



# City of Gainesville #RTSX-240038-DS

Engineering and Design Services  
for Bus Stop Improvements - Phase II



*prepared by*

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*prepared for*

**The City of Gainesville**

**Procurement Division**  
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# A. RFQ Cover Page





## Cover Letter

May 23, 2024

Ms. Daphne Sesco  
Procurement Specialist III  
Procurement Division  
City of Gainesville  
200 E. University Avenue  
Gainesville, FL 32601

Dear Ms. Sesco,

JBPro has served Gainesville's Regional Transit System (RTS) for multiple decades and is excited to submit our proposal for the "Engineering and Design Services for Bus Stop Improvements Phase II" project. JBPro has assigned experienced teams with available capacity to deliver multiple phases of design deliverables over the life of the project. **Our team successfully completed Phase I of the Bus Stop Improvement project evaluating, designing, and bidding over 100 RTS bus stop upgrades in under a year (May 2023 to December 2023).**



100+ Bus Stop Design Improvements Were Completed by JBPro Last Year (2023)

From 2019 to 2020, our team performed a similar project for RTS stops in Alachua County in which we designed improvements for 26 RTS bus stops in Alachua County. We performed an initial assessment of the stops, identified deficiencies, and documented the required improvements for each stop. We then performed the design for each of the stops, adding shelters and accessibility improvements to each stop location.

In addition, we are currently serving the City of Gainesville through a contract to improve over 80 curb ramps to ADA standards and design construction plans for 8 of the larger bus shelters in the RTS system. Having performed the design for many other RTS shelters over the years as a trusted consultant to RTS, we are extremely confident in our ability to serve the City and RTS on this project.

### Why should the City of Gainesville select JBPro for Phase II of the Bus Stop Improvements?

- JBPro has successfully completed prior large-scale RTS Bus Stop Improvement projects.
- Our customized project schedule includes multiple design teams for efficient deliverables.
- No other firm can offer the experience and low rates that will maximize the project budget.
- We are one of the only small business, family-owned engineering firms in Gainesville.
- We create professional jobs for Gainesville and reinvest 100% of our profits locally.



We will provide a highly qualified and experienced team with organized project management and make a robust surveying and engineering team available to immediately tackle this project. JBPro has always been committed to serving our local jurisdiction, and if selected, we will be prepared to provide committed and exceptional service to the City of Gainesville and RTS. We have included our qualifications within the submittal in the manner prescribed in the RFQ, and we hope you will select JBPro to provide the services requested for this important community project.

Sincerely,

Jay Brown, PE  
President and Principal Engineer



## **B. Minimum Qualifications**

## Statement of Proper Licensing

JBPro, Inc. is properly licensed to practice in the State of Florida. You can find the applicable State and Professional licenses of our employees in Section I.

# *State of Florida Department of State*

I certify from the records of this office that JBROWN PROFESSIONAL GROUP INC. is a corporation organized under the laws of the State of Florida, filed on September 20, 2013.


The document number of this corporation is P13000078056.

I further certify that said corporation has paid all fees due this office through December 31, 2024, that its most recent annual report/uniform business report was filed on February 12, 2024, and that its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

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



  
*Secretary of State*

Tracking Number: 9415047826CC

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

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

## Project Personnel

JBPro has completed dozens of local transit improvement projects over the last 29 years of our history. JBPro was formed in 1995 with a focus on providing high-quality civil engineering and planning services within the North Central Florida area. JBPro is led by our two most highly skilled and experienced professional engineers **Jay Brown, PE**, and **Chris Potts, PE**. Jay Brown, PE is the Founder, President, and Principal Engineer of JBPro. Chris Potts, PE is the Director of Engineering for JBPro and leads our engineering production staff. We believe that Jay and Chris are both strong advocates and project leaders who will serve any RTS project exceptionally well. Jay Brown has been a professional engineer for 31 years and has earned a reputation of reliability, trustworthiness, attention to detail, and producing high quality designs for many successful and significant projects.



Since its founding in 1995, JBPro has served more than 600 clients and completed over two thousand engineering and surveying projects under Jay's leadership. Chris Potts has been a professional engineer and project manager for over 10 years and leads many JBPro engineering projects, providing unmatched quality control in reviewing design plans, and assuring we provide best in class designs and construction documents. For this contract Chris will work with your project managers **Kyle Willems, PE** and **Timothy Boehlein, PE**, who lead our production engineers, design engineers, and engineering CAD Technicians. Tim recently served as the Phase I Bus Stop Improvement project manager and completed over 100+ new design plans for RTS bus stops.

The JBPro surveying department is led by **Troy Wright, PSM**, who manages JBPro's robust survey department consisting of four project managers, 4 CAD technicians, and 6 survey field crews. We offer a full range of surveying services to support all of your geospatial and construction needs, and we have the expertise to ensure the highest accuracy and data integrity from all of our surveying solutions. We hold continuing services contracts for municipal clients throughout North Florida and empower our Project Managers at JBPro to deliver better survey projects.



Strong project management will be required to organize and direct the ideas and information generated by the project team. The essential key to JBPro's past success with surveying is effective project control administered by a strong and qualified Project Manager who is supported with management tools that provide clear and concise methods for scheduling and monitoring projects. Troy Wright, PSM will oversee **Jack Trahan**, who will serve as the Project Manager (PM) and will be responsible for maintaining open communications with RTS, and being alert and responsive to the client's needs.

The Task Manager for each project under this contract is responsible to JBPro for the proper and timely execution of the assigned contract. The PM will carry out their duties and responsibilities by ensuring that the scope of work is definitive, complete, and understood by the project team prior to their undertaking project tasks.

**The team members involved in the design phase will be the same staff that will provide the construction administration services for the project.** We feel the design civil engineers, electrical engineers, and landscape architects primarily responsible for the design are best suited for handling the construction administration and inspection services for the project. Each design team member has committed to this philosophy and plan for construction phase services. Each professional included in the project team has extensive experience handling submittal reviews, construction administration, contractor coordination, and site inspections.



## Firm's Experience

### Minor Construction Project History

Over the last 29 years, JBPro has developed engineering designs and bid documents for numerous minor construction projects. We have designed projects including but not limited to roadways, streetscapes, intersection improvements, lighting improvements, bus stop improvements, pedestrian and bicycle trails, drainage improvements, signage and striping, signalization, ADA accessibility, and parks and recreation. We always try to share our client's vision and help them complete their design, redevelopment, or improvement goals and objectives. **JBPro also has extensive experience working with the City of Gainesville on Minor Projects including multiple streetscapes and pedestrian improvement projects.** JBPro has performed work consistently for the City of Gainesville since 1996 and has completed dozens of projects for the City in that period.

JBPro has developed specific civil engineering details for RTS bus stop design plans and have revised them over time to meet the latest standards when updated. Over the years, City of Gainesville and RTS staff reviews and project coordination have been helpful and used to update our construction documents to accurately reflect RTS standards. At JBPro, Project Engineers must review their own work during the design process as an initial stage of engineering review. The Project Manager then reviews all design documents and confirms the appropriate design and detailing is included. Additionally, as a third level of review, the Director of Engineering or a specially assigned professional engineer with project-specific expertise will review the project documents as a final check prior to submittals. During each submittal, we prioritize careful review and consideration of staff comments. The Project Manager will evaluate the City of Gainesville's staff comments from each submittal as part of the QA/QC responsibility and will meet with the project design team members to make sure all of the provided comments are addressed appropriately.



During construction, our Project Manager and Construction Services Manager will work closely to ensure the project design is upheld during construction installation. We pay careful attention to submittal and/or shop drawing reviews to ensure standards are being met with supplied materials. Written documentation of all construction changes is recorded in the ProjectDox online platform to make sure the final record drawings include all approved construction changes. JBPro will review all design documents, inspection reports, and construction revisions to make sure they are all incorporated into the final record drawings. The JBPro Construction Services Manager completes a final review of all Record Drawings to make sure all construction changes are reflected in the final drawings and associated documents.

## Firm's Experience

### Cost Control

Materials, labor, and overall construction costs have increased significantly as all facets of the construction chain have adjusted to the changing markets and increased interest rates. JBPro has to keep up with the continuous change in civil engineering costs on a project-by-project basis. We obtain cost data for the ever-changing playing field of site construction. An example of this is a minor project we did for Alachua County Public Schools (ACPS). The project was a complete renovation of the parking lot, parent pickup, bus entry, stormwater, and lighting for Wiles Elementary School in Gainesville. The ACPS project budget was established at \$1,200,000, plus contingency. We designed the project and prepared cost estimates at the 50% and 100% design stages during construction. Our final cost estimate was \$1,070,000, and when the project was bid to 4 different CM's, the accepted contract price was \$1,018,000. The project was completed within the budget even upon accepting several change orders during the construction period.



**Major renovation on active site—NTP to completion  
in under 1 year.**

JBPro works closely with local site contractors and general contractors to prepare cost estimates using current pricing for civil engineering site construction. There are certain pay items that vary widely and must be paid attention to closely when preparing budgets. One recent example is asphalt paving, which has risen significantly over the last 18 months. We will always check with our local site contractor partners and confer with their estimators before finalizing budget estimates to be sure we are using current pricing. Budgeting and cost estimating is an ever-moving target with constant challenges, but our continuous presence in the industry enables us to keep as current as possible with local civil engineering construction costs.



## **C. Statement of All Qualifications**

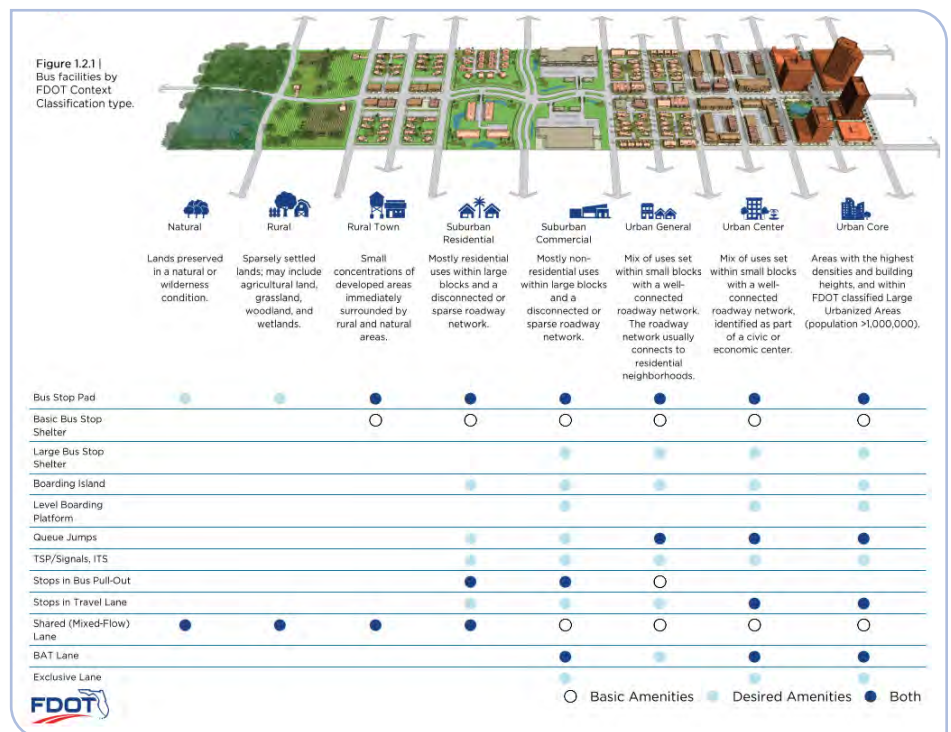
# Project Understanding and Approach

JBPro fully understands the engineering and design services necessary to deliver a large package of bus stop improvements at various bus stops throughout the City of Gainesville. Although the bus stops are located in different areas of the city, they will generally share similar improvement needs, such as revised grading, drainage improvements, new hardscape, ADA accessibility improvements, shelter improvements, new street furniture, and other related considerations.

At the same time, each stop will be unique, have its own specific needs, and require individualized attention. **As the incumbent for Phase I of this project we have designed and delivered a package of 100+ bus stops throughout Gainesville, the UF campus, and Alachua County.** JBPro has the experience and staff to inventory, survey, and design multiple stops concurrently.

Phase II of the Bus Stop Improvement project will be guided by both the Florida Greenbook and the 2023 Accessing Transit Design Handbook for Florida Bus Passenger Facilities. The Florida Greenbook provides comprehensive guidelines for road and bridge design, including elements relevant to bus stop infrastructure such as curb ramps, pedestrian crossings, and sidewalk accessibility. Specific criteria from the Greenbook would include ensuring that bus stops are integrated into the overall pedestrian network safely, with adequate space for waiting passengers and clear pathways for accessibility.

The 2023 Accessing Transit Design Handbook focuses specifically on transit facilities, offering detailed guidance on shelter design, amenities placement, and accessibility features for bus passengers. This handbook would dictate criteria such as shelter dimensions, seating arrangements, signage visibility, and accessibility standards compliant with the Americans with Disabilities Act (ADA). Additionally, it would emphasize the importance of sustainable design practices, encouraging features like solar-powered lighting, rainwater collection systems, and native landscaping to align with green building principles. Combining the standards from these resources ensures that each bus stop design meets not only the basic functional requirements but also prioritizes safety, accessibility, and sustainability for all users, including passengers with diverse needs and environmental considerations.








## Project Understanding and Approach


There are several keys to success in developing this bus stop improvement program. It is our opinion that the following key items should be implemented for project success:

1. A strong and experienced team should be assembled with a strong organizational structure to address multiple stops with an aggressive delivery schedule. JBPro will use the same team we used in 2023 to perform Phase I improvements along with added additional support from our internal team.


2. The team should work closely with the RTS to understand the key improvements desired at each stop. Working with RTS to rank the priority list of required improvements is important, especially as it may relate to determining choices for improvements due to cost constraints.
3. Developing an initial site assessment of all 245 bus stops including photographic and narrative documentation of each is critical. This should be initiated, documented, and verified with the existing RTS Bus Stop Inventory List.


4. Accurate topographic surveying for each stop is critical to designing accurate ADA accessibility grading. Consistency in this effort is important. JBPro would utilize an SX10 Scanning Total station to scan each stop for accurate topography and address accessibility grading precisely. We will assign a surveying project manager with strong scanning skills that will manage all of the project surveying to assure consistency.
5. The engineering team should be robust and hardworking to meet the client's desired schedule. The stops should be prioritized, and a schedule developed early on to address each of the 245+ stops in a prioritized order. Overall management of the prioritized list will be handled by an experienced and highly organized project manager.


6. Developing cost estimating for stop improvements early on in the Preliminary Design stage to review with the client is important in managing the overall project budget.
7. Consistent communication with RTS is paramount to addressing multiple stops with multiple issues. Regular weekly project status meetings are desirable for this purpose. JBPro implements weekly project meetings for our agency clients to make sure both the client and consultant team are properly addressing the owner's needs.



## Project Understanding and Approach

*Phase II of the RTS Bus Stop Improvement Project Includes Upgrades to 245 Stops*



The JBPro team will coordinate, manage, and successfully develop bus stop improvement plans, full construction documents, and obtain any necessary approval through the City of Gainesville, Gainesville Regional Utilities (GRU), and the St. Johns River Water Management District (SJRWMD). JBPro's team understands the required scope of work and the tasks identified in the RFQ to include:

- **Preliminary Site Evaluation**
- **Topographic Survey & Data Collection**
- **Preliminary Design**
- **Final Design**
- **Plans & Specification Preparation for Multiple Bid Packages**

For three decades, JBPro has surveyed, designed, and permitted projects for bus stops, bus shelters, boarding and alighting areas, and curb ramps throughout Northeast Florida. From our prior Phase I Bus Stop Improvement project experience, we know responsiveness and communication are critical to meeting schedule requirements. We recognize that each will require a quick response and fast turnaround, which JBPro is committed to providing. The typical design approach for each RTS project consists of the following elements:

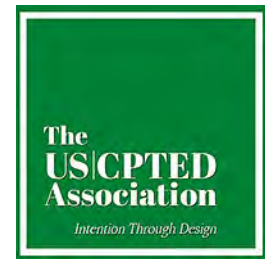
- ① **Developing the City of Gainesville and RTS team's requirements and schedule.**
- ② **Identifying milestones, critical paths, and float days.**
- ③ **Implementing quality assurance measures throughout the life of the project.**
- ④ **Documenting regulatory requirements for FDOT, Alachua County, or GRU.**
- ⑤ **Providing subject matter expert utilities inspections and surveys to support construction.**
- ⑥ **Performing a final quality control checklist for deliverable accuracy.**

## Project Understanding and Approach

Our approach is to always identify the programmatic design option first, and then identify options and alternatives in site design. Choices are available in an easy-to-understand deliverable. We will present the pros and cons of each alternative and present the cost ramifications of each for cost-benefit decision-making. Identifying design alternatives, concepts and options during the design process will benefit the project and results in options that improve the design experience. These are identified in the early stages of the design process so they can be presented to the client while there is plenty of time for implementation to occur in the design process.

### Safety

Incorporating Crime Prevention Through Environmental Design (CPTED) principles into specific bus stop designs is crucial for creating safe and secure environments. By carefully planning the layout, landscaping, and features of a site, it is possible to reduce the opportunities for crime and increase feelings of safety among residents, employees, and visitors. CPTED focuses on strategies such as natural surveillance, access control, territorial reinforcement, and maintenance to deter criminal activity. This can include things like installing adequate lighting, designing clear sightlines, using natural barriers like hedges or fences, and ensuring that spaces are well-maintained and inviting. By integrating CPTED into site design, JBPro will create a space that not only looks good but also contributes to a sense of security and well-being for the citizens of Gainesville.



### Schedule

The JBPro design team includes consultants who have extensive experience with the City's design phase submittals and scheduling process. Each has demonstrated the ability to meet schedules for prior RTS projects. We plan to have bi-weekly meetings throughout the design phase schedule to provide regular design and schedule updates and verification. JBPro will provide weekly updates and status reports to the full design team providing constant reminders of upcoming project submittal deadlines.

