

**RESOLUTION NO. 2022- 062**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, APPROVING AN EXTENSION TO THE AGREEMENT WITH FLORIDA TECHNICAL CONSULTANTS, LLC FOR CONTINUING GIS CONSULTING SERVICES UNDER THE ORIGINAL TERMS AND CONDITIONS AS APPROVED VIA RESOLUTION 2019-016; AUTHORIZING THE MAYOR, TOWN ADMINISTRATOR, AND TOWN ATTORNEY TO ISSUE A PURCHASE ORDER; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the Town approved a piggyback agreement with Florida Technical Consultants, LLC (FTC) for continuing GIS Consulting Services via Resolution 2019-016 on December 13, 2018; and

**WHEREAS**, the agreement was based on a piggyback agreement that was originally approved by the Town of Davie on December 7, 2016; and

**WHEREAS**, the Town's Procurement Code, allows the Town to piggyback off of its procured pricing; and

**WHEREAS**, the original piggybacked agreement with the Town of Davie expired in January 2022; and

**WHEREAS**, FTC has successfully developed a robust GIS program that Town residents, visitors, and staff rely on; and

**WHEREAS**, the Town wishes to continue its agreement with FTC to develop its GIS program with additional future GIS layers requested by Town Council and staff and, general oversight of the Town's GIS database; and

**WHEREAS**, the estimated expense for FY 2022 and each succeeding year of the three year agreement will not exceed \$20,000 of which the funding is earmarked in Account # 001-1800-512-34100 (Non Departmental - Other Contractual Services) from technology reserves accrued from the imposition of building permit fees, and designated specifically for this purpose; and

**WHEREAS**, it has been determined to be in the public's best interest to award this work to FTC under a single source agreement; and

**WHEREAS**, the Town of Southwest Ranches desires to issue a Purchase Order under the terms and conditions set forth hereinafter.

**NOW, THEREFORE, BE IT RESOLVED** by the Town Council of the Town of Southwest Ranches, Florida:

**Section 1.** The above-referenced recitals are true and correct and are incorporated herein by reference.

**Section 2.** The Town Council hereby approves a Purchase Order in an amount not to exceed Twenty Thousand Dollars and Zero Cents (\$20,000.00) for Florida Technical Consultants, LLC (FTC) to provide continuing GIS services to the Town, as outlined in the original piggybacked agreement approved via Resolution 2019-016 on December 13, 2018 attached hereto as Exhibit "A", which is incorporated herein by reference.

**Section 3.** The Town Council hereby authorizes the Mayor, Town Administrator, and Town Attorney to issue a Purchase Order, and to make such modifications, additions, and/or deletions which they deem necessary and proper to effectuate the intent of this Resolution.

**Section 4.** That this Resolution shall become effective immediately upon its adoption.

**[Signatures On Next Page]**

**PASSED AND ADOPTED** by the Town Council of the Town of Southwest

Ranches, Florida, this 14<sup>th</sup> day of July, 2022 on a motion by

W/m Kuczenski and seconded by W/m Jablonski.

Breitkreuz  
Jablonski  
Allbritton  
Hartmann  
Kuczenski

Yes  
Yes  
Yes  
Yes  
Yes

Ayes  
Nays  
Absent  
Abstaining

5  
0  
0  
0

  
Steve Breitkreuz, Mayor

Attest:

  
Russell Muñiz, Assistant Town Administrator/Town Clerk

Approved as to Form and Correctness:

  
Keith Poliakoff, Town Attorney  
1001.1036:01

**RESOLUTION NO. 2019 - 016**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, APPROVING A PIGGYBACK AGREEMENT WITH FLORIDA TECHNICAL CONSULTANTS, LLC FOR CONTINUING GIS CONSULTING SERVICES; AUTHORIZING THE MAYOR, TOWN ADMINISTRATOR, AND TOWN ATTORNEY TO ISSUE A PURCHASE ORDER; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the Town budgeted \$20,000 for a GIS Technician in the Fiscal Year 2018-2019 Professional Services Expenditures (001-1800-512-34100); and

**WHEREAS**, on August 15, 2016 the Town of Davie issued RFP #B-16-168 for Continuing GIS Consulting Services for an annual contract for the furnishing and installation of pavement marking as needed; and

**WHEREAS**, on October 6, 2016 the Town of Davie received two (2) responses; and

**WHEREAS**, after reviewing the bids, it was determined that Florida Technical Consultants, LLC (FTC) was the lowest responsive and responsible bidder that met the requirements of the Request for Proposals (RFP); and

**WHEREAS**, on December 7, 2016 the Town of Davie entered into an agreement with FTC; and

**WHEREAS**, the bid and agreement, as well as the Town's Procurement Code, allows the Town to piggyback off of its procured pricing; and

**WHEREAS**, the project includes, but is not limited to, the furnishing of future GIS layers requested by Town Council and staff and, general oversight of the Town's GIS database; and

**WHEREAS**, the estimated expense for FY 2018-2019 is \$20,000 of which the funding is earmarked from technology reserves accrued from the imposition of building permit fees, and designated specifically for this purpose; and

**WHEREAS**, it has been determined to be in the public's best interest to award this work to FTC; and

**WHEREAS**, the Town of Southwest Ranches desires to issue a Purchase Order under the terms and conditions set forth hereinafter.

**NOW, THEREFORE, BE IT RESOLVED** by the Town Council of the Town of Southwest Ranches, Florida:

**Section 1.** The above-referenced recitals are true and correct and are incorporated herein by reference.

**Section 2.** The Town Council hereby approves a Purchase Order in an amount not to exceed Twenty Thousand Dollars and Zero Cents (\$20,000.00) for FTC LLC to provide continuing GIS services to the Town, as outlined in RFP #B-16-168, in accordance with the terms and conditions contained within the procurement attached hereto as Exhibit "A", which is incorporated herein by reference.

**Section 3.** The Town Council hereby authorizes the Mayor, Town Administrator, and Town Attorney to issue a Purchase Order, as outlined in RFP #B-16-168 attached hereto as Exhibit "A," and to make such modifications, additions, and/or deletions which they deem necessary and proper to effectuate the intent of this Resolution.

**Section 4.** That this Resolution shall become effective immediately upon its adoption.

**[Signatures On Next Page]**

**PASSED AND ADOPTED** by the Town Council of the Town of Southwest

Ranches, Florida, this 13<sup>th</sup> day of December, 2018 on a motion by

C/m Schroeder and seconded by V/m Jablonski.

McKay  
Jablonski  
Fisikelli  
Hartmann  
Schroeder

Yes  
Yes  
Yes  
Yes  
Yes

Ayes  
Nays  
Absent  
Abstaining

5  
0  
0  
0

Doug McKay  
Doug McKay, Mayor

Attest:

Russell Muñiz  
Russell Muñiz, Assistant Town Administrator/Town Clerk

Approved as to Form and Correctness:

Keith Poliakoff  
Keith Poliakoff, Town Attorney  
115218952

GIS Services

Company Name: City of Cooper City

Date: 11/14/2018

Contact Name: Michael Bailey

Contact method: Telephone 954-434-5519

Bidder: Florida Technical Consultants

Reference Questions:

1. What type of project was performed?

GIS for Utility, Public Works and Planning Departments. First created and now maintain and improves.

2. What year did the contractor perform work for your company?

Approximately 2015 – present

3. What was the contract value?

On-going services approximately \$40,000 annually.

4. Was the work performed and completed on time?

Yes

5. Would you hire the contractor again?

Yes – Absolutely

GIS Services

Company Name: South Martin Regional Utility

Date: 11/14/2018

Contact Name: Mario Loaiza

Contact method: Telephone 772-546-6259

Bidder: Florida Technical Consultants

Reference Questions:

1. What type of project was performed?

Ad Hoc GIS Services.

2. What year did the contractor perform work for your company?

Approximately 2016 – present. Just renewed the contract for an additional 3 years.

3. What was the contract value?

On-going services approximately \$50,000 annually.

4. Was the work performed and completed on time?

Yes

5. Would you hire the contractor again?

Yes



GIS Services

Company Name: Town of Davie (formerly)

Date: 11/14/2018

Contact Name: Ron Bolton

Contact method: Telephone 954-593-3823

Bidder: Florida Technical Consultants

Reference Questions:

1. What type of project was performed?

Water and Sewer model and Infrastructure layers

2. What year did the contractor perform work for your company?

Water and Sewer model = 8 months and Infrastructure layers are ongoing.

3. What was the contract value?

Water and sewer model = \$125,000 and infrastructure layers are \$50,000 to \$60, 000 annually

4. Was the work performed and completed on time?

Yes- always. Flexible – good at switching priorities as needed.

5. Would you hire the contractor again?

Yes – Definitely

A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, APPROVING THE NEGOTIATED AGREEMENT WITH FLORIDA TECHNICAL CONSULTANTS, LLC, FOR CONTINUING GIS CONSULTING SERVICES (RFP# B-16-168) (R2016- 287); AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town of Davie selected Florida Technical Consultants, LLC as the top ranked company in accordance with RFP# B-16-168 for Continuing GIS Consulting Services; and

WHEREAS, the Town Council authorized the Town Administrator or his designee to negotiate an agreement for these services; and

WHEREAS, after review, the Town Council wishes to accept the negotiated agreement with Florida Technical Consultants, LLC.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF DAVIE, FLORIDA:

SECTION 1. The Town Council hereby accepts the agreement with Florida Technical Consultants, LLC for Continuing GIS Consulting Services.

SECTION 2. The contract term is for five (5) years beginning January 5, 2017 and ending on January 4, 2022. There are two (2) additional one (1) year renewal options available. Contract extensions will be handled administratively.

SECTION 3. The Town Council hereby authorizes the expenditure from various Utilities Department Professional Services Account. Expenditures will be dependent on usage and within established annual budget.

SECTION 4. This resolution shall take effect immediately upon its passage and adoption.

PASSED AND ADOPTED THIS 4<sup>th</sup> DAY OF January, 2017.

ATTEST:

TOWN CLERK

  
MAYOR/COUNCILMEMBER

APPROVED THIS 4<sup>th</sup> DAY OF January, 2017.

**AGREEMENT No. B-16-168  
BETWEEN THE TOWN OF DAVIE  
AND  
FLORIDA TECHNICAL CONSULTANTS, LLC  
FOR  
CONTINUING GIS CONSULTING SERVICES**

**THIS AGREEMENT** is made by and between Florida Technical Consultants, LLC a corporation organized and existing under the laws of the **State of Florida**, with offices at **401 West Atlantic Avenue, Suite 09, Delray Beach, Florida 33444** (hereinafter referred to as the "Contractor"), and the Town of Davie, a political subdivision of the State of Florida, having its principal office at 6591 Orange Drive Davie, Florida 33314 (hereinafter referred to as the "Town").

**WITNESSETH:**

**WHEREAS**, the Contractor has offered to provide the materials and/or services and to be bound by the Plans and the terms and conditions of the **Request for Proposals (RFP) No. B-16-168 Continuing GIS Consulting Services**, which includes the General Terms and Conditions of the Request for Proposals, Special Conditions, Specifications, Required Forms and associated addenda attached hereto and incorporated herein as Exhibit "A", and the terms of Contractor's Proposal attached hereto and incorporated herein as Exhibit "B"; and

**WHEREAS**, the Contractor has submitted a written proposal dated **October 6, 2016**, hereinafter referred to as the "Contractor's Proposal", the terms of which are incorporated herein by reference as if fully set forth herein; and

**WHEREAS**, the Town desires to procure from the Contractor such services for the Town, in accordance with the terms and conditions of this Agreement.

**NOW, THEREFORE**, in consideration of the mutual covenants and agreements herein contained, the parties hereto agree as follows:

1. The Contractor agrees to provide the materials and/or services pursuant to and to be bound by the terms and conditions of the Request for Proposals, which includes the General Terms and Conditions of the Request for Proposals, Special Conditions, Specifications, Required Forms and associated addenda and the terms of which are incorporated herein by reference as if fully set forth herein and attached hereto as Exhibit "A", and the Contractor's Proposal attached hereto and incorporated herein as Exhibit "B".
2. The Town agrees to abide by and to be bound by the terms of the Request for Proposals, which includes the General Terms and Conditions of the Request for Proposals, Special Conditions, Specifications, Required Forms and associated addenda attached hereto and incorporated herein as Exhibit "A", and by the terms of Contractor's Proposal attached hereto and incorporated herein as Exhibit "B".
3. Contractor shall deliver materials and/or provide services in accordance with the terms of the Request for Proposals, which includes the General Terms and Conditions of the Request for Proposals, Special Conditions,

TAO  
VENDOR



Specifications, Required Forms and addenda attached hereto and incorporated herein as Exhibit "A" and with the terms of Contractor's Proposal attached hereto and incorporated herein as Exhibit "B".

4. The Town agrees to make payment in accordance with the terms of the Request for Proposals and Contractor's Fee Schedule attached hereto and incorporated herein as Exhibit "A" and with the terms of Contractor's Proposal attached hereto and incorporated herein as Exhibit "B".

5. This Agreement and attachments hereto constitute the entire agreement between the parties hereto, and its provisions shall not be amended, except in writing, after formal approval by both parties.

6. The initial Agreement term will commence on January 5, 2017 and expire on January 4, 2022. The Town reserves the right to extend the agreement for two (2) additional one-year periods upon mutual agreement between the parties. Any extension to this Agreement shall be in writing. The Town Administrator is authorized to extend or terminate this Agreement on behalf of the Town.

7. In addition to any other contractual indemnification provisions in Exhibit "A" or Exhibit "B" in favor of the Town, Contractor hereby agrees to indemnify and hold the Town harmless from any and all claims, suits, actions, damages, causes of action, and attorney's fees, arising from any personal injury, loss of life, or damage to person or property sustained by reason of or as a result of the products or materials used or supplied in the performance of this Agreement.

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement on this 12 day of December, 2016

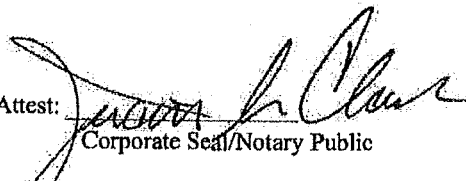
Florida Technical Consultants, LLC

By:   
(Signature)

Name: JAMES BARTON  
(Print)

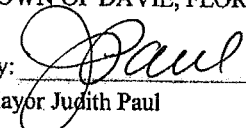
Title: PRESIDENT

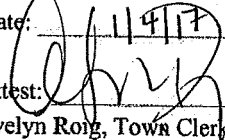
Date: DEC 12 2016

Attest:   
Corporate Seal/Notary Public

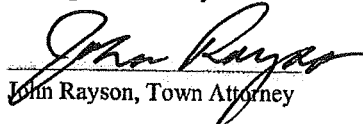
Corporate Seal/Notary Seal

TOWN OF DAVIE, FLORIDA

By:   
Mayor Judith Paul

Date: 11/4/17  
Attest:   
Evelyn Rong, Town Clerk

Approved as to form  
and legal sufficiency

  
John Rayson, Town Attorney

Pay to the Order of  
Regions Bank  
Davie Branch, FL 33445  
68916466  
For Deposit Only  
TMS Center  
34866666





Florida Technical Consultants, LLC  
 401 West Atlantic Avenue Suite 09  
 Delray Beach, FL 33444  
 Tel (561) 265-3790 x 107  
 www.fltechinc.com

# **Continuing Professional Services Agreement For**

**TOWN OF DAVIE**  
**RFP No. B-16-168**  
**Continuing GIS Consulting Services**

November 28, 2016

## **Florida Technical Consultants Fee Schedule 2016 - 2022**

Position	Rate Aug 2016 – Sept 2018	Rate Oct 2018 – Sept 2020	Rate Oct 2020 – Sept 2022
Project Manager	\$ 125	\$ 130	\$ 135
Senior Professional Engineer	\$ 125	\$ 130	\$ 135
Project Engineer	\$ 115	\$ 120	\$ 125
Project GIS Analyst	\$ 110	\$ 115	\$ 120
Sr. CAD Manager	\$ 95	\$ 100	\$ 105
Field Inspector	\$ 95	\$ 100	\$ 105
Junior Engineer	\$ 95	\$ 100	\$ 105
GIS Specialist	\$ 95	\$ 100	\$ 105
CAD Technician	\$ 80	\$ 85	\$ 90
GIS Technician	\$ 80	\$ 85	\$ 90
Clerical	\$ 50	\$ 50	\$ 55

Should you have any questions, please do not hesitate to contact me at my office at (954) 954-8488, or send me an electronic message at [jbarton@fltechinc.com](mailto:jbarton@fltechinc.com).

