

Signed: _____

Printed Name: _____

**WINDWARD AT
LAKEWOOD RANCH
COMMUNITY DEVELOPMENT DISTRICT**

6A

LOCALiQ

The Gainesville Sun | The Ledger
Daily Commercial | Ocala StarBanner
News Chief | Herald-Tribune

PO Box 631244 Cincinnati, OH 45263-1244

AFFIDAVIT OF PUBLICATION

Daphne Gillyard
Windward at Lakewood Ranch
2300 Glades RD # 401W
Boca Raton FL 33431-7386

STATE OF WISCONSIN, COUNTY OF BROWN

Before the undersigned authority personally appeared, who on oath says that he or she is the Legal Coordinator of the Herald-Tribune, published in Sarasota County, Florida; with circulation in Sarasota, Manatee and Charlotte Counties; that the attached copy of advertisement, being a Bids & Proposals, was published on the publicly accessible website of Sarasota, Manatee and Charlotte Counties, Florida, or in a newspaper by print in the issues of, on:

10/01/2024

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

Subscribed and sworn to before me, by the legal clerk, who is personally known to me, on 10/01/2024

Legal Clerk

Notary, State of WI, County of Brown

My commission expires

Publication Cost: \$343.00

Tax Amount: \$0.00

Payment Cost: \$343.00

Order No: 10608439

of Copies:

Customer No: 773434

1

PO #:

THIS IS NOT AN INVOICE!

Please do not use this form for payment remittance.

KAITLYN FELTY
Notary Public
State of Wisconsin

REQUEST FOR
QUALIFICATIONS FOR
ENGINEERING SERVICES
FOR THE WINDWARD AT
LAKEWOOD RANCH
COMMUNITY DEVELOPMENT
DISTRICT

RFQ for Engineering Services

The Windward at Lakewood Ranch Community Development District ("District"), located in Sarasota County, Florida, announces that professional engineering services will be required on a continuing basis for the District's stormwater systems, and other public improvements authorized by Chapter 190, Florida Statutes. The engineering firm selected will act in the general capacity of District Engineer and will provide District engineering services, as required.

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

The District will review all Applicants and will comply with Florida law, including the Consultant's Competitive Negotiations Act, Chapter 287, Florida Statutes ("CCNA"). All Applicants interested must submit electronic copies of Standard Form No. 330 and the Qualification Statement by 12:00 p.m., on October 16, 2024 by email to gillyardd@whhassociates.com ("District Manager's Office").

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

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

Any protest regarding the terms of this Notice, or the evaluation criteria on file with the District Manager, must be filed in writing, within seventy-two (72) hours (excluding weekends) after the publication of this Notice. The formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days after the initial notice of protest was filed. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest with respect to aforesaid Notice or evaluation criteria provisions. Any person who files a notice of protest shall provide to the District, simultaneous with the filing of the notice, a protest bond with a responsible surety to be approved by the District and in the amount of Twenty Thousand Dollars (\$20,000.00).

**WINDWARD AT
LAKEWOOD RANCH
COMMUNITY DEVELOPMENT DISTRICT**

6B

**REQUEST FOR QUALIFICATIONS FOR ENGINEERING SERVICES
FOR THE WINDWARD AT LAKEWOOD RANCH COMMUNITY DEVELOPMENT DISTRICT**

RFQ for Engineering Services

The Windward at Lakewood Ranch Community Development District ("**District**"), located in Sarasota County, Florida, announces that professional engineering services will be required on a continuing basis for the District's stormwater systems, and other public improvements authorized by Chapter 190, *Florida Statutes*. The engineering firm selected will act in the general capacity of District Engineer and will provide District engineering services, as required.

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

The District will review all Applicants and will comply with Florida law, including the Consultant's Competitive Negotiations Act, Chapter 287, *Florida Statutes* ("**CCNA**"). All Applicants interested must submit electronic copies of Standard Form No. 330 and the Qualification Statement by 12:00 p.m., on October 16, 2024 by email to gillyardd@whhassociates.com ("**District Manager's Office**").

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

The District reserves the right to reject any and all Qualification Statements. Additionally, there is no express or implied obligation for the District to reimburse

Applicants for any expenses associated with the preparation and submittal of the Qualification Statements in response to this request.

Any protest regarding the terms of this Notice, or the evaluation criteria on file with the District Manager, must be filed in writing, within seventy-two (72) hours (excluding weekends) after the publication of this Notice. The formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days after the initial notice of protest was filed. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest with respect to aforesaid Notice or evaluation criteria provisions. Any person who files a notice of protest shall provide to the District, simultaneous with the filing of the notice, a protest bond with a responsible surety to be approved by the District and in the amount of Twenty Thousand Dollars (\$20,000.00).

**WINDWARD AT LAKEWOOD RANCH COMMUNITY DEVELOPMENT DISTRICT
DISTRICT ENGINEER PROPOSALS**

COMPETITIVE SELECTION CRITERIA

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

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

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

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

3) Geographic Location (Weight: 20 Points)

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

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

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

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

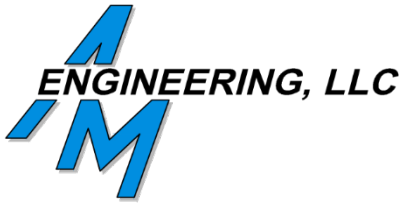
Consider whether the firm is a Certified Minority Business Enterprise. Award either all eligible points or none.

6) Recent, Current and Projected Workloads (Weight: 10 Points)

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

**WINDWARD AT
LAKEWOOD RANCH
COMMUNITY DEVELOPMENT DISTRICT**

6C1



October 15, 2024

Wrathell, Hunt and Associates, LLC
c/o Daphne Gillyard, District Manager
2300 Glades Road, Suite 410W
Boca Raton, Florida 33431

Via email: gillyarddd@whhassociates.com

**RE: LETTER OF INTEREST – DISTRICT ENGINEERING SERVICES
WINDWARD AT LAKEWOOD RANCH COMMUNITY DEVELOPMENT DISTRICT**

Dear Ms. Gillyard:

AM Engineering, LLC is pleased to have the opportunity to submit this Letter of Interest for the District Engineering Services for the Windward at Lakewood Ranch Community Development District.

AM Engineering, LLC is a medium-sized engineering consulting firm that specializes in the design and construction of residential and commercial land development projects including both large- and small-scale stormwater management facilities, water distribution systems, wastewater collection facilities, roadways, parking facilities, and site grading. AM Engineering has provided engineering services on hundreds of land development projects in Sarasota, Charlotte, Desoto and Manatee Counties.

The principals are supported by experienced staff. Employees at all levels are encouraged to attend seminars and classes necessary to stay current in a rapidly changing technical field. Professional registration is also strongly encouraged, and all of the professional staff are Florida Registered Engineers.

The following are direct responses to the RFQ:

- 1) Hold applicable federal, state and local licenses
Please see enclosed copies of licenses
- 2) Be authorized to do business in Florida in accordance with Florida law; and
Please see enclosed copy of operating license
- 3) Furnish a statement (“**Qualification Statement**”) of its qualifications and past experience on U.S. General Service Administration’s “Architect- Engineer Qualifications, Standard Form No. 330,” with pertinent supporting data.
Please see enclosed SF No. 330. The applicant currently serves as the District Engineer for Toscana Isles CDD, Lakes of Sarasota Community Development District, Lakes of Sarasota Community Development District 2 and Laurel Road Community Development District.
- 4) **COMPETITIVE SELECTION CRITERIA**
 - a. Ability and Adequacy of Professional Personnel
Please see enclosed resumes



b. Consultant's Past Performance

The applicant currently serves as the District Engineer for Toscana Isles CDD, Lakes of Sarasota Community Development District, Lakes of Sarasota Community Development District 2 and Laurel Road Community Development District.

c. Geographic Location

Our office is located in Sarasota, Florida. D. Shawn Leins, P.E. lives in close proximity to the CDD.

d. Willingness to Meet Time and Budget Requirements

Our large number of repeat clients is testimony to the ability of AM Engineering, LLC to deliver a quality project, on time and at a competitive cost. We urge you to contact any of our clients to learn firsthand of our performance on their projects. We are confident that you will find our record has been outstanding.

e. Certified Minority Business Enterprise

AM Engineering, LLC is not a Certified Minority Business

f. Recent, Current and Projected Workloads

AM Engineering, LLC currently has a multitude of ongoing and projected projects. However, this will not prevent AM Engineering from effectively serving as the District Engineer.

g. Volume of Work Previously Awarded to Consultant by District

The applicant currently serves as the District Engineer for Toscana Isles CDD, Lakes of Sarasota Community Development District, Lakes of Sarasota Community Development District 2 and Laurel Road Community Development District.

Our size allows us to provide high quality responsive and efficient service to our clients. During the course of the project the client enjoys the advantage of dealing directly with a design team headed by a principal of the company. Direct communication between the client and a company principal result in a superior project. This philosophy of quality and service has proved extremely successful. A substantial majority of our clients have completed multiple projects with the firm, and most of our new clients came to us based on our reputation within the community or on the recommendation of a current client.

Numerous land development projects have put AM Engineering, LLC in constant contact with the local, district and regional staff of the Department of Environmental Protection and the Southwest Florida Water Management District. We have applied for and received numerous permits from these and other local agencies on projects throughout Manatee, DeSoto, Charlotte, and Sarasota counties.

Our residential and commercial land development projects include the design, permitting and construction of Toscana Isles, a 923-lot single family residential subdivision, Grand Park, an 890-lot single family residential subdivision, Strazzeria, an 890-lot single family residential subdivision, Visterra, an 391-lot single family residential subdivision, and Lake Park Estates, an 400-lot single family residential subdivision. We have multiple additions to the Ringling College of Art & Design, the chiller building and chiller lines, Post Production, Student Housing and 3-Storm Academic Building, and several new



buildings at the Sarasota Military Academy, Suncoast Community Church, The Church of Hope and many more projects.

As you can see from the attached SF330, AM Engineering is a medium-sized firm that has a long-standing reputation in the community for providing civil engineering services. It is our belief that our uniquely qualified firm will provide hands-on quality services within a reasonable budget.

Respectfully,

AM ENGINEERING, LLC

A handwritten signature in blue ink that reads 'D. Shawn Leins'.

D. Shawn Leins, P.E.

ARCHITECT-ENGINEER QUALIFICATIONS

PART I - CONTRACT-SPECIFIC QUALIFICATIONS

A. CONTRACT INFORMATION

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

Windward at Lakewood Ranch CDD Sarasota, FL

2. PUBLIC NOTICE DATE

3. SOLICITATION OR PROJECT NUMBER

B. ARCHITECT-ENGINEER POINT OF CONTACT

4. NAME AND TITLE

D. Shawn Leins, P.E. - President

5. NAME OF FIRM

AM Engineering, LLC

6. TELEPHONE NUMBER

941-377-9178

7. FAX NUMBER

941-378-3786

8. E-MAIL ADDRESS

sleins@amengfl.com

C. PROPOSED TEAM

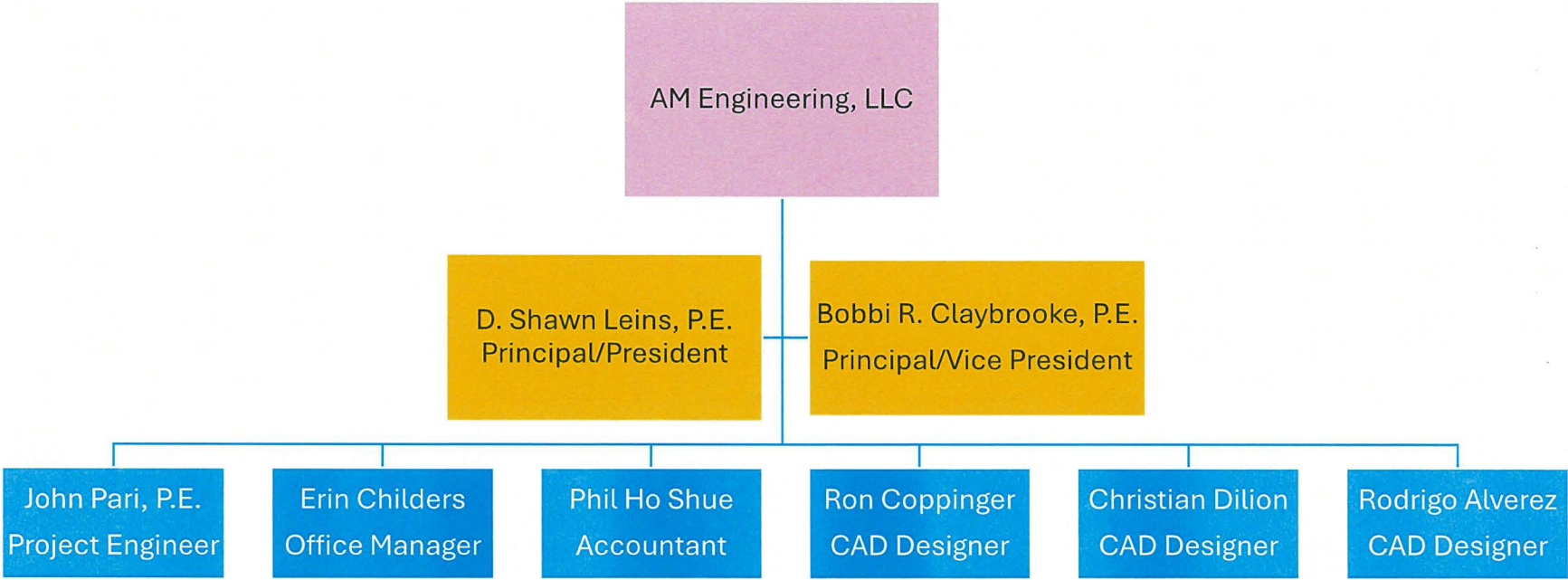
(Complete this section for the prime contractor and all key subcontractors.)

	(Check)			9. FIRM NAME	10. ADDRESS	11. ROLE IN THIS CONTRACT
	PRIME	J-V	PARTNER SUBCON- TRACTOR			
a.	☒	☐	☐	AM Engineering, LLC ☐ CHECK IF BRANCH OFFICE	8340 Consumer Ct. Sarasota, FL 34240	Civil Engineering
b.	☐	☐	☐	 ☐ CHECK IF BRANCH OFFICE		
c.	☐	☐	☐	 ☐ CHECK IF BRANCH OFFICE		
d.	☐	☐	☐	 ☐ CHECK IF BRANCH OFFICE		
e.	☐	☐	☐	 ☐ CHECK IF BRANCH OFFICE		
f.	☐	☐	☐	 ☐ CHECK IF BRANCH OFFICE		

D. ORGANIZATIONAL CHART OF PROPOSED TEAM

☒ (Attached)

Organizational Chart



E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person)

12. NAME D. SHAWN LEINS, PE	PRESIDENT	14. YEARS EXPERIENCE	
		a. TOTAL 39	b. WITH CURRENT FIRM 35
15. FIRM NAME AND LOCATION (City and State) A M ENGINEERING, LLC SARASOTA, FLORIDA			
16. EDUCATION (DEGREE AND SPECIALIZATION) UNIVERSITY OF FLORIDA, 1984- BSCE FLORIDA STATE UNIVERSITY, 1980- AA		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) FLORIDA P.E. #41078 CIVIL ENGINEER	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) FES, ASCE, NSPE			

19. RELEVANT PROJECTS

	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	Toscana Isle	PROFESSIONAL SERVICES CURRENT	CONSTRUCTION (If applicable)
a.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE ☒ Check if project performed with current firm Construction of site infrastructure serving a 400 acre 923-lot single family and multifamily residential subdivision, internal roadway and associated utilities and roads and stormwater management system. The site is located on Knight's Trail and Laurel Road in Venice, FL. Water quality treatment and attenuation are provided by six (6) wet detention ponds. Construction Cost: \$23 Million. Principle also serves as District Engineer.		
	Grand Park	PROFESSIONAL SERVICES CURRENT	CONSTRUCTION (If applicable)
b.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE ☒ Check if project performed with current firm Construction of site infrastructure serving a 533-acre 895 lot single family residential subdivision, internal roadway and associated utilities and roads and stormwater management system. This project also includes a Master Lift Station and improvements to Ibis Street. The project is located off Ibis Drive South of Serenoa Lakes in Sarasota, FL. Construction Cost: \$51 Million. Principle also serves as District Engineer.		
	Strazzeria	PROFESSIONAL SERVICES CURRENT	CONSTRUCTION (If applicable) 2020
c.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE ☒ Check if project performed with current firm Construction of site infrastructure serving a 230-acre 890 lot single family residential subdivision, internal roadway and associated utilities and roads and stormwater management system. The site is located off Ibis Drive South of Grand Park in Sarasota, FL. Construction Cost: \$15 Million. Principle also serves as District Engineer.		
	Visterra of Venice	PROFESSIONAL SERVICES CURRENT	CONSTRUCTION (If applicable) 2009
d.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE ☒ Check if project performed with current firm Construction of site infrastructure serving a 300-acre 391lot single family residential subdivision, internal roadway and associated utilities and roads and stormwater management system. The site is located between Laurel Road and Border Road, East of I-75 in Venice, FL. Construction Cost: \$16 Million. Principle also serves as District Engineer.		