Additionally, we will require each major design phase submittal to be preceded by an internal review from each team member to JBPro staff for review and coordination in advance of the City submittal. If a consultant fails to make the advanced submittal on time, it is a precursor that demands attention and coordination to make sure any issues are addressed in advance of the City's or team's submittal deadline.

# Project Understanding and Approach

Phase II Bus Stop Package Schedule Timeline and Deliverables

Package	Stops	Location(s)	Schedule by Month											
			1	2	3	4	5	6	7	8	9	10	11	12
1	26	E Univ./ NE 8 Ave.	Site Eval	Pre-Design	60% Design	90% Design	Final Design	RFI	Bid Plans	RFI				
2	22	Butler Plaza/SW 34th	Site Eval	Pre-Design	60% Design	90% Design	Final Design	Bid Plans	RFI					
3	28	NE 39th/NE 23rd Ave.	Site Eval	Pre-Design	60% Design	90% Design	Final Design	Bid Plans	RFI					
4	22	NW 43rd/Tower Road		Site Eval	Pre-Design	60% Design	90% Design	Final Design	Bid Plans	RFI				
5	21	Central City		Site Eval	Pre-Design	60% Design	90% Design	Final Design	Bid Plans		RFI			
6	32	UF Campus	Site Eval	Pre-Design	60% Design	90% Design	Final Design	Bid Plans	RFI					
7	10	Archer Road		Site Eval	Pre-Design	60% Design	90% Design	Final Design	Bid Plans	RFI				
8	19	Williston/Williams			Site Eval	60% Design	90% Design	Final Design	Bid Plans		RFI			
9	24	NW 6th/ Main St.			Site Eval	60% Design	90% Design	Final Design	Bid Plans		RFI			
10	19	NW 39th				Site Eval	60% Design	90% Design	Final Design	Bid Plans			RFI	
11	22	Ft. Clarke/W Newberry				Site Eval	60% Design	90% Design	Final Design	Bid Plans				RFI

Site Evaluation/ Topographic Survey
  Preliminary Design 30%
  60% Design
  90% Design
  Final Design
  Bid Plans
  RFI

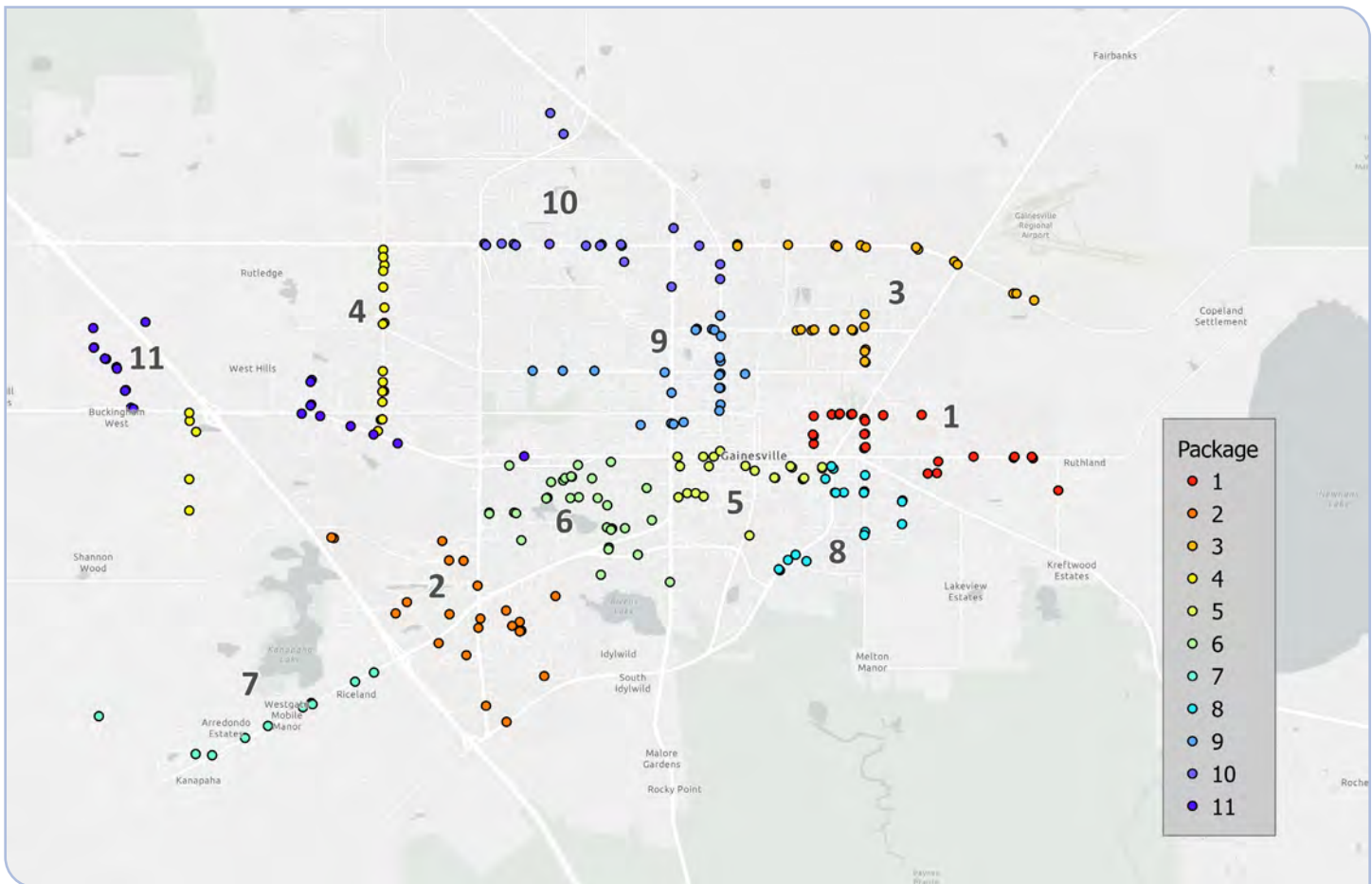
Proper scheduling and timely completion of task assignments are of critical importance. Our approach to project management relies heavily on project scheduling. Depending on project complexity, the team can produce and maintain Gantt charts using an array of industry standard software to better track and communicate project schedule compliance, critical activities, recovery options, and limiting factors.

JBPro understands the importance of managing RTS grant-funded projects with urgency and consistency in order to produce documents within tight time frames. These projects are assigned a high priority within the project workload at JBPro. We utilize our Project Management platform, Wrike, to assign project tasks and responsibilities and to develop project schedules and schedule tracking. All of our design teams effectively utilize Wrike which creates an online up-to-date platform for managing project tasks, milestones, and submittals.



## Project Understanding and Approach

We have divided the total of 245 stops into a total of eleven (11) deliverable “packages”. Our team proposes a year-long project schedule, with multiple design teams providing regular submittals of the design packages for the City’s review. We have staggered the site evaluation and survey phases over the initial first half of the project to ensure a continuous production of design plans for each deliverable package.



Phase II Bus Stops by Package

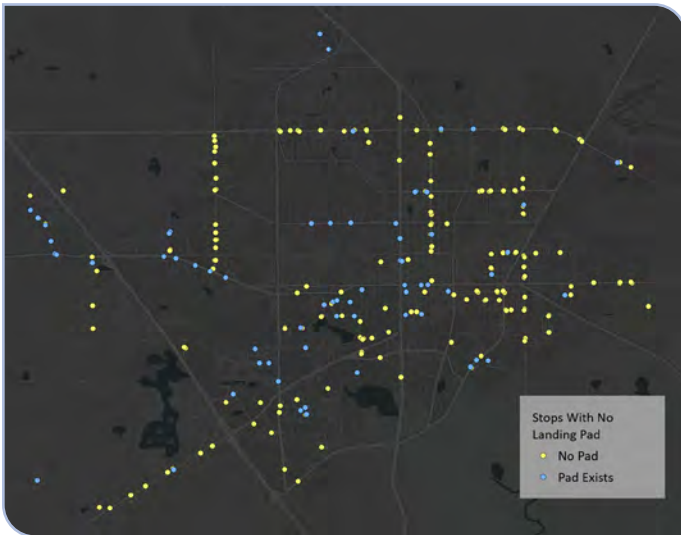
As part of our approach, we divided the eleven deliverable packages into groups that were classified based on stop location, stop condition, stop activity center, ridership, local considerations, and planned improvements projects by external agencies that could affect stop design.

**Stop Location** - Stops grouped by road ownership (FDOT, City, County) and proximity to one another (corridors, neighborhood, UF campus, etc.)

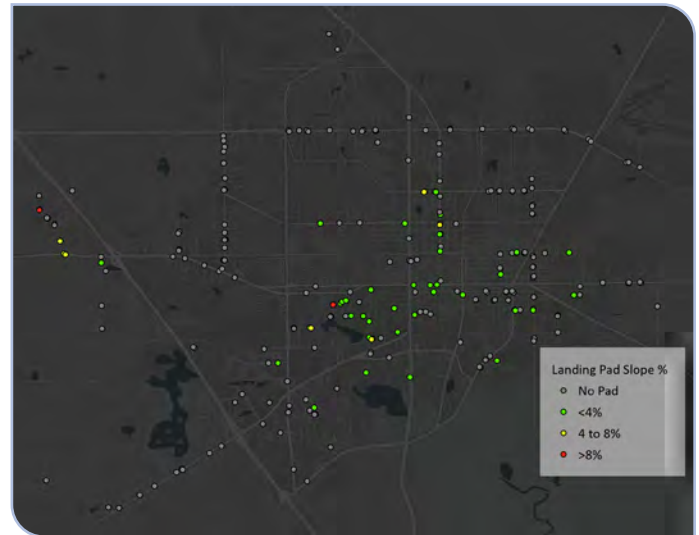
**Stop Activity Center** - Amenities and attractions near each stop (school, health care, library, grocery store, apartment complexes, City Hall, etc.)

# Project Understanding and Approach

**Stop Condition** - Review of stops with no pad area, bench, shelter, and the date constructed were reviewed, data was aggregated for the packages with the most improvements needed.

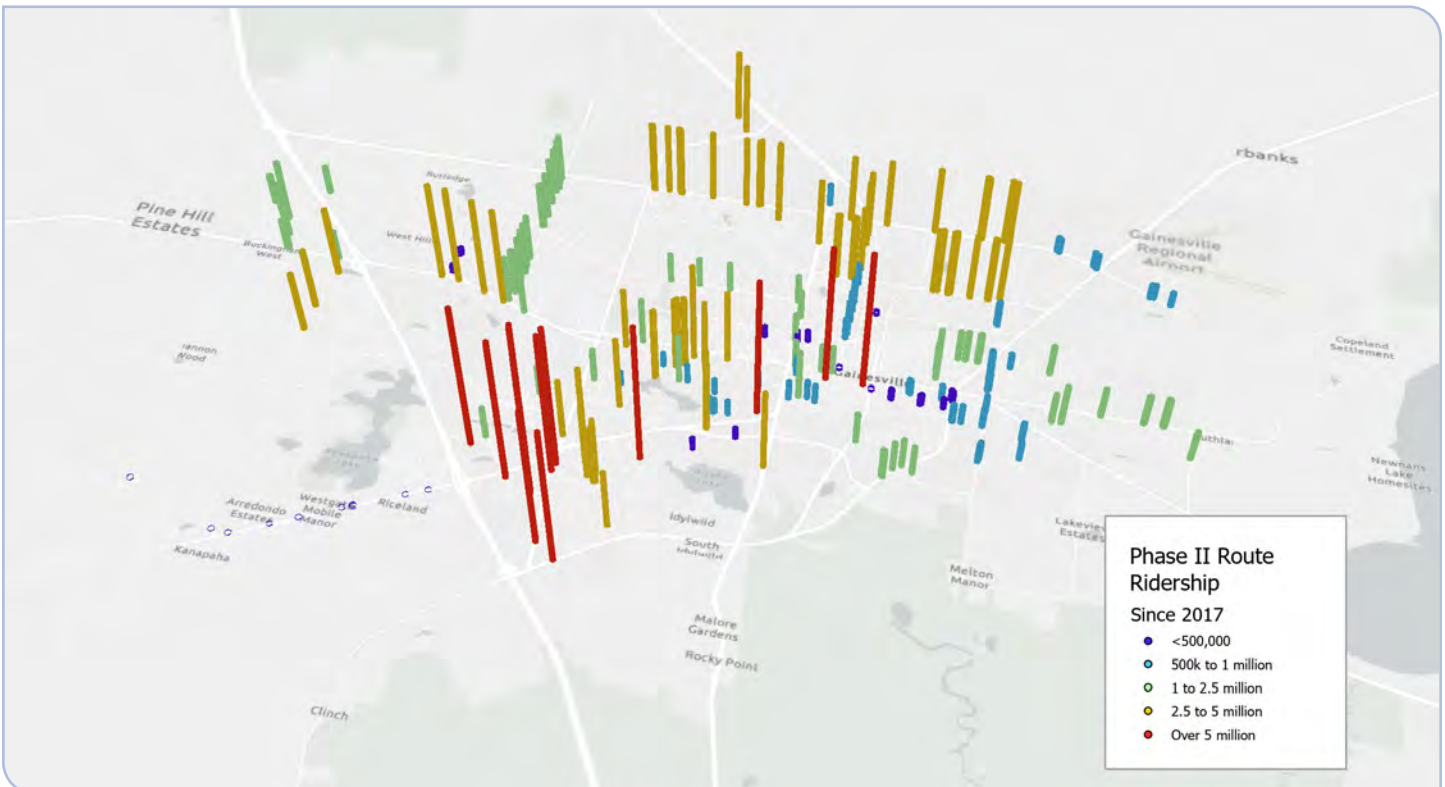


Phase II Bus Stops Landing Pad Information



Phase II Bus Stops Landing Pad Slope %

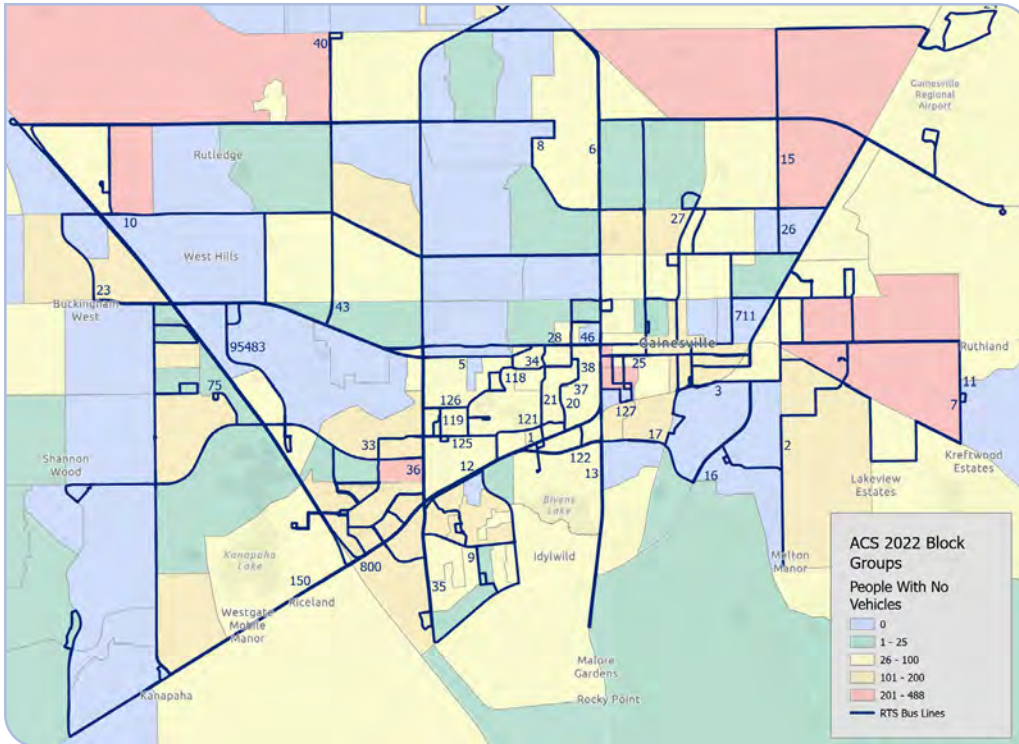
**Ridership** - Each stop was matched to the route ridership provided by RTS to review the routes with the highest number of riders.



Phase II Route Ridership Since 2017

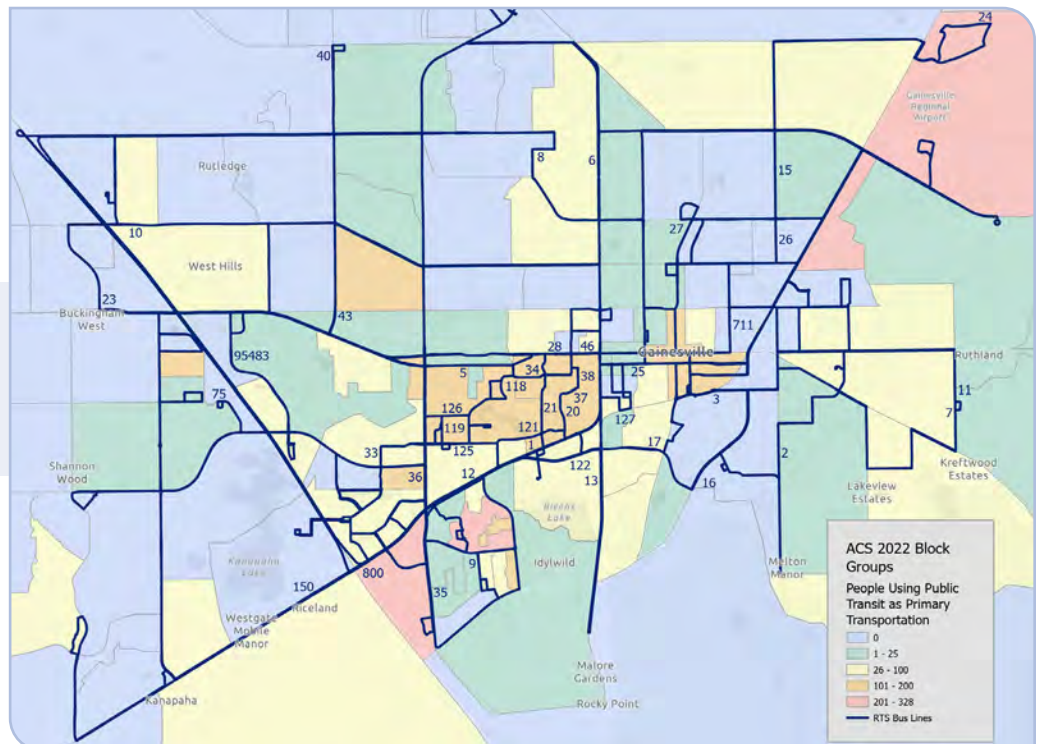
# Project Understanding and Approach

**Local Considerations** - JBPro compiled US Census American Community Survey Estimates for the block groups with RTS service to review the local populations that depend on public transit for their primary source of transportation and are without a vehicle.