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'JBarton', is written over a faint, larger signature.

James Barton, P.E.  
 President  
 Florida Technical Consultants

## EXHIBIT "A"

TOWN OF DAVIE  
TOWN COUNCIL AGENDA REPORT

Item Number: 35.

**To:** Mayor and Councilmembers**From:** Don Bayler, Utilities**Prepared By:** Heidi G. Klemm - Utilities**Subject:** Resolution**Affected District:** Town Wide**Item Request:** Schedule for Council Meeting**Title of Agenda Item:** **AGREEMENT** - A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, APPROVING THE NEGOTIATED AGREEMENT WITH FLORIDA TECHNICAL CONSULTANTS, LLC, FOR CONTINUING GIS CONSULTING SERVICES (RFP# B-16-168)**Executive Summary:** We are requesting Town Council approval of the negotiated agreement for Continuing GIS Consulting Services.**Key Points:**

- The Town Council approved the selection of Florida Technical Consultants, LLC as the company best suited to provide continuing GIS consulting services.
- The Town Council authorized the Town Administrator or his designee to negotiate an agreement for these services.
- We are requesting Council approval of this negotiated agreement.
- The agreement term is for five (5) years through January 4, 2022. There are two (2) additional one (1) year renewal options available for this agreement.

**Previous Actions:** R2016-287**Concurrences:** The Utilities Department and Procurement Manager have reviewed and approved this negotiated agreement.**Fiscal Impact:**

Has request been budgeted? Yes

If yes expected cost: Dependent on usage and within established budget

Account name and number: 400.60.100.536-53107 - Professional Services

If no, amount needed:

Account name funds will be appropriated from

Additional Comments

**Recommendation:** Motion to approve**Strategic Goals This Item Supports:**

Commitment to Customer Satisfaction, Dedication to Excellence in Service Delivery, Nurturing the health, safety, and welfare of the community

**ATTACHMENTS:**

	File Name	Description
□	<u>R2017 -AGREEMENT - FLORIDA TECHNICAL CONSULTANTS (GIS).docx</u>	Resolution
□	<u>B-16-168 GIS Services Agreement-FTC JHB.pdf</u>	Agreement with Florida Technical Consultants

RESOLUTION NO. R-2016-287

A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, SELECTING THE TOP RANKED FLORIDA TECHNICALS CONSULTANTS, LLC. IN ACCORDANCE WITH RFP# B-16-168 TO CONTINUING GIS CONSULTING SERVICES AND AUTHORIZING THE TOWN ADMINISTRATOR OR HIS DESIGNEE TO NEGOTIATE AN AGREEMENT FOR SUCH SERVICES.

WHEREAS, the Town solicited RFP# B-16-168 Continuing GIS Consulting Services; and

WHEREAS, the selection committee has selected Florida Technical Consultants, LLC. as the company best suited to provide the required services; and

WHEREAS, it is in the Town's best interest to negotiate a contract for such services.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF DAVIE, FLORIDA:

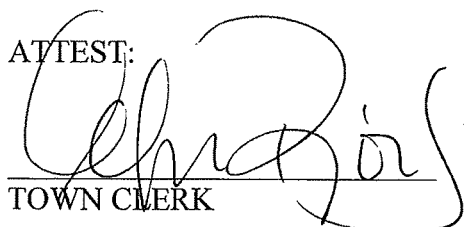
SECTION 1. The Town Council of the Town of Davie does hereby accept the selection of Florida Technical Consultants, LLC. as the company best qualified to provide the required services and authorizes the Town Administrator or his designee to negotiate an agreement for such services and present that contract for approval at a future meeting date.

SECTION 2. This resolution shall take effect immediately upon its passage and adoption.

PASSED AND ADOPTED THIS 7<sup>th</sup> DAY OF December, 2016.

  
\_\_\_\_\_  
MAYOR/COUNCILMEMBER

ATTEST:

  
\_\_\_\_\_  
TOWN CLERK

APPROVED THIS 7<sup>th</sup> DAY OF December, 2016.



**TOWN OF DAVIE  
PROCUREMENT AUTHORIZATION FORM**

**ITEM DESCRIPTION (include what the item is used for, reason for bidding, expiration date of existing contract, etc.)**

GIS services for water and sewer line locations and fire hydrant mapping. Having accurate locations of the distribution and collection systems will reduce man hours/cost to locate said infrastructure and decrease

response time during emergencies such as water main breaks and/or force main breaks. The IT Department is in support of this project

**METHOD OF PROCUREMENT (mark the one that applies)**

- ☒ Open Competitive Bidding    ☐ Sole Source    ☐ Single Source    ☐ Co-Op Bid Number \_\_\_\_\_
- ☐ Piggyback on Contract Number (including name of entity) \_\_\_\_\_
- ☐ Request for Proposal/Qualification    ☐ Reverse Bid    ☐ Forfeiture Purchase

ACCOUNT NUMBER 400.60.100.536-53107

APPROXIMATE COST \$30,000 (FY 17) \*

Signed and Date:

[Signature]  
Department Director

Don BAYLEN  
Print Name

**TOWN ADMINISTRATOR AND BUDGET/FINANCE DEPT. USE ONLY. DO NOT WRITE BELOW THIS LINE.**

Funds pre-encumbered by requisition number: N/A

\*(6/17) Sign and Date [Signature]

Procurement Manager

Approved for Availability of Funds:

Sign and Date

[Signature] 8-24-11  
Budget/Finance Director or Designee

Sign and Date by Town Administrator

[Signature]

9/9/16

**BIDS SUBMITTED**

Vendor

Cost/Ranking

#1 Florida Technical Consultants  
#2 Calvin Giordano & Associates

Bid # / Title: \_\_\_\_\_

Resolution.# \_\_\_\_\_

Signed

[Signature]  
Procurement Manager

**STAFF RECOMMENDATION/COMMENTS**

Vendor

Cost



**SUN-SENTINEL**  
**Published Daily**  
**Fort Lauderdale, Broward County, Florida**  
**Boca Raton, Palm Beach County, Florida**  
**Miami, Miami-Dade County, Florida**

**STATE OF FLORIDA**

**COUNTY OF: BROWARD/PALM BEACH/MIAMI-DADE**

Before the undersigned authority personally appeared

MARK KUZNITZ, who on oath says that he or she is a duly authorized representative of the SUN-SENTINEL, a DAILY newspaper published in BROWARD/PALM BEACH/MIAMI-DADE County, Florida; that the attached copy of advertisement, being a Legal Notice in:

The matter of 11700-Advertisement for Bids

Town of Davie  
 Continuing GIS Consulting Services

Was published in said newspaper in the issues of; Sep 21, 2016

4466568

Affiant further says that the said SUN-SENTINEL is a newspaper published in said BROWARD/PALM BEACH/MIAMI-DADE County, Florida, and that the said newspaper has heretofore been continuously published in said BROWARD/PALM BEACH/MIAMI-DADE County, Florida, each day and has been entered as second class matter at the post office in BROWARD County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he or she has neither paid nor promised, any person, firm or corporation, any discount, rebate, commission or refund, for the purpose of securing this advertisement for publication in the said newspaper.

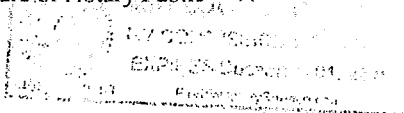
*Mark Kuznitz*

Signature of Affiant

Sworn to and subscribed before me this: September 21, 2016.

*Marcia J. Priddy Smith*

Signature of Notary Public



Name of Notary, Typed, Printed, or Stamped  
 Personally Known (X) or Produced Identification ( )

**TOWN OF DAVIE**  
**RFP NO. B-16-168**  
**Continuing GIS Consulting Services**

Dear Potential Respondent:  
 The Town of Davie, Florida invites qualified contractors to submit responses in accordance with the requirements stated herein no later than 2:00 PM EST Thursday, October 6, 2016, for RFP No. B-16-168 Continuing GIS Services. Interested firms may secure the solicitation package and all other pertinent information by visiting [http://www.davie-fl.gov/Pages/DavieFL\\_BidsAndRFP](http://www.davie-fl.gov/Pages/DavieFL_BidsAndRFP) or at DemandStar.com.

The Town of Davie, FL is seeking proposals from qualified proposers to perform the required services for the City in full accordance with the scope of services, terms and conditions contained herein. The selection of the successful respondent(s) shall be at the Town's discretion and shall be made in a prompt manner after the receipt and evaluation of all RFP responses.

Questions regarding this solicitation shall be submitted in writing to [purchasing@davie-fl.gov](mailto:purchasing@davie-fl.gov) no later than 5:00 PM on Monday, October 3, 2016. Responses to those questions considered material to the solicitation will be made available as formal addenda to the Town's Purchasing Website and DemandStar.com. It is the responsibility of prospective respondents to ensure they are aware of all addenda issued relative to this solicitation.

Respondents shall submit One (1) original complete proposal package, three (3) duplicate copies of said package and One (1) flash drive or CD copy to the Town of Davie Budget and Finance / Purchasing Division - Attention: Purchasing Manager, Brian K. O'Connor, 6591 Orange Drive, Davie, FL 33314, on or before the due date stipulated above. All packages shall be clearly marked "RFP No. B-16-168 Continuing GIS Services". The Town will not be responsible in the event the U.S. Postal Service or any other courier system fails to deliver any package by the above referenced deadline. Late submissions shall not be accepted.

RFP responses will be publicly opened and firm names read aloud in the Town Hall Council Chambers on the due date/time noted above. The Town of Davie reserves the right to reject any and all submissions to waive any and all irregularities in any submission, and to make awards in the best interest of the Town.

/s/ Brian K. O'Connor  
 Procurement Manager  
 Town of Davie

Pursuant to Florida Statutes 119.071, sealed bids, proposals or replies by an agency pursuant to a competitive solicitation are exempt from inspection until such time as the agency provides notice of an intended decision or until thirty (30) days after the opening of the bids, proposals or final replies, whichever is earlier.

9/21/2016

# BID OPENING REPORT

EXHIBIT "A"

BID NAME: Continuing G/S Services

TIME: 2:13 pm

BID NUMBER: B-16-168

DATE: 10.11.16

ESTIMATED COST: \_\_\_\_\_

NO.	CONTRACTOR'S NAME	BID AMOUNT	COMMERCIAL RANKING
1.	Calvin Giordano		
2.	Fl. Technical Con.		
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			

REMARKS

NOTE: THE ABOVE BID AMOUNTS HAVE NOT BEEN CHECKED, AND BID TOTALS ARE SUBJECT TO CORRECTION AFTER THE BIDS HAVE BEEN COMPLETELY REVIEWED.

THIS IS ONLY A FINANCIAL RANKING OF ALL THE BIDS RECEIVED. THE USING DEPARTMENT IS RESPONSIBLE FOR REVIEWING THE BIDS FOR COMPLIANCE WITH ALL THE BID SPECIFICATIONS PRIOR TO SUBMITTAL OF LETTER OF RECOMMENDATION.

PURCHASING OFFICIAL: [Signature]

DATE: 10.11.16

WITNESS: Angela Salencia

DATE: 10.11.16

## REVIEW COMMITTEE EVALUATION SUMMARY SHEET

RFP B-16- 168 Continuing GIS Services

Reviewer Number	FTC	Calvin Giordano & Associates, Inc.		
Proposer				
Tim Scharff	1	2		
Ron Bolton	1	2		
Bill Peele	1	2		
Total	3	6		

## Proposer Final Ranking:

1<sup>st</sup> FTC

2<sup>nd</sup> CALVIN GIORDANO & ASSOCIATES, INC.

Procurement has reviewed and certified the above ranking.

Name

Brian O'Connor

Signature

B. O'Connor

TS RLB WP

Tim Scharff Ron Bolton Bill Peele

## REVIEW COMMITTEE EVALUATION FORM

## RFP B-16- 168 Continuing GIS Services

Friday, October 28, 2016 Evaluation Criteria:**Evaluation Criteria**

- ☐ Scope of Services Proposed
- ☐ Firm's Qualifications
- ☐ Resources and Availability
- ☐ Experience with Governmental Entities
- ☐ Client References and Past Performance
- ☐ Prices Proposed

Rank the below proposals according to the above criteria, with one (1) being the highest and Two (2) being the lowest.

<b>Proposer</b>	<b>FTC</b>	<b>Calvin, Giordano &amp; Associates Inc.</b>	
<b>Rank</b>	<b>1</b>	<b>2</b>	

Name of Reviewer:

TIM SCHARFF

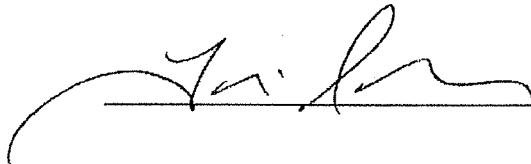
Title:

GIS MANAGER

Department:

IT - GIS

Signature:



## REVIEW COMMITTEE EVALUATION FORM

## RFP B-16- 168 Continuing GIS Services

Friday, October 28, 2016 Evaluation Criteria:**Evaluation Criteria**

- ☐ Scope of Services Proposed
- ☐ Firm's Qualifications
- ☐ Resources and Availability
- ☐ Experience with Governmental Entities
- ☐ Client References and Past Performance
- ☐ Prices Proposed

Rank the below proposals according to the above criteria, with one (1) being the highest and Two (2) being the lowest.

Proposer	FTC	Calvin, Giordano & Associates Inc.	
Rank	1	2	

Name of Reviewer:

Ronald Bolton

Title:

Project Manager

Department:

Utilities

Signature:

Ronald L Bolton

## REVIEW COMMITTEE EVALUATION FORM

RFP B-16- 168 Continuing GIS Services

Friday, October 28, 2016 Evaluation Criteria:**Evaluation Criteria**

- ☐ Scope of Services Proposed
- ☐ Firm's Qualifications
- ☐ Resources and Availability
- ☐ Experience with Governmental Entities
- ☐ Client References and Past Performance
- ☐ Prices Proposed

Rank the below proposals according to the above criteria, with one (1) being the highest and Two (2) being the lowest.

Proposer	FTC	Calvin, Giordano & Associates Inc.	
Rank	1	2	

Name of Reviewer:

William Peele

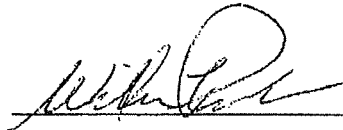
Title:

Superintendent of operations.

