Southwest Ranches Town Council

REGULAR MEETING

Agenda of August 27, 2020

Southwest Ranches Council Chambers
7:00 PM Thursday

13400 Griffin Road
Southwest Ranches, FL 33330

Mayor	**Town Council**	**Town Administrator**	**Town Attorney**
Doug McKay	Delsa Amundson	Andrew D. Berns	Keith M. Poliakoff, J.D.
Vice Mayor	Bob Hartmann	**Town Financial Administrator**	**Assistant Town Administrator/Town Clerk**
Denise Schroeder	Gary Jablonski	Martin Sherwood, CPA CGFO	Russell C. Muniz, MMC

In accordance with the Americans with Disabilities Act of 1990, persons needing special accommodation, a sign language interpreter or hearing impaired to participate in this proceeding should contact the Town Clerk at (954) 434-0008 for assistance no later than four days prior to the meeting.

1. **Call to Order/Roll Call**
2. **Pledge of Allegiance**

Quasi-Judicial Hearings

Please be advised that the following item on the Council agenda is quasi-judicial in nature. All witnesses who will testify on any item in this portion of the Agenda will be sworn. Participants who are members of the general public need not be sworn and will not be subject to cross-examination if they are not sworn. However, the Council shall not assign un-sworn testimony the same weight or credibility as sworn testimony in its deliberations.

The applicant has the burden of proof. After the applicant's concluding remarks, the hearing will be closed and no additional testimony, material or argument will be allowed unless the Council chooses to request additional testimony. The members of the Town Council will then deliberate.

All evidence relied upon by reasonably prudent persons in the conduct of their affairs may be considered in these proceedings, regardless of whether such evidence would be admissible in a court. Hearsay evidence may supplement or explain other evidence, but shall not alone support a conclusion unless it would be admissible over objection in court. The material in the Town Council agenda will be considered as evidence without authentication.

Anyone representing an organization must present written evidence of his or her authority to speak on behalf of the organization in regard to the matter under consideration. Each person who appears during a public hearing shall identify himself or herself and give their address, and if appearing on behalf of an organization state the name and mailing address of the organization. The Council may, on its own motion or at the request of any person, continue the hearing to a fixed date, time and

place.

No notice shall be required if a hearing is continued to a fixed date, time and place. Any Applicant shall have the right to request and be granted one continuance; however, all subsequent continuance shall be granted at the discretion of the Council and only upon good cause shown.

3. Circle S Estates Plat

A RESOLUTION AND FINAL ORDER OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, APPROVING APPLICATION NO. PL-54-20, THE CIRCLE S ESTATES PLAT, COMPRISING 42 SINGLE-FAMILY DWELLING LOTS ON 47.48 ACRES, GENERALLY LOCATED 500 FEET SOUTH OF GRIFFIN ROAD ON THE EAST SIDE OF SW 160TH AVENUE; AUTHORIZING THE MAYOR, TOWN ADMINISTRATOR, AND TOWN ATTORNEY TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY TO EFFECTUATE THE INTENT OF THIS RESOLUTION; AND PROVIDING AN EFFECTIVE DATE.

4. Circle S Estates Site Plan

A RESOLUTION AND FINAL ORDER OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, APPROVING APPLICATION NO. SP-76-20, THE CIRCLE S ESTATES SITE PLAN FOR 42 SINGLE-FAMILY DWELLINGS ON 47.48 ACRES, GENERALLY LOCATED 500 FEET SOUTH OF GRIFFIN ROAD ON THE EAST SIDE OF SW 160TH AVENUE; AUTHORIZING THE MAYOR, TOWN ADMINISTRATOR, AND TOWN ATTORNEY TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY TO EFFECTUATE THE INTENT OF THIS RESOLUTION; AND PROVIDING AN EFFECTIVE DATE.

5. Public Comment

- All Speakers are limited to 3 minutes.
- Public Comment will last for 30 minutes.
- All comments must be on non-agenda items.
- All Speakers must fill out a request card prior to speaking.
- All Speakers must state first name, last name, and mailing address.
- Speakers will be called in the order the request cards were received.
- Request cards will only be received until the first five minutes of public comment have concluded.

6. Board Reports

7. Council Member Comments

8. Legal Comments

9. Administration Comments

<u>Resolutions</u>

10. A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, AUTHORIZING THE TOWN TO PIGGYBACK OFF OF AN AGREEMENT WITH ADVANCED DATA SOLUTIONS, INC. (ADS) FOR THE CONVERSION OF ARCHITECTURAL DRAWINGS, PERMIT RECORDS, AND OTHER OFFICIAL TOWN DOCUMENTS; AUTHORIZING THE MAYOR, TOWN ADMINISTRATOR, AND TOWN ATTORNEY TO EXECUTE A PURCHASE ORDER NOT TO EXCEED TWELVE THOUSAND

DOLLARS AND ZERO CENTS ($12,000.00); AND PROVIDING AN EFFECTIVE DATE.

11. Approval of Minutes

a. July 30, 2020 Regular Minutes

12. Adjournment

PURSUANT TO FLORIDA STATUTES 286.0105, THE TOWN HEREBY ADVISES THE PUBLIC THAT IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY THIS COUNCIL WITH RESPECT TO ANY MATTER CONSIDERED AT ITS MEETING OR HEARING, HE OR SHE WILL NEED A RECORD OF THE PROCEEDINGS, AND THAT FOR SUCH PURPOSE, THE AFFECTED PERSON MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDING IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED. THIS NOTICE DOES NOT CONSTITUTE CONSENT BY THE TOWN FOR THE INTRODUCTION OR ADMISSION OF OTHERWISE INADMISSIBLE OR IRRELEVANT EVIDENCE, NOR DOES IT AUTHORIZE CHALLENGES OR APPEALS NOT OTHERWISE ALLOWED BY LAW.

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Town of Southwest Ranches
13400 Griffin Road
Southwest Ranches, FL 33330-2628

(954) 434-0008 Town Hall
(954) 434-1490 Fax

Town Council
Doug McKay, ***Mayor***
Denise Schroeder, ***Vice Mayor***
Delsa Amundson, ***Council Member***
Bob Hartmann, ***Council Member***
Gary Jablonski, ***Council Member***

Andrew D. Berns, *Town Administrator*
Keith M. Poliakoff, JD, *Town Attorney*
Russell Muniz, *Assistant Town Administrator/Town Clerk*
Martin D. Sherwood, CPA, CGMA, CGFO, *Town Financial Administrator*

COUNCIL MEMORANDUM

TO: Honorable Mayor McKay and Town Council
VIA: Andrew Berns
FROM: Jeff Katims
DATE: 7/31/2020
SUBJECT: Circle S Estates Plat

Recommendation
Staff recommends approval with conditions.

Unanimous Vote of the Town Council Required?
Yes

Strategic Priorities

A. Sound Governance

Background
CC Homes at Southwest Ranches, LLC, in its capacity as contract purchaser, has submitted a plat to subdivide the 47.48-acre Circle S Farms property into 42 single-family lots. The property is designated Rural Estates on the Future Land Use Map and is zoned Rural Estate (RE), permitting residential development at a maximum density of one dwelling unit per net acre.

Fiscal Impact/Analysis
N/A

Staff Contact:
Jeff Katims

ATTACHMENTS:

Description	Upload Date	Type
Staff report for plat and site plan	8/3/2020	Executive Summary
Plat Resolution - TA Approved	8/13/2020	Resolution

TOWN OF SOUTHWEST RANCHES
TOWN COUNCIL AGENDA REPORT

DATE: August 27, 2020

SUBJECT: Site Plan Application SP-76-20; Circle S Estates
Plat Application PL-54-20; Circle S Estates

ADDRESS: 4751 SW 160th Avenue – east side of SW 160th Avenue, south of Calusa Corners

PETITIONER: CC Homes at Southwest Ranches, LLC
2020 Salzedo Street, Suite 200
Coral Gables, FL 33314

OWNER: 15990 Griffin Road, LLC c/o Patricia Fuccile

ZONING: RE, Rural Estate District

LAND USE PLAN DESIGNATION: RE, Rural Estates

REQUEST: Plat and Site Plan approval for 42 single-family lots on 47.48 acres.

EXHIBITS: Staff Report, Aerial Photograph, Plat, Site Plan, Lot Fit Study, Mail Notification Radius Map and Mailing List.

BACKGROUND:

CC Homes at Southwest Ranches, LLC is under contract to purchase the 47.48-acre Circle S Farms property located on the east side of Dykes Road, immediately south of Calusa Corners Park. The property is designated Rural Estates on the Future Land Use Map and is zoned Rural Estate (RE), permitting residential development at a maximum density of one dwelling unit per net acre. Calusa Corners borders the north side of the property and 100-foot SBDD canal right-of-way and lake system borders the east side of the property. A 180-foot FPL transmission easement runs north to south through the length of the property.

APPLICATION DETAILS:

Configuration

Each of the 42 lots is at least one net acre in area. The largest lot measures 1.03 acres. The overall density is 0.88 units per acre. In order to achieve this density, the site plan does not contain any stormwater retention lakes, and utilizes 4 flag lots. All of the lots comply with the minimum requirements of the RE District. The extensive area dedicated to dry retention combined with FPL easement has resulted in some lots having relatively small or narrow buildable areas. The developer has provided a lot fit study (included as an attachment) to demonstrate that the lot with the narrowest buildable area will still be suitable for at least one of its home models.

Water and sewer

The Broward County Environmental Engineering and Permitting Division has determined that the development is exempt from the Broward County water and sewer system connection requirements because each lot is fractionally larger than one acre in size. Accordingly, the homes will utilize wells and septic tanks.

Traffic and circulation.

The development will have a single, ungated entrance from SW 160th Avenue. The H-shaped internal street layout has two internal intersections; one has a four-way stop condition and the other is a roundabout with four-way yield condition. The internal streets will be open to the public but will be owned and maintained by the homeowner's association.

SW 160th Avenue will remain a two-lane road with a new northbound right turn lane and southbound left turn lane into the development. The plat dedicates additional right-of-way for SW 160th Avenue to maintain the 110-foot right-of-way requirement on the Broward County Trafficways Plan, consistent with the corridor width to the south of the plat.

Broward County is requiring the developer to dedicate a bus shelter easement on SW 160th Avenue and to construct a bus landing pad measuring 8 feet by 40 feet adjacent to the future bus shelter. County staff is recommending waiver of the sidewalk requirement along SW 160th Avenue consideration of the Town staff's objection.

Drainage

Stormwater drainage will be accomplished through interconnected dry retention basins on each lot and a system of inlets and pipes that move stormwater from west to east, with two outfalls into the adjacent SBDD canal. SBDD has approved the site plan, subject to permitting requirements.

Rural lifestyle.
The development will have no gate, streetlights, sidewalks, curbs and gutters. The proposed HOA documents are currently under review by the Town Planner and Town Attorney to ensure that the community abides by the above restrictions and permits the keeping of horses and farm animals in a manner no more restrictive than the ULDC.

Landscaping.
A 30-foot landscape buffer is provided along SW 160th Avenue. The buffer features a row of live oak trees, a low berm and a white, two-rail pvc fence with hedge. The fence is similar to the fence that exists today, and will run along the entire site perimeter. A second row of trees is provided in the SW 160th Avenue right-of-way, alternating between royal palm and live oak trees to reinforce the existing street trees in the right-of-way. The HOA will be responsible for maintaining the trees, shrubs, sod and irrigation within the right-of-way.

A 10-foot landscape buffer is provided along the north property line shared with Calusa Corners. The buffer is populated with live oak trees spaced 50 feet on center with three smaller Japanese privet trees in between each pair of oaks.

The internal streets will be lined with live oak trees, spaced an average of 40 feet on center. The street entrance will lined with existing and proposed royal palms and date palms. A total of approximately 155 trees will be relocated, including approximately 50 oaks and 30 royal palms, and 165 live oaks, mahogany and laurel oaks will remain in their current locations. New plantings will include 144 live oak and 76 Japanese privet trees.

Entrance feature and signs
A pair of 32 square-foot, nonilluminated subdivision identification signs will flank the entrance to the development. The signs will consist of bronze aluminum letters mounted to a 6.5-foot split-face stone entrance feature with planter box. The signs comply with code requirements.

Concurrency
Parks: The Town provides more than 19 acres of parkland for each 1,000 residents, far exceeding the Town's minimum standard of 6 acres per 1,000 residents

Roads: SW 160th Avenue is overcapacity both north and south of Griffin Road, and Griffin Road is overcapacity east of SW 160th Avenue to I-75. The project generates traffic onto these overcapacity links, requiring mitigation. Broward County Department of Highway Construction and Engineering has accepted the developer's mitigation proposal to improve SW 160th Avenue north of Griffin Road in the City of Weston by modifying a turn lane.

Schools: Adequate capacity exists at Hawkes Bluff Elementary School, Silver Trail Middle School and West Broward High School.

Drainage: SBDD and the Town Engineer have approved the site plan subject to permitting requirements.

Water: Broward County Environmental Engineering and Permitting Division has approved the use of individual wells for the project.

Sewer: Broward County Environmental Engineering and Permitting Division has approved the use of individual septic tanks for the project.

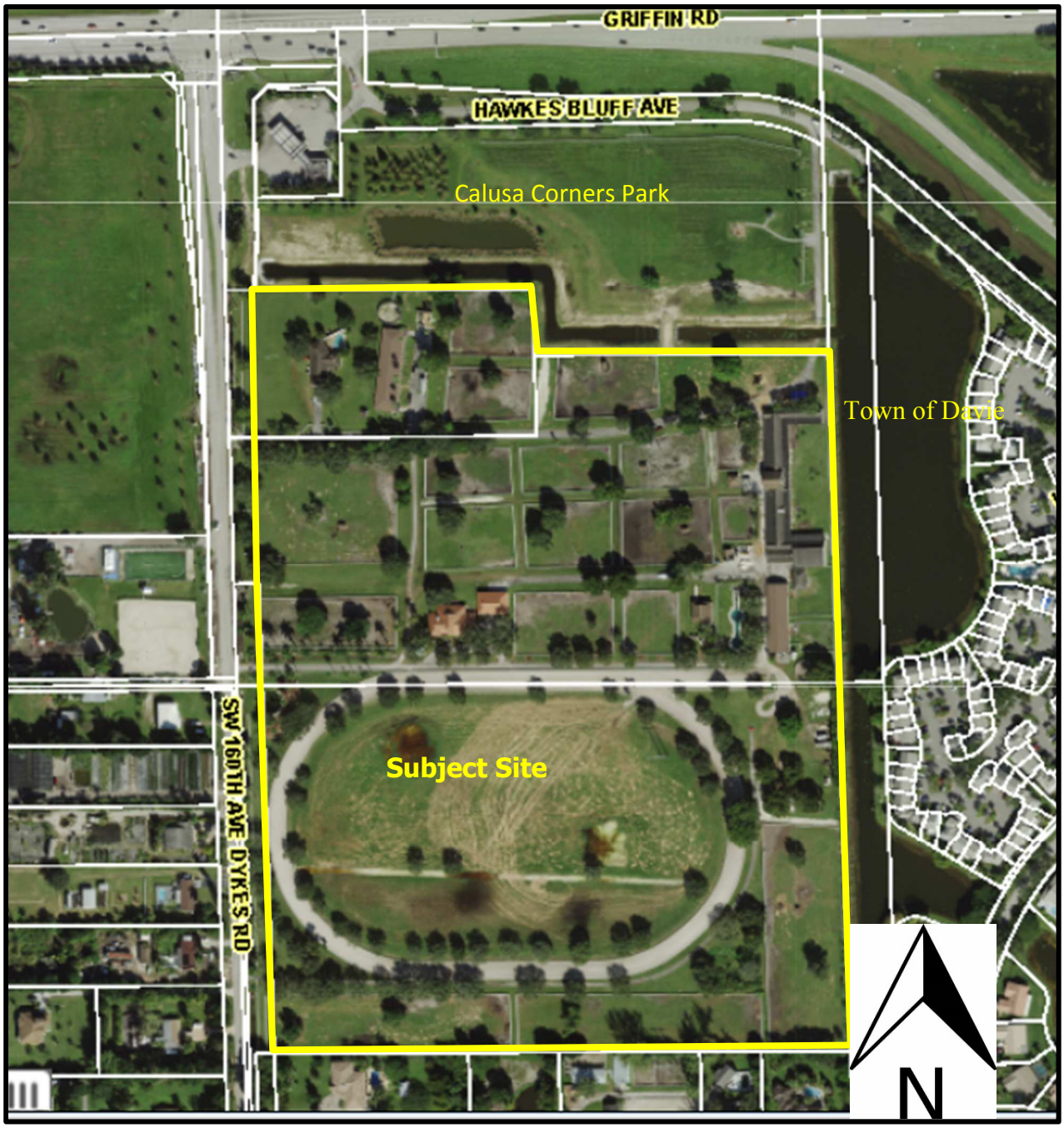
STAFF RECOMMENDATION:

Staff finds that the proposed plat and site plan will comply with the requirements of the Unified Land Development Code with the satisfaction of the following conditions:

1. The Circle S Estates Plat must be recorded prior to issuance of building permits for any dwelling unit, or as may otherwise be provided by interlocal agreement between the City, Broward County and the developer.
2. The Town shall inspect the landscaping within the development site and within the SW 160th Avenue right-of-way on a periodic basis to ensure that it is being properly maintained and growing at a normal rate. The Town may require the developer or HOA, as applicable, to install additional landscaping material or replace landscape materials in any area with dead or unhealthy materials, or materials that are not growing at a normal rate as would be expected based on the approved landscaping plan. Failure to maintain the landscaping as set forth above shall constitute a violation of this approval and the Town's Unified Land Development Code.
3. The declaration of restrictive covenants that shall run with the community must be approved by the Town Planner and Town Attorney before recordation, which must occur prior to issuance of the first building permit for a dwelling.
4. The developer shall execute a landscaping maintenance, encroachment and indemnification agreement in a form acceptable to the Town Attorney for the landscaping and irrigation equipment in the SW 160th Avenue right-of-way prior to issuance of the first building permit.
5. Developer shall comply with technical corrections to the site plan and plat documents pursuant to the final development review comments memorandum dated July 31, 2020, prior to issuance of the first building permit.
6. Developer shall obtain town permits for the removal and relocation of trees.
7. Developer shall execute and record a tri-party agreement for reducing the

taper of the southbound left turn lane from SW 160th Avenue onto Griffin Road within the City of Weston as complete mitigation for satisfying road concurrency.

SP-76-20 and PL-54-20 AERIAL LOCATION MAP



Scale:

0′ 200′ 400′ 600′ 800′ 1000′

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RESOLUTION NO. 2020-XXX

A RESOLUTION AND FINAL ORDER OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, APPROVING APPLICATION NO. PL-54-20, THE CIRCLE S ESTATES PLAT, COMPRISING 42 SINGLE-FAMILY DWELLING LOTS ON 47.48 ACRES, GENERALLY LOCATED 500 FEET SOUTH OF GRIFFIN ROAD ON THE EAST SIDE OF SW 160TH AVENUE; AUTHORIZING THE MAYOR, TOWN ADMINISTRATOR, AND TOWN ATTORNEY TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY TO EFFECTUATE THE INTENT OF THIS RESOLUTION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, CC Homes at Southwest Ranches, LLC has submitted Application No. PL-54-20 to subdivide 47.48 acres known as Circle S Farms to construct 42 single-family homes; and

WHEREAS, the Town Council of the Town of Southwest Ranches, Florida ("Town Council") finds that the proposed plat complies with the requirements of the Town's Unified Land Development Code ("ULDC") upon satisfaction of the conditions set forth herein.

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

Section 1. That the foregoing "WHEREAS" clauses are hereby ratified and confirmed as being true and correct and are hereby made a specific part of this Resolution.

Section 2. That, upon reviewing the application, analysis of the Town Staff, testimony and the evidence submitted at a duly noticed public hearing held on August 27, 2020 the Town Council hereby approves Plat Application No. PL-54-20 for the property legally described in Exhibit "A", attached hereto and made a part hereof, subject to the following technical corrections to be made prior to final Town signoff on the plat:

1. Revise the Town acceptance and signature block to read, "corporate seal of said Town."

2. Change the "R/W" label within Tract "S" on pages 2-9 of the plat to "easement."

Section 3. The Mayor, Town Administrator, and Town Attorney are each authorized to execute any and all documents necessary to effectuate the intent of this Resolution.

Section 4. This Resolution shall become effective immediately upon adoption.

PASSED by the Town Council of the Town of Southwest Ranches, Florida, this __th day of _____, 2020, on a motion by _____and seconded by _____.

McKay	_____	Ayes	_____
Schroeder	_____	Nays	_____
Amundson	_____	Absent	_____
Hartmann	_____	Abstaining	_____
Jablonski	_____		
	_____		

_____
Doug McKay, Mayor

ATTEST:

_____
Russell Muniz, Assistant Town Administrator/Town Clerk

Approved as to Form and Correctness:

_____
Keith Poliakoff, Town Attorney
37330182.1

EXHIBIT "A"

LEGAL DESCRIPTION

COMMENCING AT THE SOUTHWEST CORNER OF SECTION 28, TOWNSHIP 50 SOUTH, RANGE 40 EAST; THENCE NORTHERLY, ALONG THE WEST LINE OF SECTION 28, A DISTANCE OF 545.75 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING NORTHERLY ALONG THE WEST LINE OF SECTION 28 A DISTANCE OF 322.75 FEET; THEN EASTERLY PARALLEL WITH THE SOUTH LINE OF SAID SECTION 28, A DISTANCE OF 674.93 FEET; THEN SOUTHERLY, PARALLEL WITH THE WEST LINE OF SAID SECTION 28, A DISTANCE OF 322.75 FEET; THENCE WESTERLY, PARALLEL WITH THE SOUTH LINE OF SAID SECTION 28, A DISTANCE OF 674.83 FEET TO THE POINT OF BEGINNING.

TOGETHER WITH:

ALL OF TRACTS 31 AND 32 TOGETHER WITH THE NORTH 149.80 FEET OF TRACT 30, SECTION 33, TOWNSHIP 50 SOUTH, RANGE 40 EAST, ACCORDING TO FLORIDA FRUIT LANDS COMPANY'S PLAT THEREOF, AS RECORDED IN PLAT BOOK 2, PAGE 17, OF THE PUBLIC RECORDS OF DADE COUNTY, FLORIDA.

LESS AND EXCEPT THAT PART CONVEYED BY RALPH C. SESSA AND ELIZABETH A. SESSA, HIS WIFE TO BROWARD COUNTY IN QUIT CLAIM DEED RECORDED IN OFFICIAL RECORDS BOOK 7572, PAGE 723, PUBLIC RECORDS OF BROWARD COUNTY, FLORIDA.

TOGETHER WITH:

COMMENCING AT THE SOUTHWEST CORNER OF SECTION 28, TOWNSHIP 50 SOUTH, RANGE 40 EAST; THENCE NORTHERLY, ALONG THE WEST LINE OF SAID SECTION 28, A DISTANCE OF 223.00 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING NORTHERLY ALONG THE WEST LINE OF SECTION 28, A DISTANCE OF 322.75 FEET; THENCE EASTERLY PARALLEL WITH THE SOUTH LINE OF SAID SECTION 28, A DISTANCE OF 404.90 FEET; THENCE SOUTHERLY, PARALLEL WITH THE WEST LINE OF SAID SECTION 28, A DISTANCE OF 322.75 FEET; THENCE WESTERLY, PARALLEL WITH THE SOUTH LINE OF SAID SECTION 28, A DISTANCE OF 404.90 FEET TO THE POINT OF BEGINNING.

TOGETHER WITH:

A PORTION OF THE WEST ONE-HALF OF THE SOUTHWEST 1/4 OF SECTION 28, TOWNSHIP 50 SOUTH, RANGE 40 EAST, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHWEST CORNER OF SAID SECTION 28; THENCE N 0°33'38" W, ON AN ASSUMED BEARING, ALONG THE WEST LINE OF SAID SECTION 28, A DISTANCE OF 223.0 FEET; THENCE S 89°17'43" E, A DISTANCE OF 404.9 FEET; THENCE N 0°33'38" W, A DISTANCE OF 322.75 FEET; THENCE S 89°17'43" E, A DISTANCE OF 269.93 FEET; THENCE N 0°33'38" W, A DISTANCE OF 177.38 FEET; THENCE S 89°17'43" E, A DISTANCE OF 647.06 FEET; THENCE S 0°37'49" E, A DISTANCE OF 723.15 FEET TO A POINT ON THE SOUTH LINE OF SAID SECTION 28; THENCE N 89°17'43" W, ALONG THE SOUTH LINE OF SAID SECTION 28, A DISTANCE OF 1322.77 FEET TO THE POINT OF BEGINNING.

LESS AND EXCEPT THAT PART CONVEYED BY RALPH C. SESSA AND ELIZABETH A. SESSA, HIS WIFE TO BROWARD COUNTY IN QUIT CLAIM DEED RECORDED IN OFFICIAL RECORDS BOOK 7572, PAGE 723, PUBLIC RECORDS OF BROWARD COUNTY, FLORIDA.

BEING MORE PARTICULARLY DESCRIBED AS: THE WEST 55.0 FEET OF THE SOUTH 223.0 FEET OF SECTION 28, TOWNSHIP 50 SOUTH, RANGE 40 EAST; TOGETHER WITH THAT PORTION OF THE FOLLOWING DESCRIBED PARCEL OF LAND LYING WITHIN 55.0 FEET EAST OF AND PARALLEL WITH THE WEST LINE OF SECTION 33, TOWNSHIP 50 SOUTH, RANGE 40 EAST: TRACTS 31, 32 AND THE NORTH 149.80 FEET OF TRACT 30, "FLORIDA FRUIT LANDS CO. SUBDIVISION NO. 1", ACCORDING TO THE PLAT THEREOF RECORDED IN PLAT BOOK 2, PAGE 17, OF THE PUBLIC RECORDS OF MIAMI-DADE COUNTY, FLORIDA.

ALL SAID LANDS LYING, SITUATE, AND BEING IN THE TOWN OF SOUTHWEST RANCHES, BROWARD COUNTY, FLORIDA AND CONTAINING 2,068,101 SQUARE FEET OR 47.477 ACRES, MORE OR LESS.

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13400 Griffin Road
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COUNCIL MEMORANDUM

TO: Honorable Mayor McKay and Town Council
VIA: Andrew Berns
FROM: Jeff Katims
DATE: 8/3/2020
SUBJECT: Circle S Estates Site Plan

Recommendation
Staff recommends approval with conditions.

Unanimous Vote of the Town Council Required?
Yes

Strategic Priorities

A. Sound Governance

Background
CC Homes at Southwest Ranches, LLC, in its capacity as contract purchaser, has submitted a site plan to construct 42 single-family homes on the 47.48-acre Circle S Farms. The property is designated Rural Estates on the Future Land Use Map and is zoned Rural Estate (RE), permitting residential development at a maximum density of one dwelling unit per net acre.

Fiscal Impact/Analysis
N/A

Staff Contact:
Jeff Katims

ATTACHMENTS:

Description	Upload Date	Type
Staff report for plat and site plan	8/3/2020	Executive Summary
Site Plan Resolution - TA Approved	8/19/2020	Resolution
Site Plan	8/4/2020	Exhibit
Lot Fit Drawing	8/4/2020	Exhibit
Floor Plan for Lot Fit Drawing	8/4/2020	Exhibit
Landscape Plans	8/4/2020	Exhibit
Entrance Signage Plans	8/4/2020	Exhibit
Tree Disposition Plans	8/4/2020	Exhibit
Drainage Plans	8/4/2020	Exhibit
Civil Plans	8/4/2020	Exhibit
Irrigation Plans	8/4/2020	Exhibit
CSE Traffic Study	8/19/2020	Backup Material
CSE 1500 Foot Parcels	8/19/2020	Backup Material
CircleS_1500ftBuffer	8/19/2020	Backup Material

TOWN OF SOUTHWEST RANCHES
TOWN COUNCIL AGENDA REPORT

DATE: August 27, 2020

SUBJECT: Site Plan Application SP-76-20; Circle S Estates
Plat Application PL-54-20; Circle S Estates

ADDRESS: 4751 SW 160th Avenue – east side of SW 160th Avenue, south of Calusa Corners

PETITIONER: CC Homes at Southwest Ranches, LLC
2020 Salzedo Street, Suite 200
Coral Gables, FL 33314

OWNER: 15990 Griffin Road, LLC c/o Patricia Fuccile

ZONING: RE, Rural Estate District

LAND USE PLAN DESIGNATION: RE, Rural Estates

REQUEST: Plat and Site Plan approval for 42 single-family lots on 47.48 acres.

EXHIBITS: Staff Report, Aerial Photograph, Plat, Site Plan, Lot Fit Study, Mail Notification Radius Map and Mailing List.

BACKGROUND:

CC Homes at Southwest Ranches, LLC is under contract to purchase the 47.48-acre Circle S Farms property located on the east side of Dykes Road, immediately south of Calusa Corners Park. The property is designated Rural Estates on the Future Land Use Map and is zoned Rural Estate (RE), permitting residential development at a maximum density of one dwelling unit per net acre. Calusa Corners borders the north side of the property and 100-foot SBDD canal right-of-way and lake system borders the east side of the property. A 180-foot FPL transmission easement runs north to south through the length of the property.

APPLICATION DETAILS:

Configuration

Each of the 42 lots is at least one net acre in area. The largest lot measures 1.03 acres. The overall density is 0.88 units per acre. In order to achieve this density, the site plan does not contain any stormwater retention lakes, and utilizes 4 flag lots. All of the lots comply with the minimum requirements of the RE District. The extensive area dedicated to dry retention combined with FPL easement has resulted in some lots having relatively small or narrow buildable areas. The developer has provided a lot fit study (included as an attachment) to demonstrate that the lot with the narrowest buildable area will still be suitable for at least one of its home models.

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Parks: The Town provides more than 19 acres of parkland for each 1,000 residents, far exceeding the Town's minimum standard of 6 acres per 1,000 residents

Roads: SW 160th Avenue is overcapacity both north and south of Griffin Road, and Griffin Road is overcapacity east of SW 160th Avenue to I-75. The project generates traffic onto these overcapacity links, requiring mitigation. Broward County Department of Highway Construction and Engineering has accepted the developer's mitigation proposal to improve SW 160th Avenue north of Griffin Road in the City of Weston by modifying a turn lane.

Schools: Adequate capacity exists at Hawkes Bluff Elementary School, Silver Trail Middle School and West Broward High School.

Drainage: SBDD and the Town Engineer have approved the site plan subject to permitting requirements.

Water: Broward County Environmental Engineering and Permitting Division has approved the use of individual wells for the project.

Sewer: Broward County Environmental Engineering and Permitting Division has approved the use of individual septic tanks for the project.

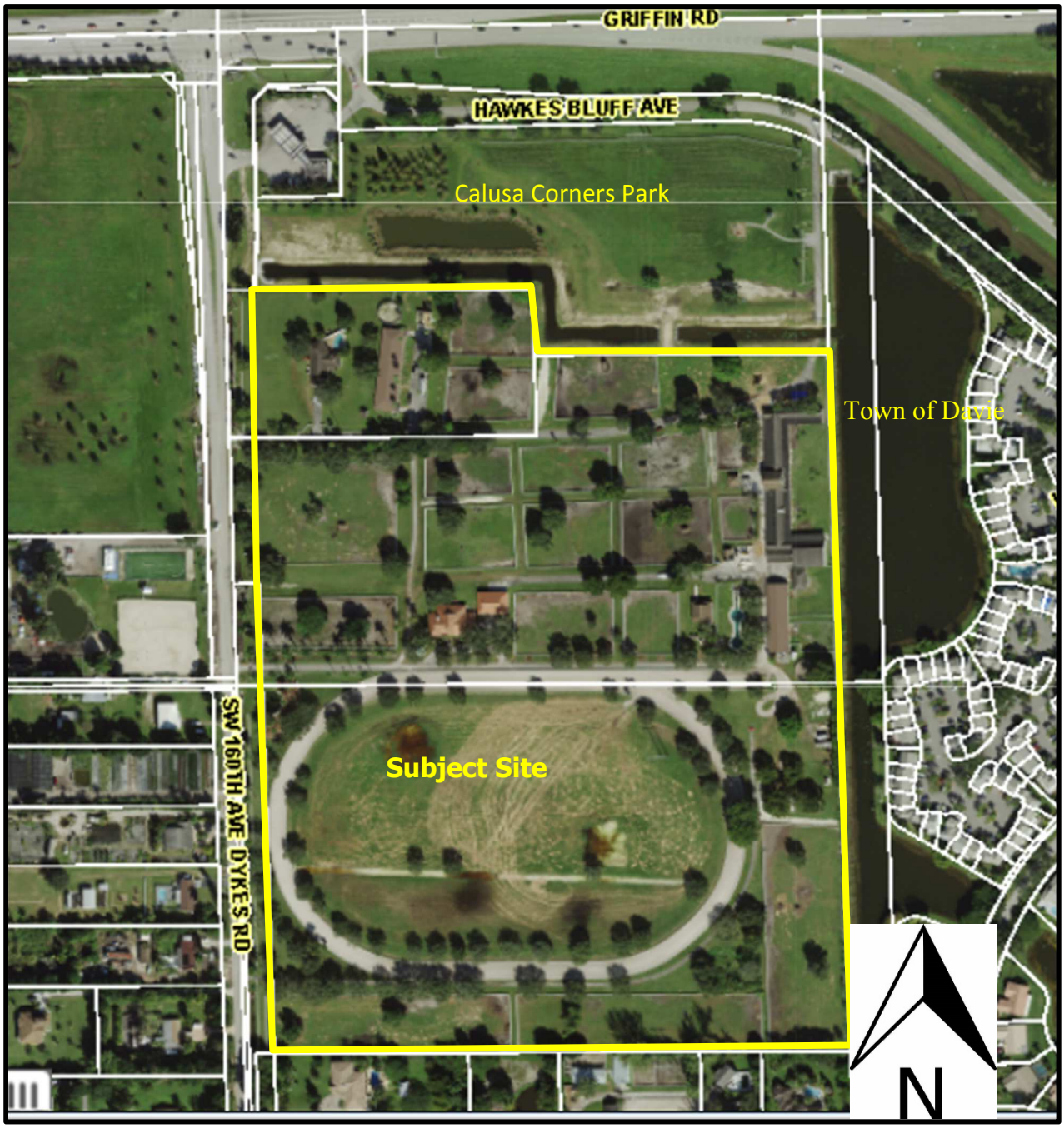
STAFF RECOMMENDATION:

Staff finds that the proposed plat and site plan will comply with the requirements of the Unified Land Development Code with the satisfaction of the following conditions:

1. The Circle S Estates Plat must be recorded prior to issuance of building permits for any dwelling unit, or as may otherwise be provided by interlocal agreement between the City, Broward County and the developer.
2. The Town shall inspect the landscaping within the development site and within the SW 160th Avenue right-of-way on a periodic basis to ensure that it is being properly maintained and growing at a normal rate. The Town may require the developer or HOA, as applicable, to install additional landscaping material or replace landscape materials in any area with dead or unhealthy materials, or materials that are not growing at a normal rate as would be expected based on the approved landscaping plan. Failure to maintain the landscaping as set forth above shall constitute a violation of this approval and the Town's Unified Land Development Code.
3. The declaration of restrictive covenants that shall run with the community must be approved by the Town Planner and Town Attorney before recordation, which must occur prior to issuance of the first building permit for a dwelling.
4. The developer shall execute a landscaping maintenance, encroachment and indemnification agreement in a form acceptable to the Town Attorney for the landscaping and irrigation equipment in the SW 160th Avenue right-of-way prior to issuance of the first building permit.
5. Developer shall comply with technical corrections to the site plan and plat documents pursuant to the final development review comments memorandum dated July 31, 2020, prior to issuance of the first building permit.
6. Developer shall obtain town permits for the removal and relocation of trees.
7. Developer shall execute and record a tri-party agreement for reducing the

taper of the southbound left turn lane from SW 160th Avenue onto Griffin Road within the City of Weston as complete mitigation for satisfying road concurrency.

SP-76-20 and PL-54-20 AERIAL LOCATION MAP



Scale:

0′ 200′ 400′ 600′ 800′ 1000′

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RESOLUTION NO. 2020-XXX

A RESOLUTION AND FINAL ORDER OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, APPROVING APPLICATION NO. SP-76-20, THE CIRCLE S ESTATES SITE PLAN FOR 42 SINGLE-FAMILY DWELLINGS ON 47.48 ACRES, GENERALLY LOCATED 500 FEET SOUTH OF GRIFFIN ROAD ON THE EAST SIDE OF SW 160TH AVENUE; AUTHORIZING THE MAYOR, TOWN ADMINISTRATOR, AND TOWN ATTORNEY TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY TO EFFECTUATE THE INTENT OF THIS RESOLUTION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, CC Homes at Southwest Ranches, LLC has submitted Application No. SP-76-20 to construct 42 single-family dwellings on 47.48 acres known as Circle S Farms; and

WHEREAS, the Town Council of the Town of Southwest Ranches, Florida ("Town Council") finds that the proposed site plan complies with the requirements of the Town's Unified Land Development Code ("ULDC") subject to satisfaction of the conditions set forth herein.

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

Section 1. That the foregoing "WHEREAS" clauses are hereby ratified and confirmed as being true and correct and are hereby made a specific part of this Resolution.

Section 2. That, upon reviewing the application, analysis of the Town Staff, testimony and the evidence submitted at a duly noticed public hearing held on August 27, 2020 the Town Council hereby approves Site Plan Application No. SP-76-20 for the property legally described in Exhibit "A", attached hereto and made a part hereof, subject to the following conditions

1. The Circle S Estates Plat must be recorded prior to issuance of building permits for any dwelling unit, or as may otherwise be provided by interlocal agreement between the City, Broward County and the developer.
2. The Town shall inspect the landscaping within the development site and within the SW 160th Avenue right-of-way on a periodic basis to ensure that it is being properly maintained and growing at a normal rate. The Town may require the developer or HOA, as applicable, to install additional landscaping material or replace landscape materials in any area with dead or unhealthy materials, or materials that are not growing at a normal rate as would be expected based on the approved landscaping plan. Failure to maintain the landscaping as set

forth above shall constitute a violation of this approval and the Town's Unified Land Development Code.

3. The declaration of restrictive covenants that shall run with the community must be approved by the Town Planner and Town Attorney before recordation, which must occur prior to issuance of the first building permit for a dwelling. Such declaration shall contain language prohibiting the restriction of animals in any manner other than as provided in the Town's ULDC, and prohibiting street lights, sidewalks, and access controls.
4. The developer shall execute a landscaping maintenance, encroachment and indemnification agreement in a form acceptable to the Town Attorney for the landscaping and irrigation equipment in the SW 160th Avenue right-of-way prior to issuance of the first building permit.
5. Developer shall comply with technical corrections to the site plan and plat documents pursuant to the final development review comments memorandum dated July 31, 2020, prior to issuance of the first building permit.
6. Developer shall obtain town permits for the removal and relocation of trees.
7. Developer shall execute and record a tri-party agreement for reducing the taper of the southbound left turn lane from SW 160th Avenue onto Griffin Road within the City of Weston as complete mitigation for satisfying road concurrency.

Section 3. The Mayor, Town Administrator, and Town Attorney are each authorized to execute any and all documents necessary to effectuate the intent of this Resolution.

Section 4. This Resolution shall become effective immediately upon adoption.

PASSED by the Town Council of the Town of Southwest Ranches, Florida, this __th day

of _____, 2020, on a motion by _____and seconded

by _____.

McKay	_____	Ayes	_____
Schroeder	_____	Nays	_____
Amundson	_____	Absent	_____
Hartmann	_____	Abstaining	_____
Jablonski	_____		
	_____		

[SIGNATURES ARE ON THE FOLLOWING PAGE]

_____
Doug McKay, Mayor

ATTEST:

_____
Russell Muniz, Assistant Town Administrator/Town Clerk

Approved as to Form and Correctness:

_____
Keith Poliakoff, Town Attorney
37329979.1

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EXHIBIT "A"

LEGAL DESCRIPTION

COMMENCING AT THE SOUTHWEST CORNER OF SECTION 28, TOWNSHIP 50 SOUTH, RANGE 40 EAST; THENCE NORTHERLY, ALONG THE WEST LINE OF SECTION 28, A DISTANCE OF 545.75 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING NORTHERLY ALONG THE WEST LINE OF SECTION 28 A DISTANCE OF 322.75 FEET; THEN EASTERLY PARALLEL WITH THE SOUTH LINE OF SAID SECTION 28, A DISTANCE OF 674.93 FEET; THEN SOUTHERLY, PARALLEL WITH THE WEST LINE OF SAID SECTION 28, A DISTANCE OF 322.75 FEET; THENCE WESTERLY, PARALLEL WITH THE SOUTH LINE OF SAID SECTION 28, A DISTANCE OF 674.83 FEET TO THE POINT OF BEGINNING.

TOGETHER WITH:

ALL OF TRACTS 31 AND 32 TOGETHER WITH THE NORTH 149.80 FEET OF TRACT 30, SECTION 33, TOWNSHIP 50 SOUTH, RANGE 40 EAST, ACCORDING TO FLORIDA FRUIT LANDS COMPANY'S PLAT THEREOF, AS RECORDED IN PLAT BOOK 2, PAGE 17, OF THE PUBLIC RECORDS OF DADE COUNTY, FLORIDA.

LESS AND EXCEPT THAT PART CONVEYED BY RALPH C. SESSA AND ELIZABETH A. SESSA, HIS WIFE TO BROWARD COUNTY IN QUIT CLAIM DEED RECORDED IN OFFICIAL RECORDS BOOK 7572, PAGE 723, PUBLIC RECORDS OF BROWARD COUNTY, FLORIDA.

TOGETHER WITH:

COMMENCING AT THE SOUTHWEST CORNER OF SECTION 28, TOWNSHIP 50 SOUTH, RANGE 40 EAST; THENCE NORTHERLY. ALONG THE WEST LINE OF SAID SECTION 28. A DISTANCE OF 223.00 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING NORTHERLY ALONG THE WEST LINE OF SECTION 28, A DISTANCE OF 322.75 FEET; THENCE EASTERLY PARALLEL WITH THE SOUTH LINE OF SAID SECTION 28, A DISTANCE OF 404.90 FEET; THENCE SOUTHERLY, PARALLEL WITH THE WEST LINE OF SAID SECTION 28, A DISTANCE OF 322.75 FEET; THENCE WESTERLY, PARALLEL WITH THE SOUTH LINE OF SAID SECTION 28, A DISTANCE OF 404.90 FEET TO THE POINT OF BEGINNING.

TOGETHER WITH:

A PORTION OF THE WEST ONE-HALF OF THE SOUTHWEST 1/4 OF SECTION 28, TOWNSHIP 50 SOUTH, RANGE 40 EAST, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHWEST CORNER OF SAID SECTION 28; THENCE N 0°33'38" W, ON AN ASSUMED BEARING, ALONG THE WEST LINE OF SAID SECTION 28, A DISTANCE OF 223.0 FEET; THENCE S 89°17'43" E, A DISTANCE OF 404.9 FEET; THENCE N 0°33'38" W, A DISTANCE OF 322.75 FEET; THENCE S 89°17'43" E, A DISTANCE OF 269.93 FEET; THENCE N 0°33'38" W, A DISTANCE OF 177.38 FEET; THENCE S 89°17'43" E, A DISTANCE OF 647.06 FEET; THENCE S 0°37'49" E, A DISTANCE OF 723.15 FEET TO A POINT ON THE SOUTH LINE OF SAID SECTION 28; THENCE N 89°17'43" W, ALONG THE SOUTH LINE OF SAID SECTION 28, A DISTANCE OF 1322.77 FEET TO THE POINT OF BEGINNING.

LESS AND EXCEPT THAT PART CONVEYED BY RALPH C. SESSA AND ELIZABETH A. SESSA, HIS WIFE TO BROWARD COUNTY IN QUIT CLAIM DEED RECORDED IN OFFICIAL RECORDS BOOK 7572, PAGE 723, PUBLIC RECORDS OF BROWARD COUNTY, FLORIDA.

BEING MORE PARTICULARLY DESCRIBED AS: THE WEST 55.0 FEET OF THE SOUTH 223.0 FEET OF SECTION 28, TOWNSHIP 50 SOUTH, RANGE 40 EAST; TOGETHER WITH THAT PORTION OF THE FOLLOWING DESCRIBED PARCEL OF LAND LYING WITHIN 55.0 FEET EAST OF AND PARALLEL WITH THE WEST LINE OF SECTION 33, TOWNSHIP 50 SOUTH, RANGE 40 EAST: TRACTS 31, 32 AND THE NORTH 149.80 FEET OF TRACT 30, "FLORIDA FRUIT LANDS CO. SUBDIVISION NO. 1", ACCORDING TO THE PLAT THEREOF RECORDED IN PLAT BOOK 2, PAGE 17, OF THE PUBLIC RECORDS OF MIAMI-DADE COUNTY, FLORIDA.

ALL SAID LANDS LYING, SITUATE, AND BEING IN THE TOWN OF SOUTHWEST RANCHES, BROWARD COUNTY, FLORIDA AND CONTAINING 2,068,101 SQUARE FEET OR 47.477 ACRES, MORE OR LESS.

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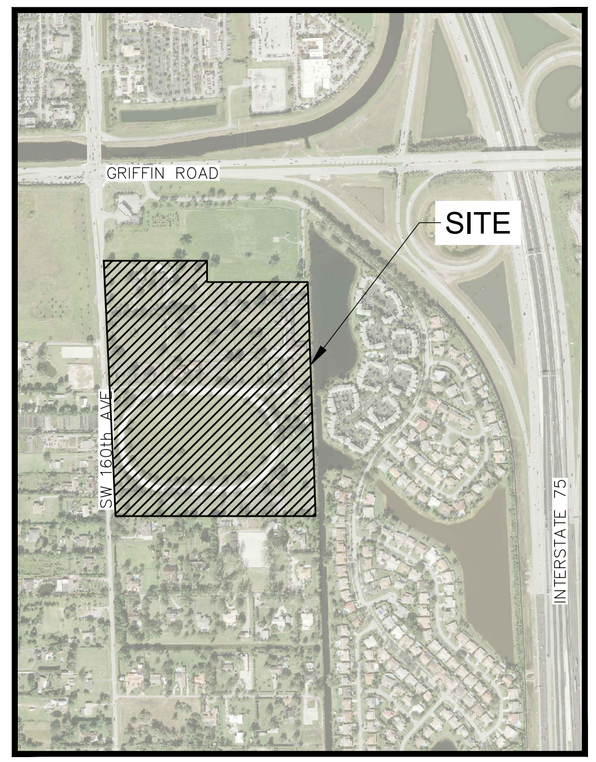
CIRCLE S ESTATES

4751 SW 160th AVE, SOUTHWEST RANCHES, FLORIDA 33331 & 15990 GRIFFIN ROAD



LOCATION MAP

SECTION 28, TOWNSHIP 50S, RANGE 40E
SECTION 33, TOWNSHIP 50S, RANGE 40E
1" = 700'

INDEX - SITE PLAN SET

SHEET NO.	DRAWING NO.	TITLE
1	C-000	COVER SHEET
2	C-001	OVERALL SITE PLAN
3	C-002	KEY MAP
4	C-010	SITE PLAN 1
5	C-011	SITE PLAN 2
6	C-012	SITE PLAN 3
7	C-013	SITE PLAN 4
8	C-014	SITE PLAN 5
9	C-015	SITE PLAN 6
10	C-030	SITE PLAN DETAILS
11	FP-1	FIRE ACCESS PLAN
12	C-003	OVERALL PAVING, GRADING & DRAINAGE PLAN
13	C-200	PAVING, GRADING & DRAINAGE PLAN 1
14	C-201	PAVING, GRADING & DRAINAGE PLAN 2
15	C-202	PAVING, GRADING & DRAINAGE PLAN 3
16	C-203	PAVING, GRADING & DRAINAGE PLAN 4
17	C-204	PAVING, GRADING & DRAINAGE PLAN 5
18	C-205	PAVING, GRADING & DRAINAGE PLAN 6
19	C-220	PAVING, GRADING & DRAINAGE SECTIONS 1
20	C-221	PAVING, GRADING & DRAINAGE SECTIONS 2
21	C-240	STORM WATER POLLUTION PREVENTION PLAN
22	C-241	STORM WATER POLLUTION PREVENTION DETAIL
23	C-400	PAVEMENT MARKING AND SIGNING PLAN 1
24	C-401	PAVEMENT MARKING AND SIGNING PLAN 2
25	C-402	PAVEMENT MARKING AND SIGNING PLAN 3
26	C-403	PAVEMENT MARKING AND SIGNING PLAN 4
27	C-404	PAVEMENT MARKING AND SIGNING PLAN 5
28	C-405	PAVEMENT MARKING AND SIGNING PLAN 6
29	A1	MONUMENT SIGN DETAILS
30	TDKM	TREE DISPOSITION KEY MAP
31	TD-1	TREE DISPOSITION PLAN
32	TD-2	TREE DISPOSITION PLAN
33	TD-3	TREE DISPOSITION PLAN
34	TD-4	TREE DISPOSITION PLAN
35	TD-5	TREE DISPOSITION PLAN
36	TD-6	TREE DISPOSITION PLAN
37	TD-7	TREE DISPOSITION LIST
38	TD-8	TREE DISPOSITION NOTES
39	LKM	LANDSCAPE KEY PLAN
40	LP-1	LANDSCAPE PLAN
41	LP-2	LANDSCAPE PLAN
42	LP-3	LANDSCAPE PLAN
43	LP-4	LANDSCAPE PLAN
44	LP-5	LANDSCAPE PLAN
45	LP-6	LANDSCAPE PLAN
46	LS-1	LANDSCAPE SECTION
47	LPD-1	LANDSCAPE NOTES
48	LPD-2	LANDSCAPE DETAILS
49	IR-1	IRRIGATION SITE PLAN
50	IR-2	IRRIGATION PLAN
51	IR-3	IRRIGATION PLAN
52	IR-4	IRRIGATION PLAN
53	IR-5	IRRIGATION PLAN
54	IR-6	IRRIGATION PLAN
55	IR-7	IRRIGATION PLAN
56	IR-8	IRRIGATION NOTES AND DETAILS

DESCRIPTION:

PARCEL 1:
COMMENCING AT THE SOUTHWEST CORNER OF SECTION 28, TOWNSHIP 50 SOUTH, RANGE 40 EAST; THENCE NORTHERLY, ALONG THE WEST LINE OF SECTION 28, A DISTANCE OF 545.75 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING NORTHERLY ALONG THE WEST LINE OF SECTION 28 A DISTANCE OF 322.75 FEET; THEN EASTERLY PARALLEL WITH THE SOUTH LINE OF SAID SECTION 28, A DISTANCE OF 674.93 FEET; THEN SOUTHERLY, PARALLEL WITH THE WEST LINE OF SAID SECTION 28, A DISTANCE OF 322.75 FEET; THENCE WESTERLY, PARALLEL WITH THE SOUTH LINE OF SAID SECTION 28, A DISTANCE OF 674.83 FEET TO THE POINT OF BEGINNING.

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NOTES:

1. PROPERTY FOLIO NUMBERS: 5040 28 00 0030, 5040 33 01 0064, 5040 28 00 0060
2. ALL ELEVATIONS SHOWN ARE RELATIVE TO NORTH AMERICA VERTICAL DATUM OF 1988 (NAVD88). CONVERSION FACTOR FROM NGVD29 TO NAVD88 = -1.57.
3. FLOOD ZONE "AH" BASE ELEVATION 5.0 FEET NAVD88 PER FLOOD INSURANCE RATE MAP 12011C0520H, COMMUNITY NUMBER 120691, EFFECTIVE 8/18/2014

CORDOVA RODRIGUEZ & ASSOCIATES, INC.

AUTHORIZATION NO. 8459

6941 SW 196TH AVENUE, SUITE 28 **(954) 880-0180 (OFFICE)**
PEMBROKE PINES, FL 33332 **(954) 880-0181 (FAX)**

OWNER
15990 GRIFFIN ROAD, LLC

DEVELOPER
CC HOMES AT SOUTHWEST RANCHES, LLC
2020 SALZEDO ST, SUITE 200
CORAL GABLES, FLORIDA 33134
(305) 443-0353

ENGINEERS & PLANNERS
CORDOVA RODRIGUEZ & ASSOCIATES, INC.
6941 SW 196 AVENUE SUITE 28
PEMBROKE PINES, FL 33332
(954) 880-0180
rcordova@craengineering.com

SURVEYOR & LANDSCAPE ARCHITECT
CRAVEN THOMPSON & ASSOCIATES, INC
3563 NW 53 ST,
FT LAUDERDALE, FL 33309
(954) 739-6400

ARCHITECT
MIAMI ARCHITECTURAL STUDIOS
7910 NW 25 ST,
DORAL, FL 33122
(305) 593-9798

FOR REVIEW ONLY

NO.	REVISION	DATE

PLOTTED ON: 10/21/2020 7:18:51 AM

CIRCLE S ESTATES
4751 SW 160TH AVE, SOUTHWEST RANCHES, FLORIDA
33331 & 15990 GRIFFIN ROAD
FOR: CC HOMES AT SOUTHWEST RANCHES, LLC

PLOTTED ON: 10/20/2020 6:32:54 PM

CORDOVA RODRIGUEZ & ASSOCIATES, INC.
ENGINEERS - PLANNERS
AUTHORIZATION NO. 8459
CORDOVA RODRIGUEZ & ASSOCIATES, INC.
6941 SW 196TH AVENUE, SUITE 28
PEMBROKE PINES, FLORIDA 33332
TEL: (954) 880-0180
FAX: (954) 880-0181
WWW.CRAENGINEERING.COM

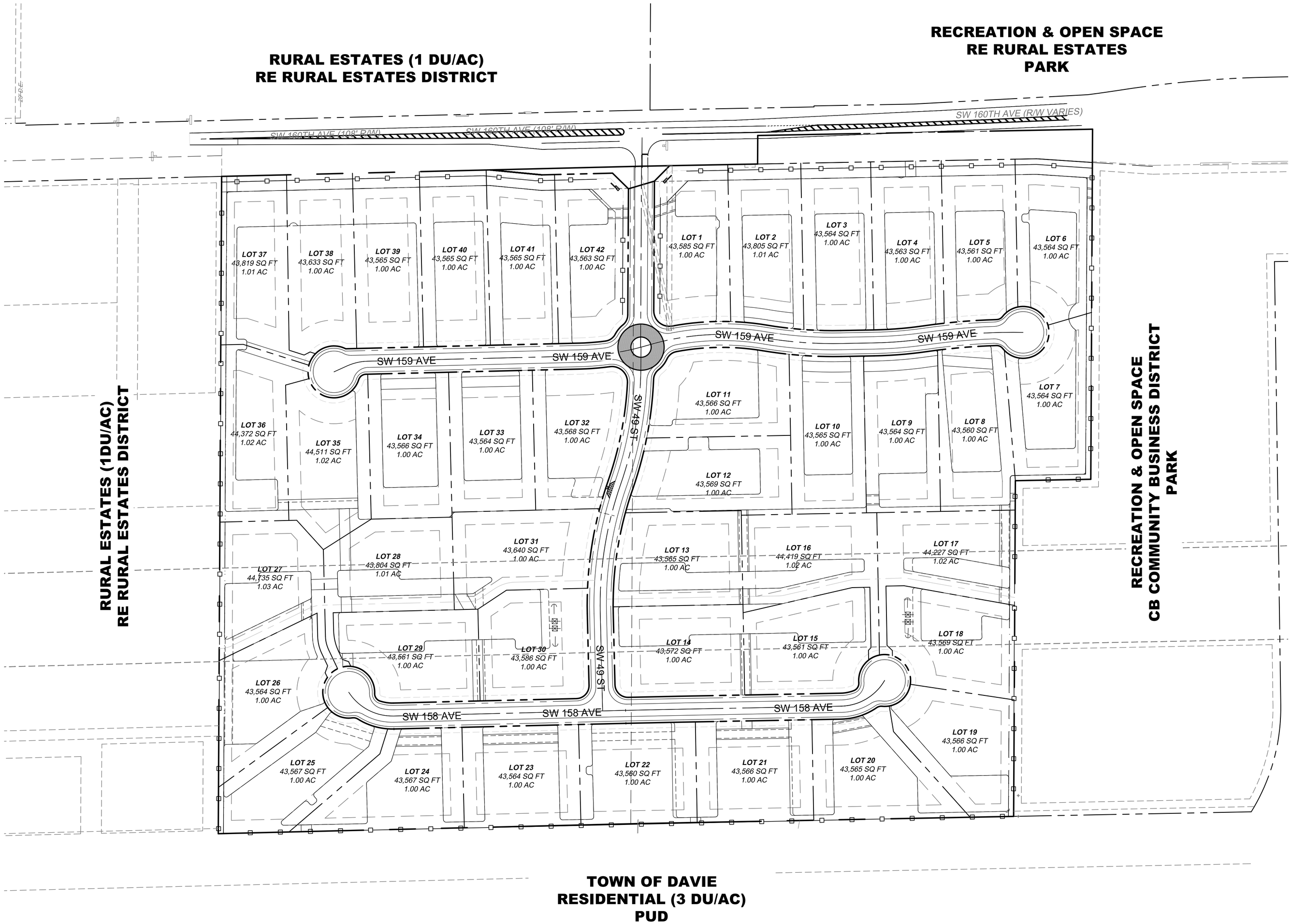
ROSANA D. CORDOVA, P.E.
LICENSED ENGINEER
FL LICENSED P.E. No. 41864
DATE:

LUIS E. RODRIGUEZ, P.E.
LICENSED ENGINEER
FL LICENSED P.E. No. 54287
DATE:

COVER -SITE PLAN SUBMITTAL

DESIGN: RDC	CHECKED: LER
SCALE: NTS	
DATE: 2019-10-30	
PROJECT NO. 19-174.07	
SHT 01 OF 54	
DWG NO. C-000	

N:\19-174.07-Circle S-CC-SOUTH-SW-160th-SW-Griffin\Plans\19-174.07-C000-C-016.dwg



1 OVERALL SITE PLAN
Scale: 1" = 100'-0"
0 100' 200'

LEGAL DESCRIPTION

THE LAND DESCRIBED BELOW IS SITUATED IN THE COUNTY OF BROWARD, STATE OF FLORIDA:

PARCEL 1:

COMMENCING AT THE SOUTHWEST CORNER OF SECTION 28, TOWNSHIP 50 SOUTH, RANGE 40 EAST; THENCE NORTHERLY, ALONG THE WEST LINE OF SECTION 28, A DISTANCE OF 545.75 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING NORTHERLY ALONG THE WEST LINE OF SECTION 28 A DISTANCE OF 322.75 FEET; THEN EASTERLY PARALLEL WITH THE SOUTH LINE OF SAID SECTION 28, A DISTANCE OF 674.93 FEET; THEN SOUTHERLY, PARALLEL WITH THE WEST LINE OF SAID SECTION 28, A DISTANCE OF 322.75 FEET; THENCE WESTERLY, PARALLEL WITH THE SOUTH LINE OF SAID SECTION 28, A DISTANCE OF 674.83 FEET TO THE POINT OF BEGINNING.