*Individuals with No Vehicle in Household (American Community Survey (ACS) Block Groups)*

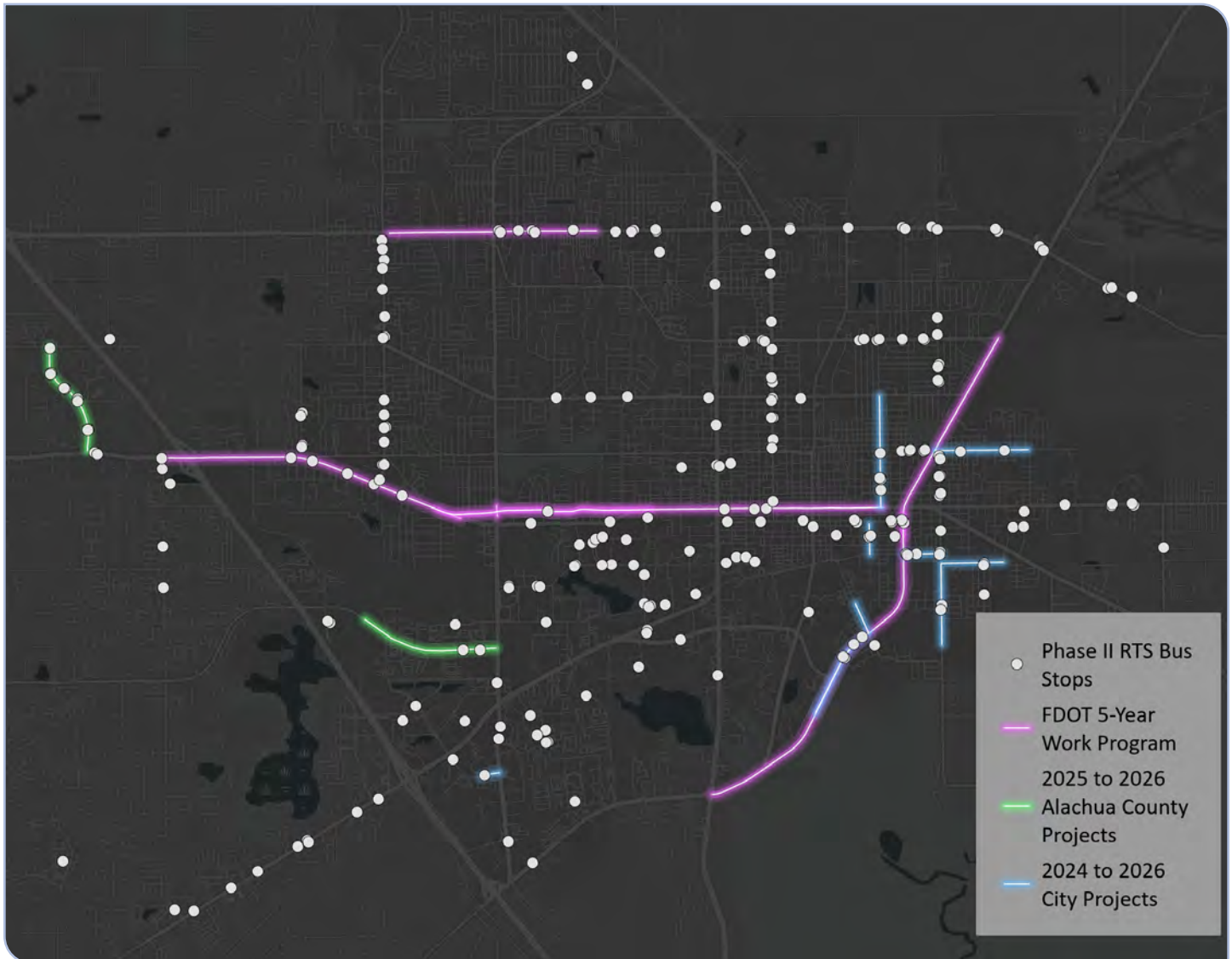
*Individuals Using Public Transit as Primary Mode of Transportation (American Community Survey (ACS) Block Groups)*





## Project Understanding and Approach

**Planned Improvements** - JBPro mapped the planned transportation projects in Alachua County that could affect the design of specific stops in the Phase II project. Road and signal improvements by the City of Gainesville, Alachua County, and District 2 of the Florida Department of Transportation were mapped and compared to the Phase II bus stop locations.

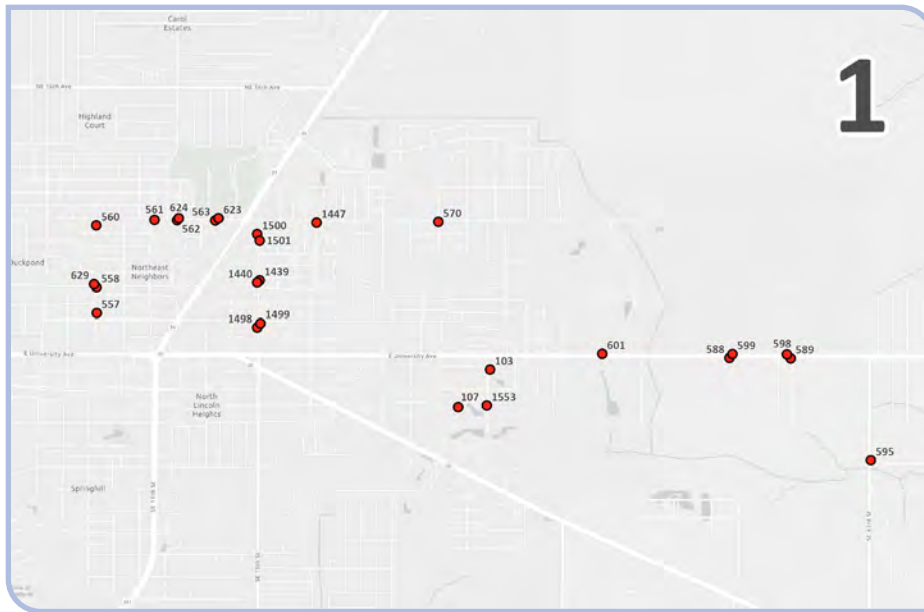


*Upcoming Projects near Phase II Bus Stop Locations*



# Project Understanding and Approach

## Packages

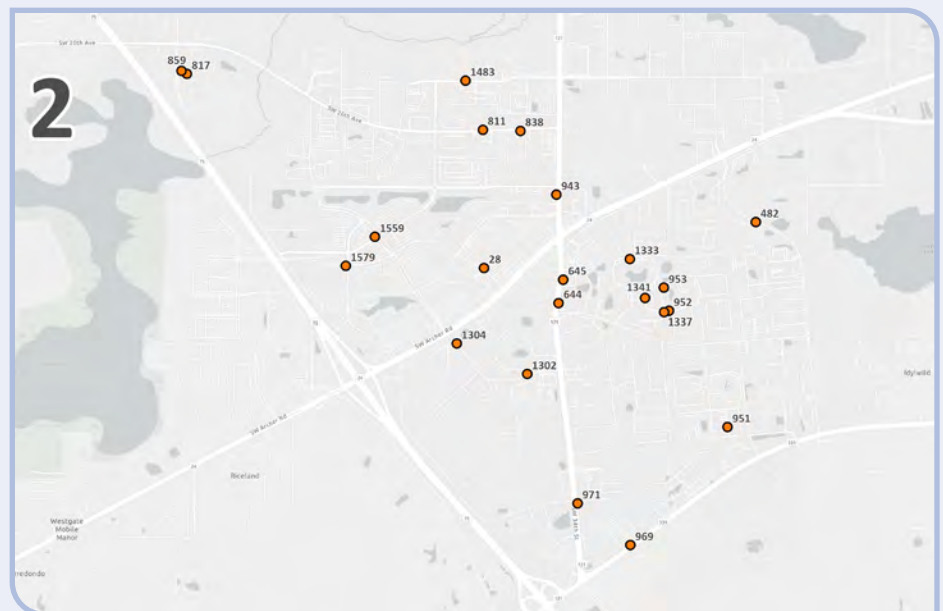


### Package 1- E. University Avenue and NE 8th Avenue

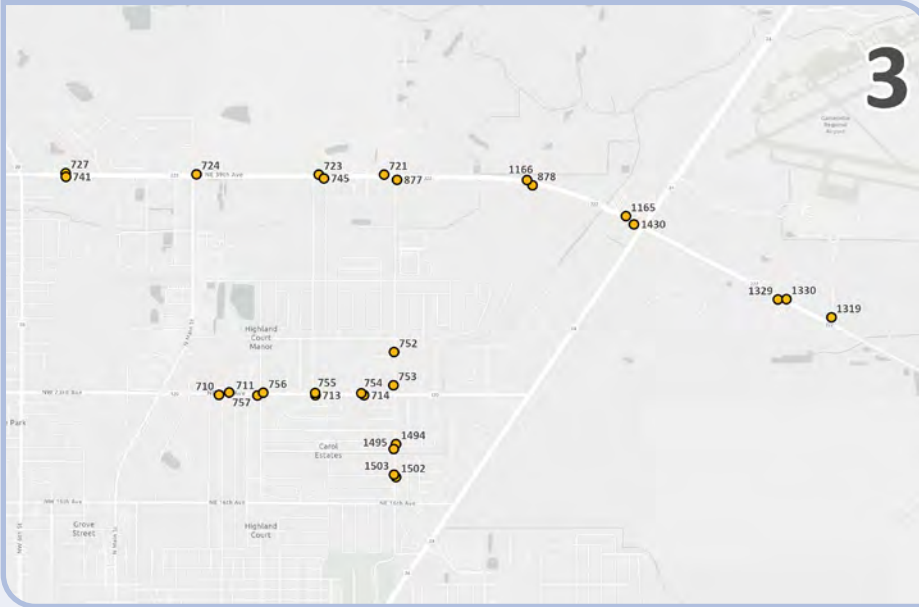
These bus stops are along routes that service the Alachua County Department of Health, Cone Park & Library as well as the recently completed City project of new sidewalks along NE 8th Avenue. The City of Gainesville has a NE 9th Street redesign project underway that would be served by stops in Package 1. The majority of these stops have no landing or waiting pad but are connected by sidewalk. These stops serve a large portion of the area’s population that does not have a vehicle in their household.

### Package 2 - Butler Plaza and SW 34th Street

The stops that comprise deliverable Package 2 are in some of the highest areas of RTS ridership over the past 7 years (data from OpenData GNV). Large apartment complexes exist in this area, primarily occupied by students. These Census block groups include some of the highest populations in the area that depend on public transit as their primary source of transportation.



# Project Understanding and Approach

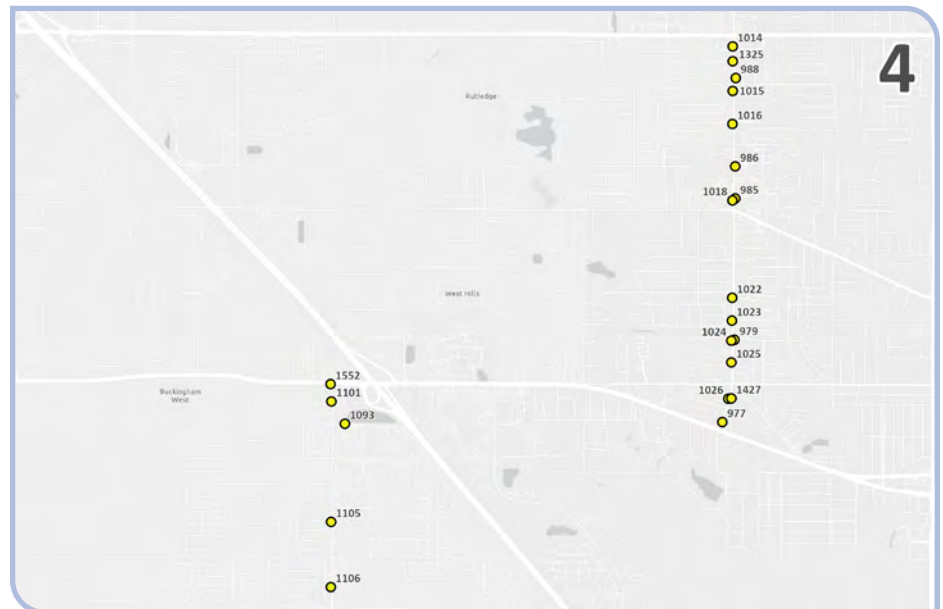


### Package 3 - NE 39th Avenue and NE 23rd Avenue

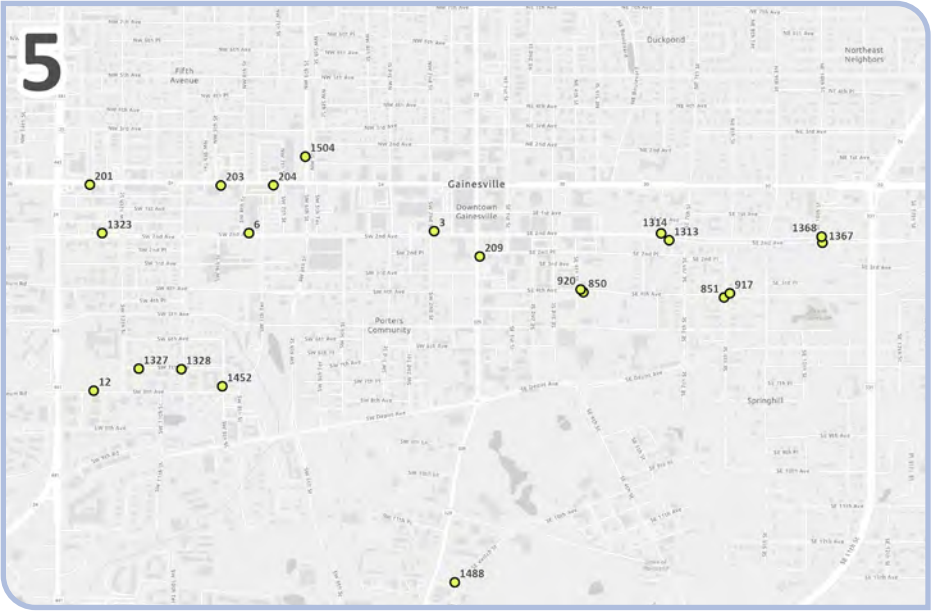
Historically, the stops in Package 3 have significant ridership in the City and serve several significant attractions –Gainesville Airport, Metcalfe Elementary, and several large apartment complexes are located in this area. This area also has one of the highest populations that depend on public transportation in the region.

### Package 4 - NW 43rd Street and Tower Road

Each corridor where these stops are located serves a high population with no vehicle, large concentrations of commercial retail, and public libraries. Both Tower Road and NW 43rd Street have undergone substantial improvement projects in the last few years; bus stop improvements in these areas should not undergo any changes from planned construction over the next three to five years.