Department:

Utilities

Signature:



FLORIDA DEPARTMENT OF STATE  
DIVISION OF CORPORATIONS**Detail by Entity Name****Florida Limited Liability Company**

FLORIDA TECHNICAL CONSULTANTS, LLC

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**Principal Address**

401 W. Atlantic Blvd  
Suite 09  
Delray Beach, FL 33444

Changed: 01/31/2016

**Mailing Address**

401 W. Atlantic Blvd  
Suite 09  
Delray Beach, FL 33444

Changed: 01/31/2016

**Registered Agent Name & Address**

RANNEY, JONATHAN HENRY  
10327 TRIVERO TERRACE  
BOYNTON BEACH, FL 33437

Name Changed: 02/23/2015

**Authorized Person(s) Detail****Name & Address**

Title AMBR

BARTON, JAMES HERBERT

401 W. Atlantic Blvd  
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Delray Beach, FL 33444

**Annual Reports**

Report Year	Filed Date
2015	03/20/2015
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State of Florida, Department of State



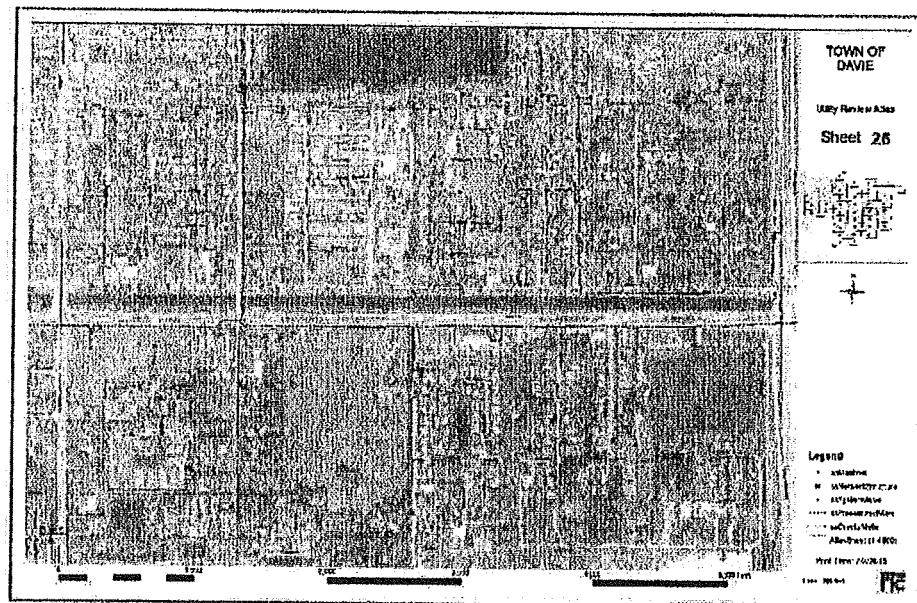


**TOWN OF DAVIE**  
**RFP No. B-16-168**  
**Continuing GIS Consulting Services**

Submitted to:  
**TOWN OF DAVIE**  
 Finance / Purchasing Division

**Attention: Purchasing Manager**

Brian K. O'Connor C.P.M.  
 6591 Orange Drive  
 Davie, FL. 33314



Submitted by:

**Florida Technical Consultants**  
 401 West Atlantic Avenue, Suite 09  
 Delray Beach, FL 33444

Contact Person:

**James Barton P.E., LEED AP**  
 954.914.8488  
 jbarton@fltechinc.com  
 www.fltechinc.com



**October 6, 2016 2:00 PM**



Florida Technical Consultants, LLC  
401 West Atlantic Avenue Suite 09  
Delray Beach, FL 33444  
Tel (561) 265-3790 x 107  
www.fltechinc.com

Dear Selection Committee:

October 6, 2016

Florida Technical Consultants (FTC) is pleased for the opportunity to submit this brief Statement of Qualifications for consideration by the Town of Davie to support the Utilities Department. FTC is an engineering firm with a specialty and focus in providing GIS services supporting municipal engineering, utilities and public works departments.

FTC possesses a unique set of GIS skills with a strong engineering base which enable us to provide applied GIS deliverables. The main goal of the data and tools will be to help the Utilities Department solve problems and better coordinate with agencies, contractors and consultants.

We have worked with the Town Utilities Department using GIS to provide coordination with Broward County, fire hydrant contractors and design consultants. We are familiar with the current GIS data and Town staff who will be using the system. This is very important as there will be no learning curve by us or staff. We will drive the program as soon as we start.

The program will consist of completion of data updates using record drawings, implementing Online applications for field verification and training staff to use the system. The more staff use the system, the more successful it will be. The needs of the Town will guide the program. Our objective will be to allow staff to perform most of the detailed office research and field visits. That way staff will possess the local knowledge and FTC will keep costs low.

As well as Town of Davie, FTC has provided high quality Applied GIS services to many surrounding municipalities including Cooper City, Coral Springs Improvement District, Town of Palm Beach Boca Raton, Boynton Beach, South Martin Regional Utilities and many others. Our best clients are those who run utilities and see the value that GIS provides. We encourage you to contact our references, including your own staff.

We are committed, available and uniquely qualified to continue making the GIS in the Town of Davie a successful and useful tool for your staff and organization. We look forward to the opportunity to provide more information and present our qualifications. If you have any questions, please call James Barton, P.E., President at 954-914-8488 or email [jbarton@fltechinc.com](mailto:jbarton@fltechinc.com)

Respectfully Submitted  
Florida Technical Consultants

A handwritten signature in black ink, appearing to read 'James Barton', is written over a faint, circular stamp or watermark.

James Barton PE.  
President



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**Section 6: Pricing and Other Forms**



**Section 1: Scope of Services Proposed**



Florida Technical Consultants is the most qualified firm in the region to provide GIS support services to the Town of Davie Utilities Department. We have worked with the Town in the past during which we started a program to update the GIS data, implement Web Based GIS with the staff and train users. The following section outlines the proposed approach to the scope of service outlined in the RFQ. This approach ensures that the Town will receive the continued priority service required to complete the GIS data build and integrate the GIS into the operations of Utilities.

Our approach for the Town will include 3 main components:

1. **Data Completion:** This will be a time intensive work load at the beginning of the project to get most of the data into a working format. Data will be collected from as-builts and existing reports. The data will be posted to ArcGIS Online and mobile apps will be built for field crews to work with the data to identify deficiencies. It is estimated that most available data will be entered into the GIS within the first 6 months, particularly the sanitary system. Much of the required data is only available in the field so Town staff will need to perform site visit to collect data in the long term.
2. **Operationalization:** Making the data useful to the field crews requires interaction with teams before, during and after development. It is anticipated field apps will be built to verify and collect some of the attributes required. Each feature will be treated as a separate project. Leveraging staff during maintenance will provide better results much faster than using FTC, saving money while scaling up the use of GIS throughout the organization. The data collection will be managed through a plan, setting timeframes and ensuring quality throughout. It is important to start with 'Easy Wins' to show success in the system and gain support from the field teams. Once the inventories are completed, the apps will change in configuration to track repetitive maintenance.
3. **Training and Program Support:** One of FTC's biggest strengths is GIS training. The analytical capabilities of GIS are impressive once the data is collected. We see our long term role as integrating into the GIS program through training management in the capabilities for planning / reporting and training field staff to continually build a better atlas. GIS software continues to evolve, especially in the ArcGIS Online platform and FTC will always be bringing new capabilities to the Town.

The following table demonstrates the items from the scope of service, the source data and where they generally fall in the program. Most of the data from asbuilts will be loaded within the first 6 months. Some items such as hydrants and backflows are excellent opportunities to build field apps for inspections. Many of the items need an approved unique identifier (numbering system). All data will be built in geodatabases in ArcGIS Desktop, then posted to ArcGIS Online for field use. Field apps will not edit the geodatabases, but will add clarification points which will be used for data updates.

The current system of posting data sets to a shared environment can be continued. This allows FTC staff to perform updates which are immediately accessible to all Town staff. As ArcGIS Online becomes more developed, we are finding that more of our work is being used in the Online environment. This is a growing technology which FTC will continue to adopt.



System / Layer	Attributes	Source	Notes
Web Applications			Web applications will be built for many facilities that need verification in the field.
Lift Stations	Number Public VS Private Pump Information & design flow rate Wetwell Depth & Influent/ effluent pipe data	Field Verify	This has been implemented. The data will be reconciled with the GIS. Field verification will be done for private lift stations.
Interconnects	Staff to Specify	Field Verify	These are completed. Additional information can be collected if necessary.
ARVs	Staff to Specify	Field Verify	This app will allow staff to track all ARVs, especially critical ones at aerial crossings
Aerial Crossings	Staff to Specify	Field Verify	The location and condition of aerial crossings will be gathered by staff
Wells	Staff to Specify	Field Verify	Several components of the wells can be collected along with photos.
Manholes	Staff to Specify	Field Verify	Staff will verify location and flow direction.
Backflows	Year Installed Type/ size Certification # & Date	GeoCode – Field Verify	Map according to address or field app. Track inspections with field app.
Fire Hydrants	Number Flow rating & recent test flow data	As Bults – Field Verify	Hydrant field inventory app to collect attributes such as manufacturer and year. Hydrant inspection app to collect test flow data
Valves	Type	As Bults – Field Verify	Many of these are in. A field app will be built for valve verification and tracking valve turning.
Meters	Staff to Specify	Geocode / Field Verify	Meters can be added through geocoding but then they must be made more accurate in the field.
Cleanouts / Laterals	Rim & Invert elevations Year Constructed/ Rehabilitated		These can be mass produced in a model, then corrected over time.
Construction Management	Schedules, Budgets, Locations		An app can be made to track progress of ongoing construction projects, accessed in the field or on desktop.



System / Layer	Attributes	Source	Notes
Boundaries			
Service Areas	Cascading station information	Existing GIS	Built based on direction of gravity flow. Flow rates estimated and accumulated in model
Neighborhood/ Subdivision Boundaries		County	These must be updated annually
Municipal Boundaries		County	These must be updated annually
Pipelines	Material (Pipe & Casing) Year Constructed/ Rehabilitated Diameter (Pipe & Casing) Abandoned vs in service Flow Direction	As Builts	The general line work must be cleaned and made more spatially accurate mostly through valve mapping. Most of the attribute data will be available in as-builts. This will be entered within the first 6 months.
Main breaks	Locations & year	GeoCode – Field Verify	Map according to address or field app to track over time. These will be point locations which can then be associated with the lines.
Valves	Type	As Builts – Field Verify	Many of these are in. A field app will be built for valve verification and tracking valve turning.
Chlorine residual data		GeoCode – Field Verify	Map according to address or field app. Inspection app for monthly reports
Utility Easements	O.R. book & Page #	As Builts	This could be a significant project and will be programmed according to the priority of Town
Sanitary Sewer			
ss Gravity Mains	Diameter, Material, Direction	As Builts	Need to Add Facility ID
ss Manhole Structure	Rim & Invert elevations Year Constructed/ Rehabilitated	As Builts	Need to Add Facility ID
ss Lift Stations		As Builts – Field Verify	Field app specific to Lift Stations, including bypass, generators, etc.
ss Force Mains			The line work to be cleaned and made more spatially accurate through valve mapping. Attribute data will be available in as-builts. To be entered in 6 months.



11/02/04 THE FTCH CONSULTANTS

System / Layer	Attributes	Source	Notes
Background Data			
Streets		County	These must be updated annually
Parcels		County	These must be updated annually
Aerials		County	These must be updated annually
Surface Model		SFWMD	

Long term maintenance will include working with staff to continually update and improve the existing data and map new features as necessary. The FTC approach is to piggyback activities already being performed by staff to track information. Activities will include:

- Coordinating with outside permit agencies, contractors and consultants as directed by Town. This may include building specific data to satisfy requirements, or building specific field verification applications for additional field data collection. These must often be done on an emergency basis.
- Maintain existing GIS map (desktop & web based) with new development project as-builts, and with field corrections from Town staff. These may include proposed projects.
- Provide hyperlinks to as-built record drawings through a map interface. This is possible in desktop or TOD GIS Server.
- Provide training to the respective Town personnel
- Other work orders
- Special work orders for the development of GIS layers for various applications
- Establishing a Capitol Improvement Project tracking tool for Utilities to communicate with the residents and Town
- Evaluation of existing GIS system, and recommendations for future applications & improvements

Long Term GIS Initiatives could include Engineering Analysis supporting Meter updates, Utility Fees, System Modeling, CMOM tracking, Pretreatment and other studies.

FTC is willing and able to host the data until such a time as the TOD is ready for IT to take it over. The benefit of FTC hosting initially is to be able to learn what coordination requirements are required and establish a quick response protocol.

The only way to success is to work with staff. Most of our training is with field staff, who often have the greatest desire to have accurate information in the field. Our references will validate that FTC is committed to performing the best quality services to support the Town of Davie.

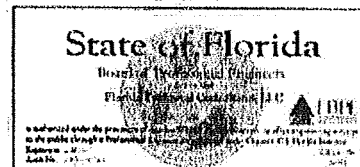
We hope we have addressed all RFQ requirements. We are always available to clarify any topics.





## **Section 2: Firm Qualifications**

FTC is incorporated in Florida.


[illegible]

5611/

1961



**esri** Partner Network  
Silver



**ArcGIS Online  
Specialty**

**Palm Beach County**  
**Office of Small Business Assistance**


Certifies That  
**Florida Technical Concepts, LLC**  
VENDOR # VSD00000012020


*is a Small Business Enterprise as prescribed by Ordinance 2-24-21 - 2-26-21 of the Palm Beach County Code for a three year period from June 30, 2021 to June 30, 2024*  
The following Services and/or Products are covered under this certification:


City Engineering, Geographic Information Systems (GIS),  
Highway Streeting/Airport Pay-Per-View Lane Engineering,  
Mapping Services, Digital, Cartography, Waste Water Treatment Engineering,  
Water Supply, Treatment, and Distribution/Engineering

Palm Beach County Board of County Commissioners

Shirley Kline, Mayor  
John Lee Dwyer, 1st Deputy  
Gail A. Fisher  
Jennifer Baskin  
Debra L. Karp  
Shirley A. Ford

By:  **Allen Gray**, Mayor  
Allen Gray, Mayor  
June 30, 2023



By:  **Robert V. Smith**, Chairman  
Robert V. Smith, Chairman  
June 30, 2023

2-3



### **Section 3: Resources and Availability**



### Availability

FTC will always be available to meet with the town of Davie for progress meetings, on site training and meetings with any and all outside agencies that require coordination. The office is located in Delray. One employee lives in Broward close to Davie.

### Organization

FTC is a small firm with 2 employees, both experts in GIS, one a Professional Engineer. This is important because the project will require an in depth understanding of how utilities work, how they are managed and how to set up the GIS for operations support. This is the specialty of FTC, which is an uncommon focus for Engineering firms. Although FTC has done some engineering design projects, most of our clients are utility departments of municipalities, some with GIS departments and some without. Our approach varies between clients.

### Office Headquarters

The FTC Office Headquarters is located at 401 West Atlantic Avenue, Suite 09, Delray Beach, FL 33444. All services will be provided from the Delray Office or through face to face training at the Town. The bulk of data updates will be handled remotely. There are 2 employees based from Delray, both of which will be performing onsite training. Both have a long history working with Town staff. One lives in Broward not far from Davie.

### Key Staff

FTC has a combination of full time employees and highly skilled sub-consultants. The combined skills of the team can cover all Town GIS needs. Since the Team is small, it is very economical as additional support can be brought on without significantly increasing overhead expenses. The team can also provide additional value added services that other firms cannot provide.

*James Barton P.E. President (FTC Employee 2 Years)*

James is the primary project contact and will provide all project management functions, program development, GIS utility data builds and on-site training. James has the background experience to cover all program components.