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PARCEL TABLE	
LOT NUMBER	AREA
LOT 1	43585
LOT 2	43805
LOT 3	43564
LOT 4	43563
LOT 5	43561
LOT 6	43564
LOT 7	43564
LOT 8	43560
LOT 9	43564
LOT 10	43565
LOT 11	43566
LOT 12	43569
LOT 13	43565
LOT 14	43572
LOT 15	43561
LOT 16	44419
LOT 17	44227
LOT 18	43569
LOT 19	43566
LOT 20	43565
LOT 21	43566

PARCEL TABLE	
LOT NUMBER	AREA
LOT 22	43560
LOT 23	43564
LOT 24	43567
LOT 25	43567
LOT 26	43564
LOT 27	44735
LOT 28	43804
LOT 29	43561
LOT 30	43586
LOT 31	43640
LOT 32	43568
LOT 33	43564
LOT 34	43566
LOT 35	44511
LOT 36	44372
LOT 37	43819
LOT 38	43633
LOT 39	43565
LOT 40	43565
LOT 41	43565
LOT 42	43563

LEGEND AND ABBREVIATION

- UTILITY EASEMENT LINE
- PROPERTY LINE
- RIGHT-OF-WAY LINE
- SET BACK LINE
- PROPOSED EDGE OF ASPHALT
- DRAIN SWALE BANK
- LANDSCAPE EASEMENT/BUFFER
- WHITE PVC RAIL FENCING

SITE DATA INFORMATION

LAND USE DESIGNATION:	RURAL ESTATES (1 DU/AC)	
ZONING:	RE RURAL ESTATES DISTRICT	
NUMBER OF LOTS	42	
AVERAGE LOT AREA	43,689 SQ FT	1.00 AC
SMALLEST LOT AREA	43,560 SQ FT	1.00 AC
LARGEST LOT AREA	44,735 SQ FT	1.03 AC
MINIMUM SETBACKS	REQUIRED	PROVIDED
FRONT	50.00'	50.00'
REAR	25.00'	25.00'
SIDE	25.00'	25.00'

ACREAGE		
GROSS AREA	2,068,101 SQ FT	47.48 AC
TURNING LANE DEDICATION	5,318 SQ FT	0.12 AC
SW 160TH AVE DEDICATION	35,997 SQ FT	0.82 AC
INTERNAL ROADS	191,706 SQ FT	4.40 AC
NET AREA	1,835,080 SQ FT	42.15 AC

LAND USE	SQUARE FEET	ACRES	%
BLDG – 42 LOTS x 4,218 SF (LARGEST HOMES)	177,156	4.07	
DRIVEWAYS – 42 LOTS x 1200 SF	50,400	1.16	
INTERNAL ROAD	103,144	2.37	
TOTAL IMPERVIOUS	330,700	7.59	15.99%
TOTAL PERVIOUS	1,701,402	39.06	82.27%

FOR REVIEW ONLY

NO.	REVISION	DATE

PLOTTED ON 07/21/2020 7:14:37 AM

CIRCLE S ESTATES
4751 SW 160TH AVE, SOUTHWEST RANCHES, FLORIDA
33331 & 15990 GRIFFIN ROAD
FOR: CC HOMES AT SOUTHWEST RANCHES, LLC

CORDOVA RODRIGUEZ & ASSOCIATES, INC.
ENGINEERS - PLANNERS
AUTHORIZATION No. 8459
CORDOVA RODRIGUEZ & ASSOCIATES, INC.
6941 SW 196TH AVENUE, SUITE 28
PEMBROKE PINES, FLORIDA 33332
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FAX: (954) 880-0181
WWW.CRAENGINEERING.COM

ROSANA D CORDOVA, P.E.
LICENSED ENGINEER
FL LICENSED P.E. No. 41864
DATE:

LUIS E. RODRIGUEZ, P.E.
LICENSED ENGINEER
FL LICENSED P.E. No. 54287
DATE:

DESIGN: RDC CHECKED: LER

SCALE: 1 " = 100'

DATE: 2019-10-30

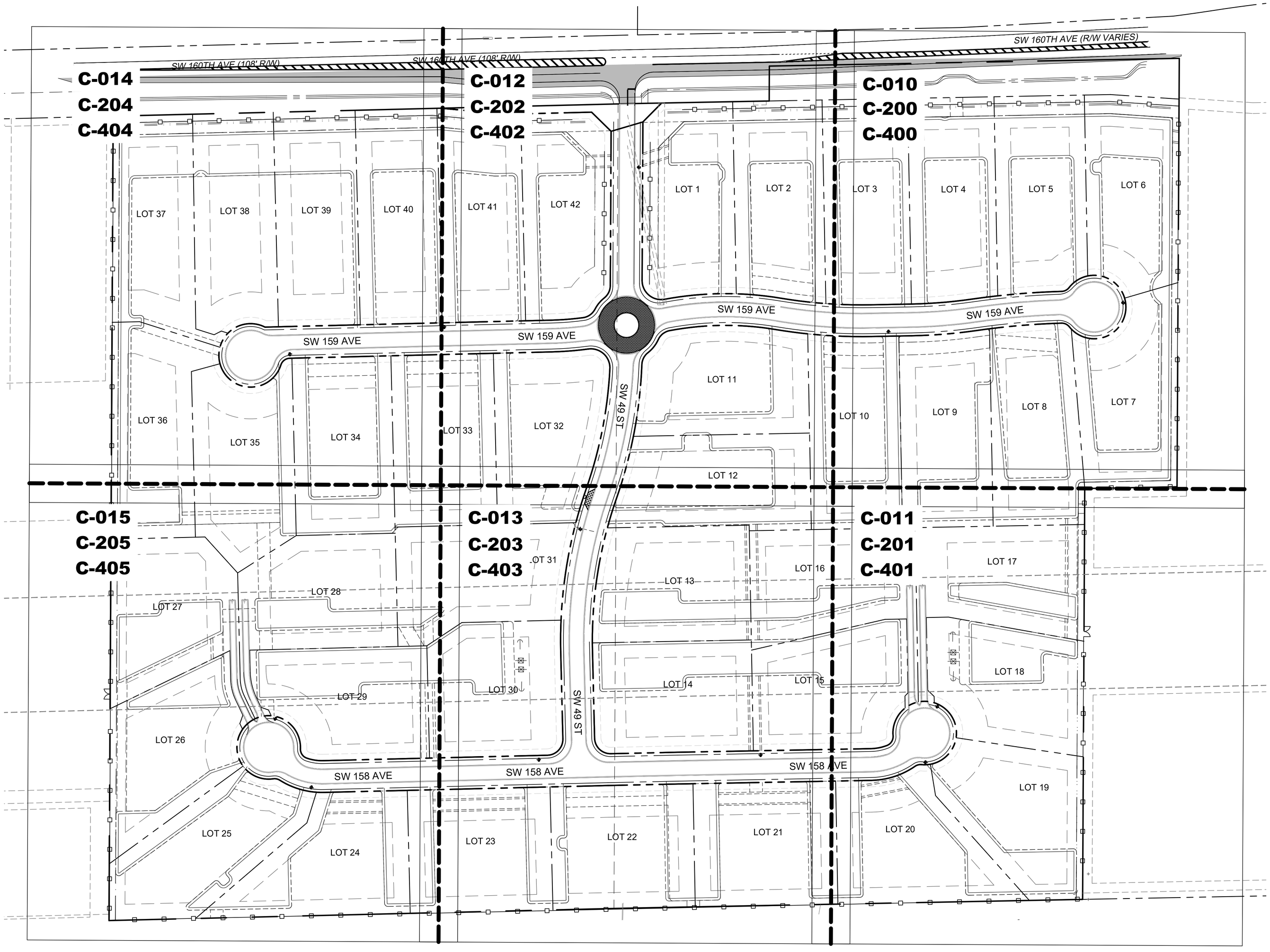
PROJECT NO. 19-174.07

SHT 02 OF 54

DWG NO. C-001

OVERALL SITE PLAN

S:\19174.07-Circle S CC-SW 160th Ave\DWG\PSD\19174.07-CDP-SP.dwg



1 KEY MAP
Scale: 1" = 80'-0"
0 80' 160'

LEGAL DESCRIPTION

THE LAND DESCRIBED BELOW IS SITUATED IN THE COUNTY OF BROWARD, STATE OF FLORIDA:

PARCEL 1:

COMMENCING AT THE SOUTHWEST CORNER OF SECTION 28, TOWNSHIP 50 SOUTH, RANGE 40 EAST; THENCE NORTHERLY, ALONG THE WEST LINE OF SECTION 28, A DISTANCE OF 545.75 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING NORTHERLY ALONG THE WEST LINE OF SECTION 28 A DISTANCE OF 322.75 FEET; THEN EASTERLY PARALLEL WITH THE SOUTH LINE OF SAID SECTION 28, A DISTANCE OF 674.93 FEET; THEN SOUTHERLY, PARALLEL WITH THE WEST LINE OF SAID SECTION 28, A DISTANCE OF 322.75 FEET; THENCE WESTERLY, PARALLEL WITH THE SOUTH LINE OF SAID SECTION 28, A DISTANCE OF 674.83 FEET TO THE POINT OF BEGINNING.

PARCEL 2:

ALL OF TRACTS 31 AND 32 TOGETHER WITH THE NORTH 149.80 FEET OF TRACT 30, SECTION 33, TOWNSHIP 50 SOUTH, RANGE 40 EAST, ACCORDING TO FLORIDA FRUIT LANDS COMPANY'S PLAT THEREOF, AS RECORDED IN PLAT BOOK 2, PAGE 17, OF THE PUBLIC RECORDS OF DADE COUNTY, FLORIDA.

LESS AND EXCEPT THAT PART CONVEYED BY RALPH C. SESSA AND ELIZABETH A. SESSA, HIS WIFE TO BROWARD COUNTY IN QUIT CLAIM DEED RECORDED IN OFFICIAL RECORDS BOOK 7572, PAGE 723, PUBLIC RECORDS OF BROWARD COUNTY, FLORIDA.

PARCEL 3:

COMMENCING AT THE SOUTHWEST CORNER OF SECTION 28, TOWNSHIP 50 SOUTH, RANGE 40 EAST; THENCE NORTHERLY, ALONG THE WEST LINE OF SAID SECTION 28, A DISTANCE OF 223.00 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING NORTHERLY ALONG THE WEST LINE OF SECTION 28, A DISTANCE OF 322.75 FEET; THENCE EASTERLY PARALLEL WITH THE SOUTH LINE OF SAID SECTION 28, A DISTANCE OF 404.90 FEET; THENCE SOUTHERLY, PARALLEL WITH THE WEST LINE OF SAID SECTION 28, A DISTANCE OF 322.75 FEET; THENCE WESTERLY, PARALLEL WITH THE SOUTH LINE OF SAID SECTION 28, A DISTANCE OF 404.90 FEET TO THE POINT OF BEGINNING.

PARCEL 4:

A PORTION OF THE WEST ONE-HALF OF THE SOUTHWEST 1/4 OF SECTION 28, TOWNSHIP 50 SOUTH, RANGE 40 EAST, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHWEST CORNER OF SAID SECTION 28; THENCE N 0°33'38" W, ON AN ASSUMED BEARING, ALONG THE WEST LINE OF SAID SECTION 28, A DISTANCE OF 223.0 FEET; THENCE S 89°17'43" E, A DISTANCE OF 404.9 FEET; THENCE N 0°33'38" W, A DISTANCE OF 322.75 FEET; THENCE S 89°17'43" E, A DISTANCE OF 269.93 FEET; THENCE N 0°33'38" W, A DISTANCE OF 177.38 FEET; THENCE S 89°17'43" E, A DISTANCE OF 647.06 FEET; THENCE S 0°37'49" E, A DISTANCE OF 723.15 FEET TO A POINT ON THE SOUTH LINE OF SAID SECTION 28; THENCE N 89°17'43" W, ALONG THE SOUTH LINE OF SAID SECTION 28, A DISTANCE OF 1322.77 FEET TO THE POINT OF BEGINNING.

LESS AND EXCEPT THAT PART CONVEYED BY RALPH C. SESSA AND ELIZABETH A. SESSA, HIS WIFE TO BROWARD COUNTY IN QUIT CLAIM DEED RECORDED IN OFFICIAL RECORDS BOOK 7572, PAGE 723, PUBLIC RECORDS OF BROWARD COUNTY, FLORIDA.

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CIRCLE S ESTATES

4751 SW 160TH AVE, SOUTHWEST RANCHES, FLORIDA
33331 & 15990 GRIFFIN ROAD
FOR: CC HOMES AT SOUTHWEST RANCHES, LLC

SHEET ON 7/20/2020 10:53:35 AM

CORDOVA RODRIGUEZ & ASSOCIATES, INC.
ENGINEERS - PLANNERS
AUTHORIZATION No. 8459
CORDOVA RODRIGUEZ & ASSOCIATES, INC.
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ROSANA D CORDOVA, P.E.
LICENSED ENGINEER
FL LICENSED P.E. No. 41864
DATE:

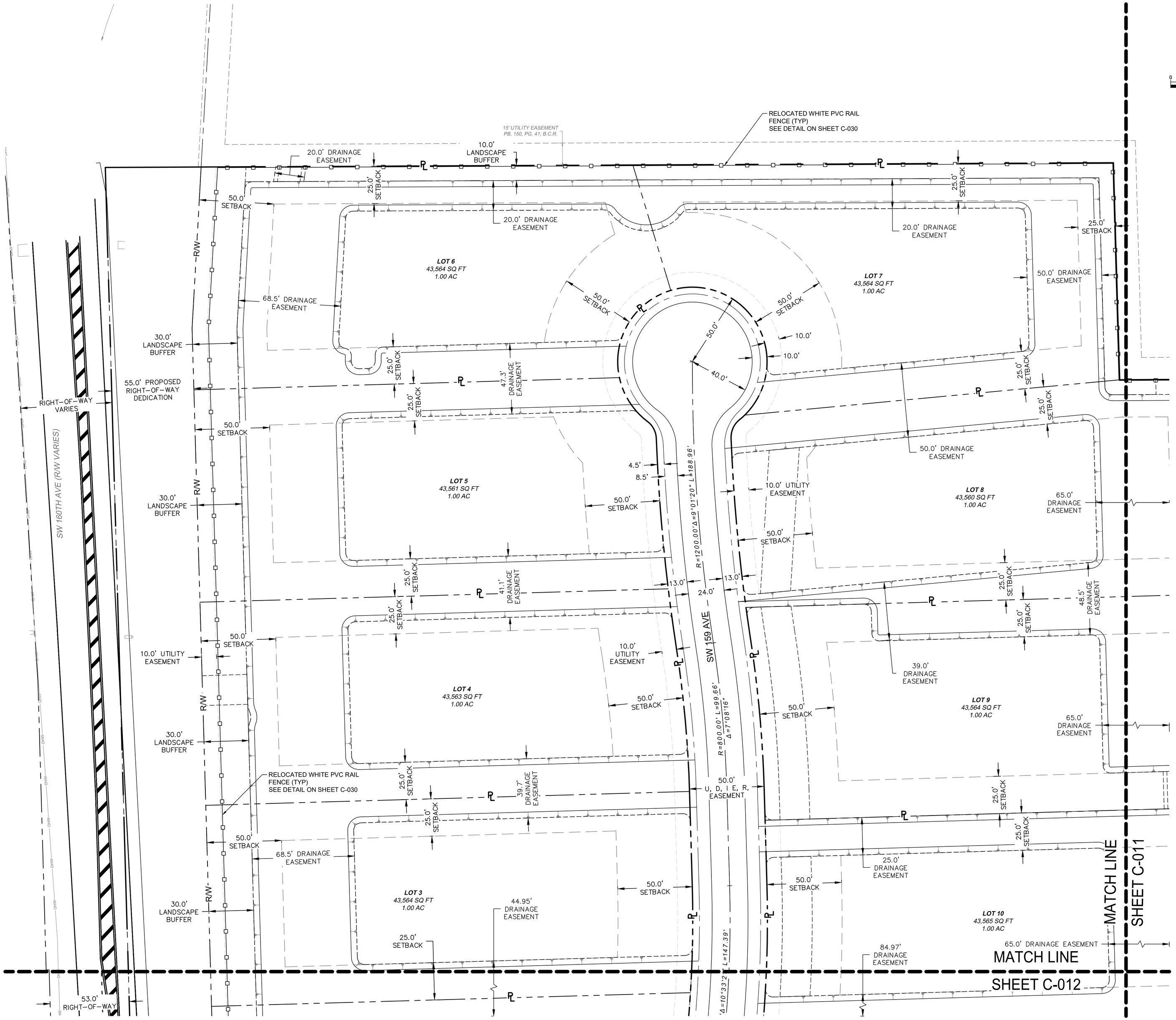
LUIS E. RODRIGUEZ, P.E.
LICENSED ENGINEER
FL LICENSED P.E. No. 54287
DATE:

DESIGN: RDC CHECKED: LER
SCALE: 1 " = 80'
DATE: 2019-10-30
PROJECT NO. 19-174.07
SHT 03 OF 54
DWG NO. C-002

KEY MAP

K:\19-174.07-CCHS-SOUTHWEST RANCHES\DWG\CIVIL\19-174.07-CCHS-PLAN-SHEETS.DWG

C-002



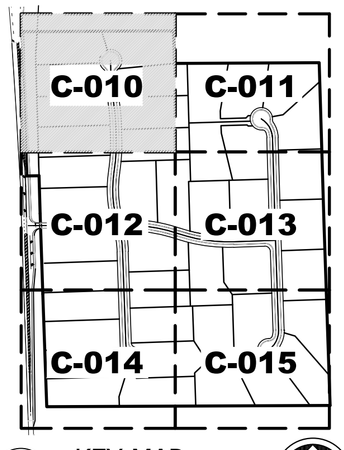
0 30' 60'

LEGEND AND ABBREVIATION

- UTILITY EASEMENT LINE
- PROPERTY LINE
- RIGHT-OF-WAY LINE
- SET BACK LINE
- PROPOSED EDGE OF ASPHALT
- DRAIN SWALE BANK
- LANDSCAPE EASEMENT/BUFFER
- WHITE PVC RAIL FENCING
- STABILIZED SUBGRADE WITH SOD

NOTES

1. ALL ELEVATIONS SHOWN ARE RELATIVE TO NORTH AMERICA VERTICAL DATUM OF 1988 (NAVD88).
2. CONVERSION FACTOR FROM NGVD29 TO NAVD88 = −1.57.
3. SETBACKS SHOWN ARE MINIMUM.
4. U, D, I, E, R, : UTILITY, DRAINAGE, INGRESS, EGRESS AND ROADWAY EASEMENT



1 KEY MAP Scale: NTS

FOR REVIEW ONLY

NO.	REVISION	DATE

PLOTTED ON 07/21/2020 8:49:56 AM

CIRCLE S ESTATES
4751 SW 160TH AVE, SOUTHWEST RANCHES, FLORIDA
33331 & 15990 GRIFFIN ROAD
FOR: CC HOMES AT SOUTHWEST RANCHES, LLC

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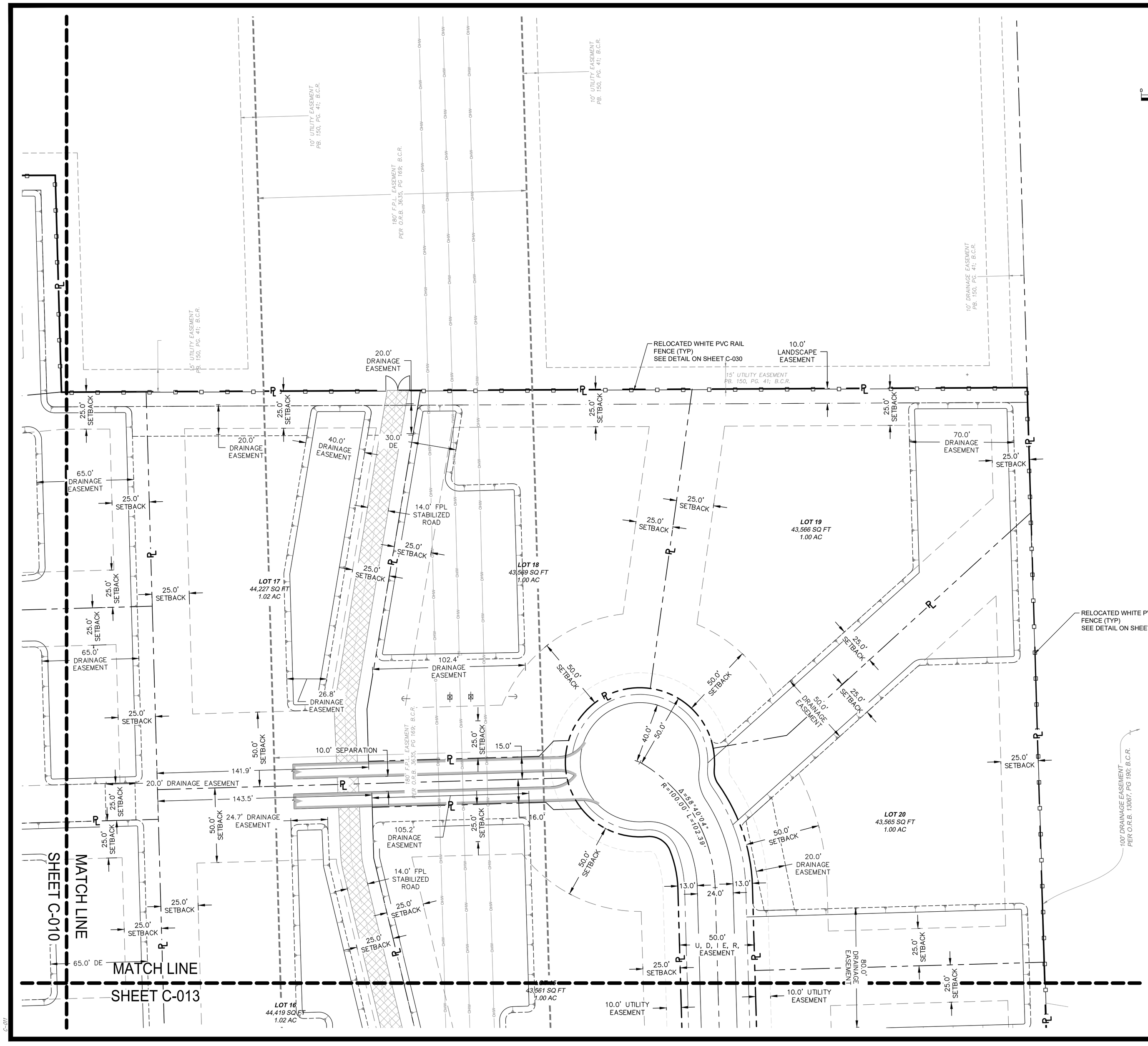
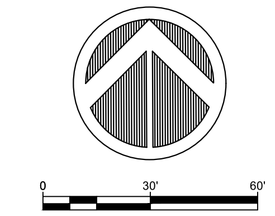
ROSANA D. CORDOVA, P.E.
LICENSED ENGINEER
FL LICENSED P.E. No. 41864
DATE:

LUIS E. RODRIGUEZ, P.E.
LICENSED ENGINEER
FL LICENSED P.E. No. 54287
DATE:

DESIGN: RDC CHECKED: LER
SCALE: 1 " = 30'
DATE: 2019-10-30
PROJECT NO. 19-174.07
SHT 04 OF 54
DWG NO. C-010

SITE PLAN 1





LEGEND AND ABBREVIATION

- UTILITY EASEMENT LINE
- PROPERTY LINE
- RIGHT-OF-WAY LINE
- SET BACK LINE
- PROPOSED EDGE OF ASPHALT
- DRAIN SWALE BANK
- LANDSCAPE EASEMENT/BUFFER
- WHITE PVC RAIL FENCING
- STABILIZED SUBGRADE WITH SOD

NOTES

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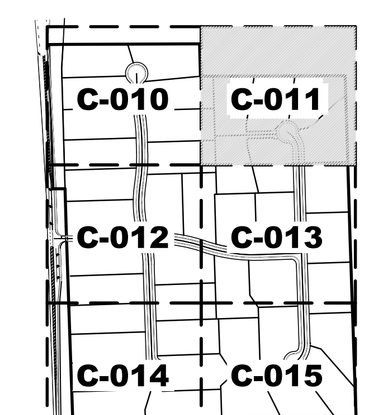

1 KEY MAP
Scale: NTS

FOR REVIEW ONLY

NO.	REVISION	DATE

PLOTTED ON 07/21/2020 8:34:27 AM

CIRCLE S ESTATES

4751 SW 160TH AVE, SOUTHWEST RANCHES, FLORIDA
33331 & 15990 GRIFFIN ROAD
FOR: CC HOMES AT SOUTHWEST RANCHES, LLC

SHEET ON 7/21/2020 7:05:26 AM

CORDOVA RODRIGUEZ & ASSOCIATES, INC.
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ROSANA D CORDOVA, P.E.
LICENSED ENGINEER
FL LICENSED P.E. No. 41864
DATE:

LUIS E. RODRIGUEZ, P.E.
LICENSED ENGINEER
FL LICENSED P.E. No. 54287
DATE:

DESIGN: RDC CHECKED: LER

SCALE: 1 " = 30'

DATE: 2019-10-30

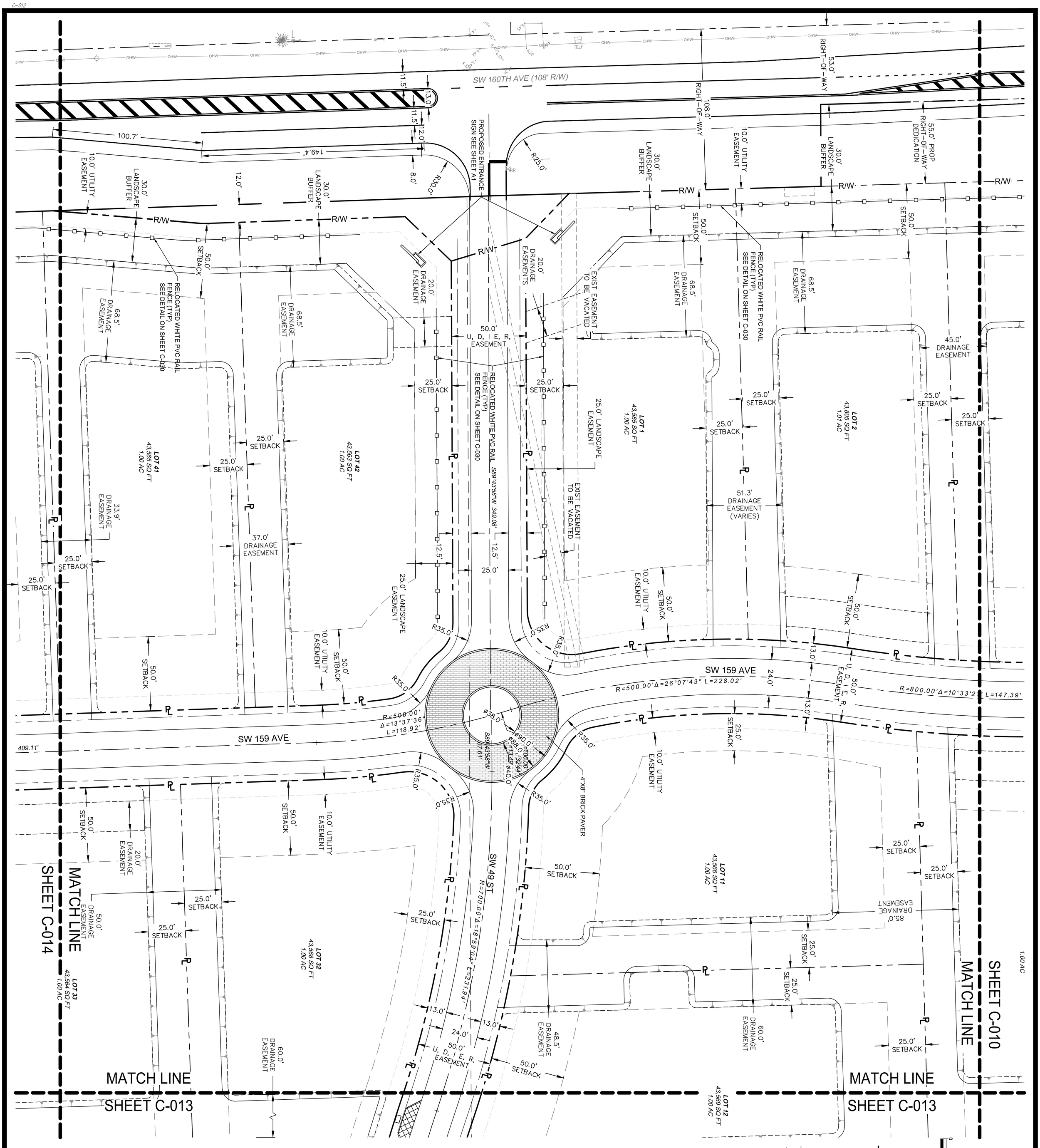
PROJECT NO. 19-174.07

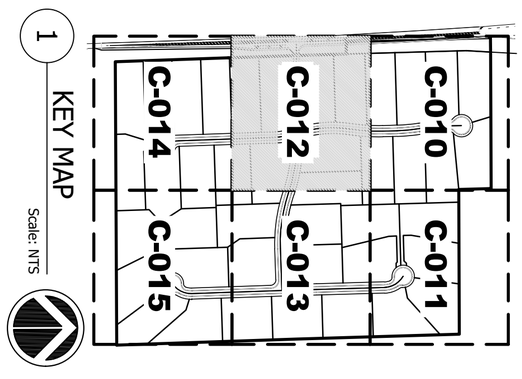
SHT 05 OF 54

DWG NO. C-011

SITE PLAN 2

S:\PDR-CORDOVA\PROJ\19-174.07-CIRCLE S-CC HOMES-SW RANCHES\DWG\SITE\19-174.07-CIRCLE S-SITE PLAN 2.DWG





SHEET C-010
MATCH LINE
SHEET C-013
MATCH LINE
SHEET C-014
MATCH LINE
SHEET C-013
MATCH LINE
1.00 AC
LOT 2
43,805 SQ FT
1.01 AC
LOT 1
43,585 SQ FT
1.00 AC
LOT 42
43,563 SQ FT
1.00 AC
LOT 41
43,565 SQ FT
1.00 AC
LOT 11
43,566 SQ FT
1.00 AC
LOT 12
43,569 SQ FT
1.00 AC
LOT 32
43,568 SQ FT
1.00 AC
LOT 33
43,564 SQ FT
1.00 AC
SW 159 AVE
SW 49 ST
SW 160TH AVE (108' R/W)
55.0' PROP RIGHT-OF-WAY DEDICATION
53.0' RIGHT-OF-WAY
108.0' RIGHT-OF-WAY
30.0' LANDSCAPE BUFFER
10.0' UTILITY EASEMENT
50.0' SETBACK
25.0' SETBACK
68.5' DRAINAGE EASEMENT
45.0' DRAINAGE EASEMENT
51.3' DRAINAGE EASEMENT (VARIES)
37.0' DRAINAGE EASEMENT
33.9' DRAINAGE EASEMENT
20.0' DRAINAGE EASEMENTS
20.0' DRAINAGE EASEMENT
85.0' DRAINAGE EASEMENT
60.0' DRAINAGE EASEMENT
48.5' DRAINAGE EASEMENT
50.0' DRAINAGE EASEMENT
25.0' LANDSCAPE EASEMENT
50.0' U, D, I, E, R, EASEMENT
RELOCATED WHITE PVC RAIL FENCE (TYP) SEE DETAIL ON SHEET C-030
EXIST EASEMENT TO BE VACATED
PROPOSED ENTRANCE SIGN SEE SHEET A1
4"X8" BRICK PAVER
S89°43'58"W 349.08'
S89°43'58"W 37.61'
R=800.00' Δ=10°33'2" L=147.39'
R=500.00' Δ=26°07'43" L=228.02'
R=700.00' Δ=18°59'04" L=231.94'
R=500.00' Δ=13°37'36" L=118.92'
R35.0'
R25.0'
R30.0'
13.0'
24.0'
12.5'
25.0'
12.0'
11.5'
8.0'
149.4'
100.7'
409.11'
R/W

LEGEND AND ABBREVIATION

UTILITY EASEMENT LINE
PROPERTY LINE
R/W RIGHT-OF-WAY LINE
SET BACK LINE
PROPOSED EDGE OF ASPHALT
DRAIN SWALE BANK
LANDSCAPE EASEMENT/BUFFER
WHITE PVC RAIL FENCING
▨ STABILIZED SUBGRADE WITH SOD

NOTES

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3. SETBACKS SHOWN ARE MINIMUM.
4. U, D, I, E, R, : UTILITY, DRAINAGE, INGRESS, EGRESS AND ROADWAY EASEMENT

C-010
C-011
C-012
C-013
C-014
C-015

1 KEY MAP
Scale: NTS

FOR REVIEW ONLY

NO.	REVISION	DATE

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CIRCLE S ESTATES
4751 SW 160TH AVE, SOUTHWEST RANCHES, FLORIDA
33331 & 15990 GRIFFIN ROAD
FOR: CC HOMES AT SOUTHWEST RANCHES, LLC

SAVED ON 7/21/2020 7:05:26 AM

CORDOVA RODRIGUEZ & ASSOCIATES, INC.
ENGINEERS - PLANNERS
AUTHORIZATION No. 8459
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& ASSOCIATES, INC.
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WWW.CRAENGINEERING.COM

☐ ROSANA D CORDOVA, P.E.
LICENSED ENGINEER
FL LICENSED P.E. No. 41864
DATE:

☐ LUIS E. RODRIGUEZ, P.E.
LICENSED ENGINEER
FL LICENSED P.E. No. 54287
DATE:

S:\CRA-Broward01\YP-N\19-174.07-Circle-S-CC-DEVCO-ENG\DWG\SHEET\1917407-C001-SP.dwg

DESIGN: RDC	CHECKED: LER
SCALE: 1 " = 30'	
DATE: 2019-10-30	
PROJECT NO. 19-174.07	
SHT 06 OF 54	
DWG NO. C-012	

SITE PLAN 3

C-012

SHEET C-011
MATCH LINE
SHEET C-012
MATCH LINE
SHEET C-015

LOT 12 43,569 SQ FT 1.00 AC
LOT 13 43,565 SQ FT 1.00 AC
LOT 14 43,572 SQ FT 1.00 AC
LOT 15 43,561 SQ FT 1.00 AC
LOT 16 44,419 SQ FT 1.02 AC
LOT 21 43,566 SQ FT 1.00 AC
LOT 22 43,560 SQ FT 1.00 AC
LOT 23 43,564 SQ FT 1.00 AC
LOT 30 43,586 SQ FT 1.00 AC
LOT 31 43,640 SQ FT 1.00 AC

SW 158 AVE
SW 49 ST
S88°02'47"W 188.07'
N01°38'10"W 303.97'
N01°47'41"W 110.80'
N01°57'13"W 447.33'
R=700.00' Δ=20°40'0" L=252.54'

65.0' DRAINAGE EASEMENT
85.0' DRAINAGE EASEMENT
30.0' DRAINAGE EASEMENT
33.2' DRAINAGE EASEMENT
48.0' DRAINAGE EASEMENT
20.0' DRAINAGE EASEMENT
14.0' FPL STABILIZED ROAD
24.7' DRAINAGE EASEMENT
53.2' DRAINAGE EASEMENT
77.0' DRAINAGE EASEMENT
22.4' DRAINAGE EASEMENT
60.0' DRAINAGE EASEMENT
114.2' DRAINAGE EASEMENT
80' F.P.L. EASEMENT PER O.R.B. 5625, PG 169, B.C.R.
31.0' DRAINAGE EASEMENT
58.9' DRAINAGE EASEMENT
80.0' DRAINAGE EASEMENT
65.0' DRAINAGE EASEMENT
100' DRAINAGE EASEMENT PER O.R.B. 13067, PG 190, B.C.R.
50.0' U, D, I E, R, EASEMENT
10.0' UTILITY EASEMENT
25.0' SETBACK
50.0' SETBACK
13.0'
24.0'
PROPOSED MAIL DELIVERY PULL OUT
RELOCATED WHITE PVC RAIL FENCE (TYP) SEE DETAIL ON SHEET C-030

0 30' 60'

LEGEND AND ABBREVIATION

- UTILITY EASEMENT LINE
- PROPERTY LINE
- RIGHT-OF-WAY LINE
- SET BACK LINE
- PROPOSED EDGE OF ASPHALT
- DRAIN SWALE BANK
- LANDSCAPE EASEMENT/BUFFER
- WHITE PVC RAIL FENCING
- STABILIZED SUBGRADE WITH SOD

NOTES

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3. SETBACKS SHOWN ARE MINIMUM.
4. U, D, I, E, R, : UTILITY, DRAINAGE, INGRESS, EGRESS AND ROADWAY EASEMENT

C-010 C-011 C-012 C-013 C-014 C-015

1 KEY MAP
Scale: NTS

FOR REVIEW ONLY

NO.	REVISION	DATE

CIRCLE S ESTATES
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33331 & 15990 GRIFFIN ROAD
FOR: CC HOMES AT SOUTHWEST RANCHES, LLC

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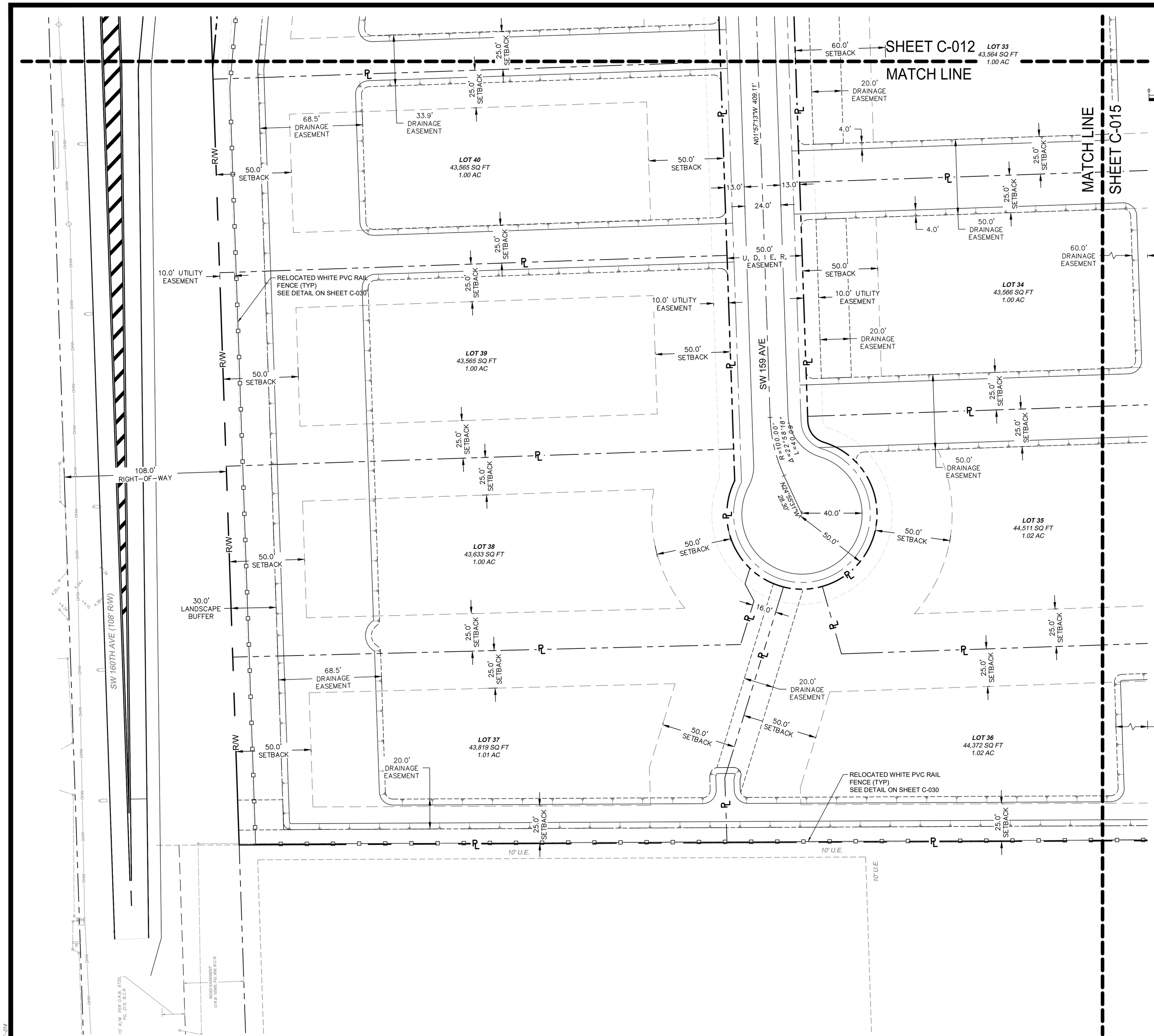
FL LICENSED P.E. No. 41864
DATE:

LUIS E. RODRIGUEZ, P.E.
LICENSED ENGINEER
FL LICENSED P.E. No. 54287
DATE:

DESIGN: RDC	CHECKED: LER
SCALE: 1 " = 30'	
DATE: 2019-10-30	
PROJECT NO. 19-174.07	
SHT 07 OF 54	
DWG NO. C-013	

SITE PLAN 4



LEGEND AND ABBREVIATION

- UTILITY EASEMENT LINE
- PROPERTY LINE
- RIGHT-OF-WAY LINE
- SET BACK LINE
- PROPOSED EDGE OF ASPHALT
- DRAIN SWALE BANK
- LANDSCAPE EASEMENT/BUFFER
- WHITE PVC RAIL FENCING
- STABILIZED SUBGRADE WITH SOD

NOTES

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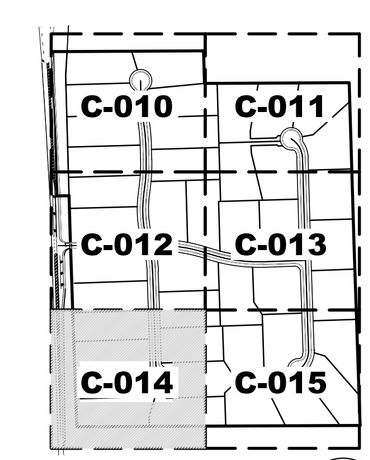

1 KEY MAP
Scale: NTS

FOR REVIEW ONLY

NO.	REVISION	DATE

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4751 SW 160TH AVE, SOUTHWEST RANCHES, FLORIDA
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FOR: CC HOMES AT SOUTHWEST RANCHES, LLC

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FL LICENSED P.E. No. 41864
DATE:

LUIS E. RODRIGUEZ, P.E.
LICENSED ENGINEER
FL LICENSED P.E. No. 54287
DATE:

DESIGN: RDC	CHECKED: LER
SCALE: 1 " = 30'	
DATE: 2019-10-30	
PROJECT NO. 19-174.07	
SHT 08 OF 54	
DWG NO. C-014	

SITE PLAN 5

SHEET C-013
MATCH LINE
SHEET C-014
MATCH LINE

SW 158 AVE

LOT 24 43,567 SQ FT 1.00 AC
LOT 25 43,567 SQ FT 1.00 AC
LOT 26 43,564 SQ FT 1.00 AC
LOT 27 44,735 SQ FT 1.03 AC
LOT 28 43,804 SQ FT 1.01 AC
LOT 29 43,561 SQ FT 1.00 AC

Δ=58°40'04"
R=100.00' L=102.39'

RELOCATED WHITE PVC RAIL FENCE (TYP) SEE DETAIL ON SHEET C-030

180' F.P.L. EASEMENT PER O.R.B. 3635, PG 1693, B.C.R.

100' DRAINAGE EASEMENT PER O.R.B. 13067, PG 190, B.C.R.

LEGEND AND ABBREVIATION

- UTILITY EASEMENT LINE
- PROPERTY LINE
- RIGHT-OF-WAY LINE
- SET BACK LINE
- PROPOSED EDGE OF ASPHALT
- DRAIN SWALE BANK
- LANDSCAPE EASEMENT/BUFFER
- WHITE PVC RAIL FENCING
- STABILIZED SUBGRADE WITH SOD

NOTES

1. ALL ELEVATIONS SHOWN ARE RELATIVE TO NORTH AMERICA VERTICAL DATUM OF 1988 (NAVD88).
2. CONVERSION FACTOR FROM NGVD29 TO NAVD88 = −1.57.
3. SETBACKS SHOWN ARE MINIMUM.
4. U, D, I, E, R, : UTILITY, DRAINAGE, INGRESS, EGRESS AND ROADWAY EASEMENT

C-010 C-011 C-012 C-013 C-014 C-015

1 KEY MAP
Scale: NTS

FOR REVIEW ONLY

NO.	REVISION	DATE

CIRCLE S ESTATES
4751 SW 160TH AVE, SOUTHWEST RANCHES, FLORIDA
33331 & 15990 GRIFFIN ROAD
FOR: CC HOMES AT SOUTHWEST RANCHES, LLC

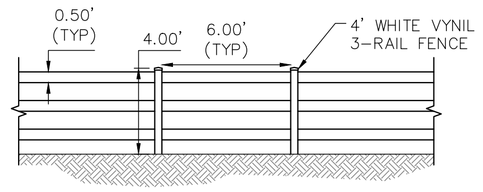
CORDOVA RODRIGUEZ & ASSOCIATES, INC.
ENGINEERS - PLANNERS
AUTHORIZATION No. 8459
CORDOVA RODRIGUEZ & ASSOCIATES, INC.
6941 SW 196TH AVENUE, SUITE 28
PEMBROKE PINES, FLORIDA 33332
TEL: (954) 880-0180
FAX: (954) 880-0188
WWW.CRAENGINEERING.COM

ROSANA D CORDOVA, P.E.
LICENSED ENGINEER
FL LICENSED P.E. No. 41864
DATE:

LUIS E. RODRIGUEZ, P.E.
LICENSED ENGINEER
FL LICENSED P.E. No. 54287
DATE:

DESIGN: RDC	CHECKED: LER
SCALE: 1 " = 30'	
DATE: 2019-10-30	
PROJECT NO. 19-174.07	
SHT 09 OF 54	
DWG NO. C-015	

SITE PLAN 6



FENCE DETAIL
N.T.S.

PLOT WIDTH

LOT NUMBER	PROVIDED[1]
1	148.48
2	141.97
3	134.40
4	136.58
5	148.41
6	139.77
7	216.93
8	138.62
9	143.26
10	143.66
11	180.27
12	149.70
13	183.75
14	174.99
15	206.14
16	143.55
17	141.90
18	210.48
19	125.05
20	160.95
21	224.63
22	224.93
23	224.81
24	159.77
25	157.14
26	196.06
27	195.87
28	209.45
29	209.45
30	212.22
31	155.26
32	181.96
33	161.42
34	155.87
35	192.45
36	129.53
37	135.00
38	147.66
39	128.89
40	128.89
41	131.53
42	149.41

NOTES:
1. REQUIRED AREA 43,560 SF (CODE SECTION 045-070(c)(1)).

FLAG LOT CALCULATIONS

LOT NUMBER	PROVIDED PLOT AREA[1]	PROVIDED NET ACREAGE[2] (EXCLUDING FRONT YARD)
16	44,419	35007.60
17	44,227	35013.70
27	44,735	35036.97
28	43,804	35055.12

NOTES:
1. REQUIRED AREA 43,560 SF (CODE SECTION 045-070(c)(1)).
2. REQUIRED AREA 35,000 SF (CODE SECTION 015-110).

FOR REVIEW ONLY

NO.	REVISION	DATE

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CIRCLE S ESTATES
4751 SW 160TH AVE, SOUTHWEST RANCHES, FLORIDA
33331 & 15990 GRIFFIN ROAD
FOR: CC HOMES AT SOUTHWEST RANCHES, LLC

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DATE:

LUIS E. RODRIGUEZ, P.E.
LICENSED ENGINEER
FL LICENSED P.E. No. 54287
DATE:

DESIGN: RDC | CHECKED: LER

SCALE: 1 " = 30'

DATE: 2019-10-30

PROJECT NO. 19-174.07

SHT 10 OF 46

DWG NO. C-030

SITE PLAN DETAILS

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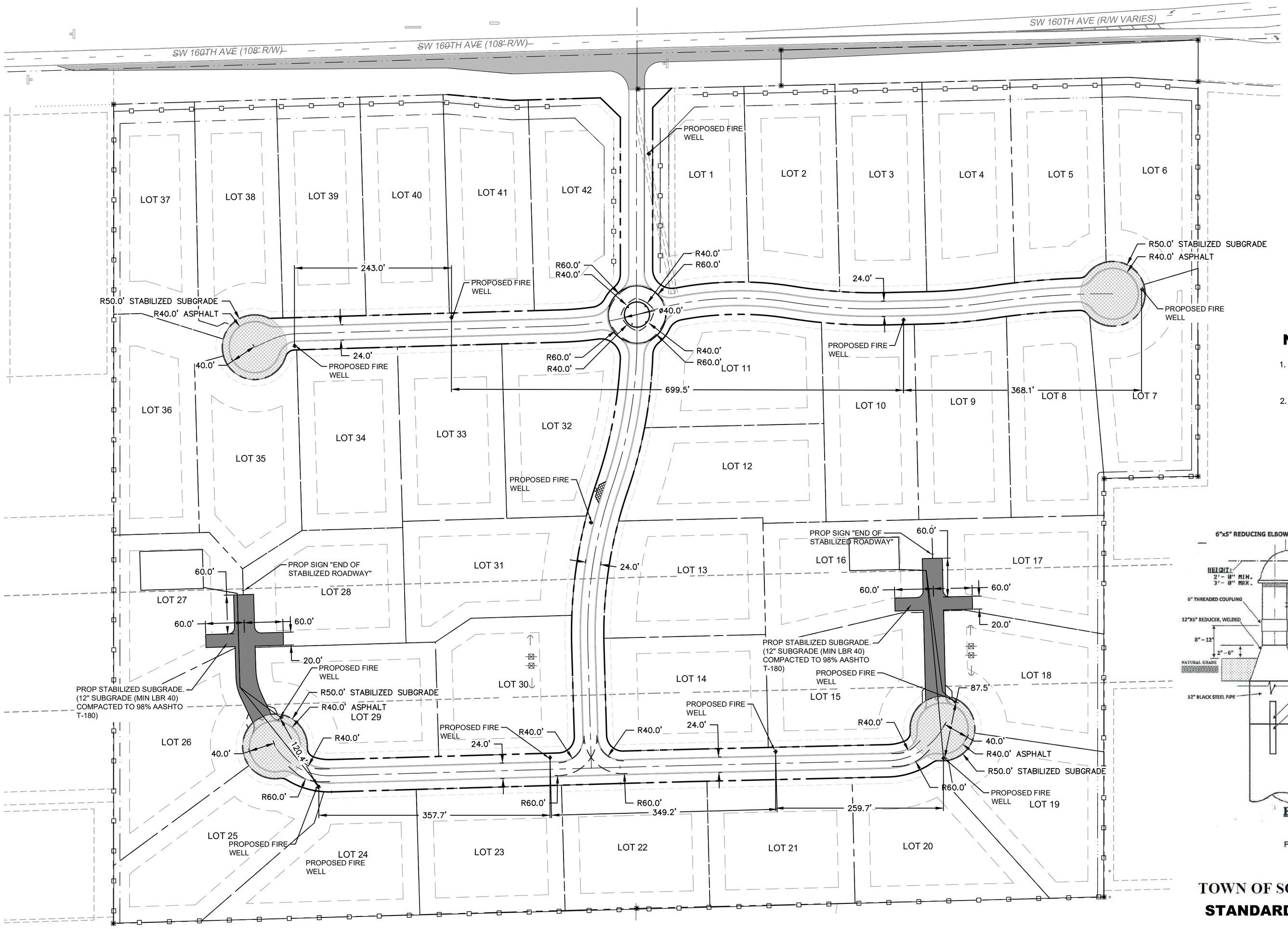


1 FIRE ACCESS PLAN

Scale: 1" = 80'-0"

0 80' 160'

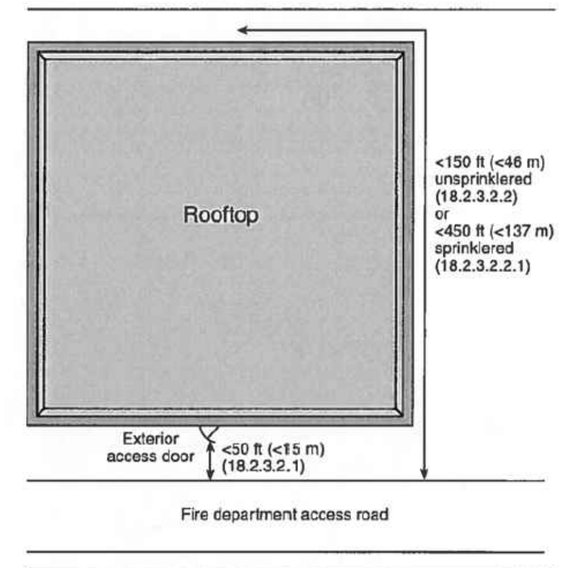
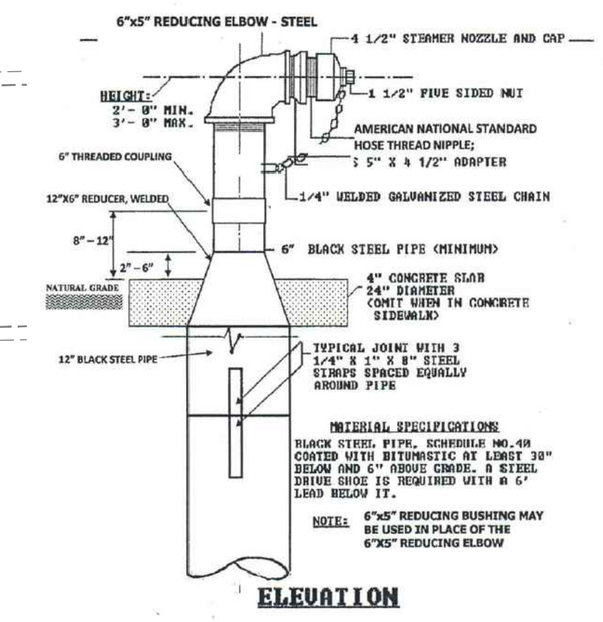


EXHIBIT 18.4 Acceptable fire department access configuration.