D. Shawn Leins, P.E.

President/Principal



EDUCATION:

Bachelor of Science, Civil Engineering
University of Florida, 1984

Associates of Arts, Florida State University,
1980

Advanced MOT Certified

PROFESSIONAL REGISTRATIONS:

Florida Professional Engineer No. 41078

PROFESSIONAL AFFILIATIONS:

American Society of Civil Engineers

Florida Engineering Society

Myakka Chapter, Past President (1993)

American Solar Energy Society

Sarasota Chamber of Commerce

Gulf Coast Builders Exchange

Homebuilders Assoc. of Manatee County

Florida Tomorrow

AWARDS AND RECOGNITIONS

Young Engineer of the Year 1993

FES Myakka Chapter

APPOINTED POSITIONS

Sarasota County Development Services
Advisory Committee

Florida Employers Exchange

Mr. Leins, President and Chief Design Engineer has been with A M Engineering, LLC since 1988. His experience includes preparing construction cost estimates, studies, reports, state and local permit applications, contract documents, and

construction plans for water, wastewater, utility relocations, drainage and paving improvements in residential and commercial developments located in Sarasota, Charlotte and Manatee Counties.

Mr. Leins received his Associate of Arts degree from Florida State University in 1980 and his Bachelor of Science degree in Civil Engineering in 1984 at the University of Florida. He is a member of the American Society of Civil Engineers and the National Society of Professional Engineers. He is a member and past president of the Florida Engineering Society, Myakka Chapter, from which he received the 1993 "Young Engineer of the Year Award".

Mr. Leins' knowledge of AutoCAD is used extensively in the preparation of conceptual development plans, preliminary plats, utility plans, construction plans and record plats. He has been involved in many successful developments from conceptual through final plat and his use of computer modeling for water distribution and stormwater management offers a practical "hands-on" approach in assuring that systems are designed for best performance.

Development improvements also include road improvement projects, utility extensions and utility relocations.

Mr. Leins is a member of the Sarasota County Development Services Advisory Committee which reviews proposed ordinances and provides recommendations to the Board of County Commissioners on various issues affecting the Development Community.

Shawn Leins upholds the tradition of excellence at AM Engineering, LLC and continues to provide his clients quality service with a personal touch.



Ron DeSantis, Governor

Melanie S. Griffin, Secretary



FBPE
FLORIDA BOARD OF
PROFESSIONAL ENGINEERS

STATE OF FLORIDA

BOARD OF PROFESSIONAL ENGINEERS

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

LEINS, D. SHAWN

7461 SHAUNA COURT
SARASOTA FL 34241

LICENSE NUMBER: PE41078

EXPIRATION DATE: FEBRUARY 28, 2025

Always verify licenses online at MyFloridaLicense.com



Do not alter this document in any form.

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

Bobbi R. Claybrooke, P.E.

Vice President and Managing Engineer



EDUCATION:

Bachelor of Science, Civil Engineering
University of South Florida, 2003

PROFESSIONAL REGISTRATIONS:

Florida Professional Engineer No. 90804

PROFESSIONAL AFFILIATIONS:

Florida Engineering Society
National Society of Professional Engineers
NSPE Young Eng. Advisory Council Chair
(2008)

Mrs. Claybrooke is a civil engineer and senior project manager with A M Engineering, LLC. She has been with the company since 2017. Her experience includes preparing construction cost estimates, engineering studies/reports, state and local permitting, contract documents, as well as construction plans for water, wastewater, utility extensions/relocations, drainage, roadway improvements and paving improvements in residential and commercial developments located in Sarasota, Manatee, Hillsborough, Pinellas, Pasco and Collier Counties as well as in the Turks and Caicos Island (Caribbean). Mrs. Claybrooke's experience includes new construction, and existing system/design improvements/retrofits.

Mrs. Claybrooke received her Bachelor of Science degree in Civil Engineering in 2003 at the University of South Florida. She is a member of the National Society of Professional Engineers and the Florida Engineering Society. She previously served on the National Society of Professional Engineer's Young Engineer's Advisory Council and served as its chair in 2008.

Mrs. Claybrooke's knowledge of design programs such as AutoCAD Civil 3D, is used in the development and preparation of conceptual development plans, design schematics, preliminary plats, utility plans/profiles, paving/grading/drainage plans, construction plans and record plats. Her use of computer modeling programs such as ICPR, Modret and XPSWM for stormwater management design assure that these systems are designed for optimal function and overall system performance.

Mrs. Claybrooke works closely with the AM Engineering in-house design team as well as other project team discipline professionals to uphold the tradition of design and engineering excellence established by current management and founders of AM Engineering, LLC. She strives to provide her clients with quality design service and timely responsiveness. Her goal is to deliver quality, cost effective solutions that are the foundation of a good engineer/client relationship.



Ron DeSantis, Governor

Melanie S. Griffin, Secretary



FBPE
FLORIDA BOARD OF
PROFESSIONAL ENGINEERS

STATE OF FLORIDA

BOARD OF PROFESSIONAL ENGINEERS

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

CLAYBROOKE, BOBBI RAWLS

13900 MULHOLLAND ROAD
PARRISH FL 34219

LICENSE NUMBER: PE90804

EXPIRATION DATE: FEBRUARY 28, 2025

Always verify licenses online at MyFloridaLicense.com



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2024 FOREIGN LIMITED LIABILITY COMPANY ANNUAL REPORT

DOCUMENT# M19000001325

Entity Name: AM ENGINEERING, LLC

Current Principal Place of Business:

813 RIDGE LAKE BLVD
MEMPHIS, TN 38120

Current Mailing Address:

813 RIDGE LAKE BLVD
MEMPHIS, TN 38120 US

FEI Number: 83-2326437

Certificate of Status Desired: No

Name and Address of Current Registered Agent:

PARACORP INCORPORATED
155 OFFICE PLAZA DR, 1ST FLOOR
TALLAHASSEE, FL 32301 US

The above named entity submits this statement for the purpose of changing its registered office or registered agent, or both, in the State of Florida.

SIGNATURE:

Electronic Signature of Registered Agent

Date

Authorized Person(s) Detail :

Title PRESIDENT, MANAGER, MEMBER
Name LEINS, SHAWN
Address 8340 CONSUMER COURT
City-State-Zip: SARASOTA FL 34240

Title CEO, MANAGER
Name PRESLEY, CLAY
Address 813 RIDGE LAKE BLVD
City-State-Zip: MEMPHIS TN 38120

Title MEMBER
Name FREMONT-WRIGHT, LLC
Address 813 RIDGE LAKE BLVD
City-State-Zip: MEMPHIS TN 38120

Title VICE PRESIDENT, MANAGER
Name RITZ, BRIAN
Address 8340 CONSUMER COURT
City-State-Zip: SARASOTA FL 34240

I hereby certify that the information indicated on this report or supplemental report is true and accurate and that my electronic signature shall have the same legal effect as if made under oath; that I am a managing member or manager of the limited liability company or the receiver or trustee empowered to execute this report as required by Chapter 605, Florida Statutes; and that my name appears above, or on an attachment with all other like empowered.

SIGNATURE: CLAY PRESLEY

PRESIDENT

04/16/2024

Electronic Signature of Signing Authorized Person(s) Detail

Date

**WINDWARD AT
LAKEWOOD RANCH
COMMUNITY DEVELOPMENT DISTRICT**

6C11



ENGINEERING SERVICES FOR THE WINDWARD AT LAKEWOOD RANCH COMMUNITY DEVELOPMENT DISTRICT

SARASOTA COUNTY, FLORIDA

October 16, 2024



7201 Delainey Court
Sarasota, FL 34240
941 / 373 6460
www.graef-usa.com



collaborāte / formulāte / innovāte

7201 Delainey Court
Sarasota, FL 34240
941 / 373 6460
941 / 373 6480 fax
www.graef-usa.com

October 16, 2024

Attn: Daphen Gillyard
Wrathell Hunt & Associates, LLC
2300 Glades Road, Suite 410W
Boca Raton, FL 33431
Email: gillyardd@whhassociates.com

SUBJECT: Engineering Services for the Windward at Lakewood Ranch Community Development District

Dear Ms. Gillyard,

We at GRAEF are excited to present our qualifications to provide professional engineering services for the Windward at Lakewood Ranch Community Development District. We understand this contract will consist of providing services on a continuing basis for the District's improvement plan that may include stormwater management system, landscaping improvements, utilities, roadway improvements, amongst other improvements. GRAEF has been dedicated to serving public and private clients for over 63 years. Our ability to excel is driven by Integrity, Quality, and our Commitment to Customer Service.

We at GRAEF are excited to present our qualifications to provide professional engineering services for the Windward at Lakewood Ranch Community Development District. We understand this contract will consist of providing services on a continuing basis for the District's improvement plan that may include stormwater management system, landscaping improvements, utilities, roadway improvements, amongst other improvements. GRAEF has been dedicated to serving public and private clients for over 63 years. Our ability to excel is driven by Integrity, Quality, and our Commitment to Customer Service.

GRAEF's Sarasota Office, Located in Lakewood Ranch,
will serve as the office in charge for this contract

Headquartered in Milwaukee, Wisconsin, GRAEF' has had offices in Florida for over 40 years. With offices in Sarasota, Miami, and Orlando, our Sarasota office, located in Lakewood Ranch, will serve as the office in charge. Jim Hansen, P.E., a Principal at GRAEF and resident at Lakewood Ranch, will lead our team with nearly 30 years of expertise in site development and public works engineering. His leadership ensures that we deliver projects that exceed expectations, on time and within budget.

For over 63 years, GRAEF's unwavering dedication to excellence has been fueled by core values such as integrity, quality, and a steadfast commitment to exceptional customer service

These principles form the bedrock of GRAEF's operations, ensuring that clients receive the highest level of satisfaction and a seamless experience. GRAEF has remained at the forefront of the industry, consistently adapting to emerging trends and embracing advancements, and is proud to be a reliable partner for clients seeking top-tier design services and unmatched expertise.

OUR CORE PURPOSE

To improve the
physical environment
for the benefit
of society in a
sustainable manner

For this contract, GRAEF can provide the full range of services required:

- Site/Civil Engineering
- Coastal Engineering
- Structural Engineering
- Transportation Engineering
- Landscape Design
- MEP/FP Engineering
- Geographic Information System (GIS)

We have the capability and capacity to provide the District with a full range engineering and architectural services, if needed, throughout the life of this contract. Additional services we provide include:

- Commissioning Services
- Industrial Architecture
- Planning & Urban Designers

GRAEF is currently providing services on projects for similar clients throughout the State of Florida

Having an office directly in Lakewood Ranch, we are very familiar with the area. This knowledge and insight gives us the broad background to understand needs and existing conditions that would be relevant to projects under this contract.

Project experience in Sarasota County as well as past development district experience includes:

- Casey Key Shoreline Protection
- Midnight Pass Restoration
- Longboat Key Library (Longboat Key, Florida)
- Sarasota-Bradenton International Airport BHS Consolidation and Baggage Claim Study (Sarasota, Florida)
- Ed Smith Stadium Renovations (Sarasota, Florida)
- Oscar Scherer State Park HVAC Improvements (Osprey, Florida)
- Treviso Bay Community - Development, Marina, and Stormwater Services (Naples, Florida)
- The Quarry Golf and Country Club - Bridge Design (Naples, Florida)
- The Arlington of Naples Community Site/Civil Services (Naples, Florida)

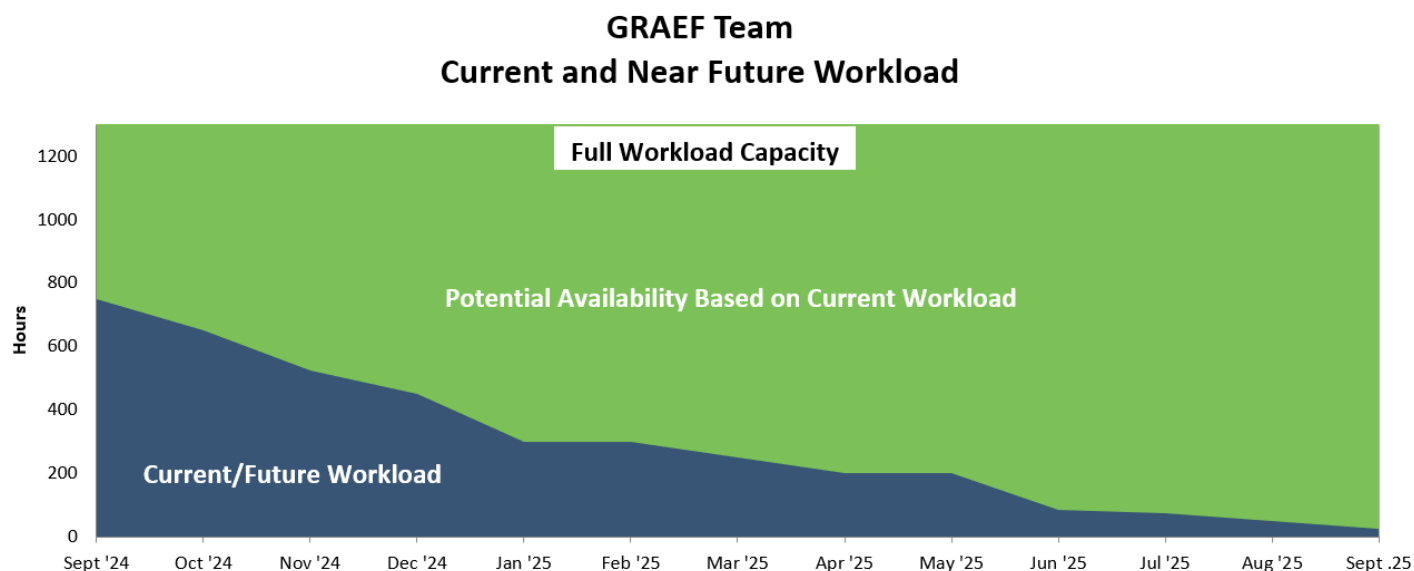
GRAEF has not worked with the Windward at Lakewood Ranch Community Development District.

Other past clients include the Fort Myers Redevelopment Agency, City of Fort Myers, City of Sanibel, Lee County Department of Transportation, Brevard County, Broward County, Miami-Dade County, Orange County, Okaloosa County, and Sarasota County as well as the Cities of Altamonte Springs, Clearwater, Daytona Beach, Miami Beach, Naples, Palm Bay, Port St. Lucie, and Winter Park.

The GRAEF Team has the staff, physical, and financial resources to be responsive to fluctuations in workload, schedule, regulatory and funding changes

Given our extensive past experience with continuing contracts, we fully understand and are aware of the demands that will be placed on our personnel. Our experience includes carrying out projects using resources from our team, maintaining effective communication, monitoring and reporting progress, coordinating all activities, and managing production of deliverables. Our Project Manager, Jim Hansen, P.E., is readily available and always accessible via cellular phone and email to answer to the District's needs. Additionally, the entire assigned GRAEF Team will remain committed to this contract to ensure each task will receive full dedication and necessary time.

See below chart which outlines our current and projected workload.



GRAEF has proven methods used to break down complex projects into small pieces that ensures that each piece is manageable

Staying “on schedule” and “within budget” is what is expected of a professional services firm. As each task of this project will have a schedule, the entire project schedule and cost will be met by meeting the individual task schedules and budgets.

To assure the District and other agencies (as necessary) are frequently aware of the status of projects under this contract, GRAEF will establish routine briefing meetings with the District. Additional communication between GRAEF and District regarding key issues occurring between briefing meetings will be initiated by GRAEF to the your Project Manager to keep the District's knowledge of the project current.

To assure that all members of the GRAEF Team are continuously aware of the status of this project, GRAEF will establish frequent internal meetings at intervals deemed necessary by the project schedule. Additional communication among the GRAEF Team regarding key issues occurring between internal meetings will be coordinated by the GRAEF Project Manager and distributed to key personnel. All changes in schedule, budget, or decisions affecting the scope of work will be documented and communicated to the GRAEF Team using the most appropriate means.

Complementing these briefing meetings and the GRAEF Team internal meetings will be a secure Microsoft OneDrive Directory that will allow anytime project status checks as well as a location for the distribution and sharing of information. It is anticipated that this site will include original project design data, deliverables (reports, calculations, plans, specifications, etc.), and formal correspondences (meeting minutes, QA/QC documentation, etc.). This allows for GRAEF's employees and clients to communicate and share information without restrictions on file size. The Microsoft OneDrive system allows for the sharing of larger design files that normally are restricted via email communications due to the size of the document. All are secure using Microsoft's Active Directory Security to ensure communication is on a one-to-one basis.

The assessment and design development documents stages are used to define the project scope and how we recommend implementing the solution. Our approach to scheduling is based upon good planning, communication, and execution.

GRAEF also provides an estimate of costs with history of past projects and publicly available databases. We also evaluate lead times of materials and estimate a schedule to meet your needs. If certain materials need to be ordered in advance to meet deadlines, we can assist you in preparing the necessary procurement package. GRAEF will monitor schedule and budget throughout the life of the project to ensure it is completed within the specifications required by the District



GRAEF is dedicated to aligning our culture and business practices to be a beacon of diversity, equity, inclusion, and belonging for all people

GRAEF is dedicated to aligning our culture and business practices to be a beacon of diversity, equity, inclusion, and belonging for all people.

