

City of Gainesville

Professional Design Services for WSPP Projects

RFQ: # WSPP-230022-WB

Kimley»Horn

Expect More. Experience Better.



The City of Gainesville

Professional Design Services for WSPP Projects

RFQ No. WSPP-230022-WB

Prepared by Kimley-Horn and Associates, Inc.

Cover Letter

Professional Design Services for WSPP Projects
RFQ No. WSPP-230022-WB

April 18, 2023

Wendy Byrne, Procurement Representative
City of Gainesville
200 E University Ave #339
Gainesville, FL 32601

Re: RFQ No. WSPP-230022-WB, Professional Design Services for WSPP Projects

Dear Ms. Byrne and Members of the Selection Committee:

On behalf of Kimley-Horn, we would like to thank you for the opportunity to submit this proposal for Professional Design Services for Wild Spaces & Public Places (WSPP) Projects. Local to Gainesville, our team has a long history of successfully teaming with the WSPP team. We are excited about the opportunity to continue assisting with these meaningful projects and offer a team focused on your shared values.

Local Team, Local Partners. The Kimley-Horn team consists of landscape architects and civil engineers based in the Kimley-Horn Gainesville office. As local professionals who have worked on numerous WSPP projects in the past, we have the experience and relationships needed to make any WSPP project successful. If services such as architectural design or structural or electrical engineering are needed, we have strong relationships with other local professionals with whom we can easily partner. Our team has a vested interest in City of Gainesville projects since this is the community where we live, work, play, and raise our families. WSPP projects are important to us and will continue to be our priority as they have during our previous tenure as your consultant team.

Collaborative Approach. As on past WSPP projects, our team-oriented approach will continue to focus on good communication, responsiveness, and collaboration with your team throughout design and construction. Our familiarity with other anticipated WSPP stakeholders will also offer efficiency in building consensus.

Park Experts. A main focus of our professionals' extensive experience has been on park and recreation projects, both WSPP and elsewhere. We understand how to maximize the project budget to offer the best user experience and the most recreational program with the least amount of maintenance. We also are abreast of current park, recreation, and cultural-resource trends and issues.

With this response, we offer our continued commitment to The City of Gainesville and the WSPP team. *Kimley-Horn certifies that we have read and understand the RFQ and have full knowledge of the general scope, nature, and quality of the work to be performed, the general requirements of the services to be provided, and the conditions under which the services are to be performed.* We share your commitment to the Gainesville community and look forward to serving as one of your consultants. Thank you for your time and consideration.

Sincerely,
Kimley-Horn



C. Elisabeth Manley, PLA, ASLA
Project Manager



Christopher Towne, P.E.
Assistant Secretary and Lead Roadway Engineer

As an Associate and Assistant Secretary of the firm, Chris Towne is authorized to bind the firm.



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Statement of Qualifications

A. Project Understanding and Approach

Our Understanding

Based on the information provided within the Request for Qualification (RFQ), we understand the City of Gainesville is seeking preferably local professionals to provide design, engineering, and other support services for park, recreation, and cultural affairs projects within The City of Gainesville's Wild Spaces & Public Places (WSPP) Program. The contract is expected to last the duration of receipt of the one-half percent sales tax revenue from the WSPP program, anticipated as through 2032.

The upcoming WSPP projects require expertise in playground development, site work/site planning, boardwalk design, building renovations, land management, and environmental resource planning. Professional design and engineering services may include visioning and programming, conceptual design and site planning, stakeholder involvement, public engagement, design and production of construction documents, permitting services, bidding assistance, and construction administration services.

Within the last five years, our team members have completed numerous WSPP projects. Based on our previous experience, projects within this contract may vary in scale, include new construction or renovations, and may be completed in partial partnership with or receive funding from other local non-profits or agencies.

It has been a pleasure to serve WSPP in the current contract and we look forward to the opportunity to provide our expertise in design and engineering for similar project types that are described in the upcoming contract. We are confident in our ability to implement an individualized approach to successfully complete each assignment and minimize learning curves as new projects commence.

Our Approach

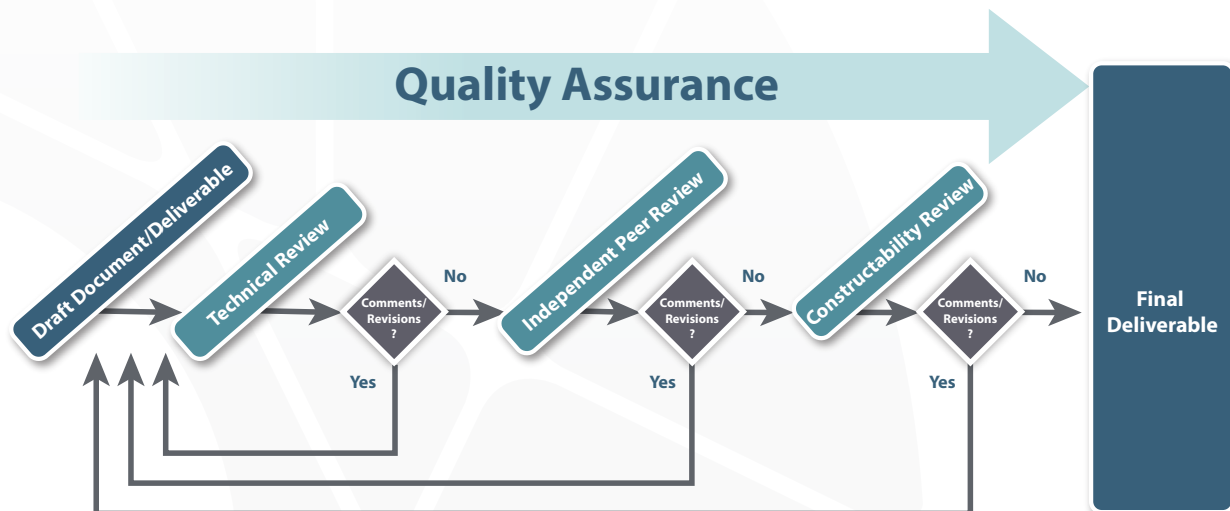
Much of our success with municipal clients is directly related to our ability to provide exceptional and timely services with an open line of communication. With Kimley-Horn's project management approach, you can be assured that collaboration and good communication with the WSPP team and other stakeholders will remain a priority.

Parks are essential to the health and success of our community. By focusing on equity, accessibility, and inclusion, our approach will continue to reflect these shared values and desire to create strong connections between parks and surrounding neighborhoods.

Through visioning and programming, Kimley-Horn will work closely with the WSPP team to define clear project goals and objectives. Our team will then utilize our extensive years of experience designing and engineering park projects to offer creative solutions. We'll facilitate discussions and gain input from the WSPP team, project stakeholders, and the public at key points in the design process. The team will then incorporate the feedback within the final designs and produce technical permitting and construction documents.

Quality Assurance/Quality Control (QA/QC)

Quality is a keystone principle of Kimley-Horn. It is one of the key attributes that has enabled us to become one of the leading consulting firms in the United States and is essential to our continuing success. Our designated QA/QC team will remain consistent throughout the contract to ensure each deliverable meets Kimley-Horn's standards and your expectations.



To ensure the plan is accurate, we conduct several site visits throughout the design process to review the proposed improvements and details against the current field conditions. To allow for collaboration and assure a seamless process, the WSPP team will be involved throughout design and specifically engaged in a page flip review at each submittal point.

Local Presence

Over the last ten years, our professionals have developed strong relationships with local Gainesville agencies and numerous public and private entities. Kimley-Horn's lasting relationships play a significant role in the firm's ability to successfully obtain the necessary reviews and permits for a project. In addition, our team has provided construction phase services for several WSPP projects and countless projects within the City of Gainesville and surrounding areas.

When Kimley-Horn creates a consultant team for a project, the client's best interests and necessary services are always the primary focus of our efforts. We have worked with many of Gainesville's local architects and engineers and with most, if not all, of Gainesville's local general and site work contractors. During the design construction phases, these relationships often provide a sense of familiarity and the capability to meet the desired timeline.

Our specific project approach is dependent on project type and the required services needed for completion.

Our Gainesville team can provide the following services in-house:

Project Planning Services:

- » Visioning
- » Programming
- » Master planning
- » Conceptual site planning
- » Schematic design
- » Graphics production
- » Public involvement and stakeholder engagement
- » Project construction cost budgeting

Design, Permitting, and Cost Estimating Services:

Our Gainesville team has permitting experience with Local Agencies, including but not limited to the following:

- » City of Gainesville - Site Development Review
- » Alachua County - Stormwater Management and Irrigation Design
- » Gainesville Regional Utilities (GRU) – Utility Permitting
- » Alachua County Environmental Protection Department (ACEPD)

Our Gainesville team has extensive experience permitting and coordinating with Regional Agencies, including but not limited to the following:

- » St. Johns River Water Management District (SJRWMD)
- » Suwannee River Management District (SRWMD)
- » The Florida Fish and Wildlife Conservation Commission (FWC)
- » The Florida Department of Environmental Protection (FDEP)
- » The Florida Department of Transportation (FDOT)



Kimley-Horn professionals have provided landscape architectural services including hardscape, landscape, and irrigation design, and civil engineering services including grading, drainage, paving, and utility design for the following:

- » Playgrounds
- » Picnic areas
- » Sports fields
- » Sports courts
- » Aquatics features including splashpads and pools
- » Trails
- » Plazas
- » Streetscapes
- » Gardens
- » Restoration plantings
- » Stormwater management as an amenity
- » Cultural-resource support or interpretive features including terraces, signs, and other hardscape features

Kimley-Horn professionals have performed the services listed above as a Prime Consultant and Subconsultant. By serving in both roles, we have had the opportunity to develop lasting relationships with other Gainesville-based professionals. Our relationships include architects, mechanical/electrical/plumbing (MEP) engineers, structural engineers, surveyors, geotechnical engineers, and environmental consultants. If a project requires services beyond the capacity of the local Kimley-Horn team, our local and trusted partners can provide the full spectrum of required services. If it is preferred that services remain in-house, our team is also able to engage with other Kimley-Horn professionals within the region. Kimley-Horn's neighboring offices provide both structural and MEP engineering services. With this, we are confident in our ability to successfully complete all the proposed WSPP projects.

Our Project Manager's Relevant Experience



The Kimley-Horn team is led by **Elisabeth Manley, PLA, ASLA**, who will serve as the Project Manager and primary point of contact throughout the contract. Elisabeth offers over 20 years of experience in site planning and landscape architecture, with a focus in park and public projects. Prior to joining Kimley-Horn in 2022, Elisabeth owned Manley Design, LLC. and held the previous WSPP contract.

Elisabeth has served public and private-sector clients throughout Gainesville and surrounding areas. She has diverse experience with public projects, completing numerous for the City of Gainesville Community Redevelopment Agency (CRA), Alachua County, the University of Florida, and Santa Fe College. Through her work with private-sector clients, Elisabeth has developed a working knowledge of the City's site development review and construction process and has relationships with the local regulatory staff. Both have proven valuable when designing past WSPP projects.

At Kimley-Horn, Elisabeth has continued to build upon her previously established local parks practice and with the firm's additional support and resources, she is better positioned to focus on projects and serve clients.



Elisabeth and Kimley-Horn's Lead Civil Engineer, **David Sowell, P.E.**, have worked together on numerous WSPP projects and frequently shared the project management and design responsibilities. Now situated in the Kimley-Horn Gainesville office, Elisabeth and David plan to leverage their proven team approach to successfully complete the proposed WSPP projects. Other Kimley-Horn team members include **Chris Towne, P.E.**, Lead Roadway, Sidewalk, and Trail Design Engineer, and **Ali Brighton, P.E.**, Lead Transportation/TPTO Engineer, will provide additional site design support, roadway and utility expertise, and general quality control.