NOTES

1. THE FIRE DEPARTMENT ACCESS ROAD SHALL BE WITHIN 50 FT (15 M) OF AT LEAST ONE EXTERIOR DOOR THAT CAN BE OPENED FROM THE OUTSIDE AND THAT PROVIDES ACCESS TO THE INTERIOR OF THE BUILDING. (NFPA 1, 18.2.3.2.1)
2. FIRE DEPARTMENT ACCESS ROADS SHALL BE PROVIDED SUCH THAT ANY PORTION OF THE FACILITY OR ANY PORTION OF AN EXTERIOR WALL OF THE FIRST STORY OF THE BUILDING IS LOCATED NOT MORE THAN 150 FT (46 M) FROM FIRE DEPARTMENT ACCESS ROADS AS MEASURED BY AN APPROVED ROUTE AROUND THE EXTERIOR OF THE BUILDING OR FACILITY. (NFPA 1 18.2.3.2.2)



FIRE WELL SKETCH

TOWN OF SOUTHWEST RANCHES

STANDARD FIRE WELL DETAIL

NTS

FIRE NOTES

1. APPROVED SIGNS, APPROVED ROADWAY SURFACE MARKINGS, OR OTHER APPROVED NOTICES SHALL BE PROVIDED AND MAINTAINED TO IDENTIFY FIRE DEPARTMENT ACCESS ROADS AND TO PROHIBIT THE OBSTRUCTION THEREOF. (NFPA 1, 18.2.3.5.1)
2. FIRE LANE SIGN SIZE SHALL BE 12 INCH BY 18 INCH, WHITE BACKGROUND WITH RED LETTERS AND SHALL BE A MAXIMUM OF SEVEN FEET IN HEIGHT FROM THE ROADWAY TO THE BOTTOM PART OF THE SIGN. STATING "NO PARKING FIRE LANE BY ORDER OF THE FIRE DEPARTMENT." (NFPA 1, 18.2.3.5.3)
3. ALL FIRE DEPARTMENT ACCESS ROADS AND BRIDGES SHALL BE DESIGNED AND MAINTAINED TO SUPPORT A MINIMUM OF 42 TONS AND SHALL BE PROVIDED WITH A SURFACE SUITABLE FOR ALL–WEATHER DRIVING CAPABILITIES NFPA 1 (18.2.3.4.2)
4. STABILIZED SUBGRADE SHALL BE 12" SUBGRADE (MIN LBR 40) COMPACTED TO 98% AASHTO T–180

LEGEND AND ABBREVIATION

STABILIZED SUBGRADE

LOT No.	Distance to Hydrant (ft)	
16	256	332
27	279	395

1. MAXIMUM DISTANCE FROM BUILDING TO FIRE HYDRANT: 521 FT
2. MAXIMUM DISTANCE BETWEEN HYDRANT 699.5 FT

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NO.	REVISION	DATE

CIRCLE S ESTATES

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33331 & 15990 GRIFFIN ROAD
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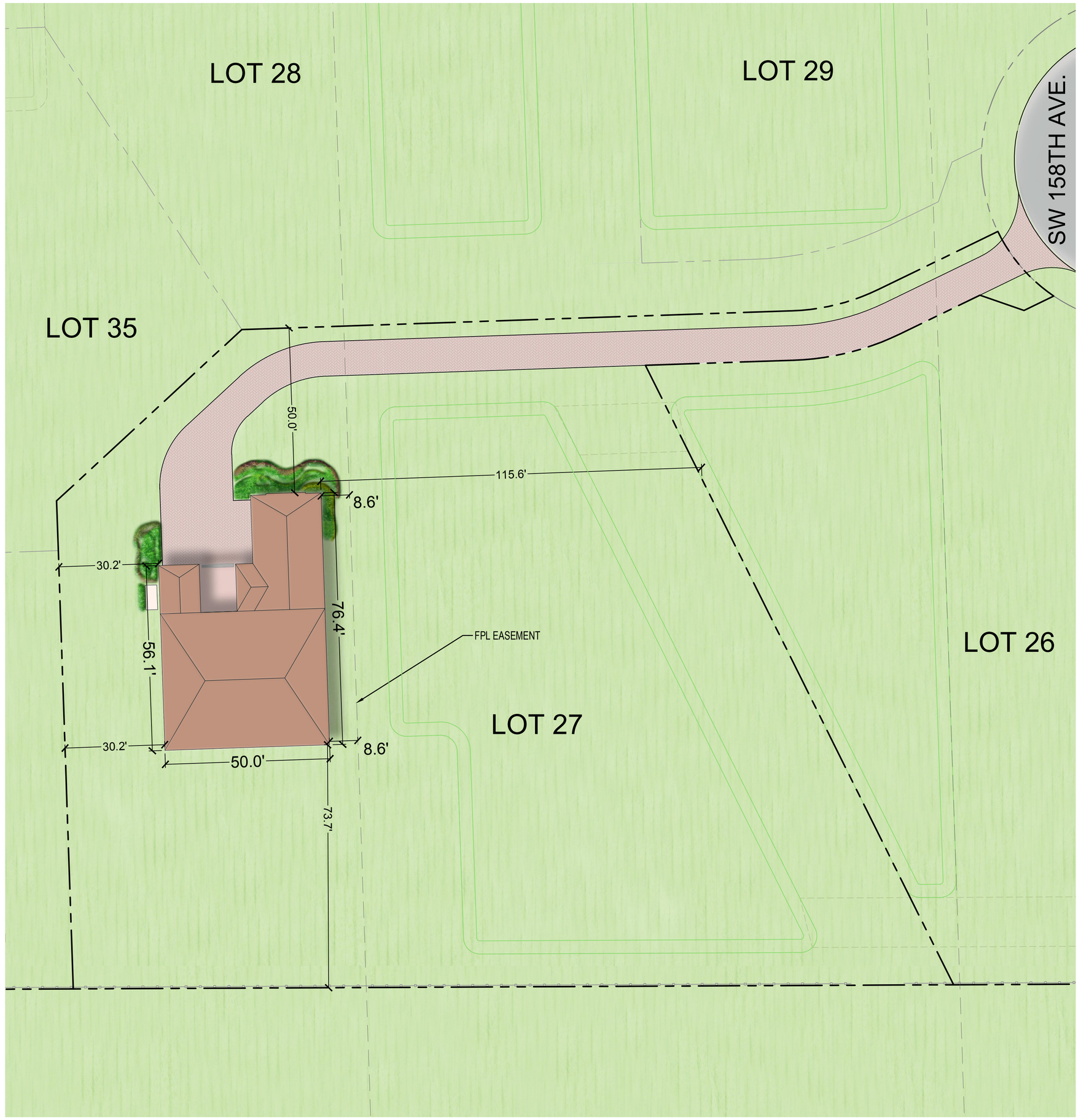
LUIS E. RODRIGUEZ, P.E.
LICENSED ENGINEER
FL LICENSED P.E. No. 54287
DATE:

FIRE ACCESS PLAN

DESIGN: RDC	CHECKED: LER
SCALE: 1 " = 30'	
DATE: 2019-10-30	
PROJECT NO. 19-174.07	
SHT 11 OF 54	
DWG NO. FP-1	



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SCALE:	1" = 20'-0"
DESIGN BY:	SWP
DRAWN BY:	SWP
CHECKED BY:	JDH
APPROVED BY:	SWP

BY:	DATE:	DESCRIPTION:

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3563 N.W. 53RD STREET, FORT LAUDERDALE, FLORIDA 33309
FAX: (954) 739-6409 TEL.: (954) 739-6400
FLORIDA LICENSED ENGINEERING, SURVEYING & MAPPING BUSINESS No. 271
FLORIDA LICENSED LANDSCAPE ARCHITECTURE BUSINESS No. C000114

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CIRCLE S ESTATES
TOWN OF SOUTHWEST RANCHES, FLORIDA

PREPARED FOR:
CC HOMES

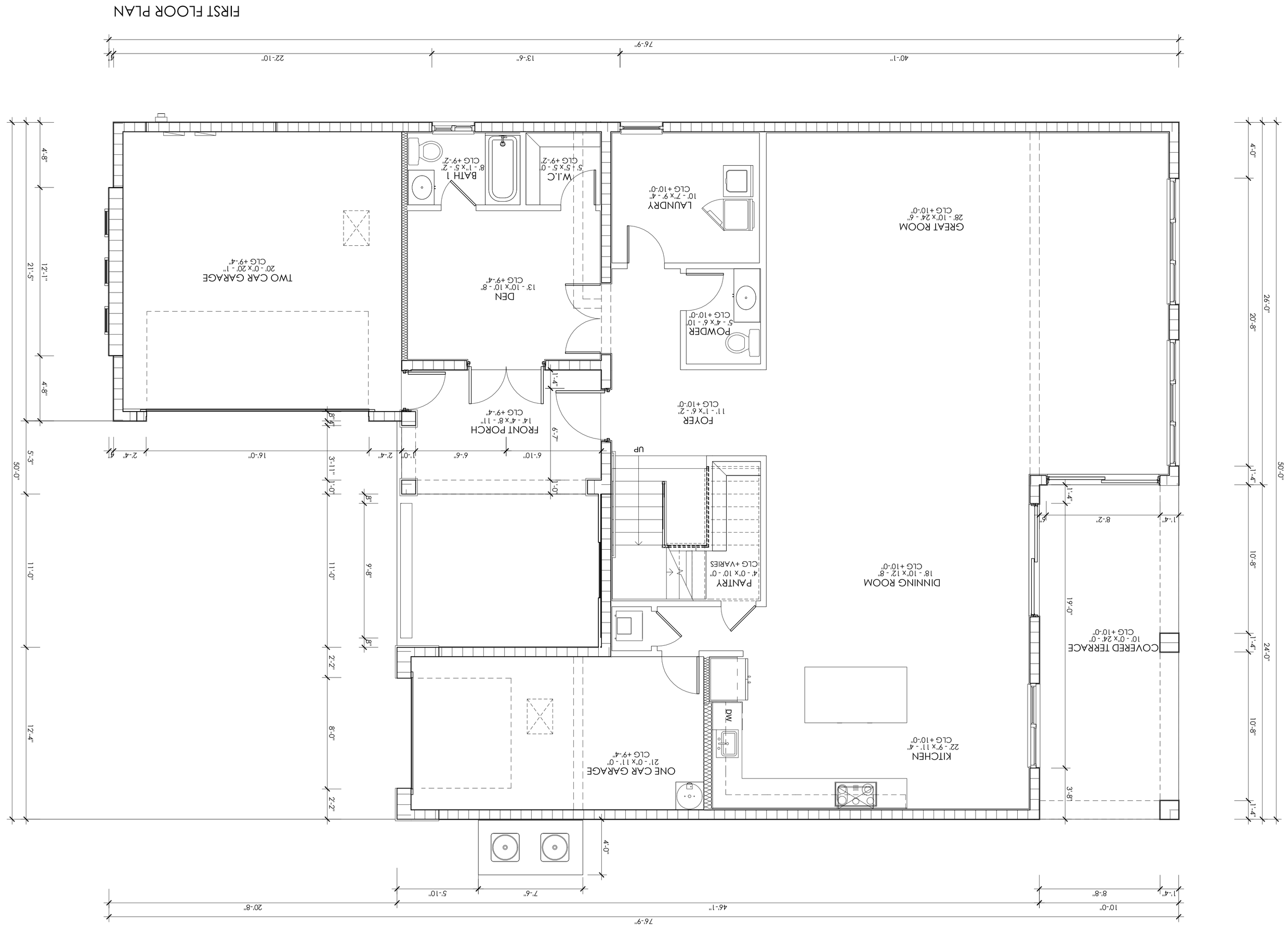
LANDSCAPE LOT EXHIBITS

Scott W. Peavler, R.L.A.
Florida R.L.A. No. 6666976

PROJECT NO.
19-0033-001-03

LE-1

SHEET 1 OF 1



FIRST FLOOR PLAN
1/4" = 1'-0"

AREA SUMMARY STANDARD

FIRST FLOOR	2000 SF
SECOND FLOOR	2011 SF
COVERED TERRACE	240 SF
A/C AREA	4011 SF
FRONT PORCH	125 SF
ONE CAR GARAGE	266 SF
TWO CAR GARAGE STANDARD	445 SF
NON A/C AREA	1076 SF
GRAND TOTAL:	5087 SF

CIRCLE S
CC INVESTMENTS, LLC
WESTON, FLORIDA

Model Q
STANDARD
ALT-1
FIRST FLOOR PLAN

SCALE 1/4" = 1'-0"
JOB
SHEET
Q-A1

CAD FILE: P:\PROJECTS\CC INVESTMENT LLC\19---Circle S\BUILT\MODEL Q.rvt

MAS+
MIAMI ARCHITECTURAL STUDIO
7910 NW 25TH
STREET SUITE 200
DORAL FLORIDA
33122
TELEPHONE:
(305) 593-9798
WWW.MAS.MIAMI

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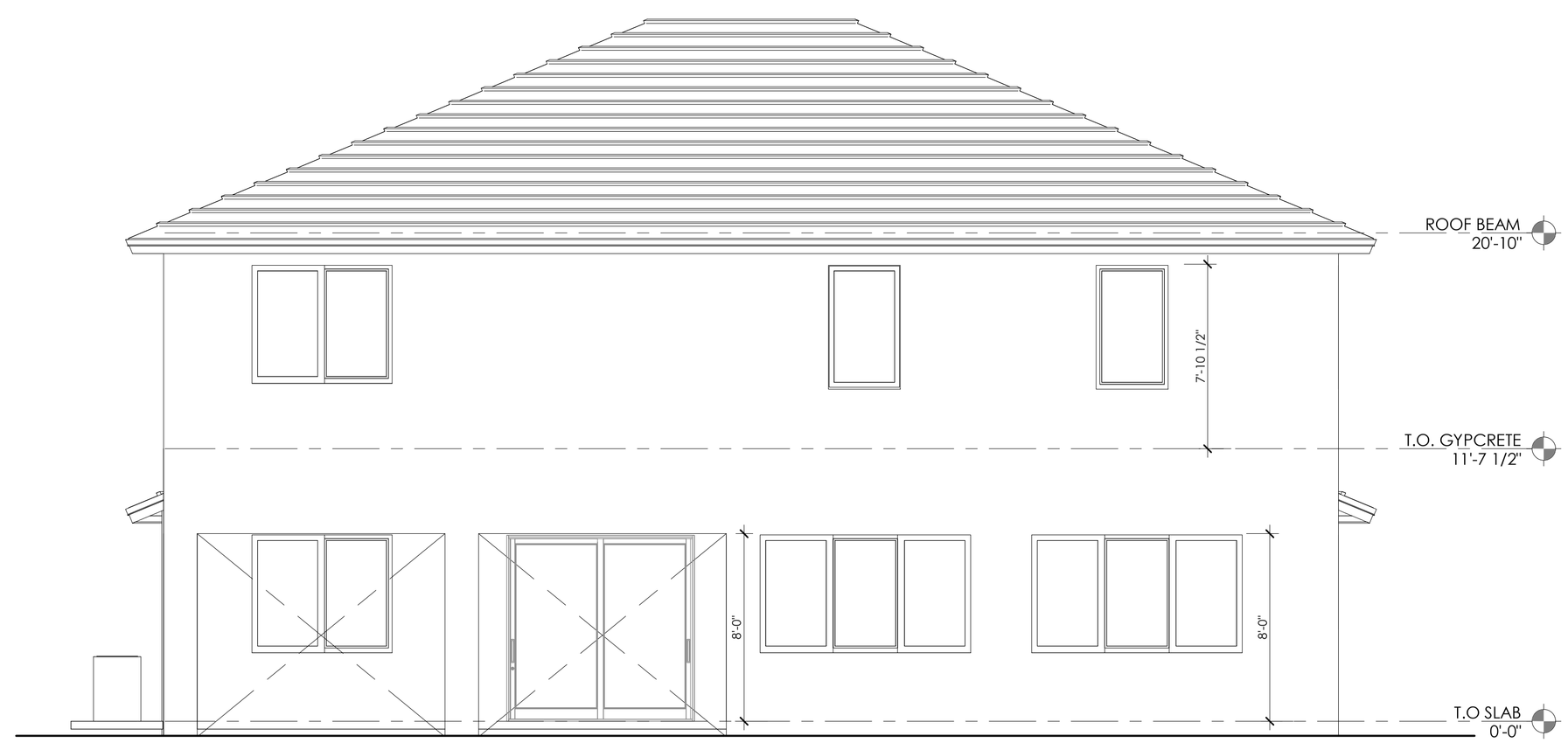
ELEVATION KEYNOTES

1. FLAT CEMENT ROOF TILE
2. LIGHT FIXTURE, BOTTOM 6'-8" MIN. ABOVE ADJACENT GRADE
3. ELECTRICAL METER
4. CONDENSING UNIT
5. LIGHT TEXTURED STUCCO (REFER TO WALL SECTIONS AND GENERAL NOTES)
6. DECORATIVE RESIN SHUTTER (ATTACHMENT AND FINISH AS PER MANUFACTURER SPECS)
7. WOOD GRAIN TILE

FRONT ELEVATION
1/4" = 1'-0"

3D ALT-1



REAR ELEVATION
1/4" = 1'-0"

7910 NW 25TH
STREET SUITE 200
DORAL FLORIDA
33122

TELEPHONE:
(305) 593-9798
WWW.MAS.MIAMI

MIAMI ARCHITECTURAL STUDIO

CIRCLE S
CC INVESTMENTS, LLC
WESTON, FLORIDA

Model Q
STANDARD
ALT-1
ELEVATIONS

SCALE 1/4" = 1'-0"
JOB
SHEET
Q-A7

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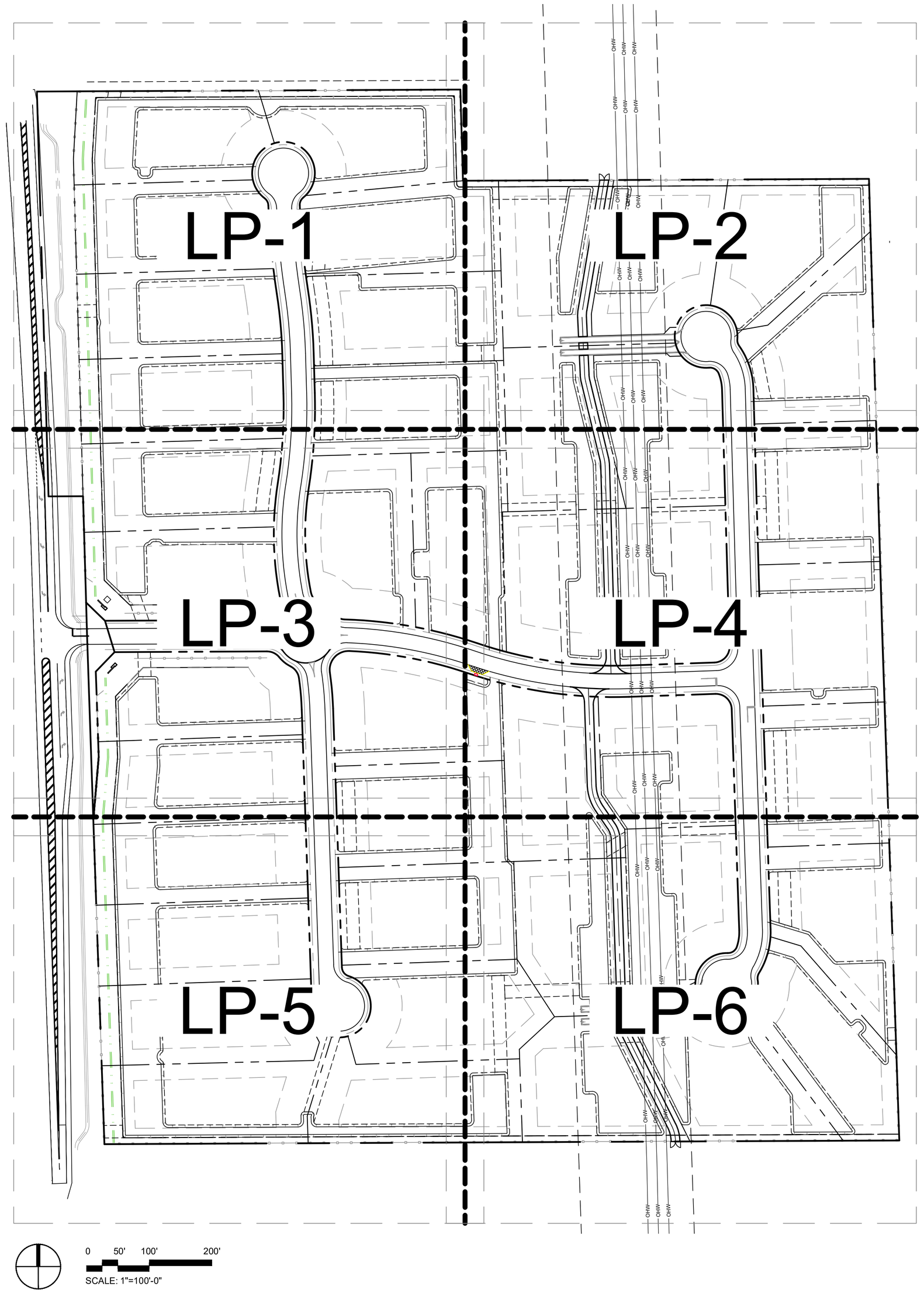

Landscape Data Table- Common Area

Zoning: RE Rural Estates District
Land Use: Rural Estates (1 unit/ Ac.)

Project Size: 1,834,930 sf (42.124 AC)

	Required	Provided
Street Trees:		
Dykes Road		19 Trees, 18 Palms
Interior Roads (1 Tree/ 40 LF)		153 Trees, 24 Palms
Native Vegetation		
Min. 50% of all vegetation shall be native.		
Tree Total= 221	111	145 (66%)
Palm Total= 0	0	0
Shrub Total= 5,326	2,663	3,481 (65%)

PLANT SCHEDULE COMMON AREA

TREES	CODE	QTY	BOTANICAL NAME	COMMON NAME	SPECIFICATIONS		REMARKS	NATIVE
	LJ	76	Ligustrum japonicum	Japanese Privet	8` OA HT., MULTI-TRUNK			NO
	QV	144	Quercus virginiana	Southern Live Oak	2.5-3" Cal., 12-14` Ht x 6` Spread			YES
RELOCATED TREES/PALMS	CODE	QTY	BOTANICAL NAME	COMMON NAME	SPECIFICATIONS		REMARKS	
	R-AMX	10	RELOCATED Adonnidia merrillii	Christmas Palm	RELOCATED FROM ON SITE			NO
	R-CNX	12	RELOCATED Cocos nucifera	Coconut Palm	RELOCATED FROM ON SITE			NO
	R-PCX	2	RELOCATED Phoenix canariensis	Canary Island Date Palm	RELOCATED FROM ON SITE			NO
	R-PDX	44	RELOCATED Phoenix roebellini	Pygmy Date Palm	RELOCATED FROM ON SITE			NO
	R-QL	7	RELOCATED Quercus laurifolia	Laurel Oak	RELOCATED FROM ON SITE			YES
	R-QV	53	RELOCATED Quercus virginiana	Live Oak	RELOCATED FROM ON SITE			YES
	R-ROX	29	RELOCATED Roystonea regia	Royal Palm	RELOCATED FROM ON SITE			YES
	R-SM	3	RELOCATED Swietenia mahogani	Mahogany	RELOCATED FROM ON SITE			YES
SHRUB AREAS	CODE	QTY	BOTANICAL NAME	COMMON NAME	SPECIFICATIONS	SPACING	REMARKS	
	AZV	275	Alpinia zerumbet `Variegata`	Variegated Shell Ginger	24" HT X 24" SPRD.	24" o.c.		NO
	CHR	3,542	Chrysobalanus icaco 'Red Tip'	Red Tip Cocoplum	24"HT x 24"SPRD	28" o.c.		YES
	DIT	27	Dianella tasmanica `Blueberry`	Blueberry Flax Lily	12"HT x 12" SPRD	14" o.c.		NO
	FMG	562	Ficus microcarpa `Green Island`	Green Island Ficus	12" HT. X 12" SPRD.	16" o.c.		NO
	ICM	225	Ixora coccinea `Maui`	Maui Ixora	18" HT X 18" SPRD.	24" o.c.		NO
	POD	754	Podocarpus macrophyllus `Dwarf Pringles`	Dwarf Podocarpus	30" HT x 30" SPRD	30" o.c.		NO
SOD	CODE	QTY	BOTANICAL NAME	COMMON NAME	SPECIFICATIONS	SPACING	REMARKS	
	SOD 2	643,542 sf	Paspalum notatum	Bahia Sod	sod			NO
	SOD 1	1,311,908 sf	Stenotaphrum secundatum `Palmetto`	St. Augustine Sod	sod			NO

NOTE:
ALL OUTDOOR EQUIPMENT SUCH AS FPL BOXES WILL BE SCREENED FROM VIEW WITH SHRUBS AT LEAST EQUAL TO THE HEIGHT OF THE EQUIPMENT.

		DATE:	11/04/19
		SCALE:	1" = 100'-0"
		DESIGN BY:	SWP
		DRAWN BY:	SWP
2	REVISED PER DRC COMMENTS	SWP	07/20/2020
1	REVISED PER DRC COMMENTS	SWP	05/21/2020
	DESCRIPTION:	BY:	DATE:

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CIRCLE S ESTATES
TOWN OF SOUTHWEST RANCHES, FLORIDA

PREPARED FOR:
CC HOMES

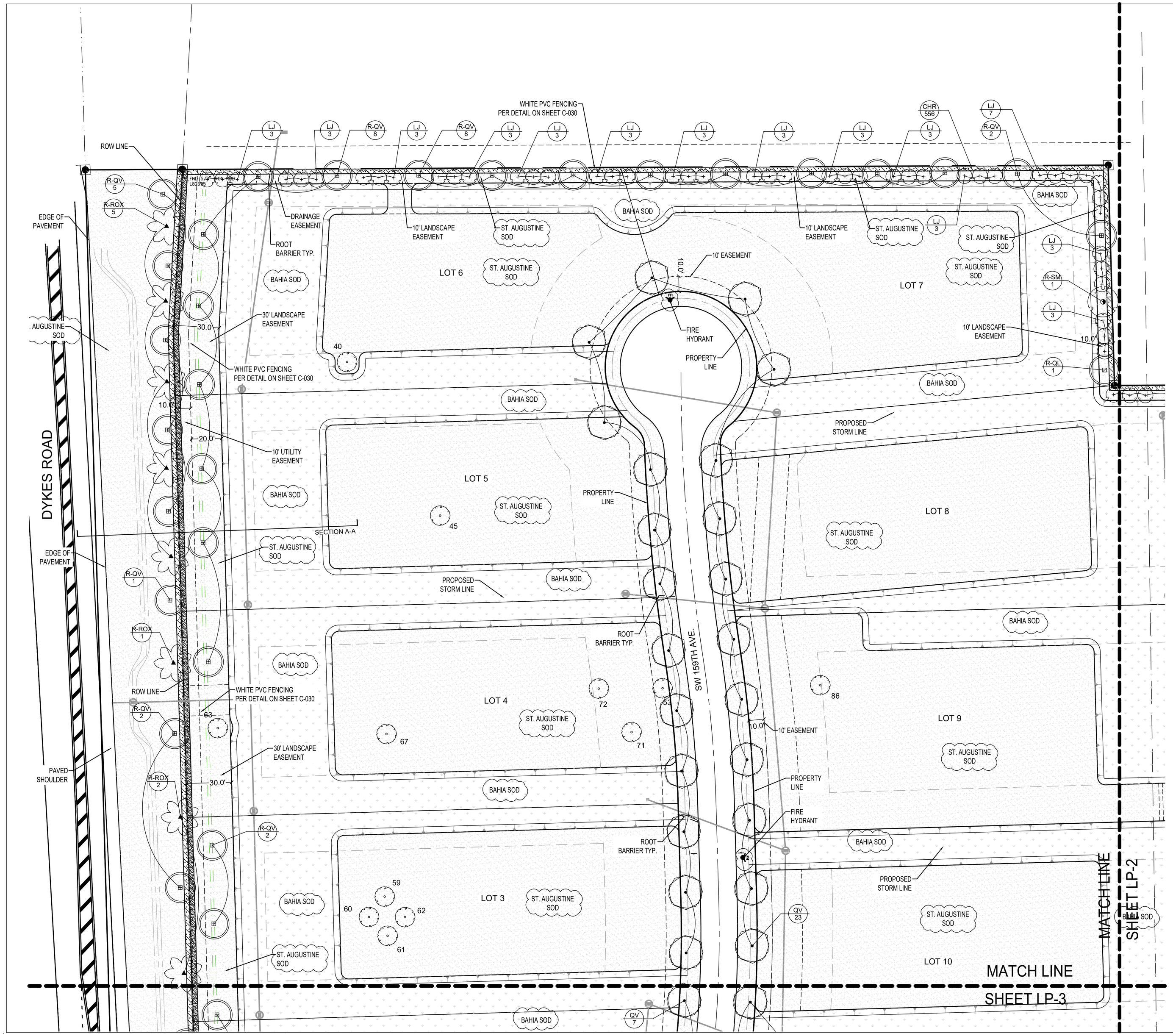
LANDSCAPE KEY MAP

Scott W. Peavler, R.L.A.
Florida R.L.A. No. 6666976

PROJECT NO.
19-0033-001-03

LKM

SHEET 1 OF 1



PLANT SCHEDULE COMMON AREA

TREES	CODE	COMMON NAME	NATIVE
	LJ	Japanese Privet	NO
	QV	Southern Live Oak	YES
RELOCATED TREES/PALMS	CODE	COMMON NAME	
	R-AMX	Christmas Palm	NO
	R-CNX	Coconut Palm	NO
	R-PCX	Canary Island Date Palm	NO
	R-PDX	Pygmy Date Palm	NO
	R-QL	Laurel Oak	YES
	R-QV	Live Oak	YES
	R-ROX	Royal Palm	YES
	R-SM	Mahogany	YES
SHRUB AREAS	CODE	COMMON NAME	
	AZV	Variegated Shell Ginger	NO
	CHR	Red Tip Cocoplum	YES
	DIT	Blueberry Flax Lily	NO
	FMG	Green Island Ficus	NO
	ICM	Maui Ixora	NO
	POD	Dwarf Podocarpus	NO
SOD	CODE	COMMON NAME	
	SOD 2	Bahia Sod	NO
	SOD 1	St. Augustine Sod	NO

0 15' 30' 60'
SCALE: 1"=30'-0"

		DATE:	11/04/19
		SCALE:	1" = 30'-0"
		DESIGN BY:	SWP
		DRAWN BY:	SWP
2	REVISED PER DRC COMMENTS	SWP	07/20/2020
1	REVISED PER DRC COMMENTS	SWP	05/21/2020
	DESCRIPTION:	BY:	DATE:

CHECKED BY: JDH
APPROVED BY: SWP

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CIRCLE S ESTATES
TOWN OF SOUTHWEST RANCHES, FLORIDA

PREPARED FOR:
CC HOMES

LANDSCAPE PLAN

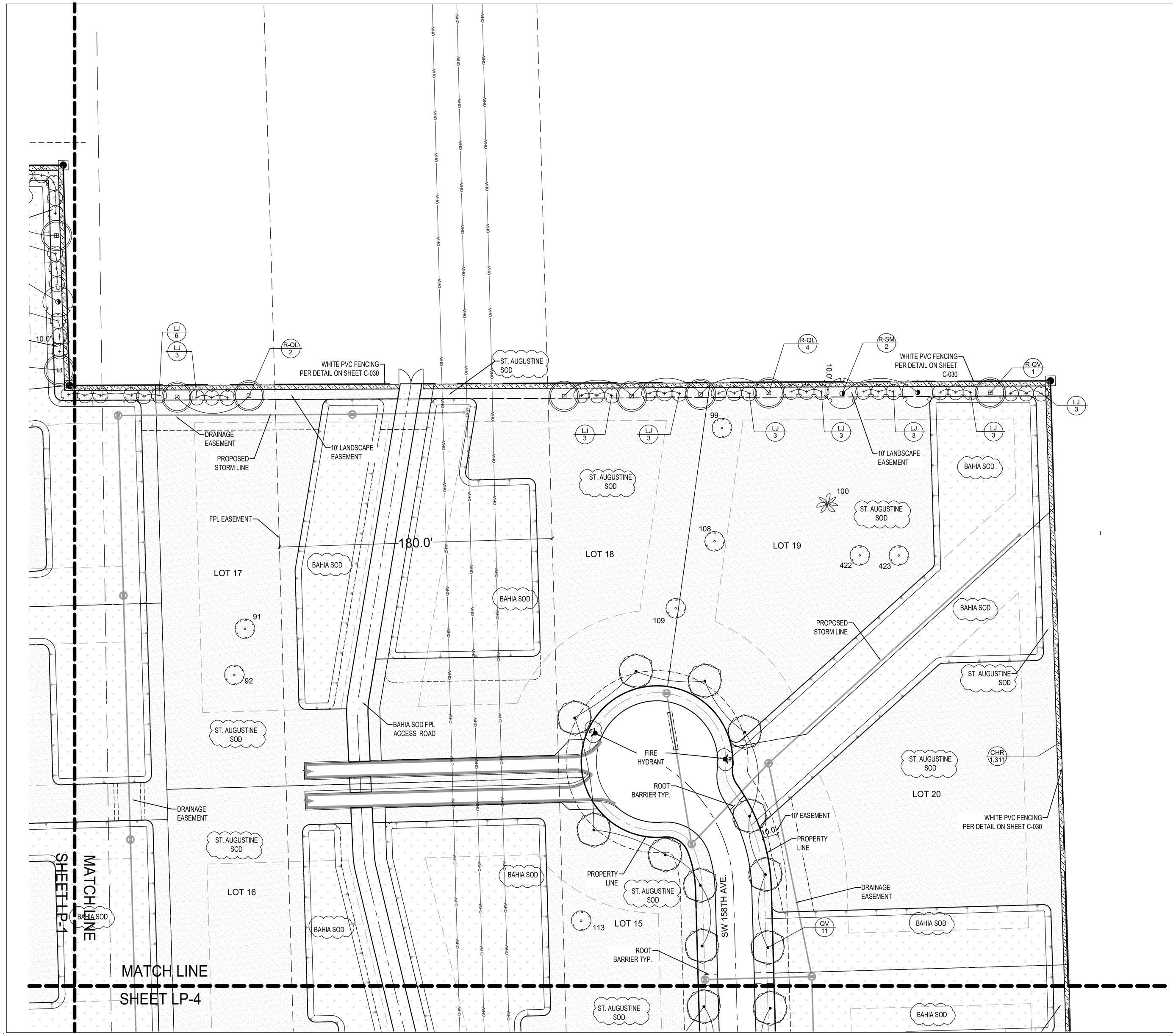
Scott W. Peavler, R.L.A.
Florida R.L.A. No. 6666976

PROJECT NO.
19-0033-001-03

LP-1

SHEET 1 OF 6

R:\Landscape\2019\19-0033-001-03 Circle S Estates\Drawings\19-0033_LP.dwg [LP-1] Jul 20, 2020 1:42pm SPEAKER



PLANT SCHEDULE COMMON AREA

TREES	CODE	COMMON NAME	NATIVE
	LJ	Japanese Privet	NO
	QV	Southern Live Oak	YES
RELOCATED TREES/PALMS	**CODE**	**COMMON NAME**	
	R-AMX	Christmas Palm	NO
	R-CNX	Coconut Palm	NO
	R-PCX	Canary Island Date Palm	NO
	R-PDX	Pygmy Date Palm	NO
	R-QL	Laurel Oak	YES
	R-QV	Live Oak	YES
	R-ROX	Royal Palm	YES
	R-SM	Mahogany	YES
SHRUB AREAS	**CODE**	**COMMON NAME**	
	AZV	Variegated Shell Ginger	NO
	CHR	Red Tip Cocoplum	YES
	DIT	Blueberry Flax Lily	NO
	FMG	Green Island Ficus	NO
	ICM	Maui Ixora	NO
	POD	Dwarf Podocarpus	NO
SOD	**CODE**	**COMMON NAME**	
	SOD 2	Bahia Sod	NO
	SOD 1	St. Augustine Sod	NO

0 15' 30' 60'
SCALE: 1"=30'-0"

		DATE:	11/04/19
		SCALE:	1" = 30'-0"
		DESIGN BY:	SWP
		DRAWN BY:	SWP
		CHECKED BY:	JDH
		APPROVED BY:	SWP
2	REVISED PER DRC COMMENTS	07/20/2020	SWP
1	REVISED PER DRC COMMENTS	05/21/2020	SWP
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FAX: (954) 739-6409 TEL.: (954) 739-6400
FLORIDA LICENSED ENGINEERING, SURVEYING & MAPPING BUSINESS No. 271
FLORIDA LICENSED LANDSCAPE ARCHITECTURE BUSINESS No. C000114

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CIRCLE S ESTATES
TOWN OF SOUTHWEST RANCHES, FLORIDA

PREPARED FOR:
CC HOMES

LANDSCAPE PLAN

Scott W. Peavler, R.L.A.
Florida R.L.A. No. 6666976

PROJECT NO.
19-0033-001-03

LP-2

SHEET 2 OF 6

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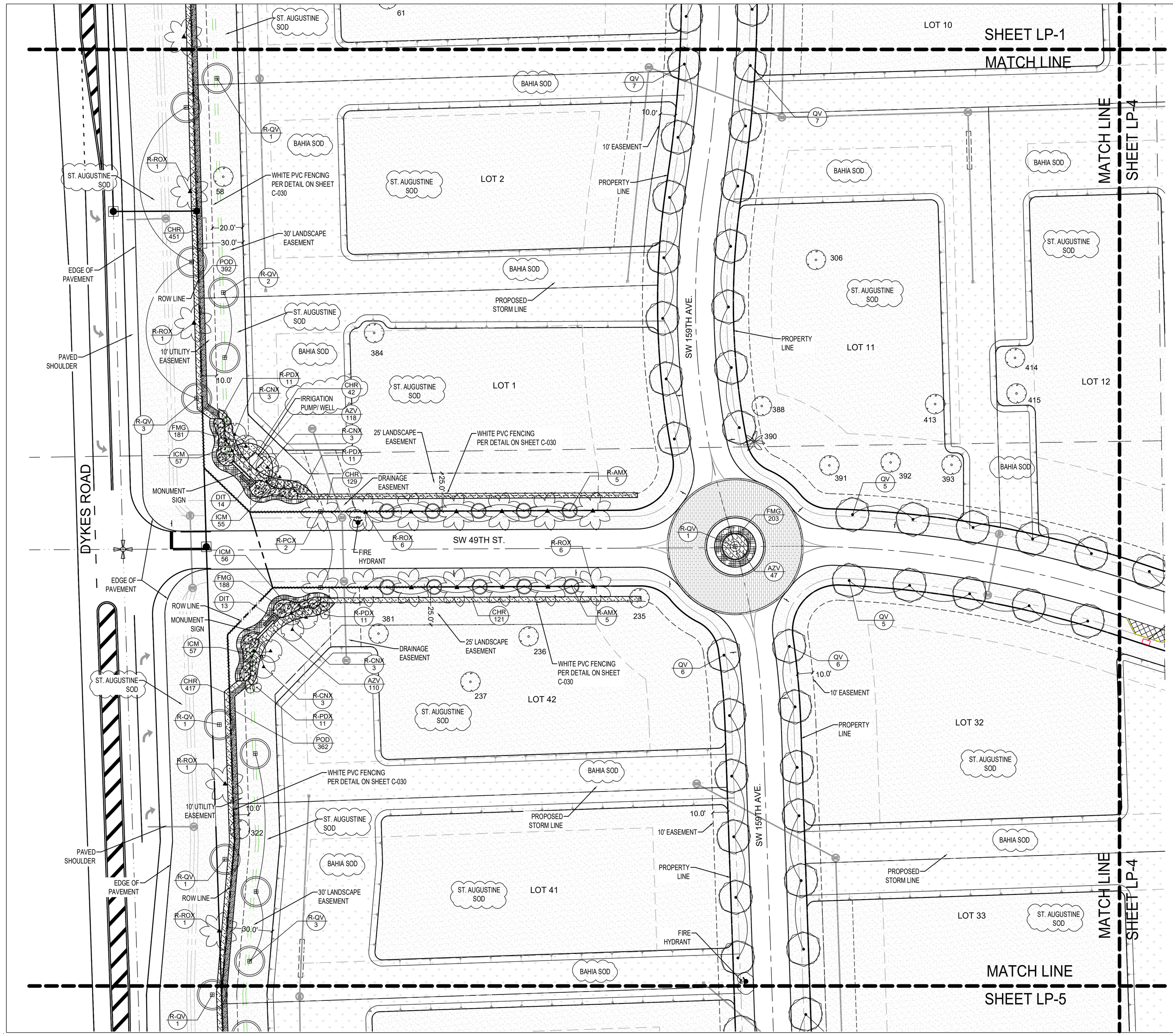

PLANT SCHEDULE COMMON AREA

TREES	CODE	COMMON NAME	NATIVE
	LJ	Japanese Privet	NO
	QV	Southern Live Oak	YES
RELOCATED TREES/PALMS	CODE	COMMON NAME	
	R-AMX	Christmas Palm	NO
	R-CNX	Coconut Palm	NO
	R-PCX	Canary Island Date Palm	NO
	R-PDX	Pygmy Date Palm	NO
	R-QL	Laurel Oak	YES
	R-QV	Live Oak	YES
	R-ROX	Royal Palm	YES
	R-SM	Mahogany	YES
SHRUB AREAS	CODE	COMMON NAME	
	AZV	Variegated Shell Ginger	NO
	CHR	Red Tip Cocoplum	YES
	DIT	Blueberry Flax Lily	NO
	FMG	Green Island Ficus	NO
	ICM	Maui Ixora	NO
	POD	Dwarf Podocarpus	NO
SOD	CODE	COMMON NAME	
	SOD 2	Bahia Sod	NO
	SOD 1	St. Augustine Sod	NO

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TOWN OF SOUTHWEST RANCHES, FLORIDA

PREPARED FOR:
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LANDSCAPE PLAN

Scott W. Peavler, R.L.A.
Florida R.L.A. No. 6666976

PROJECT NO.
19-0033-001-03

LP-3

SHEET 3 OF 6

PLANT SCHEDULE COMMON AREA

TREES	CODE	COMMON NAME	NATIVE
	LJ	Japanese Privet	NO
	QV	Southern Live Oak	YES
RELOCATED TREES/PALMS	**CODE**	**COMMON NAME**	
	R-AMX	Christmas Palm	NO
	R-CNX	Coconut Palm	NO
	R-PCX	Canary Island Date Palm	NO
	R-PDX	Pygmy Date Palm	NO
	R-QL	Laurel Oak	YES
	R-QV	Live Oak	YES
	R-ROX	Royal Palm	YES
	R-SM	Mahogany	YES
SHRUB AREAS	**CODE**	**COMMON NAME**	
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	CHR	Red Tip Cocoplum	YES
	DIT	Blueberry Flax Lily	NO
	FMG	Green Island Ficus	NO
	ICM	Maui Ixora	NO
	POD	Dwarf Podocarpus	NO
SOD	**CODE**	**COMMON NAME**	
	SOD 2	Bahia Sod	NO
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0 15' 30' 60'
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DATE:	BY:	DESCRIPTION:
	SWP	REVISED PER DRC COMMENTS
	SWP	REVISED PER DRC COMMENTS

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PROJECT NO.
19-0033-001-03

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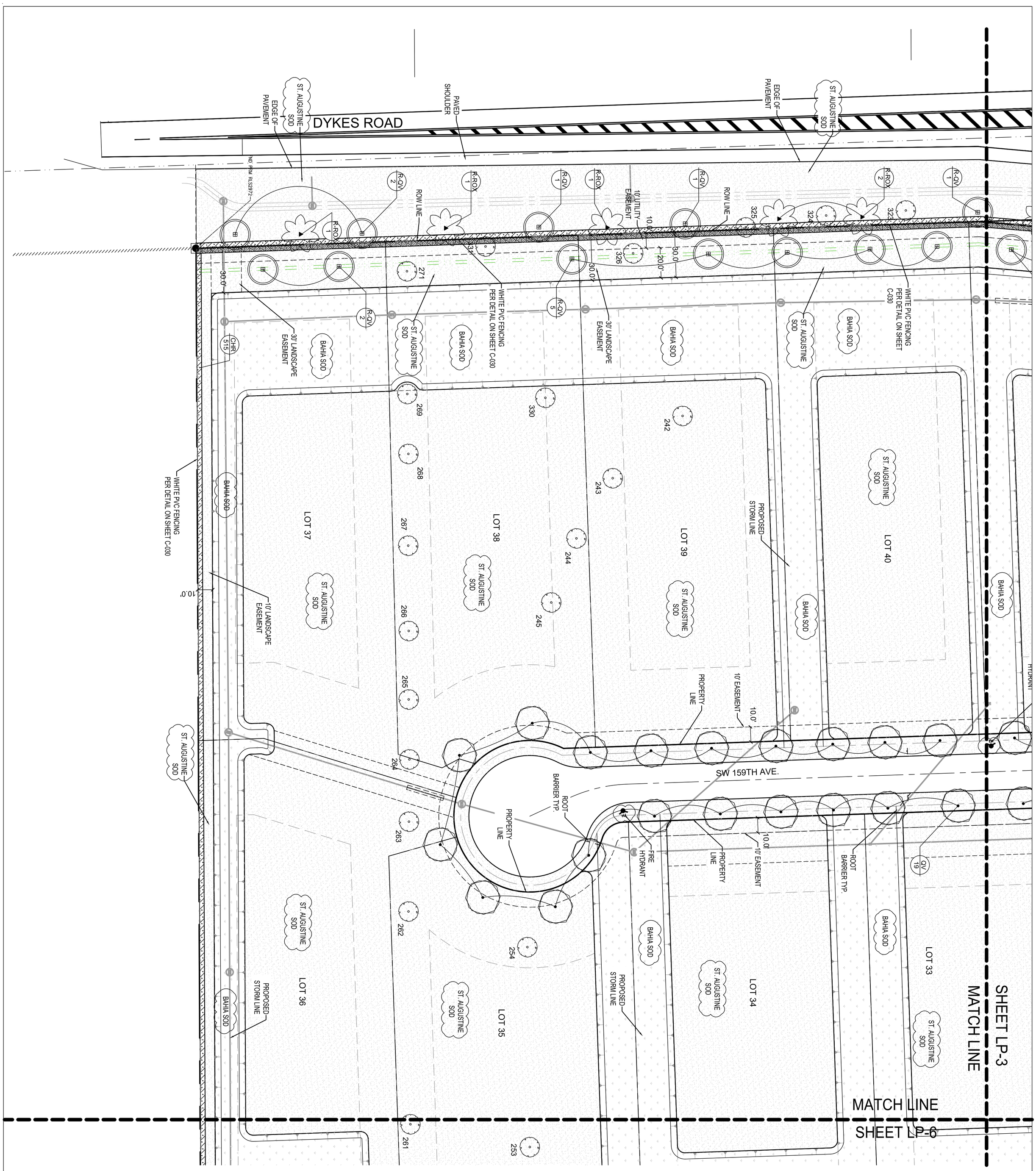

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CIRCLE S ESTATES
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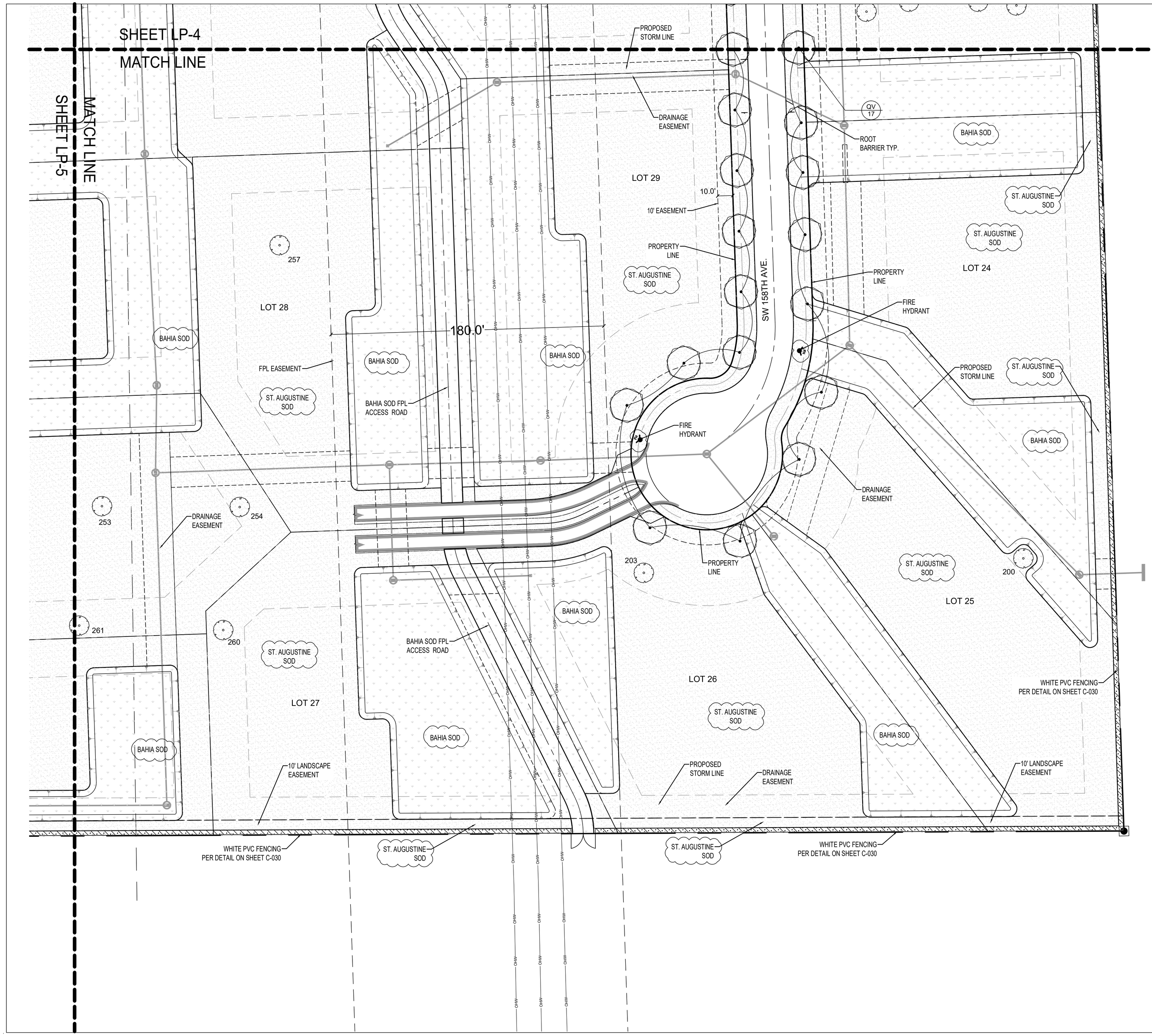
PROJECT NO.
19-0033-001-03

LP-5

SHEET 5 OF 6



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CIRCLE S ESTATES
TOWN OF SOUTHWEST RANCHES, FLORIDA

PREPARED FOR:
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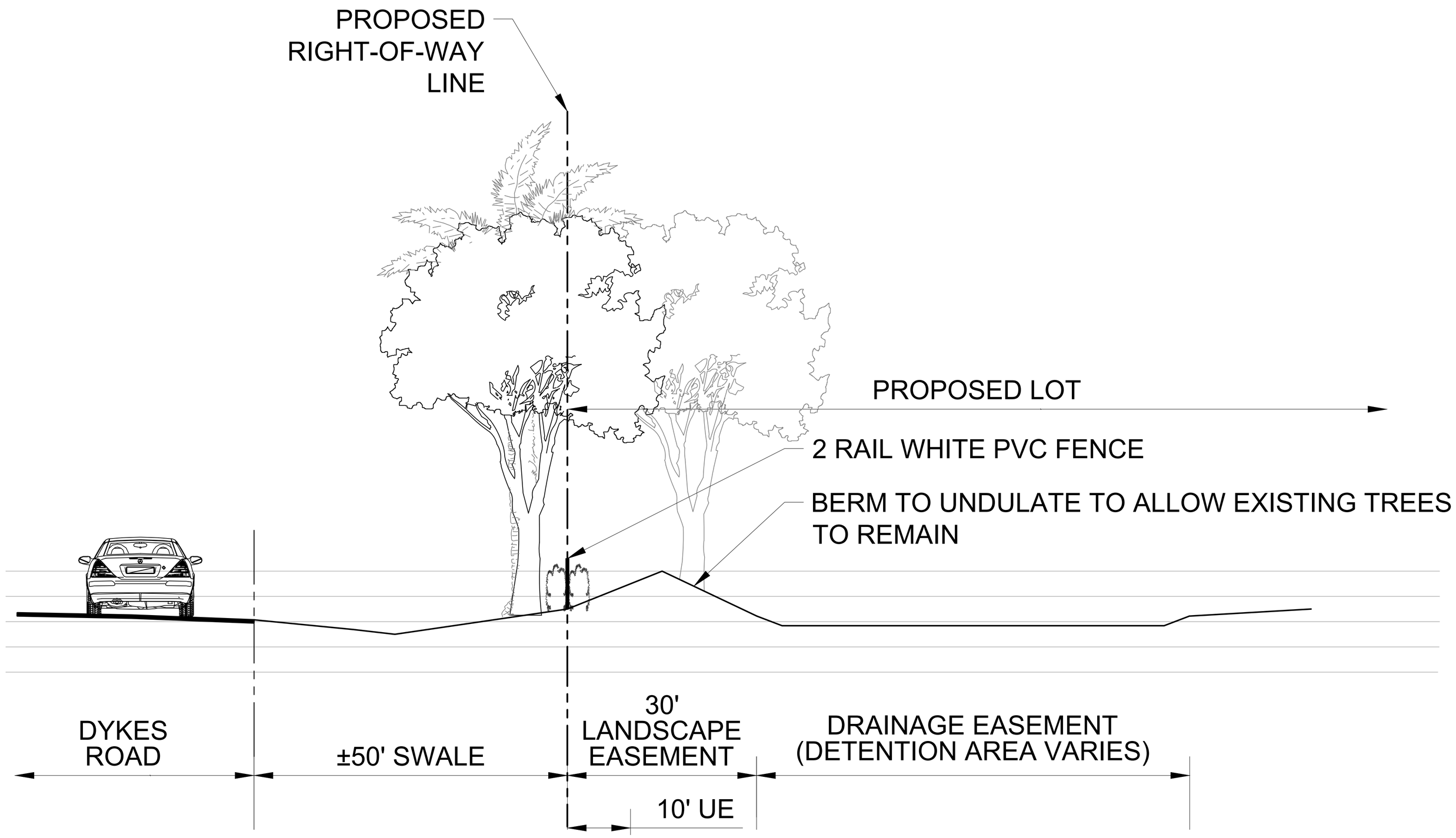
LANDSCAPE PLAN

Scott W. Peavler, R.L.A.
Florida R.L.A. No. 6666976

PROJECT NO.
19-0033-001-03

LP-6

SHEET 6 OF 6



1 DYKES ROAD- CROSS SECTION

SECTION A-A NTS

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CIRCLE S ESTATES
TOWN OF SOUTHWEST RANCHES, FLORIDA

PREPARED FOR:
CC HOMES

LANDSCAPE SECTION

Scott W. Peavler, R.L.A.
Florida R.L.A. No. 6666976

PROJECT NO.
19-0033-001-03

LS-1

SHEET 1 OF 1

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GENERAL NOTES

1. ALL EXISTING TREES PROPOSED TO REMAIN ARE TO BE SEPARATED FROM THE LIMITS OF DISTURBANCE OF THE CONSTRUCTION AREA BY TREE PROTECTION FENCING AND SIGNAGE. THE TREE PROTECTION FENCING SHALL BE LOCATED AT THE EDGE OF THE TREE PROTECTION ZONE AS DEPICTED ON THE PLAN OR AT THE EDGE OF THE DRIPLINE(S) IF A TREE PROTECTION ZONE IS NOT DESIGNATED. NO MATERIAL STORAGE OR CONSTRUCTION ACCESS IS PERMITTED WITHIN THE TREE PROTECTION ZONE.

2. ALL EXISTING TREES SHALL BE PRUNED TO ANSI A-300 STANDARDS TO CORRECT POTENTIAL HAZARDS.

3. A TREE REMOVAL PERMIT IS REQUIRED PRIOR TO REMOVAL OR RELOCATION OF ANY TREE OR PALM. CONTACT THE TOWN OF SOUTHWEST RANCHES TO OBTAIN PERMIT INFORMATION.

4. LANDSCAPE CONTRACTOR SHALL NOTIFY SUNSHINE ONE CALL OF FLORIDA, INC. AT 1-800-432-4770 A MINIMUM OF 2 FULL BUSINESS DAYS PRIOR TO DIGGING. LANDSCAPE CONTRACTOR IS RESPONSIBLE FOR AVOIDING DAMAGE TO UTILITIES FROM PLANT INSTALLATION.

5. TREE RELOCATIONS:
   A. EXISTING TREES TO BE RELOCATED SHALL BE ROOT PRUNED A MINIMUM OF 120 DAYS PRIOR TO RELOCATION
   B MINIMUM ROOT BALL SIZES SHALL BE IN ACCORDANCE WITH ANSI STANDARDS AS FOLLOWS:

CALIPER	MINIMUM ROOT BALL DIAMETER
1	16
2	24
3	32
4	42
5	54
6	60
7	70
8	80
>8	12 INCHES PER INCH OF TRUNK DIAMETER

   TRANSPLANTED TREES WITH UNDERSIZED ROOT BALLS MAY BE REJECTED BY THE CITY ARBORIST AND REPLACEMENT TREES MAY BE REQUIRED.
   C. A TEMPORARY IRRIGATION SYSTEM SHALL BE PROVIDED DURING AND FOR THE FIRST 40 DAYS AFTER ROOT PRUNING.

7. ALL PLANTING MUST FOLLOW PLANTING SPECIFICATIONS AND DETAILS SHOWN ON THE PLAN.

   SUBSTITUTIONS OF PLANT SPECIES OR SPECIFICATIONS MUST BE APPROVED BY THE LANDSCAPE ARCHITECT AND TOWN OF SOUTHWEST RANCHES.

8. ALL PLANT MATERIAL PLANTED PER THIS LANDSCAPE PLAN SHALL BE FLORIDA GRADE #1 OR BETTER, AS SPECIFIED IN THE CURRENT EDITION OF THE FLORIDA DEPARTMENT OF AGRICULTURE'S GRADES AND STANDARDS FOR NURSERY PLANTS. DAMAGED PLANT MATERIAL SHALL BE REJECTED AND REPLACED PRIOR TO INSTALLATION.

9. ALL SIZES SHOWN FOR PLANT MATERIAL ARE TO BE CONSIDERED MINIMUMS.

10. WHERE QUANTITIES AND/OR SPECIES DIFFER BETWEEN THE PLANTING PLANS AND PLANT LISTS, THE PLANS SHALL TAKE PRECEDENCE.

11. ALL NEW PLANT MATERIAL SHALL BE WARRANTED BY THE LANDSCAPE CONTRACTOR FOR A MINIMUM PERIOD OF ONE YEAR. THE WARRANTEE PERIOD SHALL BEGIN AFTER ACCEPTANCE OF THE PLANTS BY THE OWNER.