*Matthew Kurry: Senior GIS Analyst (FTC Employee 8 Months)*

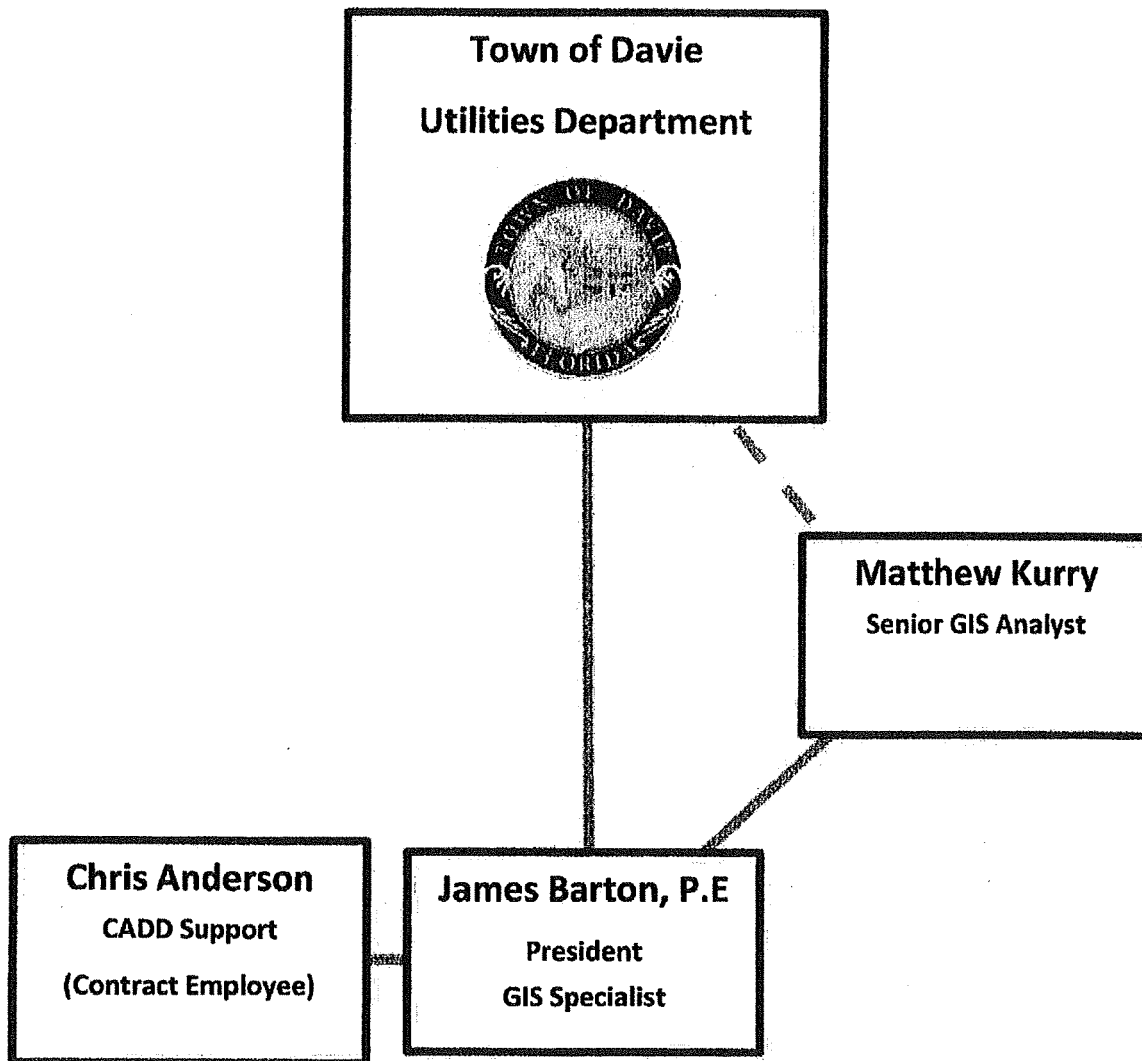
Matthew has a Master's in Geography from FAU. He has served as a GIS specialist for the Seminole Tribe of Florida, and multiple local municipalities in South Florida. He taught GIS at Broward Community College. His main experience at FTC has been using higher GIS functions to perform analysis, geocoding, building mobile applications and train field crews to work with mobile applications to map features from the field. Matt lives in Oakland Park, a short drive from Davie. He knows the field staff and is excited about continuing training.

*Chris Anderson: CAD Technician (Contract Employee)*

Chris is one of the best CAD technicians in the region. He will provide any CAD support necessary to work with CAD files from contractors.



## Organization Chart



James Barton will be the direct contact with the Town. Matthew will work directly with staff through training and program support. Chris will assist with converting Civil 3-D record drawings into a GIS consumable format.



## FTC's Current and Anticipated Work Load

Section 1 outlined a detailed methodology proposed for the Town in terms of

- Data Completion
- Operationalization
- Program Support and Training

In summary, the bulk of detailed digitizing work and hours to complete the atlas will fall within the first 6 months. Once built, the focus of work will shift to program support and training, requiring far less hours. Presently FTC has completed data builds for several clients and is in maintenance mode. This means we have as many hours available as needed to continually support the Town at any level indefinitely.

Presently FTC is actively working with 3 clients. The labor intensive data builds are completed. The program now includes training field crews to develop and work with mobile apps to continually collect and track maintenance on features. We anticipate the Town will require limited hours once the data builds are completed. We are very comfortable with the published budget.

Client	Current Program	Hours Required
Town of Palm Beach	Building field apps for Beach Access, Signs, Trees, Buildings,	8 – 12 hrs per week
Cooper City	Tracking valve turning from contractor, finding missing valves, mapping meters and blowoffs	4 hrs per week
South Martin Regional Utilities	Correcting field atlas, Lift Station Inventory, Hydrant replacement program	8 hrs per week
<b>Town of Davie</b>	<b>AVAILABLE HOURS</b>	<b>56 hrs per week available</b>

## Resumes

Detailed resumes are provided on the next pages.



## **James Barton, P.E., LEED AP**

### **Education**

Bachelor of Science, Civil Engineering, Queens University  
(Canada), 1990

### **Registration**

Professional Engineer, Florida, 59257, 2003

### **Professional Affiliations**

American Society of Civil Engineers  
American Water Works Association  
Florida Engineering Society  
Urban and Regional Information Systems Association  
(URISA)

### **Certifications**

ESRI Authorized Trainer  
LEED Accredited Professional

Mr. Barton has over 20 years of engineering experience both internationally and domestically. The main focus of his international experience includes engineering design and project management of water and sanitation programs, including water resources, infrastructure rehabilitation and GIS implementation. His domestic experience includes environmental engineering, utilities and road construction. Mr. Barton routinely integrates GIS technology with engineering.

He is working with ESRI developing software tools to assist in detail design and his experience with implementing GIS/ GPS for construction field inspection. He is currently studying towards a Certificate in Integrated Watershed Management and a Certificate in Visual Planning (GIS Technology).

He has been using GIS in engineering since 1999 and became an ESRI Authorized Trainer in 2003. Since then, he has provided training to over 75 students in various organizations and disciplines. His specialty is training for people specializing in utilities, public works and engineering, but he has also trained fire, police and administration.

He started using GIS in his day-to-day activities for simple outputs such as construction maps for contractors and public information campaigns. This led to using GIS for permit maps, analysis and project planning for proposals and finally design projects. In 2004, he started working with ESRI developing GIS tools that could be used for detailed design and transferring data out of and into the CAD environment.

These tools have been presented at numerous conferences and user group meetings. One of the latest developments is linking design tools with existing LIDAR data. This allows for conceptual design with real elevations without the survey, taking survey out of the critical path of project planning.

Mr. Barton has provided training to

- Chen and Associates, 2004, 2005
- Islamorada, Village of Islands, 2005
- City of Sunrise, 2006
- City of Marathon, 2006, 2009
- Monroe County Property Appraisers Office, 2006
- Wantman Group, 2007
- Florida Keys Aqueduct Authority, 2007
- City of Dania Beach, 2007
- City of Miami Gardens, 2009
- Coral Springs Utilities 2011
- Highland Beach 2015
- Town of Davie 2015
- Coral Springs Improvement District 2016

Mr. Barton also founded the Florida Utility User Group, which works on integrating GIS technology into engineering. The group currently has over 300 members.





## **Matthew A. Kurry**

### **Education**

Florida Atlantic University, Boca Raton, Florida,  
College of Science Department of Geography  
and Geology Graduate Program, Geographic  
Information Science emphasis, Graduation May  
2004

Awarded a Graduate Teaching assistantship in  
World Geography Spring 03-04 & Map Analysis  
Spring 04 Elected to Gamma Theta Upsilon  
International Geographical Honor Society

West Virginia University, Morgantown, West  
Virginia. College of Liberal Arts; Geographic  
Information Science/ Remote Sensing Major,  
December 2001 graduation

Elected to serve two semesters as student  
Teaching Assistant in Communication Studies.

### **Computer / Technical**

Geographical Information Systems/Remote  
Sensing: ESRI ArcGIS and components 8.3-10,  
MapInfo Professional & AnySite Package,  
Microsoft Street and Trips 2012, Tremble GPS &  
components, Erdas Imagine 3D GIS, GeoVec,  
Alteryx Engine ESRI Virtual Campus training,  
CAD to GIS conversion, Digital image  
interpretation, Photogrammetry, LIDAR,

Database Management: Business Objects,  
Oracle, MS Access, ESRI SDE 9.1

Operating Systems: Windows NT, XP, Unix,  
DOS, Linux

Miscellaneous: Adobe Photo Shop, Digitizing,  
Large Format Scanning and Printing, Web Page  
Design

Mr. Kurry has strong analytical and technical  
skills with current Geographic Information  
Systems experience. He has familiarity and real  
world practice with ESRI and MapInfo products,  
remote sensing, data validity and collection  
techniques. Mr. Kurry received both a Masters  
and Bachelors in Geography with coursework in  
GIS, remote sensing, and Urban and Regional  
planning. Proven team player and individual  
contributor with valuable leadership and  
mentoring skills.

Florida Technical Consultants.

November 2015-Current.

Employed as a Senior GIS Consultant  
responsible for utilities data migration and  
integration. Accountable for providing GIS  
support services to municipalities, engineering  
firms and contractors. Assignments include

- CAD to GIS conversion,
- ArcGIS Online application development
- GeoCode geographic data sets (meters, etc)
- Large data migrations
- Utility atlas production
- On-Site Field Training

Broward County School Board.

March 2014-November 2015.

Served as a daily substitute teacher in Broward  
County public schools. Provided classroom  
instruction at assigned institution.

Robert K Futterman. New York,

November 2012-February 2014.

Senior GIS Analyst at national retail real estate  
firm. Primary responsibilities include creation of  
competition maps, demographic analyses and  
maintenance of a proprietary database.

Toys R US Corporate. Wayne New Jersey,  
December 2011- November -2012.

Research analyst at Toys R US corporate head  
quarters. Responsible for conducting GIS Based  
analytical research and location selection.

NOVA Southeastern University. Ft. Lauderdale,  
School of Business and Entrepreneurship,

April 2010- December 2011.

Employed by NOVA University teaching GIS for  
Marketing to MBA students in the Real Estate

Broward College. Davie Campuses,

December 2009 - December 2011.

Geography professor. Classes included GIS 1&2,  
Remote Sensing, World Geography, Natural  
Resources, Human Geography and Introduction  
to Geography.

City of Oakland Park Florida.

April 2011-September 2011.

Contract GIS analyst to digitize and update  
existing utility atlas, analyzing aerial photography  
to locate and digitize utility sewer features such  
as manholes, lift stations and sewer lines. Use  
ground control points to orthorectify raster images  
to be overlaid on aerial photography.



## **Christopher A Anderson (Contract Employee)**

### **Education**

Associate of Science, Computer Aided Drafting,  
ITT Technical Institute, 2003

Mr. Anderson serves as a CAD Designer. His previous experience includes designing subdivisions in California as well as Utah. In addition, he has been utilizing Civil3D for design and plan production.

While assisting FTC, Mr. Anderson routinely receives CAD files from contractors / engineering firms, converts the digital CAD into GIS friendly layers and transposes them into correct coordinate spaces. Doing some of the CAD cleanup work before migrating into GIS often saves enormous amounts of time and money for the client.

### **The following projects reflect Mr. Anderson's previous work experience while with another firm:**

Broadview Park Bld Pack 3. The Broadview Park Neighborhood Improvement Project (BPNIP) was the last of the Neighborhood Infrastructure Improvements projects to be carried out by Broward County in the unincorporated areas. This Bid Package addressed the sanitary sewer and drainage improvements, as well as improvements to the community's sidewalks, roadway and landscape. These improvements consisted of 47,000 linear feet of gravity sewer, 6,200 linear feet of 8" force main, 20,100 linear feet of drainage pipe along with roadway restoration and new sidewalks for a total construction cost of approximately \$13.3 million. The gravity sewer system was designed using a GIS capacity analysis tool that calculated and summarized the flow rates for each parcel in the service area. GIS was utilized during the permitting phase to graphically show the flow for each pipe and during construction to track resident complaints, track the work that had been completed and estimate the Contractor's variance from the original schedule.

Riviera Beach Blue Heron Boulevard. Relocation of utilities in conjunction with the Florida Department of Transportation road widening project on Blue Heron Boulevard. The project includes coordination with the City to determine the location and condition of existing City-owned facilities including water mains, raw water mains, gravity sewer and force main. Based on the

conflicts identified between City facilities and the future

FDOT facilities, design drawings will be produced for the utility relocations and replacements. Extensive coordination with the Florida Department of Transportation is necessary to determine funding sources, location of proposed facilities, scheduling and permitting. Coordination is also required with the Palm Beach County Health Department for permitting.

Riviera Beach Dyer Rd and Haverhill Blvd. Coordinating the relocation of underground utilities which are in conflict with the proposed road widening project for Dyer Blvd. and Haverhill Road. Once the site visit was completed he did a site visit and coordinated with several agencies to estimate the scope of services required for this relocation.

The scope of service included the following:

- Coordination with Palm Beach County
- Coordination with City
- Coordinate with Palm Beach County Health
- Department
- Additional test holes for utility locates
- Prepare relocation design plans
- Permit assistance
- Bidding assistance
- Construction administration

RBUD Blue Heron Congress. Coordinated the relocation of underground utilities w proposed road widening project.



#### **Section 4: Experience with Government Entities**



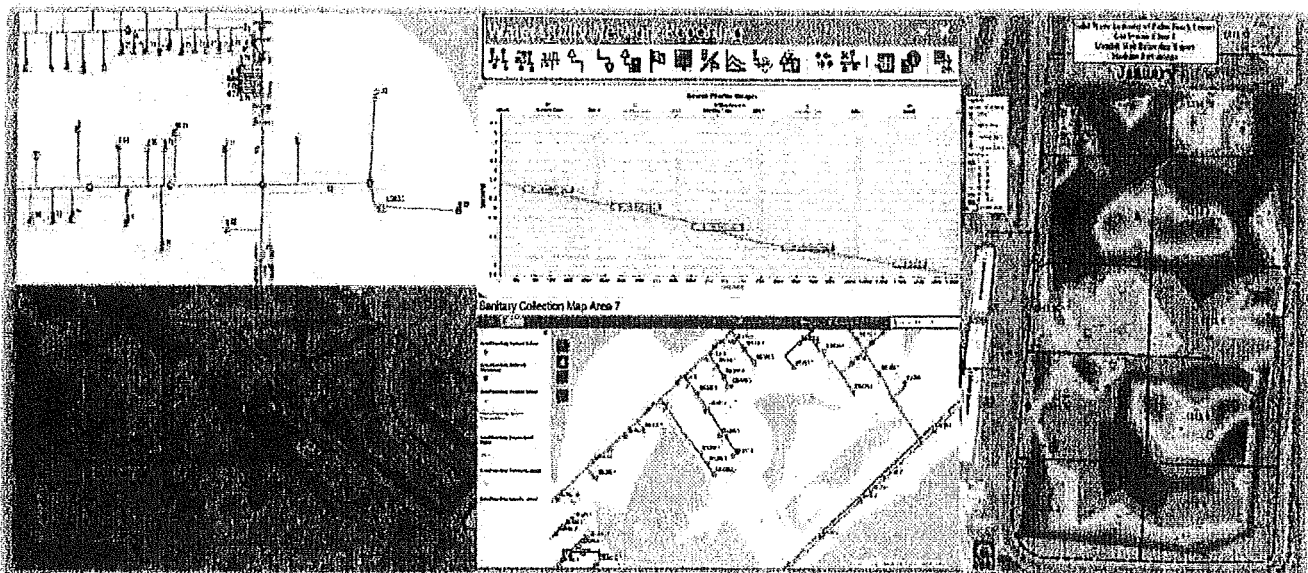
**Florida Technical Consultants (FTC)** was founded in 2014. Based on extensive experience using GIS for engineering projects, and as an ESRI Silver Business Partner with an ArcGIS Online Specialty, the Goal of FTC is to provide support services to Municipalities through:

- Data Compilation and Analysis for Projects and Studies
- GIS Data Building, Cleaning and Configuring for Utilities / Public Works Management
- Engineering Design, Permitting, Technical Specifications and Support Services
- Plans Review for GIS Compliance
- ArcGIS Online for Field Construction Administration
- Construction Information Management, GIS Record Drawing Submittals
- GIS Training and Support

The founder, James Barton P.E., LEED AP, has over 20 years of experience in engineering design and project management of water, sanitation and stormwater programs, including water resources, infrastructure rehabilitation and GIS implementation, environmental engineering, utilities and road construction. Mr. Barton has routinely integrated GIS technology with engineering, developing software tools to assist in system modeling, design and construction administration.