Our WSPP Project Experience

Albert 'Ray' Massey Park Playground

Professional Services: 10/2021 - 04/2023

Construction: 08/2022 - 04/2023

Role: Prime Consultant

Project Description: The two-million-dollar boundless playground design included full renovations, a destination playground and new support features. The project involved a renovated picnic area, new play equipment and surfacing, seating areas, lighting, and a new restroom.

Services provided: *Visioning, stakeholder engagement, public involvement, agency coordination, graphics production, site planning, design, and production of construction documents including full civil, landscape architecture, lighting and electrical, and construction administration services.*

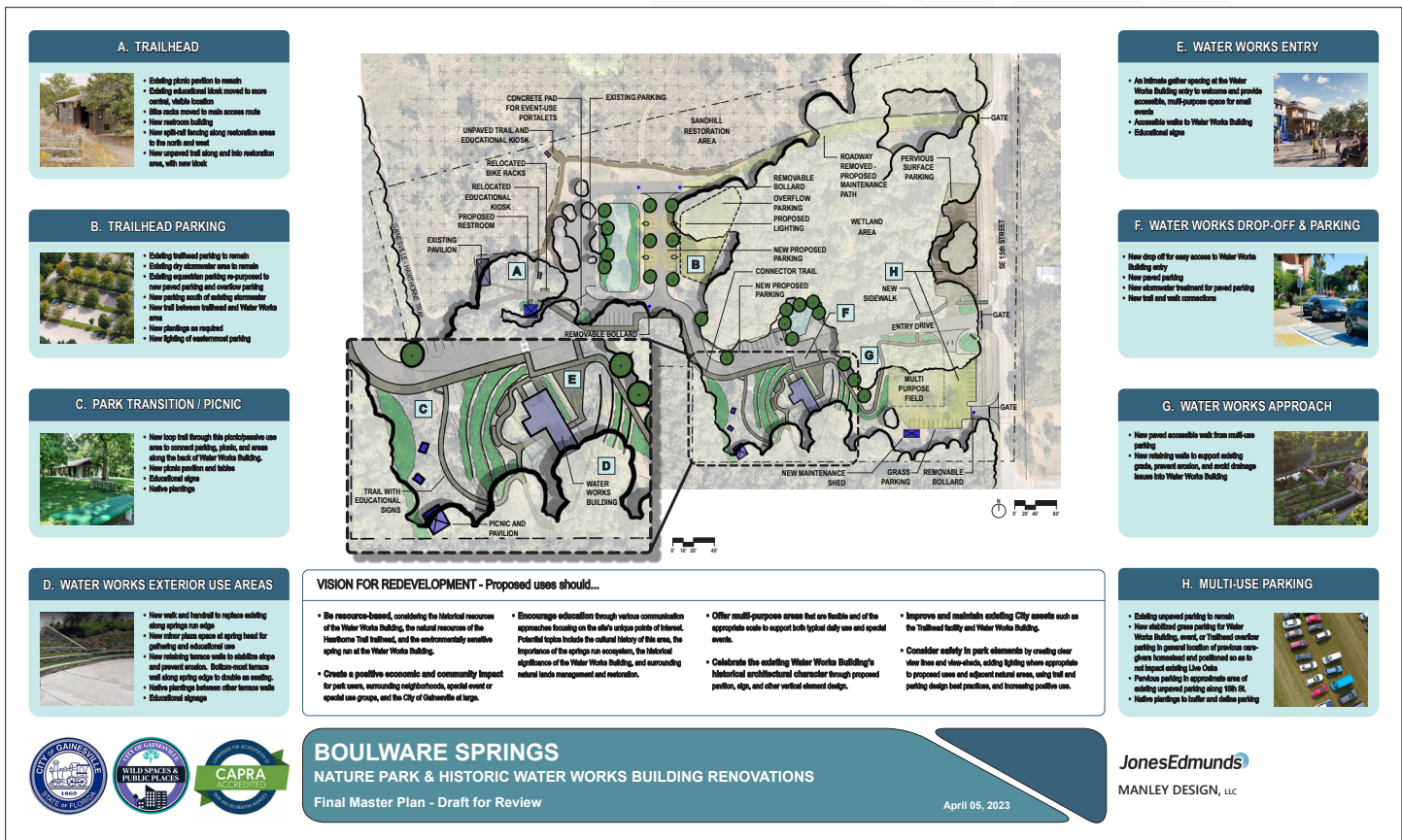


Relevance to Future WSPP Projects:

- » Assisted the WSPP Team in visioning the goals, theme, and program of the project based on the playground's context within the larger Massey Park and along the Space Walk of 8th Ave.
- » Visioning required the production of plan and perspective renderings, which were instrumental in communicating the design vision to the public, stakeholders, and City leadership.
- » In partnership with the WSPP team, the project required research and coordination with stakeholders.
- » Served as the project manager for the construction documentation and permitting phases, ensured the project remained on time and within budget, and provided coordination with team and subconsultants.
- » The WSPP team and Parks, Recreation, and Cultural Affairs (PRCA) representatives were involved in each of the deliverables submittal review.
- » Facilitated site visits to allow an accurate review of plans.
- » Coordinated items of concern proactively, efficiently, and when possible prior to construction, to avoid issues during construction phases.
- » EX) Meetings were held with the CXT Restroom crane operator to discuss truck access and unloading clearances for the prefabricated restroom building
- » GRU to discuss construction and maintenance access to lights around the playground, and review of the proposed sanitary sewer connection line to minimize impacts on existing trees.



Boulware Springs Park



Professional Services: 06/2022 – Ongoing

Construction: N.A.

Role: Subconsultant

Project Description: This cultural-resource and park project involves site analysis and production of a master plan to address historic preservation and better utilize the existing park site.

Services provided: Visioning, stakeholder engagement, public involvement, graphics production, site planning, design and production of construction documents including full civil, landscape architecture, lighting and electrical, and construction administration.

Relevance to Future WSPP Projects:

- » Researching historical uses and site access, natural resource protection, and site-related issues of historic building preservation and restoration. This research guided site design and proved essential to navigating discussions with stakeholders on natural resource protection and recreational access needs.
- » Providing public workshops and coordination with the larger Parks, Recreation, and Cultural Affairs (PRCA) team including recreation, natural resource, cultural resource, historic resource, and events representatives.
- » Preparing the master plan rendering and poster, which includes comparable images and support descriptions. It is anticipated that this same type of visioning deliverable will be needed in the upcoming contract.

Sweetwater Trail Phase 2

Professional Services: 12/2022 - Ongoing

Construction: N.A.

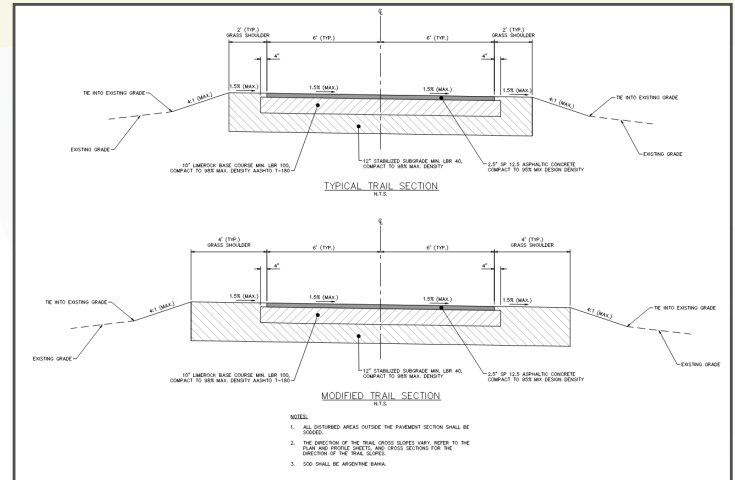
Role: Prime Consultant

Project Description: This project involves a 12-foot-wide paved trail connecting Sweetwater Preserve to Sweetwater Wetlands Park. The trail will route through a significant utility corridor and extremely steep topography.

Services provided: Civil design, permitting services, and environmental assessment

Relevancy to Future WSPP Projects:

- » This project requires a design variation from the Florida Department of Transportation (FDOT) Greenbook standards. This may be warranted on other WSPP projects where The Americans with Disabilities Act (ADA) compliance cannot be met, due to topographic and utility use constraints.
- » This project requires a specific approach to stormwater conveyance, which a focus on erosion and maintenance.
- » The stormwater knowledge gained during this project can be applied to all future WSPP trail projects.
- » Gainesville Regional Utilities (GRU) has specific design standards for trails and roadways constructed within their utility corridors. The knowledge and understanding of these standards can be applied anywhere a new WSPP trail is proposed within a GRU easement.



Oakview Park

Professional Services: 07/2018 - 02/2021

Construction: 08/2019 - 02/2021

Role: During her tenure at Manley Design, Elisabeth served as the Prime Consultant for design and construction services, while serving as a subconsultant for master planning. During his tenure at DRMP, David Sowell served as the civil engineering subconsultant to Manley Design, LLC.

Project Description: The one-million-dollar project consisted of major park renovations and additions including complete renovation of the existing community building, the addition of an exterior-accessed restroom, an accessible new playground, a picnic area, trails, a bridge over Rattlesnake Creek, parking, and associated retention.



Services Provided as a Subconsultant: Visioning, programming, and master planning.

Relevancy to Future WSPP Projects:

- » Provided graphics support and production for a portion of the master plan necessary for community and stakeholder approval.
- » Provided coordination, design options, and revisions needed to meet the construction budget. The implemented cost coordination efforts allowed for the bridge to be included in the project, which was a desired project component to the WSPP and Parks team.
- » Worked with the Parks, Recreation and Cultural Affairs (PRCA) team to identify specific existing maintenance issues to resolve in the new design. Developed a design reflective of the long-term maintenance ability and budget of PRCA.
- » Produced construction documents and secured permits in an effective and timely manner.
- » Facilitated review meetings with the WSPP and PRCA teams to gain input.
- » Assisted with construction administration services in a responsive and proactive manner.

A Quinn Jones Museum Context Area Improvements

Professional Services: 05/2018 - 01/2021

Construction: 03/2020 - 01/2021

Role: During her tenure at Manley Design, Elisabeth served as the Prime Consultant for the project.

Project Description: The three-hundred-thousand-dollar project involved the design and development of a new plaza to support the A Quinn Jones Museum. The new plaza will also serve as the trailhead for the future Heritage Trail. A new shed was also designed to mimic the historic character of the museum while providing needed storage space.

Services Provided as the Prime Consultant:

Served as the project manager for the multi-disciplinary design team throughout the development, construction documentation, permitting, and construction administration phases. The project team consisted of architects, electrical engineers, and civil engineers.



Relevancy to Future WSPP Projects:

- » Prepared several site plan concepts for the proposed plaza to evaluate with the WSPP team. Future projects will benefit from a similar approach of alternative designs for stakeholders to evaluate.
- » Coordinated with the Community Redevelopment Agency (CRA) and Parks, Recreation and Cultural Affairs (PRCA) representatives to discuss and evaluate site plans. These stakeholders are anticipated as likely in the next WSPP contract as well.
- » Selected materials that paid homage to the existing museum's architectural character, while easy to maintain, and within the budget. A similar project approach will be used for WSPP cultural resource projects, existing community centers, or areas that convey historic character.



B. Proposed Project Staff

As we have demonstrated in previous WSPP projects, Kimley-Horn offers an experienced, local design and engineering team that will be able to address issues and complete design in a timely and efficient manner. Our ability to deliver a consistent experience is explained below.

We are a tested team. We have worked with the WSPP team on the full range of services and various scales of parks, recreation, and cultural projects that are described within this new WSPP contract. With this experience, we understand the values in which the WSPP team defines important. In addition, our team recognizes the nature of the project schedule, understands coordination needs, expected involvement, preferred communication styles, and general design standards and details that have been historically successful. The Kimley-Horn team provides the ideal combination of relevant experience, expert engineering, and proven cost control management techniques to successfully complete the project within budget and on schedule.