# Project Understanding and Approach

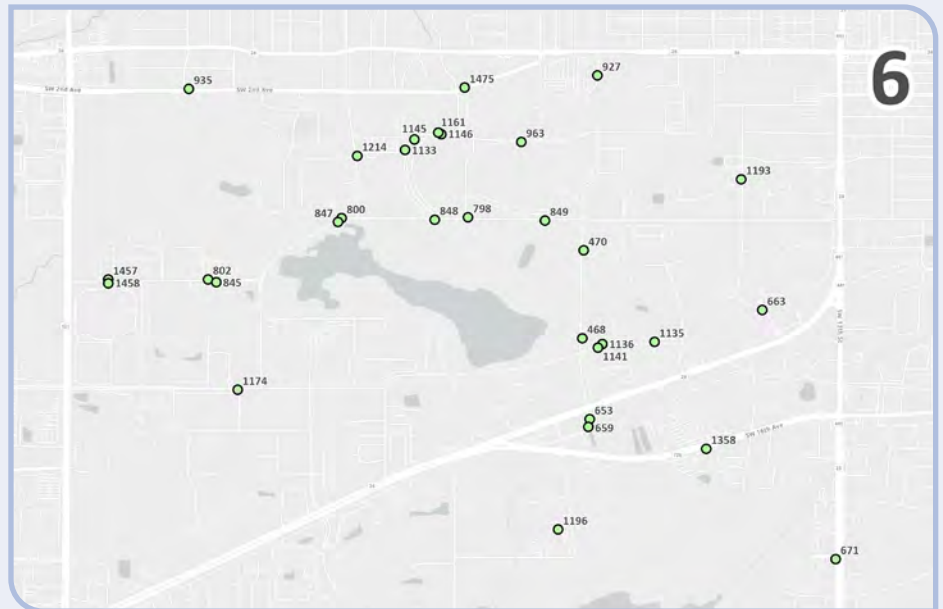


## Package 5 - Central City

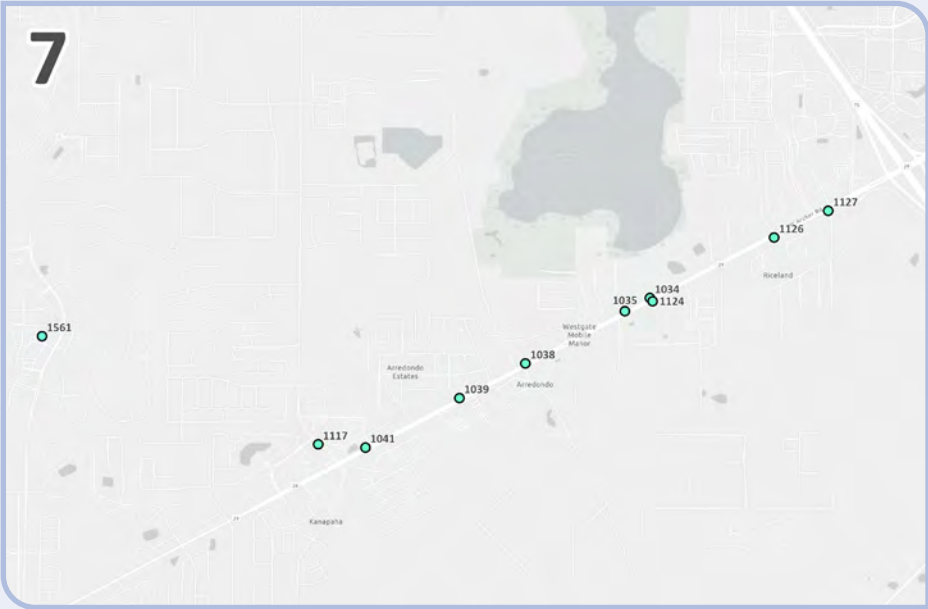
Package 5 stops span a large area of central Gainesville, from the UF Campus to SR 331 Williston Road. The stops along the routes that comprise Package 5 serve important facilities and functions for all citizens—Gainesville’s City Hall, Gainesville Regional Utilities Administration and Accounts Payable, and the County Courthouse Complex. In addition, the stops near the UF campus near Norman Hall are slated for substantial campus development in the next decade, hence the package’s prioritization to spot #5.

## Package 6 - UF Main and Medical Campus

Package 6 stops are located primarily on the main campus of UF. Many of the stops are located along areas of new road improvements on campus with design plans that can be used to assist in Phase II. Specifically for Package 6, JBPro recommends scheduling survey efforts at the beginning of Phase II during UF student breaks and less crowded bus times in order to meet the delivery schedule.



# Project Understanding and Approach

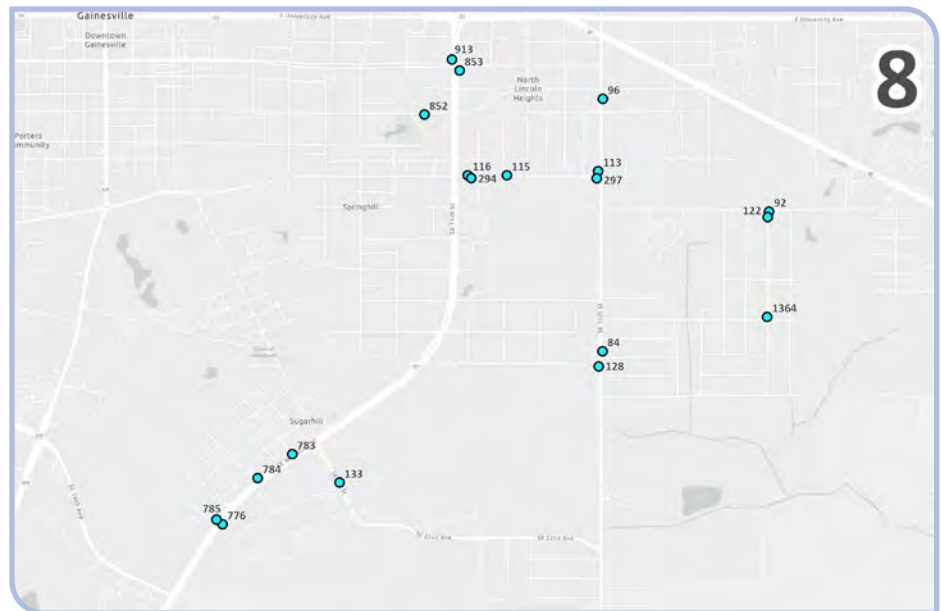


## Package 7 - Archer Road

With the exception of the Haile Plantation subdivision stop, all stops in Package 7 are located along SR 24 SW Archer Road, an FDOT maintained road. Any permit application or design review can be expedited as one submittal for the stops on Archer Road. The ridership numbers for these stops draw from a smaller range of operational dates and do not compare to the routes that have been operating for a longer time range. However, the stops serve a large population that utilizes public transit as their primary method of transportation.

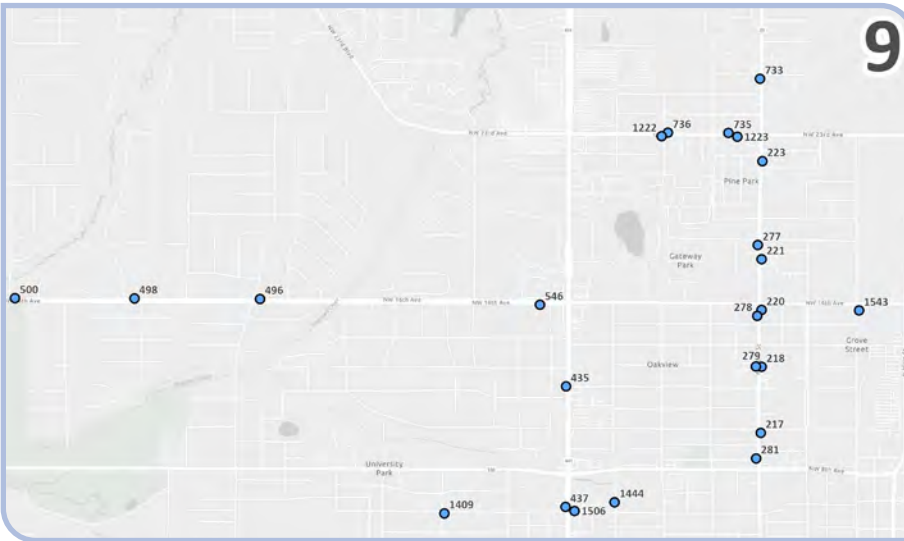
## Package 8 - Williston Road and Williams Elementary School

The stops that comprise deliverable Package 8 are located on an FDOT road (SR 331 Williston Road) and local City streets. Woodland Heights, a large public housing complex is served by Package 8 stops as well as Williams Elementary. New multi-use trails for Boulware Springs and the Kincaid Trail Loop are planned projects in this area.





# Project Understanding and Approach

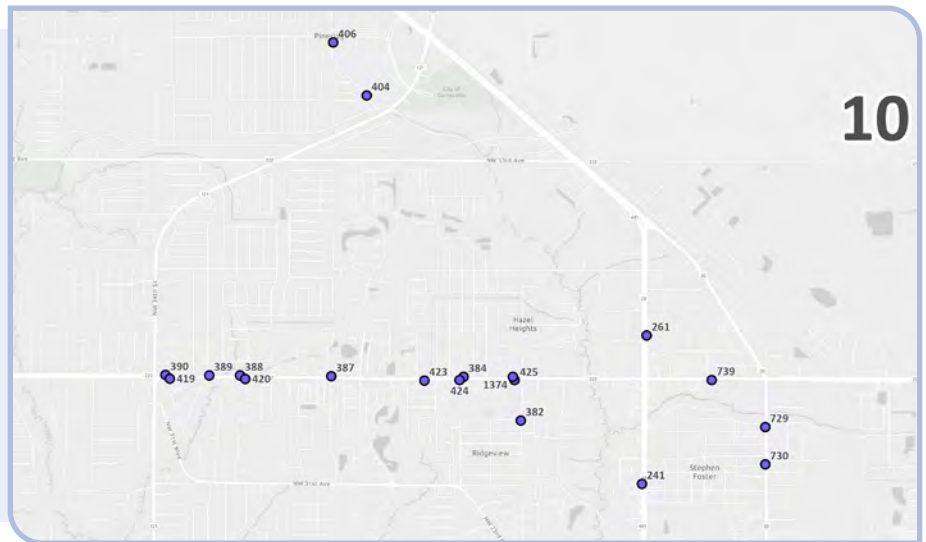


## Package 9 - NW 6th Street/NW 16th Avenue/N Main Street

Many of the stops in Package 9 lack waiting pads while being connected to the sidewalk network. These stops are some of the most used within the City of Gainesville, leading to commercial corridors, downtown, parks, and numerous schools.

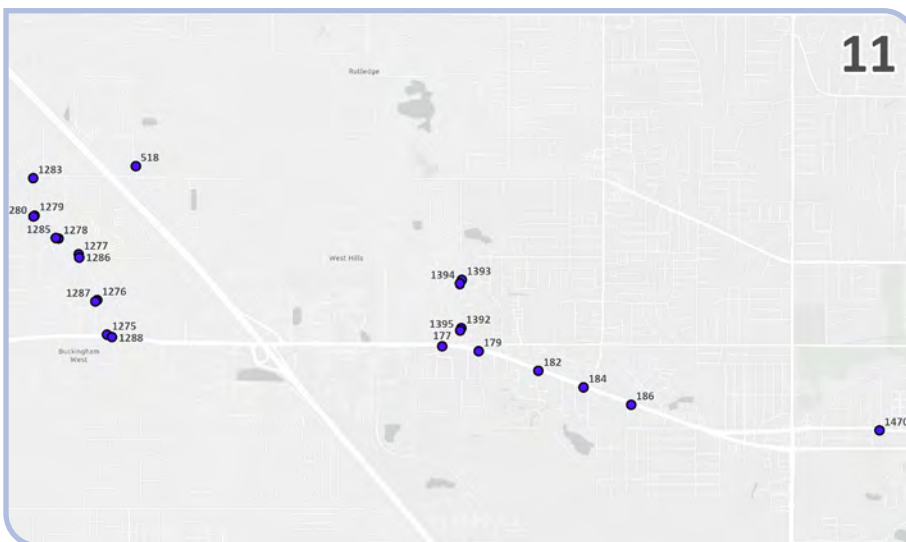
## Package 10 - NW 39th Avenue

The majority of these stops are located along NW 39th Avenue, an area of the corridor indicated as part of a major resurfacing project in the FDOT 5-Year Work Program. Many of the stops in Package 10 lack landing and waiting pads. The stops serve a number of area amenities, including Girl's Place, Inc., several churches, the City's Public Works Department, and large apartment complexes.



## Package 11 - Fort Clarke and SR 26 Newberry Road

The stops along Fort Clarke and Newberry Road are along planned major reconstruction projects by the County (Ft. Clarke) and FDOT (sections of W. Newberry Road as well as University Avenue). We recommend coordinating design with the final construction plans to ensure the wisest use of RTS's Phase II project budget.



## Project Understanding and Approach

### Utilities

Utility impacts and interruptions can be kept to an absolute minimum by staying attentive to potential re-routings and construction phasing. Utility adjustment plans will be a part of the design documents identifying any re-routes or temporary utility installations required. We understand the importance of including electrical relocations and improvements as part of the design and construction process. One way to minimize undesirable utility adjustments is to identify existing utilities practically and accurately. Incorporating advanced utility locate services in advance of construction, at key locations where utility impacts are identified, is an effective strategy to help mitigate construction issues.



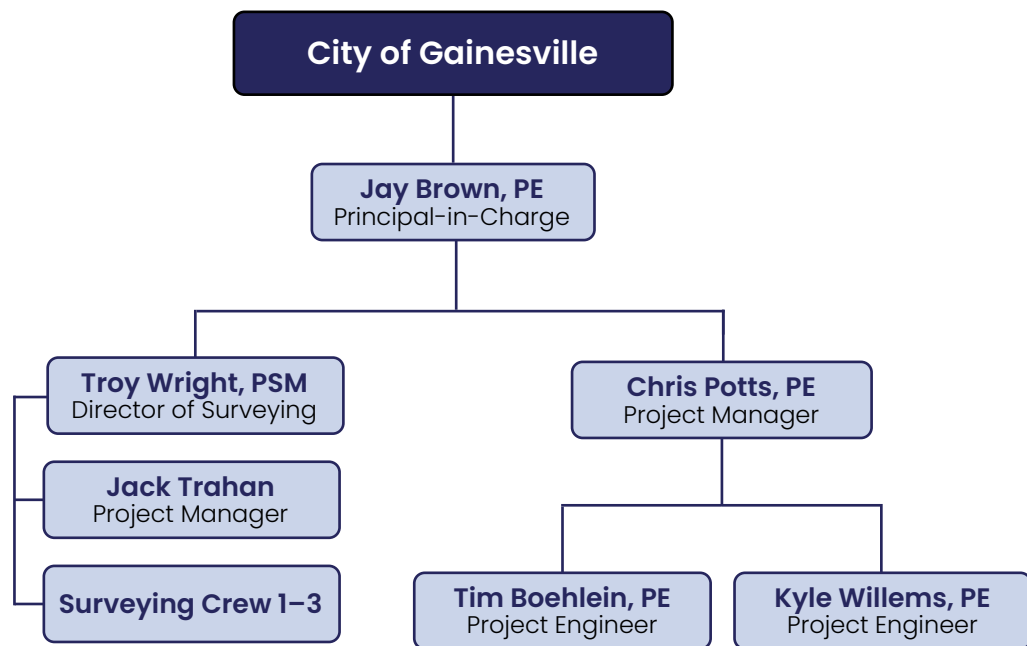
### Quality Assurance / Quality Control

We make a clear distinction between quality assurance and quality control, performing iterative reviews with feedback throughout the life of the project for quality assurance. Under our company QA/QC program and policy, the JBPro team reviews each deliverable against a strict set of standards and a checklist for design plan sets for a final quality control check.

We place a high value on the quality control of engineering design and surveying deliverables we provide, and we are committed to abiding by the highest standards by following our Quality Assurance/Quality Control (QA/QC) program. The QA/QC program assures all projects have been field reviewed and all outgoing submittals are reviewed by an independent professional or through a peer review following the City, State, and federal standards.

# Proposed Project Staff & Organizational Chart

ARCHITECT-ENGINEER QUALIFICATIONS					
PART I - CONTRACT-SPECIFIC QUALIFICATIONS					
A. CONTRACT INFORMATION					
<b>1. TITLE AND LOCATION (City and State)</b> Gainesville, FL					
<b>2. PUBLIC NOTICE DATE</b> 04/15/2024			<b>3. SOLICITATION OR PROJECT NUMBER</b> #RTSX-240038-DS		
B. ARCHITECT-ENGINEER POINT OF CONTACT					
<b>4. NAME AND TITLE</b> Anthony J. Brown Jr. PE, President					
<b>5. NAME OF FIRM</b> JBrown Professional Group Inc.					
<b>6. TELEPHONE NUMBER</b> (352) 375-8999		<b>7. FAX NUMBER</b> (352) 375-0833		<b>8. E-MAIL ADDRESS</b> jay.brown@jbpro.com	
C. PROPOSED TEAM					
<i>(Check)</i>			<b>9. FIRM NAME</b>	<b>10. ADDRESS</b>	<b>11. ROLE IN THIS CONTRACT</b>
<b>PRIME</b>	<b>Joint Venture</b>	<b>Subcontractor</b>			
✓			JBrown Professional Group Inc.	3530 NW 43rd Street Gainesville, FL 32606	Civil Engineering, Surveying
D. ORGANIZATIONAL CHART OF PROPOSED TEAM					<input checked="" type="checkbox"/> (Attached)



## Anthony J. "Jay" Brown Jr., PE

### Principal-in-Charge

Jay Brown is both a community leader and pre-eminent civil engineer in the greater Gainesville area. Shortly after earning his PE license, Mr. Brown started his own engineering firm in 1995. Now called JBrown Professional Group Inc. (JBPro), the company has grown steadily since its founding by developing strong relationships with community leaders, review agencies, governments and the University of Florida. In his 28 years as the President of JBPro, Mr. Brown has become an expert in civil engineering design, municipal and regulatory permitting, and permit negotiations.



### Relevant Projects

#### RTS Bus Stop Improvements

Gainesville, FL  Performed With Current Firm  
Professional Services: 2019 Construction: N/A

Principal Engineer for a project that designed improvements to many of the RTS bus stops in the unincorporated area of Alachua County that were not ADA accessible and were in need of new shelters and benches. Thirty shelters were evaluated and JBPro performed designs for improvements at 24 sites. Site improvements include new boarding and alighting curbs and pads, new concrete pads, new extended roof shelters, new or realigned sidewalks, benches, and trash receptacles. Several sites also included grading and drainage improvements.

#### UF-642 – SW Campus Transportation Improvements

Gainesville, FL  Performed With Current Firm  
Professional Services: 2020 Construction: 2021

Principal Engineer for complex transportation and utility improvements in the SW portion of the UF Main Campus. Those improvements included two new bus stops, a new roundabout, turn lane improvements, a new roadway (Ballpark Way) between Hull Road and SW Archer Road, and extensive drainage improvements. JBPro designed and permitted the roadway improvements, drainage improvements and pedestrian ADA improvements with FDOT, UF, and SJRWMD.

#### Santa Fe College Blount Center

Gainesville, FL  Performed With Current Firm  
Professional Services: 2022 Construction: 2022

Principal Engineer for the civil engineering design and permitting of an approximately 86,000 sf building. The project included extensive site improvements including parking, stormwater management facilities, utilities, and landscape improvements, on the surrounding Santa Fe College property and the streets of the City of Gainesville.