Although GRAEF is not a minority business enterprise (MBE), we have developed relationships and successfully worked with multiple MBEs on a variety of projects. GRAEF's approach to inclusion is different. We provide firms a meaningful and mentored role on a project and all our inclusion partners share a common story that their participation will allow them to hire staff and sustainably grow their businesses in size and expertise.

As your project moves forward, GRAEF is fully committed to engaging firms from the MBE community, if requested.

Internally, GRAEF has the Diversity, Equity, and Inclusion Council (DEIC), which accepts the challenge of shaping a culture that models inclusion and embraces diversity in all its forms. The Council is a close partner to leadership at GRAEF, a driver of courageous conversations, a believer in "comfort with discomfort" and an innovator looking to continuously improve GRAEF's impact on the workforce, workplace, and marketplace.



If selected, GRAEF will act in the general capacity of District Engineer and provide required engineering services. We pledge to work as your partner to do our very best to provide superior services to the Windward of Lakewood Ranch Community Development District in order to bring this project to a successful conclusion that will be rewarding for the District and local residents. We look forward to meeting with you to present our team's qualifications or discuss the contract in more detail

Sincerely,

A handwritten signature in black ink that reads "James P. Hansen".

Jim Hansen, P.E.

GRAEF Principal, Project Manager

james.hansen@graef-usa.com

941 / 373 6460

CIVIL ENGINEERING

OUR SITE/CIVIL ENGINEERING TEAM OFFERS INNOVATIVE AND COST-EFFECTIVE SOLUTIONS FOR CLIENTS.

GRAEF's site/civil group provides a range of services including survey, construction inspection, urban planning, and environmental permitting, utilizing state-of-the-art technology. Our team is committed to sustainable design principles, including green infrastructure, stormwater management, roadway design, and infrastructure master planning.

We have 30+ LEED® Accredited professionals ready to help you achieve your project goals.

AREAS OF EXPERTISE

Site Development

Utility Design

Infrastructure Master Planning

Planning & Relocation Studies

Surveying & Mapping

Stormwater Management

Roadway Design

Parking Lot & Sidewalk Design

Permit Coordination

Construction Inspection

Water & Wastewater System Design

Zoning/Annexation Support

Wetland Determination & Delineation

COASTAL ENGINEERING

WITH A METICULOUS FOCUS ON PRECISION AND AESTHETIC CONSIDERATIONS, OUR ENGINEERS BRING A WEALTH OF KNOWLEDGE TO THE TABLE.

Our coastal and marine engineering team is trained to handle challenges, and provide expertise in the planning, permitting and design of coastal and marina facilities. Our experience includes various types of shoreline revetments, seawalls, bulkheads and moorings as well as full service recreational and commercial marina facilities.

AREAS OF EXPERTISE

Beach Nourishment

Dune Restoration

Waterfront Facilities

Seawalls (concrete and steel)

Private Docks

Dredging

Bridge Hydraulics Analysis

Benthic Surveying

Coastal Permitting (FDEP, USACE, FWC, USFWS, NOAA, etc.)

Environmental Audits

Groundwater Remediation and Clean-up

Wetlands Identification and Delineation

STRUCTURAL ENGINEERING

WITH A METICULOUS FOCUS ON PRECISION AND AESTHETIC CONSIDERATIONS, OUR ENGINEERS BRING A WEALTH OF KNOWLEDGE TO THE TABLE.

Our team of structural engineers offer a comprehensive spectrum of design and investigative services catering to diverse projects, with an unwavering commitment to quality being the foundation of every project.

Drawing from extensive experience in structural building design, our proficiency spans from modest additions to the intricate design of multi-million dollar structures. This broad spectrum of projects has given us the understanding of the efficient utilization of concrete, masonry, steel, and wood structural systems.

AREAS OF EXPERTISE

- Machine Foundation Design
- High Density Storage Foundation Design
- Building Superstructure Design
- Crane Support Design, Crane Building Design, and Crane Inspection
- Evaluation of Existing Facilities
- Structural Retrofit and Reinforcement Design
- Construction Inspection
- Feasibility and Cost Studies

TRANSPORTATION ENGINEERING

AT GRAEF, INNOVATE TO DESIGN LONG-LASTING PROJECTS USING OUR STRONG TECHNICAL EXPERTISE.

Quality and creativity are integral parts of our designs. Our engineers provide a wide range of design and investigative services for all types of projects, with quality being the foundation of every project. Our commitment to creating high caliber, efficient designs is achieved through skilled personnel and personal attention during every phase of the project.

At GRAEF, we innovate to design long-lasting projects using our strong technical expertise. Bridges that are visual landmarks, signals and signing and pavement markings that ease traffic congestion and enhance safety, and roadways that enable commuters to travel efficiently are all the result of the design team's efforts. These facilities are used every day, and our innovative solutions help communities thrive by making trips from here to there a little bit easier.

AREAS OF EXPERTISE

Bridge Design

Freeway Design

Intersection Design Studies

Pavement Design

Railroad Related Design

Roadway Lighting

Signalization and Signing

Roundabout Design

Rural Roadway Design

Site Development

Traffic Impact Analysis

Traffic Studies & Calming

Urban Street Design

Curb and Gutter/Sidewalks

Pavement Design

Relocation and Reconstruction

Right-of-Way Services

LANDSCAPE DESIGN

COMBINING CREATIVITY WITH SUSTAINABILITY IN LANDSCAPE DESIGNERS SUGGEST A HOLISTIC APPROACH THAT GOES BEYOND AESTHETICS.

A successful landscape design must incorporate a full understanding of context, desired program elements, attainable design opportunities, potential constraints, attention to site composition and functional requirements in order to truly develop something special and unique.

At GRAEF, we strive to create landscapes that blend aesthetics, functional process, accessibility and creativity in a way that best responds to the needs of our clients. Rather than just focusing on the technical aspects of design, we also bring a storytelling element into all our projects. We use design elements to tell a narrative and create a certain atmosphere within the landscape.

AREAS OF EXPERTISE

Adaptive Reuse

American Disabilities Act

Aquatic Facility Design & Planning

Budgeting & Programming

Construction Detailing

Construction Management

Corporate Identity & Image

Fountains & Water Features

Hardscaping

Interiorscape

Park Master Planning

Predictive Planning

Rooftop Green Spaces

Schematic Utility Systems

Site & Urban Planning

Site Illumination

Site Irrigation

Specifications

MEP/FP ENGINEERING

VARIED AND DIVERSE EXPERIENCE, COUPLED WITH INVOLVEMENT IN THE ANALYSIS OF THE PROJECT REQUIREMENTS, TO SUCCESSFULLY COMPLETE MEP/FP PROJECTS.

The GRAEF team of mechanical, electrical, plumbing, and fire protection (MEP/FP) engineers experts offer a full array of analysis, design and commissioning services for new and existing facilities. We assist beginning in the initial concept and planning phases and extending through final system start-up. Our MEP/FP staff is experienced in determining system type, system budget and construction cost estimates.

AREAS OF EXPERTISE

Mechanical:

Building Automation and Energy Management
State-of-the-Art Energy Modeling
Campus Heating and Cooling Plants
Co-generation and Off-peak Systems
Custom Air Handling Systems
Humidity Control / Indoor Air Quality Specialists
Process Piping / Exhaust System
Ice Storage
Increased Efficiency HVAC Equipment
Chilled Water Plant System Analysis and Remodeling
Steam and Hot Water Boiler System Analysis and Remodeling
High Pressure Steam Sterilizer Systems
Built-up and Packaged Air Handling Units

Exhaust Air Heat Recovery
Pumping System Analysis and Remodeling
Cooling Tower Assessment and Remodeling
IAQ, CFC, and energy conservation issues in Florida

Electrical:

Fire Alarm and Communication Systems
Indoor, Site, and Roadway Lighting
Medium and Low Voltage
Power Distribution
Alternative and Renewable Energy
Daylight Harvesting
Energy efficient light fixtures
Occupancy and/or time-based controls
Photo-voltaic panels
Solar heating

Plumbing/FP:

Central Hot Water Systems
Domestic Water Booster Systems
Fuel Oil Storage and Supply Systems
Grease Separation Systems
L.P. and Natural Gas Systems
Medical Gas Systems
Stormwater Syphonics and Reclaim Systems
Sewage Lift Systems
Fire Pump Design
Hydraulic Analysis
Pre-action Systems
Scope Design
Wet / Dry Systems

GIS AND ASSET MANAGEMENT

GRAEF IS COMMITTED TO HELPING COMMUNITIES COLLECT, MANAGE, VISUALIZE, AND ANALYZE THEIR DATA IN WAYS THEY NEVER KNEW EXISTED.

GRAEF recognizes that GIS plays an essential role in your community. Cartographic services, asset management, community outreach, and accompanying analysis all aid by helping you make informed decisions, produce daily results, and plan for the future. All of this will save your community money.

GRAEF also recognizes that no two communities are alike. Our GIS specialists have the ability to identify and embrace those differences and provide simple, intuitive solutions. GRAEF GIS specialists are well-versed in the latest GIS techniques including the use of state-of-the-art equipment and software. With technical expertise and outside-the-box creativity, we can provide a wide range of GIS services for your community.



REGISTRATIONS AND LICENSURE

State of Florida Department of State

I certify from the records of this office that GRAEF - USA INC. is a Wisconsin corporation authorized to transact business in the State of Florida, qualified on November 7, 1985.

The document number of this corporation is P08036.

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

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

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



[Signature]
Secretary of State

Tracking Number: 5772622015CC

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

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

RICK SCOTT, GOVERNOR JONATHAN ZACHEM, SECRETARY

Florida dbpr

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
BOARD OF PROFESSIONAL ENGINEERS
THE ENGINEERING BUSINESS HEREIN IS AUTHORIZED UNDER THE
PROVISIONS OF CHAPTER 471, FLORIDA STATUTES

GRAEF USA INC.
ONE HONEY CREEK CORPORATE CENT
125 SOUTH 84TH STREET, SUITE 401
MILWAUKEE WI 53214-1469

LICENSE NUMBER: CA4270

dbpr
ONLINE SERVICES
Apply for a License
Renew a License
View Food & Lodging Inspections
File a Complaint
Continuing Education Course Search
Application Status
License Information
Information Activity Search
Request Temporary Invoice & Activity Search

LICENSE DETAILS
License Information
Name: GRAEF USA INC. (previous Name)
Main Address: 275 W. WISCONSIN AVENUE
SUITE 300
MILWAUKEE Wisconsin 53203
Country: OUT OF STATE

License Information
License Type: Engineering Business Registry
Rank: Registry
License Number: 4270
Status: Current
License Date: 11/06/1985

document.

STANDARD FORM 330



ARCHITECT – ENGINEER QUALIFICATIONS

PART I - CONTRACT-SPECIFIC QUALIFICATIONS

A. CONTRACT INFORMATION

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

Engineering Services for the Windward at Lakewood Ranch Community Development District
(Lakewood Ranch, Florida)

2. PUBLIC NOTICE DATE

October 16, 2024

3. SOLICITATION OR PROJECT NUMBER

B. ARCHITECT-ENGINEER POINT OF CONTACT

4. NAME AND TITLE

James Hansen, P.E. – Principal, Project Manager

5. NAME OF FIRM

Graef-USA Inc.

6. TELEPHONE NUMBER

(941) 373-6460

7. FAX NUMBER

(941) 373-6480

8. E-MAIL ADDRESS

james.hansen@graef-usa.com

C. PROPOSED TEAM

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

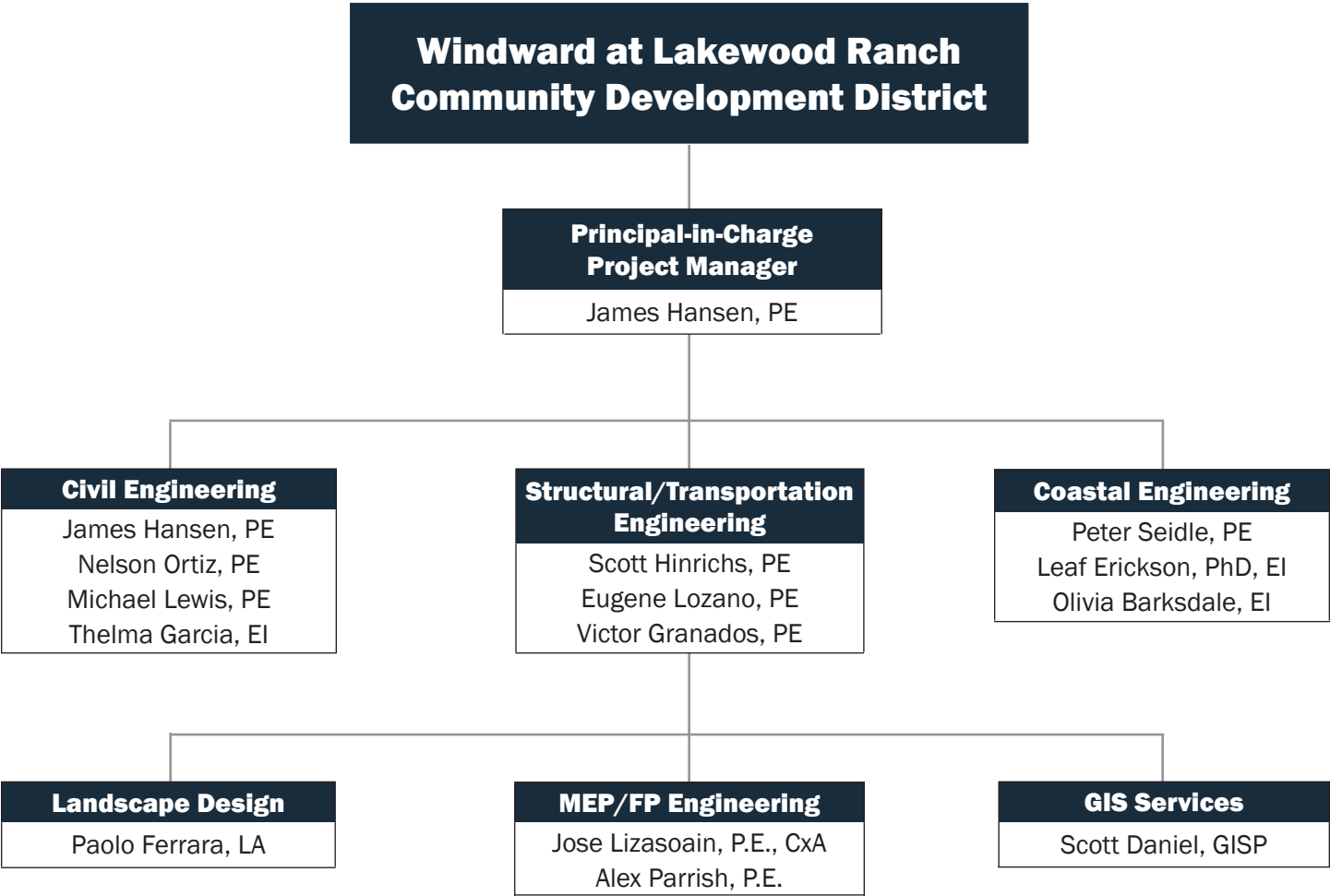
	(Check)			9. FIRM NAME	10. ADDRESS	11. ROLE IN THIS CONTRACT
	PRIME	J-V PARTNER	SUBCON-TRACTOR			
a.	X			Graef-USA Inc. ☒ CHECK IF BRANCH OFFICE	7201 Delainey Court Sarasota, FL 34240	Engineering Services
b.	X			Graef-USA Inc. ☒ CHECK IF BRANCH OFFICE	9400 South Dadeland Blvd., Suite 601, Miami, FL 33156	Engineering Services, Landscape Design
c.	X			Graef-USA Inc. ☒ CHECK IF BRANCH OFFICE	2300 Maitland Center Parkway, Suite 210, Maitland, FL 32751	Engineering Services
d.				☐ CHECK IF BRANCH OFFICE		
e.				☐ CHECK IF BRANCH OFFICE		
f.				☐ CHECK IF BRANCH OFFICE		

D. ORGANIZATIONAL CHART OF PROPOSED TEAM

Please see attached.

ORGANIZATIONAL CHART

Our team imparts a high level of expertise that is fueled by a genuine passion for our work. The services we provide can be confined to solve a specific problem or expanded to assume complete project responsibility. Our commitment is to bring together a team equipped to provide our client with quality services and dedicated to complete the project on time and within budget.