12. PLANT BEDS TO BE TREATED WITH PRE-EMERGENT HERBICIDE PRIOR TO PLANTING

13. ALL TREE AND PALM STAKING AND SUPPORT SHALL BE REMOVED ONE YEAR AFTER INSTALLATION.

14. NO FERTILIZER SHALL BE APPLIED TO NEWLY PLANTED TREES AND PALMS.

15. ALL LANDSCAPE MATERIAL SHALL BE THOROUGHLY WATERED AT THE TIME OF PLANTING, NO DRY PLANTING PERMITTED.

16. LANDSCAPE CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING TEMPORARY WATER PROVISIONS UNTIL SUCH TIME AS THE IRRIGATION SYSTEM IS OPERATIONAL.

17. ALL WIRE GUYS AND/OR FABRIC STRAPS SHALL BE FLAGGED WITH FLORESCENT COLORED TAPE.

18. MULCHING:
   A. ALL LANDSCAPE AREAS NOT COVERED BY SOD SHALL BE COVERED BY A MINIMUM 3-INCH LAYER OF MULCH.
   B. A MULCH RING WITH A MINIMUM RADIUS OF 24 INCHES (48 INCH DIAMETER), IS REQUIRED AROUND ALL NEWLY INSTALLED TREES AND PALMS.
   C. CYPRESS MULCH SHALL NOT BE USED.
   D. NO MULCH SHALL BE PLACED TOUCHING OR WITHIN SIX INCHES OF THE TRUNK OF A TREE OR PALM.

20. ALL NEWLY LANDSCAPED AREAS SHALL BE EXCAVATED DOWN TO A DEPTH OF 24 INCHES BELOW FINAL GRADE AND BACK FILLED WITH CLEAN DEBRIS-FREE SOIL. EXISTING SOIL MAY BE RE-USED FOR BACKFILLING IF DEBRIS IS REMOVED AND ORGANIC CONTENT IS SUFFICIENT OR SOIL IS AUGMENTED WITH TOPSOIL. CONSTRUCTION ACCESS SHALL BE RESTRICTED FROM THE LANDSCAPE AREA AFTER EXCAVATION AND BACKFILL IS COMPLETE.

21. ALL LANDSCAPE AREAS SHALL BE FINISH GRADED SUCH THAT THEY ARE A MINIMUM OF 3.5 INCHES BELOW SURROUNDING PAVED SURFACES SO AS NOT TO IMPEDE THE FLOW OF DRAINAGE INTO LANDSCAPED AREAS AND TO ALLOW FOR A 3-INCH MULCH LAYER.

22. THE LOCATION OF PLANT MATERIAL AS SHOWN ON THESE PLANS IS FINAL. THE FINAL LOCATIONS CAN BE ADJUSTED ON SITE TO ACCOMMODATE UNFORESEEN FIELD CONDITIONS. THESE CHANGES MUST COMPLY WITH ALL SAFETY SETBACK CRITERIA AND BE DIRECTED OR APPROVED BY THE LANDSCAPE ARCHITECT AND OWNER.

23. REPORT ANY AND ALL DISCREPANCIES BETWEEN THE CONSTRUCTION DRAWINGS AND FIELD CONDITIONS TO THE LANDSCAPE ARCHITECT IMMEDIATELY.

24. THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING ALL LANDSCAPE QUANTITIES AND REPORT ANY DISCREPANCIES TO THE LANDSCAPE ARCHITECT PRIOR TO CONSTRUCTION.

25. BEFORE CONSTRUCTION BEGINS THE CONTRACTOR IS RESPONSIBLE FOR LOCATING ALL UNDERGROUND UTILITIES AND SHALL AVOID DAMAGE TO ALL UTILITIES DURING CONSTRUCTION. IF SUCH DAMAGE OCCURS THE CONTRACTOR IS RESPONSIBLE FOR ANY NECESSARY REPAIRS AND THEY SHOULD BE MADE IMMEDIATELY AT THE CONTRACTORS EXPENSE WITH SUPERVISION OF THE LANDSCAPE ARCHITECT.

26. ALL WORK MUST COMPLY WITH THE FLORIDA STATE STATUTE 553.81- "PROTECTION OF UNDERGROUND PIPELINES."

27. THE CONTRACTOR MUST COMPLY WITH ALL STATE AND LOCAL WATER QUALITY STANDARDS.

28. THE LOCATION OF ALL THE UTILITIES SHOWN ON THE PLAN IS APPROXIMATE. THE EXACT LOCATION SHALL BE DETERMINED BY THE CONTRACTOR ON SITE. ALL PLANTING MAY BE ADJUSTED TO AVOID CONFLICTS WITH UTILITIES AND/OR EXISTING ABOVE GROUND ELEMENTS. ANY ADJUSTMENTS GREATER THAN 10 FEET SHALL BE DONE ONLY WITH THE APPROVAL OF THE LANDSCAPE ARCHITECT.

29. CAUTION SHOULD BE EXERCISED WHEN WORKING NEAR EXISTING PLANTING AND ANY FURNISHING THAT IS TO REMAIN ON SITE TO PREVENT ANY DAMAGE. ANY SIGNS, STRUCTURES, OR PLANTING SHALL BE REPLACED AT THE CONTRACTORS EXPENSE IF DAMAGED BEYOND USE. DAMAGED BEYOND USE WILL BE DETERMINED BY THE LANDSCAPE ARCHITECT.

30. ANY PUBLIC LAND CORNER WITHIN THE LIMITS OF CONSTRUCTION IS TO BE PROTECTED. IF A CORNER MONUMENT IS IN DANGER OF BEING DESTROYED AND HAS NOT BEEN PROPERLY REFERENCED, THE CONTRACTOR SHALL NOTIFY THE DISTRICT LOCATION SURVEYOR IMMEDIATELY.

31. MAINTENANCE OF TRAFFIC FOR THIS PROJECT SHALL BE IN ACCORDANCE WITH THE MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES FOR STREETS AND HIGHWAYS (U.S. DEPARTMENT OF TRANSPORTATION, F.H.W.A.). ATTENTION IS DIRECTED TO STANDARD INDEX NUMBER 623 OF THE ROADWAY AND TRAFFIC DESIGN STANDARDS.

32. THE CONTRACTOR SHALL INSURE THAT INSTALLATION OF ALL PLANTING IN MEDIANS AND RIGHT OF WAYS CONFORMS TO CRITERIA SET FORTH IN F.D.O.T. ROADWAY AND TRAFFIC DESIGN STANDARDS AND IN F.D.O.T. MAINTENANCE RATING PROGRAM.

33. ANY MAINTENANCE THAT INVOLVES TRAFFIC ACTIVITY SHALL BE COORDINATED WITH THE CONTRACTOR AND ONGOING CONSTRUCTION ACTIVITIES.

34. CONTRACTOR IS RESPONSIBLE FOR CLEANING ALL WORK AREAS AT THE END OF EACH WORKING DAY. ANY DEBRIS SHALL BE COLLECTED AND DEPOSITED APPROPRIATELY OFF SITE DAILY. ALL MATERIALS, PRODUCTS, AND EQUIPMENT SHALL BE STORED IN AN ORGANIZED FASHION AS DIRECTED BY THE LANDSCAPE ARCHITECT.

35. THE CONTRACTOR IS RESPONSIBLE FOR OBTAINING ALL PERMITS THAT ARE REQUIRED BY THE TOWN FOR TREE REMOVAL, RELOCATION, TREE PROTECTION OR INSTALLATION BEFORE BEGINNING WORK.

36. ALL EXISTING TREES TO REMAIN SHALL BE PROTECTED BY INSTALLING PROTECTIVE BARRIERS AROUND THE DRIP LINE OF TREES. THESE PROTECTIVE BARRIERS SHALL BE SEEN EASILY BY OPERATORS OF TRUCKS AND OTHER EQUIPMENT. THEY SHALL BE CONSTRUCTED OF STURDY MATERIALS (NOT FLAGGING OR RIBBON) AND SHALL BE INSTALLED PRIOR TO AND DURING CONSTRUCTION.

37. DO NOT STORE OR USE ANY MATERIALS OR EQUIPMENT WITHIN THE DRIP LINE OF ANY TREE THAT IS TO BE RELOCATED OR PROTECTED IN PLACE UNLESS THE ACTIVITY IS BEING DONE TO PROTECT THE TREES.

38. DO NOT DISCHARGE OR CONTAMINATE THE SOIL WITHIN THE DRIP LINE OF ANY OF THE TREES TO BE RELOCATED OR PROTECTED IN PLACE. THIS INCLUDES SUBSTANCES SUCH AS PAINT, OIL, SOLVENTS, PETROLEUM PRODUCTS, ASPHALT, CONCRETE, MORTAR, OR ANY OTHER MATERIAL THAT MAY CAUSE DAMAGE TO THE TREE'S ROOT SYSTEM.

39. CLEARING OF VEGETATION WITHIN THE DRIP LINE OF THE TREES DESIGNATED TO BE PROTECTED IN PLACE OR RELOCATED SHALL BE PERFORMED CAUTIOUSLY WITH HAND TOOLS TO MINIMIZE ANY DAMAGE TO THE TREE'S ROOT SYSTEM.

40. DO NOT ATTACH ANYTHING TO TREES THAT ARE TO REMAIN ON THE SITE UNLESS IT IS SOMETHING THAT WILL PROTECT AND NOT DAMAGE THE TREE.

41. KEEP A NATURAL GRADE ABOVE THE DRIP LINE ON ANY TREE THAT IS TO BE PROTECTED IN PLACE. ANY PRESERVED TREES DISTURBED DURING CONSTRUCTION MUST BE RETURNED TO ITS ORIGINAL GRADE AFTER CONSTRUCTION.

42. ALL LANDSCAPE AND PLANTING SHALL COMPLY WITH BROWARD COUNTY LAND USE POLICY 9.03.03 AND WITH CHAPTER 62B-55 OF THE FLORIDA ADMINISTRATIVE CODE.

LANDSCAPE NOTES

1. ALL PLANT MATERIAL FURNISHED BY THE LANDSCAPE CONTRACTOR UNLESS OTHERWISE SPECIFIED SHALL BE FLORIDA NO. 1 GRADE OR BETTER, AND SHALL BE INSTALLED AS SPECIFIED IN "GRADES AND STANDARDS FOR NURSERY PLANTS," PUBLISHED BY THE FLORIDA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES. ALL PLANT MATERIAL MUST BE HEALTHY, VIGOROUS MATERIALS, FREE OF PESTS AND DISEASES.

2. ALL SIZES SHOWN FOR PLANT MATERIAL ON THE PLAN ARE TO BE CONSIDERED AS MINIMUMS. ALL PLANT MATERIAL MUST MEET OR EXCEED THESE MINIMUM REQUIREMENTS FOR DBH, HEIGHT, AND SPREAD. ANY OTHER REQUIREMENTS FOR SPECIFIC SHAPE OR EFFECT AS NOTED ON THE PLAN OR SPECIFICATIONS WILL ALSO BE REQUIRED FOR ACCEPTANCE. ANY SUBSTITUTIONS MUST BE APPROVED BY LANDSCAPE ARCHITECT AND TOWN OF SOUTHWEST RANCHES PRIOR TO PLANTING.

3. THE CONTRACTOR IS RESPONSIBLE FOR ALL PLANTING MEETING SPECIFICATIONS AS NOTED BEFORE INSTALLATION. CONTRACTOR SHALL IMMEDIATELY REMOVE ALL PLANTING THAT DOES NOT MEET SPECIFICATIONS AND BE HELD RESPONSIBLE TO REPLACE IT WITH APPROPRIATE PLANTING.

4. IN THE EVENT OF A VARIATION BETWEEN THE PLANT LISTS AND THE ACTUAL QUANTITY OF PLANTS SHOWN, THE PLANS HOLD TRUE. CONTRACTOR TO VERIFY ALL QUANTITIES, INCLUDING SOD AREAS.

5. ALL ROOT BALLS SHALL CONFORM TO THE SIZE STANDARDS SET FORTH IN GRADES AND STANDARDS FOR NURSERY PLANTS.

6. CONTRACTOR TO SUBMIT TO THE LANDSCAPE ARCHITECT THE GROWERS AND/OR SITE INSPECTION CERTIFICATE FOR PLANT MATERIALS TWO (2) WEEKS PRIOR TO COMMENCEMENT OF WORK.

7. ALL PLANT MATERIALS MUST BE PROTECTED DURING TRANSPORT AND DELIVERY TO THE JOB SITE WITH SHADE CLOTH OR OTHER ACCEPTABLE MEANS OF WINDBURN PREVENTION.

8. CONTRACTORS SHALL FIELD VERIFY ALL INFORMATION PRIOR TO INITIATING PLANTING INSTALLATION. ALL EXISTING PLANTING SHALL REMAIN INTACT AND UNDISTURBED UNLESS OTHERWISE NOTED ON THE PLANS.

9. LANDSCAPE CONTRACTOR SHALL FIELD STAKE THE LOCATION OF ALL PLANT MATERIAL PRIOR TO INSTALLATION FOR THE REVIEW AND APPROVAL OF THE LANDSCAPE ARCHITECT.

10. ALL TREES MUST BE FLORIDA #1, STRAIGHT TRUNKED, FULL HEADED, AND MEET ALL REQUIREMENTS SPECIFIED.

11. CONTRACTOR TO GUARANTEE PLANT MATERIAL FOR A FULL YEAR FOLLOWING THE DATE OF FINAL ACCEPTANCE BY THE OWNER.

12. CONTRACTOR TO REPLACE REJECTED PLANT MATERIAL WITHIN ONE WEEK OF NOTICE.

13. CONTRACTOR TO REQUEST INSPECTION OF PROJECT IN WRITING. IF ALL LANDSCAPE WORK IS SATISFACTORY AND COMPLETE IN ACCORDANCE WITH CONDITIONS OF THE CONTRACT DOCUMENTS, THEN THE OWNER AND LANDSCAPE ARCHITECT SHALL DECLARE FINAL ACCEPTANCE. FINAL ACCEPTANCE CONSTITUTES THE BEGINNING OF THE GUARANTEE PERIOD.

14. INSTALLATION- ALL PLANT MATERIAL SHALL BE INSTALLED IN A SOUND WORKMANLIKE MANNER AND ACCORDING TO GOOD PLANTING PROCEDURES WITH THE QUALITY OF PLANT MATERIALS AS HEREINAFTER DESCRIBED. ALL ELEMENTS OF LANDSCAPING SHALL BE INSTALLED SO AS TO MEET ALL APPLICABLE ORDINANCES AND CODE REQUIREMENTS.

15. CONTRACTOR IS RESPONSIBLE FOR WATERING AND MAINTAINING ALL TREES AND LANDSCAPE UNTIL FINAL ACCEPTANCE BY OWNER. CONTRACTOR SHALL INSURE THAT ALL DRAINAGE AND PERCOLATION OF ALL PLANTING PITS PRIOR TO INSTALLATION OF PLANT MATERIAL. CONTRACTOR IS RESPONSIBLE FOR REPLACEMENT OF PLANTS IF DEAD OR DYING PRIOR TO FINAL ACCEPTANCE.

16. TYPICALLY, SHRUB AND GROUNDCOVER PLANTINGS ARE SHOWN AS MASS PLANTING BEDS. PLANTS SHOULD BE PLACED ON A TRIANGULAR SPACING SHOWN IN THE PLANTING DETAILS. PLANT CENTER TO CENTER DIMENSIONS (O.C.) ARE LISTED ON THE PLANT LIST.

17. TREES GROWN IN GROW BAGS OR GROW BAG TYPE MATERIAL MUST HAVE THE GROW BAG REMOVED ENTIRELY BEFORE PLANTING.

18. BALLED AND BURLAPPED MATERIAL SHALL HAVE THE TOP ONE HALF (½) OF THE BURLAP AROUND THE BASE OF THE TRUNK CUT AND PULLED BACK. DO NOT REMOVE THE BURLAP BUT WIRE CAGES, STRAPS, ETC. MUST BE CUT AND REMOVED COMPLETELY BEFORE INSTALLATION.

19. CONTRACTOR SHALL REFER TO THE LANDSCAPE PLANTING DETAILS, PLANT LIST, GENERAL NOTES, AND ANY OTHER MATERIALS FROM THE LANDSCAPE ARCHITECT FOR COMPLETE LANDSCAPE PLANTING INSTRUCTIONS.

20. "BRANCH TOUCHING BRANCH" PROVIDED AT TIME OF INSTALLATION. ALL HEDGES - BOTH COCOPLUM AND SILVER BUTTONWOOD TO BE MIN. 24" AT PLANTING AND 36" HIGH WITHIN ONE YEAR.

21. THE FOLLOWING GUIDELINES SHALL BE FOLLOWED TO ENSURE SUCCESSFUL TRANSPLANTING OF TREES:
   a. ANY TREE BEING RELOCATED SHALL NOT BE UNNECESSARILY DAMAGED DURING REMOVAL, TRANSPORT, OR REPLANTING OF THAT TREE.
   b. TREES MUST BE ROOT PRUNED APPROPRIATELY PRIOR TO REMOVAL .
   c. DURING AND FOLLOWING TRANSPLANTING THE ROOT BALL MUST BE KEPT MOIST AT ALL TIMES.
   d. TRANSPLANTED TREES SHALL BE BRACED AT LEAST ONE FULL YEAR.
   e. TRANSPLANTED TREES SHALL NOT BE FERTILIZED AT PLANTING TIME BUT SHALL BE WATERED SUFFICIENTLY UNTIL THE TREE GROWTH IS REESTABLISHED.
   f. RELOCATED TREES/PALMS WILL BE MOVED IN ACCORDANCE WITH MINIMUM STANDARDS SET FORTH IN ANSI A-300
   g. ALL CROWN PRUNING SHALL BE DONE IN ACCORDANCE WITH NATIONAL ARBORIST ASSOCIATION STANDARDS OR PALM PRUNING IN ACCORDANCE WITH CITY STANDARDS.

23. LANDSCAPE CONTRACTOR SHALL REGRADE ALL AREAS DISTURBED BY PLANT REMOVAL, RELOCATION, AND/OR INSTALLATION WORK. LANDSCAPE CONTRACTOR SHALL REPLACE (BY EQUAL SIZE AND QUALITY) ANY AND ALL EXISTING PLANT MATERIAL DISTURBED OR DAMAGED BY PLANT REMOVAL, RELOCATION OR INSTALLATION.

24. CONTRACTOR SHALL BE RESPONSIBLE TO REPLACE ALL PORTIONS OF EXISTING LAWN AREAS DAMAGED WHILE COMPLETING PLANTING INSTALLATION WITH SAME GRASS SPECIES TO THE SATISFACTION OF THE LANDSCAPE ARCHITECT.

25. GENERAL GRADING TO APPROXIMATELY 1 INCH SHALL BE PROVIDED BY THE CONTRACTOR. ALL FINISHED SITE GRADING AND FINAL DECORATIVE BERM SHAPING SHALL BE PROVIDED BY THE LANDSCAPE CONTRACTOR.

26. ALL LANDSCAPE MATERIALS SHALL BE MAINTAINED TO PROVIDE CONTINUOUS CLEAR ZONES FOR SIGHT VISIBILITY FOR PEDESTRIANS AND VEHICULAR TRAFFIC AND LANDSCAPE MAINTENANCE SHALL CONFORM TO CRITERIA SET FORTH IN F.D.O.T. ROADWAY AND TRAFFIC DESIGN STANDARDS AND SHALL MEET ALL CODE REQUIREMENTS.

LANDSCAPSOIL PREPARATION, SOIL MIX, FERTILIZER, + MULCH NOTES:

1. ENSURE THAT ALL PLANTING SOIL IS FERTILE, FRIABLE, NATURAL LOAM SURFACE SOIL, REASONABLY FREE OF SUBSOIL, CLAY LUMPS, WEEDS AND OTHER LITTER, AND FREE OF ROOTS,STUMPS AND STONES LARGER THAN ONE INCH IN ANY DIMENSION, AND OTHER EXTRANEOUS OR TOXIC MATTER HARMFUL TO PLANT GROWTH. SHOULD ANY SOIL AMENDMENT BE NECESSARY, THE CONTRACTOR SHALL BRING THIS TO THE ATTENTION OF THE LANDSCAPE ARCHITECT.

2. APPLY APPROVED HERBICIDE- ACCORDING TO MANUFACTURERS RATE AND SPECS WITHIN LIMITS OF ALL AREAS TO BE PLANTED. PROTECT EXISTING PLANTS TO REMAIN FROM OVERSPRAY OR SPRAY WITHIN ROOT ZONE. CONTRACTOR TO ENSURE TOTAL WEED ERADICATION.

3. SCARIFY SUBSOIL TO A DEPTH OF 3 INCHES.

4. PLANTING MIX FOR TREES, SHRUBS, AND GROUNDCOVERS SHALL CONSIST OF A THOROUGHLY BLENDED MIXTURE OF:
   A. 20% TOPSOIL
   B. 10% PEAT OR COMPOST
   C. 70% SAND

5. PLANTING MIX FOR BACKFILL AROUND ROOT BALLS OF PALMS:
   A. 90% NATIVE SAND FROM ON SITE OR APPROVED SUBSTITUTE
   B. 10% TOPSOIL

6. FERTILIZE ALL TREES, SHRUBS AND GROUNDCOVER WITH PLANTING TABLETS 20-20-5 FORMULA, 21 GRAM.

7. ALL SHRUB BEDS SHALL BE EXCAVATED TO A MINIMUM DEPTH OF 24" AND BACK FILLED WITH THE SPECIFIED MIXTURE.

8. SMOOTH ALL PREPARED TOPSOIL TO 3" EXCEPT WITHIN DRIP LINES OF EXISTING TREES AND 4" BELOW TOP OF SURROUNDING PAVING EDGES. REMOVE ALL ROCKS AND OTHER OBJECTS OVER 1" IN DIAMETER.

9. FINISH GRADE ALL PREPARED TOPSOIL AREAS TO A SMOOTH, EVEN SURFACE ASSURING POSITIVE DRAINAGE AWAY FROM THE STRUCTURES AND ELIMINATE ANY LOW AREAS WHICH MAY COLLECT WATER.

10. TOPSOIL SHALL NOT BE EXTREMELY ACIDIC OR ALKALINE, NOR CONTAIN ANY TOXIC SUBSTANCE WHICH MAY BE HARMFUL TO PLANT GROWTH. THE PH SHALL BE IN THE RANGE OF 5.5-6.5.

11. CONTRACTOR SHALL MULCH ALL PLANTING MATERIAL THROUGHOUT AND COMPLETELY TO A 3 INCH DEPTH WITH CLEAN, WEED FREE FLORAMULCH.

12. MINIMUM OF 2" TOPSOIL MUST BE ADDED UNDER ALL SODDED AREAS. CONTRACTOR TO GRADE AREAS ACCORDINGLY SO THAT WHEN SOD IS LAID IT DOES NOT SIT ABOVE ADJACENT SURFACES.

IRRIGATION NOTES:

1. XERISCAPE PRINCIPLES HAVE BEEN APPLIED TO THIS LANDSCAPE PLAN AS SPECIFIED IN SFWMD's XERISCAPE PLANT GUIDE II AND SHALL BE APPLIED ALL THROUGHOUT LANDSCAPE INSTALLATION AND MAINTENANCE.

2. THE CONTRACTOR SHALL MAINTAIN TEMPORARY IRRIGATION OR PROVIDE HAND WATERING FOR ALL RELOCATED TREES AND PALMS FROM NOTICE TO PROCEED UNTIL PERMANENT IRRIGATION SYSTEM IS OPERABLE.

3. THE IRRIGATION SYSTEM SHALL BE CONFIGURED TO ACCOMMODATE EXISTING TREES AND PALMS.

4. ALL LANDSCAPED AREAS MUST BE IRRIGATED IN ACCORDANCE WITH ALL LOCAL/ COUNTY REQUIREMENTS.

5. REMOVE EXISTING IRRIGATION EQUIPMENT WHICH INTERFERES WITH ANY CONSTRUCTION. THIS INCLUDES, BUT IS NOT LIMITED TO, CONTROLLERS, SPRINKLER HEADS, PIPE, QUICK COUPLERS, BACKFLOW PREVENTERS, CONTROL WIRE AND CONDUITS. ADDITIONALLY THE CONTRACTOR IS RESPONSIBLE FOR MAINTAINING THE EXISTING SYSTEM THROUGHOUT THE CONSTRUCTION PROCESS.

6. LANDSCAPE CONTRACTOR SHALL COORDINATE ALL PLANTING WORK WITH IRRIGATION WORK. INSPECT IRRIGATION SYSTEM AND INSURE THAT ADEQUATE WATER IS AVAILABLE BEFORE BEGINNING PLANTING OPERATIONS. IRRIGATION SYSTEMS WILL NOT PROVIDE SUFFICIENT QUANTITIES OF WATER FOR NEWLY PLANTED MATERIALS. THE LANDSCAPE CONTRACTOR IS RESPONSIBLE FOR DEEP ROOT HAND WATERING.

7. WATERING SCHEDULE:
   SHRUBS- 3 DAYS A WEEK FOR THE FIRST MONTH AND 2 DAYS A WEEK THERE AFTER
   RUN TIME: SHRUBS-DRIP= 2O MINUTES, SHRUBS- MP ROTATORS= 38 MINUTES
   TREES-
   < 2" CALIPER:
   -DAILY FIRST TWO WEEKS, EVERY OTHER DAY FOR 2 MONTHS, WEEKLY UNTIL ESTABLISHED.
   2-4" CALIPER:
   - DAILY FIRST MONTH, EVERY OTHER DAY FOR 3 MONTHS, WEEKLY UNTIL ESTABLISHED.
   > 4" CALIPER:
   -DAILY FOR 6 WEEKS, EVERY OTHER DAY FOR 5 MONTHS, WEEKLY UNTIL ESTABLISHED.
   RUN TIME: BUBBLERS= 9-12 MINUTES

   TURF- RUN DAILY FOR THE FIRST TWO WEEKS AND EVERY OTHER DAY FOR 6 WEEKS, THEN 2 DAYS A WEEK THERE AFTER.
   RUN TIME: MP ROTATORS= 45 MINUTES

   IRRIGATION FREQUENCY CAN BE REDUCED DURING RAINY WEATHER, AND NEVER APPLY IRRIGATION IF THE SOIL IS SATURATED.

8. SEE IRRIGATION PLANS FOR ADDITIONAL NOTES AND DETAILS.

1	REVISED PER DRC COMMENTS	SWP	05/21/2020	
	DESCRIPTION:	BY:	DATE:	

DATE: 11/04/19
SCALE: NTS
DESIGN BY: SWP
DRAWN BY: SWP
CHECKED BY: JDH
APPROVED BY: SWP

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CIRCLE S ESTATES
TOWN OF SOUTHWEST RANCHES, FLORIDA
PREPARED FOR:
CC HOMES

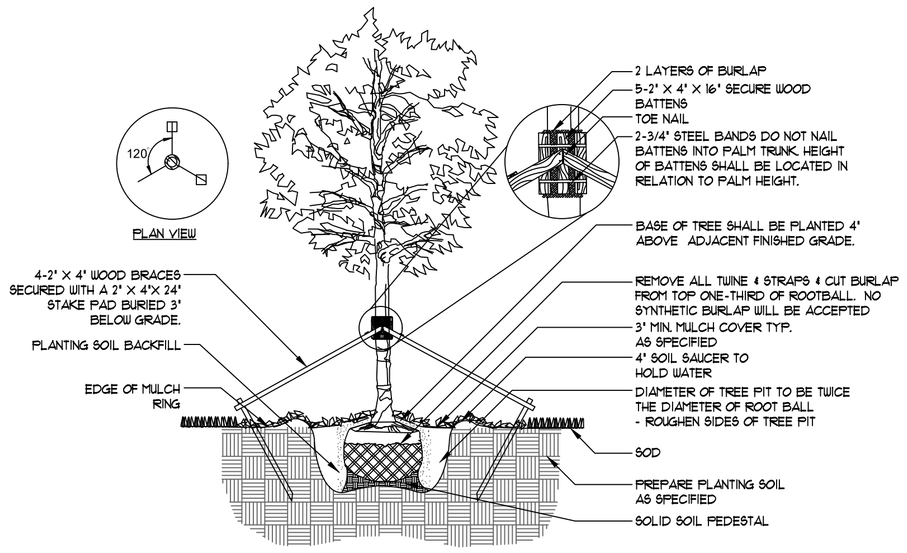
LANDSCAPE NOTES

Scott W. Peavler, R.L.A.
Florida R.L.A. No. 6666976

PROJECT NO.
19-0033-001-03

LPD-1

SHEET 1 OF 2



1 CANOPY TREE INSTALLATION

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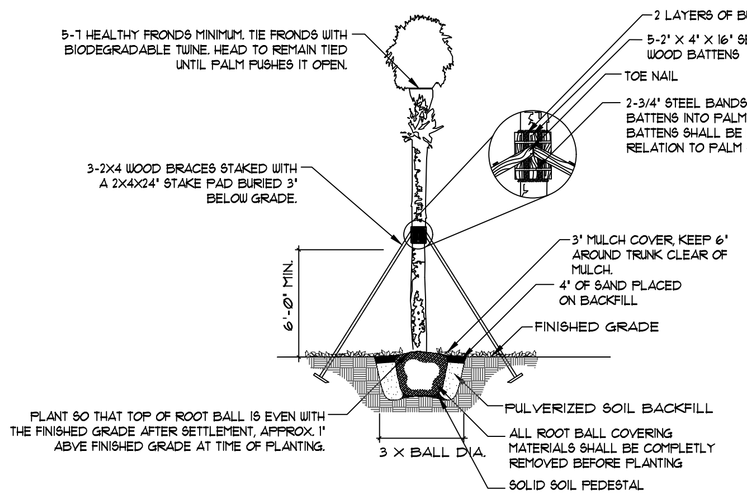

2 PALM TREE INSTALLATION

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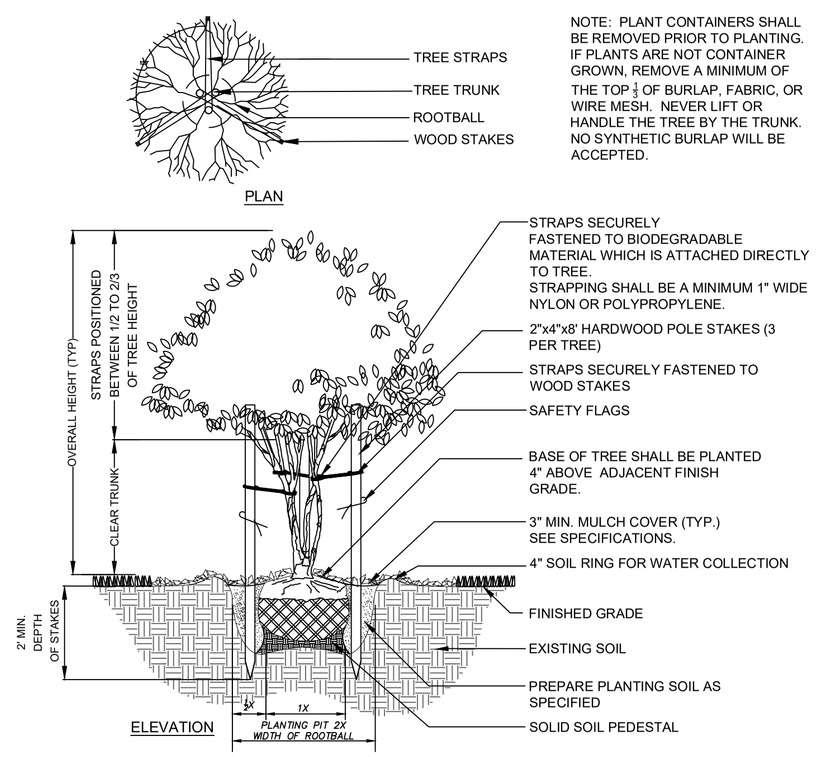

3 MULTI-TRUNK TREE INSTALLATION

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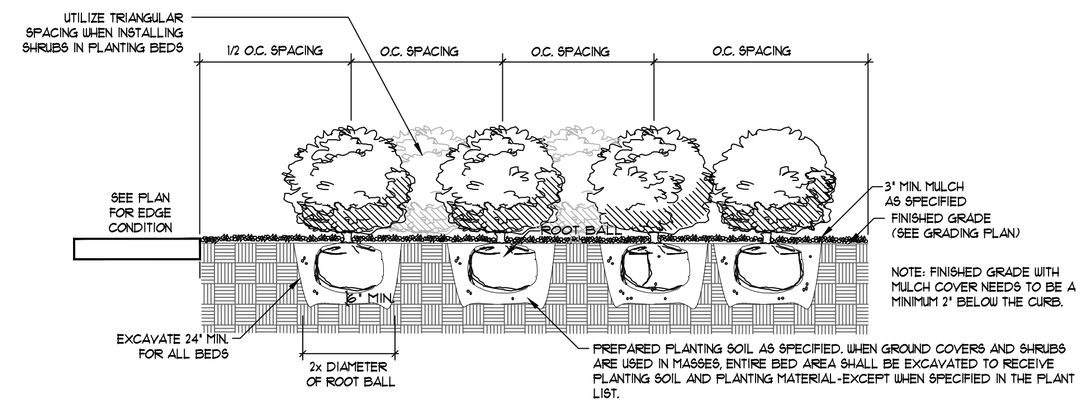

4 SHRUB INSTALLATION

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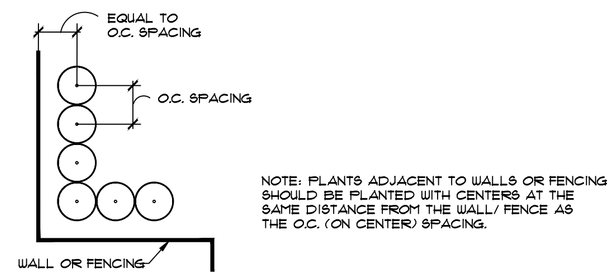
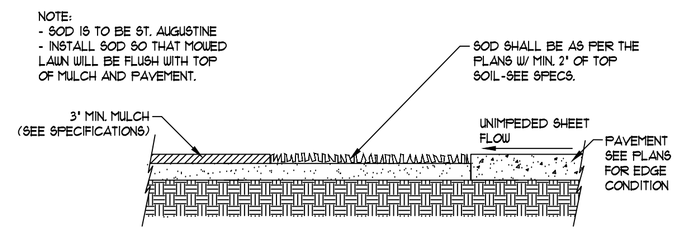


5 PLANTING ADJACENT TO WALL/FENCE

PLAN NTS



6 SOD INSTALLATION

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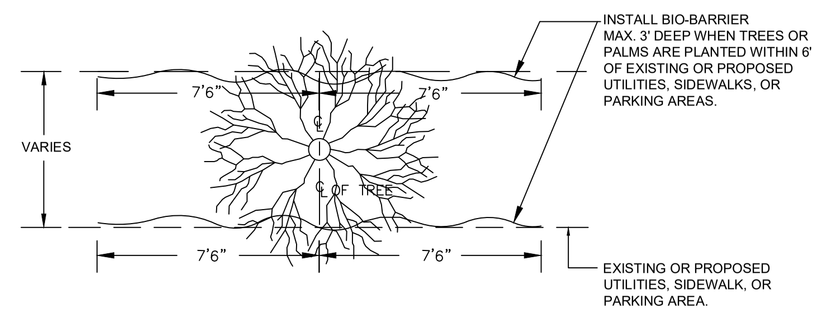
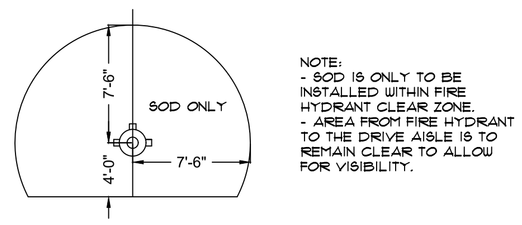


7 ROOT BARRIER

PLAN NTS



8 FIRE HYDRANT CLEAR ZONE

PLAN NTS

DATE:	11/04/19
SCALE:	NTS
DESIGN BY:	SWP
DRAWN BY:	SWP
CHECKED BY:	JDH
APPROVED BY:	SWP

BY:	DATE:	DESCRIPTION:

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CIRCLE S ESTATES
TOWN OF SOUTHWEST RANCHES, FLORIDA

PREPARED FOR:
CC HOMES

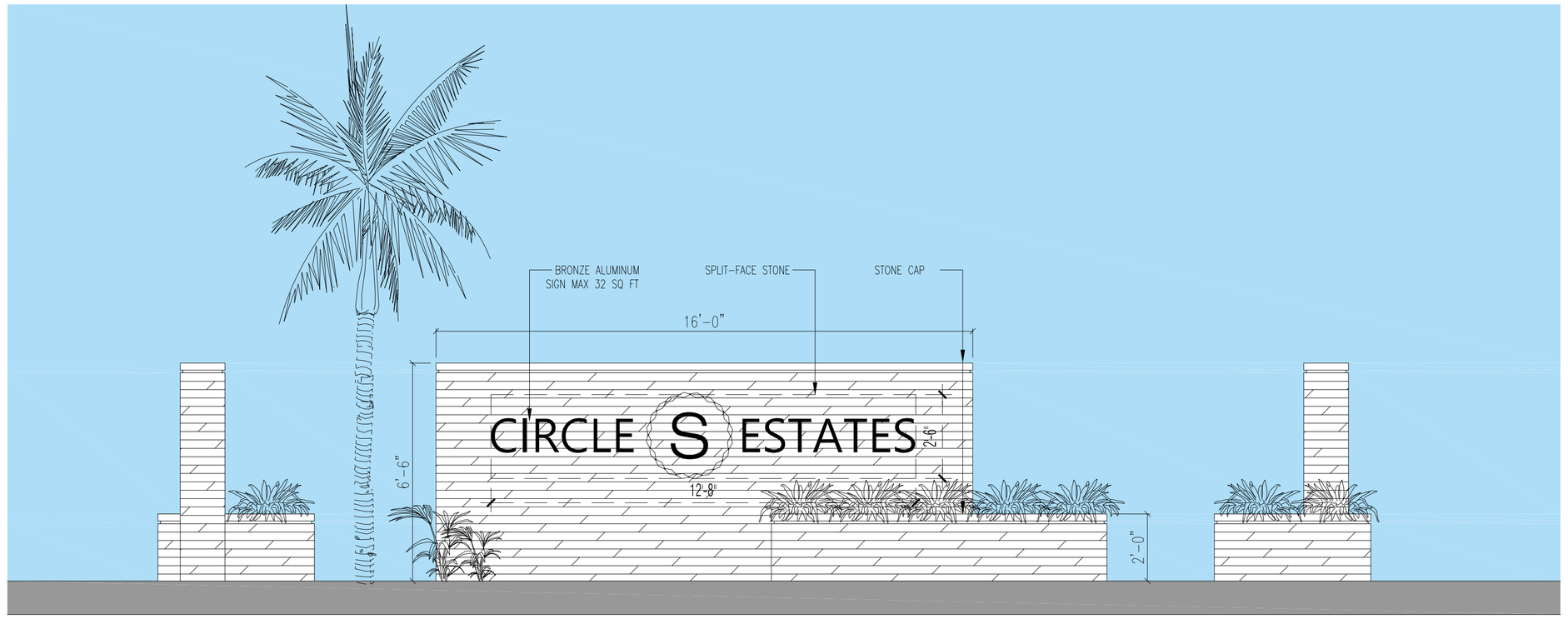
LANDSCAPE DETAILS

Scott W. Peavler, R.L.A.
Florida R.L.A. No. 6666976

PROJECT NO.
19-0033-001-03

LPD-2

SHEET 2 OF 2



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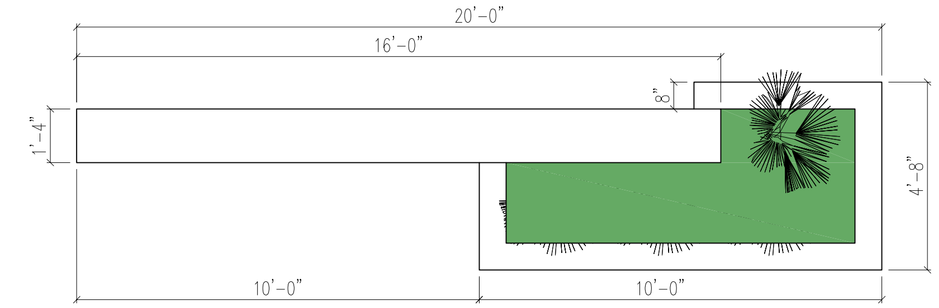
LEFT SIGN



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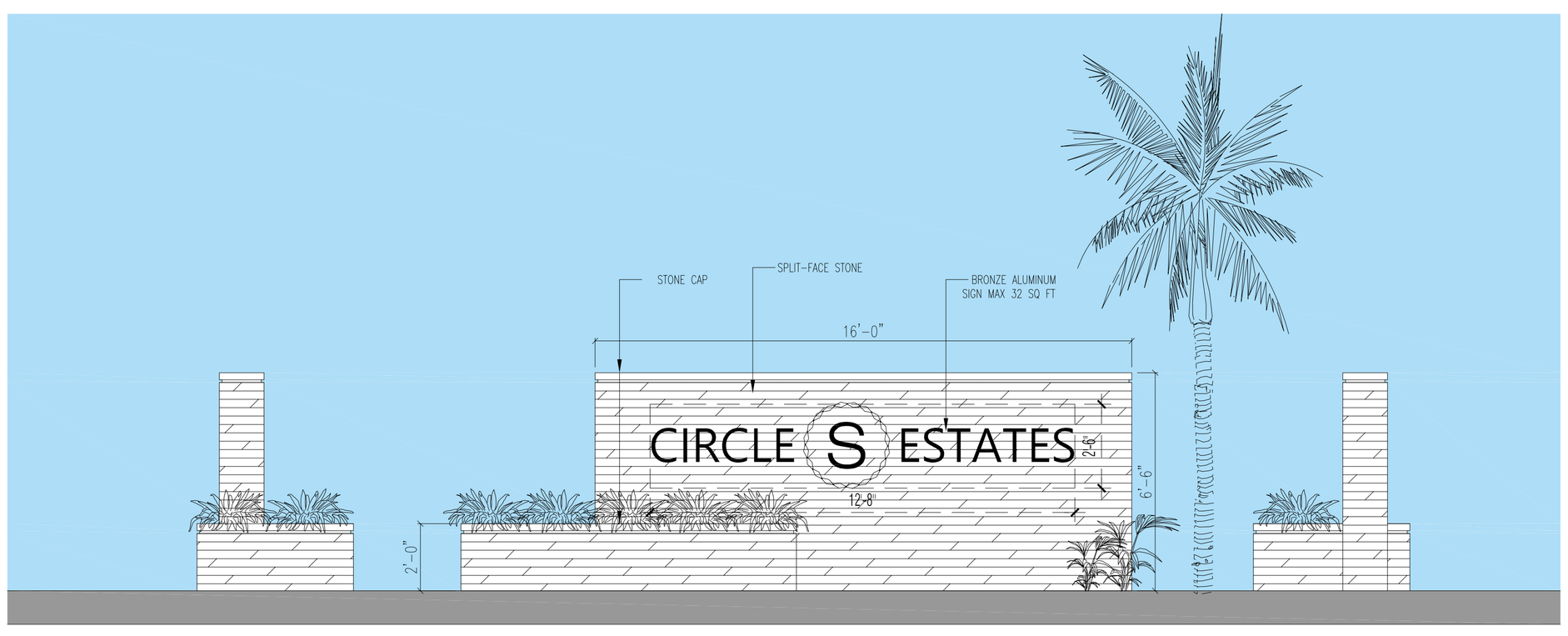

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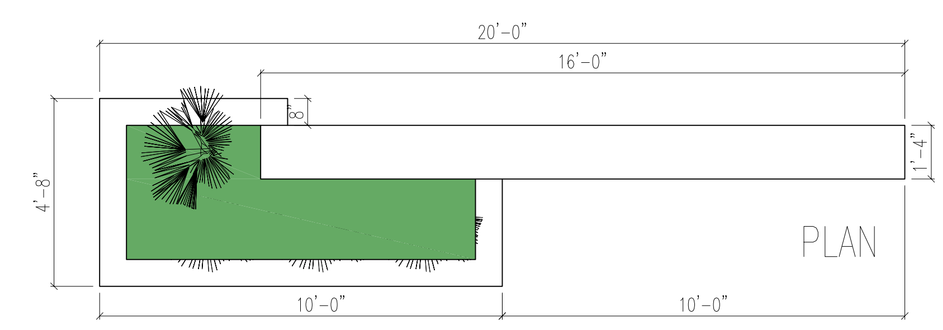

PLAN

PLAN

7910 NW 25TH STREET
SUITE 200
DORAL FL 33122
(305) 593-9798
WWW.MAS.MIAMI
MIAMI ARCHITECTURAL STUDIO, LLC

CIRCLE " S "
SINGLE FAMILY HOMES
CC HOMES, LLC
WESTON, FLORIDA

REVISIONS	

ENTRY SIGN

SCALE 3/8" = 1'-0"
JOB 1919
SHEET
A1

1/14/2020
6:43:55 PM

JENNIFER MALLON SALMAN • AR-17181

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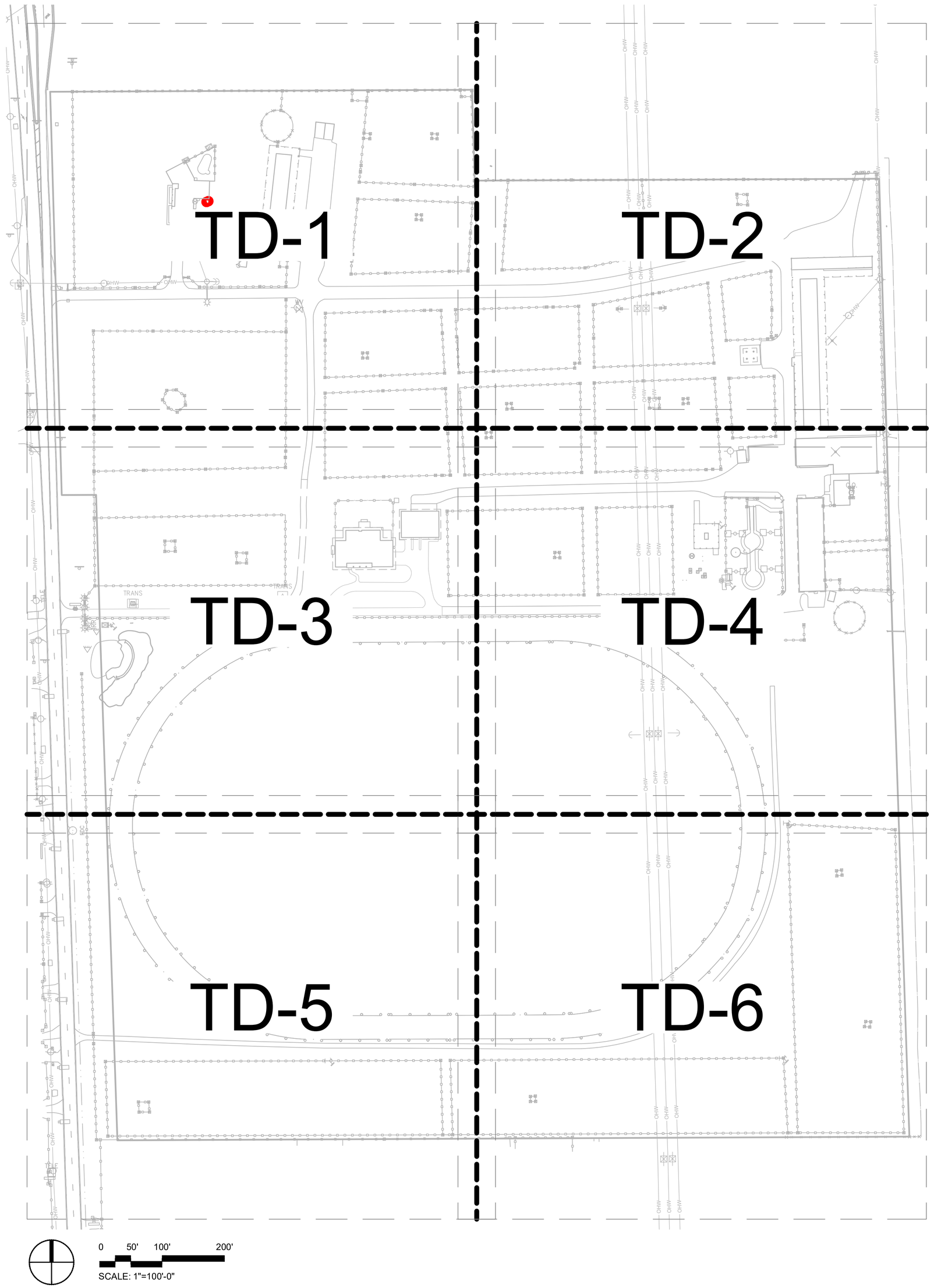

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DATE:	11/04/19
SCALE:	1" = 100'-0"
DESIGN BY:	SWP
DRAWN BY:	SWP
CHECKED BY:	JDH
APPROVED BY:	SWP

BY:	DATE:	DESCRIPTION:

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CIRCLE S ESTATES
TOWN OF SOUTHWEST RANCHES, FLORIDA

PREPARED FOR:
CC HOMES

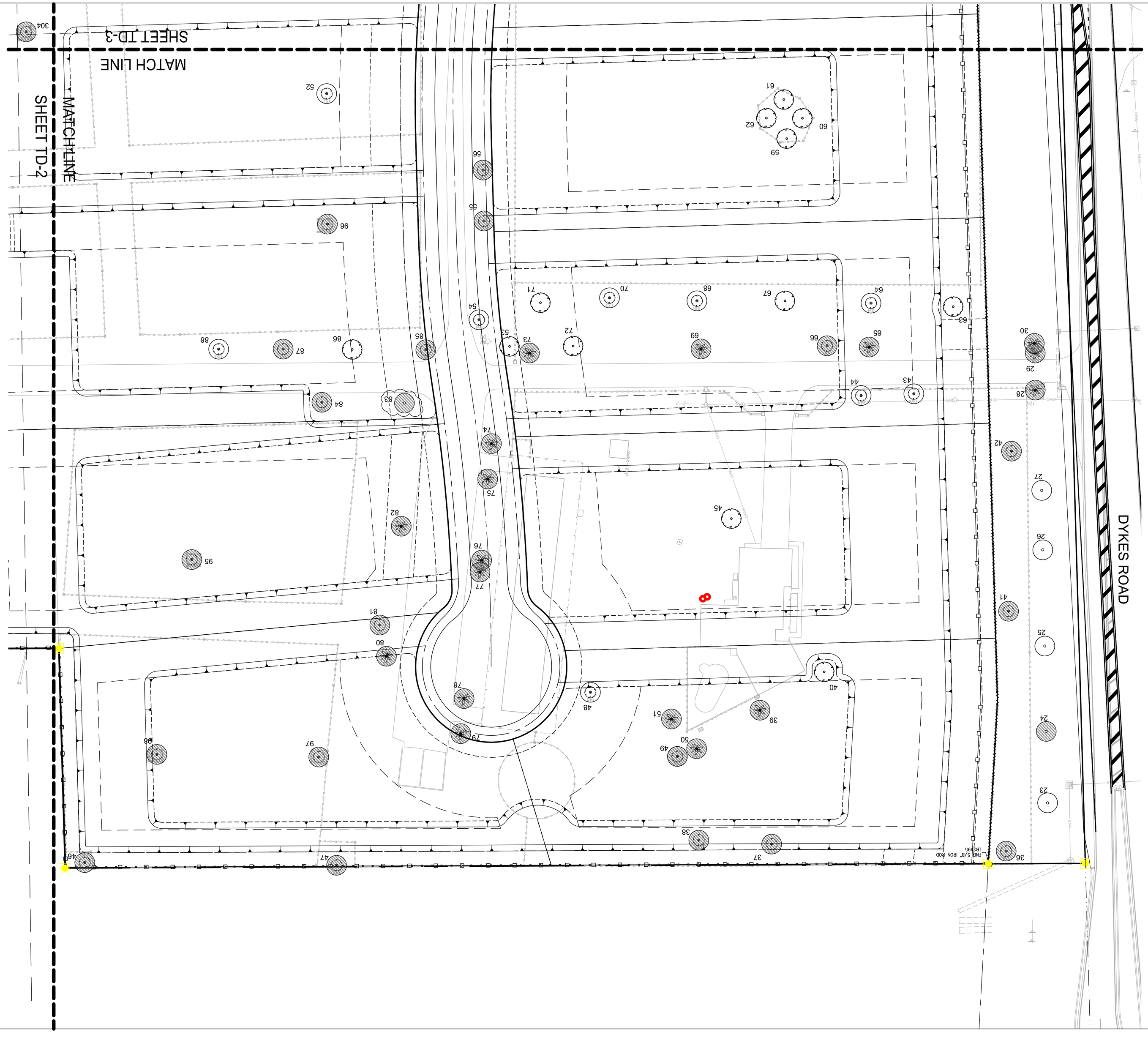
TREE DISPOSITION KEY MAP

Scott W. Peavler, R.L.A.
Florida R.L.A. No. 6666976

PROJECT NO.
19-0033-001-03

TDKM

SHEET 1 OF 1



LEGEND

- TREES/ PALMS TO REMAIN
- xx TREES/ PALMS TO BE REMOVED
- xx TREES/ PALMS TO BE RELOCATED

NOTES:

1. FOR TREE RELOCATIONS AND TREES TO REMAIN, SEE ADDITIONAL NOTES ON SHEET TD-8.
2. A TEMPORARY HOLDING AREA REQUIRED FOR ANY TREES OR PALMS WILL BE COORDINATED WITH THE TOWN.
3. ALL TREES TO REMAIN ON SITE ARE REQUIRED TO HAVE TREE PROTECTION IN PLACE PRIOR TO ANY ACTIVITY ON THE SITE
4. ALL INVASIVE SPECIES ON SITE WILL BE CLEARED FROM THE ENTIRE SITE.
5. ANY PROTECTED OR RELOCATED TREES DAMAGED OR THAT HAVE DIED WILL BE REPLACED PER CANOPY SQUARE FOOTAGE. PALMS TO BE REPLACED ONE FOR ONE.
6. A TREE REMOVAL PERMIT FROM THE TOWN OF SOUTHWEST RANCHES IS REQUIRED PRIOR TO CONSTRUCTION ACTIVITY.
7. A PRELIMINARY LANDSCAPE INSPECTION IS REQUIRED AFTER TREES ARE PROTECTED. TREES ARE REMOVED, AND PRIOR TO ANY NEW LANDSCAPE PLANT MATERIAL BEING INSTALLED.