We are a local team. Each of our Key personnel identified in this proposal are part of the local Gainesville community and sit within Kimley-Horn's Gainesville office. Our Gainesville office is centrally located within the Innovation District and as such will be near any future WSPP project for little response time for meetings or issues. With more than 10 years of collective experience working in Gainesville, our team has partnered on previous WSPP projects and numerous other local projects. Our involvement with local professional organizations and/or advisory boards offers additional connections and local insight.

We are a responsive team. On-call contracts require a different approach from typical project-specific contracts. A team's responsiveness is of the utmost importance. Accordingly, we provide all our clients with teams of client centered professionals and staff members who are empowered with the flexibility needed to respond quickly to both administrative requirements and scheduling needs.

We are a parks team. Our professionals have focused much of their careers on designing park projects throughout North and Central Florida. We've worked on all scales including small neighborhood parks to large regional sports complexes and downtown plazas. We are experts in local parks issues, trends, and implementation.

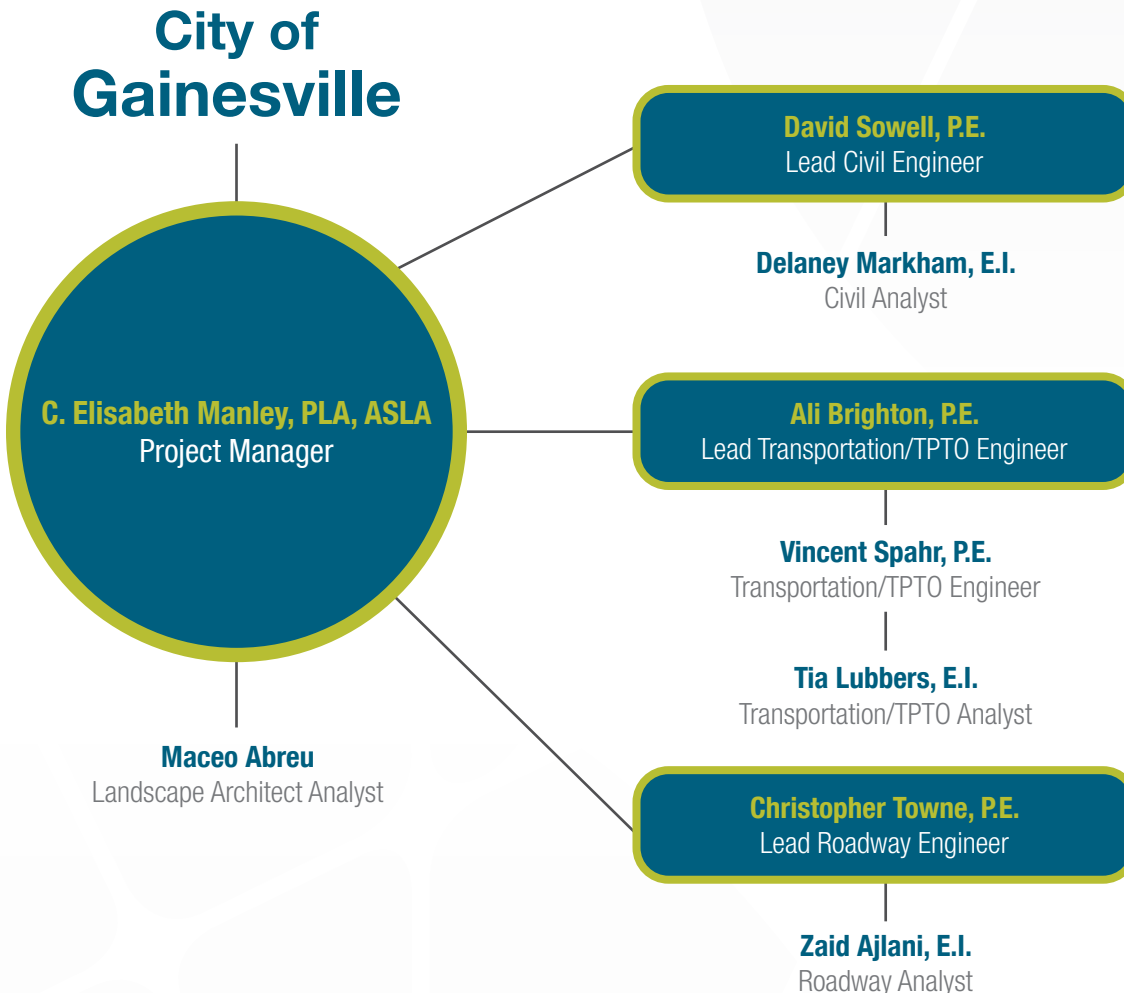
We are a team. We see our role as facilitators in bringing your vision and that of our greater Gainesville community to life. We take pride in our previous WSPP projects and look forward to the opportunity of continuing our relationship.



Organizational Chart

At Kimley-Horn we understand the value of assembling a strong project team; consequently, the following team members have been strategically selected to serve the City of Gainesville and the WSPP team.

The organizational chart highlights our team structure, range of disciplines, and defines relationships among tasks.



Expertise



Elisabeth Manley, PLA, ASLA

23 years of experience

Expert Services - Project Management, Public Facilitation, Site Planning, Landscape Architecture, Master Planning and Hardscape, Landscape, and Irrigation Design



David Sowell, P.E.

19 years of experience

Expert Services - Engineering Reviews, Studies and Analyses, Site/Civil Development, Construction Management, Roadway Design, Site Planning, Paving, Grading, Drainage, and Utility Design

His diverse experience gives him the ability to understand the needs of municipal clients and tailor pragmatic solutions to the problems these different sectors typically face



Ali Brighton, P.E.

14 years of experience

Expert Services - Transportation Planning, Traffic Operations Studies, Bicycle/Pedestrian Mobility Planning and Analyses, Traffic Signal Design, Access Management, Traffic Calming Studies, Signal Warrant Analyses, Safety Studies, Corridor Studies, Speed Studies, Transit Planning, and Signing and Pavement Marking Plans

Additional experience includes leading various public involvement activities for Project Development and Environment (PD&E) studies, municipal transportation plans, and corridor studies



Chris Towne, P.E.

25 years of experience

Expert Services - Project Management, Client Relations, Design, Technical Oversight of Staff, and Day-to-Day Office Operations, Roadway, Bridge, Airport, Structural, Drainage, Water, Sanitary Sewer, and Site Civil Design



Delaney Markham, E.I.

2+ years of experience

Expert Services - Site Design, Utility Design, Permitting, and Grading

Software Expertise - AutoCAD, AutoCAD Civil 3D, ArcMap 10.8.1, ICPR 3, POND3 3.3, Excel, Hydaflow Storm Sewers Extension, BMP Trains 2020, and AutoTURN 11



Maceo Abreu, LA

1+ years of experience

Expert services – Landscape Architecture, Commercial, Educational and Institutional Developments, Master Planning and Hardscape, Landscape and Irrigation Design



Vincent Spahr, P.E.

11 years of experience

Expert Services - Project Managed, Traffic Analyses for Urban and Rural Highway Projects, Crash Reports Analysis, and Traffic Volumes, Exhibits to Summarize Safety and Operational Performance of intersections



Tia Lubbers, E.I.

Just under 2 years of experience

Expert Services - Transportation Planning, Traffic Operations Studies, Bicycle/Pedestrian Mobility Planning and Analyses, Traffic Calming Studies, Signal Warrant Analyses, Safety Studies, Corridor Studies, Speed Studies



Zaid Ajlani, E.I.

4+ years of experience

Expert Service - Site Visits, Traffic Analysis, Preparation of Roadway, Signing and Marking, Erosion Control Plans



C. Elisabeth Manley, PLA, ASLA

Project Manager and Lead Landscape Architect

Elisabeth has more than 20 years of experience designing public and private site improvement projects throughout Florida. She has significant experience in master planning, and hardscape, landscape and irrigation design. In addition to her full spectrum of landscape architectural experience, Elisabeth's expertise also includes project management, public facilitation, and sustainability calculations.

Professional Credentials

- » Master of Landscape Architecture, University of Florida
- » Bachelor of Science, Biology, Florida State University
- » Professional Landscape Architect in Florida, #6666722

Professional Affiliations

- » Member, American Society of Landscape Architects (ASLA)
- » Member, Builders Association of North Central Florida (BANCF)
- » Recent Member of City of Gainesville Tree Advisory Board

Representative Experience

Wild Spaces & Public Places (WSPP) Massey Park Playground, City of Gainesville, FL

— Project manager and landscape architect. Kimley-Horn provided visioning and design, landscape architecture, construction documentation, construction administration, and participated in stakeholder meetings for the new playground development. The two-million-dollar boundless playground design included new play equipment and surfacing, seating, lighting, restroom, and pavilion upgrades.

WSPP Boulware Springs Park, City of Gainesville, FL — Landscape architect. Kimley-Horn provided professional landscape architecture services including visioning and master planning. The project involved site improvements including new vehicular circulation, parking, trails, picnic areas, and new entry spaces of the Boulware Springs Waterworks Building. Kimley-Horn worked closely with stakeholders to ensure the success of the project.

Prior to joining Kimley-Horn, Elisabeth worked on the following projects:

WSPP Kiwanis Girl Scout Park, Gainesville, FL — Project manager and landscape architect. While leading the design team, Elisabeth provided master planning, construction documentation, permitting services, and construction administration the three-acre park. The project involved a new playground, picnic area, trails, bridge, parking, and renovated Neighborhood Center.

WSPP Northside Park, Gainesville, FL — Landscape architect. Elisabeth provided site planning, design, construction documentation, permitting services, and construction administration services. Site improvements included new sports courts, a terrace overlooking the senior center, picnic areas, a destination playground, landscaping, and renovations of the disc golf course and tennis courts. In addition, the project included parking expansion and improved lighting throughout the 21-acre park.

WSPP A. Quinn Jones Museum, Gainesville, FL — Project manager and landscape architect. Elisabeth provided master planning, construction documentation, permitting, and construction administration services for exterior improvements to the existing cultural museum. Site improvements included a new terrace, storage shed, and landscaping.

WSPP Northeast 31st Avenue Park Master Plan, Gainesville, FL — Landscape architect. The project required the development of a master plan to propose desired improvements for the Northeast 31st Avenue Park. Site improvements included new sports courts, playground, garden and gathering areas, and parking.

WSPP Springtree Park Master Plan, Gainesville, FL — Landscape architect. The project involved master planning services to propose new walk and trail connections, an adult fitness area, playground, and picnic spaces.

WSPP Squirrel Ridge Park, Alachua County, FL — Landscape architect. Elisabeth provided visioning, master planning, and stakeholder engagement for the park improvement project. The site improvements included dog park upgrades, a destination playground, trails, and irrigation services.



David Sowell, P.E.

Lead Civil Engineer

David has more than 19 years of technical experience including engineering reviews, studies and analyses, site/civil development, construction management, roadway design, site planning, paving, grading, drainage, and utility design services. His public sector experience includes working with the City of Gainesville's Public Works Department administering roadway and water quality retrofit projects. David's diverse experience gives him the ability to understand the needs of municipal clients and tailor pragmatic solutions to the problems these different sectors typically face.

Professional Credentials

- » Bachelor of Science, Civil Engineering, University of Florida
- » Professional Engineer in Florida, #68531
- » Florida Department of Environmental Protection (FDEP) Stormwater Erosion and Sedimentation Inspector

Professional Affiliations

- » Member, Urban Land Institute (ULI)
- » Member, Construction Owners Association of America (COAA)
- » Member, Builders Association of North Central Florida (BANCF)

Representative Experience

Prior to joining Kimley-Horn, David worked on the following projects:

Wild Spaces & Public Places (WSPP) Northside Park, Gainesville, Florida — Project manager. The Northside Park project involved professional design and engineering services including entitlements, stormwater and environmental permitting services, and public outreach initiatives. Site improvements included new sports courts, a terrace overlooking the senior center, picnic areas, a destination playground, landscaping, and renovations of the disc golf course and tennis courts. In addition, the project included a parking expansion and improved lighting throughout the 21-acre park.