E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

12. NAME James Hansen, P.E.	13. ROLE IN THIS CONTRACT Principal, Project Manager, Civil Engineer	14. YEARS EXPERIENCE	
		a. TOTAL 30	b. WITH CURRENT FIRM 20
15. FIRM NAME AND LOCATION (City and State) GRAEF (Sarasota, Florida)			
16. EDUCATION (DEGREE AND SPECIALIZATION) Bachelor of Science in Civil Engineering, University of Wisconsin-Platteville		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Engineer - Florida #97759 Professional Engineer – WI	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) American Society of Civil Engineers			

19. RELEVANT PROJECTS

	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
a	Naples Beach Stormwater Outfalls (Naples, Florida)	In progress	In progress
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE ☒ Check if project performed with current firm Project Engineer for the storm sewer and roadway design, including the permitting for both State and Federal agencies and the coastal construction control line permit. This project includes the consolidation of three beach outfalls and the conveyance of the treated stormwater to a pump station to discharge offshore. Trunkline design, water quality treatment enhancements, design of an overflow system, and associated roadway improvements are also a part of the project scope.		
b	Sarasota County - Casey Key Road Shoreline Protection (Osprey, Florida)	PROFESSIONAL SERVICES 2023	CONSTRUCTION (If applicable) 2025
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE ☒ Check if project performed with current firm Project engineer for design of the roadway reconstruction and seawall design to protect the roadway and landward homes.		
c	13 North Casey Key (Osprey, Florida)	PROFESSIONAL SERVICES 2023	CONSTRUCTION (If applicable) 2024
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE ☒ Check if project performed with current firm Project manager for the design and permitting provide a cantilevered sheet pile seawall to protect a residence.		
d	First United Methodist Church of Winter Garden (Winter Garden, Florida)	PROFESSIONAL SERVICES In progress	CONSTRUCTION (If applicable)
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE ☒ Check if project performed with current firm Civil engineer for courtyard improvements at the existing First United Methodist Church Winter Garden.		
e	Palm Beach State College Pavement Management Program (Palm Beach, Florida)	PROFESSIONAL SERVICES 2023	CONSTRUCTION (If applicable)
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE ☒ Check if project performed with current firm Principal-in-charge for the engineering assessment and capitol improvement approach for parking lots at the five campuses. Assisted with use of an interactive GIS application used by GRAEF engineers and staff to collect condition assessments at various facilities on a college campus. Reduced condition assessment report time and provided client with continued access to assessment results.		

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

12. NAME Nelson Ortiz, P.E.	13. ROLE IN THIS CONTRACT Civil Engineer	14. YEARS EXPERIENCE	
		a. TOTAL 27	b. WITH CURRENT FIRM 27
15. FIRM NAME AND LOCATION (City and State) GRAEF (Miami, Florida)			
16. EDUCATION (DEGREE AND SPECIALIZATION) B.S., Civil Engineering, 1996, Florida State University		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Engineer, Florida #57556	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) American Society of Civil Engineers			

19. RELEVANT PROJECTS

	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
a	Maison Matecumbe (Islamorada, Florida)	2012	2012
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE ☒ Check if project performed with current firm Provided civil engineering design, preparation of construction documents and construction administration services for four (4) new buildings consisting of sixteen (16) new residences with new interior roadway and at-grade parking. Scope of services also included French drains, on-site retention and/or drainage wells.		
b	Amara Cay Resort (Islamorada, Florida)	2014	2017
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE ☒ Check if project performed with current firm Provided civil engineering design, preparation of construction documents and construction administration services for renovation of an existing Hampton Inn hotel with new additions, new retail space, new pool and new at-grade parking.		
c	Ocean Reef Club (Key Largo, Florida)	2014	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE ☒ Check if project performed with current firm Provided civil engineering design, preparation of construction documents and construction administration services construction of a new 2-story Human Resource Building with golf cart parking below to be located in the area of the existing staff housing facilities. Improvements included new driveways and at grade parking lot. Scope of work included site adaptation of new building, including layout; paving, grading and drainage; and, water/sewer service to existing facilities in Anchor Drive or located on site.		
d	Residences at Ocean Reef (Key Largo, Florida)	2017	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE ☒ Check if project performed with current firm Provided civil engineering design and prepared construction documents and construction administration services for a new three-story building. The scope of Civil/Site work included site adaptation of the new buildings, including layout; paving, grading and drainage; and, water/sewer services.		
e	Publix Super Market (Sunny Isles, Florida)	2023	2023
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE ☒ Check if project performed with current firm Project manager and engineer of a new Publix located between Atlantic Ocean and Dumfounding Bay. The \$30 million dollar supermarket sits on a 3.5-acre parcel and offers first level shopping and two levels of garage parking above. Work included Site plan approval process, design and prepare construction documents for Civil/site improvements, permitting and construction administration.		
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE ☒ Check if project performed with current firm Provided civil engineering to Architect for design and prepared construction documents for two-story 'green' building located on a wooded 2.25-acre site on Vaca Key. The 9,400sf project is comprised of FKAA office space, community facilities, and related support functions.		

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

12. NAME Michael Lewis, P.E.	13. ROLE IN THIS CONTRACT Civil Engineer	14. YEARS EXPERIENCE	
		a. TOTAL 11	b. WITH CURRENT FIRM 8
15. FIRM NAME AND LOCATION (City and State) GRAEF (Miami, Florida)			
16. EDUCATION (DEGREE AND SPECIALIZATION) B.S., Civil Engineering, Florida International University		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Engineer - Florida #92120	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)			

19. RELEVANT PROJECTS

	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
a	Tamiami Park Miracle League Restroom Building (Miami, Florida)	In progress	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE ☒ Check if project performed with current firm Project manager and civil engineer for a new restroom facility. Design included connection of utilities (water, sewer, and electricity) and design of interior systems (water, sewer, electrical, and mechanical). Design complete, not yet constructed.		
b	Miami-Dade County Pump Stations 109 & 110 (Miami, Florida)	PROFESSIONAL SERVICES 2020	CONSTRUCTION (If applicable)
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE ☒ Check if project performed with current firm Civil engineering for the restoration of two existing stormwater pump stations located along the shoreline of Biscayne Bay. Scope of services included structural, electrical and mechanical inspections of each pump station to evaluate their present condition and prepare recommendations for making repairs as required. These repairs consisted of replacing the 75 HP pumps in each station including new valves, piping, controls and the addition of new emergency generators.		
c	Publix Super Market (Sunny Isles, Florida)	PROFESSIONAL SERVICES 2023	CONSTRUCTION (If applicable) 2023
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE ☒ Check if project performed with current firm Project engineer for a new Publix located between Atlantic Ocean and Dumfounding Bay. The \$30 million dollar supermarket sits on a 3.5-acre parcel and offers first level shopping and two levels of garage parking above. Work included Site plan approval process, design and prepare construction documents for Civil/site improvements, permitting and construction administration.		
d	Asian Food Solutions (Oviedo, Florida)	PROFESSIONAL SERVICES 2020	CONSTRUCTION (If applicable) 2020
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE ☒ Check if project performed with current firm Civil engineering for site design services for an existing vacant land site that will ultimately house a 3,500 SF office building with at-grade parking. The scope of services included the site adaptation of the new structure, including layout, paving, grading, and drainage, and water/fire/sewer services to the existing utility facilities located adjacent to the vacant parcel. Also provided construction administration services for this project.		
e	Alexander Montessori Red Road Campus (Miami, Florida)	PROFESSIONAL SERVICES 2021	CONSTRUCTION (If applicable) 2021
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE ☒ Check if project performed with current firm Civil engineering for the design, preparation of site/civil drawings and construction administration for improvements, permitting and approvals for this project which included the construction of a new school building, outside play area, at-grade parking, and a long internal driveway to increase vehicle que on-site. The scope of site/civil work included the site adaptation of the new structures, including layout; paving, grading and drainage; and water/fire/irrigation/sewer services to existing utility facilities located adjacent to the project site.		

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT			
12. NAME Scott Hinrichs, P.E.	13. ROLE IN THIS CONTRACT Structural Engineer	14. YEARS EXPERIENCE a. TOTAL 29 b. WITH CURRENT FIRM 27	
15. FIRM NAME AND LOCATION (City and State) GRAEF (Maitland, Florida)			
16. EDUCATION (DEGREE AND SPECIALIZATION) Master of Business Administration, Roosevelt University Bachelor of Science in Civil Engineering, Valparaiso University		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Engineer - Florida #67810 Professional Engineer – AL, GA, IL, LA, PR, SC, VT; Structural Engineer - IL	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Safety Inspection of In-Service Bridges, March 20 – 31, 2006 - FHWA, National Highway Institute, American Institute of Steel Construction, Inc., American Public Works Association, Florida Structural Engineers Association, Florida Association of County Engineers & Road Superintendents, American Institute of Architects			
19. RELEVANT PROJECTS			
	(1) TITLE AND LOCATION (City and State) Miami-Dade County Pump Stations 109 & 110 (Miami, Florida)	(2) YEAR COMPLETED PROFESSIONAL SERVICES 2020 CONSTRUCTION (If applicable)	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE a Structural engineer for the restoration of two existing stormwater pump stations located along the shoreline of Biscayne Bay. Scope of services included structural, electrical and mechanical inspections of each pump station to evaluate their present condition and prepare recommendations for making repairs as required. These repairs consisted of replacing the 75 HP pumps in each station including new valves, piping, controls and the addition of new emergency generators. ☒ Check if project performed with current firm		
	(1) TITLE AND LOCATION (City and State) Hogpen Slough Trail Boardwalk (Port St. Lucie, Florida)	(2) YEAR COMPLETED PROFESSIONAL SERVICES In progress CONSTRUCTION (If applicable)	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE b Project manager and engineer for the design and permitting of approximately 5,330 linear feet of boardwalk being built as part of the Village Green Corridor Revitalization project. ☒ Check if project performed with current firm		
	(1) TITLE AND LOCATION (City and State) Earnhardt Memorial Pedestrian Bridge Rehabilitation and Lighting Replacement (Daytona Beach, Florida)	(2) YEAR COMPLETED PROFESSIONAL SERVICES 2018 CONSTRUCTION (If applicable) 2019	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE c Project manager and engineer for the design to incorporate the recommendations for repair specified in the Bridge Inspection Report (BIR) as well as the replacement of the existing up-lights at each existing architectural concrete pier element. ☐ Check if project performed with current firm		
	(1) TITLE AND LOCATION (City and State) Manatee Island Bridge Evaluation (Daytona Beach, Florida)	(2) YEAR COMPLETED PROFESSIONAL SERVICES 2020 CONSTRUCTION (If applicable) 2020	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE d Project engineer for the structural inspection of an existing bridge connecting the mainland to Manatee Island. The project included a summary report with recommendations, a load rating of the bridge, and an underwater inspection of the existing exposed foundations. ☒ Check if project performed with current firm		
	(1) TITLE AND LOCATION (City and State) FDOT District 2, SR 207 at SR 312 Mast Arms Design (St. Augustine, Florida)	(2) YEAR COMPLETED PROFESSIONAL SERVICES 2011 CONSTRUCTION (If applicable) 2011	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE e Project engineer for the design and construction of four (4) mast arm signal structures, roadway widening, drainage repair, and signage and pavement marking. Designs met current FDOT structures design standards, and construction documents were produced utilizing FDOT standard indexes. Additional tasks included the review of all roadway and mast arm signal structure shop drawings and field inspections. ☒ Check if project performed with current firm		

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

12. NAME Eugene Lozano, P.E.		13. ROLE IN THIS CONTRACT Civil/Roadway Engineer		14. YEARS EXPERIENCE	
				a. TOTAL 50	b. WITH CURRENT FIRM 10
15. FIRM NAME AND LOCATION (City and State) GRAEF (Maitland, Florida)					
16. EDUCATION (DEGREE AND SPECIALIZATION) Bachelor of Science, Civil Engineering, Ohio State University, Columbus, OH			17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Engineer – Florida #20705 Professional Engineer – OH		
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) American Society of Highway Engineers, Florida Engineering Society					
19. RELEVANT PROJECTS					
a	(1) TITLE AND LOCATION (City and State) Seminole State College, Loop Road Design and Campus Parking Lot Design Services for Sanford / Lake Mary Campus (Sanford, Florida)		(2) YEAR COMPLETED		
			PROFESSIONAL SERVICES 2010	CONSTRUCTION (If applicable) 2010	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE ☐ Check if project performed with current firm Civil engineer for a new parking lot and loop road connection. The scope of work included coordination of traffic analysis, parking survey, drainage, roadway design, utility, Americans with Disabilities Act (ADA) compliance and cost estimates.					
b	(1) TITLE AND LOCATION (City and State) Seminole State College, Loop Road Design and Campus Parking Lot Design Services for Oviedo Campus (Oviedo, Florida)		(2) YEAR COMPLETED		
			PROFESSIONAL SERVICES 2010	CONSTRUCTION (If applicable) 2010	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE ☐ Check if project performed with current firm Civil engineer Construction engineering and inspection services for this project which included engineering of a new parking lot and loop road connection. The scope of work included coordination of traffic analysis, parking survey, drainage, roadway design, utility, Americans with Disabilities Act (ADA) compliance and cost estimates.					
d	(1) TITLE AND LOCATION (City and State) Randall Mechanical New Underground Fire Main (Apopka, Florida)		(2) YEAR COMPLETED		
			PROFESSIONAL SERVICES 2018	CONSTRUCTION (If applicable) 2018	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE ☒ Check if project performed with current firm Civil engineer for an initial review of topographic survey information, water main design standards, hydrant flow test data, and permit applications. Then prepared water main design calculations and construction drawings.					
d	(1) TITLE AND LOCATION (City and State) FDOT District 2, SR 207 at SR 312 Mast Arms Design (St. Augustine, Florida)		(2) YEAR COMPLETED		
			PROFESSIONAL SERVICES 2011	CONSTRUCTION (If applicable) 2011	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE ☒ Check if project performed with current firm Project director and utility engineering for the design and construction of four (4) mast arm signal structures, roadway widening, drainage repair, and signage and pavement marking. Designs met current FDOT structures design standards, and construction documents were produced utilizing FDOT standard indexes. Additional tasks included the review of all roadway and mast arm signal structure shop drawings and field inspections.					
e	(1) TITLE AND LOCATION (City and State) FDOT D2, SR 109A (Cesery Blvd.) Intersections (Jacksonville, Florida)		(2) YEAR COMPLETED		
			PROFESSIONAL SERVICES 2024	CONSTRUCTION (If applicable)	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE ☒ Check if project performed with current firm Project manager and engineer for the design to rebuild mast arms and traffic signals (including pedestrian features) at the two intersections of Cesery Boulevard (SR 109) with the Arlington Expressway Service Roads.					

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

12. NAME Victor Granados, P.E.	13. ROLE IN THIS CONTRACT Structural Engineer	14. YEARS EXPERIENCE	
		a. TOTAL 28	b. WITH CURRENT FIRM 7
15. FIRM NAME AND LOCATION (City and State) GRAEF (Maitland, Florida)			
16. EDUCATION (DEGREE AND SPECIALIZATION) Bachelor of Science, Civil Engineering, The Citadel, Charleston, SC		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Engineer – Florida #57464 Professional Engineer – GA	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)			

19. RELEVANT PROJECTS

	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	Main Street Pier (Daytona Beach, Florida)	PROFESSIONAL SERVICES 2020	CONSTRUCTION (If applicable)
a	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE ☐ Check if project performed with current firm Project engineer for general observations of the existing structural deficiencies noted at the existing concrete slab and foundations portion of the Main Street Pier along with recommendations for repair. Also provided an evaluation of the pier vault system.		
	Earnhardt Memorial Pedestrian Bridge Rehabilitation and Lighting Replacement (Daytona Beach, Florida)	PROFESSIONAL SERVICES 2018	CONSTRUCTION (If applicable) 2019
b	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE ☐ Check if project performed with current firm Project engineer for the design to incorporate the recommendations for repair specified in the Bridge Inspection Report (BIR) as well as the replacement of the existing up-lights at each existing architectural concrete pier element.		
	Manatee Island Bridge Evaluation (Daytona Beach, Florida)	PROFESSIONAL SERVICES 2020	CONSTRUCTION (If applicable) 2020
c	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE ☒ Check if project performed with current firm Project engineer for the structural inspection of an existing bridge connecting the mainland to Manatee Island. The project included a summary report with recommendations, a load rating of the bridge, and an underwater inspection of the existing exposed foundations.		
	FDOT D2, SR 109A (Cesery Blvd.) Intersections (Jacksonville, Florida)	PROFESSIONAL SERVICES 2024	CONSTRUCTION (If applicable)
d	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE ☒ Check if project performed with current firm Project engineer for the design to rebuild mast arms and traffic signals (including pedestrian features) at the two intersections of Cesery Boulevard (SR 109) with the Arlington Expressway Service Roads.		
	Hogpen Slough Trail Boardwalk (Port St. Lucie, Florida)	PROFESSIONAL SERVICES In progress	CONSTRUCTION (If applicable)
e	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE ☒ Check if project performed with current firm Project engineer for the design and permitting of approximately 5,330 linear feet of boardwalk being built as part of the Village Green Corridor Revitalization project.		