SCALE: 1"=30'-0"

0 15' 30' 60'

TD-1

SHEET 1 OF 8

PROJECT NO.
19-0033-001-03

Scott W. Feaver, R.L.A.
Florida R.L.A. No. 6666976

CIRCLE S ESTATES
TOWN OF SOUTHWEST RANCHES, FLORIDA

PREPARED FOR:
CC HOMES

TREE DISPOSITION PLAN

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NO.	DESCRIPTION:	BY:	DATE:
1.	REVISED PER DRC COMMENTS	SWP	05/21/2020
2.	REVISED PER DRC COMMENTS	SWP	07/20/2020

DATE:	11/04/19
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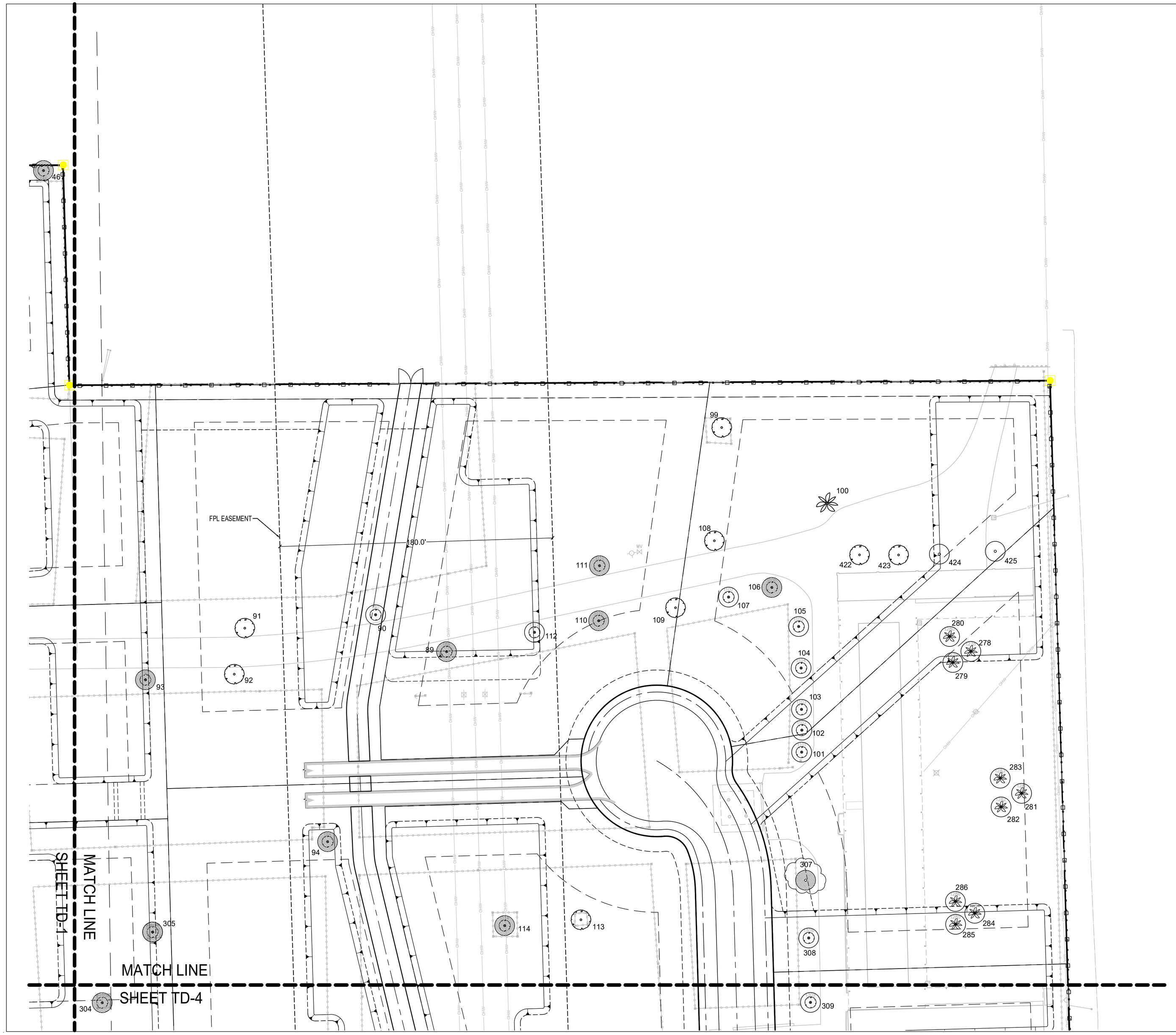
DESIGN BY:	SWP
DRAWN BY:	SWP
CHECKED BY:	JDH
APPROVED BY:	SWP



LEGEND

- TREES/ PALMS TO REMAIN
- XX TREES/ PALMS TO BE REMOVED
- XX TREES/ PALMS TO BE RELOCATED

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0 15' 30' 60'
SCALE: 1"=30'-0"

	DATE:	11/04/19
	SCALE:	1" = 30'-0"
	DESIGN BY:	SWP
	DRAWN BY:	SWP
	CHECKED BY:	JDH
2 REVISED PER DRC COMMENTS	SWP 07/20/2020	
DESCRIPTION:	BY: DATE:	APPROVED BY: SWP

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FAX: (954) 739-6409 TEL.: (954) 739-6400
FLORIDA LICENSED ENGINEERING, SURVEYING & MAPPING BUSINESS No. 271
FLORIDA LICENSED LANDSCAPE ARCHITECTURE BUSINESS No. C000114

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CIRCLE S ESTATES
TOWN OF SOUTHWEST RANCHES, FLORIDA
PREPARED FOR:
CC HOMES

TREE DISPOSITION PLAN

Scott W. Peavler, R.L.A.
Florida R.L.A. No. 6666976

PROJECT NO.
19-0033-001-03

TD-2
SHEET 2 OF 8

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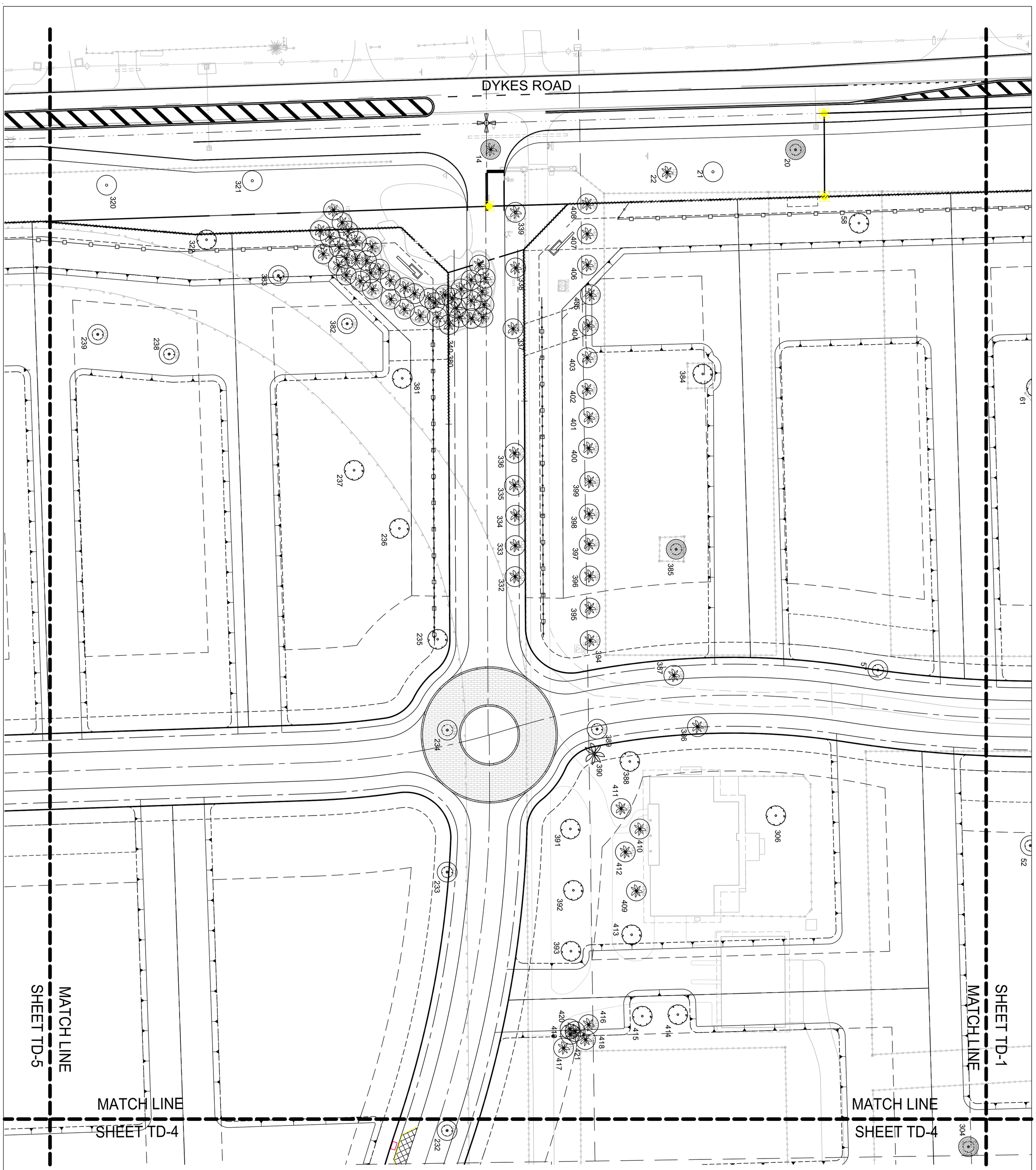

LEGEND

TREES/ PALMS TO REMAIN

XX TREES/ PALMS TO BE REMOVED

XX TREES/ PALMS TO BE RELOCATED

NOTES:

1. FOR TREE RELOCATIONS AND TREES TO REMAIN, SEE ADDITIONAL NOTES ON SHEET TD-8.
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0 15' 30' 60'
SCALE: 1"=30'-0"

CIRCLE S ESTATES
TOWN OF SOUTHWEST RANCHES, FLORIDA

PREPARED FOR:
CC HOMES

TREE DISPOSITION PLAN

Scott W. Peavler, R.L.A.
Florida R.L.A. No. 6666976

PROJECT NO.
19-0033-001-03

TD-3
SHEET 3 OF 8

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1 REVISED PER DRC COMMENTS	SWP	05/21/2020

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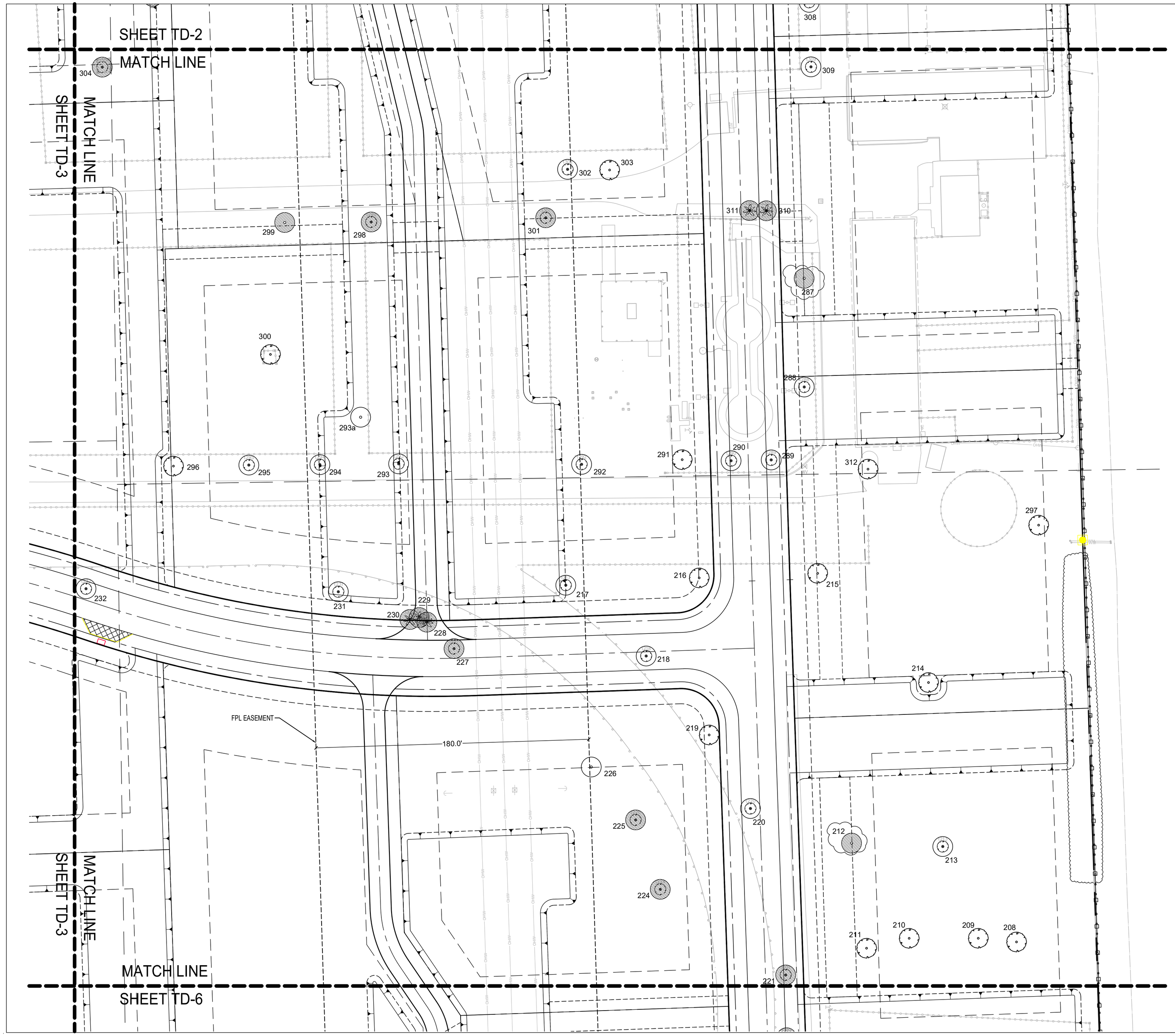
APPROVED BY:	SWP



LEGEND

- TREES/ PALMS TO REMAIN
- XX TREES/ PALMS TO BE REMOVED
- XX TREES/ PALMS TO BE RELOCATED

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CIRCLE S ESTATES
TOWN OF SOUTHWEST RANCHES, FLORIDA

PREPARED FOR:
CC HOMES

TREE DISPOSITION PLAN

Scott W. Peavler, R.L.A.
Florida R.L.A. No. 6666976

PROJECT NO.
19-0033-001-03

TD-4

SHEET 4 OF 8

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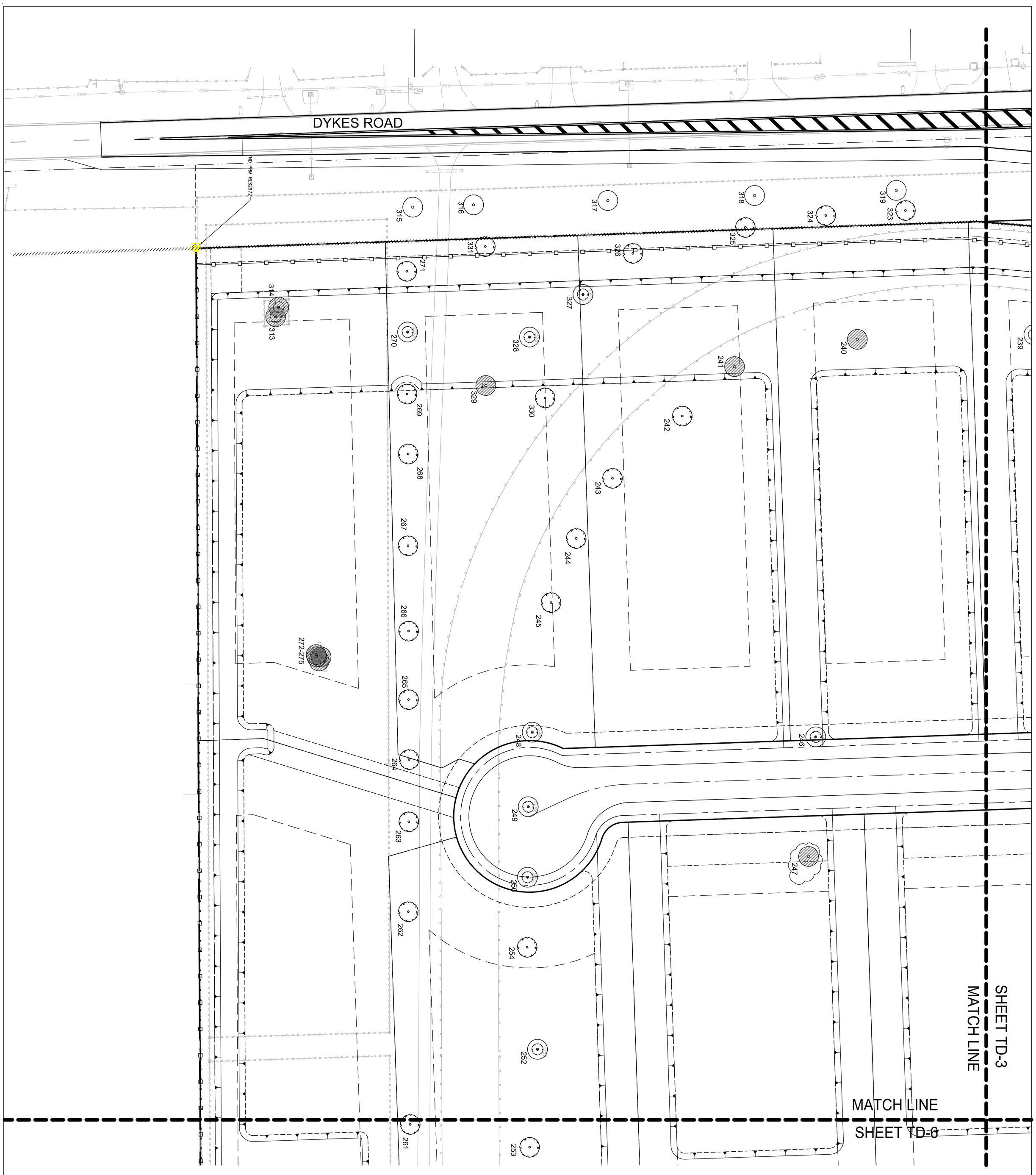

LEGEND

- TREES/ PALMS TO REMAIN
- XX TREES/ PALMS TO BE REMOVED
- XX TREES/ PALMS TO BE RELOCATED

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CIRCLE S ESTATES
TOWN OF SOUTHWEST RANCHES, FLORIDA

PREPARED FOR:
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TREE DISPOSITION PLAN

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1 REVISED PER DRC COMMENTS	SWP	05/21/2020

DATE:	11/04/19
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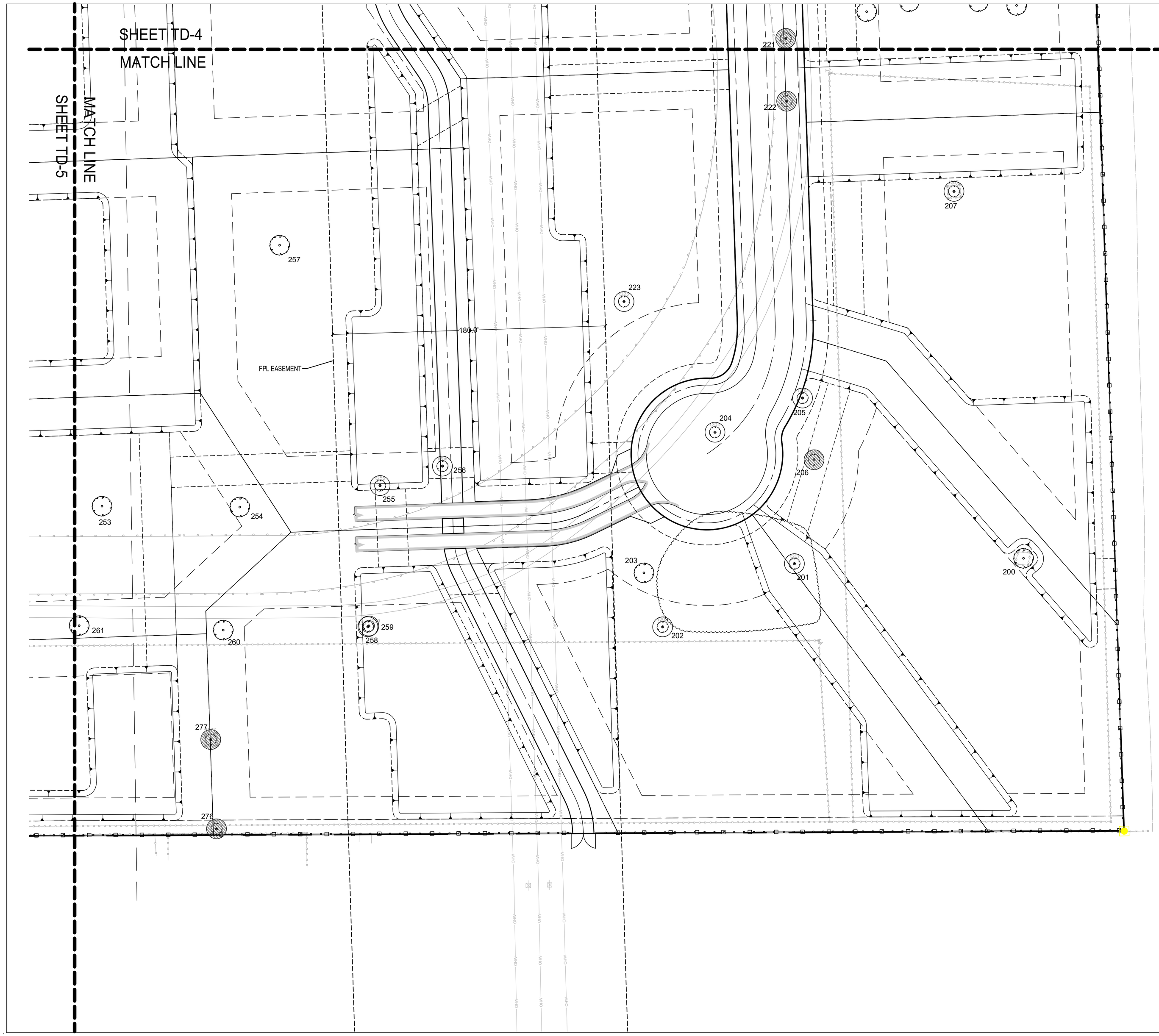
CHECKED BY:	JDH
APPROVED BY:	SWP

Scott W. Peavler, R.L.A.
Florida R.L.A. No. 6666976

PROJECT NO.
19-0033-001-03

TD-5

SHEET 5 OF 8



LEGEND

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BY:	DATE:	DESCRIPTION:

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CIRCLE S ESTATES
TOWN OF SOUTHWEST RANCHES, FLORIDA

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TREE DISPOSITION PLAN

Scott W. Peavler, R.L.A.
Florida R.L.A. No. 6666976

PROJECT NO.
19-0033-001-03

TD-6

SHEET 6 OF 8

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TREE DISPOSITION LIST:

ID #	SCIENTIFIC NAME	COMMON NAME	SIZE	CANOPY DIA.	CANOPY SF	CONDITION	STATUS
T1	DYPSIS LUTESCENS	ARECA BAMBOO	8' CT	7	38	GOOD	OFF SITE
T2	DYPSIS LUTESCENS	ARECA BAMBOO	8' CT	7	38	GOOD	OFF SITE
T3	DYPSIS LUTESCENS	ARECA BAMBOO	8' CT	7	38	GOOD	OFF SITE
T4	DYPSIS LUTESCENS	ARECA BAMBOO	8' CT	7	38	GOOD	OFF SITE
T5	DYPSIS LUTESCENS	ARECA BAMBOO	8' CT	7	38	GOOD	OFF SITE
T7a	QUERCUS VIRGINIANA	LIVE OAK	26"	30	707	GOOD	OFF SITE
T7	ADONIDIA MERRILLII	CHRISTMAS PALM	4' CT		0	GOOD	OFF SITE
T8	QUERCUS VIRGINIANA	LIVE OAK	30"	30	707	GOOD	OFF SITE
T9	QUERCUS VIRGINIANA	LIVE OAK	22"	28	615	GOOD	OFF SITE
T10	QUERCUS VIRGINIANA	LIVE OAK	24"	28	615	GOOD	OFF SITE
T11	QUERCUS VIRGINIANA	LIVE OAK	24"	32	804	GOOD	OFF SITE
T12	QUERCUS VIRGINIANA	LIVE OAK	22"	28	615	GOOD	OFF SITE
T13	QUERCUS VIRGINIANA	LIVE OAK	32"	30	707	GOOD	OFF SITE
T14	PHOENIX ROEBELLINI	P. DATE PALM	6' CT	5	20	GOOD	**REMOVE**
T15	PHOENIX CANARIENSIS	CANARY ISLAND DATE	10' CT	12	113	GOOD	OFF SITE
T16	PHOENIX CANARIENSIS	CANARY ISLAND DATE	9' CT	12	113	GOOD	OFF SITE
T17	OPUNTIA SPP	PRICKLY PEAR CACTUS	24"	7	38	GOOD	OFF SITE
T18	BISCHOFIA JAVANICA	BISHOPWOOOD	30"	24	452	INVASIVE	OFF SITE
T19	BISCHOFIA JAVANICA	BISHOPWOOOD	24"	32	804	INVASIVE	OFF SITE
T20	BISCHOFIA JAVANICA	BISHOPWOOOD	48"	15	177	INVASIVE	**REMOVE**
T21	ROYSTONEA REGIA	ROYAL PALM	36' CT	15	177	GOOD	**RELOCATE**
T22	ROYSTONEA REGIA	ROYAL PALM	50' CT	15	177	GOOD	**RELOCATE**
T23	ROYSTONEA REGIA	ROYAL PALM	42' CT	15	177	GOOD	**RELOCATE**
T24	ROYSTONEA REGIA	ROYAL PALM	42' CT	15	177	POOR	**REMOVE**
T25	ROYSTONEA REGIA	ROYAL PALM	42' CT	15	177	GOOD	**RELOCATE**
T26	ROYSTONEA REGIA	ROYAL PALM	48' CT	15	177	GOOD	**RELOCATE**
T27	ROYSTONEA REGIA	ROYAL PALM	42' CT	15	177	GOOD	**RELOCATE**
T28	WASHINGTONIA ROBUSTA	WASHINGTONIA PALM	50' CT	10	79	GOOD	**REMOVE**
T29	WASHINGTONIA ROBUSTA	WASHINGTONIA PALM	50' CT	10	79	GOOD	**REMOVE**
T30	WASHINGTONIA ROBUSTA	WASHINGTONIA PALM	50' CT	10	79	GOOD	**REMOVE**
T31	FICUS BENJAMINA	FICUS	54"	46	1,661	GOOD	OFF SITE
T32	CONOCARPUS ERECTUS	BUTTONWOOD	12"	10	79	GOOD	OFF SITE
T33	CONOCARPUS ERECTUS	BUTTONWOOD	12"	12	113	GOOD	OFF SITE
T34	CONOCARPUS ERECTUS	BUTTONWOOD	12"	10	79	GOOD	OFF SITE
T35	CONOCARPUS ERECTUS	BUTTONWOOD	8"		0	GOOD	OFF SITE
T36	BISCHOFIA JAVANICA	BISHOPWOOOD	30"	30	707	GOOD	**REMOVE**
T37	BISCHOFIA JAVANICA	BISHOPWOOOD	32"	28	615	POOR	**REMOVE**
T38	STUMP		32"	0	0		**REMOVE**
T39	DYPSIS LUTESCENS	ARECA BAMBOO PALM	16' CT	12	113	GOOD	**REMOVE**
T40	QUERCUS VIRGINIANA	LIVE OAK	38"	55	2,375	GOOD	REMAIN
T41	BISCHOFIA JAVANICA	BISHOPWOOOD	24"		0	INVASIVE	**REMOVE**
T42	BISCHOFIA JAVANICA	BISHOPWOOOD	22"	30	707	INVASIVE	**REMOVE**
T43	QUERCUS VIRGINIANA	LIVE OAK	14"	16	201	POOR	REMAIN
T44	QUERCUS VIRGINIANA	LIVE OAK	18"	28	615	POOR	**RELOCATE**
T45	QUERCUS VIRGINIANA	LIVE OAK	28"	40	1,256	GOOD	**RELOCATE**
T46	BISCHOFIA JAVANICA	BISHOPWOOOD	60"	48	1,809	INVASIVE	**REMOVE**
T47	BISCHOFIA JAVANICA	BISHOPWOOOD	72"	60	2,826	INVASIVE	**REMOVE**
T48	QUERCUS VIRGINIANA	LIVE OAK	18"	42	1,385	GOOD	**RELOCATE**
T49	BISCHOFIA JAVANICA	BISHOPWOOOD	20"	36	1,017	INVASIVE	**REMOVE**
T50	DYPSIS LUTESCENS	ARECA BAMBOO PALM	8' CT	12	113	GOOD	**REMOVE**
T51	DYPSIS LUTESCENS	ARECA BAMBOO PALM	12' CT	13	133	GOOD	**REMOVE**
T52	QUERCUS VIRGINIANA	LIVE OAK	36"	60	2,826	GOOD	**RELOCATE**
T53	FICUS BENJAMINA	FICUS	42"	30	707	GOOD	REMAIN
T54	QUERCUS VIRGINIANA	LIVE OAK	24"	28	615	GOOD	**RELOCATE**
T55	FICUS BENJAMINA	FICUS	36"	26	531	GOOD	**REMOVE**
T56	FICUS BENJAMINA	FICUS	30"	32	804	GOOD	**REMOVE**
T57	QUERCUS VIRGINIANA	LIVE OAK	48"	60	2,826	GOOD	**RELOCATE**
T58	QUERCUS VIRGINIANA	LIVE OAK	36"	44	1,520	GOOD	REMAIN
T59	CALLISTEMON VIMINALIS	BOTTLEBRUSH	14"	18	254	GOOD	REMAIN
T60	CALLISTEMON VIMINALIS	BOTTLEBRUSH	12"	14	154	GOOD	REMAIN
T61	CALLISTEMON VIMINALIS	BOTTLEBRUSH	18"	16	201	GOOD	REMAIN
T62	CALLISTEMON VIMINALIS	BOTTLEBRUSH	16"	18	254	GOOD	REMAIN
T63	QUERCUS VIRGINIANA	LIVE OAK	36"	42	1,385	GOOD	REMAIN
T64	QUERCUS VIRGINIANA	LIVE OAK	28"	57	2,550	GOOD	**RELOCATE**
T65	WASHINGTONIA ROBUSTA	WASHINGTONIA PALM	42' CT	14	154	GOOD	**REMOVE**
T66	FICUS BENJAMINA	FICUS	42"	12	113	GOOD	**REMOVE**
T67	QUERCUS VIRGINIANA	LIVE OAK	26"	36	1,017	GOOD	REMAIN
T68	QUERCUS VIRGINIANA	LIVE OAK	38"	46	1,661	GOOD	**RELOCATE**
T69	WASHINGTONIA ROBUSTA	WASHINGTONIA PALM	40' CT	14	154	GOOD	**REMOVE**
T70	QUERCUS VIRGINIANA	LIVE OAK	30"	32	804	GOOD	**RELOCATE**
T71	QUERCUS VIRGINIANA	LIVE OAK	36"	34	907	GOOD	REMAIN
T72	FICUS BENJAMINA	FICUS	34"		50	GOOD	REMAIN
T73	WASHINGTONIA ROBUSTA	WASHINGTONIA PALM	42' CT	14	154	GOOD	**REMOVE**
T74	WASHINGTONIA ROBUSTA	WASHINGTONIA PALM	48' CT	12	113	GOOD	**REMOVE**
T75	WASHINGTONIA ROBUSTA	WASHINGTONIA PALM	48' CT	14	154	GOOD	**REMOVE**
T76	WASHINGTONIA ROBUSTA	WASHINGTONIA PALM	44' CT	14	154	GOOD	**REMOVE**
T77	WASHINGTONIA ROBUSTA	WASHINGTONIA PALM	46' CT	14	154	GOOD	**REMOVE**
T78	WASHINGTONIA ROBUSTA	WASHINGTONIA PALM	52' CT	14	154	GOOD	**REMOVE**
T79	WASHINGTONIA ROBUSTA	WASHINGTONIA PALM	52' CT	15	177	GOOD	**REMOVE**
T80	WASHINGTONIA ROBUSTA	WASHINGTONIA PALM	42' CT	12	113	GOOD	**REMOVE**
T81	BISCHOFIA JAVANICA	BISHOPWOOOD	36"	58	2,641	INVASIVE	**REMOVE**
T82	WASHINGTONIA ROBUSTA	WASHINGTONIA PALM	46' CT	13	133	GOOD	**REMOVE**
T83	QUERCUS VIRGINIANA	LIVE OAK	18"	26	531	GOOD	**REMOVE**
T84	BISCHOFIA JAVANICA	BISHOPWOOOD	18"	24	452	INVASIVE	**REMOVE**
T85	BISCHOFIA JAVANICA	BISHOPWOOOD	48"	60	2,826	INVASIVE	**REMOVE**
T86	QUERCUS VIRGINIANA	LIVE OAK	32"	36	1,017	GOOD	REMAIN
T87	BISCHOFIA JAVANICA	BISHOPWOOOD	36"	40	1,256	INVASIVE	**REMOVE**
T88	QUERCUS VIRGINIANA	LIVE OAK	38"	38	1,134	GOOD	**RELOCATE**
T89	BISCHOFIA JAVANICA	BISHOPWOOOD	42"	42	1,385	INVASIVE	**REMOVE**
T90	QUERCUS VIRGINIANA	LIVE OAK	18"	22	380	GOOD	**RELOCATE**
T91	QUERCUS VIRGINIANA	LIVE OAK	22"	30	707	GOOD	REMAIN
T92	QUERCUS VIRGINIANA	LIVE OAK	26"	36	1,017	GOOD	REMAIN
T93	FICUS BENJAMINA	FICUS	6	36	1,017	POOR	**REMOVE**
T94	BISCHOFIA JAVANICA	BISHOPWOOOD	56"	50	1,963	INVASIVE	**REMOVE**
T95	BISCHOFIA JAVANICA	BISHOPWOOOD	32"	36	1,017	INVASIVE	**REMOVE**
T96	BISCHOFIA JAVANICA	BISHOPWOOOD	60"	55	2,375	INVASIVE	**REMOVE**
T97	BISCHOFIA JAVANICA	BISHOPWOOOD	66"	58	2,641	INVASIVE	**REMOVE**
T98	BISCHOFIA JAVANICA	BISHOPWOOOD	60"	34	907	INVASIVE	**REMOVE**
T99	FICUS BENJAMINA	FICUS	60"	80	5,024	GOOD	REMAIN
T100	SABAL PALMETTO	SABAL PALM	24' CT	10	79	GOOD	REMAIN
T101	QUERCUS LAURIFOLIA	LAUREL OAK	14"	28	615	GOOD	**RELOCATE**
T102	QUERCUS LAURIFOLIA	LAUREL OAK	6"	18	254	GOOD	**RELOCATE**
T103	QUERCUS LAURIFOLIA	LAUREL OAK	18"	30	707	GOOD	**RELOCATE**
T104	QUERCUS LAURIFOLIA	LAUREL OAK	24"	36	1,017	GOOD	**RELOCATE**
T105	QUERCUS LAURIFOLIA	LAUREL OAK	20"	33	855	GOOD	**RELOCATE**
T106	BISCHOFIA JAVANICA	BISHOPWOOOD	42"	38	1,134	INVASIVE	**REMOVE**
T107	QUERCUS VIRGINIANA	LIVE OAK	20"	30	707	GOOD	**RELOCATE**
T108	QUERCUS VIRGINIANA	LIVE OAK	24"	36	1,017	GOOD	REMAIN
T109	BUCIDA BUCERAS	BLACK OLIVE	26"	40	1,256	GOOD	REMAIN
T110	BISCHOFIA JAVANICA	BISHOPWOOOD	34"	48	1,809	INVASIVE	**REMOVE**
T111	BISCHOFIA JAVANICA	BISHOPWOOOD	36"	48	1,809	INVASIVE	**REMOVE**
T112	QUERCUS VIRGINIANA	LIVE OAK	14"	26	531	GOOD	**RELOCATE**
T113	BUCIDA BUCERAS	BLACK OLIVE	28"	34	907	GOOD	REMAIN
T114	FICUS BENJAMINA	FICUS	72"	38	1,134	GOOD	**REMOVE**
T200	QUERCUS VIRGINIANA	LIVE OAK	26"	38	1,134	GOOD	REMAIN
T201	QUERCUS VIRGINIANA	LIVE OAK	20"	36	1,017	GOOD	**RELOCATE**
T202	QUERCUS VIRGINIANA	LIVE OAK	21"	42	1,385	GOOD	**RELOCATE**
T203	QUERCUS VIRGINIANA	LIVE OAK	24"	34	907	GOOD	REMAIN
T204	QUERCUS VIRGINIANA	LIVE OAK	32"	44	1,520	GOOD	**RELOCATE**
T205	QUERCUS VIRGINIANA	LIVE OAK	24"	40	1,256	GOOD	**RELOCATE**

ID #	SCIENTIFIC NAME	COMMON NAME	SIZE	CANOPY DIA.	CANOPY SF	CONDITION	STATUS
T206	BISCHOFIA JAVANICA	BISHOPWOOOD	36"	37	1,075	INVASIVE	**REMOVE**
T207	QUERCUS VIRGINIANA	LIVE OAK	19"	33	855	GOOD	**RELOCATE**
T208	SWIETENIA MAHAGONI	MAHOGANY	18"	34	907	GOOD	REMAIN
T209	SWIETENIA MAHAGONI	MAHOGANY	20"	33	855	GOOD	REMAIN
T210	SWIETENIA MAHAGONI	MAHOGANY	24"	33	855	GOOD	REMAIN
T211	SWIETENIA MAHAGONI	MAHOGANY	18"	30	707	GOOD	REMAIN
T212	SWIETENIA MAHAGONI	MAHOGANY	18"	36	1,017	GOOD	**REMOVE**
T213	SWIETENIA MAHAGONI	MAHOGANY	20"	40	1,256	GOOD	**RELOCATE**
T214	FICUS BENJAMINA	FICUS	40"	52	2,123	GOOD	REMAIN
T215	QUERCUS VIRGINIANA	LIVE OAK	18"	25	491	GOOD	REMAIN
T216	QUERCUS VIRGINIANA	LIVE OAK	17"	27	572	GOOD	REMAIN
T217	QUERCUS VIRGINIANA	LIVE OAK	10"	27	572	GOOD	**RELOCATE**
T218	QUERCUS VIRGINIANA	LIVE OAK	18"	28	615	GOOD	**RELOCATE**
T219	QUERCUS VIRGINIANA	LIVE OAK	20"	30	707	GOOD	REMAIN
T220	QUERCUS VIRGINIANA	LIVE OAK	22"	34	907	GOOD	**RELOCATE**
T221	BUCIDA BUCERAS	BLACK OLIVE	36"	44	1,520	GOOD	**REMOVE**
T222	BUCIDA BUCERAS	BLACK OLIVE	36"	42	1,385	GOOD	**REMOVE**
T223	QUERCUS VIRGINIANA	LIVE OAK	19"	30	707	GOOD	**RELOCATE**
T224	BUCIDA BUCERAS	BLACK OLIVE	16"	40	1,256	GOOD	**REMOVE**
T225	BUCIDA BUCERAS	BLACK OLIVE	16"	45	1,590	GOOD	**REMOVE**
T226	QUERCUS VIRGINIANA	LIVE OAK	18"	46	1,661	GOOD	REMAIN
T227	QUERCUS VIRGINIANA	LIVE OAK	18"	28	615	GOOD	**RELOCATE**
T228	WASHINGTONIA ROBUSTA	WASHINGTONIA PALM	35' CT	10	79	GOOD	**REMOVE**
T229	WASHINGTONIA ROBUSTA	WASHINGTONIA PALM	37' CT	10	79	GOOD	**REMOVE**
T230	WASHINGTONIA ROBUSTA	WASHINGTONIA PALM	33' CT	10	79	GOOD	**REMOVE**
T231	QUERCUS VIRGINIANA	LIVE OAK	15"	24	452	GOOD	**RELOCATE**
T232	QUERCUS VIRGINIANA	LIVE OAK	16"	28	615	GOOD	**RELOCATE**
T233	QUERCUS VIRGINIANA	LIVE OAK	21"	30	707	GOOD	**RELOCATE**
T234	QUERCUS VIRGINIANA	LIVE OAK	17"	28	615	GOOD	**RELOCATE**
T235	QUERCUS VIRGINIANA	LIVE OAK	22"	12	113	GOOD	REMAIN
T236	QUERCUS VIRGINIANA	LIVE OAK	21"	28	615	GOOD	REMAIN
T237	QUERCUS VIRGINIANA	LIVE OAK	19"	28	615	GOOD	REMAIN
T238	QUERCUS VIRGINIANA	LIVE OAK	17"	26	531	GOOD	**RELOCATE**
T239	QUERCUS VIRGINIANA	LIVE OAK	20"	38	1,134	GOOD	**RELOCATE**
T240	QUERCUS VIRGINIANA	LIVE OAK	21"	28	615	GOOD	**REMOVE**
T241	QUERCUS VIRGINIANA	LIVE OAK	19"	26	531	GOOD	**REMOVE**
T242	QUERCUS VIRGINIANA	LIVE OAK	14"	28	615	GOOD	REMAIN
T243	QUERCUS VIRGINIANA	LIVE OAK	16"	28	615	GOOD	REMAIN
T244	QUERCUS VIRGINIANA	LIVE OAK	16"	26	531	GOOD	REMAIN
T245	QUERCUS VIRGINIANA	LIVE OAK	15"	26	531	GOOD	REMAIN
T246	QUERCUS VIRGINIANA	LIVE OAK	18"	25	491	GOOD	**RELOCATE**
T247	QUERCUS VIRGINIANA	LIVE OAK	18"	25	491	GOOD	**REMOVE**
T248	QUERCUS VIRGINIANA	LIVE OAK	15"	27	572	GOOD	**RELOCATE**
T249	QUERCUS VIRGINIANA	LIVE OAK	18"	28	615	GOOD	**RELOCATE**
T250	QUERCUS VIRGINIANA	LIVE OAK	18"	29	660	GOOD	**RELOCATE**
T251	QUERCUS VIRGINIANA	LIVE OAK	18"	29	660	GOOD	REMAIN
T252	QUERCUS VIRGINIANA	LIVE OAK	20"	36	1,017	GOOD	**RELOCATE**
T253	QUERCUS VIRGINIANA	LIVE OAK	22"	36	1,017	GOOD	REMAIN
T254	QUERCUS VIRGINIANA	LIVE OAK	23"	29	660	GOOD	REMAIN
T255	QUERCUS VIRGINIANA	LIVE OAK	21"	28	615	GOOD	**RELOCATE**
T256	QUERCUS VIRGINIANA	LIVE OAK	18"	28	615	GOOD	**RELOCATE**
T257	QUERCUS VIRGINIANA	LIVE OAK	18"	23	415	GOOD	REMAIN
T258	QUERCUS VIRGINIANA	LIVE OAK	16"	29	660	GOOD	**RELOCATE**
T259	QUERCUS VIRGINIANA	LIVE OAK	18"	29	660	GOOD	**RELOCATE**
T260	QUERCUS VIRGINIANA	LIVE OAK	21"	34	907	GOOD	REMAIN
T261	QUERCUS VIRGINIANA	LIVE OAK	30"	43	1,451	GOOD	REMAIN
T262	QUERCUS VIRGINIANA	LIVE OAK	30"	40	1,256	GOOD	REMAIN
T263	QUERCUS VIRGINIANA	LIVE OAK	23"	41	1,320	GOOD	REMAIN
T264	QUERCUS VIRGINIANA	LIVE OAK	23"	40	1,256	GOOD	REMAIN
T265	QUERCUS VIRGINIANA	LIVE OAK	29"	42	1,385	GOOD	REMAIN
T266	QUERCUS VIRGINIANA	LIVE OAK	20"	28	615	GOOD	REMAIN
T267	QUERCUS VIRGINIANA	LIVE OAK	25"	29	660	GOOD	REMAIN
T268	QUERCUS VIRGINIANA	LIVE OAK	24"	44	1,520	GOOD	REMAIN
T269	QUERCUS VIRGINIANA	LIVE OAK	31"	33	855	GOOD	REMAIN
T270	QUERCUS VIRGINIANA	LIVE OAK	22"	28	615	GOOD	**RELOCATE**
T271	QUERCUS VIRGINIANA	LIVE OAK	25"	30	707	GOOD	REMAIN
T272	BISCHOFIA JAVANICA	BISHOPWOOOD	12"	12	113	INVASIVE	**REMOVE**
T273	BISCHOFIA JAVANICA	BISHOPWOOOD	36"	12	113	INVASIVE	**REMOVE**
T274	BISCHOFIA JAVANICA	BISHOPWOOOD	7"	12	113	INVASIVE	**REMOVE**
T275	BISCHOFIA JAVANICA	BISHOPWOOOD	12"	12	113	INVASIVE	**REMOVE**
T276	BISCHOFIA JAVANICA	BISHOPWOOOD	36"	38	1,134	INVASIVE	**REMOVE**
T277	ACACIA AURICULIFORMIS	EAR LEAF ACACIA	23"	42	1,385	INVASIVE	**REMOVE**
T278	PHOENIX ROEBELLINI	P. DATE PALM	6' CT	5	20	GOOD	**RELOCATE**
T279	PHOENIX ROEBELLINI	P. DATE PALM	6' CT	5	20	GOOD	**RELOCATE**
T280	PHOENIX ROEBELLINI	P. DATE PALM	6' CT	5	20	GOOD	**RELOCATE**
T281	PHOENIX ROEBELLINI	P. DATE PALM	6' CT	5	20	GOOD	**RELOCATE**
T282	PHOENIX ROEBELLINI	P. DATE PALM	6' CT	5	20	GOOD	**RELOCATE**
T283	PHOENIX ROEBELLINI	P. DATE PALM	6' CT	5	20	GOOD	**RELOCATE**
T284	PHOENIX ROEBELLINI	P. DATE PALM	6' CT	5	20	GOOD	**RELOCATE**
T285	PHOENIX ROEBELLINI	P. DATE PALM	6' CT	5	20	GOOD	**RELOCATE**
T286	PHOENIX ROEBELLINI	P. DATE PALM	6' CT	5	20	GOOD	**RELOCATE**
T287	QUERCUS VIRGINIANA	LIVE OAK	22"	33	855	GOOD	**REMOVE**
T288	QUERCUS VIRGINIANA	LIVE OAK	30"	36	1,017	GOOD	**RELOCATE**
T289	QUERCUS VIRGINIANA	LIVE OAK	20"	28	615	GOOD	**RELOCATE**
T290	QUERCUS VIRGINIANA	LIVE OAK	18"	27	572	GOOD	**RELOCATE**
T291	QUERCUS VIRGINIANA	LIVE OAK	20"	27	572	GOOD	REMAIN
T292	QUERCUS VIRGINIANA	LIVE OAK	21"	36	1,017	GOOD	**RELOCATE**
T293	QUERCUS VIRGINIANA	LIVE OAK	18"	45	1,590	GOOD	**RELOCATE**
T293a	QUERCUS VIRGINIANA	LIVE OAK	8	18	254	GOOD	**RELOCATE**
T294	QUERCUS VIRGINIANA	LIVE OAK	16"	45	1,590	GOOD	**RELOCATE**
T295	SWIETENIA MAHAGONI	MAHOGANY	19"	44	1,520	GOOD	**RELOCATE**
T296	QUERCUS VIRGINIANA	LIVE OAK	20"	42	1,385	GOOD	REMAIN
T297	BUCIDA BUCERAS	BLACK OLIVE	24"	45	1,590	GOOD	REMAIN
T298	BUCIDA BUCERAS	BLACK OLIVE	48"	55	2,375	GOOD	**REMOVE**
T299	BUCIDA BUCERAS	BLACK OLIVE	32"	55	2,375	GOOD	REMAIN
T300	QUERCUS VIRGINIANA	LIVE OAK	10"	26	531	GOOD	REMAIN
T301	BUCIDA BUCERAS	BLACK OLIVE	29"	42	1,385	GOOD	**REMOVE**
T302	SWIETENIA MAHAGONI	MAHOGANY	14"	26	531	GOOD	**RELOCATE**
T303	QUERCUS VIRGINIANA	LIVE OAK	24"	42	1,385	GOOD	REMAIN
T304	BISCHOFIA JAVANICA	BISHOPWOOOD	60"	45	1,590	INVASIVE	**REMOVE**
T305	BISCHOFIA JAVANICA	BISHOPWOOOD	60"	45	1,590	INVASIVE	**REMOVE**
T306	QUERCUS VIRGINIANA	LIVE OAK	32"	58	2,641	GOOD	REMAIN
T307	QUERCUS VIRGINIANA	LIVE OAK	16"	27	572	GOOD	**REMOVE**
T308	QUERCUS VIRGINIANA	LIVE OAK	7"	16	201	GOOD	**RELOCATE**
T309	QUERCUS VIRGINIANA	LIVE OAK	7"	15	177	GOOD	**RELOCATE**
T310	WASHINGTONIA ROBUSTA	WASHINGTONIA PALM	45' CT	12	113	GOOD	**REMOVE**
T311	WASHINGTONIA ROBUSTA	WASHINGTONIA PALM	42' CT	12	113	GOOD	**REMOVE**
T312	PODOCARPUS GRACILIOR	FERN PINE	15"	18	254	GOOD	REMAIN
T313	BISCHOFIA JAVANICA	BISHOPWOOOD	33"	46	1,661	INVASIVE	**REMOVE**
T314	BISCHOFIA JAVANICA	BISHOPWOOOD	36"	0	DEAD	INVASIVE	**REMOVE**
T315	ROYSTONEA REGIA	ROYAL PALM	15' CT	15	177	GOOD	**RELOCATE**
T316	ROYSTONEA REGIA	ROYAL PALM	15' CT	15	177	GOOD	**RELOCATE**
T317	ROYSTONEA REGIA	ROYAL PALM	18' CT	15	177	GOOD	**RELOCATE**
T318	ROYSTONEA REGIA	ROYAL PALM	15' CT	15	177	GOOD	**RELOCATE**
T319	ROYSTONEA REGIA	ROYAL PALM	27' CT	15	177	GOOD	**RELOCATE**
T320	ROYSTONEA REGIA	ROYAL PALM	29' CT	15	177	GOOD	**RELOCATE**
T321	ROYSTONEA REGIA	ROYAL PALM	25' CT	15	177	GOOD	**RELOCATE**
T322	QUERCUS VIRGINIANA	LIVE OAK	21"	31	754	GOOD	REMAIN
T323	QUERCUS VIRGINIANA	LIVE OAK	17"	29	660	GOOD	REMAIN
T324	QUERCUS VIRGINIANA	LIVE OAK	21"	27	572	GOOD	REMAIN

ID #	SCIENTIFIC NAME	COMMON NAME	SIZE	CANOPY DIA.	CANOPY SF	CONDITION	STATUS
T325	QUERCUS VIRGINIANA	LIVE OAK	26"	33	855	GOOD	REMAIN
T326	QUERCUS VIRGINIANA	LIVE OAK	20"	28	615	GOOD	REMAIN
T327	QUERCUS VIRGINIANA	LIVE OAK	23"	28	615	GOOD	**RELOCATE**
T328	QUERCUS VIRGINIANA	LIVE OAK	20"	30	707	GOOD	**RELOCATE**
T329	QUERCUS VIRGINIANA	LIVE OAK	17"	31	754	GOOD	**REMOVE**
T330	SWIETENIA MAHAGONI	MAHOGANY	18"	28	615	GOOD	REMAIN
T331	QUERCUS VIRGINIANA	LIVE OAK	16"	26	531	GOOD	REMAIN
T332	ROYSTONEA REGIA	ROYAL PALM	30' CT	15	177	GOOD	**RELOCATE**
T333	ADONIDIA MERRILLII	CHRISTMAS PALM	12' CT	10	79	GOOD	**RELOCATE**
T334	ROYSTONEA REGIA	ROYAL PALM	30' CT	15	177	GOOD	**RELOCATE**
T335	ADONIDIA MERRILLII	CHRISTMAS PALM	10' CT	10	79	GOOD	**RELOCATE**
T336	ROYSTONEA REGIA	ROYAL PALM	30' CT	15	177	GOOD	**RELOCATE**
T337	ROYSTONEA REGIA	ROYAL PALM	30' CT	15	177	GOOD	**RELOCATE**
T338	ROYSTONEA REGIA	ROYAL PALM	30' CT	15	177	GOOD	**RELOCATE**
T339	ROYSTONEA REGIA	ROYAL PALM	30' CT	15	177	GOOD	**RELOCATE**
T340	PHOENIX ROEBELLINI	P. DATE PALM	7' CT	6	28	GOOD	**RELOCATE**
T341	PHOENIX ROEBELLINI	P. DATE PALM	5' CT	6	28	GOOD	**RELOCATE**
T342	PHOENIX ROEBELLINI	P. DATE PALM	6' CT	6	28	GOOD	**RELOCATE**
T343	PHOENIX ROEBELLINI	P. DATE PALM	6' CT	6	28	GOOD	**RELOCATE**
T344	PHOENIX ROEBELLINI	P. DATE PALM	6' CT	6	28	GOOD	**RELOCATE**
T345	PHOENIX ROEBELLINI	P. DATE PALM	6' CT	6	28	GOOD	**RELOCATE**
T346	PHOENIX ROEBELLINI	P. DATE PALM	6' CT	6	28	GOOD	**RELOCATE**
T347	PHOENIX ROEBELLINI	P. DATE PALM	6' CT	6	28	GOOD	**RELOCATE**
T348	PHOENIX ROEBELLINI	P. DATE PALM	6' CT	6	28	GOOD	**RELOCATE**
T349	PHOENIX ROEBELLINI	P. DATE PALM	6' CT	6	28	GOOD	**RELOCATE**
T350	PHOENIX ROEBELLINI	P. DATE PALM	6' CT	6	28	GOOD	**RELOCATE**
T351	PHOENIX ROEBELLINI	P. DATE PALM	6' CT	6	28	GOOD	**RELOCATE**
T352	PHOENIX ROEBELLINI	P. DATE PALM	6' CT	6	28	GOOD	**RELOCATE**
T353	PHOENIX ROEBELLINI	P. DATE PALM	6' CT	6	28	GOOD	**RELOCATE**
T354	PHOENIX ROEBELLINI	P. DATE PALM	6' CT	6	28	GOOD	**RELOCATE**
T355	PHOENIX ROEBELLINI	P. DATE PALM	6' CT	6	28	GOOD	**RELOCATE**
T356	PHOENIX ROEBELLINI	P. DATE PALM	6' CT	6	28	GOOD	**RELOCATE**
T357	PHOENIX ROEBELLINI	P. DATE PALM	6' CT	6	28	GOOD	**RELOCATE**
T358	PHOENIX ROEBELLINI	P. DATE PALM	6' CT	6	28	GOOD	**RELOCATE**
T359	PHOENIX ROEBELLINI	P. DATE PALM	6' CT	6	28	GOOD	**RELOCATE**
T360	PHOENIX ROEBELLINI	P. DATE PALM	6' CT	6	28	GOOD	**RELOCATE**
T361	COCOS NUCIFERA	COCONUT PALM	6' CT	13	133	GOOD	**RELOCATE**
T362	PHOENIX ROEBELLINI	P. DATE PALM	6' CT	6	28	GOOD	**RELOCATE**
T363	PHOENIX ROEBELLINI	P. DATE PALM	6' CT	6	28	GOOD	**RELOCATE**
T364	PHOENIX ROEBELLINI	P. DATE PALM	6' CT	6	28	GOOD	**RELOCATE**
T365	PHOENIX ROEBELLINI	P. DATE PALM	6' CT	6	28	GOOD	**RELOCATE**
T366	PHOENIX ROEBELLINI	P. DATE PALM	6' CT	6	28	GOOD	**RELOCATE**
T367	PHOENIX ROEBELLINI	P. DATE PALM	6' CT	6	28	GOOD	**RELOCATE**
T368	COCOS NUCIFERA	COCONUT PALM	16' CT	12	113	GOOD	**RELOCATE**
T369	PHOENIX ROEBELLINI	P. DATE PALM	6' CT	6	28	GOOD	**RELOCATE**
T370	PHOENIX ROEBELLINI	P. DATE PALM	6' CT	6	28	GOOD	**RELOCATE**
T371	ROYSTONEA REGIA	ROYAL PALM	27' CT	15	177	GOOD	**RELOCATE**
T372	COCOS NUCIFERA	COCONUT PALM	26' CT	12	113	GOOD	**RELOCATE**
T373	COCOS NUCIFERA	COCONUT PALM	20' CT	12	113	GOOD	**RELOCATE**
T374	COCOS NUCIFERA	COCONUT PALM	20' CT	12	113	GOOD	**RELOCATE**
T375	COCOS NUCIFERA	COCONUT PALM	20' CT	12	113	GOOD	**RELOCATE**
T376	COCOS NUCIFERA	COCONUT PALM	27' CT	12	113	GOOD	**RELOCATE**
T377	COCOS NUCIFERA	COCONUT PALM	25' CT	12	113	GOOD	**RELOCATE**
T378	COCOS NUCIFERA	COCONUT PALM	22' CT	12	113	GOOD	**RELOCATE**
T379	COCOS NUCIFERA	COCONUT PALM	20' CT	12	113	POOR	**REMOVE**
T380	COCOS NUCIFERA	COCONUT PALM	25' CT	12	113	GOOD	**RELOCATE**
T381	QUERCUS VIRGINIANA	LIVE OAK	22"	29	660	GOOD	REMAIN
T382	QUERCUS VIRGINIANA	LIVE OAK	30"	28	615	GOOD	**RELOCATE**
T383	QUERCUS VIRGINIANA	LIVE OAK	16"	30	707	GOOD	**RELOCATE**
T384	FICUS BENJAMINA	FICUS	48"	54	2,289	GOOD	REMAIN
T385	FICUS BENJAMINA	FICUS	33"	45	1,590	GOOD	**REMOVE**
T386	COCOS NUCIFERA	COCONUT PALM	24' CT	12	113	GOOD	**RELOCATE**
T387	COCOS NUCIFERA	COCONUT PALM	21' CT	12	113	GOOD	**RELOCATE**
T388	QUERCUS VIRGINIANA	LIVE OAK	16"	32	804	GOOD	REMAIN
T389	QUERCUS VIRGINIANA	LIVE OAK	24"	32	804	GOOD	**RELOCATE**
T390	BISMARCKIA NOBILIS	BIZMARK PALM	15' CT	17	227	GOOD	REMAIN
T391	QUERCUS VIRGINIANA	LIVE OAK	15"	26	531	GOOD	REMAIN
T392	QUERCUS VIRGINIANA	LIVE OAK	14"	28	615	GOOD	REMAIN
T393	QUERCUS VIRGINIANA	LIVE OAK	16"	28	615	GOOD	REMAIN
T394	ROYSTONEA REGIA	ROYAL PALM	33' CT	15	177	GOOD	**RELOCATE**
T395	ADONIDIA MERRILLII	CHRISTMAS PALM	10' CT	10	79	GOOD	**RELOCATE**
T396	ROYSTONEA REGIA	ROYAL PALM	30' CT	15	177	GOOD	**RELOCATE**
T397	ADONIDIA MERRILLII	CHRISTMAS PALM	12' CT	12	113	GOOD	**RELOCATE**
T398	ROYSTONEA REGIA	ROYAL PALM	30' CT	15	177	GOOD	**RELOCATE**
T399	ROYSTONEA REGIA	ROYAL PALM	12' CT	13	133	GOOD	**RELOCATE**
T400	ROYSTONEA REGIA	ROYAL PALM	1' CT	10	79	GOOD	**RELOCATE**
T401	ADONIDIA MERRILLII	CHRISTMAS PALM	12' CT	10	79	GOOD	**RELOCATE**
T402	ROYSTONEA REGIA	ROYAL PALM	35' CT	15	177	GOOD	**RELOCATE**
T403	ADONIDIA MERRILLII	CHRISTMAS PALM	15' CT	12	113	GOOD	**RELOCATE**
T404	ROYSTONEA REGIA	ROYAL PALM	35' CT	15	177	GOOD	**RELOCATE**
T405	ADONIDIA MERRILLII	CHRISTMAS PALM	8'CT	10	79	GOOD	**RELOCATE**
T406	ROYSTONEA REGIA	ROYAL PALM	38' CT	15	177	GOOD	**RELOCATE**
T407	ADONIDIA MERRILLII	CHRISTMAS PALM	15' CT	8	50	GOOD	**RELOCATE**
T408	ROYSTONEA REGIA	ROYAL PALM	35' CT	15	177	GOOD	**RELOCATE**
T409	ADONIDIA MERRILLII	CHRISTMAS PALM	14' CT	10	79	GOOD	**RELOCATE**
T410	ADONIDIA MERRILLII	CHRISTMAS PALM	14' CT	10	79	GOOD	**RELOCATE**
T411	PHOENIX CANARIENSIS	CANARY ISLAND DATE	6' CT	14	154	GOOD	**RELOCATE**
T412	PHOENIX CANARIENSIS	CANARY ISLAND DATE	6' CT	14	154	GOOD	**RELOCATE**
T413	QUERCUS VIRGINIANA	LIVE OAK	24"	32	804	GOOD	REMAIN
T414	QUERCUS VIRGINIANA	LIVE OAK	24"	42	1,385	GOOD	REMAIN
T415	QUERCUS VIRGINIANA	LIVE OAK	27"	55	2,375	GOOD	REMAIN
T416	PHOENIX ROEBELLINI	P. DATE PALM	6' CT	5	20	GOOD	**RELOCATE**
T417	PHOENIX ROEBELLINI	P. DATE PALM	6' CT	5	20	GOOD	**RELOCATE**
T418	PHOENIX ROEBELLINI	P. DATE PALM	6' CT	5	20	GOOD	**RELOCATE**
T419	PHOENIX ROEBELLINI	P. DATE PALM	8' CT	5	20	GOOD	**RELOCATE**
T420	PHOENIX ROEBELLINI	P. DATE PALM	8' CT	5	20	GOOD	**RELOCATE**
T421	PHOENIX ROEBELLINI	P. DATE PALM	8' CT	5	20	GOOD	**RELOCATE**
T422	QUERCUS LAURIFOLIA	LAUREL OAK	24"	22	380	GOOD	REMAIN
T423	QUERCUS LAURIFOLIA	LAUREL OAK	24"	24	452	GOOD	REMAIN
T424	QUERCUS LAURIFOLIA	LAUREL OAK	24"	24	452	GOOD	**RELOCATE**
T425	QUERCUS LAURIFOLIA	LAUREL OAK	24"	26	531	GOOD	**RELOCATE**

TREE MITIGATION:

TOTAL CANOPY SF REMOVED:	23,042
TOTAL CANOPY SF RELOCATED:	64,138
TOTAL CANOPY SF REPLACED:	50,800 SF
76 LIGUSTRUMS @ 100 SF	7,600 SF
144 LIVE OAKS @ 300 SF=	43,200 SF

NO.	DESCRIPTION:	BY:	DATE:
1	REVISED PER DRC COMMENTS	SWP	05/21/2020
2	REVISED PER DRC COMMENTS	SWP	07/20/2020

DATE: 11/04/19
SCALE: NTS
DESIGN BY: SWP
DRAWN BY: SWP
CHECKED BY: JDH
APPROVED BY: SWP

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FLORIDA LICENSED LANDSCAPE ARCHITECTURE BUSINESS No. C000114

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CIRCLE S ESTATES
TOWN OF SOUTHWEST RANCHES, FLORIDA

PREPARED FOR:
CC HOMES

TREE DISPOSITION LIST

Scott W. Peavler, R.L.A.
Florida R.L.A. No. 6666976

PROJECT NO.
19-0033-001-03

TD-7
SHEET 7 OF 8

R:\Landscape\2019\19-0033-001-03 Circle S Estates\Drawings\19-0033_TD.dwg [TD-7] Jul 20, 2020 12:15pm SPEAVLER

GENERAL

Tree relocation work shall be performed in compliance with the CONTRACTOR'S progress, schedule as approved by the CITY. However, relocation work shall start no sooner than the beginning of the construction contract and shall be completed by the completion date of the contract. No relocation work shall start before the date approved nor continue without the knowledge of the CITY.