WSPP Kiwanis/Oakview Park Improvements, Alachua County, Florida — Project manager and Engineer of Record (EoR). The project involved a major playground and building renovation at the one-acre park. In addition, the design included several play structures, a completely new sidewalk network, and stormwater treatment areas. Specific services included site civil design, permitting, and construction administration services.

WSPP H. Spurgeon Cherry Pool Full Design, City of Gainesville, Florida — Project manager. The project involved 25,000 square feet of asphalt resurfacing, a new stormwater retention pond with underdrains and infrastructure, which coordinated with the interior building renovations for H. Spurgeon Cherry Pool at Albert "Ray" Massey Park. Specific services included civil engineering and permitting services for the expansion project.

University of Florida (UF) Landscape Master Plan, Gainesville, FL — Project engineer. The project required the development of the campus-wide landscape master plan, which served as a guiding document for future growth standards. Post-implementation, the master plan yielded several capital improvements projects.

Institute of Black Culture and Institute of Hispanic and Latino Culture, Alachua County, FL — Department leader and Engineer of Record (EoR). The project required civil design and permitting services for the new 12,000-square-foot split facility within the UF Master Plan area. The site is located on the fringe of the campus and required significant coordination with the City of Gainesville and Gainesville Regional Utilities (GRU).



Ali Brighton, P.E.

Lead Transportation Engineer

Ali has more than 14 years of diverse transportation experience. She has managed a wide range of transportation planning and design projects including traffic operations studies, bicycle/pedestrian mobility planning and analyses, traffic signal design, access management, traffic calming studies, signal warrant analyses, safety studies, corridor studies, speed studies, transit planning, and signing and pavement marking plans. Ali has significant experience in leading various public involvement activities for Project Development and Environment (PD&E) studies, municipal transportation plans and corridor studies.

Professional Credentials

- » Master of Engineering, Civil Engineering, University of Florida
- » Bachelor of Science, Civil Engineering, University of Florida
- » Professional Engineer in Florida, #77731

Professional Affiliations

- » Member, Urban Land Institute (ULI)

Representative Experience

University of Florida (UF)-642 Southwest Campus Improvements, Gainesville, FL —

Project manager. The Southwest Campus Transportation Improvements project included the extension of IFAS Research Drive to the intersection of Southwest 23rd Terrace at Southwest Archer Road along with other campus roadway improvements. As part of this project, Kimley-Horn prepared an Intersection Control Evaluation (ICE) study and coordinated with the Florida Department of Transportation (FDOT) to determine the proposed improvements at the intersection of Southwest 23rd Terrace and Archer Road. Following the ICE study, Kimley-Horn prepared the design plans for the realignment of Southwest 23rd Terrace and the improvements at the intersection at Archer Road including a new traffic signal.

UF-644 Inner Road, Gainesville, FL — Project manager. The University's Campus Master Plan includes rebuilding Inner Road from one-way to two-way traffic from Southwest 13th Street to Newell Road. As part of this project, Kimley-Horn prepared an Intersection Control Evaluation (ICE) study for submittal to the Florida Department of Transportation (FDOT). Following the ICE study, Kimley-Horn prepared the design plans for the addition of a northbound left-turn lane and traffic signal modifications at the intersection of Inner Road and Southwest 13th Street. The project is currently under construction with a project completion date of 2024.

Northwest 23rd Avenue, I-75 to Northwest 58th Boulevard, Gainesville, FL — Project engineer. Kimley-Horn is providing design services for Northwest 23rd Avenue from I-75 to Northwest 88th Boulevard. The project consists of milling and resurfacing, the addition of turn lanes, paving side streets and driveways, an eight-foot multi-use path, and multiple bus stops. The total project length is 1.66-miles long.

Porters Community Transportation Improvements, Gainesville, FL — Project manager. Kimley-Horn is providing professional consulting services for the Porters Community Transportation Improvements project. The improvements include addition of sidewalks and crosswalks, curb ramps, signage and pavement markings, and a raised intersection. Specific services include Geographic Information System (GIS) mapping of potential improvements, development of conceptual improvement plans, and preparation of an Opinion of Probable Construction Cost (OPCC) for use in project budgeting and prioritization.

3rd Avenue Bike Boulevard Improvements, Gainesville, FL — Project manager. Kimley-Horn is providing the City of Gainesville with civil and traffic engineering services for the enhancement of the Biker Boulevard along Northwest 3rd Avenue. The improvements include changes to existing stop control to be consistent with best practices in Bicycle Boulevard design and various intersection improvements. The goal of the project is to improve safety and comfort for people of all ages and abilities. Specific services include traffic analysis, design, and construction plan services.



Christopher (Chris) Towne, P.E.

Lead Roadway Engineer

Chris has more than 27 years of experience with project management, client relations, design, technical oversight of staff, and day-to-day office operations. He has worked on a variety of civil engineering projects including roadway, bridge, airport, structural, drainage, water, sanity sewer, and site civil design. Chris has working knowledge and experience with managing projects with a multidiscipline approach.

Professional Credentials

- » Bachelor of Science, Civil Engineering, Virginia Tech
- » Professional Engineer in Florida #66928 and West Virginia #14734

Professional Affiliations

- » Member, Florida Association of County Engineers, and Roadway Superintendents (FACERS)

Representative Experience

University of Florida (UF)-642 Southwest Campus Improvements, Gainesville, FL

Project engineer. The Southwest Campus Transportation Improvements project included the extension of IFAS Research Drive to the intersection of Southwest 23rd Terrace at Southwest Archer Road along with other campus roadway improvements. As part of this project, Kimley-Horn prepared an Intersection Control Evaluation (ICE) study and coordinated with the Florida Department of Transportation (FDOT) to determine the proposed improvements at the intersection of Southwest 23rd Terrace and Archer Road. Following the ICE study, Kimley-Horn prepared the design plans for the realignment of Southwest 23rd Terrace and the improvements at the intersection at Archer Road including a new traffic signal.

Northwest 23rd Avenue Resurfacing, Gainesville, FL — Project manager. Kimley-Horn is providing professional consultant services for the resurfacing and roadway improvements project. Specific services include roadway plans and design analysis, utility coordination, permitting through the St. Johns River Water Management District (SJRWMD) and the Florida Department of Transportation (FDOT).

UF-644 Inner Road, Gainesville, FL — Project engineer. The University's Campus Master Plan includes rebuilding Inner Road from one-way to two-way traffic from Southwest 13th Street to Newell Road. As part of this project, Kimley-Horn prepared an ICE study for submittal to the Florida Department of Transportation (FDOT). Following the ICE study, Kimley-Horn prepared the design plans for the addition of a northbound left-turn lane and traffic signal modifications at the intersection of Inner Road and Southwest 13th Street. The project is currently under construction with a project completion date of 2024.

Northwest 184th Road On-Street Parking, High Springs, FL — Project manager. Kimley-Horn prepared sketches and civil construction plans for the project. The project includes sidewalk lighting, planting plan, irrigation, permitting services, post-design services, a stormwater impact evaluation, and grant administration services.

Northwest 53rd Avenue Sidewalk, Gainesville, FL — Project manager. Kimley-Horn is prepared design services and construction plans to fill in the sidewalk gap along the south side Northwest 53rd Avenue. The sidewalk is 500 feet long, five feet wide, and will include two ditch crossings. Specific services include sidewalk design and plans, drainage design, utility coordination and permitting services.

C. Qualifications of Firm

Response to Proposer Expertise Questions

PROPOSER EXPERTISE QUESTIONS

Choose up to 5 projects from the list of projects provided in Attachment A that your firm feels would be a good fit based upon your areas of expertise. Describe why your firm should be chosen to work on each specific project.

	Project Name	Project Description	Why your firm would be a good fit for this project
1	Morningside Nature Center Improvements	Please see description in Attachment A	Please see attached page
2	Nature Park Improvements and Repairs (Various Parks)	Please see description in Attachment A	Please see attached page
3	Improve Bikeway and Trail Connections - Multiple Projects	Please see description in Attachment A	Please see attached page
4	Smokey Bear Park Improvements	Please see description in Attachment A	Please see attached page
5	Tom Petty Park Improvements	Please see description in Attachment A	Please see attached page

This page must be completed and uploaded to DemandStar.com with your Submittal.

E-Bidding Document - RFQ (CCNA) - Page 29 of 31

Our dedicated staff has a long and successful track record of completing similar projects to those listed in Attachment A, both on time and within budget. Based on our areas of expertise, the five projects chosen from the Proposer Expertise Questions (Attachment A, Section i.), would be a great fit for our team.

I. Morningside Nature Center Improvements

The Kimley-Horn team offers the programming and master planning experience needed for this project. In addition, we have fostered beneficial relationships with local architects who we can partner with to provide the nature center design. Our professionals have also worked with the Parks, Recreation and Cultural Arts (PRCA) stakeholders on the WSPP Boulware Springs project, as well as other City projects. The PRCA may be involved in several of the anticipated projects, and from our prior experience, we know the importance of balancing recreational access with natural resource protection. If needed, we can assist with presentations to the City of Gainesville Nature Centers Commission Advisory Board.

Regarding the proposed boardwalks, we provided the WSPP team with research on various lumber standards and boardwalk details for sensitive creek environments for the proposed bridge at WSPP Oakview Park. Our prior experience will prove useful for the design of the proposed boardwalk and overlook for the Morningside Nature Center improvements.

Our team understands that Morningside is a valuable and unique Sandhill preserve. We have in-house environmental scientists that can assist our local team in surveying and advising and offer guidance on how to protect the listed plant and animal species throughout the design process.

II. Nature Park Improvements & Repairs

As with the Morningside Nature Center project, our team of landscape architects and civil engineers are well positioned to offer master planning services for various site projects. Where possible, Kimley-Horn's team has the skill to explore workable and permittable solutions to seek low impact or nature-based design solutions. Like Morningside, our experience with boardwalk design, relationships with PRCA stakeholders, and our in-house environmental services may prove useful in the Nature Park Improvements and Repairs.

III. Improve Bikeway and Trail Connections

The Kimley-Horn team has extensive bikeways and trails experience including WSPP projects as well as on other previous projects in Gainesville and throughout the state. We are currently working on the WSPP Sweetwater Trail Phase 2, and our professionals have experience on the Phase 1 portion of this trail as well. Our team has designed trails throughout the area including portions of the Archer Braid Trail, Tower Road Sun Trail, SW 8th Ave Multi-Use Path, and the Sweetwater Trail (some with other firms). Each trail added safe, dedicated multi-modal connectivity that was not present prior to the project. Our professionals' experience also includes cultural trails, including most recently working with the Gainesville Community Redevelopment Agency on the Heritage Trail in 5th Avenue/Pleasant Street CRA District. Elisabeth has also served on the Florida Greenways and Trails Board, a statewide advisory non-profit focused on regional trail planning, for two terms. Collectively, this experience will help inform future WSPP trail projects regarding typical design and construction issues, trends, local stakeholders, and budgeting. Our multi-disciplinary Kimley-Horn team of roadway, transportation, civil, and landscape architecture professionals are well suited for any type of trail project and can address the full range of issues to ensure an accessible, beautiful, and well connected trail system.

IV. Smokey Bear Park Improvements

The Smokey Bear Park resembles our experience with WSPP Oakview Park including the need for master planning, design of neighborhood-level park improvements, and repurposing of the existing building. To be efficient and adhere to the expected schedule and budget, we can utilize the lessons learned from our experience with WSPP Oakview Park.

As we have previously mentioned, our established relationships with local architects, geotechnical engineers, and structural engineers present reliable and methodical resources for the assessments of buildings and other structures. The Smokey Bear Park is important to many families who live in the surrounding neighborhoods and for those within walking distance. Provided these details, our team anticipates the project will require public involvement for programming and master planning.