#### NW 16th Avenue Resurfacing Project

Gainesville, FL  Performed With Current Firm  
Professional Services: 2019 Construction: 2020

Principal Engineer of a project that consisted of the pavement resurfacing of 4,600 feet of the NW 16th Ave. NW 16th Ave is a curb & gutter section roadway. The project involves milling and resurfacing of the existing pavement course, selective removal and replacement of curb & gutter, sidewalks, and driveways, ADA curb cut improvements, restriping, and a revised signalization design for the NW 2nd Street intersection.

### Total Experience:

36 years

### Experience with Firm:

28 years

### Firm Name & Location:

JBrown Professional Group Inc.

3530 NW 43rd Street  
Gainesville, FL 32606

### Education

B.S. Civil Engineering,  
University of Florida (1986)

Post-Baccalaureate Studies,  
University of Florida (1986-87)

### Professional Registration

Florida Professional Engineer,  
License #PE43879, Civil

### Memberships

American Society of  
Civil Engineers (ASCE)

Director of Builders Association  
of North Central Florida  
(BANCF)

National Home Builders  
Association (NHBA)

Gainesville Quarterback Club

American Council of  
Engineering Companies



# Christopher Potts, PE, LEED GA

## Project Manager

Chris graduated from the University of Florida with a Bachelor of Science in Civil Engineering in 2007 and has been a licensed Professional Engineer since 2011. Since joining JBPro in 2020 Chris demonstrated great leadership managing multiple engineering teams on a variety of site development projects. Chris has worked extensively with both the public and private sectors, demonstrating strong client advocacy in design and permitting needs. He values a hands-on approach through each phase of project development, focusing his attention on the details and having a clear understanding of client needs and how to address them. Chris prides himself on delivering quality, successful projects on time and under budget.



## Relevant Projects

### RTS Eastside Transfer Station Conceptual Layout

Gainesville, FL  Performed With Current Firm

Professional Services: 2021 Construction: N/A

Project Manager for a project that designed a conceptual site layout for a RTS bus transfer station within the existing shopping center located at the intersection of SE Hawthorne Road and SE 24th Street. This included a code compliance review and minimum specifications.

### UF-642 – SW Campus Transportation Improvements

Gainesville, FL  Performed With Current Firm

Professional Services: 2020 Construction: 2021

Engineer of Record for complex transportation and utility improvements in the SW portion of the UF Main Campus. Those improvements included two new bus stops, a new roundabout, turn lane improvements, a new roadway (Ballpark Way) between Hull Road and SW Archer Road, and extensive drainage improvements. JBPro designed and permitted the roadway improvements, drainage improvements and pedestrian ADA improvements with FDOT, UF, and SJRWMD.

### NE 9th Ave. Roadway Improvements

Gainesville, FL  Performed With Current Firm

Professional Services: 2022 Construction: 2022

Project manager for a project that was focused on improving the connectivity and accessibility of a neighbourhood in Gainesville by building a new paved roadway and upgrading the stormwater and utility systems in the area. The new road was connected two existing streets, NE 16th Terr. and NE 17th Dr., in an undeveloped part of the neighbourhood. This project had a number of benefits, including improving traffic flow, increasing property values, enhancing public safety, and providing access to new residential lots serving the local neighbourhood.

### Westwood Middle School Renovation

Gainesville, FL  Performed With Current Firm

Professional Services: 2023 Construction: Ongoing

Mr. Potts serves as a supervising engineer for the Westwood Middle School Renovation project. This project includes the replacement of several existing buildings, the renovation of 5 buildings, he redesign and addition of parking and staging facilities, bus drop-off lanes, new stormwater management facilities and upgraded utility infrastructure throughout the campus.

## Total Experience:

16 years

## Experience with Firm:

3 years

## Firm Name & Location:

JBrown Professional Group Inc.

3530 NW 43rd Street  
Gainesville, FL 32606

## Education

B.S. Civil Engineering,  
University of Florida (2007)

## Professional Registration

Florida Professional Engineer,  
License #PE73842, Civil

## Certifications

LEED Green Associate

## Memberships

American Society of  
Civil Engineers

## Kyle Willems, PE

### Project Engineer

Kyle received his Bachelor of Science in Civil Engineering from the University of Florida in 2016 and earned his Master of Science in Civil Engineering with a concentration in structural engineering in 2018. Since joining the JBPro family in September of 2018, Kyle has become an integral part of the team, managing continuing services projects for Alachua County and Alachua County Public Schools. His expertise ranges from subdivision and roadway design to site plan and infrastructure improvement design. He prides himself in producing quality designs in an efficient and organized manner to meet all of our client's needs on each and every project.



### Relevant Projects

#### RTS Bus Stop Improvements

Gainesville, FL  Performed With Current Firm  
Professional Services: 2019 Construction: N/A

Project Manager for a project that designed improvements to many of the RTS bus stops in the unincorporated area of Alachua County that were not ADA accessible and were in need of new shelters and benches. Thirty shelters were evaluated and JBPro performed designs for improvements at 24 sites. Site improvements include new boarding and alighting curbs and pads, new concrete pads, new extended roof shelters, new or realigned sidewalks, benches, and trash receptacles. Several sites also included grading and drainage improvements.

#### UF-642 – SW Campus Transportation Improvements

Gainesville, FL  Performed With Current Firm  
Professional Services: 2020 Construction: 2021

Project Engineer for complex transportation and utility improvements in the SW portion of the UF Main Campus. Those improvements included two new bus stops, a new roundabout, turn lane improvements, a new roadway (Ballpark Way) between Hull Road and SW Archer Road, and extensive drainage improvements. JBPro designed and permitted the roadway improvements, drainage improvements and pedestrian ADA improvements with FDOT, UF, and SJRWMD.

#### Wiles Elementary Parking Improvements

Gainesville, FL  Performed With Current Firm  
Professional Services: 2019 Construction: 2020

Project Manager for site parking and drainage improvements project for the Alachua County School Board. The project involved improvements to the existing parking area to increase vehicular and bus circulation, expand the drop off queue, add sight lighting and improve ADA accessibility. New stormwater improvements were required including permitting with SJRWMD.

#### Stephen Foster Elementary Parking Improvements

Gainesville, FL  Performed With Current Firm  
Professional Services: 2019 Construction: 2019

Project Manager for the renovation of the north parking lot. This involved the removal and replacement of the entire lot with new curbing, sidewalks, and disabled parking and ADA improvements. The project was a continuing services project through the Alachua County Public Schools A/E contracts.

### Total Experience:

7 years

### Experience with Firm:

5 years

### Firm Name & Location:

JBrown Professional Group Inc.

3530 NW 43rd Street  
Gainesville, FL 32606

### Education:

B.S. Civil Engineering,  
University of Florida (2016)

M.S. Civil Engineering,  
University of Florida (2018)

### Professional Registration

Florida Professional Engineer,  
License #PE93446, Civil

### Memberships

American Society of  
Civil Engineers

## Tim Boehlein, PE

### Project Engineer

Tim has been with JBPro since he was an intern in January of 2016. He was born and raised in Gainesville and graduated from the University of Florida in 2020 with a degree in Civil Engineering. Tim is a LEED Green Associate, is a qualified Florida construction stormwater inspector, and is certified with the FDOT for Advanced Temporary Traffic Control. He specializes in institutional site designs and engineering studies and has recently passed the professional engineering licensure exam. He is finalizing the documentation and State Board approval of his PE application and should have his PE license within 60 days. Tim specializes in the construction services role at JBPro and has provided support during the construction phase of many JBPro projects.



### Relevant Projects

#### RTS Bus Stop Improvements

Gainesville, FL  Performed With Current Firm

Professional Services: 2019 Construction: N/A

Project Engineer for a project that designed improvements to many of the RTS bus stops in the unincorporated area of Alachua County that were not ADA accessible and were in need of new shelters and benches. Site improvements include new boarding and alighting curbs and pads, new concrete pads, new extended roof shelters, new or realigned sidewalks, benches, and trash receptacles. Several sites also included grading and drainage improvements.

#### UF-642 – SW Campus Transportation Improvements

Gainesville, FL  Performed With Current Firm

Professional Services: 2020 Construction: 2021

Project Engineer for complex transportation and utility improvements in the SW portion of the UF Main Campus. Those improvements included two new bus stops, a new roundabout, turn lane improvements, a new roadway (Ballpark Way) between Hull Road and SW Archer Road, and extensive drainage improvements. JBPro designed and permitted the roadway improvements, drainage improvements and pedestrian ADA improvements with FDOT, UF, and SJRWMD.

#### Westwood Middle School Renovation

Gainesville, FL  Performed With Current Firm

Professional Services: 2023 Construction: Ongoing

Design Engineer for the project involving the complete renovation of a middle school campus in Gainesville, FL. This project includes the replacement of several existing buildings, the renovation of 5 buildings, the redesign and addition of parking and staging facilities, bus drop-off lanes, new stormwater management facilities and upgraded utility infrastructure throughout the campus.

#### Stephen Foster Elementary Parking Improvements

Gainesville, FL  Performed With Current Firm

Professional Services: 2019 Construction: 2019

Project Engineer for the renovation of the north parking lot. This involved the removal and replacement of the entire lot with new curbing, sidewalks, and disabled parking and ADA improvements. The project was a continuing services project through the Alachua County Public Schools A/E contracts.

### Total Experience:

6 years

### Experience with Firm:

6 years

### Firm Name & Location:

JBrown Professional Group Inc.

3530 NW 43rd Street  
Gainesville, FL 32606

### Education

B.S. Civil Engineering,  
University of Florida (2020)

### Professional Registration

Florida Engineering Intern,  
Reg# EI 100022968, Civil

### Certifications

LEED Green Associate  
NDPES Qualified FL  
Construction Stormwater  
Inspector  
FDOT MOT Certified  
Concrete Field Technician - LV1  
Earthwork Construction  
Inspection - Level 1  
Final Estimates - Level 1  
ACI Concrete Field Testing  
Technician  
Nuclear Radiation Certified

# Troy Wright, PSM

## Director of Surveying

Troy joined JBPro in August of 2017 and is a local Alachua County native and JBPro's progressive and driven Director of Surveying. Troy is a licensed surveyor and mapper with a bachelor's degree in Geomatics Engineering from Florida Atlantic University. Troy started his career traveling the country, learning new technologies, and out-of-the-box ways of surveying on extraordinary projects such as Disney's Avatar Land. He is now leading the JBPro Surveying Department to new heights.

## Relevant Projects

### RTS Battery Electric Bus Charging Station

Gainesville, FL  Performed With Current Firm

Professional Services: Ongoing Construction: Ongoing

Providing construction surveying for a new electric bus charging station in the City of Gainesville.

### 4th St. South Roadway and Drainage Improvements

Jacksonville, FL  Performed With Current Firm

Professional Services: 2022 Construction: N/A

A topographic survey was performed within the 4th Street S. roadway corridor from Beach Blvd. South to S. 6th Ave. for a reconstruction project. Mr. Wright was the project manager and principal surveyor for the project. Mr. Wright processed field data in Trimble Business Center, organized project information, directed field and office personnel, directed use of new surveying equipment such as aerial drones. Mr. Wright also reviewed, edited, and delivered the final project deliverables.

### NW 16th Avenue Resurfacing Project

Gainesville, FL  Performed With Current Firm

Professional Services: 2019 Construction: 2020

Performed topographic surveying for roadway resurfacing project. Survey focused on roadway improvements, drainage structures, and adjacent private improvements. The topographic survey was used as the base design file for the engineering design improvements.

### SE 9th Street Utility Improvements

Gainesville, FL  Performed With Current Firm

Professional Services: 2019 Construction: 2020

A topographic survey was performed under the GRU continuing services contract for the rights-of-way of NW 9th St., 2nd Ave., and SE 4th Ave. Completed for a utility redesign project, the topographic survey included all above ground features within the rights-of-way corridors as well as storm and sanitary pipe information below grade. The rights-of-ways were established using existing monumentation and current FDOT maps, and control was set to establish construction benchmarks. Mr. Wright was the project manager and principal surveyor for the project.



## Total Experience:

12 years

## Experience with Firm:

7 years

## Firm Name & Location:

JBrown Professional Group Inc.

3530 NW 43rd Street  
Gainesville, FL 32606

## Education

B.S. Geomatics Engineering,  
Florida Atlantic University  
(2011)

## Professional Registration

Florida, Professional Surveyor &  
Mapper, License #LS7210

## Certifications

Certificate of Completion,  
Underground Utility Designation,  
Staking University (2014)

MOT Certified,  
FDOT (2015)

Trimble Training  
(2011 to 2015)



# Jack Trahan

## Project Manager

Jack joined JBPro in November of 2019 and responds to survey fieldwork's unique challenges with drive, commitment to quality, and an exceptionally positive attitude. Mr. Trahan oversees and monitors the life cycle of our Survey products from the reception of the work proposal to the delivery of a finalized Survey product. He is responsible for the scheduling of field data collection, the management of the CAD production team, the acquisition and research of survey documents, and our response to any comments, concerns, or revisions related to matters of the survey.

## Relevant Projects

### UF Surge Area Flooding Topographic Survey

Gainesville, FL  Performed With Current Firm  
Professional Services: 2022-2023 Construction: N/A

This survey is was done for a project that will address the flooding issues around the UF Longleaf Rd. The flooding issues encompass the EH & S Support complex, the Waste Management Facility, the Nuclear Field Building along with other buildings and parking areas within this Surge area. A Topographic Survey was required to establish the existing topographic conditions and create the base survey necessary to create a design solution for flooding issues that are occurring at the UF Longleaf Rd. This is one of the lowest lying areas on the UF campus. Mr. Trahan was responsible for all field survey activities, Control Survey Maps, and Right-of-Way Maps.

### SW 15th Avenue Roadway Extension

Newberry, FL  Performed With Current Firm  
Professional Services: 2022-2023 Construction: 2023-2024

This project provides connection to the city roadway network connecting SW 260th St. to 266th. Project was performed for the City of Newberry and involves permitting with Suwannee River Water Management District. As the Project Surveyor for this Surveying and Mapping project, Mr. Trahan was responsible for all field survey activities, Control Survey Maps, and Right-of-Way Maps. In addition, Mr. Trahan was responsible for preparing and recording a Subdivision Plat which dedicated the Right-of-Way to the perpetual use of the public.

### Avalon Woods Phase 1A Roadway and Utility Improvements

Alachua County, FL  Performed With Current Firm  
Professional Services: 2020-2021 Construction: 2021-2022

Mr. Trahan was responsible for the performance, supervision, and quality control review of all field survey activities. Mr. Trahan established Primary Control utilizing a series of 4 static GNSS observations (4 hours apart each a minimum duration of 5 minutes with 1 second epochs) collecting data from the GPS, Glonass, Galileo, and Beidou constellations, referenced to the Florida Permanent Reference Network (FPRN). Upon completion of a Boundary and Topographic Survey, Mr. Trahan created a Digital Terrain Model (DTM) of the Project site to be utilized for pavement, grading, and drainage design. To facilitate the installation of a new force-main, Mr. Trahan collected field data and documentation to create a Right-of-Way and Topographic Survey of U.S. Highway 41, from NW 24th Avenue to NW 9th aligned to FDOT stationing standards.



## Total Experience:

5 years

## Experience with Firm:

5 years

## Firm Name & Location:

JBrown Professional Group Inc.

3530 NW 43rd Street  
Gainesville, FL 32606

## Education

B.S. Geomatics, University of Florida (Ongoing)  
Associates in Arts of Engineering, Santa Fe College (2018)

## Example Project #1: RTS Bus Stop Improvements Phase I – City of Gainesville



### Project Information

**Project Location:** Gainesville, FL

**Years Completed**

**Professional Services:** 2023

**Construction:** N/A

**Cost:** \$178,500

**Services:** Civil Engineering Design & Permitting,  
 Stormwater Management Design & Permitting,  
 Surveying

**Description:** The City of Gainesville desired to improve 100 RTS bus stops located throughout Gainesville, the University of Florida campus, and Alachua County. As the consultant for Phase I of the City’s planned bus stop improvements, JBPro evaluated bus stops, provided designs for improvements at each site, and calculated cost estimates for construction of each recommended improvement. Site improvements included new boarding and alighting curbs and pads, new concrete pads, new extended roof shelters, new or realigned sidewalks, benches, and trash receptacles. Several sites also included grading for ADA purposes and drainage improvements. Due to the large number of bus stops requiring evaluation, JBPro’s engineering and surveying teams worked to design multiple stops concurrently to finish the project within the delivery schedule. The overall cost for design was \$178,500 and the total cost estimate for construction of all 100 bus stops was \$1,400,000.

### Project Owner’s Information:

**Project Owner:**

City of Gainesville

**Address:**

200 E University Avenue  
 Gainesville, FL 32601

**Contact:**

Bermann Mesadiou

**E-mail:**

mesadioub1@cityofgainesville.org

**Title:**

Transit Project Manager

**Phone:**

(352) 393-8234

### Firms from Section C Involved with This Project

**Firm Name:**

JBrown Professional Group Inc.

**Firm Location:**

Gainesville, FL

**Role:**

Prime, Civil, Survey





## Example Project #2: RTS Bus Stop Improvements Alachua County Public Works



### Project Information

**Project Location:** Gainesville, FL

**Years Completed**

**Professional Services:** 2019

**Construction:** 2020

**Cost:** \$250,000

**Services:** Civil Engineering Design & Permitting, Roadway Design, Contract Coordination, Surveying

**Description:** The Alachua County Commission desired to improve many of the RTS bus stops in the unincorporated area of Alachua County that were not ADA accessible and were in need of new shelters and benches. JBPro was hired to evaluate these bus stops and provide designs for improvements at each site. Thirty shelters were evaluated and JBPro performed designs for improvements at 24 sites. Site improvements include new boarding and alighting curbs and pads, new concrete pads, new extended roof shelters, new or realigned sidewalks, benches, and trash receptacles. Several sites also included grading and drainage improvements. This project was performed for Alachua County as an Annual Services project and the overall budget is less than \$500,000, the shelter improvements varied in cost with estimates in the range of \$10,000 per bus stop improvement.