Since becoming an ESRI Authorized Trainer in 2003, he has provided training to over 75 students in various organizations and disciplines. His specialty is training for people specializing in utilities, public works and engineering, yet has trained fire, police and administration.

FTC can offer utility departments improved efficiency through understanding and utilizing existing data, applying analysis tools and techniques for quality control, interfacing with contractors to track construction quantities and providing GIS record drawing submittals to clients.





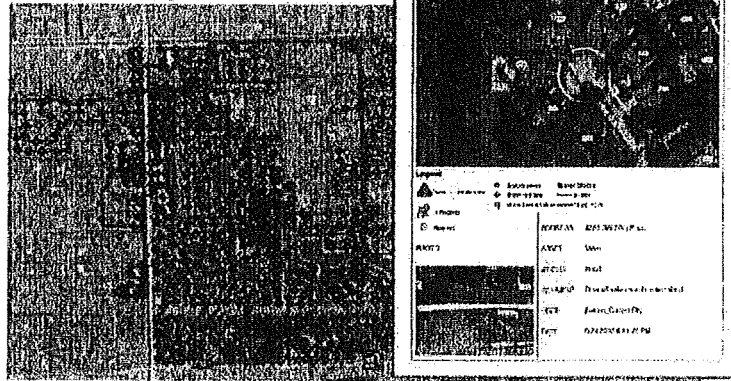
**Section 5: Client References and Past Performance**



The following pages provide descriptions of similar projects completed or in progress. Most projects are being managed as continuing program support programs.

**Cooper City**  
Mr. Michael Bailey  
11791 SW 49th Street  
Cooper City, FL 33330  
(954) 434-5519  
mbailey@coopercityfl.org

FTC converted the City CAD Atlas to GIS. Systems included water, sewer and drainage. Geometric networks were set up and run for valve isolation and capacity analysis. Coordinated label hydrants with Fire Dept. Tracked progress of valve turning contractor. ArcGIS Online Applications were developed and staff trained to inventory, verify features and track emergency repairs.  
10/10/2014 – present  
\$20,000



**South Martin Regional Utility**  
Mario E. Loaiza, P.E. -  
Utility Director  
9650 SE Water Street  
Hobe Sound, FL 33475  
(772)-546-6259  
mloaiza@tjl.martin.fl.us

FTC converted the utility atlas to GIS, including water and sewer. The process was complicated by the existing CAD parcel data being geographically incorrect in some cases necessitating field verification. Mobile apps were created in ArcGIS Online to validate data from the field.  
5/1/2015 – present  
\$20,000



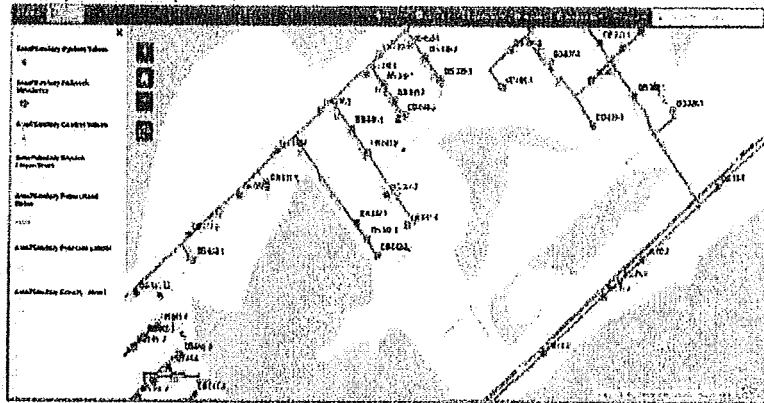


**City of Marathon**  
 George Garrett  
 9805 Overseas Highway  
 Marathon, FL 33050  
 Ph (305) 289-4111  
 garrettg@ci.marathon.fl.us

FTC converted City CAD Atlas to GIS. A systems geodatabase had to be created to handle vacuum sewer system. CAD text data was used to populate geodatabases. ArcGIS Online Applications were developed and staff were trained to inventory and field verify features.

10/7/2014 – present  
 \$10,000

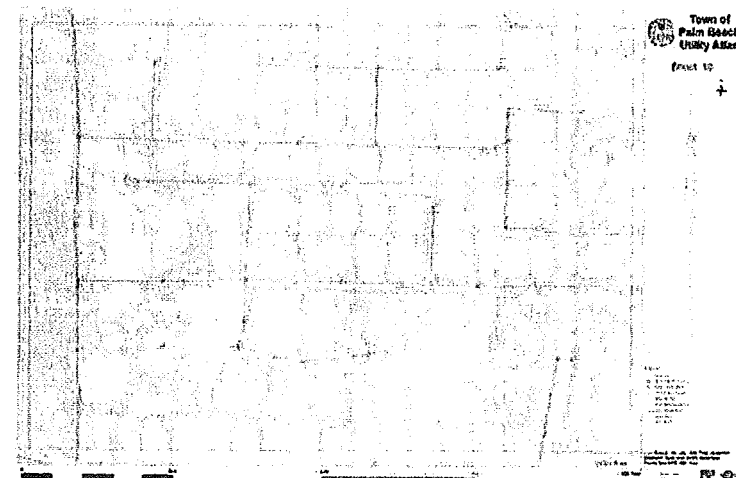
Sanitary Collection Map Area 7



**Town Palm Beach**  
 Mr. William Francis PE  
 951 Okeechobee Rd.  
 Suite A, West Palm Beach,  
 FL 33401  
 Ph (561) 838-5440  
 Fax 561 835 4683  
 WFrancis@  
 TownofPalmBeach.com

FTC converted the CAD Atlas to GIS. Systems included sewer and drainage. CAD text data was used to populate geodatabases. Geodatabases were built to create system profiles and perform sewer capacity analysis. ArcGIS Online Applications were developed and staff were trained to inventory and field verify features.

3/24/2014 present  
 \$35,000 (in progress)




**City of Boca Raton  
Utilities**

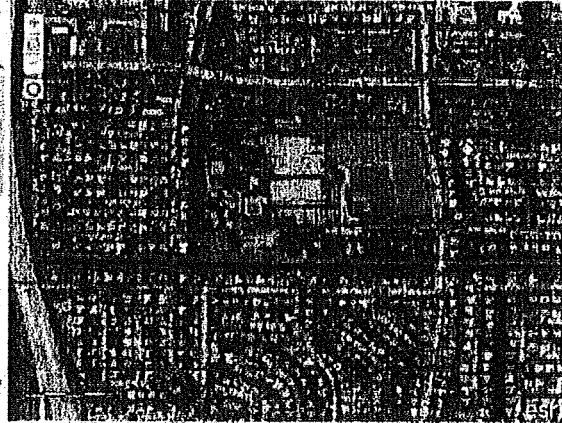
Ms. Talia Garcia  
4101 Glades Road  
Boca Raton FL 33431  
(561) 338-7307  
TGarcia@ci.boca-  
raton.fl.us

FTC provided GIS services to the City of Boca Raton Utilities converting Water, Raw Water, Reclaim Water and Sewer Data from CAD to GIS. The data was migrated into the 10.2 Local Government Model Geodatabase. Geometric networks were set up and run for valve isolation and capacity analysis. These changes will be presented to ESRI in order to update the LGIM to support these systems.

1/1/2013 – present

\$20,000

**Legend**  
Raw Water Well  
Raw Water Valves  
Raw Water Main  
Raw Water Abandoned Main  
Wells Lateral  
SIS Main  
Filtration Valves  
LRI Station

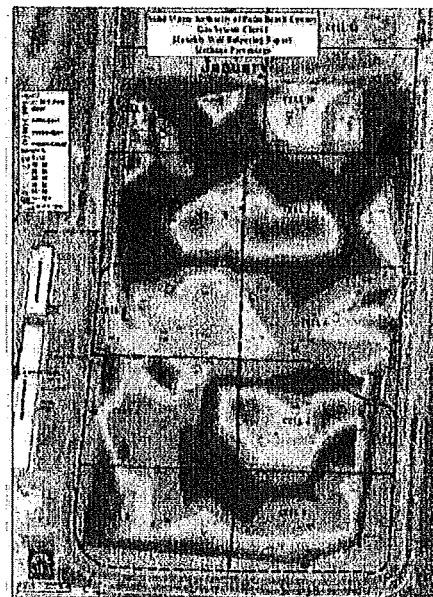

**Solid Waste Authority  
of Palm Beach County**

Ms. Josephine Rudd  
7501 N. Jog Road  
West Palm Beach, FL  
33412  
(561) 640-4000 x 4618  
jrdudd@swa.org

FTC converted the Utilities CAD Atlas to GIS as a sub to another firm. Systems included site, water, sewer, drainage, leachate, electrical, gas well monitoring, water and drainage. Several methods were used to map well monitoring values to visualize trends. FTC is now training SWA staff in converting CAD drawings to GIS and maintaining the system.

09/10/2014 – present

\$20,000

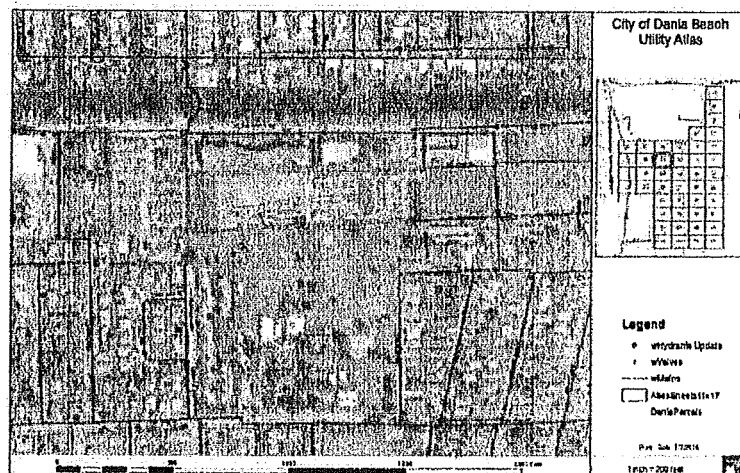






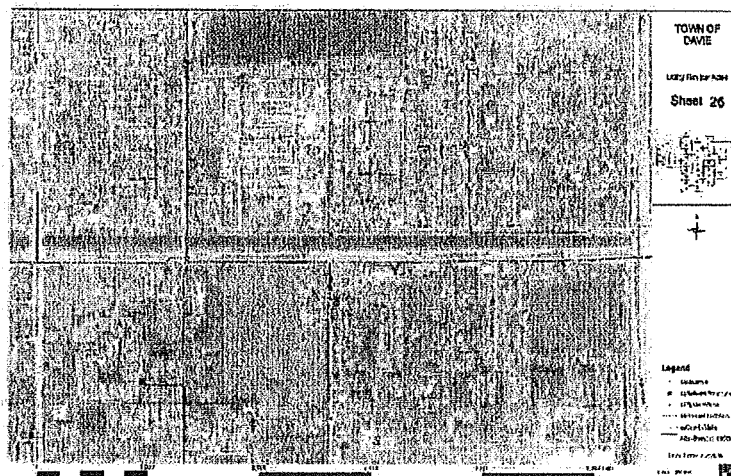
**City of Dania Beach**  
 Mr. Ronnie Navarro  
 1201 Stirling Rd  
 Dania Beach, FL 33004  
 (954) 924-3615  
 rnavarro@ci.dania-  
 beach.fl.us

FTC converted the City CAD Atlas to GIS with another firm. FTC is now field verifying the system and updating the GIS using high resolution aeriels and ArcGIS Online. Systems included water, sewer and drainage.  
 08/10/2015 – present  
 \$10,000



**Town of Davie**  
 Mr. Don Bayler  
 Utilities Director  
 7351 SW 30 Street  
 Town of Davie,  
 FL 33314  
 Ph 954-327-3741  
 Fax 954-327-3752  
 Don\_Bayler@davie-fl.gov

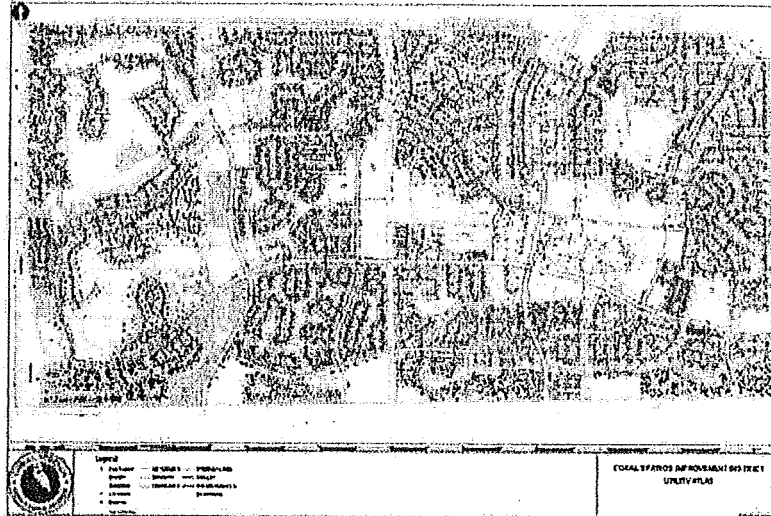
FTC converted the City CAD Atlas to GIS. ArcGIS Applications were developed and staff were trained to inventory and field verify features. Systems included water and sewer.  
 09/15/2014– present  
 \$20,000





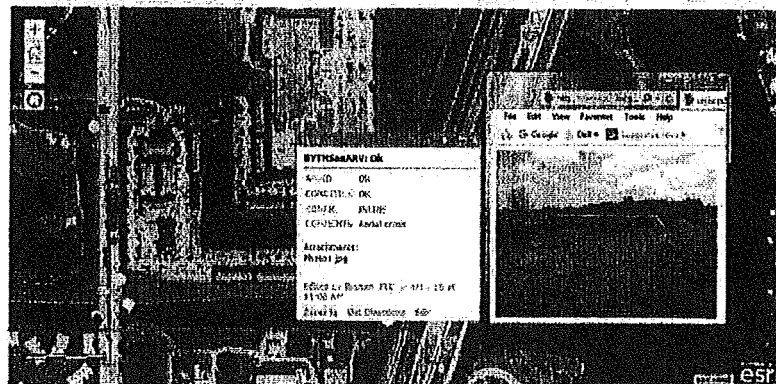
**Coral Springs  
Improvement District**  
Mr. Curt Diggins  
Supervisor, CSID  
Coral Springs FL 33071  
(954) 796 6608  
CurtD@fladistricts.com

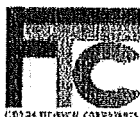
FTC provided data setup and training for the CSID to collect and input their own data into GIS. Training was done on data collection using ArcGIS Online field apps and building data sets with desktop.  
10/01/15 – Present  
\$4,000



**Boynton Beach  
Utilities**  
Michael Low, Manager,  
Technical Services  
Boynton Beach Utilities  
City of Boynton Beach  
124 E. Woolbright Rd.  
Boynton Beach,  
Florida 33435  
(561)-742-6403  
lowm@bbfl.us

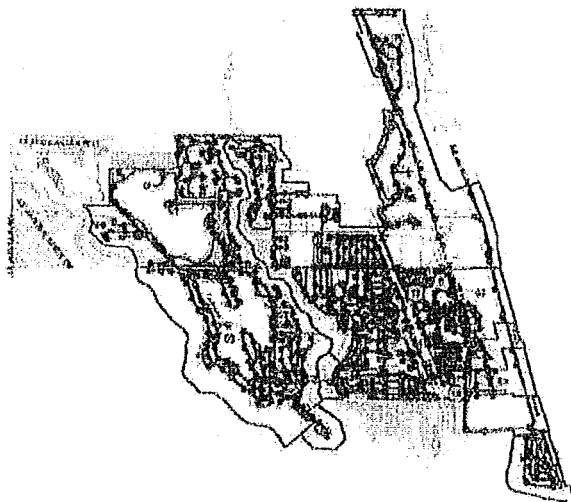
FTC created a GIS Data set to support modeling in Potable Water, Sanitary Sewer, Reclaim Water and Stormwater. Several sources of existing data were merged and topologically cleaned for snapping, node creation. Elevations were extracted and used to populate nodes. ArcGIS Applications were developed and staff were trained to inventory and field verify features.