V. Tom Petty Park Improvements

From the project description provided in Attachment A, the scope of services for the Tom Petty Park Improvements project is similar those we experienced in WSP's Northside Park project. The Tom Petty Park project may require the development of a master plan with a focus on sport court improvements.

Similar to our experience at WSP Northside Park, we designed and engineered the new double racquetball court and pickleball courts with lighting. Our team understands the support elements necessary to ensure effective improvements are made to the area. Shaded seating, gathering and picnic areas, and rental and storage facilities are supporting elements, which contribute to the overall value of project improvements. These support features were included in the WSP Northside Park project and contributed to the project's success.

The Kimley-Horn team has provided master planning for hundreds of park projects. With this experience, we can visualize the "big picture" and develop a masterplan that will accommodate the future demands of the park. Our ability to look beyond the parameters of a project, saves our client's time and money while capitalizing on a project's potential.

Statement of Qualifications

Kimley-Horn is a full-service, employee-owned, multidisciplinary consulting firm offering a broad range of engineering, planning, landscape architecture, and environmental services to clients in both the private and public sectors. Over the years, we have grown from a small group of engineers and planners to one of the most respected consulting firms in the nation. Today, Kimley-Horn has more than 6,700 employees in more than 120 offices across the United States and Puerto Rico, offering a full range of consulting services to local, regional, national, and international clients.

Our history with clients in Florida has demonstrated our ability to assemble a diverse team of in-house professionals from our local offices throughout the state. Kimley-Horn has the size, diversity of talent and services, and proven history of producing innovative, award-winning designs. We take great pride in the strength of our resources, our integrity as a firm, and the character of our people. Throughout the firm's growth, we have come to appreciate the value and importance of remaining true to our roots, focusing on our local clients, and providing them with the personalized and responsive service they deserve. Kimley-Horn is a firm with many disciplines, but one expertise: making our clients successful.

Our team of professionals have a wide variety of parks and trails experience throughout the State of Florida. We have extensive firsthand experience with public facilitation and consensus building, needs assessments, program development, master planning, development of design standards and guidelines, design and construction documents, permitting services, and urban forestry. We have assisted clients in the development of active and passive parks, multimodal trail systems, nature centers, wayfinding systems, design standards and guidelines, urban forestry management plans, and multipurpose athletic complexes.

The Kimley-Horn team, led by project manager **C. Elisabeth Manley, PLA, ASLA**, is dedicated to exceeding your expectations and will collaborate across disciplines to provide you with creative solutions and value on all of your projects. Our clients consistently tell us that Kimley-Horn provides a better experience. That's the truth behind our reputation—**with Kimley-Horn, you can expect more and experience better.**

Kimley-Horn is in compliance with applicable State and Federal professional licensing laws: Please see the exhibits section for applicable licenses. We also carry the required insurance and will give the City 30 days written notice (except the City will accept ten (10) days written notice for non-payment) prior to cancellation or material change in coverage, with the amounts as noted in the sample COI within the following exhibits section.

Appendix

REVISED BID COVER (CCNA)City of
Gainesville**Procurement Division**
(352) 334-5021(main)

Issue Date: March 27, 2023

REQUEST FOR QUALIFICATIONS: # WSPP-230022-WB

Professional Design Services for WSPP Projects

PRE-PROPOSAL MEETING: ☒ Non-Mandatory ☐ Mandatory ☐ N/A ☐ Includes Site Visit
DATE: April 5, 2023 **TIME:** 9:00 AM (local time)
LOCATION: [Join ZOOM Meeting](#)

QUESTION SUBMITTAL DUE DATE: April 12, 2023*All meetings and submittal deadlines are Eastern Time (ET).***DUE DATE FOR UPLOADING PROPOSAL:** Wednesday, April 19, 2023 @ 3:00pm

SUMMARY OF SCOPE OF WORK: The City of Gainesville is requesting submission of Statements of Qualifications from Professional firms with expertise in parks, recreation and cultural affairs projects. We are seeking to negotiate design and design support service contracts to support parks, recreation and cultural affairs projects, preferable in a 3 year contract format with 2 optional one-year extensions.

For questions relating to this solicitation, contact: Wendy Byrne ByrneWM@cityofgainesville.org

Bidder is not in arrears to City upon any debt, fee, tax or contract: ☒ Bidder is NOT in arrears ☐ Bidder IS in arrears
Bidder is not a defaulter, as surety or otherwise, upon any obligation to City: ☒ Bidder is NOT in default ☐ Bidder IS in default

Bidders who receive this bid from sources other than City of Gainesville Procurement Division or DemandStar.com MUST contact the Procurement Division prior to the due date to ensure any addenda are received in order to submit a responsible and responsive offer. Uploading an incomplete document may deem the offer non-responsive, causing rejection.

ADDENDA ACKNOWLEDGMENT: Prior to submitting my offer, I have verified that all addenda issued to date are considered as part of my offer: Addenda received (list all) # Addendum No. 1, Addendum No. 2, Addendum No. 3

Legal Name of Bidder: Kimley-Horn and Associates, Inc.DBA: N.A.Authorized Representative Name/Title: Chris Towne, P.E., Assistant SecretaryE-mail Address: Chris.Towne@kimley-horn.comFEIN: 560885615Street Address: 800 SW 2nd Avenue, Suite 100, Gainesville, FL 32601Mailing Address (if different): N.A.Telephone: (352) 415-1936Fax: (N.A.)

By signing this form, I acknowledge I have read and understand, and my business complies with all General Conditions and requirements set forth herein; and,

☒ Proposal is in full compliance with the Specifications.☐ Proposal is in full compliance with the Specifications except as specifically stated and attached hereto.**SIGNATURE OF AUTHORIZED REPRESENTATIVE:** **SIGNER'S PRINTED NAME:** Chris Towne, P.E., Assistant Secretary**DATE:** April 18, 2023*This page must be completed and uploaded to DemandStar.com with your Submittal.*

E-Bidding Document - RFQ (CCNA) - Page 1 of 31



Bid Number: WSPP-230022-WB
Bid Name: Professional Design Services for WSPP Projects

ADDENDUM NO. 1

Date: April 4, 2023

Bid Date: Wednesday, 4/19/23
at 3:00 P.M. (Local Time)

Bid Name: Professional Design Services for WSPP Projects

Bid No.: WSPP-230022-WB

NOTE: This Addendum has been issued only to the holders of record of the specifications.

The original Specifications remain in full force and effect except as revised by the following changes which shall take precedence over anything to the contrary:

1. Any questions shall be submitted in writing to the City of Gainesville Purchasing Division by 3:00 p.m. (local time), April 12, 2023. Questions may be submitted as follows:
Email: byrnewm@cityofgainesville.org
or
Faxed (352) 334-3163
Attention: Wendy Byrne
2. Please find attached:
 - a) Copy of the cone of silence information (Financial Procedures Manual Section 41-524 Prohibition of Lobbying in Procurement Matters).
3. The following from the Bid Document information has changed:

*****IMPORTANT NOTICE REGARDING PRE-PROPOSAL MEETING*****
The scheduled meeting will occur via ZOOM, NOT Teams;
the information to join is provided below. Attendance is not required.

[WSPP-230022-WB Non-Mandatory Pre Bid Zoom Meeting](#)

The following are answers/clarifications to questions received since issuance of the RFQ:

4. Question: There is a Teams link in the RFP. Is this still the best link to use to join the meeting?
Answer: **NO; please see the link and information provided above.**
5. Question: Can you clarify if the Scope and Related Services (section 2.2 of the Bid Document) is stating that we can submit on just one of these services, or we need to have experience in one or more of the

Bid Number: WSPP-230022-WB
Bid Name: Professional Design Services for WSPP Projects

areas? For example, can we just submit a team of landscape architects? Or do we need to include a full service team in our submittal?

Answer: You can submit a proposal just to cover the services most suited to your company.

6. Question: Can we include a cover before the bid cover?

Answer: Yes

7. Question: Can we include a Table of Contents?

Answer: Yes

8. Question: Can we include a cover letter?

Answer: Yes

9. Question: Is the City looking to award a team of consultants to include all services, or can we submit a proposal just to cover the services that we provide in-house?

Answer: You can submit a proposal just to cover the services most suited to your company.

10. Question: For the Non-mandatory pre-proposal meeting attendees should pre-register to attend, but I am not seeing that link. Also, on page 3 it refers to the pre-proposal meeting as a “Zoom” meeting, but the link is “Teams”. Will you please confirm which platform will be used for the non-mandatory meeting and if we are to pre-register for it.

Answer: **The scheduled meeting will occur via ZOOM, NOT Teams;**
the information to join is provided below. Attendance is not required.

[WSPP-230022-WB Non-Mandatory Pre Bid Zoom Meeting](#)

11. Question: For the Proposer Expertise Questions form (selected projects from Attachment A), can firms re-format this form as long as all requested information is included? Additionally, is this page limited to 1 page?

Answer: Please do not reformat the page; if additional space is needed, please add pages.

12. Question: If we need additional space for our responses in the Proposer Expertise Questions form can we re-create the form to use additional pages?

Answer: Yes, you may do so.

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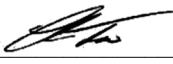
Bid Number: WSPP-230022-WB
Bid Name: Professional Design Services for WSPP Projects

ACKNOWLEDGMENT: Each Proposer shall acknowledge receipt of this Addendum No. 1 by his or her signature below, **and a copy of this Addendum to be returned with proposal.**

CERTIFICATION BY PROPOSER

The undersigned acknowledges receipt of this Addendum No. 1 and the Proposal submitted is in accordance with information, instructions, and stipulations set forth herein.

PROPOSER: Kimley-Horn and Associates, Inc.

BY: Chris Towne, P.E., Assistant Secretary 

DATE: April 18, 2023

CITY OF _____ FINANCIAL SERVICES GAINESVILLE PROCEDURES MANUAL

41-524 Prohibition of Lobbying in Procurement Matters

Except as expressly set forth in Resolution 170116, Section 9, during the Cone of Silence as defined herein no person may lobby, on behalf of a competing party in a particular procurement process, City Officials or employees, except the Procurement Division or the procurement designated staff contact person. Violation of this provision shall result in disqualification of the party on whose behalf the lobbying occurred.

Cone of Silence period means the period between the issue date which allows for immediate submittals to the City of Gainesville Procurement Division in response to an invitation to bid, or a request for proposal, or qualifications, or information, or an invitation to negotiate, as applicable, and the time that City Officials or the Procurement Division, or City Department awards the contract.

Lobbying means when a person seeks to influence or attempt to influence City Officials or employees with respect to a decision of the City, except as authorized by procurement procedures.



WSPP-230022-WB
Professional Design Services for WSPP Projects

ADDENDUM NO. 2

Date: April 6, 2023

Bid Date: April 19, 2023
at 3:00 P.M. (Local Time)

Bid Name: Professional Design Services for WSPP Projects

Bid No.: WSPP-230022-WB

NOTE: This Addendum has been issued only to the holders of record of the specifications and to the attendees of the non-mandatory pre-bid conference held on April 5, 2023.

The original Specifications remain in full force and effect except as revised by the following changes, which shall take precedence over anything to the contrary:

1. Please find attached:

- a) Questions submitted by potential bidders who attended the non-mandatory pre-bid conference on April 5, 2023, via Zoom as well as questions submitted via email prior to and immediately following the pre-bid conference.
- b) Copy of the Code of Silence information (Financial Procedures Manual Section 41-524 Prohibition of Lobbying in Procurement Matters).

ADDENDUM #2 – Questions and Answers

Question1: Do you want us to submit for specific projects, or assemble the best team with several different services for all potential projects?

Answer1: We want to know what projects your company would be a great fit for, with the caveat that the list is not all inclusive of everything we are going to be working on. It can be a variety of teams or just whatever your company is best suited to work on.

Question2: Do any of the projects have budgets already?

Answer2: The City Commission has not approved budgets for any future projects; the scope of work for each project needs to be more “dialed in” before we can get a budget number.

Question3: Is the City looking to build a pool of contractors?