### Project Owner's Information:

**Project Owner:**

Alachua County Public Works

**Address:**

5620 NW 120th Lane  
 Gainesville FL 32653

**Contact:**

James Link

**E-mail:**

jlink@alachuacounty.us

**Title:**

Stormwater Engineer

**Phone:**

(352) 548-1289

### Firms from Section C Involved with This Project

**Firm Name:**

JBrown Professional Group Inc.

**Firm Location:**

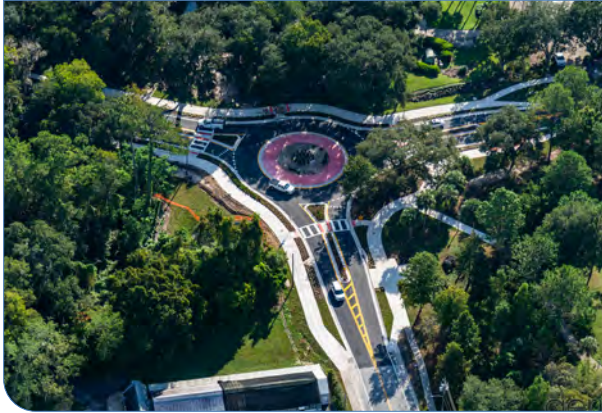
Gainesville, FL

**Role:**

Prime, Civil, Survey



## Example Project #3: UF – 642 – SW Campus Transportation Improvements



### Project Information

**Project Location:** Gainesville, FL

**Years Completed**

**Professional Services:** 2019

**Construction:** 2022

**Cost:** \$1,849,875

**Services:** Civil Engineering Design & Permitting, Stormwater Management Design & Permitting, Construction Administration, Surveying

**Description:** This project involved the design of a new roundabout to better distribute traffic flow at the busy intersection of Radio Rd. & Museum Drive on the UF main campus. The project involved extensive utility coordination due to multiple historical utility lines of all types that crossed the project limits. The Civil Engineering team worked together to create the design of a major box culvert drainage structure. This large double barrel box culvert was designed to provide a new stormwater discharge for Lake Alice to bypass Museum Rd. in major storm events without overtopping flooding the nearby roadway. JBPro coordinated with the St. Johns River Water Management District to secure ERP permits for the construction activity.

### Project Owner's Information:

**Project Owner:**

University of Florida

**Address:**

405 NW 39th Avenue  
 Gainesville, FL 32609

**Contact:**

Stuart Cullen

**E-mail:**

stuartcullen@ufl.edu

**Title:**

Project Manager III

**Phone:**

(352) 273-4030

### Firms from Section C Involved with This Project

**Firm Name:**

JBrown Professional Group Inc.

**Firm Location:**

Gainesville, FL

**Role:**

Prime, Civil, Survey





## Example Project #4: Santa Fe College Blount Center



### Project Information

**Project Location:** Gainesville, FL

**Years Completed**

**Professional Services:** 2021

**Construction:** 2022

**Cost:** \$26,000,000

**Services:** Civil Engineering Design & Permitting, Construction Administration, Stormwater Management Design & Permitting, Roadway and Site Design, Surveying

**Description:** The project consisted of building, approximately 86,000 SF, located on the northeast corner of NW 6th Street and W. University Ave. The new building includes classrooms, teaching labs, study spaces, offices, IT & mechanical spaces, student and visitor gathering spaces, and space for the Santa Fe College CEID Center. The project required extensive site improvements to include parking, stormwater management facilities, utilities, and landscape improvements, on the surrounding Santa Fe College property. This project is a capital improvement educational facility involving virtually all aspects of new construction and re-development of all civil infrastructure systems. It was performed for a stand-alone new facility which occurs within School District capital improvement projects, and involves typical paving, grading, drainage, and utility infrastructure needed for civil engineering continuing services.

### Project Owner's Information:

**Project Owner:**

Santa Fe College

**Address:**

3000 NW 83rd Street  
Gainesville, FL 32606

**Contact:**

Joseph Freedlenton

**E-mail:**

freedlenton.joseph@sfcollge.edu

**Title:**

Project Manager

**Phone:**

(352) 395-5174

### Firms from Section C Involved with This Project

**Firm Name:**

JBrown Professional Group Inc.

**Firm Location:**

Gainesville, FL

**Role:**

Prime, Civil, Survey



## Example Project #5: NE 9th Avenue Roadway Improvements



### Project Information

**Project Location:** Gainesville, FL

**Years Completed**

**Professional Services:** 2022

**Construction:** 2022

**Cost:** \$75,000

**Services:** Civil Engineering Design & Permitting, Stormwater Management Design & Permitting, Roadway and Site Design, Surveying

**Description:** The project’s focus was improving the connectivity and accessibility of a Gainesville neighbourhood by building a new paved roadway and upgrading the stormwater and utility systems in the area. The new roadway connects two existing streets, NE 16th Ter and NE 17th Dr., in an undeveloped part of the neighbourhood. The project was considered a high priority by the City of Gainesville Commission as they believed it was important for the community and would have a positive impact on the area. This project had a number of benefits, including improved traffic flow, increased property values, enhanced public safety, and provided access to new residential lots serving the for neighbourhood.

### Project Owner’s Information:

**Project Owner:**

City of Gainesville  
 Public Works Department

**Address:**

405 NW 39th Avenue  
 Gainesville, FL 32609

**Contact:**

Brian Singleton

**E-mail:**

singletonbm@cityofgainesville.org

**Title:**

Public Works Director

**Phone:**

(352) 393-8801

### Firms from Section C Involved with This Project

**Firm Name:**

JBrown Professional Group Inc.

**Firm Location:**

Gainesville, FL

**Role:**

Prime, Civil, Survey





## Example Project #6: UF Keys Complex ADA Improvements



### Project Information

**Project Location:** Gainesville, FL

**Years Completed**

**Professional Services:** 2022

**Construction:** 2022

**Cost:** \$75,000

**Services:** Geospatial Surveying, Civil Engineering Design & Permitting, Roadway & Site Design, ADA Compliance

**Description:** JBPro provided the design work for Sidewalk and ADA Improvements at the Keys Residential Complex. The design documents were made in compliance with UF Construction Standards and the Housing Appendix. We were tasked with designing sidewalk connections for the new entry landings of each resident building. The design included redesigning the existing parking lots to make space for additional ADA parking spaces and reworking the ADA-compliant pathway to the entries of each building. We also provided stormwater revisions and grading around several buildings in the complex. This project was completed within a very tight time frame as the design and construction had to be completed in a matter of weeks so that students could be moved in for the Fall Semester.

### Project Owner's Information:

**Project Owner:**

University of Florida Housing & Residence Life

**Address:**

University of Florida PO Box  
 112100 Gainesville, FL 32611

**Contact:**

Chad Doering

**E-mail:**

cdoering@ufl.edu

**Title:**

Director of Facilities

**Phone:**

(352) 846-4745

### Firms from Section C Involved with This Project

**Firm Name:**

JBrown Professional Group Inc.

**Firm Location:**

Gainesville, FL

**Role:**

Prime, Civil, Survey



## Example Project #7: NW 16th Avenue Resurfacing



### Project Information

**Project Location:** Gainesville, FL

**Years Completed**

**Professional Services:** 2019

**Construction:** 2020

**Cost:** \$550,000

**Services:** Civil Engineering Design & Permitting, Construction Administration, Roadway Design, Contract Coordination

**Description:** This project consisted of the pavement resurfacing of the 16th Ave. corridor from NW 13th St. to N. Main St. The corridor is approximately 4,600 ft. in length and is an urban curb & gutter roadway section. The project involved the milling and resurfacing of the existing pavement course, selective removal and replacement of curb & gutter, sidewalks, driveways, ADA curb cut improvements, restriping, and a revised signalization design for the NW 2nd St. intersection. JBPro provided the design and permitting as well as coordinating with all necessary entities to complete the project including utility providers, Gainesville Regional Transit System (RTS), the Geotechnical consultant, the transportation engineering consultant, and the Alachua County Public Works department and provided construction services including drawing review and inspections. The project involved night-time work due to busy daytime conditions. The project was performed under an Alachua County annual services contract.

### Project Owner's Information:

**Project Owner:**

Alachua County Public Works

**Address:**

5620 NW 120th Lane  
 Gainesville FL 32653

**Contact:**

James Link

**E-mail:**

jlink@alachuacounty.us

**Title:**

Stormwater Engineer

**Phone:**

(352) 548-1289

### Firms from Section C Involved with This Project

**Firm Name:**

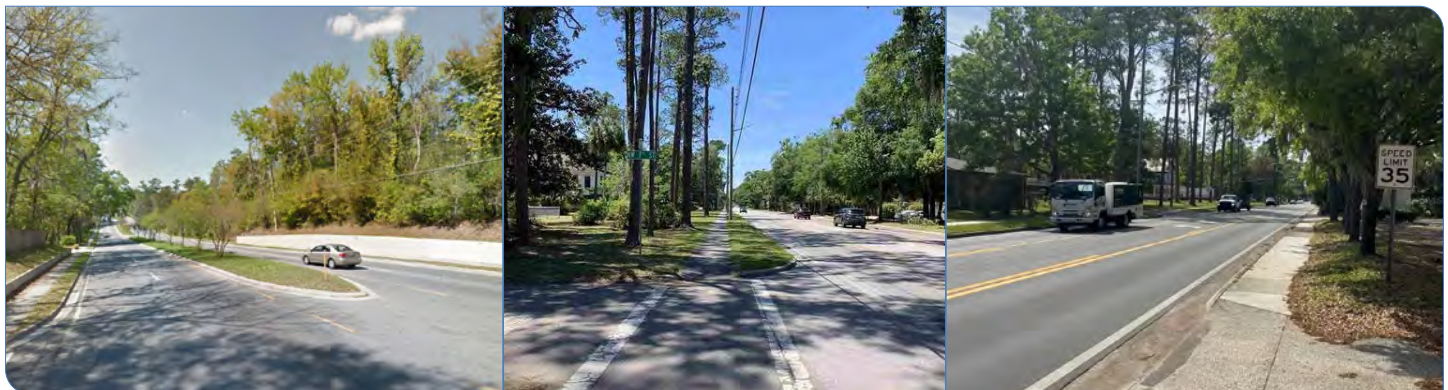
JBrown Professional Group Inc.

**Firm Location:**

Gainesville, FL

**Role:**

Prime, Civil, Survey





## Example Project #8: Wiles Elementary Parking Improvements



### Project Information

**Project Location:** Gainesville, FL

**Years Completed**

**Professional Services:** 2018

**Construction:** 2020

**Cost:** \$1,100,000

**Services:** Civil Engineering Design & Permitting, Construction Administration, Stormwater Management Design & Permitting, Roadway & Site Design

**Description:** JBPro was awarded this project as part of a Continuing Services team with an Alachua County School Board architect. The project involved the reconstruction and expansion of the existing parking lot and bus drop-off for Wiles Elementary School. A new parking lot with additional parking and an additional bus lane were built to improve the efficiency, safety, and accessibility of the parking lot. The project included a new driveway connection to the adjacent County arterial roadway and stormwater management and electrical site lighting improvements.

### Project Owner's Information:

**Project Owner:**

Alachua County Facilities Management

**Address:**

620 E University Avenue  
Gainesville, FL 32601

**Contact:**

Richard Rucker

**E-mail:**

ruckerrl@gm.sbac.edu

**Title:**

Project Manager

**Phone:**

(352) 318-6603

### Firms from Section C Involved with This Project

**Firm Name:**

JBrown Professional Group Inc.

**Firm Location:**

Gainesville, FL

**Role:**

Prime, Civil, Survey



## Example Project #9: Stephen Foster Parking Improvements



### Project Information

**Project Location:** Gainesville, FL

**Years Completed**

**Professional Services:** 2018

**Construction:** 2020

**Cost:** \$1,100,000

**Services:** Civil Engineering Design & Permitting, Construction Administration, Stormwater Management Design & Permitting, Roadway & Site Design

**Description:** JBPro prepared the civil engineering design for a renovation of the north parking lot at Stephen Foster Elementary school. The project involved removal and replacement of the entire lot with new curbing, sidewalks, and disabled parking and ADA improvements. The project was prepared as a continuing services project through the Alachua County Public Schools A/E contracts. The project was developed with a schedule centered around the summer school closure when schools are not in session leaving a tight window for all construction activity to be completed. This is like previous JBPro continuing services projects performed in the past, where schedules were created to perform construction activity over the summer months.

### Project Owner's Information:

**Project Owner:**

Alachua County Facilities Management

**Address:**

620 E University Avenue  
 Gainesville, FL 32601

**Contact:**

Richard Rucker

**E-mail:**

ruckerrl@gm.sbac.edu

**Title:**

Project Manager

**Phone:**

(352) 318-6603

### Firms from Section C Involved with This Project

**Firm Name:**

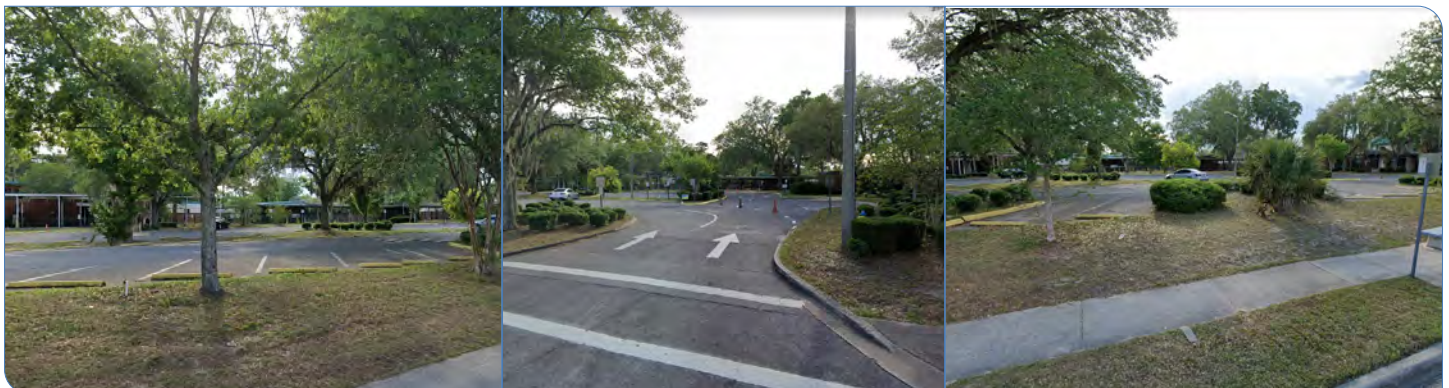
JBrown Professional Group Inc.

**Firm Location:**

Gainesville, FL

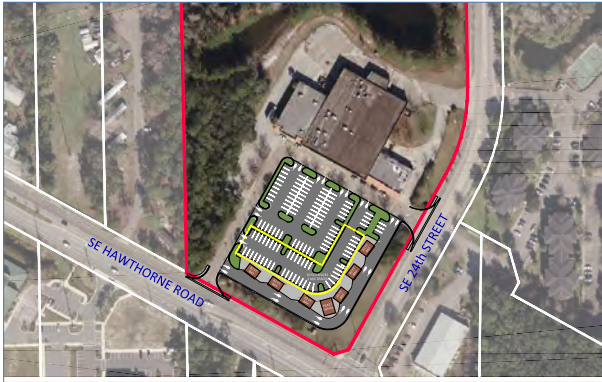
**Role:**

Prime, Civil, Survey





## Example Project #10: RTS Eastside Transfer Station Conceptual Layout



EASTSIDE TRANSFER STATION - CONCEPTUAL SITE PLAN

### Project Information

**Project Location:** Gainesville, FL

**Years Completed**

**Professional Services:** 2018

**Construction:** 2020

**Cost:** \$1,100,000

**Services:** Civil Engineering Design & Permitting, Construction Administration, Stormwater Management Design & Permitting, Roadway & Site Design

**Description:** This project developed an early conceptual site layout for a RTS bus transfer station within the existing shopping center located at the intersection of SE Hawthorne Road and SE 24th Street. The property to be redeveloped consists of Tax Parcel No. 11289-000-000 and is approximately 9.58 acres in size. The transfer station location has since been changed by the City to a site south of this conceptual layout.

### Project Owner's Information:

**Project Owner:**

City of Gainesville  
 Department of Mobility

**Address:**

34 SE 13th Road  
 Gainesville, FL 32601

**Contact:**

Krys Ochia

**E-mail:**

ochiak1@cityofgainesville.org

**Title:**

Transit Planning Manager

**Phone:**

(352) 393-7820

### Firms from Section C Involved with This Project

**Firm Name:**

JBrown Professional Group Inc.