REFERENCES

A. Where referenced standards conflict with other specified requirements, the more restrictive or stringent requirements shall govern. Comply with applicable requirements of the following standards:

1. American National Standards Institute (ANSI): Z60.1 American National Standards for Nursery Stock (Sponsor: American Association of Nurserymen, Inc.).

2. National Arborist Association, ~537 Stratford Rd., Wantagh, NY 11793 (NAA): Ref. 1 Transplanting of Trees and Shrubs in the Southeastern United States.

3. Florida Department of Agriculture and Consumer Services: Grades and Standards for Nursery Plants.

DESCRIPTION

A. Plant materials to be relocated on site are indicated on the Drawings. Those not shown will be relocated as directed by the CITY.

B. The person (foreman or superintendent) in charge of and responsible for the CONTRACTOR'S tree relocation crews shall have a minimum 10 years experience in transplanting of plant materials, shall be recognized by the American Association of Nurserymen, be an ISA Certified Arborist, and be a licensed "Tree Trimmer" in Broward County.

C. Existing trees to remain shall be protected during all construction phases. Protective barriers shall be provided and built to FDOT #544 specifications for those existing trees adjacent to construction operations. Replacement of any trees that are damaged or destroyed due to the CONTRACTOR'S operations shall be the CONTRACTOR'S responsibility and shall be replaced at the CONTRACTOR'S expense. Any existing tree that dies within one year after final acceptance shall be replaced with a number of trees of the same species to equal the caliper DBH of the existing tree lost. Replacement trees shall be Florida No. 1 and have a caliper DBH of no smaller than 3".

D. Remove other vegetation as necessary and as directed by the LANDSCAPE ARCHITECT to accommodate new plantings.

E. Tree pits or holes remaining after relocation of plant material shall be backfilled with clean fill and brought back flush with surrounding grade, unless the pits are to be immediately replanted. Pits that are to be quickly replanted shall be surrounded by safety barricades to prevent accidental falls into pits. In areas where new plant material will replace relocated plant material, appropriate soil mix shall be used as backfill.

QUALITY ASSURANCE

A. Unless otherwise specified herein, tree transplanting shall conform to National Arborist Association, Ref. 1.

B. CONTRACTOR shall comply with National Arborist Association standards for pruning and shall remove branches from trees that are to remain as necessary to clear new construction.

C. CONTRACTOR shall recommend procedures to compensate for loss of roots (if any) and shall perform initial pruning of branches and stimulation of root growth where removed to accommodate new construction.

D. Tree repair work shall be performed for damage incurred by construction by an ISA Certified Arborist.

E. Routine progress evaluation reports shall be provided on relocated trees until the end of the maintenance period.

F. Evaluate existing trees prior to transplanting and verify that trees are free from disease and sufficiently strong to survive relocation from the site to their new location. Notify the LANDSCAPE ARCHITECT in writing of any trees that the CONTRACTOR considers insufficiently strong to survive relocation.

SUBMITTAL

A. CONTRACTOR shall submit for approval by OWNER a list of equipment, procedures, and labor force anticipated for use in tree relocation. CONTRACTOR shall include start date, completion date, and schedule of relocation as part of the approved progress schedule and, in addition, shall submit a more detailed daily schedule for the transplanting period, showing the schedule for root pruning and the number of units to be dug and relocated to specified areas.

For those materials that require root pruning, the relocation schedule will begin at the end of the specified root pruning period.

C. CONTRACTOR shall apply for and pay all costs associated with tree removal/relocation permits. The permit shall be obtained from the CITY. In addition to CITY permits, a "Tree Removal License" shall be required by BC EP&GMD for all trees to be removed or relocated within the County R/W.

D. Prior to start of relocation work, the CONTRACTOR shall submit for approval details of the tree protection system to be utilized. All trees indicated to remain during construction shall be protected in accordance with recognized standards of the industry and protection shall be removed once construction is complete. CONTRACTOR shall also certify that where damage occurred, trees were promptly and properly treated, and shall indicate which damaged trees (if any) are incapable of retaining full growth potential and are recommended to be replaced.

E. The CONTRACTOR, in order to guarantee his work, may use methods, sequence and schedule for effecting tree relocations and plant protection methods different from what is described in these specifications. However, if different, the CONTRACTOR must submit for approval a full description of all proposed methods, sequence of events and schedule for effecting tree relocations and plant protection.

F. CONTRACTOR shall coordinate tree relocation with road construction and other related operations and such coordination shall be clearly evidenced in the schedule submittal.

G. CONTRACTOR must submit procedures to be utilized for maintenance of all relocated trees.

GUARANTEE

A. Relocated plant material shall fall under the standard 12 month guarantee.

B. Damage to other plants, lawn or construction work occurring within the work area during tree relocation shall be repaired at no cost to the CITY. This also includes, but is not limited to, damage of curbs, walks, roads, fences, site furnishings, etc. Replacing and replanting of damaged trees, shrubs or turf shall be performed in accordance with this specification.

C. Existing tree canopy shall not have more than 25% loss after relocation procedures are completed. CONTRACTOR shall be responsible for replacing any canopy loss due to lack of care and/or inadequate methods of transplanting the trees and palms that would cause the death of said plant material. Any transplanted tree that dies within one year after final acceptance shall be replaced with a number of trees of the same species to equal the caliper DBH of the transplanted tree lost. Replacement trees shall be Florida No. 1 having a caliper DBH no smaller than 3". Replacement shall be the CONTRACTOR'S responsibility.

TRANSPLANTING _ GENERAL

A. Transplanting shall consist of on_site transplanting of existing trees. Trees shall be transplanted only once from existing location to permanent positions as shown on Drawings.

B. Digging, Wrapping and Handling: Plants shall be dug and prepared for moving in a manner that will not cause damage to branches, shape, root system, and development.

C. Balled and Burlapped Plants: Balls shall be firmly wrapped with burlap or approved cloth substitute. No balled plant will be acceptable if the ball is cracked and broken, or if the stem or trunk is loose in the ball, either before or during transplanting. Balled plants shall be lifted and handled from the bottom of the ball, properly protected and delivered to the replanting site, to be planted immediately and watered thoroughly. Ball sizes shall be as recommended in ANSI Z60.1

TAGGING

A. Trees within the designated areas for relocation shall be clearly marked by means of yellow plastic surveyors' ribbons and coordinated with the LANDSCAPE ARCHITECT and CITY prior to root pruning and/or digging.

ROOT PREPARATION

A. Trees to be relocated shall be root pruned per the provided table below prior to digging with clean, sharp equipment. The specific requirements for root ball size shall be in accordance with the table below. CONTRACTOR shall maintain root pruned materials by watering, weeding, mowing, spraying, fertilizing, and other horticulture practices. After root pruning, backfill with good rooting medium, fertilize with organic fertilizer to promote root growth, mulch to reduce weeds, discourage foot traffic and its compacting effect, conserve moisture and minimize temperature fluctuation.

Caliper	Waiting Period
< or = 5"	Tree Spade, no waiting period
6-8"	2 Months
9-10"	3 Months
11-12"	4 Months
13-16"	5 Months
>16"	6 Months +

B. Root Ball Size Chart: Root ball sizes shall be in accordance with minimum standards set forth in Grades and Standards for Nursery Plants Part 11, Palms and Trees, Florida Department of Agriculture, as follows:

1.	Caliper	Minimum Ball Diameter
	3 1/2 - 4:	28"
	4 - 4 1/2"	30"
	4 1/2 - 5"	32"
	5 - 5 1/2"	34"
	Larger Sizes	Increase proportionally
2.	Ball Diameter	Medium Ball Diameter
	Less than 20"	Not less than 75% of diameter
	20" to 30"	Not less than 65% of diameter
	30" to 48"	Not less than 60% of diameter

CROWN PREPARATION

A. Shade Trees:

1. Shade Trees: Selectively prune and thin crown to remove approximately one third of the branches. In so doing, preserve the basic shape and form of the tree, eliminate cross branching and dead or diseased branches.

2. Hand strip selected species of all leaves following pruning and prior to moving.

HAND DIGGING

A. Burlapping will be required. Trees that are burlapped for relocation shall comply with and be handled in same manner as new plant material specified in Section 02900-Landscape Work.

HANDLING AND TRANSPORTATION

A. Trees shall be properly handled during moving so trunks will not be scarred or damaged and to avoid broken limbs. Broken limbs which do not cause the tree to be rejected shall be repaired under the following guidelines:

1. Properly prune dead, dying, or damaged branches with clean, sharp equipment.

2. Remove injured bark and wood of a tree with a clean, sharp knife to a point where healthy bark and wood make contact at their margins.

3. Inspect and treat wound for insect and disease.

4. Seal wounds with bituminous base wound paint for all limbs greater than 3" diameter.

B. Transport trees on vehicles of adequate size to prevent overcrowding, broken limbs, foliage damage or root ball damage.

C. Root ball should be kept moist during all phases of relocation.

D. Tree crowns shall be protected with shade cloth to prevent desiccation and wind burn. Crowns shall be periodically sprayed with water to help ensure against desiccation.

E. Plant material shall be handled only in ways and means accepted by the industry and acceptable to the LANDSCAPE ARCHITECT.

F. Plant material shall be planted the same day it is dug. Preparation of planting pits or beds shall be coordinated to ensure this schedule.

PLANTING

A. Relocated Material

1 Relocated trees shall be planted according to procedures described for new material, Section 02900-Landscape Work. Verify that final grades have been established prior to planting operations. Ensure that proposed planting pits drain by test filling with water prior to transplantation.

5. CONTRACTOR shall continue watering and caring for relocated material as described in paragraph 3.09.

6. Mulch tree pit areas to reduce weeds, discourage foot traffic and its compacting effect, conserve moisture and minimize temperature fluctuations.

7. Brace trunk and leave in place until trees/ palms are wind firm. (1± year)

8. Wrap trunks and structural branches of thin barked trees to protect against sun scald and dehydration. Retain through at least one growing season, and through cold season.

9. Feed with a diluted solution of N_P_K in solution form with a soil needle, providing water, air, and nutrients.

10. Where foliage is retarded, spray with one of the soluble types of foliage feeders.

11. At time of planting, use soil needles for watering new transplant to fill air pockets and to keep roots (especially feeder roots) moist, live, and healthy. Direct fine spray at foliage to help harden_off new leaves.

STAKING AND GUYING

Designated material shall be staked and guyed according to planting details.

WATERING

A. CONTRACTOR shall be responsible for the manual watering of relocated plant materials for 90 days. If utilized, all temporary watering system installations shall be completely removed by the CONTRACTOR after the watering period.

B. Following transplanting, CONTRACTOR shall water trees daily for the first two weeks, every other day for the next two weeks. Soaking then shall continue on a twice weekly basis for another period of eight (8) weeks. Such watering shall thoroughly saturate the root ball to its full depth and is in addition to the underground irrigation system.

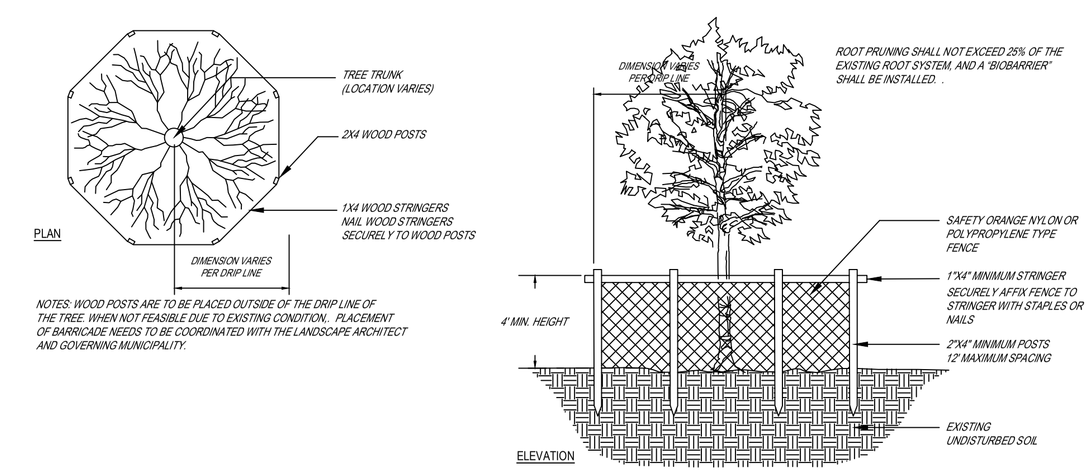
MAINTENANCE

A. All relocated plant materials shall be maintained immediately after each item is planted and continued until 90 day watering period is completed or until final acceptance whichever is latest, at which time the Property Owner, will assume responsibility for maintenance of the landscaping materials, following the procedures and recommendations of the CONTRACTOR.

B. During this maintenance period, all relocated plant materials shall be maintained in accordance with the procedures described in Section 02900-Landscape Work.

CLEAN UP

A. Upon completion of the work, the CONTRACTOR shall thoroughly clean the landscaped area, removing all equipment, unused materials, rubbish and surplus excavated material, and shall fine grade all disturbed areas, including areas adjacent to the transplanted materials, to provide a neat and uniform site. All damaged or altered existing structures, as a result of the landscape work, shall be corrected.



1 TREE BARRICADE

PLAN/ ELEVATION NTS

DATE:	11/04/19
SCALE:	NTS
DESIGN BY:	SWP
DRAWN BY:	SWP
CHECKED BY:	JDH
APPROVED BY:	SWP

BY:	DATE:	DESCRIPTION:

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CIRCLE S ESTATES
TOWN OF SOUTHWEST RANCHES, FLORIDA

PREPARED FOR:
CC HOMES

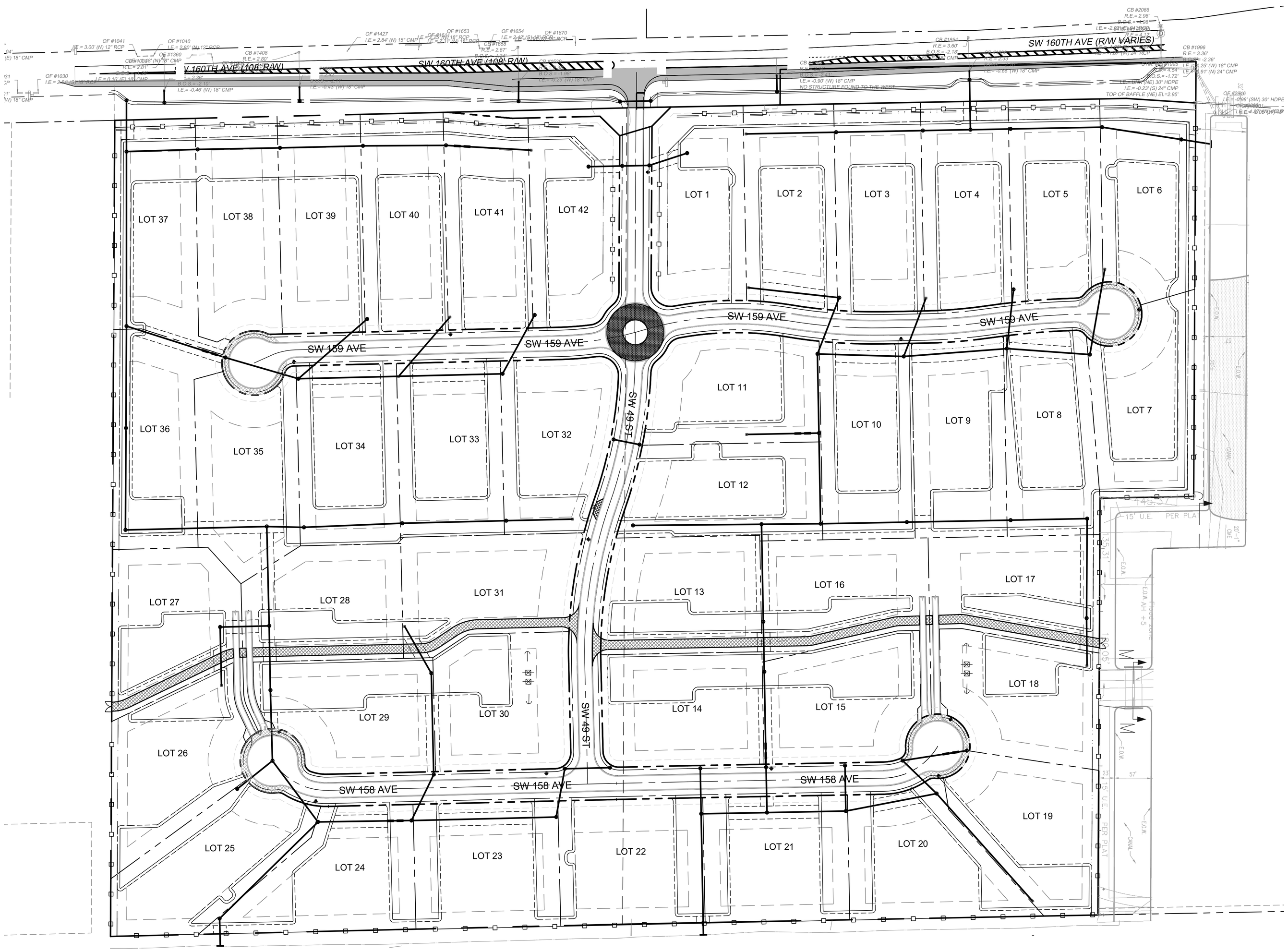
TREE DISPOSITION NOTES

Scott W. Peavler, R.L.A.
Florida R.L.A. No. 6666976

PROJECT NO.
19-0033-001-03

TD-8

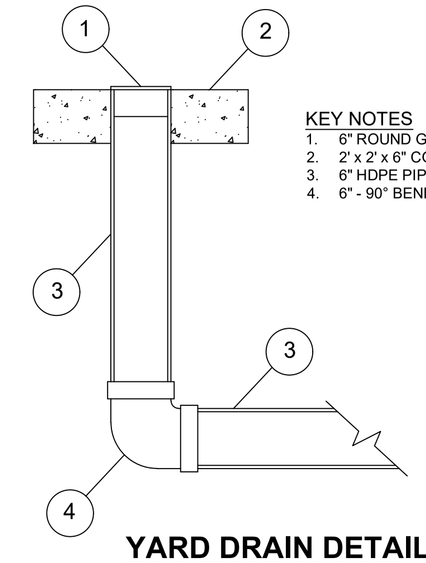
SHEET 8 OF 8



1 OVERALL DRAINAGE PLAN

Scale: 1" = 80'-0"

0 80' 160'



KEY NOTES

1. 6" ROUND GRATE
2. 2' x 2' x 6" CONCRETE COLLAR
3. 6" HDPE PIPE
4. 6" - 90° BEND

YARD DRAIN DETAIL

NTS

FOR REVIEW ONLY

NO.	REVISION	DATE

CIRCLE S ESTATES

4751 SW 160TH AVE, SOUTHWEST RANCHES, FLORIDA
33331 & 15990 GRIFFIN ROAD
FOR: CC HOMES AT SOUTHWEST RANCHES, LLC

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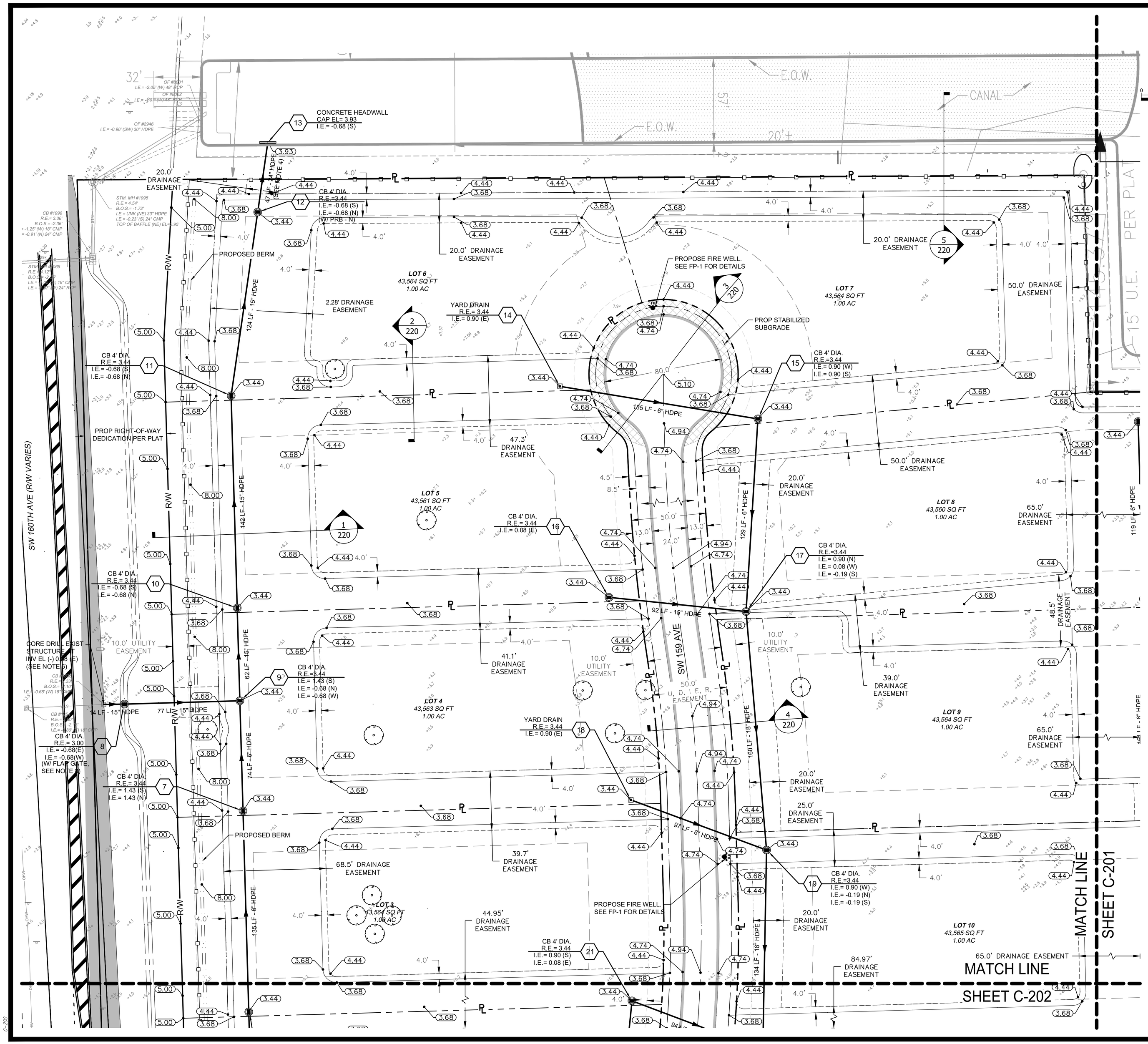
FL LICENSED P.E. No. 41864
DATE:

LUIS E. RODRIGUEZ, P.E.
LICENSED ENGINEER
FL LICENSED P.E. No. 54287
DATE:

OVERALL DRAINAGE PLAN

DESIGN: RDC	CHECKED: LER
SCALE: 1 " = 80'	
DATE: 2019-10-30	
PROJECT NO. 19-174.07	
SHT 12 OF 54	
DWG NO. C-003	

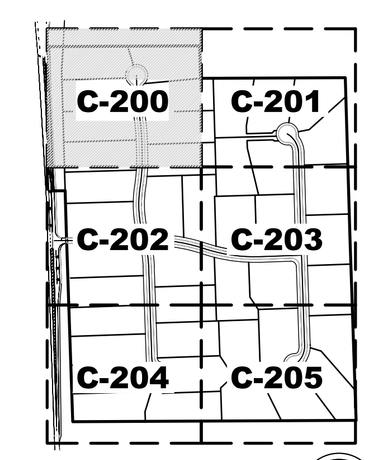


LEGEND AND ABBREVIATION

- UTILITY EASEMENT LINE
- PROPERTY LINE
- SET BACK LINE
- +0.00 EXISTING ELEVATION
- 0.00 ME PROPOSED ELEVATION/MATCH EXISTING ELEVATION
- 0.50 / 0.00 PROPOSED TOP OF CURB ELEVATION / PROPOSED BOTTOM OF CURB ELEVATION
- PROPOSED CATCH BASIN AND PIPE
- PROPOSED HEAD WALL
- STORM WATER FLOW ARROW
- PROPOSED EDGE OF ASPHALT
- DRAIN SWALE BANK
- PROPOSED STABILIZED SUBGRADE
- EXISTING TREE TO REMAIN
- PROPOSED BERM

NOTES

1. ALL ELEVATIONS SHOWN ARE RELATIVE TO NORTH AMERICA VERTICAL DATUM OF 1988 (NAVD88).
2. CONVERSION FACTOR FROM NGVD29 TO NAVD88 = −1.57.
3. THE MINIMUM FINISHED FLOOR ELEVATION REQUIREMENTS IN THE FLORIDA BUILDING CODE SHALL BE AT OR ABOVE THE BASE FLOOD ELEVATION PLUS ONE (1) FOOT, 18" ABOVE THE CROWN OF ROAD, OR AT OR ABOVE THE 100 YEAR FLOOD ELEVATION, WHICHEVER IS GREATEST.
4. CONTRACTOR TO ADJUST LENGTH OF PIPE ACCORDING TO SITE CONDITIONS.
5. U, D, I, E, R, : UTILITY, DRAINAGE, INGRESS, EGRESS AND ROADWAY EASEMENT
6. CONTRACTOR TO FIELD VERIFY EXISTING CONDITIONS, EXISTING STRUCTURE RIM ELEVATION, INVERT ELEVATION AND BOTTOM OF STRUCTURE ELEVATION.
7. ALL DRAINAGE STRUCTURES SHALL MEET SBDD CRITERIA FOR ALL THICKNESS, SUMPS, AND CLEARANCES.
8. FLAP GATE TO BE FRESNO VALVES SERIES 6000 – 10C FLAP GATE, OR APPROVED EQUAL.



1 KEY MAP
Scale: NTS

FOR REVIEW ONLY

NO.	REVISION	DATE

CIRCLE S ESTATES
4751 SW 160TH AVE, SOUTHWEST RANCHES, FLORIDA
33331 & 15990 GRIFFIN ROAD
FOR: CC HOMES AT SOUTHWEST RANCHES, LLC

PAVING, GRADING AND DRAINAGE PLAN 1

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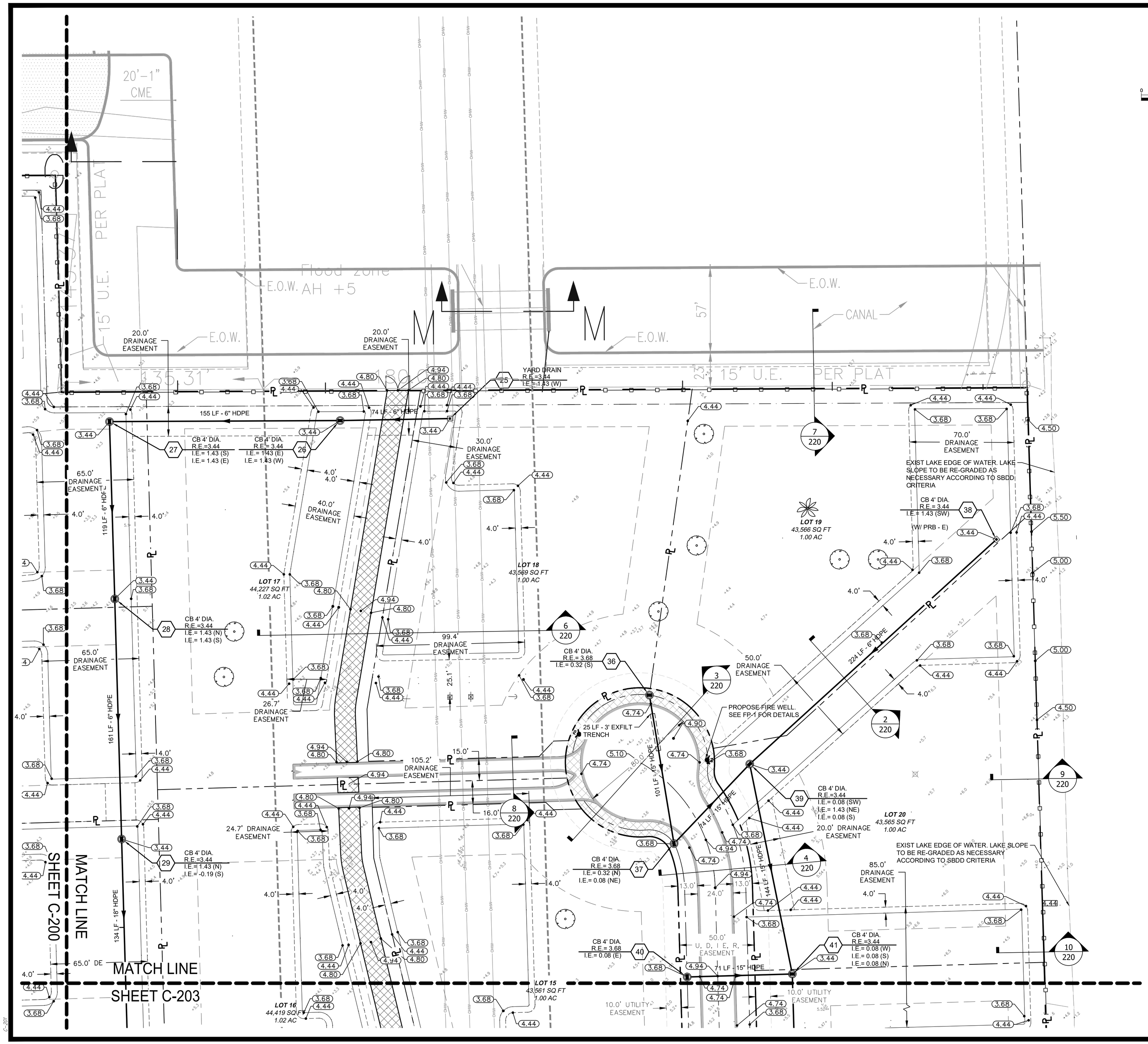
DATE:

LUIS E. RODRIGUEZ, P.E.
LICENSED ENGINEER
FL LICENSED P.E. No. 54287
DATE:

DESIGN: RDC	CHECKED: LER
SCALE: 1 " = 30'	
DATE: 2019-10-30	
PROJECT NO. 19-174.07	
SHT 13 OF 54	
DWG NO. C-200	



0 30' 60'

LEGEND AND ABBREVIATION

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- DRAIN SWALE BANK
- PROPOSED STABILIZED SUBGRADE
- EXISTING TREE TO REMAIN

NOTES

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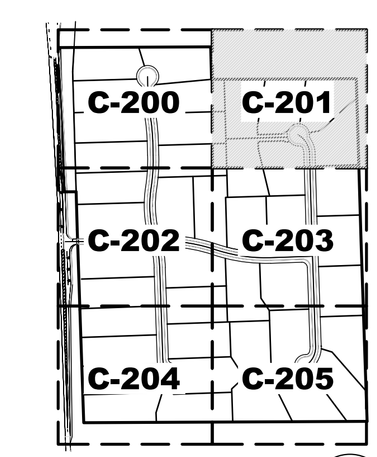
4. CONTRACTOR TO ADJUST LENGTH OF PIPE ACCORDING TO SITE CONDITIONS.
5. U, D, I, E, R, : UTILITY, DRAINAGE, INGRESS, EGRESS AND ROADWAY EASEMENT.
6. LAKE SLOPE TO BE RE−GRADED AS NECESSARY ACCORDING TO SBDD CRITERIA.
7. ALL DRAINAGE STRUCTURES SHALL MEET SBDD CRITERIA FOR ALL THICKNESS, SUMPS, AND CLEARANCES.



1 KEY MAP Scale: NTS

FOR REVIEW ONLY

NO.	REVISION	DATE

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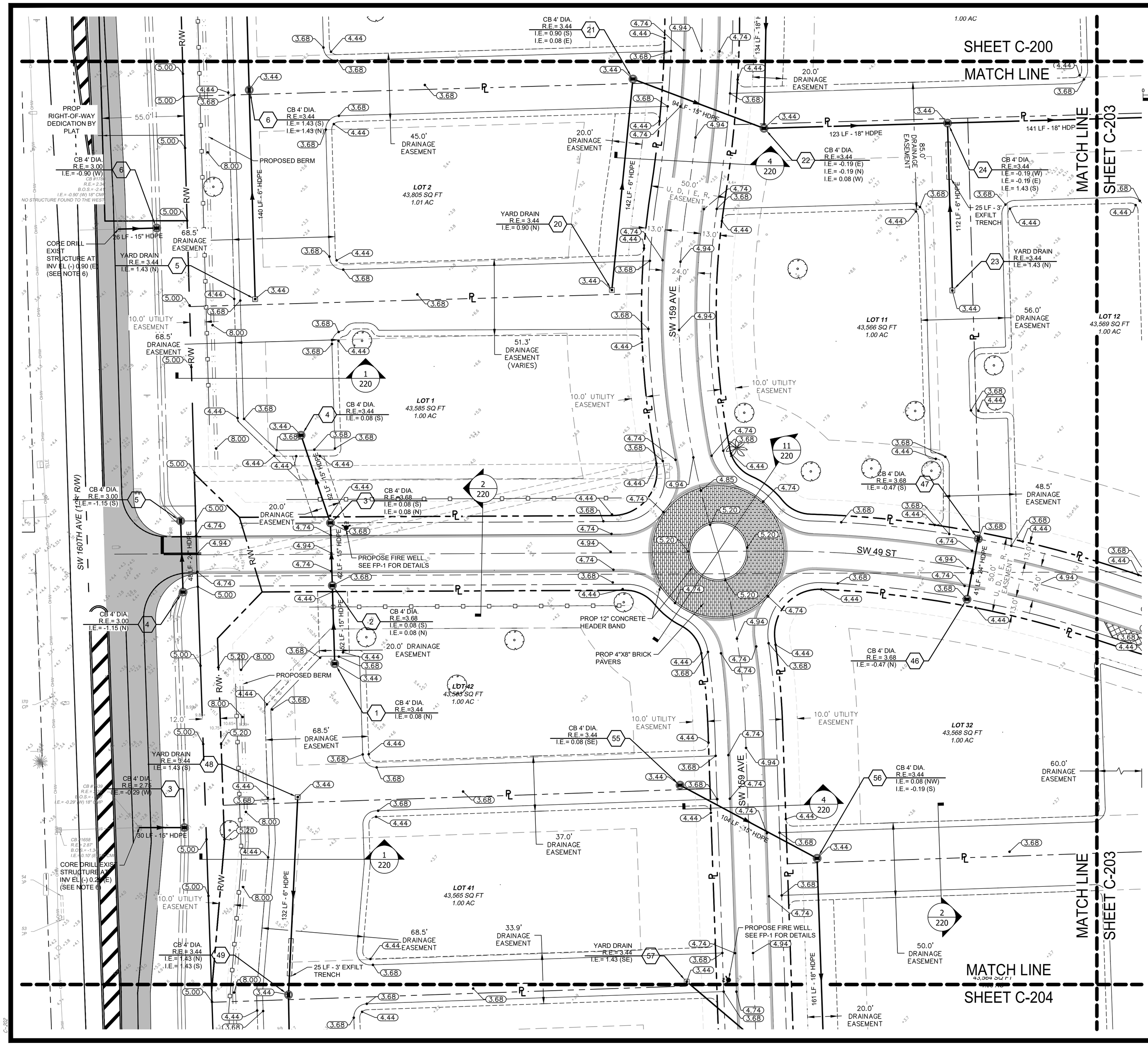
DATE:

LUIS E. RODRIGUEZ, P.E.
LICENSED ENGINEER
FL LICENSED P.E. No. 54287
DATE:

PAVING, GRADING AND DRAINAGE PLAN 2

DESIGN: RDC	CHECKED: LER
SCALE:	1 " = 30'
DATE:	2019-10-30
PROJECT NO.	19-174.07
SHT 14 OF 54	
DWG NO.	C-201



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- PROPOSED EDGE OF ASPHALT
- DRAIN SWALE BANK
- EXISTING TREE TO REMAIN
- PROPOSED BERM

NOTES

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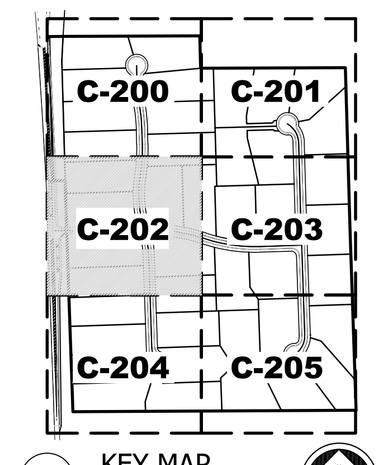
5. U, D, I, E, R, : UTILITY, DRAINAGE, INGRESS, EGRESS AND ROADWAY EASEMENT.
6. CONTRACTOR TO FIELD VERIFY EXISTING CONDITIONS, EXISTING STRUCTURE RIM ELEVATION, INVERT ELEVATION AND BOTTOM OF STRUCTURE ELEVATION.
7. ALL DRAINAGE STRUCTURES SHALL MEET SBDD CRITERIA FOR ALL THICKNESS, SUMPS, AND CLEARANCES.
7. ALL DRAINAGE STRUCTURES SHALL MEET SBDD CRITERIA FOR ALL THICKNESS, SUMPS, AND CLEARANCES.



1 KEY MAP
Scale: NTS

FOR REVIEW ONLY

NO.	REVISION	DATE

CIRCLE S ESTATES

4751 SW 160TH AVE, SOUTHWEST RANCHES, FLORIDA
33331 & 15990 GRIFFIN ROAD
FOR: CC HOMES AT SOUTHWEST RANCHES, LLC

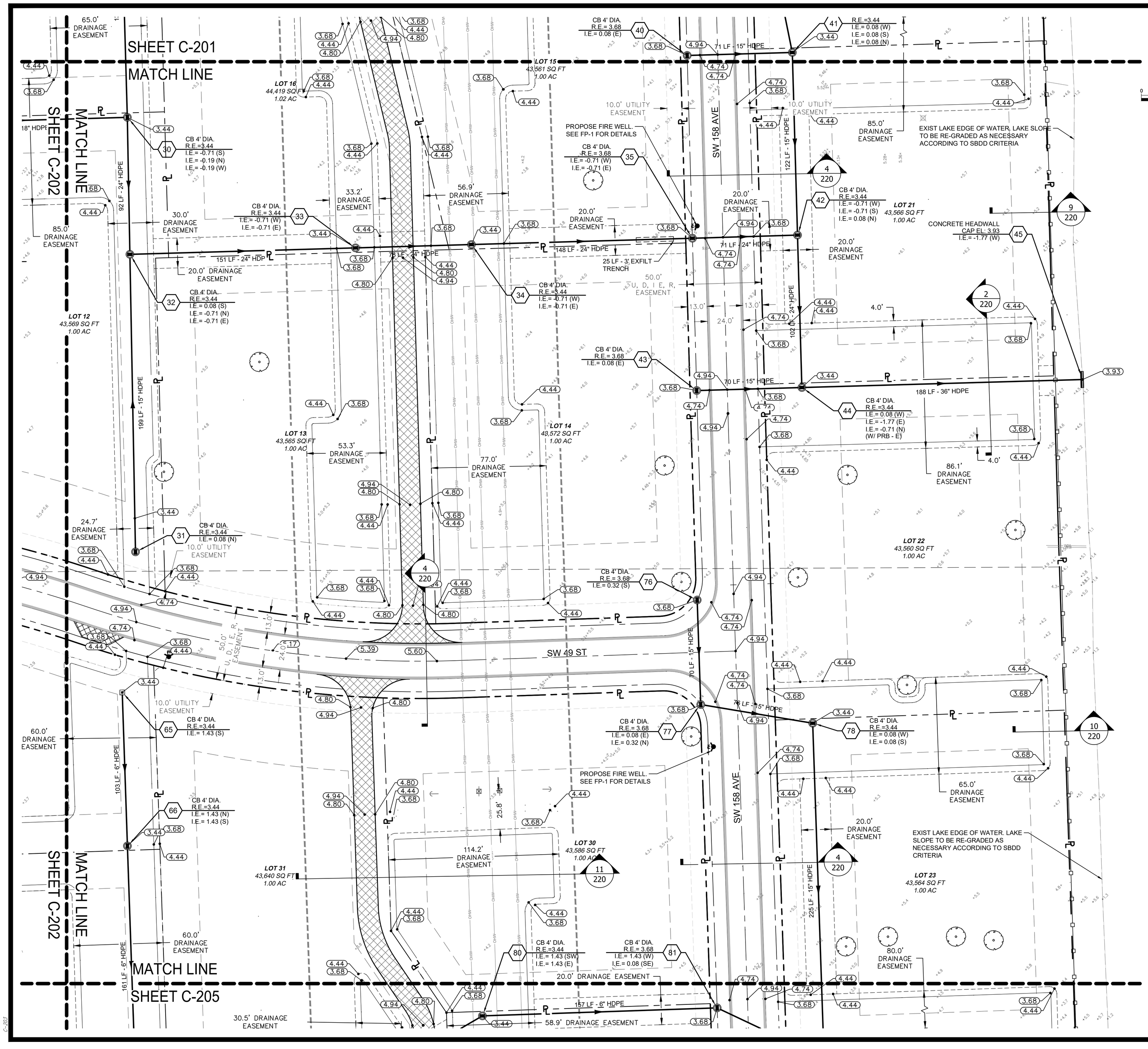
CORDOVA RODRIGUEZ & ASSOCIATES, INC.
ENGINEERS - PLANNERS
AUTHORIZATION No. 8459
CORDOVA RODRIGUEZ & ASSOCIATES, INC.
6941 SW 196TH AVENUE, SUITE 28
PEMBROKE PINES, FLORIDA 33332
TEL: (954) 880-0180
FAX: (954) 880-0181
WWW.CRAENGINEERING.COM

ROSANA D CORDOVA, P.E.
LICENSED ENGINEER
FL LICENSED P.E. No. 41864
DATE:

LUIS E. RODRIGUEZ, P.E.
LICENSED ENGINEER
FL LICENSED P.E. No. 54287
DATE:

PAVING, GRADING AND DRAINAGE PLAN 3

DESIGN: RDC	CHECKED: LER
SCALE: 1 " = 30'	
DATE: 2019-10-30	
PROJECT NO. 19-174.07	
SHT 15 OF 54	
DWG NO. C-202	

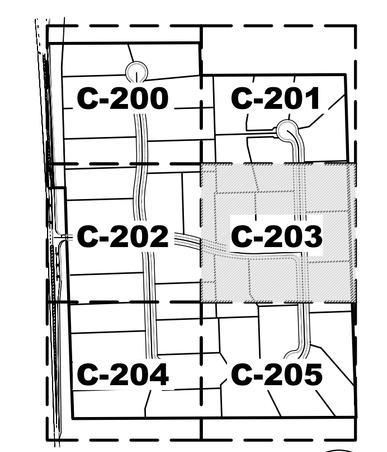


LEGEND AND ABBREVIATION

- UTILITY EASEMENT LINE
- PROPERTY LINE
- SET BACK LINE
- +0.00 EXISTING ELEVATION
- 0.00 ME PROPOSED ELEVATION/MATCH EXISTING ELEVATION
- 0.50 / 0.00 PROPOSED TOP OF CURB ELEVATION / PROPOSED BOTTOM OF CURB ELEVATION
- PROPOSED CATCH BASIN AND PIPE
- PROPOSED HEAD WALL
- STORM WATER FLOW ARROW
- PROPOSED EDGE OF ASPHALT
- DRAIN SWALE BANK
- EXISTING TREE TO REMAIN

NOTES

1. ALL ELEVATIONS SHOWN ARE RELATIVE TO NORTH AMERICA VERTICAL DATUM OF 1988 (NAVD88).
2. CONVERSION FACTOR FROM NGVD29 TO NAVD88 = –1.57.
3. THE MINIMUM FINISHED FLOOR ELEVATION REQUIREMENTS IN THE FLORIDA BUILDING CODE SHALL BE AT OR ABOVE THE BASE FLOOD ELEVATION PLUS ONE (1) FOOT, 18" ABOVE THE CROWN OF ROAD, OR AT OR ABOVE THE 100 YEAR FLOOD ELEVATION, WHICHEVER IS GREATEST.
4. CONTRACTOR TO ADJUST LENGTH OF PIPE ACCORDING TO SITE CONDITIONS.
5. U, D, I, E, R, : UTILITY, DRAINAGE, INGRESS, EGRESS AND ROADWAY EASEMENT.
6. LAKE SLOPE TO BE RE–GRADED AS NECESSARY ACCORDING TO SBDD CRITERIA.
7. ALL DRAINAGE STRUCTURES SHALL MEET SBDD CRITERIA FOR ALL THICKNESS, SUMPS, AND CLEARANCES.



1 KEY MAP
Scale: NTS

FOR REVIEW ONLY

NO.	REVISION	DATE

CIRCLE S ESTATES
4751 SW 160TH AVE, SOUTHWEST RANCHES, FLORIDA
33331 & 15990 GRIFFIN ROAD
FOR: CC HOMES AT SOUTHWEST RANCHES, LLC

CORDOVA RODRIGUEZ & ASSOCIATES, INC.
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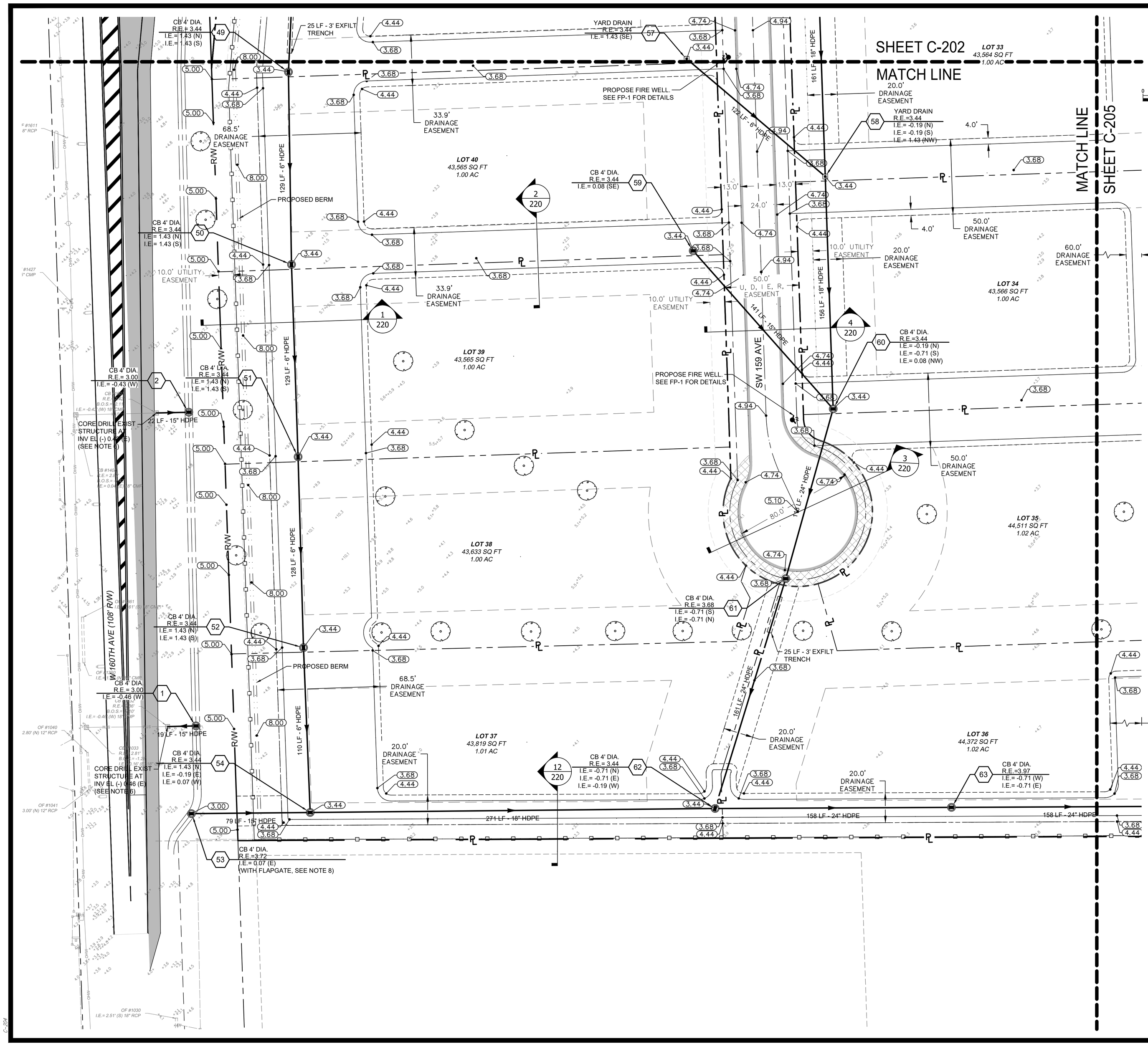
WWW.CRAENGINEERING.COM

ROSANA D. CORDOVA, P.E.
LICENSED ENGINEER
FL LICENSED P.E. No. 41864
DATE:

LUIS E. RODRIGUEZ, P.E.
LICENSED ENGINEER
FL LICENSED P.E. No. 54287
DATE:

DESIGN: RDC | CHECKED: LER
SCALE: 1 " = 30'
DATE: 2019-10-30
PROJECT NO. 19-174.07
SHT 16 OF 54
DWG NO. C-203

PAVING, GRADING AND DRAINAGE PLAN 4



LEGEND AND ABBREVIATION

- UTILITY EASEMENT LINE
- PROPERTY LINE
- SET BACK LINE
- +0.00 EXISTING ELEVATION
- 0.00 ME PROPOSED ELEVATION/MATCH EXISTING ELEVATION
- 0.50 / 0.00 PROPOSED TOP OF CURB ELEVATION / PROPOSED BOTTOM OF CURB ELEVATION
- PROPOSED CATCH BASIN AND PIPE
- PROPOSED HEAD WALL
- STORM WATER FLOW ARROW
- PROPOSED EDGE OF ASPHALT
- DRAIN SWALE BANK
- PROPOSED STABILIZED SUBGRADE
- EXISTING TREE TO REMAIN
- PROPOSED BERM

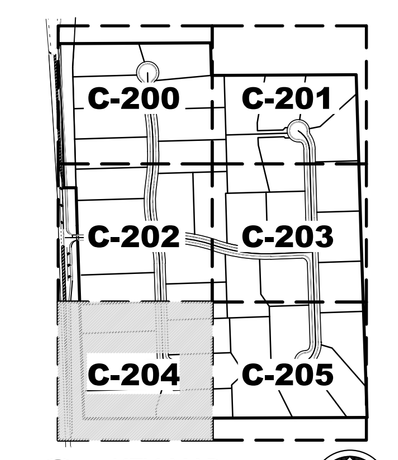
NOTES

1. ALL ELEVATIONS SHOWN ARE RELATIVE TO NORTH AMERICA VERTICAL DATUM OF 1988 (NAVD88).
2. CONVERSION FACTOR FROM NGVD29 TO NAVD88 = −1.57.
3. THE MINIMUM FINISHED FLOOR ELEVATION REQUIREMENTS IN THE FLORIDA BUILDING CODE SHALL BE AT OR ABOVE THE BASE FLOOD ELEVATION PLUS ONE (1) FOOT, 18" ABOVE THE CROWN OF ROAD, OR AT OR ABOVE THE 100 YEAR FLOOD ELEVATION, WHICHEVER IS GREATEST.
4. CONTRACTOR TO ADJUST LENGTH OF PIPE ACCORDING TO SITE CONDITIONS.
5. U, D, I, E, R, : UTILITY, DRAINAGE, INGRESS, EGRESS AND ROADWAY EASEMENT.
6. CONTRACTOR TO FIELD VERIFY EXISTING CONDITIONS, EXISTING STRUCTURE RIM ELEVATION, INVERT ELEVATION AND BOTTOM OF STRUCTURE ELEVATION.
7. ALL DRAINAGE STRUCTURES SHALL MEET SBDD CRITERIA FOR ALL THICKNESS, SUMPS, AND CLEARANCES.
8. FLAP GATE TO BE FRESNO VALVES SERIES 6000 – 10C FLAP GATE, OR APPROVED EQUAL.