Answer3: That is the goal. This is not a single award situation. We could contract with multiple firms. We are looking for design and design support services to supply a wide array of our needs.

Question4: Are you looking for only our qualifications, not qualifications for us as a team member with other consultants?

- Answer4:** You are welcome, in your submittal, to discuss teams in the context of what your firm can handle/put together. Does your firm want to be the project lead and submit out a variety of other services, or do you only work one a more narrow scope?
- Question5:** If a firm plans to submit as a prime consultant, does that make them ineligible to submit as a sub-consultant on another team?
- Answer5:** No; on previous RFQs and projects we have seen team overlap.
- Question6:** Regarding local preference, are there specific points awarded for being local?
- Answer6:** This isn't construction so there is no local preference per se; if you have a talent that we cannot source locally, then we will certainly work with vendors outside Alachua County.
- Question7:** So, the City is looking at, for example, The Thomas Center wholesale improvements. The City is the funding source, but would there be other representatives within the City that might lead that project as far as supervising historic architectural improvements, or are you going to be in charge of everything?
- Answer7:** Betsy Waite and Peter McNiece will be facilitating but relying on input from stakeholders both internal and external.
- Question8:** Are you going to require a 330 form or do you want us to just follow the 330 profile numbers for the Scope and Related Services in Section 2.2?
- Answer8:** The form is not required, but please follow 330 profile numbers in describing what your company provides.
- Question9:** Is the City looking for teams led by Architecture or Civil, or can MEP firms submit as Prime for only MEP services?
- Answer9:** The City's Wild Spaces & Public Places program is interested in having a wide variety of professional firms on continuing service contracts. While our larger projects often require civil engineering, landscape architecture, architecture and MEP we do sometimes have projects that only require one specialty. I'd encourage smaller firms to submit individual proposals so we can contract with you directly. Sometimes the Wild Spaces & Public Places program needs a photometric lighting design, a topographic survey, soil borings or other specialty work. We contract with MEP, survey, geotechnical and other specialty firms directly.
- Question10:** The RFQ says "Scope says the firm(s) selected should be able to provide expertise in one or more of the areas listed below..." If MEP/FP firms submit as Prime, are we required to have one of the other bulleted disciplines as a subconsultant?
- Answer10:** No, you are not required to submit more than one area of expertise.

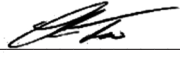
WSPP-230022-WB
Professional Design Services for WSPP Projects

ACKNOWLEDGMENT: Each Proposer shall acknowledge receipt of this Addendum No. 2 by his or her signature on the following page, **and a copy of this Addendum No. 2 is to be returned with proposal.**

CERTIFICATION BY PROPOSER

The undersigned acknowledges receipt of this Addendum No. 2 and the Proposal submitted is in accordance with information, instructions, and stipulations set forth herein.

PROPOSER: Kimley-Horn and Associates, Inc.

BY: Chris Towne, P.E., Assistant Secretary 

DATE: April 18, 2023

CITY OF _____ FINANCIAL SERVICES GAINESVILLE PROCEDURES MANUAL

41-524 Prohibition of Lobbying in Procurement Matters

Except as expressly set forth in Resolution 170116, Section 9, during the Cone of Silence as defined herein no person may lobby, on behalf of a competing party in a particular procurement process, City Officials or employees, except the Procurement Division or the procurement designated staff contact person. Violation of this provision shall result in disqualification of the party on whose behalf the lobbying occurred.

Cone of Silence period means the period between the issue date which allows for immediate submittals to the City of Gainesville Procurement Division in response to an invitation to bid, or a request for proposal, or qualifications, or information, or an invitation to negotiate, as applicable, and the time that City Officials or the Procurement Division, or City Department awards the contract.

Lobbying means when a person seeks to influence or attempt to influence City Officials or employees with respect to a decision of the City, except as authorized by procurement procedures.



ADDENDUM NO. 3

Date: April 17, 2023

Bid Date: April 19, 2023
at 3:00 P.M. (Local
Time)

Bid Name: Professional Design Services for WSPP Projects
Bid No.: WSPP-230022-WB

NOTE: This Addendum has been issued only to the holders of record of the specifications and to the attendees of the non-mandatory pre-bid conference held on April 5, 2023.

The original Specifications remain in full force and effect except as revised by the following changes, which shall take precedence over anything to the contrary:

1. Please find attached:
 - a) Questions submitted by potential bidders via email prior to the question submittal due date of April 12, 2023.
 - b) Copy of the Cone of Silence information (Financial Procedures Manual Section 41-524 Prohibition of Lobbying in Procurement Matters).

ADDENDUM #3 – Questions and Answers

Question1: Can you clarify if the City is wanting exceptions to just the contractual language in the sample contract, or are you wanting anything we have an exception to in the RFQ?

Answer1: We need to know of anything you have an exception to in the RFQ.

Question2: Regarding RFQ #WSPP-230022-WB, in Part 8 of the RFQ, the Standard Contract, would the City consider the following revisions:
3.1 – Standard of Care: Change the word “consequential” to “direct”
3.5 - Change the word “reason” to “reasonable cause”
13.0 – Both Professional Liability and Worker’s Comp insurance cover the consulting firm from either errors and omissions or from employee injury. Neither are insuring the City. Can the requirement for listing the City as additional insured be eliminated?

WSPP-230022-WB
Professional Design Services for WSPP Projects

Can a Limit of Personal Liability clause be added to the end of the agreement?

Answer2: Re: 3.1 – in this instance we believe the intent of the wording is “resulting”;
“direct” would exclude “Indirect” damages.
Re: 3.2: no objection to making that change
Re: 13.0: we will discuss if your firm is awarded a contract.

Question3: We would like to submit on the above referenced RFQ. We have requested our zoning compliance permit through COG. This is the first time I have seen a request of such. If we do not receive the verification back in time, will this disqualify us from submitting?

Answer3: No, it will not disqualify you from submitting.

Question4: If we are submitting a team of consultants, do they also need to submit their experience under Project Understanding and Approach? Should our consultants also submit the Proposer Expertise Questions form?

Answer4: Yes. We want to know what projects your company would be a great fit for. If your firm routinely works in collaboration with external consultants to complete projects (rather than operating independently) then please elaborate on the experiences and expertise of everyone within the team. You are welcome, in your submittal, to discuss teams in the context of what types of projects your firm is best suited. Does your firm want to be the project lead and sub out a variety of other services (on complex projects), or do you prefer a more narrow scope?

Question5: Section 2.5 of the Sample Contract states “The CITY may use the CONSULTANT as a subject matter expert.” Is the expectation to provide both Professional Design services and Expert services, such as providing expert testimony, etc?

Answer5: The majority of task assignments under this RFQ will be for design and design support services, but there may be an occasion where Expert services, such as providing expert testimony are needed. If your company provides these services please highlight staff’s expertise in your response.

Question6: Section 15.0 of the Same Contract states, “TERMINATION. Termination shall be governed by the RFQ, Section III.C.” The contract references back to the RFQ but this RFQ has no such language. Can you provide the language for Section III.C.?

Answer6: The termination clause was inadvertently left out of this RFQ template. Please see below for the termination clause -

C. TERMINATION

Termination for Default - Remedies for Breach

If the Consultant fails to observe or perform or is guilty of a substantial violation of any provision of the Contract documents, then the City, after serving at least ten days’ written notice to the Consultant of its intent to

WSPP-230022-WB
Professional Design Services for WSPP Projects

terminate and after such default shall continue unremedied for a period of ten days, may terminate the Contract without prejudice to any other rights or remedies it may have under this Contract.

*If, after default under this subsection, it is determined for any reason that Consultant was not in default, or that its default was excusable, or that City is not entitled to the remedies against Consultant provided herein, then Consultant's remedies against City shall be the same as and limited to those afforded Consultant pursuant to the subsection title **TERMINATION FOR CONVENIENCE** which appears below.*

Termination for Convenience

City shall have the right to terminate this Contract, in whole or in part, without cause, upon seven (7) calendar days' written notice to Consultant. In the event of such termination for convenience, Consultant's recovery against City shall be limited to that portion of the contract price earned through the date of termination, together with any retainage withheld and direct and immediate termination expenses incurred, but Consultant shall not be entitled to any other or further recovery against City.

Termination of the contract or a portion thereof, for cause or convenience, shall neither relieve the Consultant of its responsibilities for the completed work nor shall it relieve his/her surety of its obligation for and concerning any just claim arising out of the work performed.

Question7: We are seeking clarification on the following:

3.2 i. Investigation of Alleged Wrongdoings, Litigation/Settlements/Fines/Penalties •

The City Commission specifically requests that responders to this document indicate in writing any investigations of wrongdoings, litigation and/or settlements, and fines or penalties (anywhere in the U.S.) involving the bidder and specific contractors listed as projected to provide services to the City. You may be required to respond to questions on this subject matter.

Are you asking for litigation from the Bidder only or litigation between the Bidder and specific contractors that we may work with on this project?

If it is with contractors on this project, can you please list them?

Answer7: We are looking for litigation against the bidder OR any subcontracts they may use. Not....the bidder AND subcontractors.

WSPP-230022-WB
Professional Design Services for WSPP Projects

ACKNOWLEDGMENT: Each Proposer shall acknowledge receipt of this Addendum No. 3 by his or her signature on the following page, **and a copy of this Addendum No. 3 is to be returned with proposal.**

CERTIFICATION BY PROPOSER

The undersigned acknowledges receipt of this Addendum No. 3 and the Proposal submitted is in accordance with information, instructions, and stipulations set forth herein.

PROPOSER: Kimley-Horn and Associates, Inc.

BY: Chris Towne, P.E., Assistant Secretary



DATE: April 18, 2023

CITY OF _____ FINANCIAL SERVICES GAINESVILLE PROCEDURES MANUAL

41-524 Prohibition of Lobbying in Procurement Matters

Except as expressly set forth in Resolution 170116, Section 9, during the Cone of Silence as defined herein no person may lobby, on behalf of a competing party in a particular procurement process, City Officials or employees, except the Procurement Division or the procurement designated staff contact person. Violation of this provision shall result in disqualification of the party on whose behalf the lobbying occurred.

Cone of Silence period means the period between the issue date which allows for immediate submittals to the City of Gainesville Procurement Division in response to an invitation to bid, or a request for proposal, or qualifications, or information, or an invitation to negotiate, as applicable, and the time that City Officials or the Procurement Division, or City Department awards the contract.

Lobbying means when a person seeks to influence or attempt to influence City Officials or employees with respect to a decision of the City, except as authorized by procurement procedures.

DRUG-FREE WORKPLACE FORM

The undersigned bidder in accordance with Florida Statute 287.087 hereby certifies that

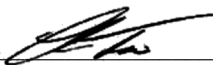
Kimley-Horn and Associates, Inc.

does:

(Name of Proposer)

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for the drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).
4. In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

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



Bidder's Signature

April 18, 2023

Date

In the event of a tie bid, bidders with a Drug Free Workplace Program will be given preference. To be considered for the preference, this document must be completed and uploaded to DemandStar.com with your Submittal.

E-Bidding Document - RFQ (CCNA) - Page 27 of 31

BIDDER VERIFICATION FORM**LOCAL PREFERENCE** (Check one)Local Preference requested: ☐ YES ☒ NOA copy of your **Business Tax Receipt** must be included in your submission if you are requesting Local Preference:**QUALIFIED SMALL BUSINESS AND/OR SERVICE DISABLED VETERAN BUSINESS STATUS** (Check one)Is your business qualified, in accordance with the City of Gainesville's Small Business Procurement Program, as a local Small Business? ☐ YES ☒ NOIs your business qualified, in accordance with the City of Gainesville's Small Business Procurement Program, as a local Service-Disabled Veteran Business? ☐ YES ☒ NO**REGISTERED TO DO BUSINESS IN THE STATE OF FLORIDA**

Is Bidder registered with Florida Department of State's, Division of Corporations, to do business in the State of Florida?