**Firm Location:**

Gainesville, FL

**Role:**

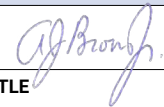
Prime

## Key Personnel Participation in Example Projects

G. KEY PERSONNEL PARTICIPATION IN EXAMPLE PROJECTS												
26. NAMES OF KEY PERSONNEL (From Section E, Block 12)	27. ROLE IN THIS CONTRACT (From Section E, Block 13)	28. EXAMPLE PROJECTS LISTED IN SECTION F (Fill in "Example Projects Key" section below before completing table. Place "X" under project key number for participation in same or similar role.)										
		1	2	3	4	5	6	7	8	9	10	
Anthony J. Brown Jr. PE	Civil Prinicpal-in-Charge	x	x	x	x	x	x	x	x	x	x	
Christopher Potts, PE, LEED GA	Civil Project Manager	x		x	x	x	x			x		x
Kyle Willems, PE	Civil Project Engineer	x	x	x		x	x	x			x	
Tim Boehlein, PE, LEED GA	Civil Project Engineer	x	x	x	x	x	x	x	x	x	x	x
Troy Wright, PSM	Survey Principal	x	x	x		x	x	x	x	x		
Jack Trahan	Survey Project Manager	x		x	x		x					
29. EXAMPLE PROJECTS KEY												
NUMBER	TITLE OF EXAMPLE PROJECT (From Section F)	NUMBER	TITLE OF EXAMPLE PROJECT (From Section F)									
1	RTS Bus Stop Improvements - Phase I City of Gainesville	6	UF Keys Complex ADA Improvements									
2	RTS Bus Stop Improvements - Alachua County Public Works	7	NW 16th Avenue Resurfacing									
3	UF-642 – SW Campus Transportation Improvements	8	Wiles Elementary Parking Improvements									
4	Santa Fe College Blount Center	9	Stephen Foster Parking Improvements									
5	NE 9th Ave. Roadway Improvements	10	RTS Eastside Transfer Station Conceptual Layout									

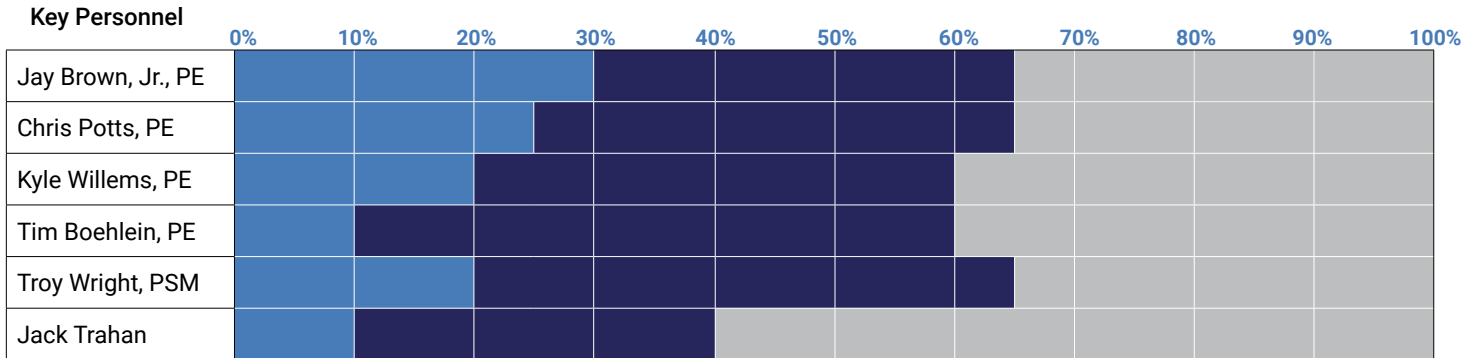


# General Qualifications

<b>ARCHITECT-ENGINEER QUALIFICATIONS</b>					<b>1. SOLICITATION NUMBER</b> #RTSX-240038-DS	
<b>PART II - GENERAL QUALIFICATIONS</b>						
<b>2a. FIRM (or Branch Office) NAME</b> JBrown Professional Group, Inc. (JBPro)			<b>3. YEAR ESTABLISHED</b> 1995		<b>4. UNIQUE ENTITY IDENTIFIER</b> PV2DZUBC4CX8	
<b>2b. STREET</b> 3530 NW 43rd Street			<b>5. OWNERSHIP</b>			
<b>2c. CITY</b> Gainesville		<b>2d. STATE</b> FL	<b>2e. ZIP CODE</b> 32606		<b>a. TYPE</b> S-Corporation	
<b>6a. POINT OF CONTACT NAME AND TITLE</b> Anthony J. Brown, Jr., PE, President				<b>b. SMALL BUSINESS STATUS</b> Small Business Enterprise		
<b>6b. TELEPHONE NUMBER</b> (352) 375-8999		<b>6c. EMAIL ADDRESS</b> jay.brown@jbpro.com		<b>7. NAME OF FIRM (If Block 2a is a Branch Office)</b> JBrown Professional Group, Inc., dba JBPro		
<b>8a. FORMER FIRM NAME(S) (If any)</b> Brown & Cullen Inc.			<b>8b. YEAR ESTABLISHED</b> 1995		<b>8c. UNIQUE ENTITY IDENTIFIER</b> N/A	
<b>9. EMPLOYEES BY DISCIPLINE</b>				<b>10. PROFILE OF FIRM'S EXPERIENCE AND ANNUAL AVERAGE REVENUE FOR LAST 5 YEARS</b>		
a. Function Code	b. Discipline	c. Number of Employees		a. Profile Code	b. Experience	c. Revenue Index Number (see below)
		(1) Firm	(2) Branch			
02	Administration	7		I01	Industrial Buildings; Manufacturing Plant	2
12	Civil Engineer	19		I06	Irrigation; Drainage	4
29	Geographic Information Systems Specialist	1		L02	Land Surveying	5
38	Land Surveyor	14	4	O01	Office Building; Industrial Parks	3
39	Landscape Architect	1	1	P05	Planning (Community, Regional, Areawide, and State)	1
47	Planner: Urban/Regional	3		R04	Recreation Facilities (Parks, Marinas, etc.)	2
				S13	Storm Water Handling & Facilities	1
				U03	Utilities (Gas and Steam)	3
				W02	Water Resources; Hydrology; Ground Water	1
				Z01	Zoning; Land Use Studies	2
	Other Employees					
	<b>Total</b>	<b>45</b>	<b>5</b>			
<b>11. ANNUAL AVERAGE PROFESSIONAL SERVICES REVENUES OF FIRM FOR LAST 3 YEARS (Insert revenue index number shown at right)</b>				<b>PROFESSIONAL SERVICES REVENUE INDEX NUMBER</b>		
a. Federal Work		1		1. Less than \$100,000		
b. Non-Federal Work		6		2. \$100,000 to less than \$250,000		
c. Total Work		6		3. \$250,000 to less than \$500,000		
				4. \$500,000 to less than \$1 million		
				5. \$1 million to less than \$2 million		
				6. \$2 million to less than \$5 million		
				7. \$5 million to less than \$10 million		
				8. \$10 million to less than \$25 million		
				9. \$25 million to less than \$50 million		
				10. \$50 million or greater		
<b>12. AUTHORIZED REPRESENTATIVE</b> <i>The foregoing is a statement of facts.</i>						
<b>a. SIGNATURE</b> 				<b>b. DATE</b> 05/08/2024		
<b>c. NAME AND TITLE</b> Anthony J. Brown, Jr., PE, President						

# Current Workload

The JBPro team offers unparalleled professional expertise along with depth of support among its team members affording ample availability for each required task. The team has reviewed the current and projected availability of the team members and has summarized the availability percentage for the project in the chart below. The team has been assembled to make sure the needed resources will be available throughout the project’s schedule.



- Administrative Hours
- Committed Hours
- Uncommitted Hours

## Ability to Meet Requirements

JBPro understands the need to meet budgets and scheduling. In today’s fast paced working environment, we have become accustomed to meeting difficult schedules and carefully monitoring the scheduling of all of our projects. With the size of our firm, the 41% capacity that is available to serve will more than exceed the anticipated project demands. JBPro comfortably serves our public clients without any delays in schedule and without any sacrifice regarding our standards of excellence and best practice value engineering. We complete designs correctly the first time, removing the need for lengthy redesign cycles and post-bid value engineering. Our approach to maintaining project budgets and schedules might not be direct monitoring, but they are preventative measures to make sure our work product holds up in high-speed and cost-conscious project environments.



# **D-I. Required Forms, Exhibits, & Addendum**

## D. Drug-Free Workplace Form

### DRUG-FREE WORKPLACE FORM

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

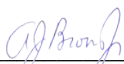
JBrown Professional Group, Inc.

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

4/16/2024  
 \_\_\_\_\_  
 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. Bidder Verification Form

## BIDDER VERIFICATION FORM

LOCAL PREFERENCE **INTENTIONALLY LEFT BLANK – Not Applicable for Project**

QUALIFIED SMALL BUSINESS AND/OR SERVICE DISABLED VETERAN BUSINESS STATUS  
**INTENTIONALLY LEFT BLANK – Not Applicable for Project**

**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 (# P13000078056)

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


\_\_\_\_\_  
\_\_\_\_\_

JBrown Professional Group, Inc.

Bidder's Name

Anthony J. Brown Jr., PE and President

Printed Name/Title of Authorized Representative

 \_\_\_\_\_ \ 4/16/2024  
Signature of Authorized Representative Date

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

## F. E-Verification Form

### E-VERIFY CERTIFICATION FORM

If awarded:

The Contractor shall comply with all applicable requirements of Section 448.095, Florida Statutes, including but not limited to: 1) the Contractor shall register with and use the U.S. Department of Homeland Security's E-Verify system to verify the work authorization status of all new employees of the Contractor during the term of this Agreement; and 2) the Contractor shall expressly require any subcontractors performing work or providing services pursuant to this Agreement to likewise register with and use the U.S. Department of Homeland Security's E-Verify system to verify the work authorization status of all new employees of the subcontractor during the term of this Agreement. Section 448.095, Florida Statutes, states the statute must be construed in a manner that is fully consistent with any applicable federal laws or regulations, and therefore this section does not apply to this Agreement to the extent that this section would be inconsistent with any federal laws or regulations that are applicable to this Agreement.

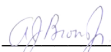
As the person authorized to sign the statement, I certify that this bidder complies fully with the above requirement.

JBrown Professional Group, Inc.

Bidder's Name

Anthony J. Brown, Jr., PE and President

Printed Name/Title of Authorized Representative

  
Signature of Authorized Representative

4/16/2024

Date

***In order to be considered for bid award (responsive), Bidder must sign and return this certification.***

## G. Prohibition Regarding Foreign Countries of Concern

### PROHIBITION REGARDING FOREIGN COUNTRIES OF CONCERN

In accordance with Section 287.138, Florida Statutes, beginning January 1, 2024, the City of Gainesville (City) may not accept a bid on, a proposal for, or a reply to, or enter into, a contract with an entity (Bidder) which would grant the Bidder access to an individual's personal identifying information unless the Bidder provides the City with an affidavit signed by an officer or representative of the Bidder under penalty of perjury attesting that the Bidder does not meet any of the criteria in paragraphs (2)(a)-(c):

- (a) The Bidder is owned by the government of a "foreign country of concern" (People's Republic of China, the Russian Federation, the Islamic Republic of Iran, the Democratic People's Republic of Korea, the Republic of Cuba, the Venezuelan regime of Nicolás Maduro, or the Syrian Arab Republic, including any agency of or any other entity of significant control of such foreign country of concern);
- (b) The government of a "foreign country of concern" (listed above) has a controlling interest in the Bidder; or
- (c) The Bidder is organized under the laws of or has its principal place of business in a "foreign country of concern" (listed above).

### AFFIDAVIT

State of Florida

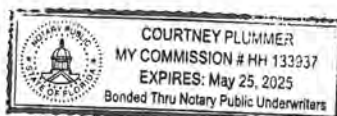
County of Alachua

Before me, the undersigned authority, personally appeared Anthony J. Brown, Jr., who, after being first duly sworn, deposes and says of their personal knowledge the following:

1. I am the President (title) of JBrown Professional Group, Inc. (Bidder).
2. I attest under penalty of perjury that the Bidder does not meet any of the criteria in Section 287.138(2)(a)-(c), Florida Statutes, stated above.

Sworn to and subscribed before me this 30 day of April, 2024, by Anthony J. Brown, Jr. (name of affiant), who is personally known to me or produced \_\_\_\_\_ as identification, and did take an oath.

Courtney Plummer (name of notary)  
Notary Public  
My Commission Expires: 5/25/2025



Courtney Plummer

*If a contract awarded for this solicitation will give Bidder access as stated above, then Bidder must sign, notarize and return the affidavit in order to be considered responsive for bid award.*

**H. W-9**

Form <b>W-9</b> (Rev. October 2018) Department of the Treasury Internal Revenue Service	<h3 style="margin:0;">Request for Taxpayer Identification Number and Certification</h3> <p style="margin:0;">▶ Go to <a href="http://www.irs.gov/FormW9">www.irs.gov/FormW9</a> for instructions and the latest information.</p>	Give Form to the requester. Do not send to the IRS.
--	--	---

Print or type. See Specific Instructions on page 3.	<p><b>1</b> Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.  <b>JBrown Professional Group Inc.</b></p> <p><b>2</b> Business name/disregarded entity name, if different from above</p> <p><b>3</b> Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only <b>one</b> of the following seven boxes.</p> <p> <input type="checkbox"/> Individual/sole proprietor or single-member LLC                     <input type="checkbox"/> C Corporation                     <input checked="" type="checkbox"/> S Corporation                     <input type="checkbox"/> Partnership                     <input type="checkbox"/> Trust/estate  <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____  <small><b>Note:</b> 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 <b>not</b> 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.</small>  <input type="checkbox"/> Other (see instructions) ▶ _____             </p> <p><b>4</b> Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):                  Exempt payee code (if any) _____                  Exemption from FATCA reporting code (if any) _____  <small>(Applies to accounts maintained outside the U.S.)</small> </p> <p><b>5</b> Address (number, street, and apt. or suite no.) See instructions.  <b>3530 NW 43rd Street</b></p> <p><b>6</b> City, state, and ZIP code  <b>Gainesville, FL, 32606</b></p> <p><b>7</b> List account number(s) here (optional)</p> <p>Requester's name and address (optional)</p>
---	--

**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.

<b>Social security number</b>									
<b>or</b>									
<b>Employer identification number</b>									
4	6	-	3	7	1	0	7	5	5

**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.

<b>Sign Here</b>	Signature of U.S. person ▶	Date ▶ 01/03/2022
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**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](http://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.*



# I. Copy of Applicable, Current Licenses, and/or Certifications

Ron DeSantis, Governor  
Melanie S. Griffin, Secretary

STATE OF FLORIDA

BOARD OF PROFESSIONAL ENGINEERS

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

**BROWN, ANTHONY JOHN JR.**  
3736 SW 5TH PLACE  
GAINESVILLE FL 32607

LICENSE NUMBER: PE43879  
EXPIRATION DATE: FEBRUARY 28, 2025  
Always verify licenses online at MyFloridaLicense.com

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

Ron DeSantis, Governor  
Melanie S. Griffin, Secretary

STATE OF FLORIDA

BOARD OF PROFESSIONAL ENGINEERS

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

**POTTS, CHRISTOPHER ANDREW**  
3636 NW 49TH DRIVE  
GAINESVILLE FL 32606

LICENSE NUMBER: PE73842  
EXPIRATION DATE: FEBRUARY 28, 2025  
Always verify licenses online at MyFloridaLicense.com

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Ron DeSantis, Governor  
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STATE OF FLORIDA

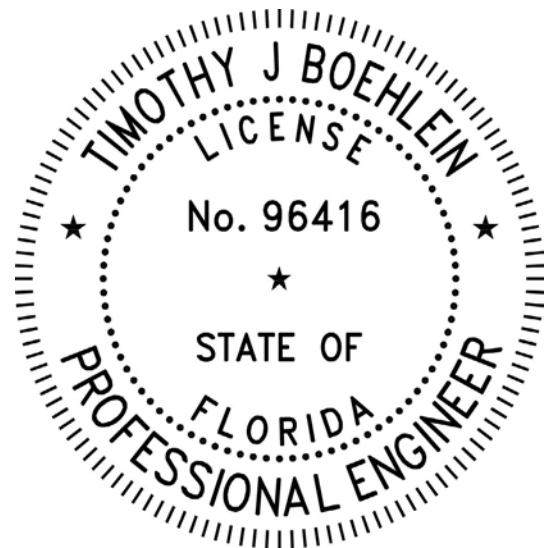
BOARD OF PROFESSIONAL ENGINEERS

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

**WILLEMS, KYLE PETER**  
17749 NW 175TH AVE  
ALACHUA FL 32615

LICENSE NUMBER: PE93446  
EXPIRATION DATE: FEBRUARY 28, 2025  
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Florida Department of Agriculture and Consumer Services  
Division of Consumer Services  
Board of Professional Surveyors and Mappers  
2005 Apalachee Pkwy Tallahassee, Florida 32399-6500

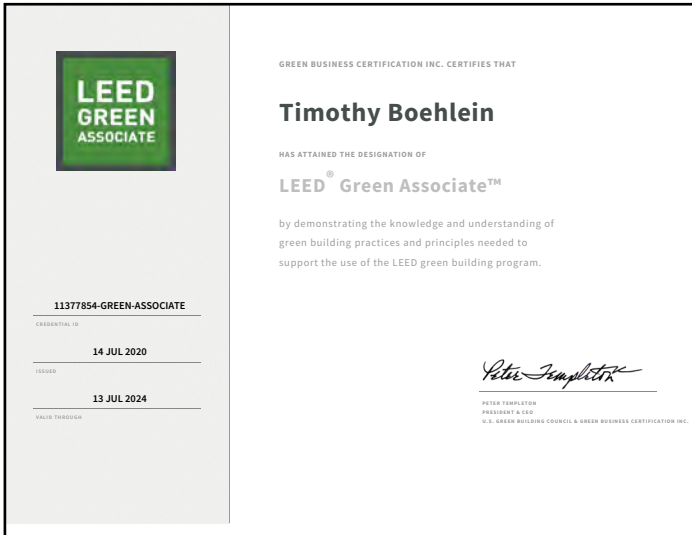
License No.: LS7210  
Expiration Date: February 28, 2025

**Professional Surveyor and Mapper License**  
Under the provisions of Chapter 472, Florida Statutes

**TROY V WRIGHT**  
3530 NW 43RD ST  
GAINESVILLE, FL 32606-6104

*Wilton Simpson*  
WILTON SIMPSON  
COMMISSIONER OF AGRICULTURE

# I. Copy of Applicable, Current Licenses, and/or Certifications



**LEED GREEN ASSOCIATE**

GREEN BUSINESS CERTIFICATION INC. CERTIFIES THAT

**Timothy Boehlein**

HAS ATTAINED THE DESIGNATION OF

**LEED® Green Associate™**

by demonstrating the knowledge and understanding of green building practices and principles needed to support the use of the LEED green building program.