FOR REVIEW ONLY

NO.	REVISION	DATE

CIRCLE S ESTATES
4751 SW 160TH AVE, SOUTHWEST RANCHES, FLORIDA
33331 & 15990 GRIFFIN ROAD
FOR: CC HOMES AT SOUTHWEST RANCHES, LLC



1 KEY MAP
Scale: NTS

CORDOVA RODRIGUEZ & ASSOCIATES, INC.
ENGINEERS - PLANNERS
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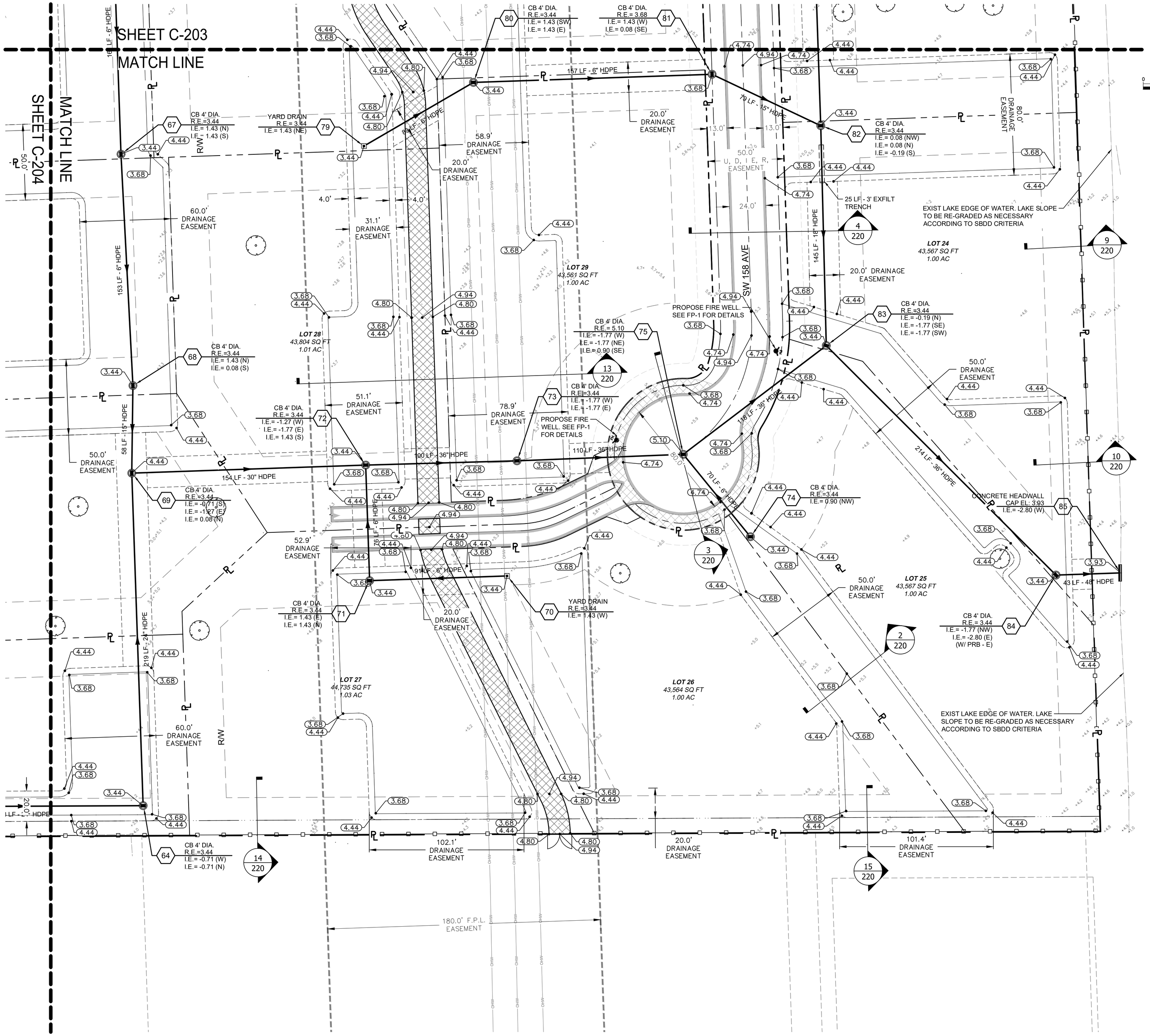
FAX: (954) 880-0188
WWW.CRAENGINEERING.COM

ROSANA D. CORDOVA, P.E.
LICENSED ENGINEER
FL LICENSED P.E. No. 41864
DATE:

LUIS E. RODRIGUEZ, P.E.
LICENSED ENGINEER
FL LICENSED P.E. No. 54287
DATE:

PAVING, GRADING AND DRAINAGE PLAN 5

DESIGN: RDC	CHECKED: LER
SCALE: 1 " = 30'	
DATE: 2019-10-30	
PROJECT NO. 19-174.07	
SHT 17 OF 54	
DWG NO. C-204	



LEGEND AND ABBREVIATION

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- PROPERTY LINE
- SET BACK LINE
- +0.00 EXISTING ELEVATION
- 0.00 ME PROPOSED ELEVATION/MATCH EXISTING ELEVATION
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- DRAIN SWALE BANK
- PROPOSED STABILIZED SUBGRADE
- EXISTING TREE TO REMAIN

NOTES

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6. LAKE SLOPE TO BE RE–GRADED AS NECESSARY ACCORDING TO SBDD CRITERIA.
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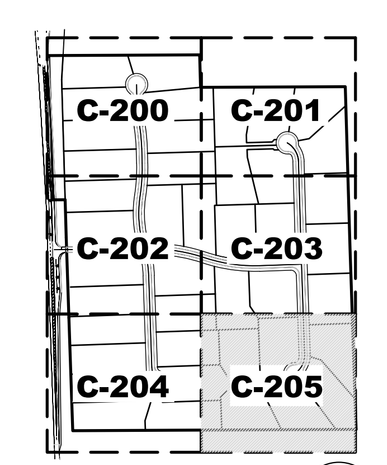
7. ALL DRAINAGE STRUCTURES SHALL MEET SBDD CRITERIA FOR ALL THICKNESS, SUMPS, AND CLEARANCES.



1 KEY MAP
Scale: NTS

FOR REVIEW ONLY

NO.	REVISION	DATE

CIRCLE S ESTATES
4751 SW 160TH AVE, SOUTHWEST RANCHES, FLORIDA
33331 & 15990 GRIFFIN ROAD
FOR: CC HOMES AT SOUTHWEST RANCHES, LLC

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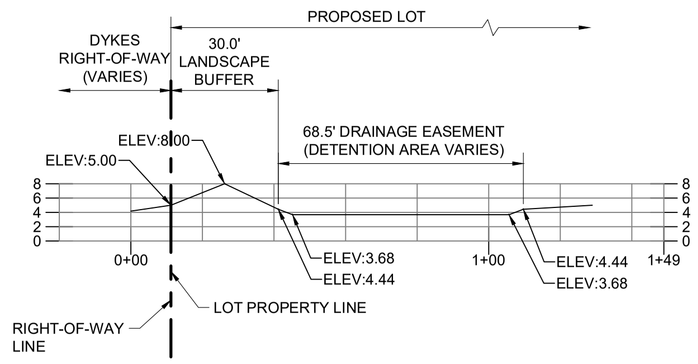
ROSANA D. CORDOVA, P.E.
LICENSED ENGINEER
FL LICENSED P.E. No. 41864
DATE:

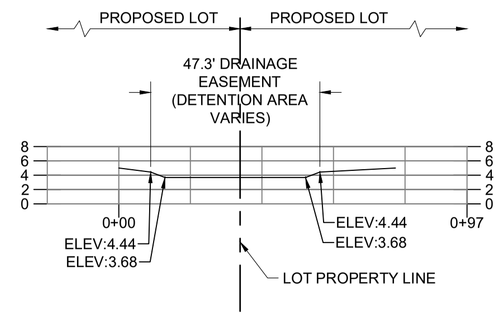
LUIS E. RODRIGUEZ, P.E.
LICENSED ENGINEER
FL LICENSED P.E. No. 54287
DATE:

PAVING, GRADING AND DRAINAGE PLAN 6

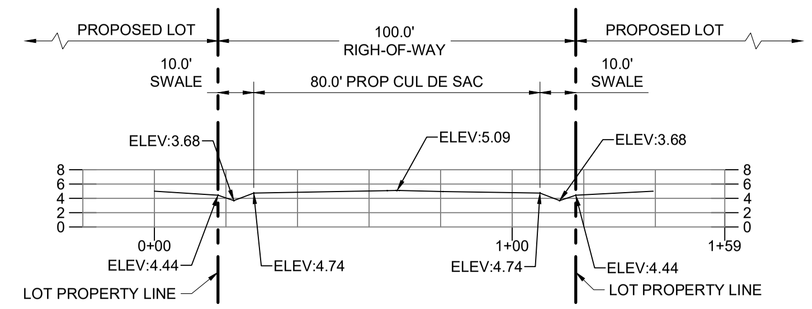
DESIGN: RDC	CHECKED: LER
SCALE:	1 " = 30'
DATE:	2019-10-30
PROJECT NO.	19-174.07
SHT 18 OF 54	
DWG NO.	C-205



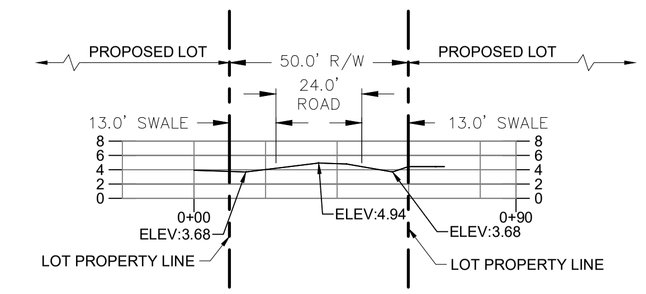
1 WEST PROPERTY LINE SECTION
Scale: NTS



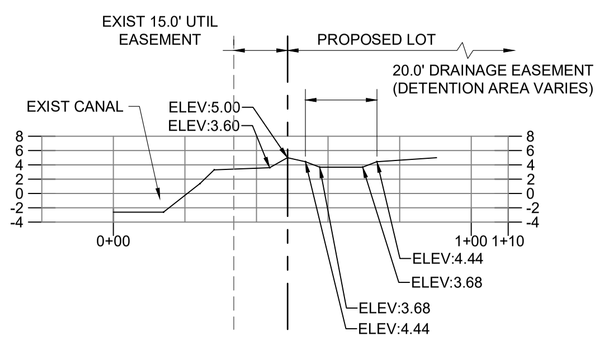
2 SECTION
Scale: NTS



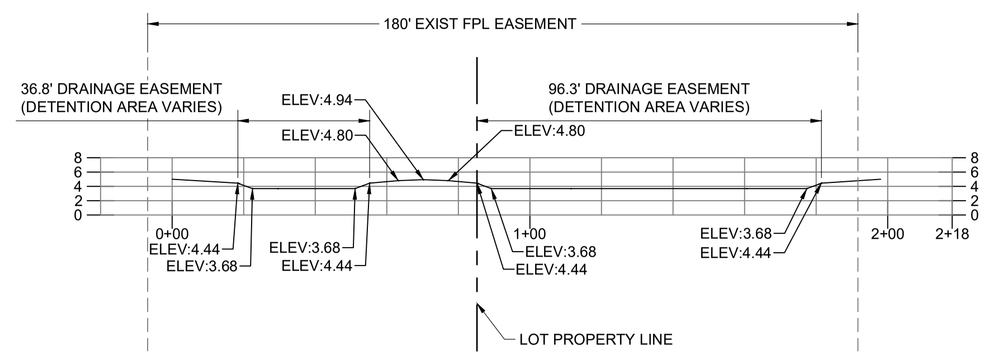
3 TYPICAL CUL DE SAC SECTION
Scale: NTS



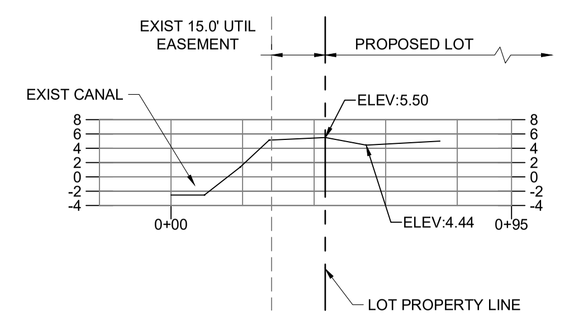
4 TYPICAL ROAD SECTION
Scale: NTS



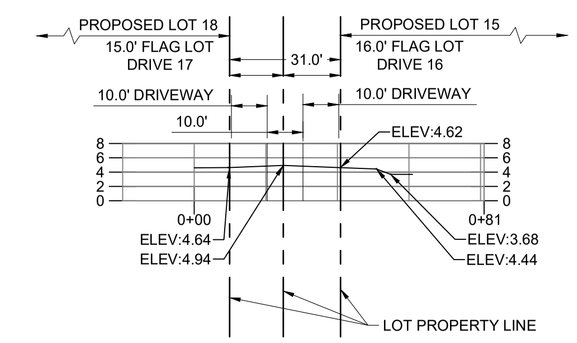
5 NORTH PROPERTY LINE SECTION
Scale: NTS



6 SECTION
Scale: NTS



7 NORTH PROPERTY LINE SECTION
Scale: NTS



8 FLAG LOT DRIVE SECTION
Scale: NTS

FOR REVIEW ONLY

NO.	REVISION	DATE

CIRCLE S ESTATES
4751 SW 160TH AVE, SOUTHWEST RANCHES, FLORIDA
33331 & 15990 GRIFFIN ROAD
FOR: CC HOMES AT SOUTHWEST RANCHES, LLC

CORDOVA RODRIGUEZ & ASSOCIATES, INC.
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ROSANA D. CORDOVA, P.E.
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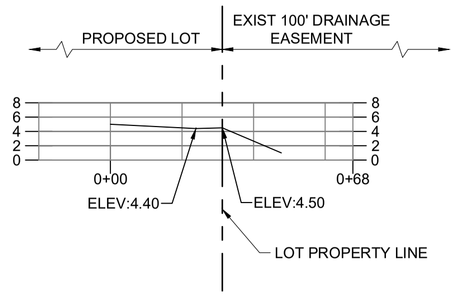
FL LICENSED P.E. No. 41864
DATE:

LUIS E. RODRIGUEZ, P.E.
LICENSED ENGINEER
FL LICENSED P.E. No. 54287
DATE:

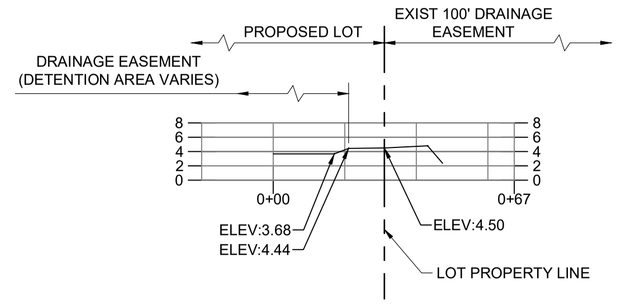
DESIGN: RDC | CHECKED: LER
SCALE: 1 " = 30'
DATE: 2019-10-30
PROJECT NO. 19-174.07
SHT 19 OF 54
DWG NO. C-220

PAVING, GRADING, AND DRAINAGE SECTIONS 1

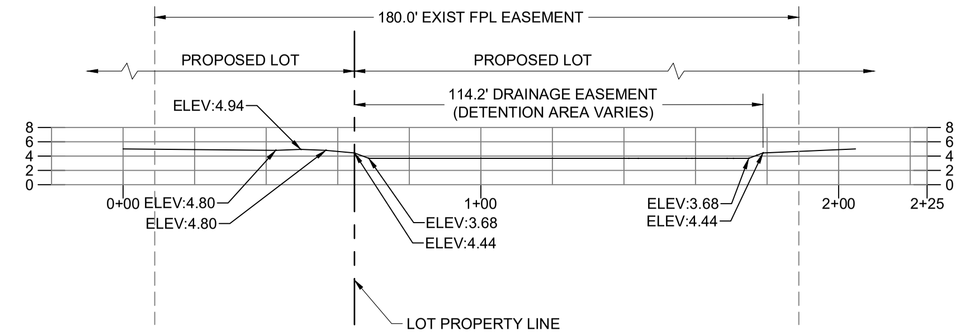
PLOTTED ON 07/21/2020 7:26:24 AM
SAVED ON 10/4/2020 10:15:54 AM
K:\19-174.07-CCHS-SOUTHWEST RANCHES\DWG\SITE\19174.07-CCHS-PROD-SITE.DWG
C-220
Regular Meeting August 27, 2020
Page 69 of 346



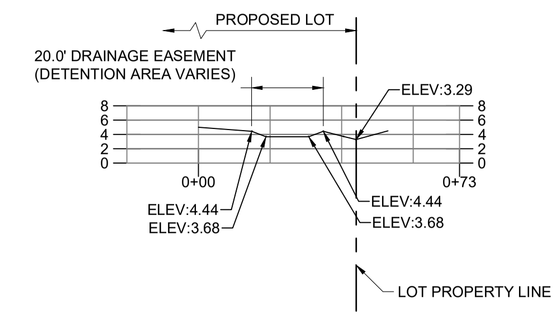
9 EAST PROPERTY LINE SECTION
Scale: NTS



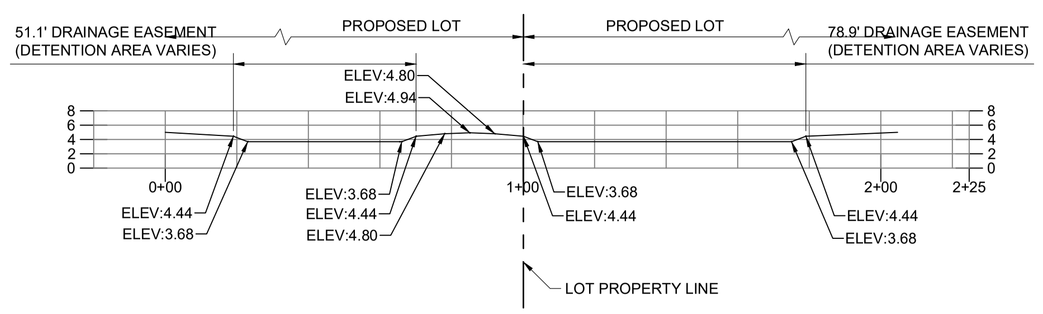
10 EAST PROPERTY LINE SECTION
Scale: NTS



11 SECTION
Scale: NTS



12 SOUTH PROPERTY LINE SECTION
Scale: NTS



13 SECTION
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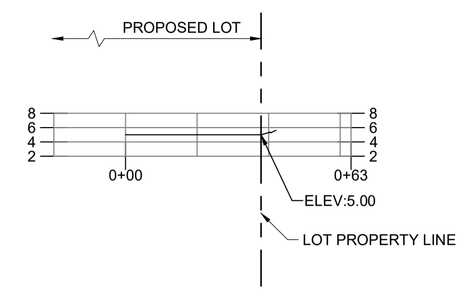
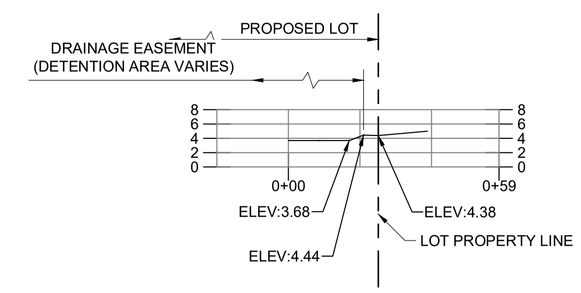


14 SOUTH PROPERTY LINE SECTION
Scale: NTS



15 SOUTH PROPERTY LINE SECTION
Scale: NTS

FOR REVIEW ONLY

NO.	REVISION	DATE

CIRCLE S ESTATES
4751 SW 160TH AVE, SOUTHWEST RANCHES, FLORIDA
33331 & 15990 GRIFFIN ROAD
FOR: CC HOMES AT SOUTHWEST RANCHES, LLC

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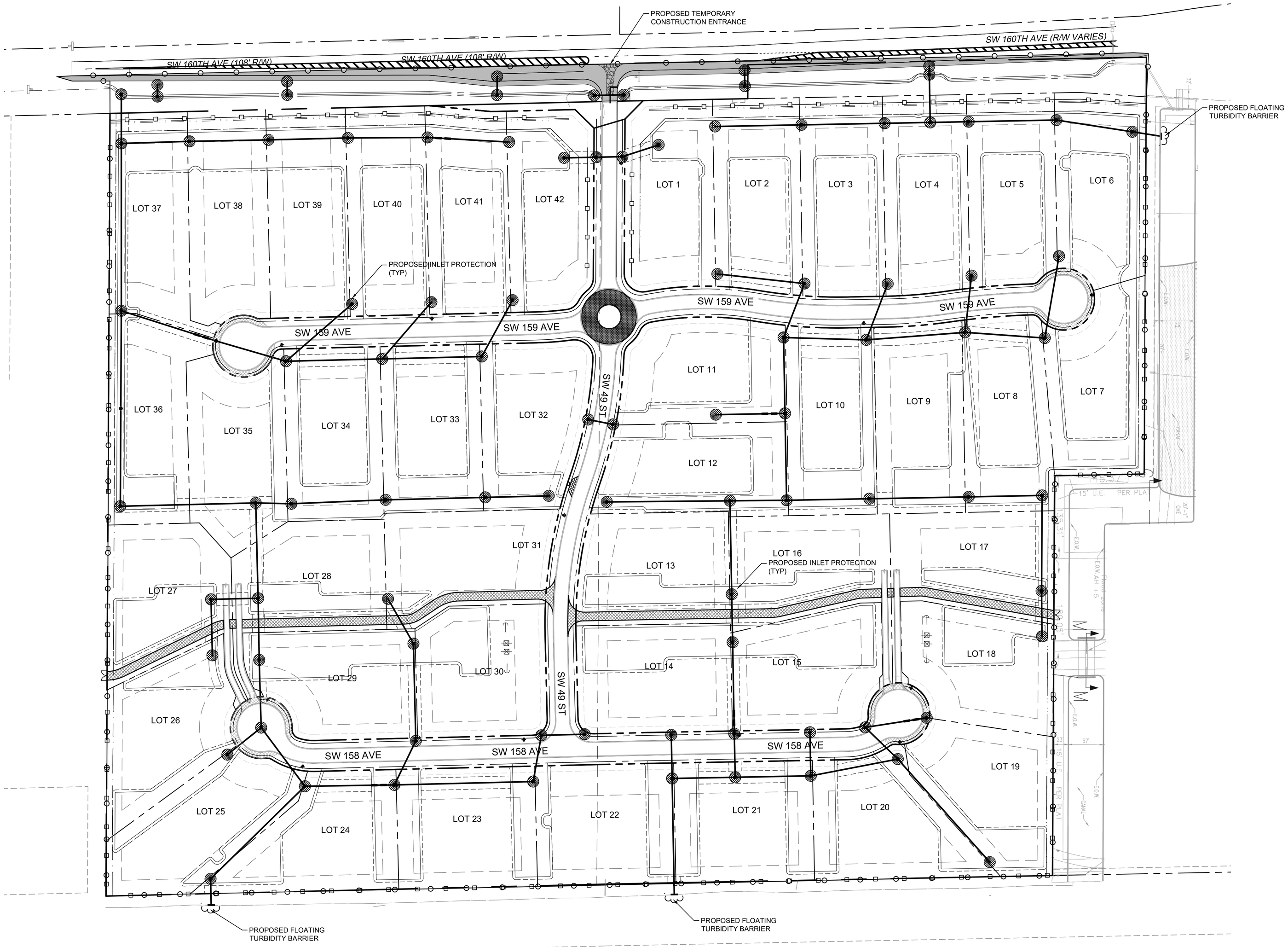
ROSANA D. CORDOVA, P.E.
LICENSED ENGINEER
FL LICENSED P.E. No. 41864
DATE:

LUIS E. RODRIGUEZ, P.E.
LICENSED ENGINEER
FL LICENSED P.E. No. 54287
DATE:

DESIGN: RDC	CHECKED: LER
SCALE: 1 " = 30'	
DATE: 2019-10-30	
PROJECT NO. 19-174.07	
SHT 20 OF 54	
DWG NO. C-221	

PLOTTED ON 07/21/2020 7:29:17 AM
SAVED ON 7/14/2020 7:07:54 AM
N:\19-174.07-CCHS-SOUTHWEST RANCHES\DWG\SITE\TIFFANY-CCSH-PROD-SITE.DWG
Regular Meeting August 27, 2020
C-221
Page 69 of 346



1 STORM WATER POLLUTION PREVENTION PLAN

Scale: 1" = 80'-0"

0 80' 160'

LEGEND

- PROPOSED SILT FENCE
- PROPOSED INLET PROTECTION
- FLOATING TURBIDITY BARRIER
- TEMPORARY CONSTRUCTION ENTRANCE

FOR REVIEW ONLY

NO.	REVISION	DATE

CIRCLE S ESTATES

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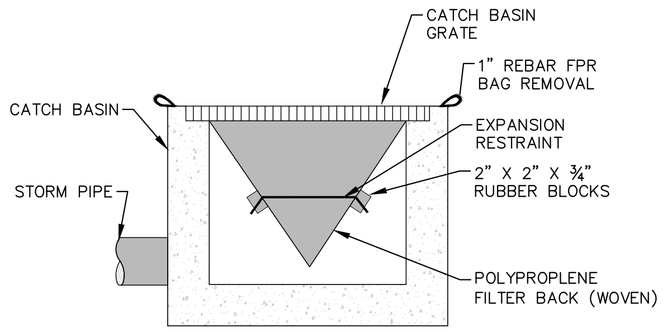
DATE:

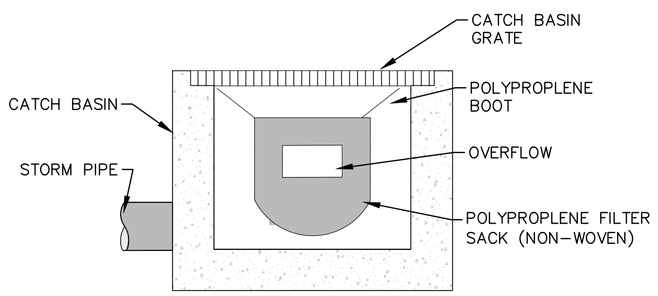
LUIS E. RODRIGUEZ, P.E.
LICENSED ENGINEER
FL LICENSED P.E. No. 54287
DATE:

STORM WATER POLLUTION PREVENTION PLAN

DESIGN: RDC	CHECKED: LER
SCALE: 1 " = 80'	
DATE: 2019-10-30	
PROJECT NO. 19-174.07	
SHT 21 OF 54	
DWG NO. C-240	



WOVEN POLYPROPLENE SACK



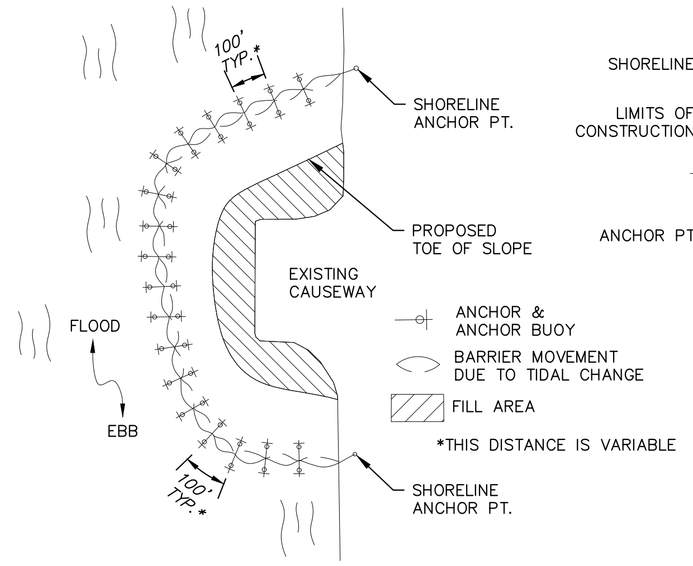
NON-WOVEN POLYPROPLENE SACK

NOTES:

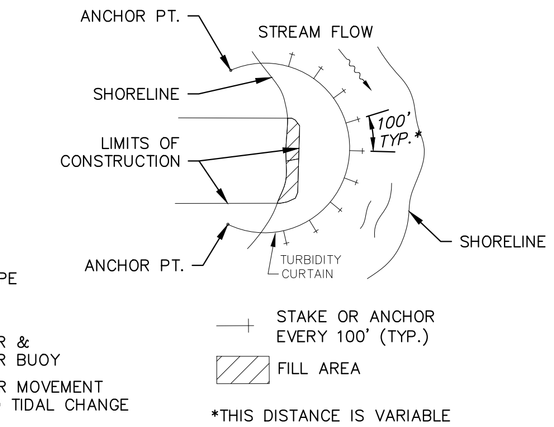
1. RECESSED CURB INLET CATCH BASINS MUST BE BLOCKED WHEN USING FILTER FABRIC INLET SACKS. SIZE OF FILTER FABRIC INLET SACKS TO BE DETERMINED BY MANUFACTURER.

NON-WOVEN CATCH BASIN INSERT INLET PROTECTION (IP-2)

N.T.S.



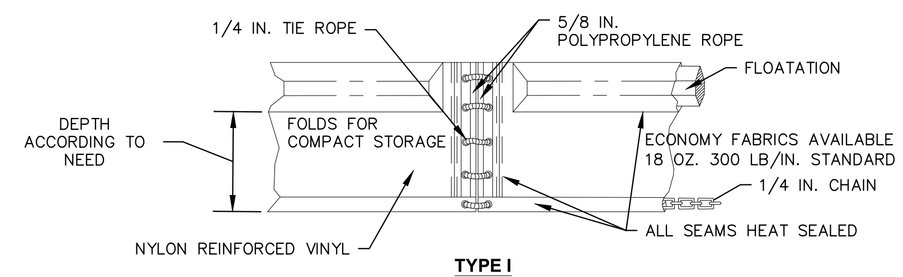
TYPICAL LAYOUT
TIDAL WATERS AND/OR HEAVY WIND & WAVE ACTION



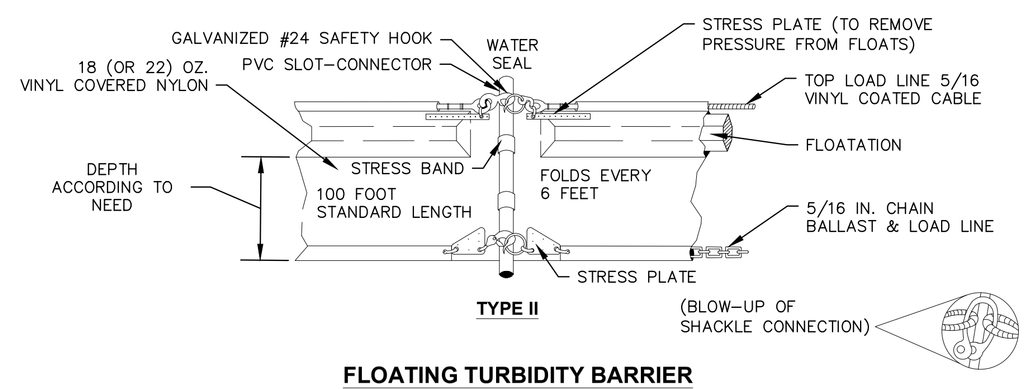
TYPICAL LAYOUT
STREAMS, PONDS, AND LAKES (PROTECTED AND NON-TIDAL)

FLOATING TURBIDITY BARRIER TYPICAL INSTALLATION LAYOUT

N.T.S.



TYPE I



TYPE II

FLOATING TURBIDITY BARRIER TYPES I & II DETAIL

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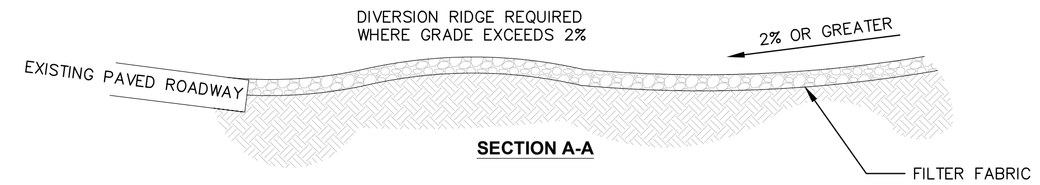
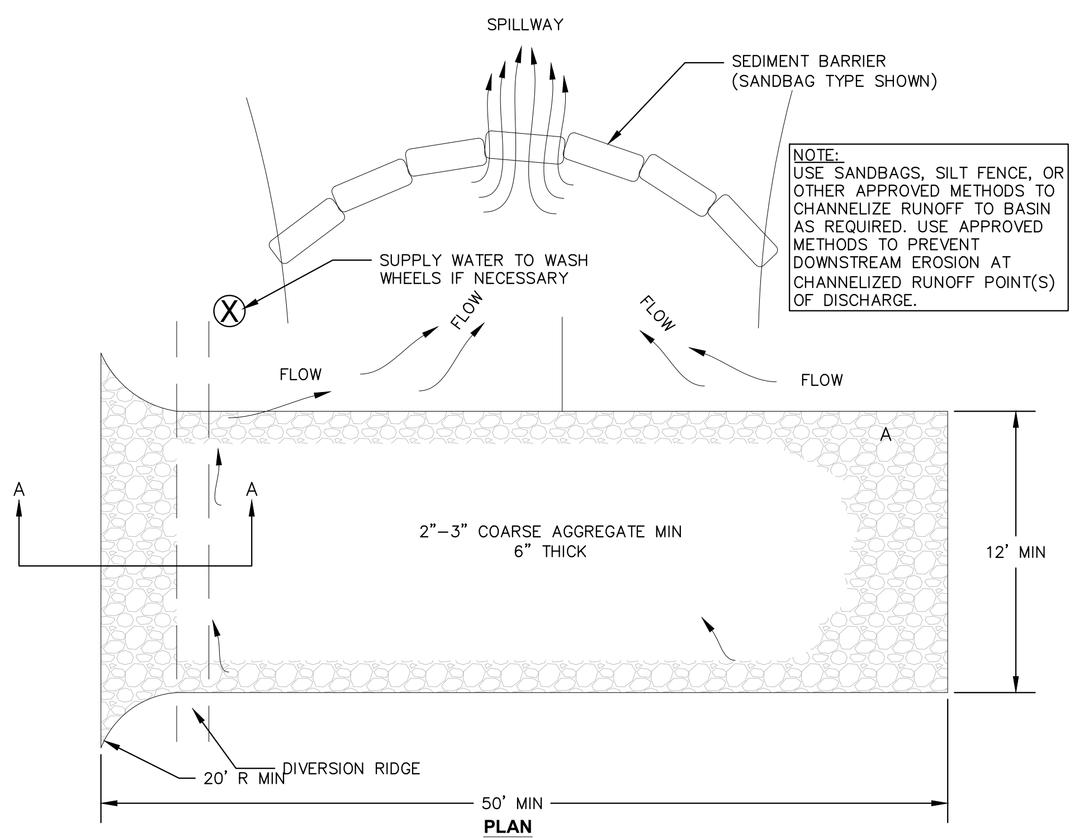


SECTION A-A



PLAN

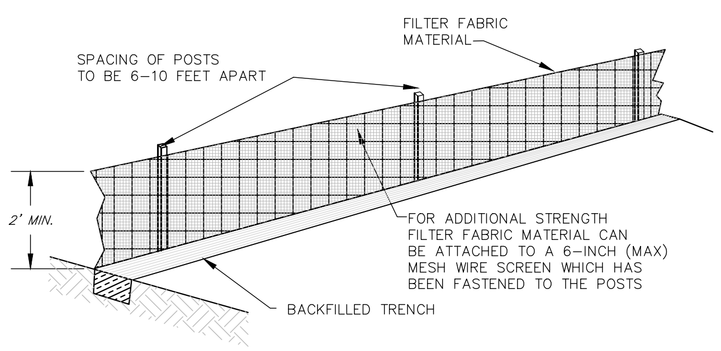
NOTE:
USE SANDBAGS, SILT FENCE, OR OTHER APPROVED METHODS TO CHANNELIZE RUNOFF TO BASIN AS REQUIRED. USE APPROVED METHODS TO PREVENT DOWNSTREAM EROSION AT CHANNELIZED RUNOFF POINT(S) OF DISCHARGE.

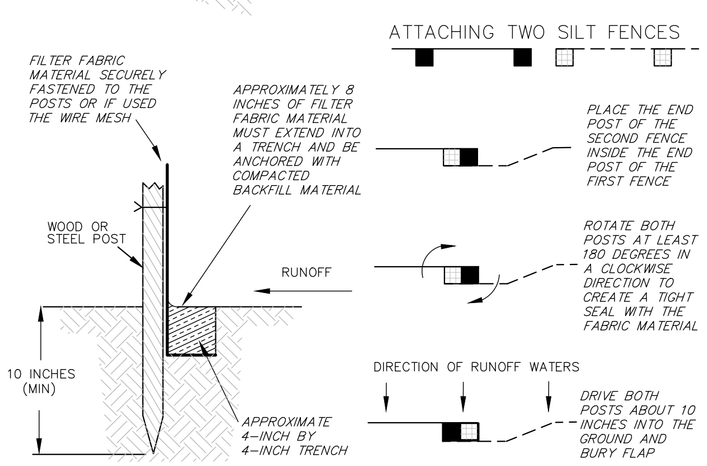
NOTES:

1. THE ENTRANCE SHALL BE MAINTAINED IN A CONDITION THAT WILL PREVENT TRACKING AND FLOWING OF SEDIMENT ONTO PUBLIC RIGHTS-OF-WAY. THIS MAY REQUIRE TOP DRESSING REPAIR AND/OR CLEANOUT OF ANY MEASURES USED TO TRAP SEDIMENT.
2. WHEN NECESSARY, WHEELS SHALL BE CLEANED PRIOR TO ENTRANCE ONTO PUBLIC RIGHTS-OF-WAY.
3. WHEN WASHING IS REQUIRED, IT SHALL BE DONE ON AN AREA STABILIZED WITH CRUSHED STONED THAT DRAINS INTO AN APPROVED SEDIMENT TRAP OR SEDIMENT BASIN.

TEMPORARY CONSTRUCTION ENTRANCE

N.T.S.





SILT FENCE DETAIL

N.T.S.

I CERTIFY UNDER PENALTY OF LAW THAT I UNDERSTAND AND SHALL COMPLY WITH THE TERMS AND CONDITIONS OF THE STATE OF FLORIDA GENERAL PERMIT FOR STORMWATER DISCHARGE FROM LARGE AND SMALL CONSTRUCTION ACTIVITIES AND THIS STORMWATER POLLUTION PREVENTION PLAN PREPARED THEREUNDER".

NAME	TITLE	COMPANY NAME, ADDRESS AND PHONE NUMBER	DATE

FOR REVIEW ONLY

NO.	REVISION	DATE

PLOTTED ON 10/21/2020 7:29:27 AM

CIRCLE S ESTATES
4751 SW 160TH AVE, SOUTHWEST RANCHES, FLORIDA
33331 & 15990 GRIFFIN ROAD
FOR: CC HOMES AT SOUTHWEST RANCHES, LLC

SAVED ON 7/27/2020 7:08:17 AM

CORDOVA RODRIGUEZ & ASSOCIATES, INC.
ENGINEERS - PLANNERS
AUTHORIZATION No. 8459
CORDOVA RODRIGUEZ & ASSOCIATES, INC.
6941 SW 196TH AVENUE, SUITE 28
PEMBROKE PINES, FLORIDA 33332
TEL: (954) 880-0180
FAX: (954) 880-0181
WWW.CRAENGINEERING.COM

ROSANA D CORDOVA, P.E.
LICENSED ENGINEER
FL LICENSED P.E. No. 41864
DATE:

LUIS E. RODRIGUEZ, P.E.
LICENSED ENGINEER
FL LICENSED P.E. No. 54287
DATE:

DESIGN: RDC | CHECKED: LER

SCALE: NTS

DATE: 2019-10-30

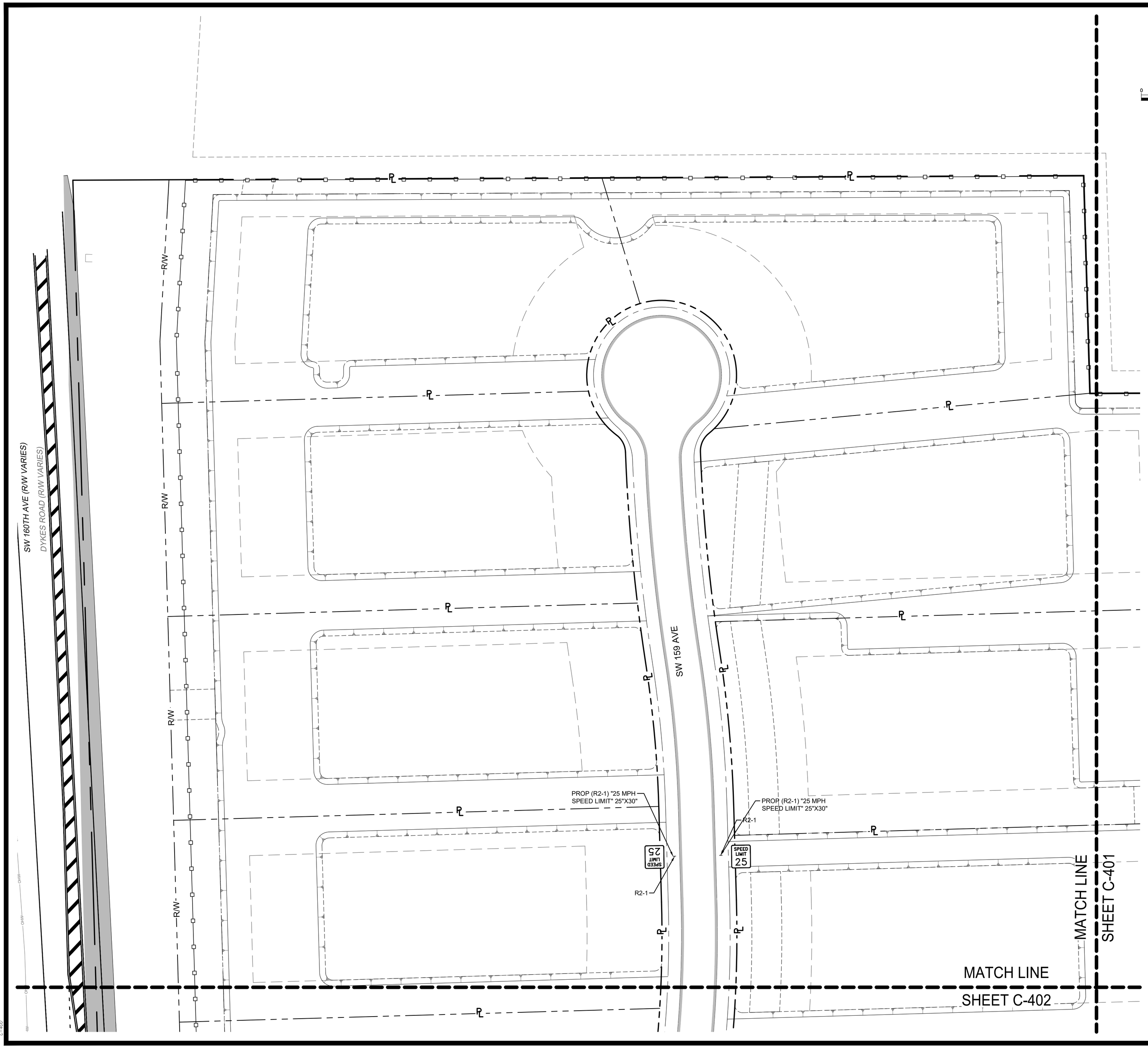
PROJECT NO. 19-174.07

SHT 22 OF 54

DWG NO. C-241

STORM WATER POLLUTION PREVENTION DETAILS

C:\19-174.07-CIRCLE S-CC-CE EST-CC HOMES\19-174.07-C240-SWPP.DWG



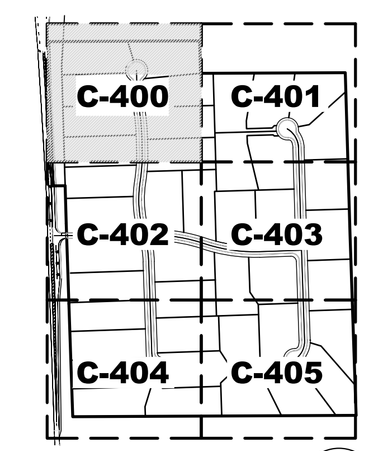
0 30' 60'

LEGEND AND ABBREVIATION

- UTILITY EASEMENT LINE
- PROPERTY LINE
- RIGHT-OF-WAY LINE
- SET BACK LINE
- PROPOSED EDGE OF ASPHALT

SIGNING AND MARKING NOTES

1. ALL PAVEMENT MARKINGS AND SIGNAGE SHALL BE IN ACCORDANCE WITH THE "MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES". LATEST EDITION.
2. ALL STOP BARS TO BE 4' BEHIND CROSSWALK OR SIDEWALK.
3. ALL PAVEMENT MARKING SHALL BE HOT APPLIED THERMOPLASTIC.
4. FOR PAVEMENT MARKING AND SIGNING ALONG DYKES ROAD SEE C-XXX.



1 KEY MAP
Scale: NTS

FOR REVIEW ONLY

NO.	REVISION	DATE

PLOTTED ON 07/21/2020 1:29:27 PM

CIRCLE S ESTATES
4751 SW 160TH AVE, SOUTHWEST RANCHES, FLORIDA
33331 & 15990 GRIFFIN ROAD
FOR: CC HOMES AT SOUTHWEST RANCHES, LLC

CORDOVA RODRIGUEZ & ASSOCIATES, INC.
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ROSANA D. CORDOVA, P.E.
LICENSED ENGINEER
FL LICENSED P.E. No. 41864
DATE:

LUIS E. RODRIGUEZ, P.E.
LICENSED ENGINEER
FL LICENSED P.E. No. 54287
DATE:

DESIGN: RDC CHECKED: LER

SCALE: 1 " = 30'

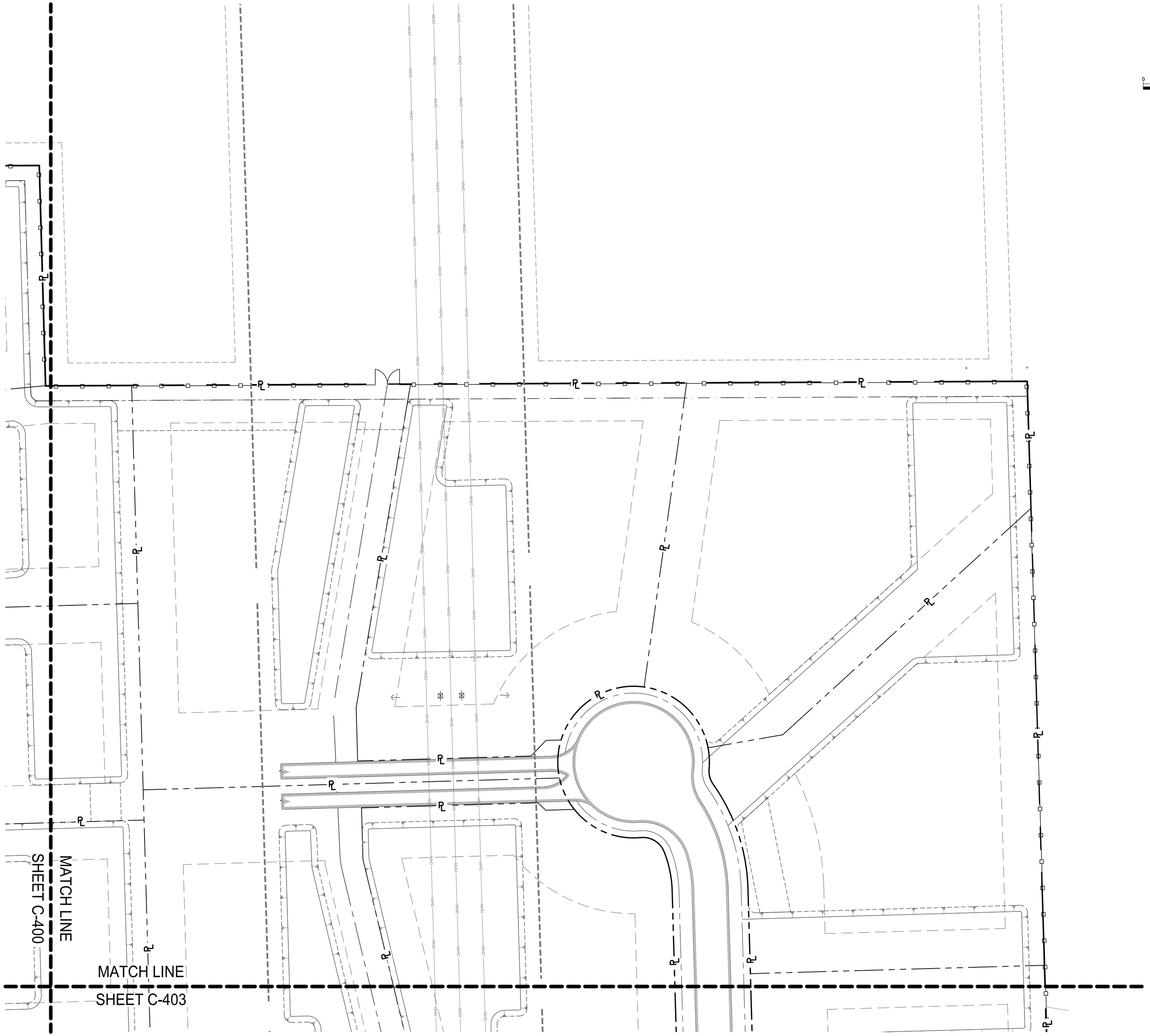
DATE: 2019-10-30

PROJECT NO. 19-174.07

SHT 23 OF 54

DWG NO. C-400

SIGNING AND MARKING PLAN 1



0 30' 60'

LEGEND AND ABBREVIATION

- UTILITY EASEMENT LINE
- PROPERTY LINE
- RIGHT-OF-WAY LINE
- SET BACK LINE
- PROPOSED EDGE OF ASPHALT

SIGNING AND MARKING NOTES

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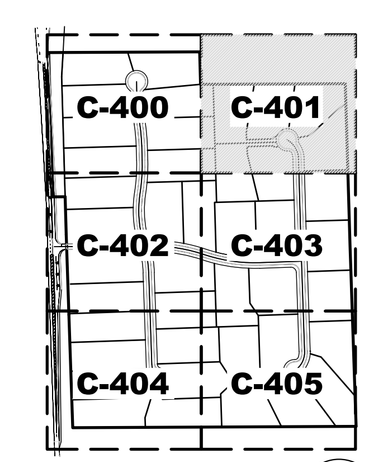
3. ALL PAVEMENT MARKING SHALL BE HOT APPLIED THERMOPLASTIC.



1 KEY MAP
Scale: NTS

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CIRCLE S ESTATES
4751 SW 160TH AVE, SOUTHWEST RANCHES, FLORIDA
33331 & 15990 GRIFFIN ROAD
FOR: CC HOMES AT SOUTHWEST RANCHES, LLC

SHEET ON 10/29/2020 12:50:07 PM

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ENGINEERS - PLANNERS
AUTHORIZATION No. 8459
CORDOVA RODRIGUEZ & ASSOCIATES, INC.
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ROSANA D. CORDOVA, P.E.
LICENSED ENGINEER
FL LICENSED P.E. No. 41864
DATE:

LUIS E. RODRIGUEZ, P.E.
LICENSED ENGINEER
FL LICENSED P.E. No. 54287
DATE:

SIGNING AND MARKING PLAN 2

DESIGN: RDC	CHECKED: LER
SCALE: 1 " = 30'	
DATE: 2019-10-30	
PROJECT NO. 19-174.07	
SHT 24 OF 54	
DWG NO. C-401	

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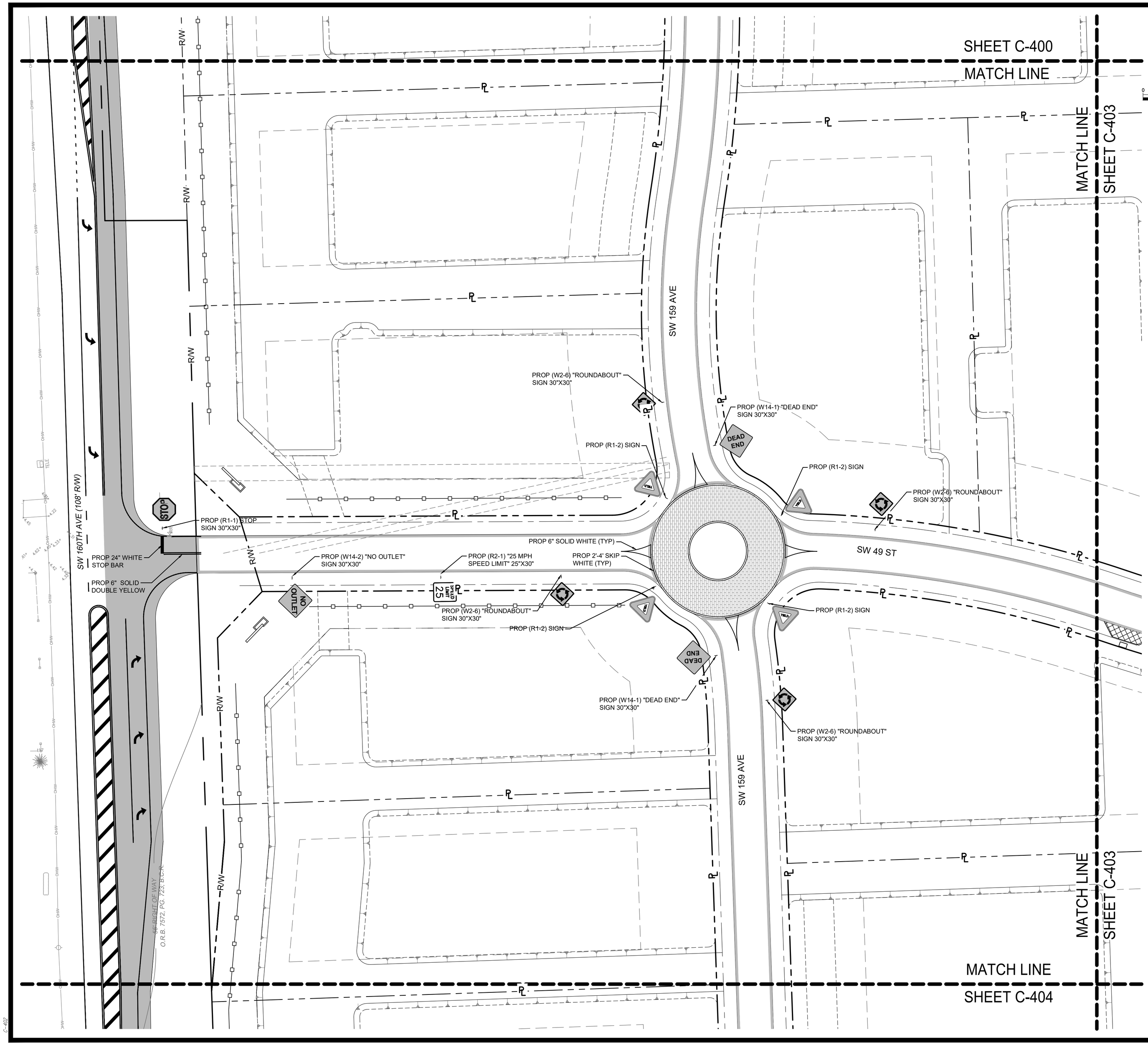

LEGEND AND ABBREVIATION

- UTILITY EASEMENT LINE
- PROPERTY LINE
- RIGHT-OF-WAY LINE
- SET BACK LINE
- PROPOSED EDGE OF ASPHALT

SIGNING AND MARKING NOTES

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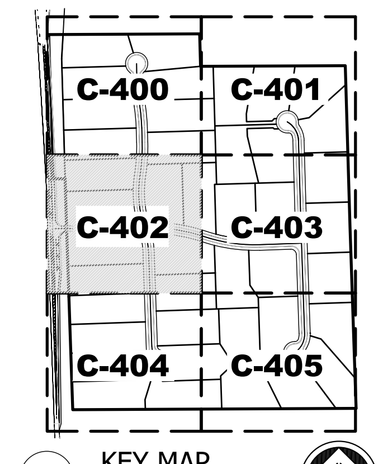
3. ALL PAVEMENT MARKING SHALL BE HOT APPLIED THERMOPLASTIC.
4. FOR PAVEMENT MARKING AND SIGNING ALONG DYKES ROAD SEE C-XXX.



1 KEY MAP
Scale: NTS

FOR REVIEW ONLY

NO.	REVISION	DATE

CIRCLE S ESTATES
4751 SW 160TH AVE, SOUTHWEST RANCHES, FLORIDA
33331 & 15990 GRIFFIN ROAD
FOR: CC HOMES AT SOUTHWEST RANCHES, LLC

CORDOVA RODRIGUEZ & ASSOCIATES, INC.
ENGINEERS - PLANNERS
AUTHORIZATION No. 8459
CORDOVA RODRIGUEZ & ASSOCIATES, INC.
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FAX: (954) 880-0188
WWW.CRAENGINEERING.COM

ROSANA D CORDOVA, P.E.
LICENSED ENGINEER
FL LICENSED P.E. No. 41864
DATE:

LUIS E. RODRIGUEZ, P.E.
LICENSED ENGINEER
FL LICENSED P.E. No. 54287
DATE:

SIGNING AND MARKING PLAN 3

DESIGN: RDC	CHECKED: LER
SCALE: 1 " = 30'	
DATE: 2019-10-30	
PROJECT NO. 19-174.07	
SHT 25 OF 54	
DWG NO. C-402	

SHEET C-401

MATCH LINE

SHEET C-402

MATCH LINE

SW 158 AVE

PROP (R2-1) "25 MPH SPEED LIMIT" 25"X30"

SPEED LIMIT 25

PROP (R2-1) "25 MPH SPEED LIMIT" 25"X30"

SPEED LIMIT 25

PROP 6" SOLID DOUBLE YELLOW

PROP (R1-1) STOP SIGN 30"X30"

STOP

PROP 24" WHITE STOP BAR

PROP (W14-1) "DEAD END" SIGN 30"X30"

DEAD END

SW 49 ST

PROP 24" WHITE STOP BAR

PROP 6" SOLID DOUBLE YELLOW

PROP (R1-1) STOP SIGN 30"X30"

STOP

DEAD END

PROP (W14-1) "DEAD END" SIGN 30"X30"

PROP 24" WHITE STOP BAR

PROP (R1-1) STOP SIGN 30"X30"

STOP

PROP 6" SOLID DOUBLE YELLOW

SW 158 AVE

SHEET C-402

MATCH LINE

MATCH LINE

SHEET C-405

0 30' 60'

LEGEND AND ABBREVIATION

- UTILITY EASEMENT LINE
- PROPERTY LINE
- RIGHT-OF-WAY LINE
- SET BACK LINE
- PROPOSED EDGE OF ASPHALT

SIGNING AND MARKING NOTES

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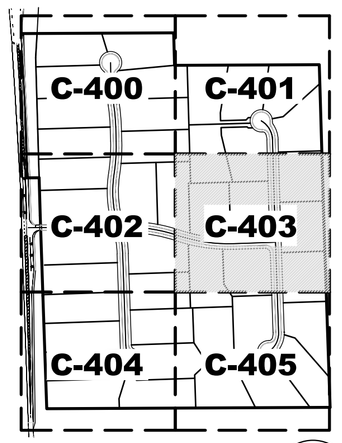
2. ALL STOP BARS TO BE 4' BEHIND CROSSWALK OR SIDEWALK.
3. ALL PAVEMENT MARKING SHALL BE HOT APPLIED THERMOPLASTIC.