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

12. NAME Peter Seidle, P.E.		13. ROLE IN THIS CONTRACT Coastal Engineer		14. YEARS EXPERIENCE	
				a. TOTAL 26	b. WITH CURRENT FIRM 1
15. FIRM NAME AND LOCATION (City and State) GRAEF (Maitland, Florida)					
16. EDUCATION (DEGREE AND SPECIALIZATION) B.S., Mechanical Engineering, Widener University M.S., Coastal and Oceanographic Engineering, University of Florida			17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Engineer – Florida #59493 NAUI Advanced SCUBA, IANTD Nitrox		
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) American Shore and Beach Preservation Association, Executive Committee, Florida Shore and Beach Preservation Association					
19. RELEVANT PROJECTS					
a	(1) TITLE AND LOCATION (City and State) Naples Beach Stormwater Outfalls (Naples, Florida)		(2) YEAR COMPLETED		
			PROFESSIONAL SERVICES In progress	CONSTRUCTION (If applicable) In progress	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Assisting with storm sewer and roadway design, including the permitting for both State and Federal agencies and the coastal construction control line permit. This project includes the consolidation of three beach outfalls and the conveyance of the treated stormwater to a pump station to discharge offshore. Trunkline design, water quality treatment enhancements, design of an overflow system, and associated roadway improvements are also a part of the project scope.		☒ Check if project performed with current firm		
b	(1) TITLE AND LOCATION (City and State) 430 North Shore (Long Boat Key, Florida)		(2) YEAR COMPLETED		
			PROFESSIONAL SERVICES 2024	CONSTRUCTION (If applicable)	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Performing a scour analysis for an existing residence in Long Boat Key.		☒ Check if project performed with current firm		
c	(1) TITLE AND LOCATION (City and State) 13 North Casey Key Road Seawall (Casey Key, Florida)		(2) YEAR COMPLETED		
			PROFESSIONAL SERVICES In progress	CONSTRUCTION (If applicable)	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Engineering for the planning, design and permitting of a seawall at an existing residence. Recommendations were made for structure alignment, wall returns, seawall cap elevations and materials after an initial site investigation. Also preparing and submitting the application package and drawings for the FDEP CCCL permitting and approval process.		☒ Check if project performed with current firm		
d	(1) TITLE AND LOCATION (City and State) Cooper Jack, The Strand (Turks and Caicos Islands)		(2) YEAR COMPLETED		
			PROFESSIONAL SERVICES In progress	CONSTRUCTION (If applicable) In progress (2024 anticipated)	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Construction administration services for a luxury, private residential resort community, The Strand. The existing beaches and shoreline of this community which required enhancements to match the growing surrounding community, and welcome visitors to enjoy a serene ocean view. GRAEF managed the design, permitting, engineering and construction of the new beach that enhances the aesthetics and the safety for all who visit.		☒ Check if project performed with current firm		
e	(1) TITLE AND LOCATION (City and State) Uptown Harbor (Miami Beach, Florida)		(2) YEAR COMPLETED		
			PROFESSIONAL SERVICES 2023	CONSTRUCTION (If applicable)	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Project engineer for the development project design which included a new basin cut and seawall, replacement of existing docks, and a new day-use and residential docking as part of an upland redevelopment. Coordinated with the project team including the Owner, land planners, geotechnical engineers, and site civil engineering consultants. Also provided dock layout for marginal (side-tie) docking.		☐ Check if project performed with current firm		

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT			
12. NAME Leaf Erickson, PhD, E.I.	13. ROLE IN THIS CONTRACT Coastal Engineering	14. YEARS EXPERIENCE a. TOTAL 24	
15. FIRM NAME AND LOCATION (City and State) GRAEF (Sarasota, Florida)			
16. EDUCATION (DEGREE AND SPECIALIZATION) Ph.D., Florida Institute of Technology M.E., Ocean & Coastal Engineering, Texas A&M University B.S., Environmental Engineering, University of Florida		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Engineer-in-Training	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Presidential Scholarship (Elon), WEDA Dredge Conference Award 2005, Process Engineering Megacourse (University of Florida), TAMU Dredging Engineering Short Course, USACE Coastal Modeling System (CMS) numerical models (ADCIRC and Wave), Environmental and Coastal Engineering Hydraulic Studies, Field Investigations, Hydrographic Surveys, Sediment Investigations, ADCP Tide and Current Studies, Turbidity Plume Modeling, Scour modeling, flood studies, Construction Inspections and Monitoring			
19. RELEVANT PROJECTS			
a	(1) TITLE AND LOCATION (City and State) Naples Beach Stormwater Outfalls (Naples, Florida)	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES In progress	CONSTRUCTION (If applicable) In progress
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Engineering assisting for storm sewer and roadway design, including the permitting for both State and Federal agencies and the coastal construction control line permit. This project includes the consolidation of three beach outfalls and the conveyance of the treated stormwater to a pump station to discharge offshore. Trunkline design, water quality treatment enhancements, design of an overflow system, and associated roadway improvements are also a part of the project scope.		☒ Check if project performed with current firm	
b	(1) TITLE AND LOCATION (City and State) Coopertown Airboat Rides Site Plan (Miami, Florida)	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES In progress	CONSTRUCTION (If applicable)
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Engineering services for the improvements and raising of elevations of an existing site to compensate for rising water elevations in Everglades National Park.		☒ Check if project performed with current firm	
c	(1) TITLE AND LOCATION (City and State) Midnight Pass Restoration (Sarasota, Florida)	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2023	CONSTRUCTION (If applicable) 2025
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Engineering services for data collection/design/engineering/ permitting associated with the reopening of Midnight Pass, including inlet and tidal channels, beach nourishment and restoration of two spoil islands in Sarasota, Florida.		☒ Check if project performed with current firm	
d	(1) TITLE AND LOCATION (City and State) Clearwater Harbor Commercial Marina Anchor Piles & Wave Attenuator System (Clearwater, Florida)	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2022	CONSTRUCTION (If applicable) 2022
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Engineering for failure analysis of the marina's wave attenuator system and final design and engineering for a new replacement structure including the alternatives analysis and developing the recommended basis of design, and final construction drawings and contract administration.		☒ Check if project performed with current firm	
e	(1) TITLE AND LOCATION (City and State) City of Clearwater Hurricane Ian Impact Investigation (Clearwater, Florida)	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2023	CONSTRUCTION (If applicable)
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Engineering services to provide an investigation for the City of Clearwater Marine and Aviation Department on the impacts resulting from Hurricane Ian in 2023.		☒ Check if project performed with current firm	

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT			
12. NAME Olivia Barksdale, E.I.		13. ROLE IN THIS CONTRACT Coastal Engineering	
		14. YEARS EXPERIENCE	
		a. TOTAL 4	b. WITH CURRENT FIRM 3
15. FIRM NAME AND LOCATION (City and State) GRAEF (Sarasota, Florida)			
16. EDUCATION (DEGREE AND SPECIALIZATION) Bachelor of Science in Environmental Engineering, Florida State University		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Engineer-in-Training	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)			
19. RELEVANT PROJECTS			
a	(1) TITLE AND LOCATION (City and State) Naples Beach Stormwater Outfalls (Naples, Florida)	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES In progress	CONSTRUCTION (If applicable) In progress
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE ☒ Check if project performed with current firm Engineering assisting with storm sewer and roadway design, including the permitting for both State and Federal agencies and the coastal construction control line permit. This project includes the consolidation of three beach outfalls and the conveyance of the treated stormwater to a pump station to discharge offshore. Trunkline design, water quality treatment enhancements, design of an overflow system, and associated roadway improvements are also a part of the project scope.		
b	(1) TITLE AND LOCATION (City and State) 2.5 Acre Residential Site Development (Nokomis, Florida)	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2019	CONSTRUCTION (If applicable)
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE ☒ Check if project performed with current firm Engineering responsible for the County and State regulatory permitting process for proposed 500 ft shoreline protection on a 2.5 ac peninsula fronting the Intracoastal Waterway. Project permits and plan development includes: filling and grading plans for approx 6,000 CY, underground collection and treatment for a zero discharge stormwater system improvements and tree removal and replacement. Responsible for coordination on field investigations data collection, applications and processing permits for multiple agencies including local, state and federal. The proposed project includes the addition of a 500 ft seawall to provide the protection from shoreline erosion, elevated building levels, resilience from sea level rise, storm surge and overtopping during varying level storm events.		
c	(1) TITLE AND LOCATION (City and State) Midnight Pass Restoration (Sarasota, Florida)	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2023	CONSTRUCTION (If applicable) 2025
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE ☒ Check if project performed with current firm Engineering services for data collection/design/engineering/ permitting associated with the reopening of Midnight Pass, including inlet and tidal channels, beach nourishment and restoration of two spoil islands in Sarasota, Florida.		
d	(1) TITLE AND LOCATION (City and State) Clearwater Harbor Commercial Marina Anchor Piles & Wave Attenuator System (Clearwater, Florida)	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2022	CONSTRUCTION (If applicable) 2022
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE ☒ Check if project performed with current firm Engineering for failure analysis of the marina's wave attenuator system and final design and engineering for a new replacement structure including the alternatives analysis and developing the recommended basis of design, and final construction drawings and contract administration.		
e	(1) TITLE AND LOCATION (City and State) Sarasota County - Casey Key Road Shoreline Protection (Osprey, Florida)	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2023	CONSTRUCTION (If applicable) 2025
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE ☒ Check if project performed with current firm Engineering assistance in the permitting process for the proposed shoreline protection and associated roadway improvements. Responsible for assisting in the production of permits for multiple agencies including local, state and federal and field investigations. The proposed project includes the addition of a seawall along Casey Key Road in order to provide the roadway with protection from shoreline erosion, storm surge and overtopping during high frequent storm events.		

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

12. NAME Thelma Garcia, E.I.	13. ROLE IN THIS CONTRACT Civil Engineering	14. YEARS EXPERIENCE <table border="1"> <tr> <td>a. TOTAL</td> <td>b. WITH CURRENT FIRM</td> </tr> <tr> <td>13</td> <td>11</td> </tr> </table>		a. TOTAL	b. WITH CURRENT FIRM	13	11
a. TOTAL	b. WITH CURRENT FIRM						
13	11						
15. FIRM NAME AND LOCATION <i>(City and State)</i> GRAEF (Miami, Florida)							
16. EDUCATION <i>(DEGREE AND SPECIALIZATION)</i> B.S., Civil Engineering, 2006, Florida International University		17. CURRENT PROFESSIONAL REGISTRATION <i>(STATE AND DISCIPLINE)</i> Engineer Intern No. 1100012999 - Florida					
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i>							

19. RELEVANT PROJECTS

	(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	Dockside Apartments (Sugarloaf Key, Florida)	PROFESSIONAL SERVICES 2020	CONSTRUCTION <i>(If applicable)</i>
a	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.) AND SPECIFIC ROLE</i> ☒ Check if project performed with current firm Civil/Site Engineering Services for a currently vacant site. It is proposed to construct 88 apartment units in 10 multi-unit residential buildings. Parking is anticipated to be both at the ground level below the buildings and separate at-grade parking areas; there will be driveway and pedestrian walks; on-site drainage is anticipated to be by french drains; and, there will be new water and sewer mains to provide water/fire and sewer connections.		
	(1) TITLE AND LOCATION <i>(City and State)</i> Seahorse RV Park (Big Pine Key, Florida)	PROFESSIONAL SERVICES 2020	CONSTRUCTION <i>(If applicable)</i>
b	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.) AND SPECIFIC ROLE</i> ☒ Check if project performed with current firm Civil/Site Engineering Services for a 17-unit project site is approximately 2.28 acres and consists of vacant land. Services to be provided are, assist with the Site Plan and platting approval process; design and prepare construction documents for the required Civil/Site improvements; obtain permit approvals associated with those improvements; and, provide construction administration services for those elements.		
	(1) TITLE AND LOCATION <i>(City and State)</i> Aston Martin Residences (Miami, Florida)	PROFESSIONAL SERVICES 2015	CONSTRUCTION <i>(If applicable)</i> In Progress
c	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.) AND SPECIFIC ROLE</i> ☒ Check if project performed with current firm Design and preparation of Civil/Site construction documents for a new condominium project located in the City of Miami. Project consisted of approximately 66-story, 391-unit tower. The scope of Civil/Site work included adaption of new structure, including layout; paving; grading and drainage; and, water/fire/sewer services to existing utility facilities located adjacent to the project site, with on-site drainage, drainage wells and exfiltration trenches.		
	(1) TITLE AND LOCATION <i>(City and State)</i> Kavista Residential Apartments (Pinecrest, Florida)	PROFESSIONAL SERVICES 2019	CONSTRUCTION <i>(If applicable)</i> In Progress
d	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.) AND SPECIFIC ROLE</i> ☒ Check if project performed with current firm Civil/Site Engineering Services to include design and preparation of construction documents for Civil/Site improvements; obtain permit approvals for those Civil/Site improvements; and, provide construction services for those elements. The site contains approximately 1.88 acres; and, is currently vacant. It is proposed to construct a new 8-story 282-unit residential apartment with interior parking.		

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

12. NAME Paolo Ferrera, LA	13. ROLE IN THIS CONTRACT Landscape Design	14. YEARS EXPERIENCE	
		a. TOTAL 18	b. WITH CURRENT FIRM 6
15. FIRM NAME AND LOCATION (City and State) GRAEF (Miami, Florida)			
16. EDUCATION (DEGREE AND SPECIALIZATION) M.L.A., Landscape Architecture, Florida International University, Miami, FL		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Licensed Architect - Florida No. LA6667210	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)			

19. RELEVANT PROJECTS

	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
a	Margarita Hollywood Beach Resort (Hollywood, Florida)	2015	2015
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE ☒ Check if project performed with current firm Design services for the Margaritaville Hollywood Beach Resort. which was constructed along both sides of North Ocean Boulevard (State Road A1A) between the Intracoastal Waterway and the Atlantic Ocean adjacent to the Hollywood Beachwalk.		
b	Miami-Dade County Pump Stations 109 & 110 (Miami, Florida)	2020	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE ☒ Check if project performed with current firm Civil engineering for the restoration of two existing stormwater pump stations located along the shoreline of Biscayne Bay. Scope of services included structural, electrical and mechanical inspections of each pump station to evaluate their present condition and prepare recommendations for making repairs as required. These repairs consisted of replacing the 75 HP pumps in each station including new valves, piping, controls and the addition of new emergency generators.		
c	Publix Super Market (Sunny Isles, Florida)	2023	2023
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE ☒ Check if project performed with current firm Design of a new Publix located between Atlantic Ocean and Dumfounding Bay. The \$30 million dollar supermarket sits on a 3.5-acre parcel and offers first level shopping and two levels of garage parking above.		
d	Homestead Commerce Center (Homestead, Florida)	In progress	In progress
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE ☒ Check if project performed with current firm Design services for buildings, parking and infrastructure required to submit to the City's DRC process, securing the overall civil permitting and assistance in securing an overall Site Improvement Permit for the entire site.		
e	Alexander Montessori Red Road Campus (Miami, Florida)	2021	2021
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE ☒ Check if project performed with current firm Design for the construction of a new school building, outside play area, at-grade parking, and a long internal driveway to increase vehicle que on-site. The scope of work included the site adaptation of the new structures, including layout; paving, grading and drainage; and water/fire/irrigation/sewer services to existing utility facilities located adjacent to the project site.		

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

12. NAME José R. Lizasoain, P.E., CxA		13. ROLE IN THIS CONTRACT M/P/FP Engineer		14. YEARS EXPERIENCE	
				a. TOTAL 27	b. WITH CURRENT FIRM 10
15. FIRM NAME AND LOCATION (City and State) GRAEF (Maitland, Florida)					
16. EDUCATION (DEGREE AND SPECIALIZATION) Master of Science in Mechanical Engineering, The George Washington University Bachelor of Science in Mechanical Engineering, Polytechnic University of Puerto Rico			17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Professional Engineer - Florida #60785 Certified Commissioning Authority		
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) American Society of Heating, Refrigeration, and Air Conditioning Engineers					
19. RELEVANT PROJECTS					
a	(1) TITLE AND LOCATION (City and State) Randall Mechanical New Underground Fire Main (Apopka, Florida)		(2) YEAR COMPLETED		
			PROFESSIONAL SERVICES 2018	CONSTRUCTION (If applicable) 2018	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Plumbing engineer for an initial review of topographic survey information, water main design standards, hydrant flow test data, and permit applications. Then prepared water main design calculations and construction drawings.			☒ Check if project performed with current firm		
b	(1) TITLE AND LOCATION (City and State) Five Star Premier Residences (Boca Raton, Florida)		(2) YEAR COMPLETED		
			PROFESSIONAL SERVICES In progress	CONSTRUCTION (If applicable)	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Mechanical, plumbing, and fire protection engineer for design services associated with a remodel of the Boca Raton Senior Living Community. Area of renovation is approximately 54,000 square feet.			☒ Check if project performed with current firm		
c	(1) TITLE AND LOCATION (City and State) Hurricane Impact Investigation (Clearwater, Florida)		(2) YEAR COMPLETED		
			PROFESSIONAL SERVICES 2020	CONSTRUCTION (If applicable)	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Inspection of M/P/FP systems for the City of Clearwater Marina Marine and Aviation Department of the marina's current condition, focusing on the floating docks, and planned for both the next 5-10 years and the long term (15-25 years). The floating docks, installed in 2010, had undergone various repairs, especially after Hurricane Irma in 2017 caused damage.			☒ Check if project performed with current firm		
d	(1) TITLE AND LOCATION (City and State) Tamiami Park Miracle League Restroom Building (Miami, Florida)		(2) YEAR COMPLETED		
			PROFESSIONAL SERVICES In progress	CONSTRUCTION (If applicable)	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Mechanical and plumbing engineering for a new restroom facility at this existing park.			☒ Check if project performed with current firm		
e	(1) TITLE AND LOCATION (City and State) Daytona Beach Peninsula Club (Daytona Beach, Florida)		(2) YEAR COMPLETED		
			PROFESSIONAL SERVICES 2017	CONSTRUCTION (If applicable)	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Mechanical, plumbing and fire protection engineer for an onsite investigation of the existing conditions of the building systems, then provided a final report to include code deficiencies, significant hazards and recommendations to repair.			☒ Check if project performed with current firm		