Village of Tequesta  
Mr. Sam Heady  
345 Tequesta Dr  
Tequesta, Florida 33469  
(561) 722-1167  
shedy@tequesta.org

FTC converted the Village Utilities CAD Atlas to GIS. Systems included water and drainage. Coordination was done with Martin County and Loxahatchee River District to collect their facilities and input them into GIS. Water meters were mapped by geocoding. ArcGIS Online mobile apps were created for maintenance crews to validate information from the field. All data was loaded into an asset management system.  
09/10/2015 – present  
\$20,000





**Section 6: Pricing and Other Forms**

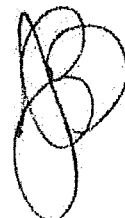
Town of Davie Bid  
B-16-168 Continuing GIS Services

**SECTION 4.0 PRICING PAGE**

JOB CLASSIFICATION	RATE
GIS CONSULTANT: Project Manager	\$125/hour
GIS CONSULTANT: GIS Specialist	\$95/hour

Executed by: James Barton, P.E., LEED APTitle: President (Type or print name)For ( Company): Florida Technical Consultants, LLCAddress: 401 West Atlantic Ave Suite 09 Delray Beach FL 33444Telephone Number: 954.914.8488 Fax Number: 561.265.0806Email: jbarton@fitechinc.com

The Bidder agrees to accept the Town of Davie's Visa procurement card for payment. Circle one  
YES OR **NO**



**Town of Davie Bid  
B-16-168 Continuing GIS Services**

**SECTION 5.0 TOWN REQUIRED FORMS****NON-COLLUSIVE AFFIDAVIT**

STATE OF Florida  
COUNTY OF Palm Beach

James Barton, P.E., LEED AP being first duly sworn deposes and says that:

BIDDER is the President  
(Owner, Partner, Officer, Representative or Agent)

BIDDER is fully informed respecting the preparation and contents of the attached Bid and of all pertinent circumstances respecting such Bid;

Such Bid is genuine and is not a collusive or sham Bid;

Neither the said BIDDER nor any of its officers, partners, owners, agents, representative, employees or parties in interest, including this affidavit, have in any way colluded, conspired, connived or agreed, directly or indirectly, with any other BIDDER, firm or person to submit a collusive or sham Bid in connection with the Contract for which the attached Bid has been submitted; or to refrain from bidding in connection with such Contract; or have in any manner, directly or indirectly, sought by agreement or collusion, or communications, or conference with any BIDDER, firm, or person to fix the price or prices in the attached Bid or any other BIDDER, or to fix any overhead, profit, or cost element of the Bid Price or the Bid Price of any other BIDDER, or to secure through any collusion conspiracy, connivance, or unlawful agreement any advantage against (Recipient), or any person interested in the proposed Contract;

The price of items quoted in the attached Bid are fair and proper and are not tainted by collusion, conspiracy, connivance, or unlawful agreement on the part of the BIDDER or any other of its agents, representatives, owners, employees or parties in interest, including this affidavit.

By James Barton, P.E., LEED AP

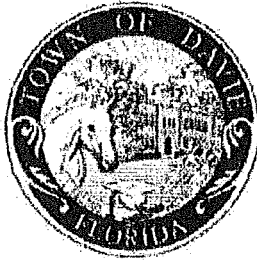
Subscribed and sworn to before me this 4 day of October, 2016.

Judith A. Clark  
Notary Public (Signature)

My Commission Expires: \_\_\_\_\_



**Town of Davie Bid  
B-16-168 Continuing GIS Services**



**TOWN OF DAVIE  
E-VERIFY FORM**

Bid No: B-16-168

Project Description: Continuing GIS Consulting Services

Vendor/Consultant acknowledges and agrees to utilize the U.S. Department of Homeland Security's E-Verify System to verify the employment eligibility of:

- (a) all persons employed by Vendor/Consultant to perform employment duties within Florida during the term of the contract; and
- (b) all persons (including SUBCONTRACTORS/SUBVENDORS) assigned by Vendor/Consultant to perform work pursuant to the contract with the Department. The Vendor/Consultant acknowledges and agrees that use of the U.S. Department of Homeland Security's E-Verify System during the term of the contract is a condition of the contract with the Town of Davie.

Company/Firm: Florida Technical Consultants, LLC

Authorized Signature: 

Print Name James Barton, P.E., LEED AP

Title: President

Date: October 6, 2016

**Town of Davie Bid  
B-16-168 Continuing GIS Services**

**CONFIRMATION OF DRUG-FREE WORKPLACE**

In order to have a drug-free workplace program, a business shall:

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 prohibitions.

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 drug abuse violations.

Give each employee engaged in providing the commodities or Contractual services that are under Bid a copy of the statement specified in subsection (1).

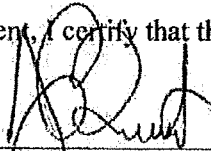
In the statement specified in subsection (1), notify the employee that, as a condition of working on the commodities or Contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere 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 the conviction.

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.

Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

A signed copy of your Drug-Free Workplace Policy must be attached to this signed copy and submitted with the Bid Documents.

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



James Barton, P.E., LEED AP

Proposers Signature



**Town of Davie Bid  
B-16-168 Continuing GIS Services**

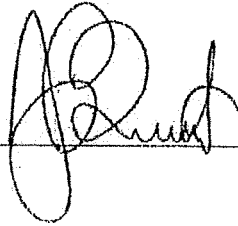
**EMPLOYEE BACKGROUND VERIFICATION AFFIDAVIT**

I, James Barton, P.E., LEED AP, Company Florida Technical Consultants, LLC

Attest that all personnel used in the performance of this work have had a criminal background check, and have no criminal offenses, a negative drug test result, and are legally documented to work in the United States.

The Town of Davie requests copies of the criminal back ground checks and drug test results.

Proposer's Signature \_\_\_\_\_

A handwritten signature in black ink, appearing to be 'JBarton', written over a horizontal line.

## Town of Davie Vendor/Bidder Disclosure

Name of Individual, Firm, or Organization:	Florida Technical Consultants, LLC
Address:	401 West Atlantic Ave Suite 09
	Delray Beach FL 33444
FEIN	47-1886339
State and date of incorporation	Florida

1. If the contract or business transaction is with a corporation, the full legal name and business address shall be provided for each officer and director and each stockholder who directly or indirectly holds five percent (5%) or more of the corporation's stock. If the contract or business transaction is with a trust, the full name and address shall be provided for each trustee and each beneficiary. All such names and address are as follows (Post Office addresses are not acceptable):

Full Legal Name	Address	Ownership
James Barton, P.E., LEED AP	401 West Atlantic Ave Suite 09 Delray Beach FL 33444	100 %
		%
		%
		%

6-7

**Town of Davie Bid  
B-16-168 Continuing GIS Services**

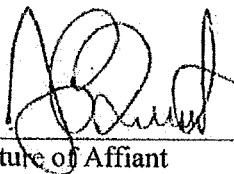
in the contract or business transaction with the Town are as follows (Post Office addresses are not acceptable):

Full Legal Name

Address

N/A

By:



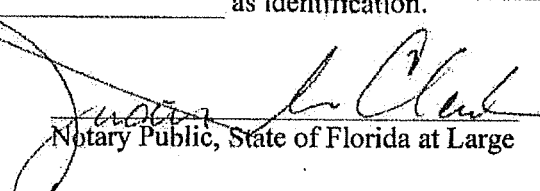
Signature of Affiant

Date: October 6, 2016

James Barton, P.E., LEED AP

Print Name

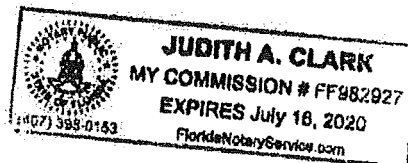
SUBSCRIBED AND SWORN TO or affirmed before me this 4 day of October 2016, by James Barton he/she is personally known to me or has presented \_\_\_\_\_ as identification.

  
 Notary Public, State of Florida at Large

Print or Stamp of Notary

Serial Number \_\_\_\_\_

My Commission Expires : \_\_\_\_\_



Town of Davie Bid  
B-16-168 Continuing GIS Services



## Town of Davie Local Vendor Preference

### Affidavit of Eligibility

*Complete all areas below. Incomplete forms may be rejected.*

\_\_\_\_\_ My business is located within the Town of Davie.

LEGAL NAME OF FIRM: \_\_\_\_\_ N/A

Physical address: \_\_\_\_\_

Phone number \_\_\_\_\_ Fax number \_\_\_\_\_

Email address \_\_\_\_\_

Has the business name changed since it was opened in Davie? Yes \_\_\_\_\_ No \_\_\_\_\_

If Yes please provide the previous business name: \_\_\_\_\_

Taxpayer Identification Number: \_\_\_\_\_

Date your business was established in Town of Davie: \_\_\_\_\_

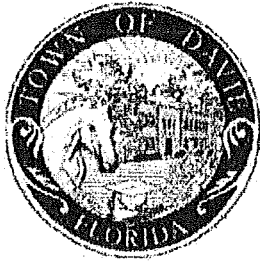
Business license: License number: \_\_\_\_\_ Date issued: \_\_\_\_\_

\_\_\_\_\_ A copy of my Business Tax Receipt is attached.

I employ \_\_\_\_\_ (insert a number) full time employees.

**If your business is a Broward County business but not located within the Town of Davie please fill out the information on the next page.**

Town of Davie Bid  
B-16-168 Continuing GIS Services



Town of Davie  
Local Vendor Preference  
Broward County Vendor

Affidavit of Eligibility

*Complete all areas below. Incomplete forms may be rejected.*

\_\_\_\_\_ My business is located within Broward County but not in the Town of Davie.

LEGAL NAME OF FIRM: \_\_\_\_\_ N/A

Physical address: \_\_\_\_\_

Phone number \_\_\_\_\_ Fax number \_\_\_\_\_

Email address \_\_\_\_\_

Has the business name changed since it was opened in Broward County? Yes \_\_\_\_\_ No \_\_\_\_\_

If Yes please provide the previous business name: \_\_\_\_\_

Taxpayer Identification Number: \_\_\_\_\_

Date your business was established in Broward County: \_\_\_\_\_

Business license: License number: \_\_\_\_\_ Date issued: \_\_\_\_\_

\_\_\_\_\_ A copy of my Business Tax Receipt is attached.

I employ \_\_\_\_\_ (insert a number) full time employees.

The undersigned states that the forgoing statements are true and correct. The undersigned also acknowledges that any person, firm, corporation or entity intentionally submitting false information to the Town in an attempt to qualify for local preference shall be prohibited from bidding on Town of Davie products and services for a period of one (1) year.

**Town of Davie Bid  
B-16-168 Continuing GIS Services**

Authorized Signature: \_\_\_\_\_ Date: October 6, 2016

Printed Name & Title: James Barton, P.E., LEED AP President

**Form W-9**  
(Rev. October 2007)  
Department of the Treasury Internal Revenue Service

## Request for Taxpayer Identification Number and Certification

Give form to the requester. Do not send to the IRS.

Print or type  
See Specific instructions on page 2.

Name (as shown on your income tax return)

Florida Technical Consultants, LLC

Business name, if different from above

Florida Technical Consultants, LLC

Check appropriate box: ☐ Individual/Sole proprietor ☐ Corporation ☐ Partnership

☐ Limited liability company. Enter the tax classification (D=disregarded entity, C=corporation, P=partnership) ◆ \_\_\_\_\_

☐ Other (see instructions) ◆

☐ Exempt payee

Address (number, street, and apt. or suite no.)

401 West Atlantic Ave Suite 09

Requester's name and address (optional)

City, state, and ZIP code

Delray Beach FL 33444

List account number(s) here (optional)

### Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on Line 1 to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

**Note.** If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number

OR

Employer identification number

47-1886339

### 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).

**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 on page 4.

Sign  
Here

Signature of  
U.S. person ◆

Date ◆ October 6, 2016

### General Instructions

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

#### Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

- Certify that the TIN you are giving is correct (or you are

waiting for a number to be issued),

- Certify that you are not subject to backup withholding, or

- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

**Note.** If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

**Respondents should refer to Sec. 2-57 of the attached form for complete definition of terms.**

I, James Barton, P.E., LEED AP representing Florida Technical Consultants, LLC  
declare that I have read the attached form and that (check one):

☒ My company is not interested in lobbying either staff or elected officials on any  
subject associated with this Request for Proposal (RFP)

☐ My company is interested in lobbying either staff or elected officials on matters  
associated with this Request for Proposal (RFP). I understand that in order to lobby, I must fill  
out the attached form and submit it to the Town Clerk's Office along with a registration fee of  
\$50.00.

Title of RFP: Continuing GIS Consulting Services

Bidder Name: Florida Technical Consultants, LLC

Address: 401 West Atlantic Ave Suite 09

Delray Beach FL 33444

Phone Number: 954.914.8488

Fax Number: 561.265.0806

e-mail Address: jbarton@ftechinc.com

Signature: 

Print Name: James Barton, P.E., LEED AP

**LOBBYING INTEREST**

**Respondents should refer to Sec. 2-57 of the attached form for complete definition of terms.**

I, James Barton, P.E., LEED AP representing Florida Technical Consultants, LLC declare that I have read the attached form and that (check one):

☒ My company is not interested in lobbying either staff or elected officials on any subject associated with this Request For Proposal (RFP)

☐ My company is interested in lobbying either staff or elected officials on matters associated with this Request For Proposal (RFP). I understand that in order to lobby, I must fill out the attached form and submit it to the Town Clerk's Office along with a registration fee of \$50.00.

Title of RFP: Continuing GIS Consulting Services

Bidder Name: Florida Technical Consultants, LLC


Address: 401 West Atlantic Ave Suite 09

Delray Beach FL 33444

Phone Number: 954.914.8488

Fax Number: 561.265.0806

Email Address: jbarton@fltechnical.com

Signature: 

Print Name: James Barton, P.E., LEED AP



## TOWN OF DAVIE LOBBYIST'S REGISTRATION STATEMENT AND OATH

Registration will be annual, from October 1st to September 30th, and shall be renewed for each year during which lobbying activities are to take place. Only one annual registration form is required. If, however, any of the information required on the registration form is new or changed (for example, a new principal, as defined by Section 2-57 of Ordinance 2012-17, or a new specific subject of lobbying), the Lobbyist must then supplement or amend the registration before additional lobbying. (Ordinance 2012-17, Section 2-58(d))

## LOBBYIST INFORMATION (Ordinance 2012-17, Section 2-58(a)(1))

Name N/A

Address \_\_\_\_\_

(must be a physical address (e.g. not a Post Office Box) where the lobbyist resides or customarily does business)

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Telephone \_\_\_\_\_

Explain the nature and extent of any business, professional or familial relationship which the lobbyist, or any member of the lobbyist's immediate family, has had with any Town official, or member of the immediate family of any Town official within the period of time commencing twenty-four (24) months prior to registration.