**11377854-GREEN-ASSOCIATE**  
CREDENTIAL ID

**14 JUL 2020**  
ISSUED

**13 JUL 2024**  
VALID THROUGH

*Peter Tompsett*  
PETER TOMPSETT  
 PRESIDENT & CEO  
 U.S. GREEN BUILDING COUNCIL & GREEN BUSINESS CERTIFICATION INC.



**LEED GREEN ASSOCIATE**

GREEN BUSINESS CERTIFICATION INC. CERTIFIES THAT

**Christopher Potts**

HAS ATTAINED THE DESIGNATION OF

**LEED® Green Associate™**

by demonstrating the knowledge and understanding of green building practices and principles needed to support the use of the LEED green building program.

**11381297-GREEN-ASSOCIATE**  
CREDENTIAL ID

**07 SEP 2020**  
ISSUED

**06 SEP 2024**  
VALID THROUGH

*Peter Tompsett*  
PETER TOMPSETT  
 PRESIDENT & CEO  
 U.S. GREEN BUILDING COUNCIL & GREEN BUSINESS CERTIFICATION INC.



**FDOT**

**CERTIFICATE OF QUALIFICATION**

**TIMOTHY BOEHLEIN**

Has met the requirements for the Florida Department of Transportation qualification on:

**Final Estimates - Level 1**

**03/25/2021**      **03/25/2026**      **3002320**  
Valid from      Expires      Certificate No.

Provider: A Plus Training by Ron Henley

This certificate's validity can be verified at: [www.ctqpfloida.com](http://www.ctqpfloida.com)

**CTQP**  
Construction Training Qualification Program



**FDOT**

**CERTIFICATE OF QUALIFICATION**

**TIMOTHY BOEHLEIN**

Has met the requirements for the Florida Department of Transportation qualification on:

**Earthwork Construction Inspection - Level 1**

**01/04/2022**      **01/04/2027**      **3008725**  
Valid from      Expires      Certificate No.

Provider: A Plus Training by Ron Henley

This certificate's validity can be verified at: [www.ctqpfloida.com](http://www.ctqpfloida.com)

**CTQP**  
Construction Training Qualification Program



**Certificate of Completion**

**TIMOTHY BOEHLEIN**

Has Completed a Florida Department of Transportation Approved Temporary Traffic Control (TTC) Advanced Course.

**10/28/2024**      **36**      **Jasper Masciocchi**      **66988**  
Date Expires      FDOT Provider #      Instructor      Certificate #

**T2 Centers University of Florida**  
 2100 NE Waldo Road  
 Gainesville, FL 32609  
[techtransfer.ce.ufl.edu](mailto:techtransfer.ce.ufl.edu)  
[j.masciocchi@ufl.edu](mailto:j.masciocchi@ufl.edu)

**UF** University of Florida  
Transportation Institute  
 Tech Transfer Center  
 UNIVERSITY OF FLORIDA

**FDOT**  
For more information about Temporary Traffic Control (TTC) or to verify this certificate  
[www.motadmin.com](http://www.motadmin.com)

## J. Exceptions to the RFQ

In reviewing this RFQ JBPro will be submitting out proposal as outlined by the requirements of the RFQ with no exceptions. We assure you that this proposal is completed to the best of our abilities. We have addressed the concerns of the city regarding the scope of work for the Engineering & Design Services for Bus Stop Improvements project and we have provided all documentation required by the RFQ. We look forward to the committee reviewing our proposal and hope to serve the city with the best of our efforts.



## K. Investigation of Alleged Wrongdoings, Litigation/Settlements/Fines/Penalties

### Litigation Statement:

In the last five years, JBPro has been involved in two legal cases. The first case has been completed and the second case has been settled. A description of each case is provided below.

#### Case #1

The University of Florida filed a lawsuit against multiple parties including the general contractor, the geotechnical engineer, the structural engineer, the architect, the civil engineer (JBPro), and almost all other members of the design team regardless of discipline. The suit was filed on August 2, 2018 and involved the settlement of a building slab and associated damages to the Clinical Translation Research Building structure on the UF Main Campus. JBPro denied wrongdoing and any liability in this case as we felt strongly that the building damages were not due to any actions of the civil engineer, but rather the geotechnical engineer, the structural engineer, and the contractor. The suit included approximately \$3M in damages and was litigated for several years. As is standard practice in cases like this, virtually every member of the design team, the contractor, and sub-contractors who held liability insurance were included in the lawsuit. JBPro actively defended their interests throughout a protracted legal case and ultimately settled their suit with a final dismissal on July 22, 2021. JBPro was dismissed prior to most all other parties, and has continued to maintain very strong working relationship with the University of Florida despite this lawsuit. The lawsuit is continuing currently although JBPro is no longer involved.

One indicator of how UF feels about JBPro as a civil engineering partner is that UF has selected JBPro as one of three civil engineering firms for three straight contract terms, dating back to 2014.

#### Case #2

Recently, a motorcyclist drove off the road and onto the roadway shoulder of a residential subdivision project designed by JBPro. The motorcyclist lost control of his vehicle while outside of his driving lane and sustained an injury. A personal injury lawyer representing the Plaintiff filed suit against the project site contractor, the developer of the residential subdivision, and JBPro for the amount of \$30,001. The case was filed in Alachua County Circuit Court (Case No. 2021-CA-1184) on April 28, 2021 and JBPro has settled with the plaintiff. JBPro denies any wrongdoing. We believe strongly that the motorcycle accident was totally uncalled for since the rider went off the roadway travel lane and unnecessarily drove into a roadway under construction. As evidence that the engineering design had nothing to do with the rider's accident or injury, JBPro settled. The contractor and the developer are still involved in the matter, which indicates that JBPro was not at fault as the other parties have continued to litigate without JBPro's involvement.

Prior to these two cases, JBPro had only been sued one other time in 27 years, and the case was dismissed without prejudice. JBPro was found not liable in any way and was not party to any settlement.

# Certification Regarding Debarment

## CERTIFICATION REGARDING DEBARMENT

The Contractor shall comply and facilitate compliance with U.S. DOT regulations, “Nonprocurement Suspension and Debarment,” 2 C.F.R. part 1200, which adopts and supplements the U.S. Office of Management and Budget (U.S. OMB) “Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement),” 2 C.F.R. part 180. These provisions apply to each contract at any tier of \$25,000 or more, and to each contract at any tier for a federally required audit (irrespective of the contract amount), and to each contract at any tier that must be approved by an FTA official irrespective of the contract amount. As such, the Contractor shall verify that its principals, affiliates, and subcontractors are eligible to participate in this federally funded contract and are not presently declared by any Federal department or agency to be:

- a) Debarred from participation in any federally assisted Award;
- b) Suspended from participation in any federally assisted Award;
- c) Proposed for debarment from participation in any federally assisted Award;
- d) Declared ineligible to participate in any federally assisted Award;
- e) Voluntarily excluded from participation in any federally assisted Award; or
- f) Disqualified from participation in ay federally assisted Award.


By signing and submitting its bid or proposal, the bidder or proposer certifies as follows:

The certification in this clause is a material representation of fact relied upon by CITY. If it is later determined by CITY that the bidder or proposer knowingly rendered an erroneous certification, in addition to remedies available to CITY, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment. The bidder or proposer agrees to comply with the requirements of 2 C.F.R. part 180, subpart C, as supplemented by 2 C.F.R. part 1200, while this offer is valid and throughout the period of any contract that may arise from this offer. The bidder or proposer further agrees to include a provision requiring such compliance in its lower tier covered transactions.

Company: JBrown Professional Group, Inc.

Name: Anthony J. Brown Jr.

Title: Principal Engineer and President

Signature: 

Date: 4/16/2024

# Certification and Restrictions on Lobbying

## CERTIFICATION AND RESTRICTIONS ON LOBBYING

I, Anthony J. Brown Jr., President hereby certify  
(Name and title of official)

On behalf of JBrown Professional Group, Inc. that:  
(Name of Bidder/Company Name)

- No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions
- The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31 U.S.C. § 1352. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Company: JBrown Professional Group, Inc.

Name: Anthony J. Brown Jr.

Title: President

Signature: 

Date: 4/16/2024



# Disclosure of Lobbying Activities

## DISCLOSURE OF LOBBYING ACTIVITIES

Approved by OMB

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

0348-0046

(See next page for public burden disclosure.)

<b>1. Type of Federal Action:</b> <input type="checkbox"/> N/A a. contract b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance		<b>2. Status of Federal Action:</b> <input type="checkbox"/> N/A a. bid/offer/application b. initial award c. post-award		<b>3. Report Type:</b> <input type="checkbox"/> N/A a. initial filing b. material change <b>For Material Change Only:</b> year <u>N/A</u> quarter <u>N/A</u> date of last report <u>N/A</u>	
<b>4. Name and Address of Reporting Entity:</b> <input type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known: N/A Congressional District, if known: 4c			<b>5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime:</b> N/A Congressional District, if known:		
<b>6. Federal Department/Agency:</b> N/A			<b>7. Federal Program Name/Description:</b> CFDA Number, if applicable: N/A		
<b>8. Federal Action Number, if known:</b> N/A			<b>9. Award Amount, if known:</b> \$ N/A		
<b>10. a. Name and Address of Lobbying Registrant</b> (if individual, last name, first name, MI): N/A			<b>b. Individuals Performing Services</b> (including address if different from No. 10a) (last name, first name, MI): N/A		
<b>11.</b> Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.			Signature: <u></u> Print Name: <u>Anthony J. Brown Jr.</u> Title: <u>President</u> Telephone No.: <u>(352) 375-8999</u> Date: <u>4/16/2024</u>		
<b>Federal Use Only:</b>				Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)	

This page must be completed and uploaded to DemandStar.com with your Submittal, whether it is applicable or not. If it is not applicable, mark "N/A", sign and return.

## Prohibition on Certain Telecommunications and Video Surveillance Services or Equipment

### PROHIBITION ON CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT

BIDDER/PROPOSER hereby acknowledges that the John S. McCain National Defense Authorization Act for Fiscal Year 2019, Pub. L. 115232, § 889 (Aug. 13, 2018) (the Act) prohibits the Agency from procuring certain “covered telecommunications equipment or services,” as defined in the Act, in federally assisted procurements and that the instant procurement is a federally assisted procurement subject to that prohibition. BIDDER represents and warrants that it has performed a due diligence review of its supply chain and that no such “covered telecommunications equipment or services” shall be provided to the Agency that would cause the Agency to be in violation of the prohibition contained in the Act.

Company: JBrown Professional Group, Inc.

Name: Anthony J. Brown Jr.

Title: President

Signature:  Date: 4/16/2024

*This page must be completed and uploaded to DemandStar.com with your Submittal.  
Failure to sign or return this form will render bid non-responsive.*

## Federal Tax Liability and Recent Felony Conviction

### FEDERAL TAX LIABILITY AND RECENT FELONY CONVICTION

The contractor hereby certifies the following:


Does not have any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability; and was not convicted of the felony criminal violation under any Federal law within the preceding 24 months.

The contractor agrees to require all subcontractors to provide this certification and to flow this requirement down to participants at all lower tiers, without regard to the value of any subcontract.

Company: JBrown Professional Group, Inc.

Name: Anthony J. Brown Jr.

Title: President

Signature:  Date: 4/16/2024

*This page must be completed and uploaded to DemandStar.com with your Submittal.  
Failure to sign or return this form will render bid non-responsive.*



# Contractor Responsibility Certification

## CONTRACTOR RESPONSIBILITY CERTIFICATION

The Bidder is required to certify compliance with the following contractor responsibility standards by checking appropriate boxes. For purposes hereof, all relevant time periods are calculated from the date this Certification is executed.


	YES	NO
1. Has the firm been suspended and/or debarred by any federal, state or local government agency or authority in the past three years?		X
2. Has any officer, director, or principal of the firm been convicted of a felony relating to your business industry?		X
3. Has the firm defaulted on any project in the past three (3) years?		X
4. Has the firm had any type of business, contracting or trade license revoked or suspended for cause by any government agency or authority in the past three (3) years?		X
5. Has the firm been found in violation of any other law relating to its business, including, but not limited to antitrust laws, licensing laws, tax laws, wage or hour laws, environmental or safety laws, by a final unappealed decision of a court or government agency in the past three (3) years, where the result of such adjudicated violation was a payment of a fine, damages or penalty in excess of \$1,000?		X
6. Has the firm been the subject of voluntary or involuntary bankruptcy proceedings at any time in the past three (3) years?		X
7. Has the firm successfully provided similar products or performed similar services in the past three (3) years with a satisfactory record of timely deliveries or on-time performance?	X	
8. Does the firm currently possess all applicable business, contractor and/or trade licenses or other appropriate licenses or certifications required by applicable state or local laws to engage in the sale of products or services?	X	
9. Does the firm have all the necessary experience, technical qualifications and resources, including but not limited to equipment, facilities, personnel and financial resources, to successfully provide the referenced product(s) or perform the referenced service(s), or will obtain same through the use of qualified, responsible subcontractors?	X	
10. Does the firm meet all insurance requirements per applicable law or bid specifications including general liability insurance, workers' compensation insurance, and automobile liability insurance?	X	
11. Firm acknowledges that it must provide appropriate documentation to support this Contractor Responsibility Certification if so requested by the City of Gainesville. The firm also understands that the City of Gainesville may request additional information or documents to evaluate the responsibility of firm. Firm agrees to provide such additional information or supporting documentation for this Certification.	X	

Under the penalty of perjury, the Bidder's authorized representative hereby certifies that all responses marked in this form or otherwise submitted for purposes of determining the Bidder's status as a responsible contractor is true, complete and accurate and that he/she has knowledge and authority to verify the information in this certification or otherwise submitted on behalf of the Bidder by his or her signature below.

Company: JBrown Professional Group, Inc.

Name: Anthony J. Brown Jr.

Title: President

Signature: 

Date: 4/16/2024

# Federally Funded Purchase Questionnaire

## FEDERALLY FUNDED PURCHASE QUESTIONNAIRE

This is a federally assisted contract and your response to this questionnaire helps the City in setting \*Disadvantaged Business Enterprise (DBE) goals with the federal government. Please complete and return this form with your bid response.

Project: #RTSX-240038-DS Engineering and Design Services for Bus Stop Improvements - Phase II

Bidder Name: JBrown Professional Group, Inc.

Bidder Address: 3530 NW 43rd Street Gainesville, FL 32606

Is Bidder a DBE?  Yes  No

Age of Firm: 29 years

Annual Gross Receipts of the Firm: (check one)

Less than \$500,000

\$500,000-\$1 million

\$1-2 million

\$2-5 million

More than \$5 million

*\*To be able to claim DBE status referenced above the bidder must be currently listed in the **Florida Unified Certification Program (UCP) Disadvantaged Business Enterprise (DBE) Directory** maintained by the Florida Department of Transportation (FDOT).*

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

# Addendum No. 1



## ADDENDUM NO. 1

**Date:** May 7, 2024

**Bid Due Date:** May 23, 2024, 3:00 P.M. (Local Time)

**Bid Name:** Engineering and Design Services for Bus Stop Improvements – Phase II

**Bid Number:** RTSX-240038-DS

---

NOTE: This Addendum has been issued 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. Question & Answer:

Question1: Is it the City's intent to enter into contract with only one firm, or is there a possibility of awarding the work to multiple firms?

**Answer1:** *No, only one award will be made.*

Question2: General questions regarding timeline:

- a. Is there an expected timeline for completion of design documents for all 245 bus stops?
- b. Is there any proposed phasing, or priority for completion?
- c. How many bus stops are expected to be under design at once?
- d. What is the anticipated length of this contract?

**Answer2:** *The City does not have a timeline for all bus stop design documents to be completed or a priority order list. However, the City expects designed groups of 20 or so to be submitted for review/approval/payment. Review and approval may take several weeks per group, so it is important that proposers consider that when providing an estimated completion timeline in their proposal.*

Question3: Paragraph 2 of Section 2.1 in the Scope of Work mentions the "Project Manager." Can you confirm this refers to a city employee and not the Firm?

**Answer3:** *Yes, the "Project Manager" referred to in that paragraph is a City employee.*



# Addendum No. 1

Engineering and Design Services for Bus Stop Improvements  
 RTSX-240038-DS

Question4: We understand that the projects will need approval from the jurisdiction of the roadway they are located on (ROW permits with the City, County, and State, as applicable). But separately from that, are projects located within the City of Gainesville (even if not located on City ROW) required to go through City/GRU review in ProjectDox?

**Answer4: No, only through City's Public Works Department.**

Question5: Same question as above- are bus stops located outside of the City limits subject to Alachua County site plan review?

**Answer5: No, see Answer4 above.**

Question6: Is the Firm responsible for coordinating those site plan application and review processes? When proposing a schedule, should the Firm take these review timelines into account?

**Answer6: No, the City will be responsible for coordinating those site plan application and review processes. Yes, the firm should take review timelines into account.**

Question7: Is it the intent for each bus stop to be topographically surveyed?

**Answer7: Yes.**

Question8: Does right-of-way need to be located for each stop?

**Answer8: Yes.**

Question9: We are planning to include a Public Involvement Consultant (PIC) as a subconsultant; does the City of Gainesville have a preference regarding a PIC?

**Answer9: Determination of a subconsultant is up to the proposer; the City cannot recommend one firm over another.**

Question10: What is the anticipated schedule for completion of the design services?

**Answer10: See Answer 2 above.**

2. Find attached:


- Prohibition of Lobbying in Procurement Matters

ACKNOWLEDGMENT: Each Proposer shall acknowledge receipt of this Addendum No. 1 by his or her signature below, **and shall attach a copy of this Addendum to its 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: JBrown Professional Group, Inc.; Anthony J. Brown Jr.; President

BY: 

DATE: 5/7/2024

# Addendum No. 1

*Engineering and Design Services for Bus Stop Improvements  
RTSX-240038-DS*

CITY OF \_\_\_\_\_  
GAINESVILLE

FINANCIAL SERVICES  
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.