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

12. NAME Alex Parrish, P.E.	13. ROLE IN THIS CONTRACT Electrical Engineer	14. YEARS EXPERIENCE <table><tr><td>a. TOTAL</td><td>b. WITH CURRENT FIRM</td></tr><tr><td>26</td><td>6</td></tr></table>		a. TOTAL	b. WITH CURRENT FIRM	26	6
a. TOTAL	b. WITH CURRENT FIRM						
26	6						
15. FIRM NAME AND LOCATION <i>(City and State)</i> GRAEF (Maitland, Florida)							
16. EDUCATION <i>(DEGREE AND SPECIALIZATION)</i> Bachelor of Science in Electrical Engineering, University of Central Florida		17. CURRENT PROFESSIONAL REGISTRATION <i>(STATE AND DISCIPLINE)</i> Professional Engineer, Florida # 87322					
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i>							

19. RELEVANT PROJECTS

	(1) TITLE AND LOCATION (City and State) Florida Department of Transportation District 7 Brooksville Ops Electrical/Utility (Brooksville, Florida)	(2) YEAR COMPLETED <table><tr><td>PROFESSIONAL SERVICES 2022</td><td>CONSTRUCTION (If applicable) 2022</td></tr></table>		PROFESSIONAL SERVICES 2022	CONSTRUCTION (If applicable) 2022
PROFESSIONAL SERVICES 2022	CONSTRUCTION (If applicable) 2022				
a	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE ☒ Check if project performed with current firm Electrical engineer for an initial site survey of utility/electrical infrastructure/equipment. The work consisted of a survey electrical service and distribution campus wide as well as identifying electrical panels/transformers for building service. The summary report included options for phasing and fixes for current electrical issues involving equipment failure and electrical surges. Electrical design was then provided as per GRAEF's recommendations.				
	(1) TITLE AND LOCATION (City and State) Orlando International Airport Parking Garages and Terminal Top Lighting Replacement (Orlando, Florida)	(2) YEAR COMPLETED <table><tr><td>PROFESSIONAL SERVICES 2021</td><td>CONSTRUCTION (If applicable) 2022</td></tr></table>		PROFESSIONAL SERVICES 2021	CONSTRUCTION (If applicable) 2022
PROFESSIONAL SERVICES 2021	CONSTRUCTION (If applicable) 2022				
b	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE ☒ Check if project performed with current firm Electrical engineer for a lighting replacement in the existing terminal top parking garage. Work also included shop drawing reviews and submittals, RFI and change order responses, field visits with logs and reports, and project closeout.				
	(1) TITLE AND LOCATION (City and State) Florida Department of Transportation District 4 Fuel System (St. Lucie County, Florida)	(2) YEAR COMPLETED <table><tr><td>PROFESSIONAL SERVICES 2020</td><td>CONSTRUCTION (If applicable)</td></tr></table>		PROFESSIONAL SERVICES 2020	CONSTRUCTION (If applicable)
PROFESSIONAL SERVICES 2020	CONSTRUCTION (If applicable)				
c	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE ☒ Check if project performed with current firm Electrical engineer for the design of various replacement equipment for the FDOT Treasure Coast operations fuel system.				
	(1) TITLE AND LOCATION (City and State) PortMiami High Mast Light Pole LED Retrofit (Miami, Florida)	(2) YEAR COMPLETED <table><tr><td>PROFESSIONAL SERVICES 2023</td><td>CONSTRUCTION (If applicable)</td></tr></table>		PROFESSIONAL SERVICES 2023	CONSTRUCTION (If applicable)
PROFESSIONAL SERVICES 2023	CONSTRUCTION (If applicable)				
d	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE ☒ Check if project performed with current firm Electrical engineer for the design of a retrofit of all HMLPs throughout the port (approximately 110 poles) with new LED lights.				
	(1) TITLE AND LOCATION (City and State) Kissimmee Middle School Covered Walkway Lighting (Kissimmee, Florida)	(2) YEAR COMPLETED <table><tr><td>PROFESSIONAL SERVICES 2020</td><td>CONSTRUCTION (If applicable) 2020</td></tr></table>		PROFESSIONAL SERVICES 2020	CONSTRUCTION (If applicable) 2020
PROFESSIONAL SERVICES 2020	CONSTRUCTION (If applicable) 2020				
e	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE ☒ Check if project performed with current firm Electrical engineer for the lighting design for the new canopy from the building to the portables which will include wiring and photometric calculations.				

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

12. NAME Scott Daniel, GISP		13. ROLE IN THIS CONTRACT GIS Programmer/Analyst		14. YEARS EXPERIENCE	
				a. TOTAL 26	b. WITH CURRENT FIRM 7
15. FIRM NAME AND LOCATION (City and State) GRAEF (Milwaukee, Wisconsin)					
16. EDUCATION (DEGREE AND SPECIALIZATION) Civil Engineering and Drafting Studies, Waukesha County Technical College, Pewaukee, WI Architectural Engineering Studies, Milwaukee School of Engineering, Milwaukee, WI			17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) Geographic Information Systems Specialist		
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) American Public Works Association					
19. RELEVANT PROJECTS					
a	(1) TITLE AND LOCATION (City and State) GIS Services for Palm Beach State College 2023 (Palm Beach, Florida)		(2) YEAR COMPLETED		
			PROFESSIONAL SERVICES 2023	CONSTRUCTION (If applicable)	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		☒ Check if project performed with current firm			
Project manager and GIS programmer/analyst who developed interactive GIS application used by GRAEF engineers and staff to collect condition assessments at various facilities on a college campus. Reduced condition assessment report time and provided client with continued access to assessment results.					
b	(1) TITLE AND LOCATION (City and State) Oconto County Highway Department InfiniteGIS Implementation (Oconto, Wisconsin)		(2) YEAR COMPLETED		
			PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable)	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		☒ Check if project performed with current firm			
GIS application development and infrastructure asset management including water, sanitary, stormwater, urban forestry, poles and signs, electrical system and lighting, and road programs. Includes regular inspection modules and data initiating repair records and associated costs. System generates frequently used reports at the press of a button once necessary information has been entered. Vehicle maintenance and shop inventories also included. All repair or inspection locations are depicted on maps and charting tools for easy visual understanding.					
c	(1) TITLE AND LOCATION (City and State) Village of Hales Corners GIS (Hales Corners, Wisconsin)		(2) YEAR COMPLETED		
			PROFESSIONAL SERVICES 2018	CONSTRUCTION (If applicable)	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		☒ Check if project performed with current firm			
Created a new GIS combining existing data in multiple formats into one standard format and location. The system is used by all departments of the Village to catalog and predict potential problems with the sanitary system, the majority of these departments would not have otherwise had access to this information.					
d	(1) TITLE AND LOCATION (City and State) Neenah Water Utility InfiniteGIS Implementation (Neenah, Wisconsin)		(2) YEAR COMPLETED		
			PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable)	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		☒ Check if project performed with current firm			
Replaced city's need for ArcGIS on-line and Cartegraph asset management database with InfiniteGIS. The new GIS application and infrastructure asset management tool includes water, sanitary, stormwater, urban forestry, poles and signs, electrical system and lighting, and road programs. Also uses regular inspection modules and data to initiate repair records and associated costs. System generates frequently used reports at the press of a button once necessary information has been entered. Vehicle maintenance and shop inventories also included. All repair or inspection locations are depicted on maps and charting tools for easy visual understanding.					
e	(1) TITLE AND LOCATION (City and State) Parking Structures GIS Application for Condition Assessments (Madison, Wisconsin)		(2) YEAR COMPLETED		
			PROFESSIONAL SERVICES 2021	CONSTRUCTION (If applicable)	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		☒ Check if project performed with current firm			
Developed interactive GIS application used by GRAEF engineers and staff to collect condition assessments at various city owned parking facilities. Includes facility specific modules for ease of evaluation. Reduced condition assessment report time and provided client with continued access to assessment results.					

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 <i>(City and State)</i> Maison Residences (Islamorada, Florida)	22. YEAR COMPLETED <table border="1"> <tr> <td>PROFESSIONAL SERVICES 2012</td> <td>CONSTRUCTION <i>(If applicable)</i> In progress</td> </tr> </table>		PROFESSIONAL SERVICES 2012	CONSTRUCTION <i>(If applicable)</i> In progress
PROFESSIONAL SERVICES 2012	CONSTRUCTION <i>(If applicable)</i> In progress			
23. PROJECT OWNER'S INFORMATION				
a. PROJECT NAME Maison Residences	c. POINT OF CONTACT NAME Mr. George Heaton	c. POINT OF CONTACT TELEPHONE NUMBER (561) 833-5500		

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

GRAEF provided civil engineering design, preparation of construction documents and construction administration services for four (4) new buildings consisting of sixteen (16) new residences with new interior roadway and at-grade parking. Scope of services also included French drains, on-site retention and/or drainage wells.



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT		
a. (1) FIRM NAME GRAEF	(2) FIRM LOCATION <i>(City and State)</i> Miami, Florida	(3) ROLE Civil Engineering

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT (Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)		20. EXAMPLE PROJECT KEY NUMBER 2
21. TITLE AND LOCATION <i>(City and State)</i> Little Palm Villas (Islamorada, Florida)	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2018	CONSTRUCTION <i>(If applicable)</i> In progress
23. PROJECT OWNER'S INFORMATION		
a. PROJECT NAME Little Palm Villas	c. POINT OF CONTACT NAME Mr. Lou Sena	c. POINT OF CONTACT TELEPHONE NUMBER (831) 917-1989
24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT <i>(Include scope, size, and cost.)</i>		

GRAEF provided civil engineering design and construction support services for five (5) new single-family residences to replace six (6) mobile homes which existed prior to Hurricane Irma. The scope of services includes the layout, PGD, water, fire and sewer.



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT		
a.	(1) FIRM NAME GRAEF	(2) FIRM LOCATION <i>(City and State)</i> Miami, Florida
		(3) ROLE Civil Engineering

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT (Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)		20. EXAMPLE PROJECT KEY NUMBER 3
21. TITLE AND LOCATION <i>(City and State)</i> Pelican Cove Resort (Islamorada, Florida)	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2014	CONSTRUCTION <i>(If applicable)</i> 2015
23. PROJECT OWNER'S INFORMATION		
a. PROJECT NAME Pelican Cove Resort	c. POINT OF CONTACT NAME Mr. Rob Baker	c. POINT OF CONTACT TELEPHONE NUMBER (202) 470-5793
24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT <i>(Include scope, size, and cost.)</i>		

GRAEF provided site/civil engineering for development of project. Services included design, preparation of construction documents and construction administration services for renovation of existing buildings and pool area and improve the site with new sidewalks and new drainage.



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT			
a.	(1) FIRM NAME GRAEF	(2) FIRM LOCATION <i>(City and State)</i> Miami, Florida	(3) ROLE Civil Engineering

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT (Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)		20. EXAMPLE PROJECT KEY NUMBER 4
21. TITLE AND LOCATION <i>(City and State)</i> Casey Key Road Shore Protection Project (Nokomis, Florida)	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES In progress	CONSTRUCTION <i>(If applicable)</i> In progress
23. PROJECT OWNER'S INFORMATION		
a. PROJECT OWNER INFORMATION Sarasota County, Florida	c. POINT OF CONTACT NAME Mr. Curtis Smith	c. POINT OF CONTACT TELEPHONE NUMBER (941) 807-4065

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

GRAEF is providing engineering services for the design and permit a protection structure from 840 North Casey Key Road to 526 North Casey Key Road, in Nokomis, Florida. The purpose of the project is to protect Casey Key Road, a hurricane evacuation route, from damage due to an eroding shoreline, storm surge, storm waves and wave overtopping during high frequency coastal storm events. North Casey Key Road is located along the Gulf Coast of Florida and fronts a narrow beach, making it especially vulnerable to storm events.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT			
a.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
	GRAEF	Sarasota, Florida	Civil Engineering Transportation Engineering Coastal Engineering

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 <i>(City and State)</i> Naples Beach Stormwater Outfalls (Naples, Florida)	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES In progress	CONSTRUCTION <i>(If applicable)</i> In progress
23. PROJECT OWNER'S INFORMATION		
a. PROJECT OWNER INFORMATION City of Naples, Florida	c. POINT OF CONTACT NAME Mr. Miguel Flores	c. POINT OF CONTACT TELEPHONE NUMBER (239) 213-5000
24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT <i>(Include scope, size, and cost.)</i>		

Currently, the City of Naples Drainage Basin II system collects stormwater and discharges through ten (10) beach outfalls located within the intertidal beach "swash" zone. These outfalls serve a drainage area of approximately 395 acres. Following the City's stormwater management program, provided design for a functional and constructible stormwater infrastructure improvement project to reduce flooding (including sea level rise) and storm damage (for coastal resiliency) during high frequency events (e.g. <25-yr return period). The Project design addressed flooding, beach erosion, beach access, sea turtle nesting habitat, water quality and beach aesthetics, with plans for monitoring and adaptive management to ensure performance goals are met.

This phased project entails permitting of pump stations, including the environmental resource permit for both State and Federal agencies and the coastal construction control line permit. This project also includes the consolidation of beach outfalls and the conveyance of the treated stormwater to a pump station to discharge offshore. Trunkline design, water quality treatment enhancements, design of an overflow system, and associated roadway improvements are also a part of the project scope.

The overall Project design provides a low impact coastal, environmental and stormwater engineering design that includes a directionally drilled pipeline and a diffuser system, and pump stations with a filtration system to reduce chronic flooding and improve water quality.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT		
a. (1) FIRM NAME GRAEF	(2) FIRM LOCATION <i>(City and State)</i> Sarasota, Florida	(3) ROLE Civil Engineering Coastal Engineering

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 <i>(City and State)</i> Biscayne Shores Pump Stations (Miami, Florida)	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES In progress	CONSTRUCTION <i>(If applicable)</i> In progress
23. PROJECT OWNER'S INFORMATION		
a. PROJECT OWNER INFORMATION Miami-Dade County	c. POINT OF CONTACT NAME Mr. Daryl Hildoer	c. POINT OF CONTACT TELEPHONE NUMBER (305) 375-4972
24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT <i>(Include scope, size, and cost.)</i>		

The Biscayne Shores Pump Stations 1 and 2 discharge to Biscayne Bay after filling the onsite drainage wells to capacity. The area experiences frequent flooding during a 5 yr/24 hr storms and during king tide events. GRAEF provided engineering services for a retrofit/restoration of the two stormwater pump stations which included new roofs and floors, pumps, and a generator.

GRAEF provided initial site/civil, structural, electrical, and mechanical inspections of each pump station to evaluate their present condition and preparation of recommendations for making repairs as required. For both pump stations, GRAEF designs included the replacement of axial flow pumps with new submersible pumps and controls, existing float switches with ultrasonic transmitters with programming capabilities, existing valves with new weir structure to control the discharge into Biscayne Bay, and a new seawall incorporating an energy dissipater on the discharge line.

The project is 100% designed and is currently being bid for construction. Miami-Dade County recently awarded GRAEF a contract to provide special inspection services for both this project and a pump station project for Lake Belmar.



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT		
a. (1) FIRM NAME GRAEF	(2) FIRM LOCATION <i>(City and State)</i> Miami, Florida Maitland, Florida	(3) ROLE Civil Engineering Structural Engineering Mechanical Engineering Electrical Engineering

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 <i>(City and State)</i> Black Point Park Sanitary Sewer Improvements (Miami, Florida)	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2009	CONSTRUCTION <i>(If applicable)</i> 2009
23. PROJECT OWNER'S INFORMATION		
a. PROJECT NAME Miami-Dade County	c. POINT OF CONTACT NAME Ms. Guillermo "Willy" Pena	c. POINT OF CONTACT TELEPHONE NUMBER (305) 755-7914
24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT <i>(Include scope, size, and cost.)</i>		

GRAEF provided professional services for the implementation of a park-wide sewage collection and transmission system; specifically including the removal of a number of septic tanks and drainfields; and, installation of a sewage collection and transmission system consisting of about 1,500 linear feet of gravity sewer main; one sewage pump station with 1,000 linear feet of 2-inch force main connecting a remote restroom facility to the gravity system; and one sewage pump station with 1,200 linear feet of 6-inch force main and 1,000 linear feet of 8-inch sewage force main extension which then connected to existing County sewer facilities.