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Explain the nature and extent of any involvement, activity or assistance, whether paid or voluntary, by any lobbyist, or any member of the lobbyist's immediate family, with the current or the most recent campaign of any current elected Town official, or current candidate for Town Council. (2012-017, Section 2-58(a)(3))

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**LOBBYIST'S PRINCIPAL(S) INFORMATION (Ordinance 2012-17, Section 2-58(a)(4))**Name N/AAddress \_\_\_\_\_  
(must be a physical address (e.g. not a Post Office Box) where the principal resides or customarily does business)

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Telephone \_\_\_\_\_

Explain the general and specific matters upon which the lobbyist intends to lobby, if known at the time of registration. *If not known at time of filing, the registration must be supplemented when the matter is determined.* (Ordinance 2012-017, Section 2-58(a)(5))

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I hereby acknowledge that I have received a copy of Ordinance 2012-17, concerning registration of lobbyists and acknowledge that any violation of this Ordinance shall result in penalties as stated in said Ordinance. I further acknowledge that this form must be accompanied by payment in the amount of \$50 for each principal represented and by each lobbyist. (Ordinance 2012-17, Section 2-58(b))

I hereby attest and affirm under penalty of perjury, that the facts contained herein are true and correct. Further, I understand that I **am** required to notify the Town Clerk, in writing, of any changes to the information contained herein and that I **am** required to complete a lobbyist statement for each new principal or subject matter which occurs throughout the year.

Signature of Lobbyist \_\_\_\_\_

STATE OF FLORIDA ) \_\_\_\_\_

) SS:

COUNTY OF )

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_ by \_\_\_\_\_ who is personally known to me or who has produced \_\_\_\_\_ as identification.

My Commission expires \_\_\_\_\_

Name \_\_\_\_\_ Signature \_\_\_\_\_

**ACKNOWLEDGEMENT OF ADDENDA****INSTRUCTIONS: COMPLETE PART I OR PART II, WHICHEVER APPLIES****PART I:**

LIST BELOW THE DATES OF ISSUE FOR EACH ADDENDUM RECEIVED IN CONNECTION WITH THIS RFP.

Addendum #1, Dated 9/23/2016Addendum #2, Dated 10/05/2016

Addendum #3, Dated \_\_\_\_\_

Addendum #4, Dated \_\_\_\_\_

Addendum #5, Dated \_\_\_\_\_

Addendum #6, Dated \_\_\_\_\_

Addendum #7, Dated \_\_\_\_\_

Addendum #8, Dated \_\_\_\_\_

**PART II:**☐ NO ADDENDUM WAS RECEIVED IN CONNECTION WITH THIS RFP.FIRM NAME: Florida Technical Consultants, LLCAUTHORIZED SIGNATURE:  DATE: October 6, 2016TITLE OF OFFICER: James Barton, P.E., LEEDAP President



### ADDENDUM TO BID DOCUMENTS

**SOLICITATION** B-16-168 Continuing GIS Services

**ADDENDUM No.** 1 **BID OPENING DATE** 10/6/16 @ 2:00pm **TODAY'S DATE** 9/23/2016

To All Bidders:

This addendum is issued to modify the previously issued bid documents and/or given for informational purposes, and is hereby made a part of the bid documents. Please attach this addendum to the documents in your possession and acknowledge receipt of this addendum in the space provided on the bid form.

#### RFIs

Q.1: Pipelines: Will the information of the pipelines (coordinate locations, material, year etc..) be provided or will it require field collection and locating the pipelines?

A.1: This information will be provided by TOD Utilities staff via as-built data and field verification.

Q.2: Manhole/Cleanout: This will require field survey crew to collect the rim and invert elevations. Will this information be provided or is it requested that we collect this data as well?

A.2: This information will be provided by TOD Utilities staff via as-built data and field verification.

Q.3: Fire Hydrant/Lift Station/Backflow Prevention Devices: Once again will the information be provided to map or data collection is part of these items as well?

A.3: Same as above with the addition of hydrant maintenance vendor data.

Q.4: TOD utilities: Is it required to provide coordinate locations of TOD utilities in survey grade accuracy or if sub-meter (2-3 feet) accuracy is acceptable. (This question applies to all other items above)

A.4: Only water meter coordinates would require survey grade; for all other data points sub-meter will be sufficient.

Q.5: How strict are the experience qualifications you are seeking in the candidate? Our survey department had an underground utilities data collection project that we can transform into a GIS application to show as a demonstration of our skills. Would this be acceptable? Additionally, we have numerous GIS projects which show our expertise in the software performing many GIS functions however it isn't all applicable to utility work. Is this acceptable?

Town of Davie, Florida

Purchasing Division  
(954) 797-1016

- A.5: We are looking for an experienced team in the ESRI GIS online platform that can provide ongoing support to utility specific existing layers and new data layers as required.

Reviewed by:



Purchasing Manager  
Purchasing Division

**Acknowledged by:**

Florida Technical Consultants, LLC

Contractor

James Barton, P.E., LEED AP

Authorized Representative (Printed)  
President

Title

Signature

October 6, 2016

Date

**PROPOSAL SIGNATURE PAGE FOR CORPORATION**

The officers of the Corporation are as follows:

	<u>NAME</u>	<u>ADDRESS</u>
President	James Barton, P.E., LEED AP	401 West Atlantic Ave Suite 09 Delray Beach FL 33444
Vice-President	N/A	
Secretary	N/A	
Treasurer	N/A	
Registered Agent	N/A	

The full names and residences of stockbrokers, persons, or firms interested in the foregoing Proposal, as principals, are as follows:

James Barton, P.E., LEED AP      12008 North Lake Drive Boynton Beach, FL 33436

Post Office Address

PROPOSER:

Florida Technical Consultants, LLC  
(CORPORATE NAME)

 jbarton@fitechinc.com

PRESIDENT'S SIGNATURE AND E-MAIL ADDRESS

Is this corporation incorporated in the State of Florida?

ATTEST: \_\_\_\_\_  
SECRETARY

YES ☒ NO ☐

If no, give address of principal place of business: \_\_\_\_\_

**PROPOSAL SIGNATURE PAGE FOR SOLE PROPRIETOR OR PARTNERSHIP**

The full names and residences of persons, partners or firms interested in the foregoing Proposal, as principals, are as follows:

N/A

PROPOSER

(FIRM NAME)

Witnesses:

(SEAL)

SIGNATURE AND E-MAIL ADDRESS

PRINT NAME

Title (Sole Proprietor or Partner)

Post Office Address:

TELEPHONE

CITY in which fictitious name is registered.


Attach a copy of proof of registration

**DRUG-FREE WORKPLACE PROGRAM**

**IDENTICAL TIE BIDS** - Preference shall be given to businesses with drug-free workplace programs. Whenever two or more bids which are equal with respect to price, quality, and service are received by the State or by any political subdivision for the procurement of commodities or contractual services, a bid received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. Established procedures for processing tie bids will be followed if none of the tied vendors have a drug-free workplace program. In order to have a drug-free workplace program, a business shall:

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 drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for 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 employee 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 firm complies fully with the above requirements.

  
VENDOR'S SIGNATURE

James Barton, P.E., LEED AP  
PRINTED NAME

Florida Technical Consultants, LLC  
NAME OF COMPANY



**SOLICITATION, GIVING, AND ACCEPTANCE OF GIFTS POLICY**

Florida Statute 112.313 prohibits the solicitation or acceptance of Gifts. - "No Public officer, employee of an agency, or candidate for nomination or election shall solicit or accept anything of value to the recipient, including a gift, loan, reward, promise of future employment, favor, or service, based upon any understanding that the vote, official action, or judgment of the public officer, employee, or candidate would be influenced thereby."... The term 'public officer' includes any person elected or appointed to hold office in any agency, including any person serving on an advisory body."

The Town of Davie policy prohibits all public officers, elected or appointed, all employees, and their families from accepting any gifts of any value, either directly or indirectly, from any contractor, vendor, consultant, or business with whom the Town does business. Only advertising office stationery or supplies of small value are exempt from this policy - e.g. calendars, note pads, pencils.

The State of Florida definition of "gifts" includes the following:

Real property or its use,  
Tangible or intangible personal property, or its use,  
A preferential rate of terms on a debt, loan, goods, or services,  
Forgiveness of indebtedness,  
Transportation, lodging, or parking,  
Membership dues,  
Entrance fees, admission fees, or tickets to events, performances, or facilities,  
Plants, flowers or floral arrangements

Services provided by persons pursuant to a professional license or certificate. Other personal services for which a fee is normally charged by the person providing the services. Any other similar service or thing having an attributable value not already provided for in this section. To this list, the Town of Davie has added food, meals, beverages, and candy.

Any contractor, vendor, consultant, or business found to have given a gift to a public officer or employee, or his/her family, will be subject to dismissal or revocation of contract.

As the person authorized to sign the statement, I certify that this firm will comply fully with this policy.

  
SIGNATURE

James Barton, P.E., LEED AP  
PRINTED NAME

Florida Technical Consultants, LLC  
NAME OF COMPANY

President  
TITLE

Failure to sign this page shall render your bid non-responsive

**Town of Davie**  
**B-16-168**  
**Continuing GIS Services**

**SOURCE OF INFORMATION**

How did you find out about this solicitation? Check all that applies.

- |   |                                     |                             |
|---|-------------------------------------|-----------------------------|
| 1. <a href="http://www.davie-fl.gov">www.davie-fl.gov</a>     | <input type="checkbox"/>            |                             |
| 2. <a href="http://www.demandstar.com">www.demandstar.com</a> | <input checked="" type="checkbox"/> |                             |
| 3. The Sun Sentinel   | <input type="checkbox"/>            |                             |
| 5. Referral/word-of-mouth                                     | <input type="checkbox"/>            | Specify Source: _____       |
| 6. Search Engine/Internet search                              | <input type="checkbox"/>            |                             |
| 7. E-mail, newsgroup, online chat<br>_____                    | <input type="checkbox"/>            | Specify _____ Source: _____ |
| 8. Banner or Link on another website                          | <input type="checkbox"/>            |                             |
| 9. Flyer, newsletter, direct mail                             | <input type="checkbox"/>            | Specify Source: _____       |
| Other<br>_____  | <input type="checkbox"/>            | Specify _____ Source: _____ |

*Please note: This survey form is used for internal Procurement purposes only.*

**Town of Davie  
B-16-168  
Continuing GIS Services**

**INDEMNIFICATION CLAUSE**

The Contractor shall indemnify, defend and hold harmless the Town Council, the Town of Davie and their agents and employees from and against all claims, damages, losses and expenses (including attorney's fees) arising out of or resulting from the contractor's performance of the work, provided that any such claim, damage, loss or expense (1) is attributable to bodily injury, sickness, disease or death, or to injury to or damage on destruction of property including the loss of use resulting there from, and (2) is caused in whole or in part by any breach or default by Contractor or negligent act or omission of the Contractor, any Subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, regardless of whether or not it is caused in part by a party indemnified hereunder.

Florida Technical Consultants, LLC  
Proposer's Name

*[Signature]*  
Signature

October 6, 2016  
Date

STATE OF FLORIDA  
COUNTY OF BROWARD

SWORN TO AND SUBSCRIBED before me, the under signed authority,

James Barton, P.E., LEED AP who, after first being sworn by me, affixed his/her  
[name of individual signing]  
signature in the space provided above on this 4 day of October, 2016

*[Signature]*

NOTARY PUBLIC



THIS FORM MUST BE SIGNED AND SWORN TO IN THE  
PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL  
AUTHORIZED TO ADMINISTER OATHS.

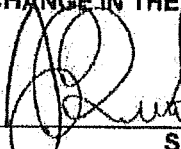
2. I understand that a "public entity crime" as defined in Paragraph 287.133 (1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentations.
3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133 (1) (b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or non contendere.
4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:
  1. A predecessor or successor of a person convicted of a public entity crime; or
  2. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers' directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.
5. I understand that a "person" as defined in Paragraph 287.133(1) (e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, and partners. Shareholders, employees, members, and agents who are active in

**Town of Davie  
B-16-168  
Continuing GIS Services**

management of an entity.

6. Based on information and belief, the statement, which I have marked below, is true in relations to the entity submitting this sworn statement. (Indicate which statement applies).
- ☐ Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.
  - ☐ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.
  - ☐ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list (attach a copy of the final order).

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

  
\_\_\_\_\_  
Signature James Barton, P.E., LEED AP

Sworn to and subscribed before me this 4 day October, 2016

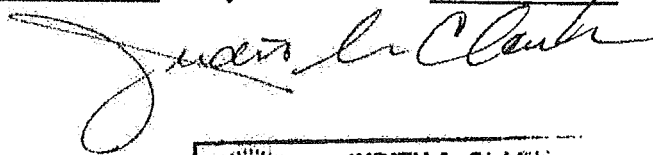
Personally known

OR

Produced identification \_\_\_\_\_

\_\_\_\_\_  
Name of Notary

Notary Public - State of FL





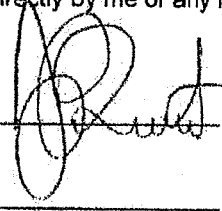
**Town of Davie  
B-16-168  
Continuing GIS Services**

**ANTI-KICKBACK AFFIDAVIT**

STATE OF FLORIDA                     }  
  }  
COUNTY OF   Palm Beach               }

SS:

I, the undersigned, hereby duly sworn, depose and say that no portion of the sum herein bid will be paid to any employees of the Town of Davie, its elected officials, and Florida Technical Consultants, LLC or its design consultants, as a commission, kickback, reward or gift, directly or indirectly by me or any member of my firm or by an officer of the corporation.

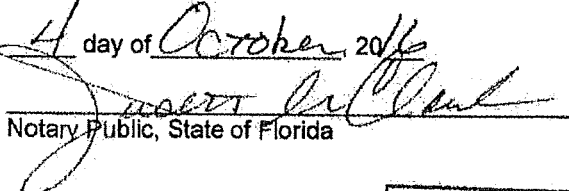
  
\_\_\_\_\_

By: James Barton, P.E., LEED AP

Title: President

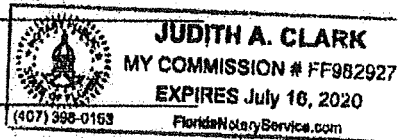
Sworn and subscribed before this

4 day of October 2016

  
\_\_\_\_\_  
Notary Public, State of Florida

(Printed Name)

My commission expires: \_\_\_\_\_



**Town of Davie  
B-16-168  
Continuing GIS Services**

**NON-COLLUSIVE AFFIDAVIT**

STATE OF FLORIDA                    }  
  }  
COUNTY OF   Palm Beach        }

SS:

James Barton, P.E., LEED AP

being first duly sworn, deposes and says that:

a)     He/she is the President, (Owner, Partner, Officer, Representative or Agent) of Florida Technical Consultants, LLC the Proposer that has submitted the attached Proposal;

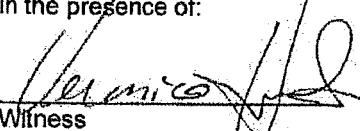
b)     He/she is fully informed respecting the preparation and contents of the attached Proposal and of all pertinent circumstances respecting such Proposal;

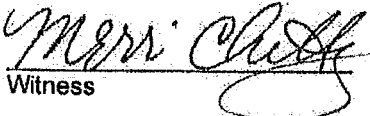
c)     Such Proposal is genuine and is not collusive or a sham Proposal;

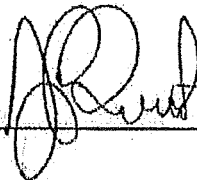
d)     Neither the said Proposer nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, have in any way colluded, conspired, connived or agreed, directly or indirectly, with any other Proposer, firm, or person to submit a collusive or sham Proposal in connection with the Work for which the attached Proposal has been submitted; or to refrain from proposing in connection with such work; or have in any manner, directly or indirectly, sought by person to fix the price or prices in the attached Proposal or of any other Proposer, or to fix any overhead, profit, or cost elements of the Proposal price or the Proposal price of any other Proposer, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against (Recipient), or any person interested in the proposed work;

e)     The price or prices quoted in the attached Proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the Proposer or any other of its agents, representatives, owners, employees or parties in interest, including this affiant.

Signed, sealed and delivered  
in the presence of:

  
Witness

  
Witness

By: 

James Barton, P.E., LEED AP  
(Printed Name)

PRESIDENT  
(Title)

**Town of Davie  
B-16-168  
Continuing GIS Services**

**ACKNOWLEDGMENT**

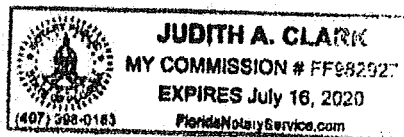
STATE OF FLORIDA                     }  
  }     SS:  
COUNTY OF   Palm Beach             }

BEFORE ME, the undersigned authority personally appeared James Barton, P.E., LEED AP to me well known and known by me to be the person described herein and who executed the foregoing Affidavit and acknowledged to and before me that James Barton executed said Affidavit for the purpose therein expressed.