☒ YES ☐ NO (refer to Part 1, 1.6, last paragraph)If the answer is "YES", provide a copy of SunBiz registration or SunBiz Document Number (# 821359)

If the answer is "NO", please state reason why: _____

DIVERSITY AND INCLUSION (Applies to solicitations above \$50,000)Does your company have a policy on diversity and inclusion? ☒ YES ☐ NO

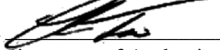
If yes, please attach a copy of the policy to your submittal.

*Note: Possessing a diversity and inclusion policy will have no effect on the City's consideration of your submittal, but is simply being requested for information gathering purposes.*Kimley-Horn and Associates, Inc.

Bidder's Name

Chris Towne, P.E., Assistant Secretary

Printed Name/Title of Authorized Representative



Signature of Authorized Representative

04/18/2023

Date

This page must be completed and uploaded to DemandStar.com with your Submittal.

E-Bidding Document - RFQ (CCNA) - Page 28 of 31

Kimley-Horn's Diversity & Inclusion Committee's Mission Statement

Consistent with our culture, Kimley-Horn is committed to an environment that is inclusive and where diversity is embraced, valued, and celebrated. We want our employees to feel connected and empowered in their careers and in service to our clients and communities. By recruiting, mentoring, developing, and retaining diverse staff at all levels, we can fuel innovation and increase our competitive advantage within the marketplace.

Form
W-9
(Rev. October 2018)
Department of the Treasury
Internal Revenue Service**Request for Taxpayer
Identification Number and Certification**► Go to www.irs.gov/FormW9 for instructions and the latest information.**Give Form to the
requester. Do not
send to the IRS.**Print or type.
See Specific Instructions on page 3.**1** Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.**Kimley-Horn and Associates, Inc.****2** Business name/disregarded entity name, if different from above**3** Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.☐ Individual/sole proprietor or single-member LLC☒ C Corporation☐ S Corporation☐ Partnership☐ Trust/estate☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ►**Note:** Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.☐ Other (see instructions) ►**4** Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):Exempt payee code (if any) **5**

Exemption from FATCA reporting code (if any)

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.**421 Fayetteville Street, Suite 600****6** City, state, and ZIP code**Raleigh, NC 27601****7** List account number(s) here (optional)

Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

				-				-				
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or**Employer identification number**

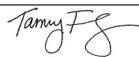
5	6	-	0	8	8	5	6	1	5
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Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

**Sign
Here**Signature of
U.S. person ►

Date ► 2/1/2023

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.


If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

Cat. No. 10231X

Form **W-9** (Rev. 10-2018)

On October 1, 2019, HB827/SB616 went into effect, creating the rules for Administrative Code 61G15, which removes the requirement that engineers obtain a separate engineering business license (certificate of authorization) for their engineering firm.

THE OFFICIAL SITE OF THE FLORIDA DEPARTMENT OF BUSINESS & PROFESSIONAL REGULATION



Florida
dbpr
Department of Business
& Professional Regulation

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[File a Complaint](#)
[Continuing Education Course Search](#)
[View Application Status](#)
[Find Exam Information](#)
[Unlicensed Activity Search](#)
[AB&T Delinquent Invoice & Activity List Search](#)

LICENSEE DETAILS
10:33:17 AM 12/14/2021
Licensee Information

Name:	KIMLEY-HORN AND ASSOCIATES, INC. (Primary Name) KIMLEY-HORN AND ASSOCIATES, INC. (DBA Name)
Main Address:	421 FAYETTEVILLE STREET SUITE 600 RALEIGH North Carolina 27601
County:	OUT OF STATE

License Information

License Type:	Registry
Rank:	Registry
License Number:	35106
Status:	Current
Licensure Date:	05/10/2021
Expires:	

THE OFFICIAL SITE OF THE FLORIDA DEPARTMENT OF BUSINESS & PROFESSIONAL REGULATION



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& Professional Regulation

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LICENSEE DETAILS
8:46:59 AM 4/25/2022
Licensee Information

Name:	MINGONET, MILTON SCOTT (Primary Name) KIMLEY-HORN AND ASSOCIATES INC (DBA Name)
Main Address:	189 SOUTH ORANGE AVENUE SUITE 1000 ORLANDO Florida 32801
County:	ORANGE

License Information

License Type:	Registered Landscape Architect
Rank:	Landscape Arc
License Number:	LA0001428
Status:	Current,Active
Licensure Date:	10/14/1991
Expires:	11/30/2023

State of Florida Department of State

I certify from the records of this office that KIMLEY-HORN AND ASSOCIATES, INC. is a North Carolina corporation authorized to transact business in the State of Florida, qualified on April 24, 1968.

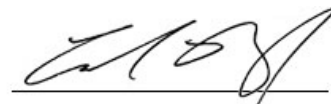
The document number of this corporation is 821359.

I further certify that said corporation has paid all fees due this office through December 31, 2023, that its most recent annual report/uniform business report was filed on February 22, 2023, 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 Twenty-second day of
February, 2023*

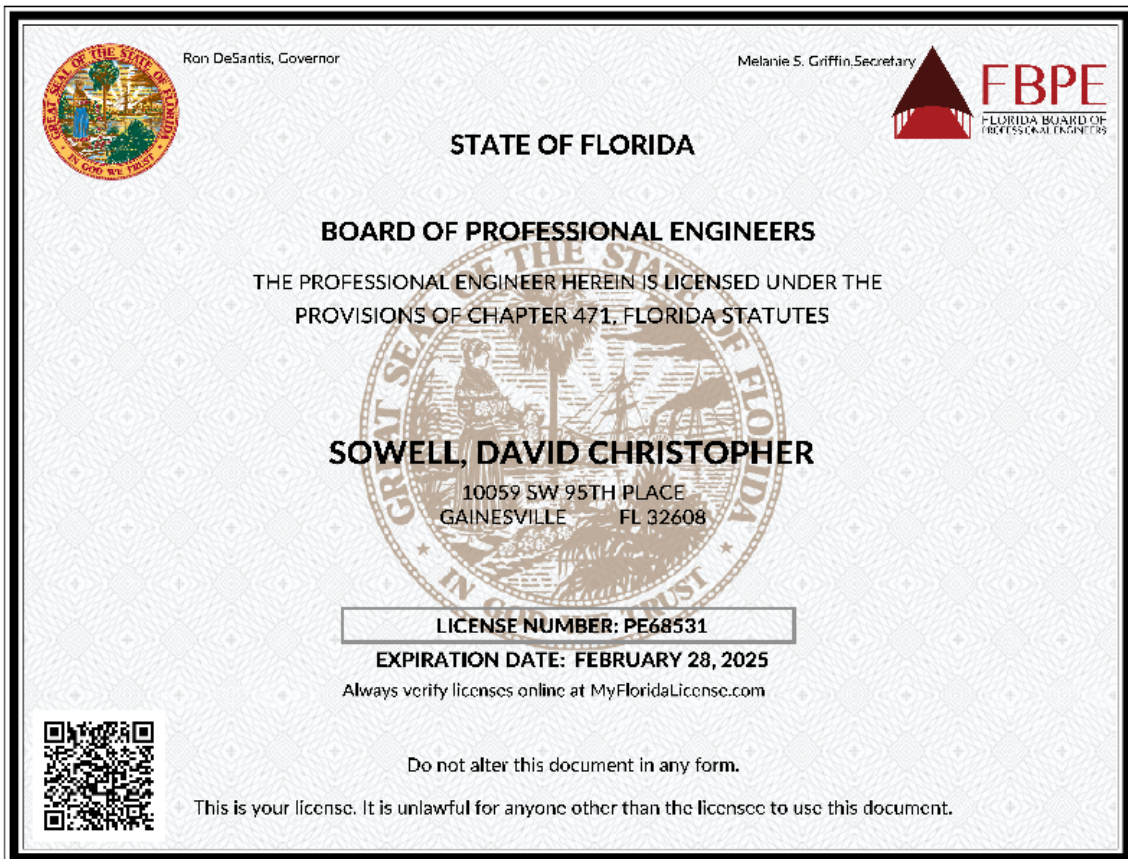
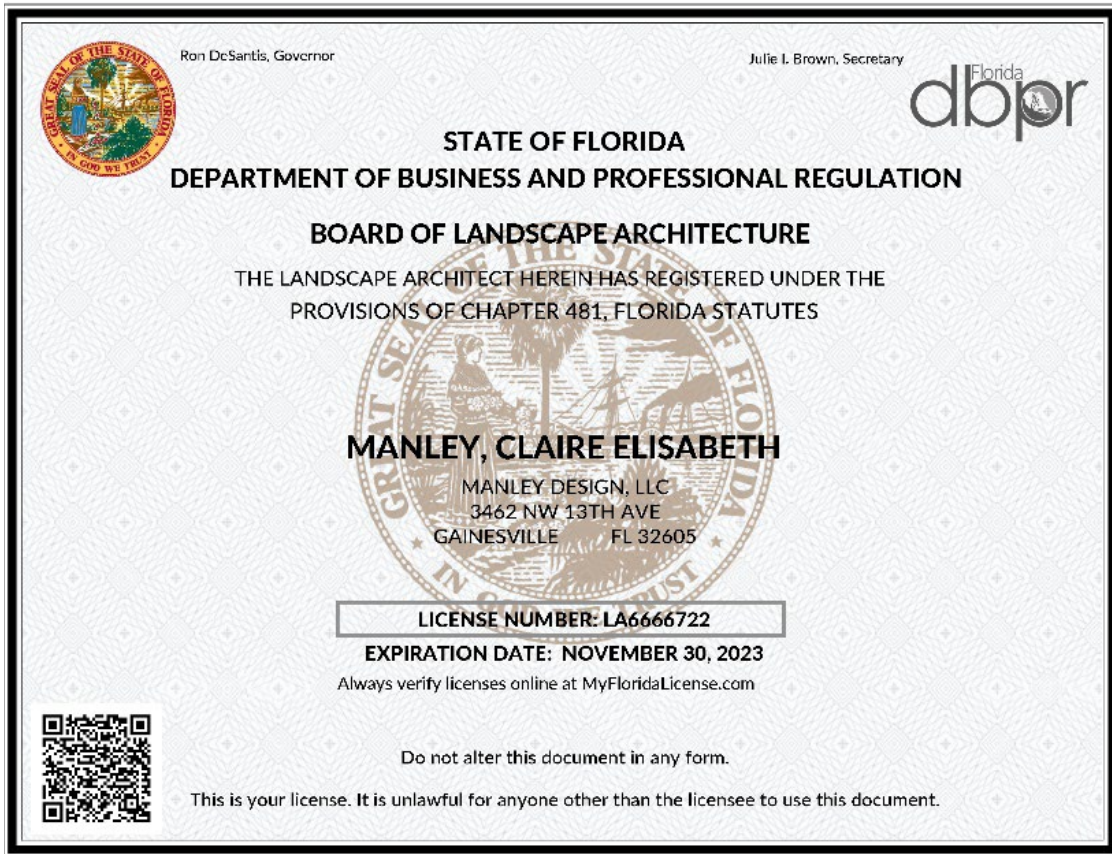