This project was done under a continuing contract with the County as a prime consultant for the design, preparation of construction documents, permitting and construction administration services for this project. Unique features of this project included maintaining all facilities in service throughout construction, including a restaurant; a force main aerial canal crossing; and, right-of-way permitting of the work with the South Florida Water Management District.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT		
a.	(1) FIRM NAME GRAEF	(2) FIRM LOCATION <i>(City and State)</i> Miami, Florida
		(3) ROLE Civil Engineering

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT (Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)		20. EXAMPLE PROJECT KEY NUMBER 8		
21. TITLE AND LOCATION <i>(City and State)</i> Bayshore Boulevard & Prima Vista/SLW Boulevard Mast Arm (Port St. Lucie, Florida)	22. YEAR COMPLETED <table border="1"> <tr> <td>PROFESSIONAL SERVICES 2022</td> <td>CONSTRUCTION <i>(If applicable)</i> 2022</td> </tr> </table>		PROFESSIONAL SERVICES 2022	CONSTRUCTION <i>(If applicable)</i> 2022
PROFESSIONAL SERVICES 2022	CONSTRUCTION <i>(If applicable)</i> 2022			
23. PROJECT OWNER'S INFORMATION				
a. PROJECT OWNER INFORMATION City of Port St. Lucie	c. POINT OF CONTACT NAME Joe DeFronzo	c. POINT OF CONTACT TELEPHONE NUMBER (772) 812-6232		
24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT <i>(Include scope, size, and cost.)</i>				

Under an existing structural continuing services contract, GRAEF analyzed an existing mast arm for the addition of a sign between the first and second 3-section traffic heads closest to the pole. The existing mast arm had an existing sign, four 3-section traffic heads, and a camera mounted to the arm.

GRAEF's scope of work involved performing a site visit to confirm existing conditions, analyzing the existing mast arm, and then providing a report stating adequacy of existing mast arm and our recommendations.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT			
a.	(1) FIRM NAME GRAEF	(2) FIRM LOCATION <i>(City and State)</i> Maitland, Florida	(3) ROLE Structural Engineering

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT (Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)		20. EXAMPLE PROJECT KEY NUMBER 9
21. TITLE AND LOCATION <i>(City and State)</i> Hogpen Slough Trail Boardwalk (Port St. Lucie, Florida)	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES In progress	CONSTRUCTION <i>(If applicable)</i>
23. PROJECT OWNER'S INFORMATION		
a. PROJECT OWNER INFORMATION Marlin Engineering	c. POINT OF CONTACT NAME Betsy Jeffers, P.E.	c. POINT OF CONTACT TELEPHONE NUMBER (561) 203-9944

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

GRAEF is providing design and permitting for an approximate 3,500 linear foot boardwalk from Village Green Drive west to US-1 through the Hogpen Slough, an approximate 730 linear foot boardwalk from a connection at the proposed boardwalk north to Village Green Drive, west of Huffman Road, and two approximate 1,100 linear foot shared use paths connecting the proposed boardwalk to Village Green Drive utilizing existing drainage easements.

The scope of work includes revising existing site information and documentation, performing a field investigation, participation in preliminary layout and coordination of boardwalk and connection points, materials research for substructure including review of corrosion testing of soil. for superstructure including review of how aggressive environmental conditions are determined to be at the site, and of the deck and handrails including maintenance and slip resistance, coordination with the Client, Owner, and Geotechnical Engineer, boardwalk design, and coordination during permitting process including responding to permit comment.

This work is being done as part of the Village Green Corridor Revitalization project.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT			
a.	(1) FIRM NAME GRAEF	(2) FIRM LOCATION <i>(City and State)</i> Maitland, Florida	(3) ROLE Structural Engineering

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 <i>(City and State)</i> Palm Beach College Pavement Management Program (Palm Beach, Florida)	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2023	CONSTRUCTION <i>(If applicable)</i>
23. PROJECT OWNER'S INFORMATION		
a. PROJECT OWNER INFORMATION Palm Beach State College	c. POINT OF CONTACT NAME Kathy D'Amelio	c. POINT OF CONTACT TELEPHONE NUMBER (561) 868-3615

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

GRAEF provided engineering and GIS services for an assessment of the existing pavements and the development of a pavement management program for the five campuses at Palm Beach State College: Lake Worth, Palm Beach Gardens, Boca Raton, Belle Glade, and Lox Groves.

Phase 1 of this project consisted of the pavement assessments. GRAEF's scope of work included participating in a kick-off meeting, creating a PBSC Infinite GIS site, performing onsite assessments using Infinite GIS on tablets and Paser ratings standards, and preparing color exhibits showing the assessment results.

Phase 2 consisted of development the Pavement Management Program. The scope of work included collaborating with the College and setting priorities that included preventative maintenance while considering the College's master plans and future development, preparing cost estimates for the work identified that will be used for budgeting purposes in the capital maintenance budgets going forward, preparing a Prepare Pavement Management Program to set a strategy for capital improvements, and making three presentations and attending virtual meetings to discuss the Pavement Management Program.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT		
a. (1) FIRM NAME GRAEF	(2) FIRM LOCATION <i>(City and State)</i> Sarasota, Florida	(3) ROLE Civil Engineering GIS Services

G. KEY PERSONNEL PARTICIPATION IN EXAMPLE PROJECTS

26. NAMES OF KEY PERSONNEL (From Section E, Block 12)	27. ROLE IN THIS CONTRACT (From Section E, Block 13)	28. EXAMPLE PROJECTS LISTED IN SECTION F (Fill in "Example Projects Key" section below, before completing table. Place "X" under project key number for project participation same or similar role.)									
		1	2	3	4	5	6	7	8	9	10
James Hansen, P.E.	Principal, Project Manager, Civil Engineer				X	X					X
Nelson Ortiz, P.E.	Civil Engineer	X	X	X			X	X			
Michael Lewis, P.E.	Civil Engineer						X				
Scott Hinrichs, P.E.	Structural Engineer				X	X	X		X	X	
Eugene Lozano, P.E.	Roadway Engineer					X					
Victor Granados, P.E.	Structural Engineer								X	X	
Peter Seidle, P.E.	Coastal Engineer				X	X					
Leaf Erickson, PhD, E.I.	Coastal Engineering				X	X					
Olivia Barksdale, E.I.	Coastal Engineering				X	X					
Thelma Garcia, E.I.	Civil Engineering	X	X	X			X				
Paolo Ferrera, LA	Landscape Design		X			X					
Jose Lizasoain, P.E., CxA	M/P/FP Engineer										
Alex Parrish, P.E.	Electrical Engineer										
Scott Daniel, GISP	GIS Programmer/Analyst										X

29. EXAMPLE PROJECT KEY

No.	TITLE OF EXAMPLE PROJECT (FROM SECTION F)	No.	TITLE OF EXAMPLE PROJECT (FROM SECTION F)
1.	Maison Residences	6.	Miami-Dade County Pump Stations 109 & 110
2.	Little Palm Villas	7.	Black Point Park Sanitary Sewer Improvements
3.	Pelican Cove Resort	8.	Bayshore Boulevard & Prima Vista/SLW Boulevard Mast Arm
4.	Casey Key Road Shore Protection Project	9.	Hogpen Slough Trail Boardwalk
5.	Naples Beach Stormwater Outfalls	10.	Palm Beach College Pavement Management Program

H. ADDITIONAL INFORMATION

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

See additional information as requested in the enclosed Request for Qualifications

AUTHORIZED REPRESENTATIVE The foregoing is a statement of facts.

31. SIGNATURE

James P. Hansen

32. DATE

October 10, 2024

33. NAME AND TITLE

James Hansen, P.E. – Principal, Project Manager

ARCHITECT-ENGINEER QUALIFICATIONS

1. SOLICITATION NUMBER (If any)

PART II - GENERAL QUALIFICATIONS

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

2a. FIRM (or Branch Office) NAME GRAEF-USA Inc.			3. YEAR ESTABLISHED 1961	4. UNIQUE ENTITY IDENTIFIER ZLC6HBYK4TQ6
2b. STREET 7201 Delainey Court			5. OWNERSHIP	
2c. CITY Sarasota			2d. STATE FL	2e. ZIP CODE 34240
6a. POINT OF CONTACT NAME AND TITLE Scott Hinrichs, P.E.			a. TYPE Corporation	
6b. TELEPHONE NUMBER 407-659-6500			b. SMALL BUSINESS STATUS No	
6c. EMAIL ADDRESS scott.hinrichs@graef-usa.com			7. NAME OF FIRM (If Block 2a is a Branch Office)	

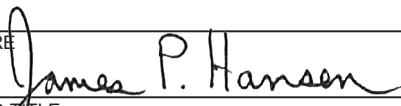
8a. FORMER FIRM NAME(S) (If any) Graef, Anhalt, Schloemer & Associates, Inc.	8b. YEAR ESTABLISHED 1961	8c. UNIQUE ENTITY IDENTIFIER ZLC6HBYK4TQ6
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9. EMPLOYEES BY DISCIPLINE				10. PROFILE OF FIRM'S EXPERIENCE AND ANNUAL AVERAGE REVENUE FOR LAST 5 YEARS		
a. Function Code	b. Discipline	c. Number of Employees		a. Profile Code	b. Experience	c. Revenue Index Number (see below)
		(1) FIRM	(2) BRANCH			
02	Administrative	59	1	A06	Airports; Terminals and Hangers	5
06	Architects	8	0	B01	Barracks; Dormitories	2
08	CADD Technicians	27	1	B02	Bridges	5
12	Civil Engineers	55	5	C07	Coastal Engineering	1
15	Construction Inspectors	7	0	C10	Commercial Building	5
21	Electrical Engineers	15	0	E02	Educational Facilities; Classrooms	6
23	Environmental Engineers	2	0	E09	Environmental Impact Studies	1
24	Environmental Scientist	0	0	F02	Field Houses; Gyms; Stadiums	5
25	Fire Protection Engineers	0	0	G01	Garages; Vehicle Maintenance Fa	5
29	Geographic Information System	1	0	G04	Geographic Information Systems	2
34	Hydrologists	0	0	H04	Heating; Ventilating; Air Condition	5
38	Land Surveyor	9	0	H07	Highways; Streets; Airfield Paving	6
39	Landscape Architect	5	0	H09	Hospital & Medical Facilities	6
42	Mechanical Engineers	13	0	H11	Housing	5
47	Planners	6	0	L03	Landscape Architecture	4
56	Specifications Writers	1	0	L06	Lighting (Exterior; Streets)	3
57	Structural Engineers	46	0	O01	Office Buildings; Industrial Parks	5
60	Transportation Engineers	38	0	P05	Planning (Community, Regional)	4
62	Water Resource Engineers	12	0	R04	Recreation Facilities	5
				T03	Traffic & ransportation Engineerin	6
	Other Employees			T04	Topographic Surveying and Mapp	5
	Total	304	7	W03	Water Supply; Distribution	5

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	3	1. Less than \$100,000	6. \$2 million to less than \$5 million
b. Non-Federal Work	9	2. \$100,000 to less than \$250,000	7. \$5 million to less than \$10 million
c. Total Work	9	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 10/10/2024
c. NAME AND TITLE James Hansen, P.E. - Principal, Project Manager	

ARCHITECT-ENGINEER QUALIFICATIONS

1. SOLICITATION NUMBER (If any)

PART II - GENERAL QUALIFICATIONS

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

2a. FIRM (or Branch Office) NAME GRAEF-USA Inc.			3. YEAR ESTABLISHED 1961	4. UNIQUE ENTITY IDENTIFIER ZLC6HBYK4TQ6
2b. STREET 2300 Maitland Center Parkway, Suite 210			5. OWNERSHIP	
2c. CITY Maitland			2d. STATE FL	2e. ZIP CODE 32751
6a. POINT OF CONTACT NAME AND TITLE Scott Hinrichs, P.E.			a. TYPE Corporation	
6b. TELEPHONE NUMBER 407-659-6500			b. SMALL BUSINESS STATUS No	
6c. EMAIL ADDRESS scott.hinrichs@graef-usa.com			7. NAME OF FIRM (If Block 2a is a Branch Office)	

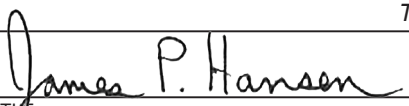
8a. FORMER FIRM NAME(S) (If any) Graef, Anhalt, Schloemer & Associates, Inc.	8b. YEAR ESTABLISHED 1961	8c. UNIQUE ENTITY IDENTIFIER ZLC6HBYK4TQ6
---	------------------------------	--

9. EMPLOYEES BY DISCIPLINE				10. PROFILE OF FIRM'S EXPERIENCE AND ANNUAL AVERAGE REVENUE FOR LAST 5 YEARS		
a. Function Code	b. Discipline	c. Number of Employees		a. Profile Code	b. Experience	c. Revenue Index Number (see below)
		(1) FIRM	(2) BRANCH			
02	Administrative	59	1	A06	Airports; Terminals and Hangers	5
06	Architects	8	0	B01	Barracks; Dormitories	2
08	CADD Technicians	27	0	B02	Bridges	5
12	Civil Engineers	55	2	C07	Coastal Engineering	1
15	Construction Inspectors	7	3	C10	Commercial Building	5
21	Electrical Engineers	15	3	E02	Educational Facilities; Classrooms	6
23	Environmental Engineers	2	0	E09	Environmental Impact Studies	1
24	Environmental Scientist	0	0	F02	Field Houses; Gyms; Stadiums	5
25	Fire Protection Engineers	0	0	G01	Garages; Vehicle Maintenance Fa	5
29	Geographic Information System	1	0	G04	Geographic Information Systems	2
34	Hydrologists	0	0	H04	Heating; Ventilating; Air Condition	5
38	Land Surveyor	9	0	H07	Highways; Streets; Airfield Paving	6
39	Landscape Architect	5	0	H09	Hospital & Medical Facilities	6
42	Mechanical Engineers	13	5	H11	Housing	5
47	Planners	6	0	L03	Landscape Architecture	4
56	Specifications Writers	1	0	L06	Lighting (Exterior; Streets)	3
57	Structural Engineers	46	4	O01	Office Buildings; Industrial Parks	5
60	Transportation Engineers	38	0	P05	Planning (Community, Regional)	4
62	Water Resource Engineers	12	0	R04	Recreation Facilities	5
				T03	Traffic & ransportation Engineerin	6
	Other Employees			T04	Topographic Surveying and Mapp	5
	Total	304	18	W03	Water Supply; Distribution	5

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	3	1. Less than \$100,000	6. \$2 million to less than \$5 million
b. Non-Federal Work	9	2. \$100,000 to less than \$250,000	7. \$5 million to less than \$10 million
c. Total Work	9	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 10/10/2024
c. NAME AND TITLE James Nelson, P.E. - Principal, Project Manager	

ARCHITECT-ENGINEER QUALIFICATIONS

1. SOLICITATION NUMBER (If any)

PART II - GENERAL QUALIFICATIONS

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

2a. FIRM (or Branch Office) NAME GRAEF-USA Inc.			3. YEAR ESTABLISHED 1961	4. UNIQUE ENTITY IDENTIFIER ZLC6HBYK4TQ6
2b. STREET 9400 South Dadeland Boulevard, Suite 601			5. OWNERSHIP	
2c. CITY Miami	2d. STATE FL	2e. ZIP CODE 33156	a. TYPE Corporation	
6a. POINT OF CONTACT NAME AND TITLE Scott Hinrichs, P.E.			b. SMALL BUSINESS STATUS No	
6b. TELEPHONE NUMBER 407-659-6500			7. NAME OF FIRM (If Block 2a is a Branch Office)	
6c. EMAIL ADDRESS scott.hinrichs@graef-usa.com				

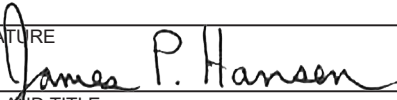
8a. FORMER FIRM NAME(S) (If any) Graef, Anhalt, Schloemer & Associates, Inc.	8b. YEAR ESTABLISHED 1961	8c. UNIQUE ENTITY IDENTIFIER ZLC6HBYK4TQ6
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a. Function Code	b. Discipline	c. Number of Employees		a. Profile Code	b. Experience	c. Revenue Index Number (see below)
		(1) FIRM	(2) BRANCH			
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08	CADD Technicians	27	0	B02	Bridges	5
12	Civil Engineers	55	9	C07	Coastal Engineering	1
15	Construction Inspectors	7	1	C10	Commercial Building	5
21	Electrical Engineers	15	0	E02	Educational Facilities; Classrooms	6
23	Environmental Engineers	2	0	E09	Environmental Impact Studies	1
24	Environmental Scientist	0	0	F02	Field Houses; Gyms; Stadiums	5
25	Fire Protection Engineers	0	0	G01	Garages; Vehicle Maintenance Fa	5
29	Geographic Information System	1	0	G04	Geographic Information Systems	2
34	Hydrologists	0	0	H04	Heating; Ventilating; Air Condition	5
38	Land Surveyor	9	0	H07	Highways; Streets; Airfield Paving	6
39	Landscape Architect	5	1	H09	Hospital & Medical Facilities	6
42	Mechanical Engineers	13	0	H11	Housing	5
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c. Total Work	9	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 10/10/2024
c. NAME AND TITLE James Hansen, P.E. - Principal, Project Manager	

**WINDWARD AT
LAKEWOOD RANCH
COMMUNITY DEVELOPMENT DISTRICT**

6D

Windward at Lakewood Ranch Community Development District
Request for Qualifications – District Engineering Services

Competitive Selection Criteria

		Ability and Adequacy of Professional Personnel	Consultant's Past Performance	Geographic Location	Willingness to Meet Time and Budget Requirements	Certified Minority Business Enterprise	Recent, Current and Projected Workloads	TOTAL SCORE
	WEIGHT FACTOR	25	25	20	15	5	10	100
	NAME OF RESPONDENT							
1	AM Engineering, LLC							
2	GRAEF							