WITNESS, my hand and official seal this 4 day of October, 2016.

My Commission Expires:

Judith A. Clark  
Notary Public State of Florida at Large





**Town of Davie  
B-16-168  
Continuing GIS Services**

**PROPOSER QUESTIONNAIRE**

1. Today's Date:     October 6, 2016
  
2. Name of Company Submitting Proposal: Florida Technical Consultants, LLC
  
3. How many years has your firm been in business under its present business name?: 2
3. Under what other former name(s) has your firm operated?: None
  
4. Have any similar agreements held by proposer for a similar project to the proposed project ever been canceled? Circle one: ☒ No   Yes   If yes, please explain: \_\_\_\_\_
  
5. Has the proposer or any principals of the firm failed to qualify as a responsible proposer, refused to enter into a contract after an award has been made, failed to complete a contract during the past five (5) years, or been declared to be in default in any contract in the last five (5) years? Circle one: ☒ No   Yes  
If yes, please explain: \_\_\_\_\_
  
6. Has the proposer or any principals of the firm ever been declared bankrupt or reorganized under Chapter 11 or put into receivership? Circle one: ☒ No   Yes  
If yes, please explain and give date, court jurisdiction, action taken, and any other explanation deemed necessary: \_\_\_\_\_
  
7. Indicate registration, license numbers or certificate numbers for the businesses or professions, which are the subject of this BID. Please attach certificate of competency and/or State registration.  
  
Florida Corporate Charter: L14000011037  
Florida Professional Engineering License number: 30931
  
8. List the pertinent experience of the key individuals of your firm (continue on insert sheet if necessary): James Barton, P.E., LEED AP - ESRI instructor/GIS
  
9. State the name and title of the individual who will have personal management of the work: \_\_\_\_\_  
James Barton, P.E., LEED AP

**Town of Davie  
B-16-168  
Continuing GIS Services**

10. State the name and address of attorney, if any, for the firm: N/A

11. State the names and addresses of all businesses and/or individuals who own an interest of more than five percent (5%) of the Proposer's business and indicate the percentage owned of each such business and/or individual:

James Barton, P.E., LEED AP 100%      401 West Atlantic Ave Suite 09  
Delray Beach FL 33444

12. State the names, addresses and the type of business of all firms that are partially or wholly owned by Proposer: Florida Technical Consultants, LLC

13. Bank references:

<u>BANK NAME</u>	<u>ADDRESS (CITY, STATE, ZIP)</u>	<u>PHONE</u>
<u>Wells Fargo</u>	<u>8768 Boynton Beach Blvd., Boynton Beach FL 33472</u>	<u>(561) 731-3806</u>

14. Surety (bonding) references – Attach a letter specifying maximum bondability from at least one (1) surety reference named below (Refer to Section 2.0, Item 10-10.1)

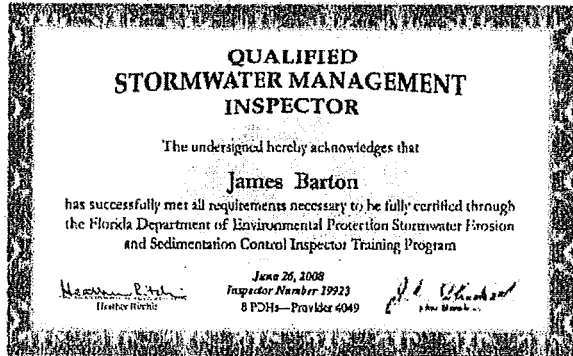
<u>SURETY</u>	<u>ADDRESS (CITY, STATE, ZIP)</u>	<u>PHONE</u>
<u>N/A</u>		

15. Firm has attached a current Certificate of Liability Insurance? ☒ Yes ☐ No

16. Litigation/Judgements/Settlements/Debarments/Suspensions – Submit information on any pending litigation and any judgements and settlements of court cases relative to providing the services requested herein that have occurred within the last three (3) years. Also indicate if your firm has been debarred or suspended from bidding or proposing on a procurement project by any government entity during the last five (5) years. N/A



## Licenses:



GREEN BUILDING CERTIFICATION INSTITUTE

LEED® ACCREDITED PROFESSIONAL

James Barton

U.S. ENVIRONMENTAL PROTECTION AGENCY  
 LEED® ACCREDITED PROFESSIONAL

BY DEMONSTRATING THE KNOWLEDGE OF GREEN BUILDING PRACTICES  
 REQUIRED FOR SUCCESSFUL IMPLEMENTATION OF THE REQUIREMENTS OF ENERGY  
 AND ENVIRONMENTAL DESIGN (LEED), GREEN BUILDING RATING SYSTEM

June 15, 2009

Printed on 100% Recycled Paper. Recycled from Post Consumer Waste.

FTC is a Silver Tier ESRI Partner. FTC is recognized by ESRI as a firm that actively promotes GIS to the community.



FTC is an Online Specialty Partner. FTC has advanced skills in implementing ArcGIS Online for increasing field mobility.

ArcGIS Online  
Specialty

## M/WBE

**Palm Beach County  
 Office of Small Business Assistance**

Carl Ann Tate  
**Florida Technical Consultants, LLC**  
 VENDOR # YS0000001810

is a Small Business Enterprise as prescribed by Section 288.24-2.6(2) of the Palm Beach County Code for a three year period from June 30, 2011 to June 29, 2013. The following Services and/or Projects are covered under this certification:

Civil Engineering, Geographic Information Systems (GIS),  
 Highways, Streets, Airport Paving, Parking Lots, Engineering,  
 Mapping Services, Highway Cartography, Water Waste Treatment Engineering,  
 Water Supply, Treatment, and Distribution Engineering

Small Business Enterprise (SBE) Certificate of Eligibility

Building to use: 1000  
 Street: 1000  
 City: 1000  
 State: 1000  
 Zip: 1000  
 County: 1000  
 Country: 1000

1000 1000 1000  
 Property: 1000 1000 1000  
 Address: 1000

Allen Gray  
 Accounting Manager  
 June 26, 2011



# *State of Florida*

## *Department of State*

I certify from the records of this office that FLORIDA TECHNICAL CONSULTANTS, LLC is a limited liability company organized under the laws of the State of Florida, filed on January 21, 2014.

The document number of this limited liability company is L14000011037.

I further certify that said limited liability company has paid all fees due this office through December 31, 2016, that its most recent annual report was filed on January 31, 2016, and that its status is active.

*Given under my hand and the  
Great Seal of the State of Florida  
at Tallahassee, the Capital, this  
the Thirty-first day of January,  
2016*



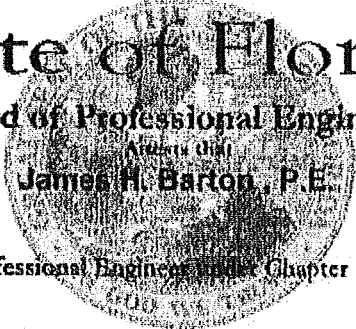
*Ken Detjen*  
**Secretary of State**

Tracking Number: CC4027601887


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

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

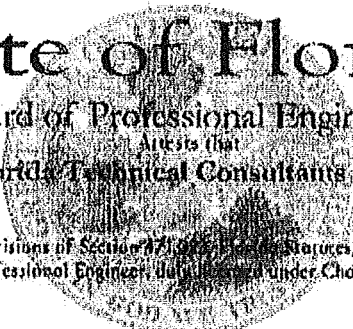
**State of Florida**  
**Board of Professional Engineers**  
 Attest: That  
**James H. Barton, P.E.**




**Is licensed as a Professional Engineer under Chapter 471, Florida Statutes**  
 Expiration: 2/28/2017  
 Audit No: 228201703815

  
**FBPE**  
 Florida Board of Professional Engineers  
 PE Lic. No: 89257

**State of Florida**  
**Board of Professional Engineers**  
 Attest: That  
**Florida Technical Consultants LLC**



**is authorized under the provisions of Section 471.02(2), Florida Statutes, to offer engineering services to the public through a Professional Engineer, duly licensed under Chapter 471, Florida Statutes.**  
 Expiration: 2/28/2017  
 Audit No: 228201704376 1

  
**FBPE**  
 Florida Board of Professional Engineers  
 CA Lic. Nos 80931



**Town of Davie  
B-16-168  
Continuing GIS Services**

**17. Disclosure of Conflict of Interest**

VENDOR SHALL DISCLOSE BELOW, TO THE BEST OF HIS OR HER KNOWLEDGE, ANY TOWN OF DAVIE OFFICER OR EMPLOYEE, OR ANY RELATIVE OF ANY SUCH OFFICER OR EMPLOYEE AS DEFINED IN SECTION 112.3135, FLORIDA STATUTES, WHO IS AN OFFICER, PARTNER, DIRECTOR OR PROPRIETOR OF, OR HAS A MATERIAL INTEREST IN THE VENDOR'S BUSINESS OR ITS PARENT COMPANY, ANY SUBSIDIARY, OR AFFILIATED COMPANY, WHETHER SUCH TOWN OFFICIAL OR EMPLOYEE IS IN A POSITION TO INFLUENCE THIS PROCUREMENT OR NOT.

Name Relationship

N/A

Florida Technical Consultants, LLC  
FIRM NAME

SIGNATURE OF AUTHORIZED AGENT

James Barton, P.E., LEED AP President

NAME & TITLE, TYPED OR PRINTED

STATE OF Florida )  
COUNTY OF Palm Beach ) SS

The foregoing instrument was sworn to and subscribed before me this 4 day of October 2016  
by James Barton who is personally known to me or produced  
as identification.

NOTARY PUBLIC, State of \_\_\_\_\_

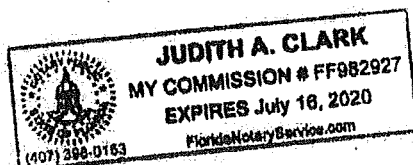
Commission No.: \_\_\_\_\_

Print Name: \_\_\_\_\_

Commission Expires: \_\_\_\_\_

SEAL

(if Corporation)



ADDENDUM TO BID DOCUMENTSSOLICITATION B-16-168 Continuing GIS Consulting ServicesADDENDUM No. 2 BID OPENING DATE October 11, 2016 @ 2:00pm TODAY'S DATE 10/5/2016

To All Bidders:

This addendum is issued to modify the previously issued bid documents and/or given for informational purposes, and is hereby made a part of the bid documents. Please attach this addendum to the documents in your possession and acknowledge receipt of this addendum in the space provided on the bid form.

## Notification:

Due to potential weather conditions the Town has extended the due date for the RFP until October 11, 2016 @ 2:00pm.

Reviewed by:

Purchasing Manager  
Purchasing Division

Acknowledged by:
FLORIDA TECHNICAL CONSULTANTS
Contractor
DAVE BAZEN
Authorized Representative (Printed)
PRESIDENT
Title
Signature
10/11/2016
Date



TOWN OF DAVIE  
TOWN COUNCIL AGENDA REPORT

Item Number: 14.

**To:** Mayor and Councilmembers**From:** Brian K. O'Connor, Procurement Manager**Prepared By:** Brian K. O'Connor, Procurement Manager - Budget Finance**Subject:** Resolution**Affected District:** Town Wide**Item Request:** Schedule for Council Meeting**Title of Agenda Item:** **BID SELECTION** - A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, SELECTING THE TOP RANKED FLORIDA TECHNICALS CONSULTANTS, LLC. IN ACCORDANCE WITH RFP# B-16-168 TO CONTINUING GIS CONSULTING SERVICES AND AUTHORIZING THE TOWN ADMINISTRATOR OR HIS DESIGNEE TO NEGOTIATE AN AGREEMENT FOR SUCH SERVICES.**Executive Summary:** The Procurement Division solicited a Request for Proposal #B-16-168 for Continuing GIS Consulting Services for Town of Davie (TOD) and the TOD's water and sewer utility system and service area. The applications for which consulting services will be needed will require close and frequent liaison with the TOD Utilities Director and IT Director. Priorities and delivery schedules will be established by TOD Utilities/IT Departments and may be changed or amended frequently. Most projects will be web and web applications based, and may include but are not limited to, the following:

- Create web applications for the field collection of various utility infrastructure assets
- Update existing GIS desktop utility map and existing web based utility map to include all provided as-built information including, manhole structure, pipeline, valve, water and sanitary service line, water/ IQ meter, backflow preventer, fire hydrant, lift station, inter-connects, air relief valves, well data and any other applicable utility asset

## &gt; Attributes to be added/ verified include:

- Boundaries
- Service Area boundaries
- Neighborhood/ Subdivision Boundaries
- Municipal Boundaries

## &gt; Pipelines:

- Material (Pipe & Casing)
- Year Constructed/ Rehabilitated
- Diameter (Pipe & Casing)
- Abandoned vs in service
- Flow Directions
- Main break locations & year
- Valve locations, type
- Chlorine residual data

## &gt; Utility Easements - O.R. book &amp; Page #

## &gt; Manhole/ Cleanout

- Rim & Invert elevations
- Year Constructed/ Rehabilitated

## &gt; Fire Hydrant

- Number
- Flow rating & recent test flow data

## &gt; Lift Station

- Number
- Public VS Private
- Pump information & design flow rate
- Wet-well Depth & influent/ effluent pipe data
- Contributing areas/ cascading station information

## &gt; Backflow Prevention Devices

- Year Installed
- Type/ size
- Certification # & Date

- Provide TOD Utilities/IT Departments GIS data to third parties as directed by the TOD Utilities/IT Directors
- Host accessible GIS data during the collection and quality control portion of the process and provide final data to TOD Information Technology (IT) Department for final input.

- Update existing GIS utility map to include Town of Davie service area and facilities for use by TOD Utility Locating Contract vendor
- Provide hyperlinks to as-build's on desktop utility map
- Provide training to the respective TOD personnel
- Special work orders for the development of GIS layers for various applications and/or related Capital Improvement project
- Evaluation of existing GIS system, and recommendations for future applications & improvements

Notices were electronically sent to more than 3,165 potential local and national vendors, as well as advertised in the Sun Sentinel, and posted on DemandStar by Onvia, the Town's website and in the Clerks Notice Board.

On October 11, 2016, the Town took receipt of responses from two (2) companies:

- Florida Technical Consultants (FTC)
- Calvin Giordano & Associates Inc.

The Review Committee convened (10/28/16) to evaluate the proposals based on the criteria stated in the RFP document.

After review of the proposals, the Review Committee's final decision was to enter into negotiations with FTC and bring back a final agreement to Council at a subsequent date.

- Key Points:**
- Two companies responded to the RFP
  - Services will be used to update existing GIS Utility Maps
  - FTC was determined to be the best overall vendor for the Town

**Previous  
Actions:**

**Concurrences:** Review Committee meeting on 10/28/16, comprised of Tim Scharff, Ron Bolton and Bill Peele.

**Fiscal Impact:**

Has request been budgeted? N/A

If yes expected cost:

Account name and number:

If no, amount needed: Final costs to be negotiated

Account name funds will be appropriated from 400.60.100.536-53107

Additional Comments Final agreement to be brought back to Town Council for approval.

**Recommendation:** Motion to approve

**Strategic Goals This Item Supports:**

Commitment to Customer Satisfaction, Dedication to Excellence in Service Delivery, Creating an Environment that is Conducive to Innovation, Creativity, and Collaboration, Nurturing the health, safety, and welfare of the community

**ATTACHMENTS:**

File Name	Description
<input type="checkbox"/> <a href="#">Resolution B-16-168 Continuing GIS Consulting Services.docx</a>	Resolution
<input type="checkbox"/> <a href="#">Backup information.pdf</a>	Backup information
<input type="checkbox"/> <a href="#">Sunbiz FTC.pdf</a>	Sunbiz FTC
<input type="checkbox"/> <a href="#">FTC TOD RFQ B-16-168.pdf</a>	FTC Response