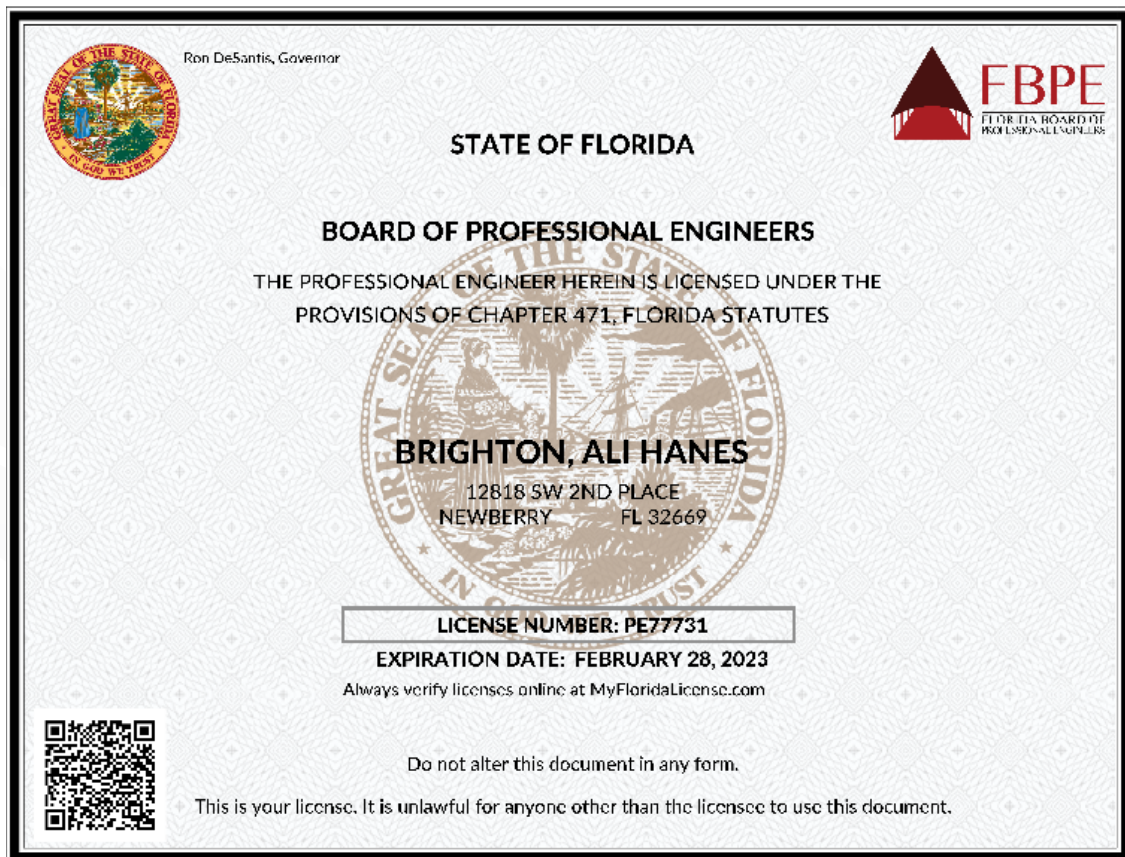
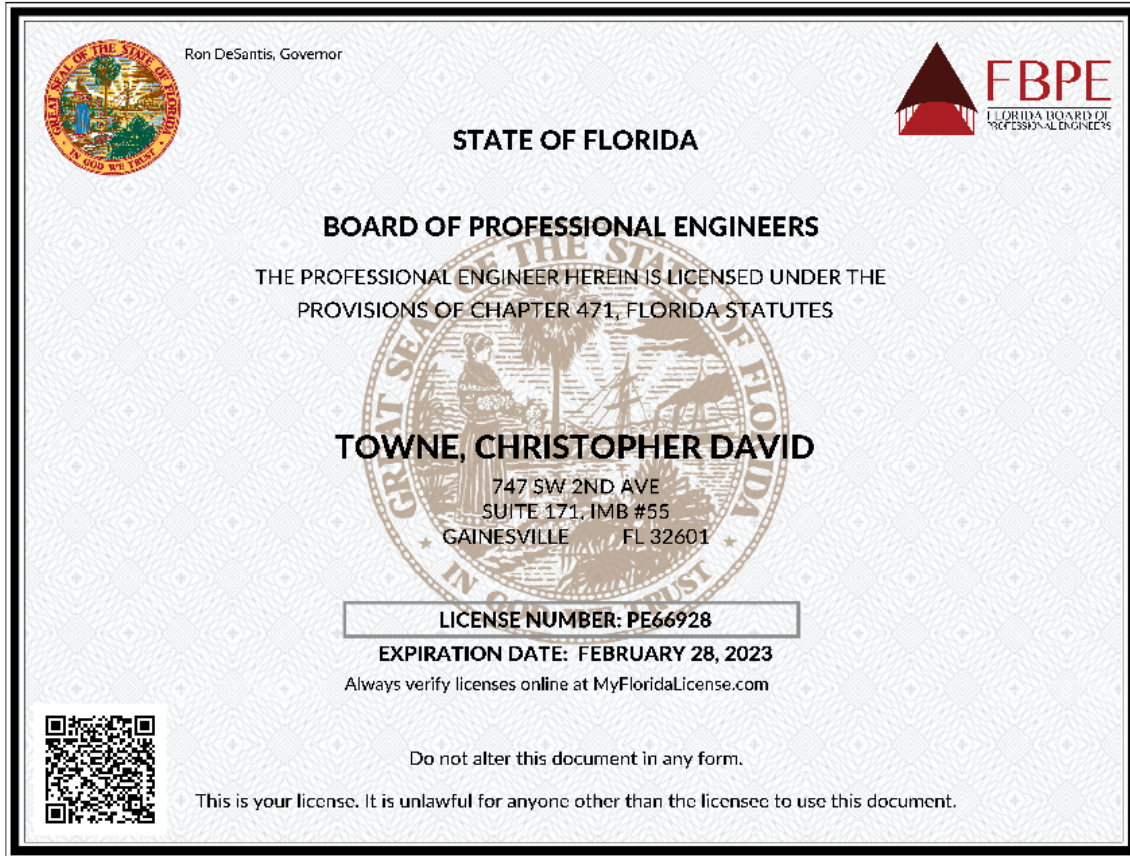

Secretary of State

Tracking Number: 9937240518CC

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

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





Client#: 238109

KIMCLASS

ACORD™

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/28/2023

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

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

PRODUCER Edgewood Partners Ins. Center 3780 Mansell Rd. Suite 370 Alpharetta, GA 30022	CONTACT NAME: Jerry Noyola PHONE (A/C, No, Ext): 770-220-7699 FAX (A/C, No): E-MAIL: greylingcerts@greyling.com ADDRESS:
INSURED Kimley-Horn and Associates, Inc. 421 Fayetteville Street, Suite 600 Raleigh, NC 27601	INSURER(S) AFFORDING COVERAGE INSURER A : National Union Fire Ins Co of Pittsburgh 19445 INSURER B : Allied World Assurance Co (U.S.) Inc. 19489 INSURER C : New Hampshire Insurance Company 23841 INSURER D : Lloyd's of London 085202 INSURER E : INSURER F :

COVERAGES

CERTIFICATE NUMBER: 23-24

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Contractual Liab GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC OTHER:			GL5268169	04/01/2023	04/01/2024	EACH OCCURRENCE \$2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$1,000,000 MED EXP (Any one person) \$25,000 PERSONAL & ADV INJURY \$2,000,000 GENERAL AGGREGATE \$4,000,000 PRODUCTS - COMP/OP AGG \$4,000,000 \$
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			CA4489663 (AOS) CA2970071 (MA)	04/01/2023 04/01/2023	04/01/2024 04/01/2024	COMBINED SINGLE LIMIT (Ea accident) \$2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED: <input checked="" type="checkbox"/> RETENTION \$10,000			03127930	04/01/2023	04/01/2024	EACH OCCURRENCE \$10,000,000 AGGREGATE \$10,000,000 \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	WC015893685 (AOS) WC015893686 (CA)	04/01/2023 04/01/2023	04/01/2024 04/01/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
D	Professional Liab			B0146LDUSA2304949	04/01/2023	04/01/2024	Per Claim \$2,000,000 Aggregate \$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Umbrella Follows Form with respects to General, Automobile & Employers Liability Policies.

CERTIFICATE HOLDER

CANCELLATION

Sample Certificate	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>D.H. Gillingham</i>
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ACORD 25 (2016/03) 1 of 1
#S5418314/M5396796

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JNO02

h. Exceptions to RFQ

We do not wish to submit exceptions at this time. We do not wish to include exceptions to the sample contract at this time.

i. Investigation of Alleged Wrongdoings, Litigation/Settlements/Fines/Penalties

Kimley-Horn and its subsidiaries have provided services in all 50 states and numerous countries. Because of the many and varied projects, we have completed, we are subject to various legal proceedings from time to time and in the ordinary course of business. None of the pending matters, if decided against Kimley-Horn, would have a material impact on our financial statements or impair in any way our ability to serve our clients. Generally, these matters are covered by insurance, and we consider them to be without merit. If you would like to discuss our legal matters in more detail, please contact Kimley-Horn's General Counsel, Richard Cook, at 919.677.2058.

WSPP 2024-2026 Planning Tool

Parks, Recreation and Cultural Affairs Department Project Priorities

PRCA Division	Project Title	Description of Project
Cultural	Thelma A. Boltin Center Improvements	New building, renovation or hybrid option
Cultural	Thomas Center "A" - Wholesale Capital Improvements & Wi-Fi Infrastructure	Elevator renovation, building rehabilitation, painting and other improvements. Replace or repair fountain. Add Wi-Fi Infrastructure.
Nature Ops	Morningside Nature Center Improvements	Complete a master plan for the park and construct a new nature center and other necessary improvements, to include replacement of the Cypress Dome Boardwalk and North Boardwalk. Construct Tupelo Marsh overlook.
Nature Ops	Nature Park Improvements & Repairs (Various Parks)	Boardwalk replacements, parking lot reconstruction and other necessary capital improvements
Park Ops	Albert "Ray" Massey Park Pickleball Courts	Construct 4 dedicated lit pickleball courts and an accessible pathway to the courts.
Park Ops	Improve Bikeway and Trail Connections - Multiple Projects	Continue to make connections for greater bike and trail access throughout the City. Trails may include but are not limited to the following: SE 8th Avenue Trail (GTEC building to Waldo Road), SE 15th Street Trail (Boulware Springs Park to SE 8th Avenue), 6th Street Trail (NW 16th Avenue to NW 23rd Avenue), 6th Street Trail (NW 23rd Avenue to NW 39th Avenue), NW 23rd Avenue Trail (NW 16th Terrace to NW 23rd Terrace), Sweetwater Greenway (Sixth Street Trail to E University Ave), Eastside Loop Trail (Hawthorne Rd to Cone Park), Eastside Loop Trail (Cone Park to Waldo Rd Greenway), NW 53rd Ave Trail (NW 34th Blvd to Hwy 441) and SW 40th Blvd Trail (Archer Road to SW 62nd Blvd extension). Evaluate a pump/skills course being added for trail cyclists.
Park Ops	Woodland Park Improvements	Complete Woodland Park Improvements. Replace or repaint the basketball goals, baskets and poles; purchase and install four benches with Vernon Maxwell Basketball Court inscribed in the back of each bench; design and install new signage naming the court the Vernon Maxwell Basketball Court; remove the tree stump and unused metal pole adjacent to the court; replace lights or lamps that need to be addressed in conjunction with these renovations. Coordinate with GHA for the development of the future trail and exterior renovations to the Boys and Girls Club Building.
Park Ops	Smokey Bear Park Improvements	Master plan for newly acquired southern portion of property. Needs assessment for the existing building on site (the old Forest Service Office). Expand park amenities.
Park Ops	Tom Petty Park Improvements	Remove, open or replace the existing racquetball courts, construct 4 dedicated lit pickleball courts and other improvements per the community's input.
Recreation	City Pool Improvements	Replace pool pumps and other upgrades as infrastructure reaches the end of its useful life.
Recreation	Albert "Ray" Massey Park Recreation Center Renovation	Wholesale Capital Improvements. Improvements to the recreation center may include HVAC, plumbing, electrical, roofing, lighting upgrades, finishes and fixtures, painting and other necessary repairs/improvements to include new furnishings.
Recreation	T.B. McPherson Recreation Center Renovation	Wholesale Capital Improvements. Improvements to the recreation center may include HVAC, plumbing, electrical, roofing, lighting upgrades, finishes and fixtures, painting and other necessary repairs/improvements to include new furnishings.

ATTACHMENT A