Board Member's Signature

Date

**WINDWARD AT
LAKEWOOD RANCH
COMMUNITY DEVELOPMENT DISTRICT**

**UNAUDITED
FINANCIAL
STATEMENTS**

**WINDWARD AT LAKEWOOD RANCH
COMMUNITY DEVELOPMENT DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
SEPTEMBER 30, 2024**

**WINDWARD AT LAKEWOOD RANCH
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
SEPTEMBER 30, 2024**

	General Fund	Special Revenue Fund - Fruitville	Debt Service Fund Series 2020	Debt Service Fund Series 2022	Capital Projects Fund Series 2020	Capital Projects Fund Series 2022	Total Governmental Funds
ASSETS							
Cash	\$ 433,068	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 433,068
Investments							
Reserve	-	-	88,484	396,250	-	-	484,734
Prepayment	-	-	365,048	43	-	-	365,091
Revenue	-	-	286,938	274,107	-	-	561,045
Construction	-	-	-	-	4,811	1,203,521	1,208,332
Due from Developer	6,723	-	-	-	-	227,014	233,737
Due from other	575	-	-	4,345	-	-	4,920
Deposits	4,730	-	-	-	-	-	4,730
Undeposited funds	-	-	28,023	-	-	27,106	55,129
Total assets	<u>\$ 445,096</u>	<u>\$ -</u>	<u>\$ 768,493</u>	<u>\$ 674,745</u>	<u>\$ 4,811</u>	<u>\$ 1,457,641</u>	<u>\$ 3,350,786</u>
LIABILITIES							
Liabilities:							
Accounts payable	\$ 29,779	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 29,779
Contracts payable	-	-	-	-	-	625,737	625,737
Retainage payable	-	-	-	-	772,659	348,500	1,121,159
Due to Developer	-	118,978	-	-	-	-	118,978
Due to other	3,987	-	-	-	-	-	3,987
Developer advance	6,000	-	-	-	-	-	6,000
Total liabilities	<u>39,766</u>	<u>118,978</u>	<u>-</u>	<u>-</u>	<u>772,659</u>	<u>974,237</u>	<u>1,905,640</u>
DEFERRED INFLOWS OF RESOURCES							
Deferred receipts	6,723	-	-	-	-	-	6,723
Total deferred inflows of resources	<u>6,723</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>6,723</u>
FUND BALANCES							
Committed							
Restricted for:							
Debt service	-	-	768,493	674,745	-	-	1,443,238
Capital projects	-	-	-	-	(767,848)	483,404	(284,444)
Assigned							
Three months working capital	146,418	-	-	-	-	-	146,418
Unassigned	252,189	(118,978)	-	-	-	-	133,211
Total fund balances	<u>398,607</u>	<u>(118,978)</u>	<u>768,493</u>	<u>674,745</u>	<u>(767,848)</u>	<u>483,404</u>	<u>1,438,423</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 445,096</u>	<u>\$ -</u>	<u>\$ 768,493</u>	<u>\$ 674,745</u>	<u>\$ 4,811</u>	<u>\$ 1,457,641</u>	<u>\$ 3,350,786</u>

**WINDWARD AT LAKEWOOD RANCH
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
FOR THE PERIOD ENDED SEPTEMBER 30, 2024**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Assessment levy	\$ -	\$ 217,600	\$ 507,962	43%
Assessment levy: off-roll	-	340,315	60,709	561%
Lot closing	-	6,723	-	N/A
Interest and miscellaneous	-	125	500	25%
Total revenues	-	564,763	569,171	99%
EXPENDITURES				
Professional & administrative				
Supervisors	1,000	10,800	12,800	84%
Management/accounting/recording	4,000	48,000	48,000	100%
Field management	833	10,000	10,000	100%
Debt service fund accounting	458	5,500	5,500	100%
Legal	2,660	8,497	20,000	42%
Engineering	3,865	10,534	20,000	53%
Audit	-	6,000	5,000	120%
Arbitrage rebate calculation	-	-	750	0%
Dissemination agent	167	2,000	2,000	100%
Trustee	-	8,062	6,000	134%
Telephone	16	200	200	100%
Postage	116	768	500	154%
Legal advertising	171	1,283	2,000	64%
Annual special district fee	-	175	175	100%
Insurance	-	5,590	5,500	102%
Contingencies/bank charges	241	241	750	32%
Miscellaneous	-	-	500	0%
Website	-	705	705	100%
ADA website compliance	-	-	210	0%
Property appraiser & tax collector	-	2,172	10,583	21%
Total professional & administrative	13,527	120,527	151,173	80%
Field Operations				
Well pump maintenance	767	767	5,000	15%
Wetland monitoring contract	4,150	25,850	125,000	21%
Pond maintenance contract	20,762	94,210	50,000	188%
Pond maintenance	-	-	5,000	0%
Irrigation system maintenance	14,759	71,562	125,000	57%
Irrigation PS maintenance	3,167	13,967	5,000	279%
Irrigation pump maintenance	-	-	10,000	0%
Streetlights	5,164	22,349	18,000	124%
Curb replacement	-	-	5,000	0%
Effluent water supply	2,054	68,970	20,000	345%
Fruitville road cleanup	-	-	30,000	0%
Waterline flushing	-	-	20,000	0%
Total field operations	50,823	297,675	418,000	71%
Total expenditures	64,350	418,202	569,173	73%
Excess/(deficiency) of revenues over/(under) expenditures	(64,350)	146,561	(2)	
Fund balances - beginning	462,957	252,046	241,778	
Assigned				
Three months working capital	146,418	146,418	146,418	
Unassigned	252,189	252,189	95,358	
Fund balances - ending	\$ 398,607	\$ 398,607	\$ 241,776	

**WINDWARD AT LAKEWOOD RANCH
COMMUNITY DEVELOPMENT DISTRICT
SPECIAL REVENUE FUND - FRUITVILLE
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
FOR THE PERIOD ENDED SEPTEMBER 30, 2024**

	Current Month	Year to Date
REVENUES	<u>\$ -</u>	<u>\$ -</u>
Total revenues	<u>-</u>	<u>-</u>
EXPENDITURES	<u>-</u>	<u>-</u>
Total expenditures	<u>-</u>	<u>-</u>
Excess/(deficiency) of revenues over/(under) expenditures	-	-
Fund balances - beginning	(118,978)	(118,978)
Fund balances - ending	<u><u>\$(118,978)</u></u>	<u><u>\$(118,978)</u></u>

**WINDWARD AT LAKEWOOD RANCH
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND SERIES 2020
FOR THE PERIOD ENDED SEPTEMBER 30, 2024**

	Current Month	Year To Date	Budget	% of Budget
REVENUES				
Assessment levy	\$ -	\$ 257,145	\$ 366,984	70%
Assessment levy: off-roll	104,789	339,520	363,255	93%
Assessment prepayments	131,841	2,257,315	-	N/A
Interest	1,678	52,986	-	N/A
Total revenues	<u>238,308</u>	<u>2,906,966</u>	<u>730,239</u>	398%
EXPENDITURES				
Debt service				
Principal - S2020A1	-	120,000	120,000	100%
Principal prepayment - S2020A-2	-	2,615,000	-	N/A
Principal prepayment - S2020A-3	-	515,000	-	N/A
Interest - S2020A-1	-	237,315	237,315	100%
Interest - S2020A-2	-	151,690	196,900	77%
Interest - S2020A-3	-	166,476	166,355	100%
Total debt service	<u>-</u>	<u>3,805,481</u>	<u>720,570</u>	528%
Other fees & charges				
Tax collector	-	2,566	7,646	34%
Total other fees & charges	<u>-</u>	<u>2,566</u>	<u>7,646</u>	34%
Total expenditures	<u>-</u>	<u>3,808,047</u>	<u>728,216</u>	523%
Excess/(deficiency) of revenues over/(under) expenditures	238,308	(901,081)	2,023	
Fund balances - beginning	530,185	1,669,574	515,880	
Fund balances - ending	<u>\$ 768,493</u>	<u>\$ 768,493</u>	<u>\$ 517,903</u>	

**WINDWARD AT LAKEWOOD RANCH
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND SERIES 2022
FOR THE PERIOD ENDED SEPTEMBER 30, 2024**

	Current Month	Year To Date	Budget	% of Budget
REVENUES				
Assessment levy	\$ -	\$ 36,173	\$ 553,606	7%
Assessment levy: off-roll	-	692,131	264,367	262%
Assessment prepayments	-	277,367	-	N/A
Lot closing	-	9,636	-	N/A
Interest / misc. income	2,965	60,948	-	N/A
Total revenues	<u>2,965</u>	<u>1,076,255</u>	<u>817,973</u>	132%
EXPENDITURES				
Debt service				
Principal	-	255,000	265,000	96%
Principal prepayment	-	1,130,000	-	N/A
Interest	-	535,311	555,513	96%
Total debt service	<u>-</u>	<u>1,920,311</u>	<u>820,513</u>	234%
Other fees & charges				
Tax collector	-	361	11,533	3%
Total other fees & charges	<u>-</u>	<u>361</u>	<u>11,533</u>	3%
Total expenditures	<u>-</u>	<u>1,920,672</u>	<u>832,046</u>	231%
Excess/(deficiency) of revenues over/(under) expenditures	2,965	(844,417)	(14,073)	
Fund balances - beginning	671,780	1,519,162	707,811	
Fund balances - ending	<u>\$ 674,745</u>	<u>\$ 674,745</u>	<u>\$ 693,738</u>	

**WINDWARD AT LAKEWOOD RANCH
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
CAPITAL PROJECTS FUND SERIES 2020
FOR THE PERIOD ENDED SEPTEMBER 30, 2024**

	Current Month	Year To Date
REVENUES		
Interest	\$ 523	\$ 67,467
Total revenues	<u>523</u>	<u>67,467</u>
EXPENDITURES		
Capital outlay	(4,565)	1,647,095
Total expenditures	<u>(4,565)</u>	<u>1,647,095</u>
Excess/(deficiency) of revenues over/(under) expenditures	5,088	(1,579,628)
OTHER FINANCING SOURCES/(USES)		
Transfer out	(4,565)	(4,565)
Total other financing sources/(uses)	<u>(4,565)</u>	<u>(4,565)</u>
Net change in fund balances	523	(1,584,193)
Fund balances - beginning	(768,371)	816,345
Fund balances - ending	<u>\$ (767,848)</u>	<u>\$ (767,848)</u>

**WINDWARD AT LAKEWOOD RANCH
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
CAPITAL PROJECTS FUND SERIES 2022
FOR THE PERIOD ENDED SEPTEMBER 30, 2024**

	Current Month	Year To Date
REVENUES		
Interest	\$ 8,254	\$ 145,424
Total revenues	<u>8,254</u>	<u>145,424</u>
EXPENDITURES		
Capital outlay	1,193,806	2,453,947
Total expenditures	<u>1,193,806</u>	<u>2,453,947</u>
Excess/(deficiency) of revenues over/(under) expenditures	(1,185,552)	(2,308,523)
OTHER FINANCING SOURCES/(USES)		
Transfer in	4,565	4,565
Total other financing sources/(uses)	<u>4,565</u>	<u>4,565</u>
Net change in fund balances	(1,180,987)	(2,303,958)
Fund balances - beginning	1,664,391	2,787,362
Fund balances - ending	<u><u>\$ 483,404</u></u>	<u><u>\$ 483,404</u></u>

**WINDWARD AT
LAKEWOOD RANCH
COMMUNITY DEVELOPMENT DISTRICT**

MINUTES

DRAFT

**MINUTES OF MEETING
WINDWARD AT LAKEWOOD RANCH
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Windward at Lakewood Ranch Community Development District held a Regular Meeting on September 11, 2024 at 11:00 a.m., at 5800 Lakewood Ranch Blvd., Sarasota, Florida 34240.

Present were:

Pete Williams (via telephone)	Chair
Sandy Foster	Vice Chair
John Leinaweaver	Assistant Secretary
John Blakley	Assistant Secretary
Dale Weidemiller (via telephone)	Assistant Secretary

Also present:

Chuck Adams	District Manager
Barry Mazzoni	Wrathell, Hunt and Associates, LLC
Mike Kennedy	District Engineer
John Noakes	Public

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Adams called the meeting to order at 11:00 a.m. Supervisors Leinawaver, Foster and Blakley were present. Supervisors Williams and Weidemiller attended via telephone.

SECOND ORDER OF BUSINESS

Public Comments: Agenda Items (limited to 3 minutes per individual)

No members of the public spoke.

THIRD ORDER OF BUSINESS

Discussion: Timeframe Extension of Prequalified Contractors

Mr. Kennedy stated that the CDD previously prequalified several contractors and the term of those prequalifications expire next month. This action will extend the period for the prequalified contractors.

On MOTION by Mr. Blakley and seconded by Mr. Leinaweaver, with all in favor, authorizing a one-year extension for the Prequalified Contractors, was approved.

FOURTH ORDER OF BUSINESS**Authorization of RFQ for Engineering Services**

Mr. Adams stated, as Mr. Kennedy will retire soon, it is time to advertise a Request for Qualifications (RFQ) for Engineering Services.

On MOTION by Ms. Foster and seconded by Mr. Weidemiller, with all in favor, the RFQ for Engineering Services and authorizing Staff to advertise, was approved.

FIFTH ORDER OF BUSINESS**Acceptance of the Unaudited Financial Statements as of July 31, 2024**

On MOTION by Mr. Weidemiller and seconded by Ms. Foster, with all in favor, the Unaudited Financial Statements as of July 31, 2024, were accepted.

SIXTH ORDER OF BUSINESS**Approval of August 14, 2024 Public Hearing and Regular Meeting Minutes**

On MOTION by Ms. Foster and seconded by Mr. Leinaweaver, with all in favor, the August 14, 2024 Public Hearing and Regular Meeting Minutes, as presented, were approved.

SEVENTH ORDER OF BUSINESS**Staff Reports****A. District Counsel: Vogler Ashton, PLLC**

There was no report

B. District Engineer: Stantec Consulting Services, Inc.

Mr. Kennedy discussed a lawsuit involving another community, which was settled. He noted that the irrigation lake is very high, due to the excessive rain. Mr. Mazzoni stated that part was shut off due to a leaking pipe; he agreed that the irrigation lake is pretty full. Mr.

Adams asked Mr. Kennedy and Mr. Mazzoni to coordinate with a contractor and have them inspect the outfall structure for any blockages.

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

- **NEXT MEETING DATE: October 9, 2024 at 11:00 AM**

- **QUORUM CHECK**

EIGHTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' comments or requests.

NINTH ORDER OF BUSINESS

**Public Comments: Non-Agenda Items
(limited to 3 minutes per individual)**

Mr. John Noakes, a member of the public, asked if the pipe leak that caused the pumps to be shut off was resolved. Mr. Adams stated that the situation is being investigated now. Mr. Noakes asked how much longer the pumps will be shut off. Mr. Mazzoni expects to receive an update about the pumps soon; it is a brief shut off and the issue should be resolved shortly.

Mr. Noakes asked if there are any results from the investigation of the Sarasota drainage ditch. It was noted that, per the County Engineer, a drainage easement goes thorough that area; the CDD will have someone look into it.

Discussion ensued regarding drainage ditches that Mr. Noakes believes are backing up.

Mr. Noakes discussed a new entrance and was advised that it is not a CDD matter.

In response to Mr. Noakes question about some road construction, it was noted that the County asked the CDD to redesign the intersection to make it a roundabout.

Mr. Noakes asked if the CDD was contacted by Martinique regarding irrigation pipes being adjusted. Mr. Adams and Mr. Mazzoni stated they were not contacted.

TENTH ORDER OF BUSINESS

Adjournment

**On MOTION by Ms. Foster and seconded by Mr. Leinaweaver, with all in favor,
the meeting adjourned at 11:15 a.m.**

116
117
118
119
120

Secretary/Assistant Secretary

Chair/Vice Chair

**WINDWARD AT
LAKEWOOD RANCH
COMMUNITY DEVELOPMENT DISTRICT**

**STAFF
REPORTS**

WINDWARD AT LAKEWOOD RANCH COMMUNITY DEVELOPMENT DISTRICT		
BOARD OF SUPERVISORS FISCAL YEAR 2024/2025 MEETING SCHEDULE		
LOCATION		
<i>5800 Lakewood Ranch Blvd, Sarasota, Florida 34240</i>		
DATE	POTENTIAL DISCUSSION/FOCUS	TIME
October 9, 2024 CANCELED INCLEMENT WEATHER	Regular Meeting	11:00 AM
November 13, 2024 CANCELED	Landowners' Meeting	10:45 AM
November 13, 2024	Regular Meeting	11:00 AM
December 11, 2024	Landowners' Meeting	10:45 AM
December 11, 2024	Regular Meeting	11:00 AM
January 8, 2025	Regular Meeting	11:00 AM
February 12, 2025	Regular Meeting	11:00 AM
March 12, 2025	Regular Meeting	11:00 AM
April 9, 2025	Regular Meeting	11:00 AM
May 14, 2025	Regular Meeting	11:00 AM
June 11, 2025	Regular Meeting	11:00 AM
July 9, 2025	Regular Meeting	11:00 AM
August 13, 2025	Regular Meeting	11:00 AM
September 10, 2025	Regular Meeting	11:00 AM