1 KEY MAP

Scale: NTS

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CIRCLE S ESTATES

4751 SW 160TH AVE, SOUTHWEST RANCHES, FLORIDA
33331 & 15990 GRIFFIN ROAD
FOR: CC HOMES AT SOUTHWEST RANCHES, LLC

SAVED: PM 07/20/2020 12:28:07 PM

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ENGINEERS - PLANNERS
AUTHORIZATION NO. 8459
CORDOVA RODRIGUEZ & ASSOCIATES, INC.
6941 SW 196TH AVENUE, SUITE 28
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FAX: (954) 880-0181
WWW.CRAENGINEERING.COM

ROSANA D. CORDOVA, P.E.
LICENSED ENGINEER
FL LICENSED P.E. No. 41864
DATE:

LUIS E. RODRIGUEZ, P.E.
LICENSED ENGINEER
FL LICENSED P.E. No. 54287
DATE:

SIGNING AND MARKING PLAN 4

DESIGN: RDC	CHECKED: LER
SCALE: 1 " = 30'	
DATE: 2019-10-30	
PROJECT NO. 19-174.07	
SHT 26 OF 54	
DWG NO. C-403	

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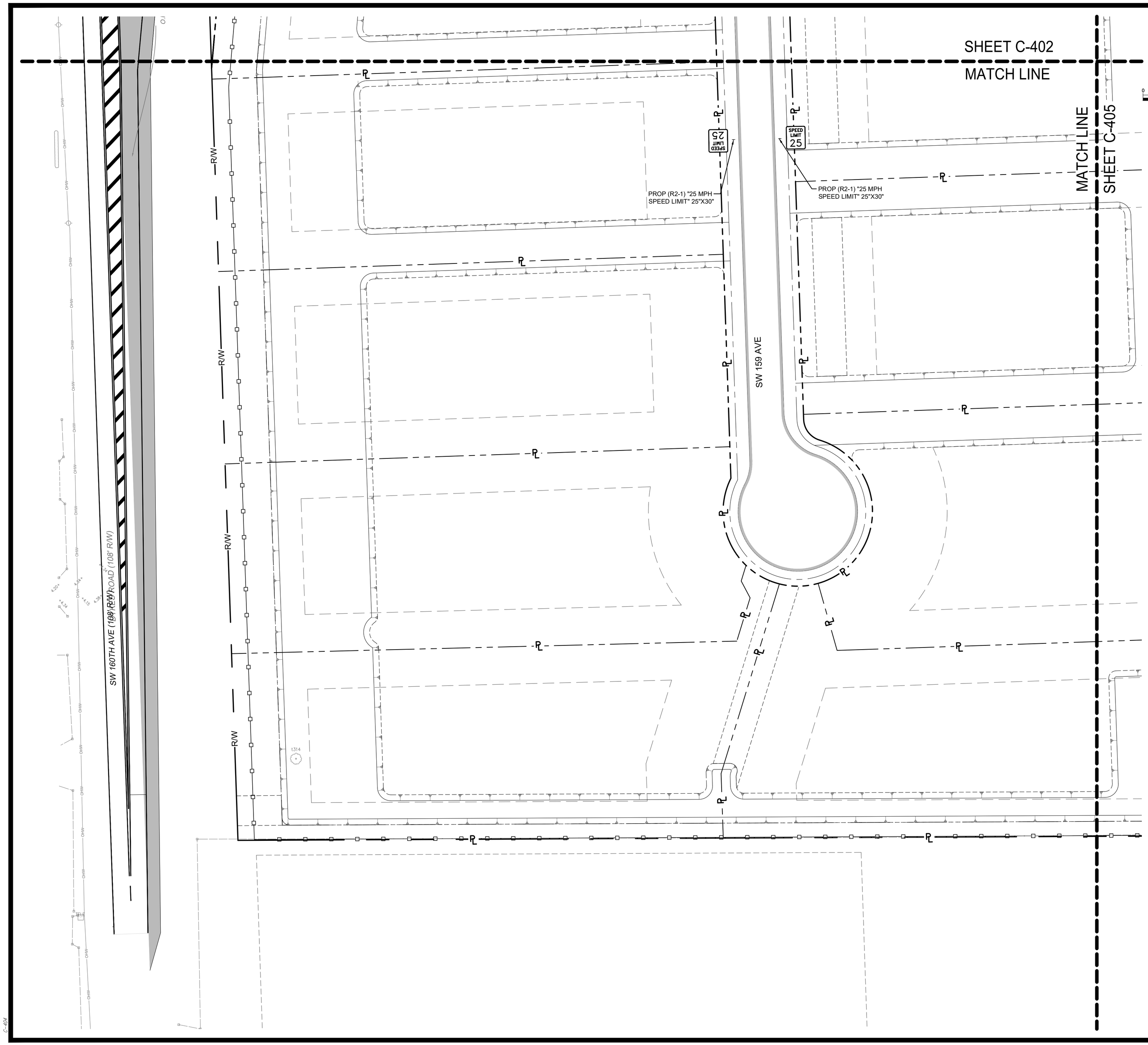

LEGEND AND ABBREVIATION

- UTILITY EASEMENT LINE
- PROPERTY LINE
- RIGHT-OF-WAY LINE
- SET BACK LINE
- PROPOSED EDGE OF ASPHALT

SIGNING AND MARKING NOTES

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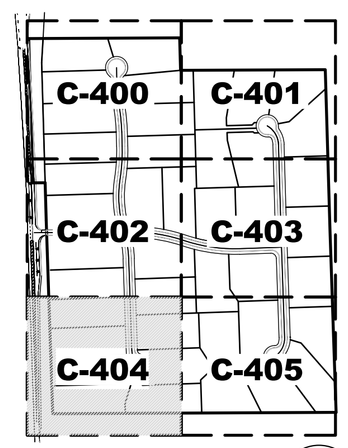

1 KEY MAP
Scale: NTS

FOR REVIEW ONLY

NO.	REVISION	DATE

CIRCLE S ESTATES
4751 SW 160TH AVE, SOUTHWEST RANCHES, FLORIDA
33331 & 15990 GRIFFIN ROAD
FOR: CC HOMES AT SOUTHWEST RANCHES, LLC

CORDOVA RODRIGUEZ & ASSOCIATES, INC.
ENGINEERS - PLANNERS
AUTHORIZATION No. 8459
CORDOVA RODRIGUEZ & ASSOCIATES, INC.
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WWW.CRAENGINEERING.COM

ROSANA D. CORDOVA, P.E.
LICENSED ENGINEER
FL LICENSED P.E. No. 41864
DATE:

LUIS E. RODRIGUEZ, P.E.
LICENSED ENGINEER
FL LICENSED P.E. No. 54287
DATE:

SIGNING AND MARKING PLAN 5

DESIGN: RDC	CHECKED: LER
SCALE: 1 " = 30'	
DATE: 2019-10-30	
PROJECT NO. 19-174.07	
SHT 27 OF 54	
DWG NO. C-404	

SHEET C-403

MATCH LINE

MATCH LINE

SHEET C-404

PROP (R2-1) "25 MPH SPEED LIMIT" 25"X30"

SPEED LIMIT 25

PROP (R2-1) "25 MPH SPEED LIMIT" 25"X30"

SPEED LIMIT 25

SW 158 AVE

0 30' 60'

LEGEND AND ABBREVIATION

- UTILITY EASEMENT LINE
- PROPERTY LINE
- RIGHT-OF-WAY LINE
- SET BACK LINE
- PROPOSED EDGE OF ASPHALT

SIGNING AND MARKING NOTES

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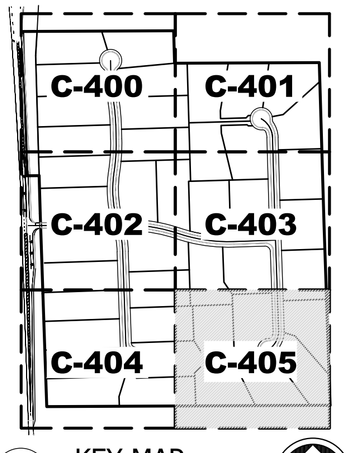

1 KEY MAP

Scale: NTS

FOR REVIEW ONLY

NO.	REVISION	DATE

CIRCLE S ESTATES

4751 SW 160TH AVE, SOUTHWEST RANCHES, FLORIDA

33331 & 15990 GRIFFIN ROAD

FOR: CC HOMES AT SOUTHWEST RANCHES, LLC

CORDOVA RODRIGUEZ & ASSOCIATES, INC.
ENGINEERS - PLANNERS
AUTHORIZATION No. 8459
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ROSANA D. CORDOVA, P.E.
LICENSED ENGINEER
FL LICENSED P.E. No. 41864
DATE:

LUIS E. RODRIGUEZ, P.E.
LICENSED ENGINEER
FL LICENSED P.E. No. 54287
DATE:

DESIGN: RDC CHECKED: LER

SCALE: 1 " = 30'

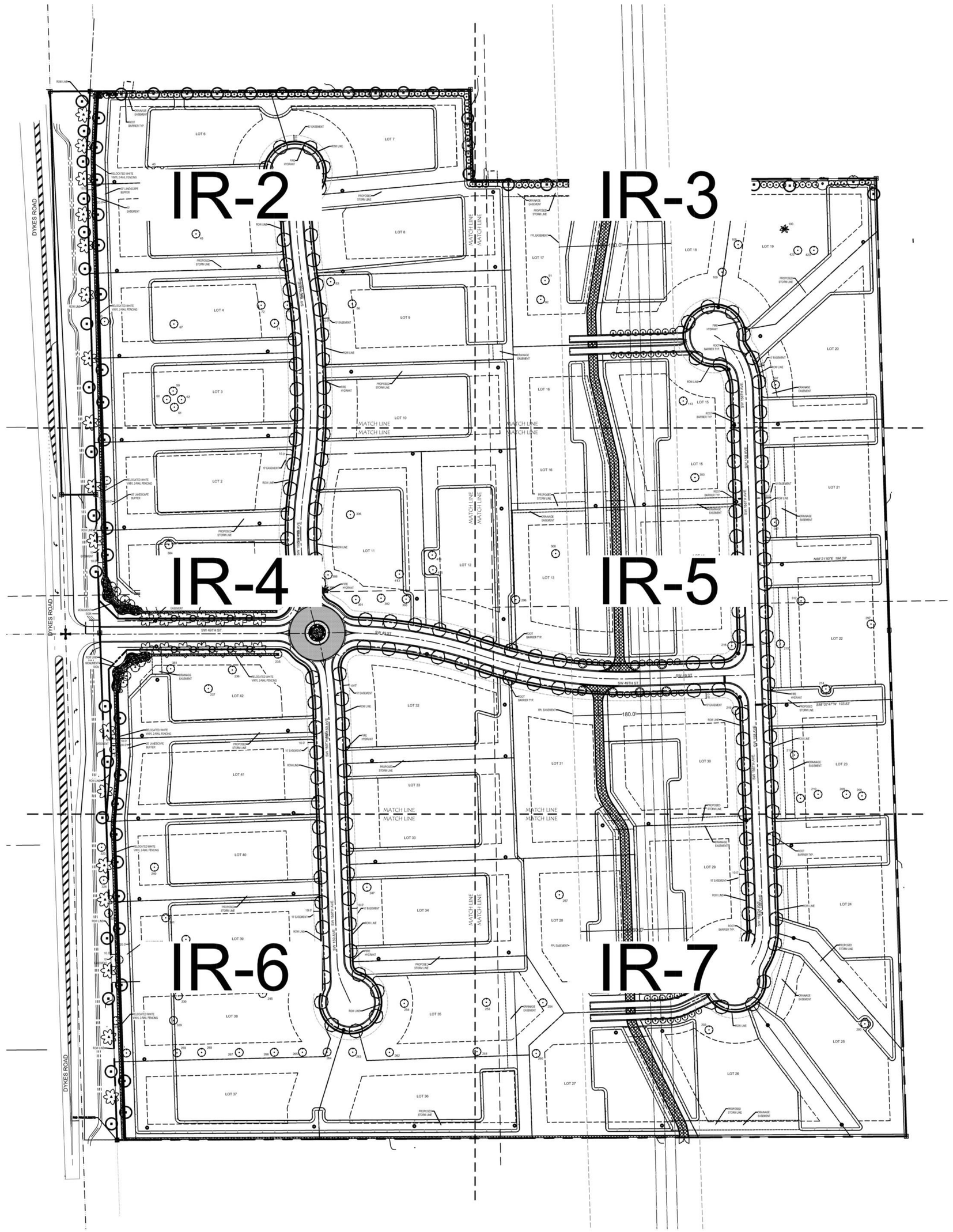
DATE: 2019-10-30

PROJECT NO. 19-174.07

SHT 28 OF 54

DWG NO. C-405

SIGNING AND MARKING PLAN 6



CAUTION: PLEASE NOTE

Contractor shall secure all permits required for the work from any state or local departments, utility companies or jurisdiction affected by the work. The Contractor shall have permits "in hand" prior to starting work. The Landscape Architect and/ or Owner shall bear no responsibility for work performed without permitted drawings. The Contractor shall be responsible for al changes to Work, at no additional cost to Owner, as a result of unauthorized work prior to receipt of permit.

48 HOURS BEFORE DIGGING
CALL 811
TOLL FREE
SUNSHINE STATE UTILITIES LOCATION
ONE CALL CENTER OF FLORIDA

SITE PLAN

FOR PERMIT
MAY 26, 2020

0 100 200
50
SCALE: 1" = 100'-0"

NORTH

DESCRIPTION	BY:	DATE	CHK'D
			SD

PROJECT DATA:

DATE:	5/22/20
JOB NUMBER:	
DESIGNED BY:	SD
DRAWN BY:	SD
CAD NAME:	

DAVIDSON DESIGN STUDIO, INC.
LANDSCAPE ARCHITECTURE & SITE PLANNING
10610 NW 43rd Street
Coral Springs, Florida 33065
(954) 649-6608

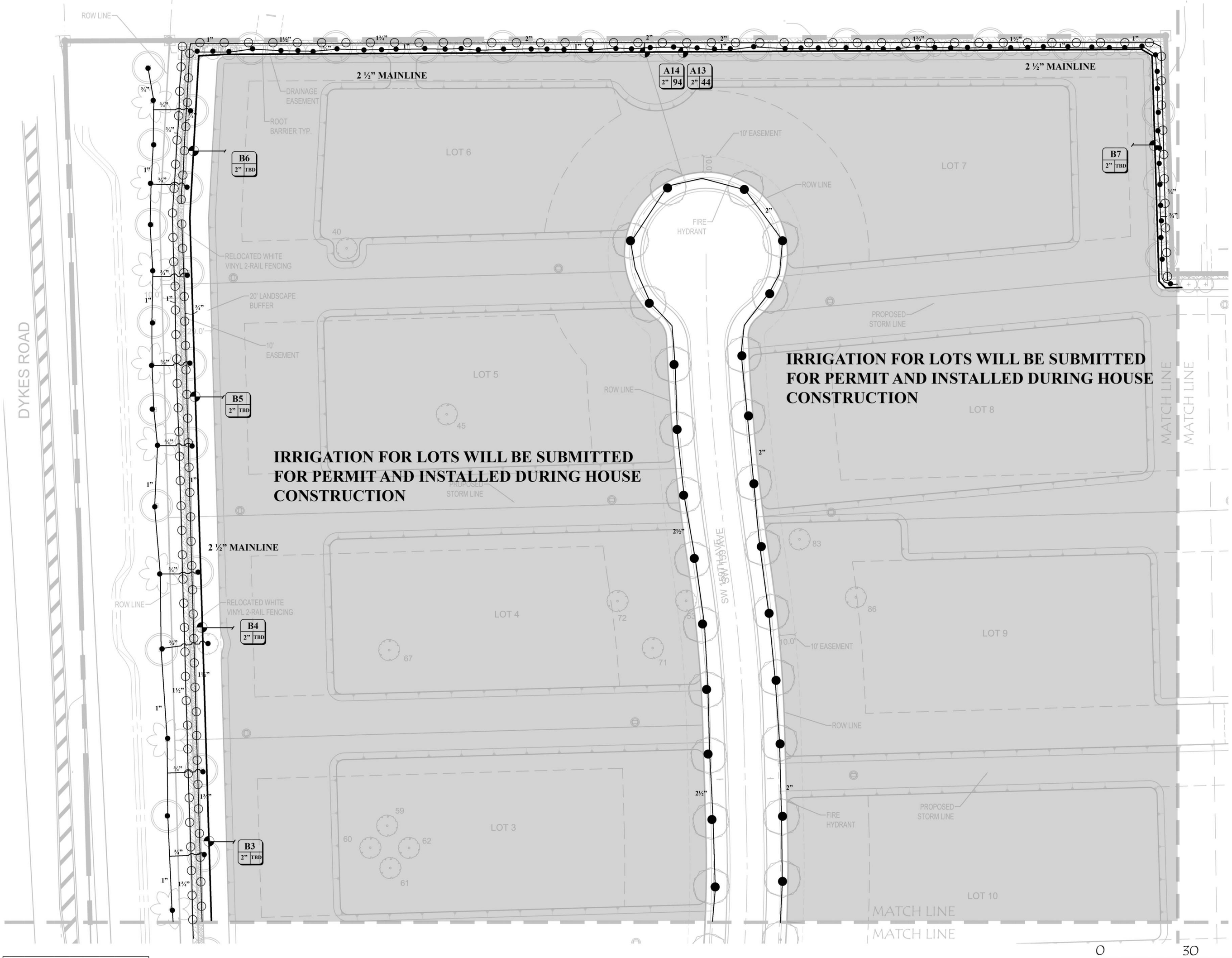
PROJECT:
CIRCLE S ESTATES
TOWN OF SOUTHWEST RANCHES, FL

FOR: CC HOMES
2020 Salzedo Street, SUITE 200
Coral Gables, Florida 33134

SEAL:
REGISTERED LANDSCAPE ARCHITECT
CHRISTOPHER SCOTT DAVIDSON
LA 0001419
STATE OF FLORIDA
Date:

SHEET:
IR-1

ALL NEW AND RELOCATED TREES ARE REQUIRED TO HAVE A BUBBLER INSTALLED



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48 HOURS BEFORE DIGGING
CALL 811
TOLL FREE
SUNSHINE STATE UTILITIES LOCATION
ONE CALL CENTER OF FLORIDA

IRRIGATION PLAN

FOR PERMIT
MAY 26, 2020

0 15 30 60
SCALE: 1" = 30'-0"

NORTH

DESCRIPTION	BY:	DATE	CHK'D
			SD

PROJECT DATA:
DATE: 5/22/20
JOB NUMBER:
DESIGNED BY: SD
DRAWN BY: SD
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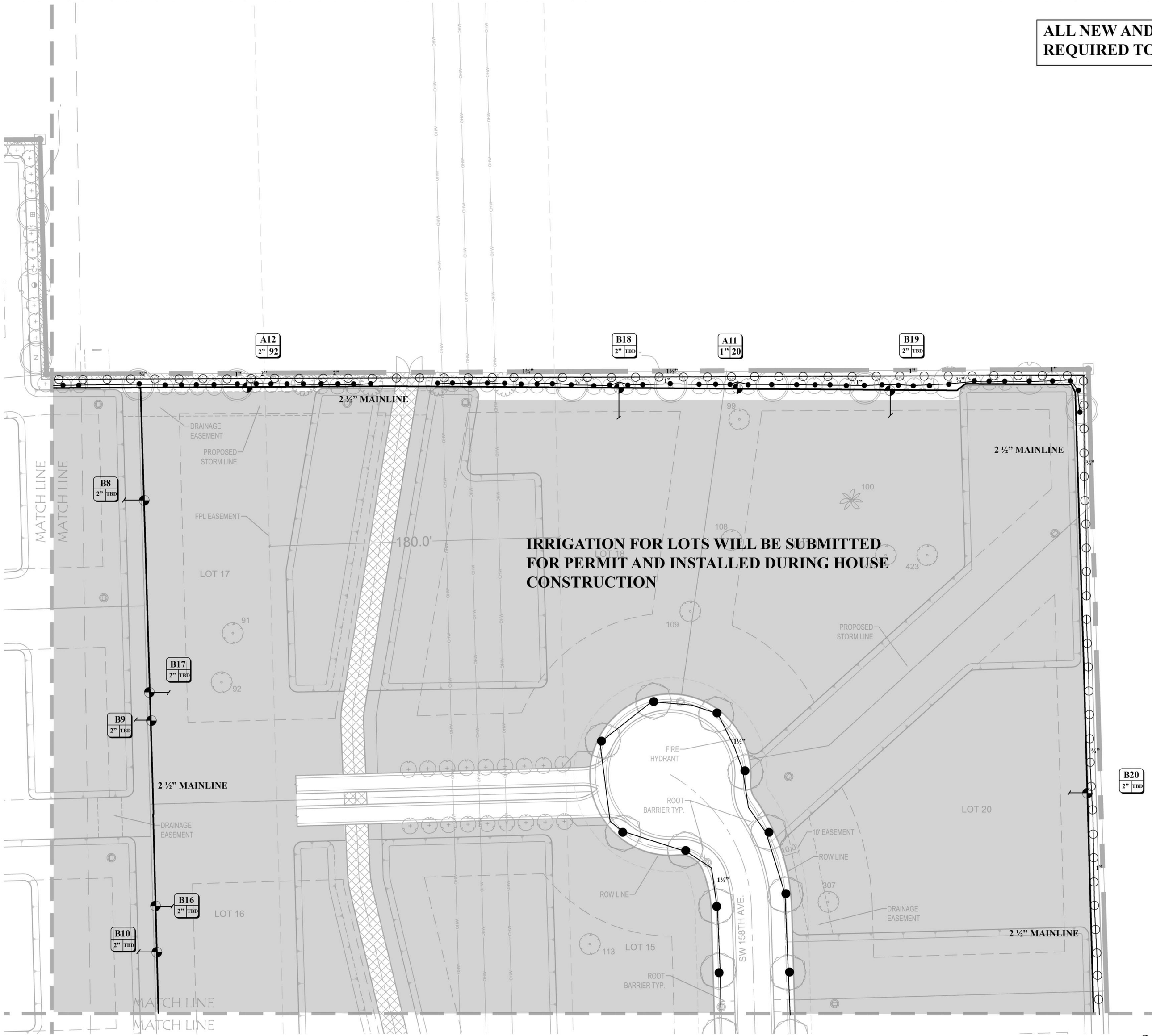

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10610 NW 43rd Street
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(954) 649-6608

PROJECT:
CIRCLE S ESTATES
TOWN OF SOUTHWEST RANCHES, FL

FOR: CC HOMES
2000 Salzedo Street, SUITE 200
Coral Gables, Florida 33134

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CHRISTOPHER SCOTT DAVIDSON
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SHEET:
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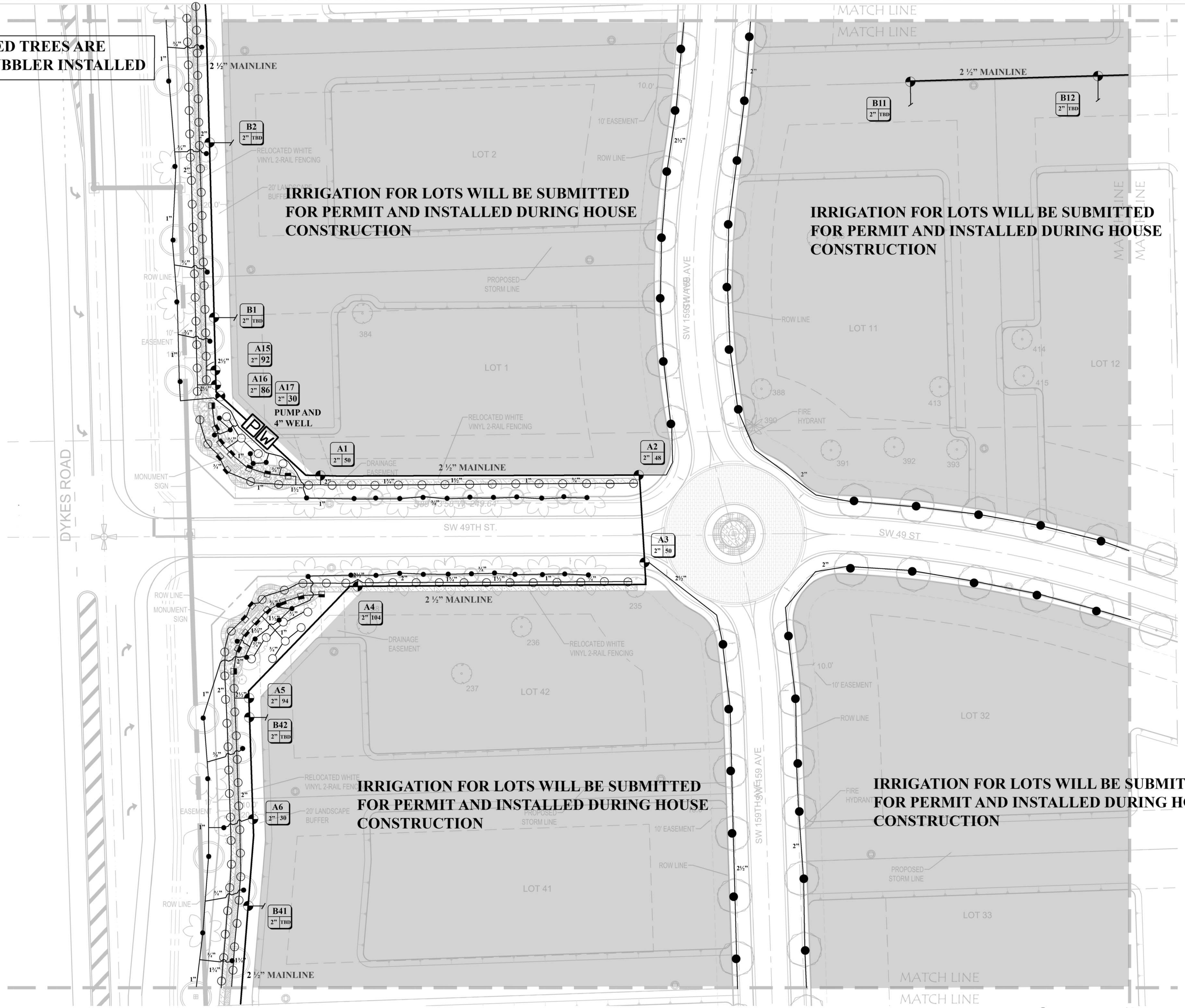

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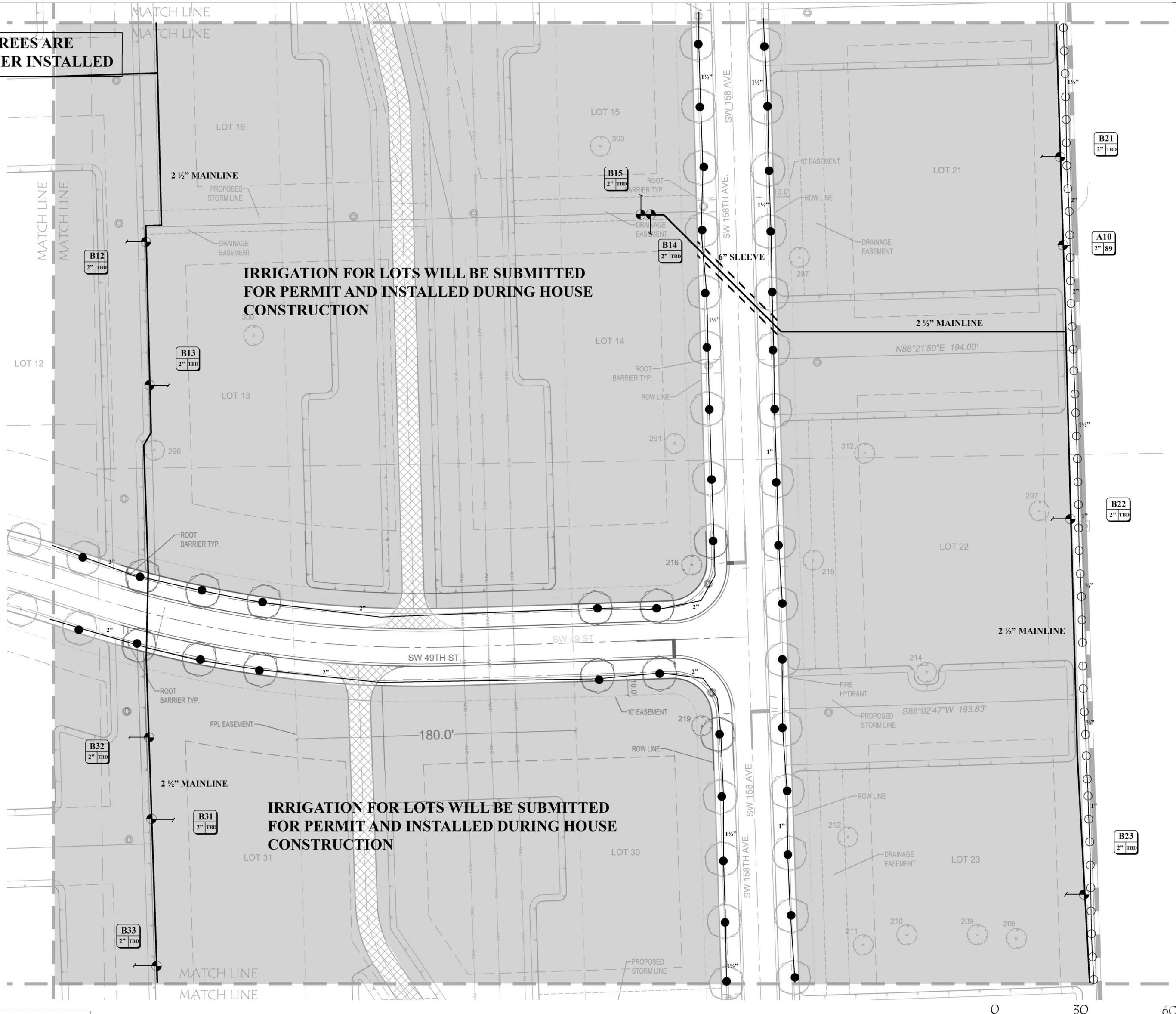

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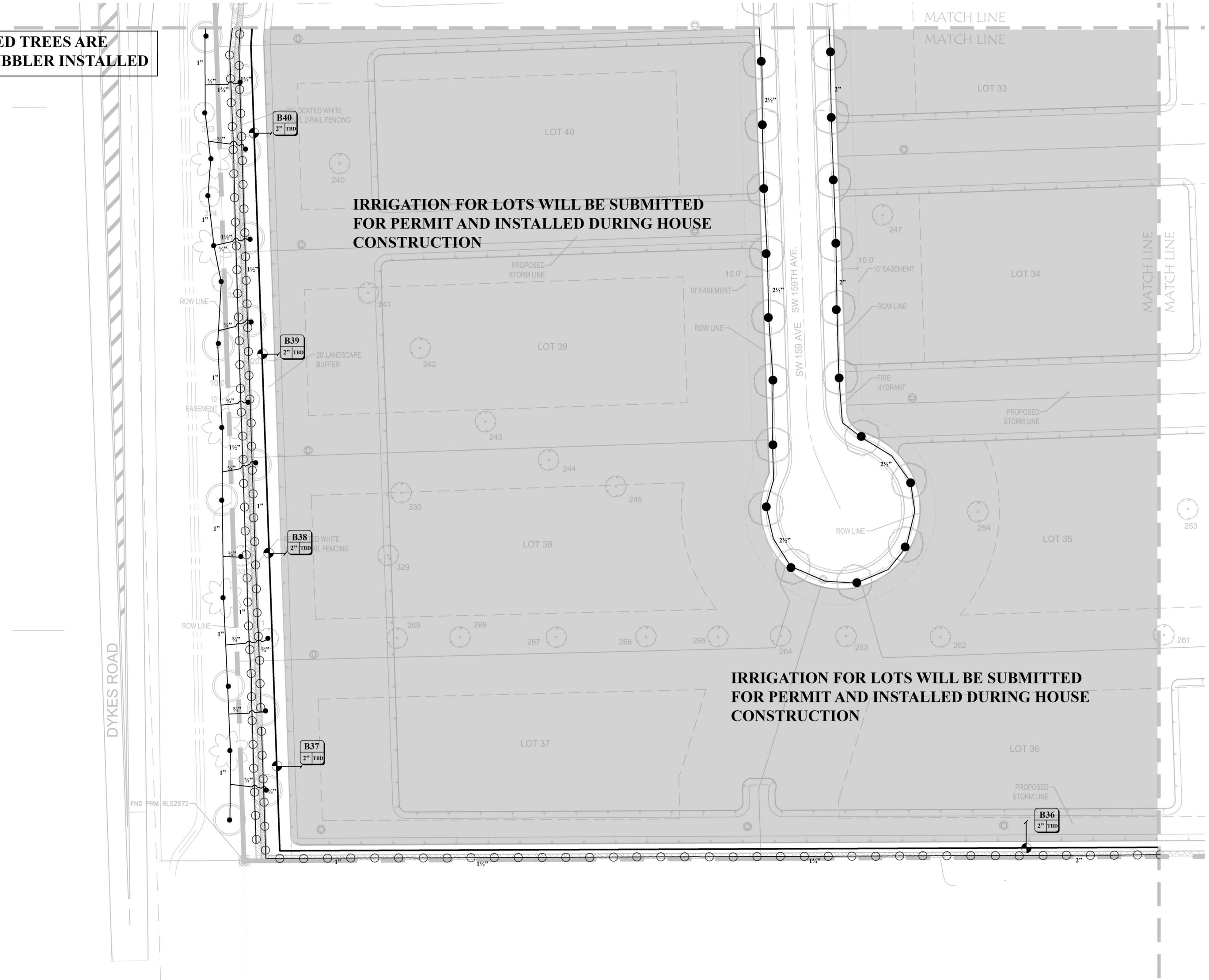

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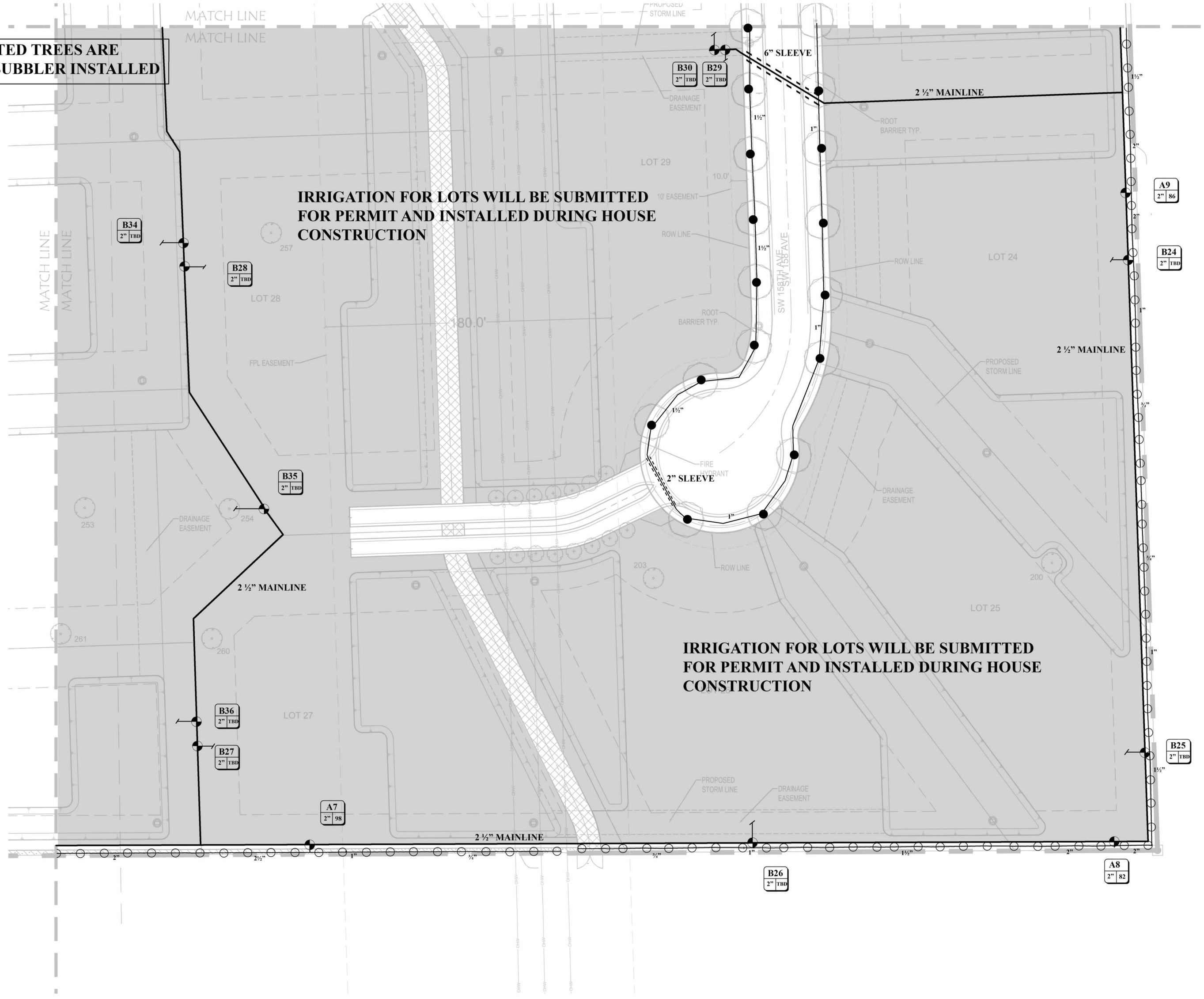

IRRIGATION FOR LOTS WILL BE SUBMITTED FOR PERMIT AND INSTALLED DURING HOUSE CONSTRUCTION

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FOR: CC HOMES
2020 Sonoma Street, SUITE 200
Coral Gables, Florida 33134

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CHRISTOPHER SCOTT DAVIDSON
LA 0001419
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Irrigation Notes

LAYOUT

LAYOUT IRRIGATION SYSTEM MAINLINES AND LATERAL LINES. MAKE ALL NECESSARY ADJUSTMENTS AS REQUIRED TO TAKE INTO ACCOUNT ALL SITE OBSTRUCTIONS AND LIMITATIONS PRIOR TO EXCAVATING TRENCHES.

FLAG ALL SPRINKLER HEAD LOCATIONS. ADJUST LOCATION AND MAKE THE NECESSARY MODIFICATIONS TO NOZZLE TYPES ETC. AS REQUIRED TO INSURE 100% COVERAGE AND 50% OVERLAP.

LOW ANGLE TRAJECTORY NOZZLES SHALL BE USED WHEN ALL SPRINKLERS AND ROTORS ARE LOCATED WITHIN 100' OF POOLS OR PUBLIC GATHERING AREAS.

PIPE

PIPE LOCATIONS SHOWN ON PLAN ARE SCHEMATIC ONLY AND SHALL BE ADJUSTED IN THE FIELD. WHEN LAYING-OUT MAINS AND LATERALS, LOCATE PIPE NEAR EDGES OF PAVEMENT OR AGAINST BUILDINGS WHEREVER POSSIBLE TO ALLOW SPACE FOR PLANT ROOT BALLS.

PIPING UNDER HARDSCAPES SUCH AS ROADS, WALKS, AND PATIOS ARE TO BE SLEEVED USING SCH. 40 PIPE.

PIPES 4" AND UNDER TO BE SOLVENT WELD. LARGER PIPES TO BE GASKETED 'O' RING PIPES AND USE THRUST BLOCKS OR MEGA LUGS AND DUCTILE IRON FITTINGS AT TURNING LOCATIONS.

*SIZE ALL PIPE SO NOT TO EXCEED 5' PER SECOND
*INSTALL RAIN SENSOR AS PER LOCAL CODE

PIPES CONVEYING RECLAIM WATER SHALL HAVE A 3' HORIZONTAL DISTANCE SEPARATION FROM OTHER PIPING OR UTILITY SERVICES. AN 18" VERTICAL SEPARATION SHALL BE MAINTAINED WHEN APPLICABLE.

AIR RELEASE VALVES TO BE USED AT THE END OF ALL MAINLINE RUNS.

WIRES

LOW VOLTAGE WIRE TO BE INSTALLED ALONG MAINLINE INSTALLATION. USE 2" SCH. 40 PVC WITH SWEEP ELBOWS AT TURNING LOCATIONS WHEN IRRIGATION IS REQUIRED. ALL SPLICES SHALL BE ENCLOSED WITHIN A VALVE/SPLICE BOX.

WIRE SIZED AND COLORED AS FOLLOWS:
#12 WHITE FOR COMMON
#12 SPARE BLACK COMMON (1 SPARE NEEDED PER 10 HOT WIRES)
#14 RED HOT WIRES
#14 SPARE YELLOW HOT WIRE (1 SPARES NEEDED PER 10 HOT WIRES, 3 SPARE MINIMUM)

WHEN WIRE RUNS EXCEEDS 3,500 LINEAR FEET, USE #10 FOR COMMON WIRES AND #12 FOR HOT/SPARE WIRES.

ALL IRRIGATION CONTROLLERS TO BE PROPERLY GROUNDED IN ACCORDANCE WITH MANUFACTURE'S RECOMMENDATIONS.

FLUSHING

PRIOR TO PLACEMENT OF HEADS FLUSH ALL LINES UNTIL LINES ARE COMPLETELY CLEAN OF DEBRIS.

TRENCHING

TRENCH BOTTOM TO BE UNIFORM AND FREE OF DEBRIS. NATIVE EXCAVATED MATERIAL USED TO BACKFILL TRENCH SHALL BE FREE FROM ROCKS OR STONES LARGER THAN 1" IN DIAMETER.

MISC.

PRESSURE TEST MAINLINE AS PER FLORIDA BUILDING CODE. INSTALL IRRIGATION SYSTEM AS PER LATEST EDITION OF THE FLORIDA BUILDING CODE, APPENDIX F., AND ALL PERTINENT LOCAL CODES.

SPRAY HEADS INSTALLED IN SHRUB AREAS TO BE 12 INCH POP-UPS OR INSTALLED ON RISERS.

DESIGN

THIS DESIGN IS DIAGRAMMATIC. ALL IRRIGATION EQUIPMENT SUCH AS PIPES, VALVES, , ETC., SHOWN WITHIN PERVIOUS AREAS ARE FOR DESIGN CLARIFICATION ONLY. THE IRRIGATION CONTRACTOR SHALL INSTALL IRRIGATION EQUIPMENT IN PLANTING AREAS WHEREVER POSSIBLE.

THE IRRIGATION CONTRACTOR IS RESPONSIBLE TO FAMILIARIZE741 THEMSELVES WITH THE SCOPE OF WORK, INCLUDING BUT NOT LIMITED TO GRADE DIFFERENCES, LOCATION OF WALLS, STRUCTURES, UTILITIES AND EXISTING IRRIGATION EQUIPMENT. THE IRRIGATION CONTRACTOR IS RESPONSIBLE SHALL REPAIR AND/OR REPLACE ANY DAMAGE CREATED BY THEIR WORK. THEY SHALL COORDINATE HIS WORK WITH OTHER CONTRACTOR OR MUNICIPAL AUTHORITIES FOR THE LOCATION AND INSTALLATION OF IRRIGATION EQUIPMENT UNDER ROADWAYS AND PAVING, SLEEVES THROUGH WALLS AND FLOORS, ETC.

INSTALL ALL IRRIGATION EQUIPMENT PER MANUFACTURER'S RECOMMENDATIONS AND SPECIFICATIONS. SUBSTITUTIONS FOR IRRIGATION EQUIPMENT TO BE APPROVED BY THE IRRIGATION DESIGNER. EQUIPMENT CHANGES TO INCLUDE BUT NOT LIMITED TO PUMP, CONTROLLER, SPRAY HEADS, ROTORS, AND VALVES.

DO NOT INSTALL IRRIGATION EQUIPMENT AS SHOWN ON THE DRAWINGS WHEN FIELD CONDITIONS DIFFER. OBSTRUCTIONS OR DIFFERENCES TO BE BROUGHT TO THE ATTENTION OF THE ARCHITECT. IN THE EVENT THIS NOTIFICATION IS NOT PERFORMED, THE IRRIGATION CONTRACTOR TO ASSUME FULL RESPONSIBILITY.

PUMP STATION / WELL

LOCATION OF PUMP STATION TO BE VERIFIED ON SITE
PUMP STATION SHALL BE A PRE-FABRICATED TYPE WITH A CAPACITY OF GPM BASIC COMPONENTS SHOULD INCLUDE:

(1) A 10 HP CENTRIFUGAL PUMP
(2) 100 GAL MINIMUM RUST INHIBITOR TANK
(3) AUTOMATIC CONTROLLER WITH WEATHER SENSOR
(4) FLOW METER
(5) VARIABLE FREQUENCY DRIVE
(6) 4" THICK, 4' FT x 6' FT CONCRETE PAD

ALL RELOCATED TREES TO HAVE BUBBLER INSTALLED THAT PROVIDES MINIMUM 1 GPM. ADDITIONAL BUBBLERS CAN BE ADDED AS NEEDED DEPENDING ON SIZE OF TREE/PALM AND WATER REQUIREMENTS. CONTRACTOR AND OWNER SHALL MONITOR TREE HEALTH AND VIGOR TO ADD ADDITIONAL WATER OR REDUCE AS NEEDED. AT TRANSPLANT TREES SHALL BE WATERED IN THOROUGHLT PER LANDSCAPE ARCHITECT'S DRAWINGS.

EQUIPMENT TABLE

Controllers

Symbol	Description
A	Rainbird ESP-LXD Two Wire
R	Rain Sensor

Irrigation Heads

#	Symbol	Description
8		RAINBIRD 1800 SERIES 8 Series 6" above finish grade trajectory 5 deg 90°
22		RAINBIRD 1800 SERIES 8 Series 6" above finish grade trajectory 5 deg 180°
0		RAINBIRD 1800 SERIES 10 Series trajectory 15 deg 90°
0		RAINBIRD 1800 SERIES 10 Series trajectory 15 deg 180°
0		RAINBIRD 1800 SERIES 12 Series trajectory 30 deg 90°
0		RAINBIRD 1800 SERIES 12 Series trajectory 30 deg 180°
0		RAINBIRD 1800 SERIES 15 Series trajectory 30 deg 90°
519		RAINBIRD 1800 SERIES 15 Series trajectory 30 deg 180°
18		RAINBIRD 1800 SERIES 15 Series trajectory 30 deg 360°
0		RAINBIRD 1800 SERIES 15 Strip Series trajectory 30 deg EST°
0		RAINBIRD 1800 SERIES 15 Strip Series trajectory 30 deg SST°
0		RAINBIRD 5000 Series L A Nozzle 1 ADJ°
0		RAINBIRD 5000 Series Nozzle 2 360°
0		RAINBIRD 5000 Series Nozzle 2 ADJ°
359		RAINBIRD 1400 Series Bubbler

Pipes

Symbol	Description
	Class 160 PVC (Lateral)
	SCH 40 PVC 2 ½" (Mainline)
	SCH 40 PVC (Sleeve)

Pump

Symbol	Description"
P	Propose 10 HP Irrigation Craft Pump
W	Propose 4" Well

Valves

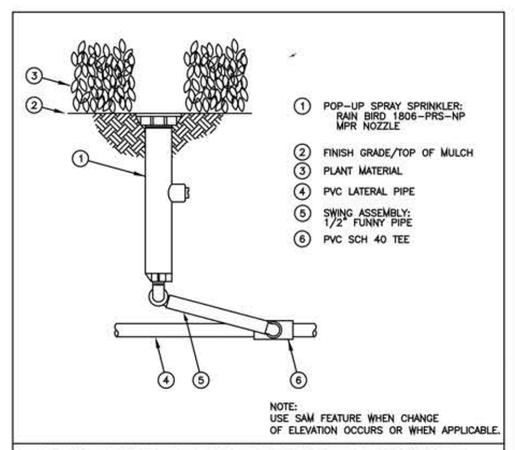
Symbol	Description
	RainBird PGA Valves
	Gate valve (TYP.)

CONTRACTOR TO DO TAKE OFF ON PLANS TO DETERMINE LINEAR FOOTAGE OF MAINLINE AND LATERAL PIPE.

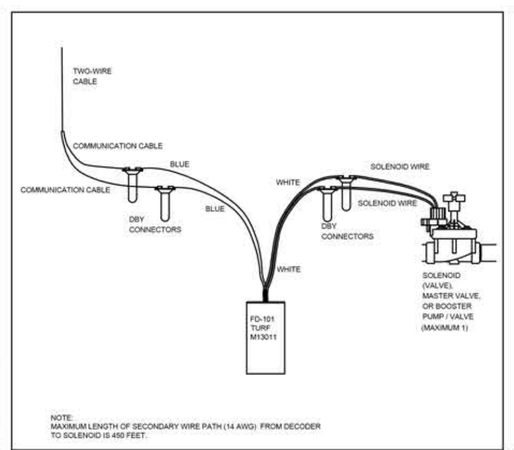
Phase	Voltage	Hertz	Preferred
Single	230	60	
Three	208	60	
Three	460	60	X

SAMPLE PROGRAM SCHEDULE

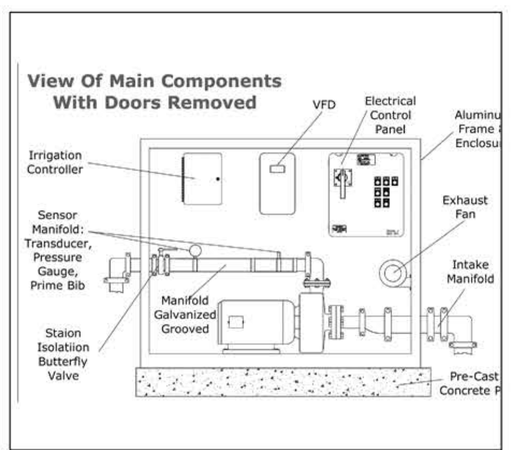
PROGRAM / ZONE	START TIME	END TIME	RUN TIME
B1-2	3:00 AM	3:15 AM	15 MIN
B3-4	3:15 AM	3:30 AM	15 MIN
B5-6	3:30 AM	3:45 AM	15 MIN
B7-8	3:45 AM	4:00 AM	15 MIN
B9-10	4:00 AM	4:15 AM	15 MIN
B11-12	4:15 AM	4:30 AM	15 MIN
B13-14	4:30 AM	4:45 AM	15 MIN
B15-16	4:45 AM	5:00 AM	15 MIN
B17-18	5:00 AM	5:15 AM	15 MIN
B19-20	5:15 AM	5:30 AM	15 MIN
B21-22	5:30 AM	5:45 AM	15 MIN
B23-24	5:45 AM	6:00 AM	15 MIN
B25-26	6:00 AM	6:15 AM	15 MIN
B27-28	6:15 AM	6:30 AM	15 MIN
B29-30	6:30 AM	6:45 AM	15 MIN
B31-32	6:45 AM	7:00 AM	15 MIN
B33-34	7:00 AM	7:15 AM	15 MIN
B35-36	7:15 AM	7:30 AM	15 MIN
B37-38	7:30 AM	7:45 AM	15 MIN
B39-40	7:45 AM	8:00 AM	15 MIN
B41-42	8:00 AM	8:15 AM	15 MIN
A1, A4	1:54 AM	2:12 AM	18 MIN
A2, A3	8:15 AM	8:45 AM	30 MIN
A5-6	2:12 AM	2:26 AM	18 MIN
A7-8	2:26 AM	2:42 AM	18 MIN
A9-10	2:42 AM	3:00 AM	18 MIN



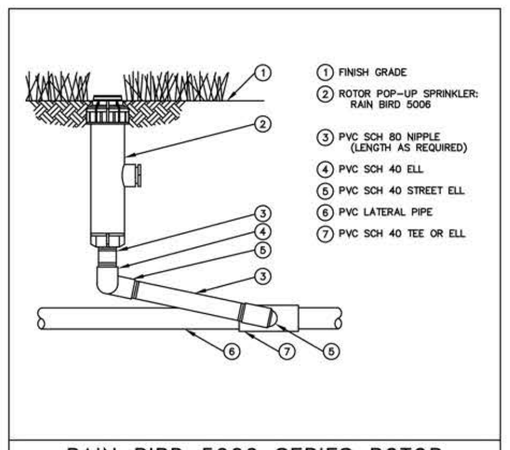
RAIN BIRD 1800 SERIES SPRINKLER



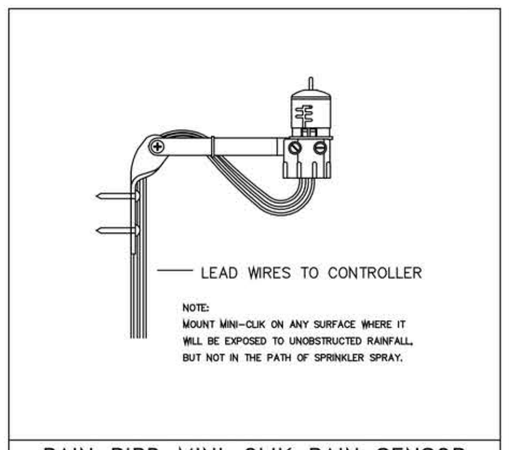
FD-101 TURF DECODER WIRING DIAGRAM



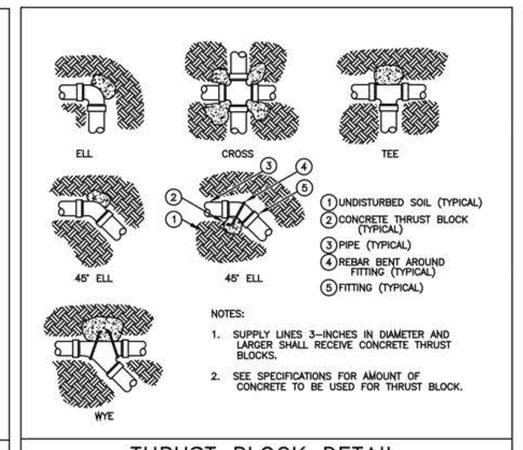
PUMP STATION



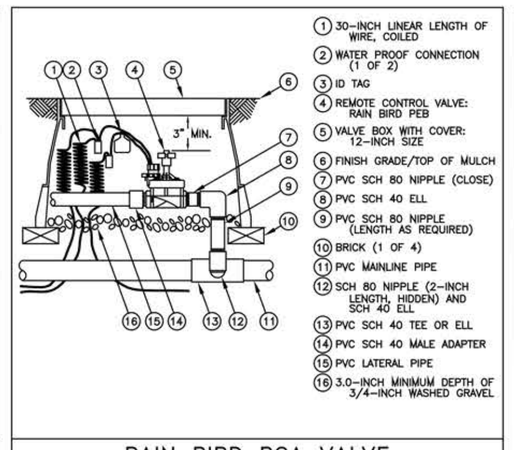
RAIN BIRD 5000 SERIES ROTOR



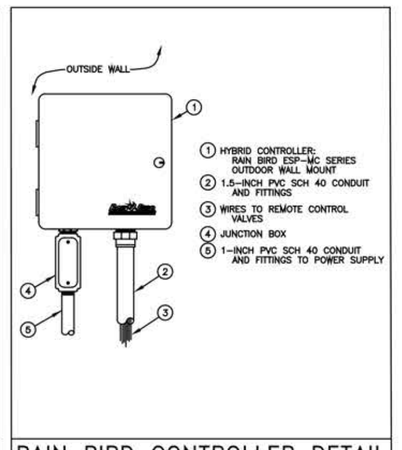
RAIN BIRD MINI-CLIK RAIN SENSOR



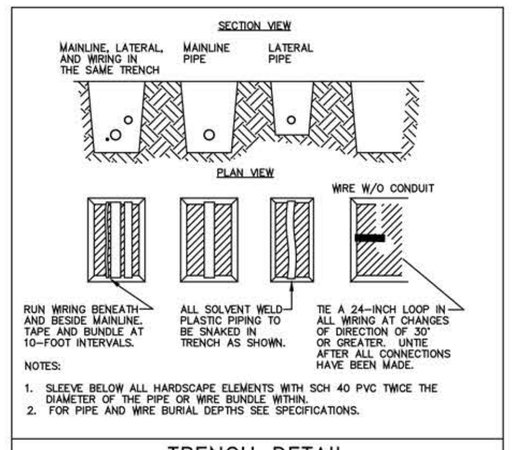
THRUST BLOCK DETAIL



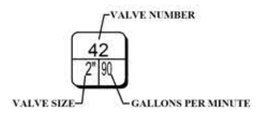
RAIN BIRD PGA VALVE



RAIN BIRD CONTROLLER DETAIL



TRENCH DETAIL



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IRRIGATION NOTES AND DETAILS

FOR PERMIT
MAY 26, 2020

1	PUMP DETAILS & HEAD COUNT	KM	07/18/20	
	DESCRIPTION	BY:	DATE	CHK'D
				SD

PROJECT DATA:
DATE: 5/22/20
JOB NUMBER:
DESIGNED BY: SD
DRAWN BY: SD
CAD NAME:

DAVIDSON DESIGN STUDIO, INC.
LANDSCAPE ARCHITECTURE & SITE PLANNING
10610 NW 43rd Street
Coral Springs, Florida 33065
(954) 649-6608

PROJECT:
CIRCLE S ESTATES
TOWN OF SOUTHWEST RANCHES, FL
FOR: CC HOMES
2020 Salzedo Street, SUITE 200
Coral Gables, Florida

SEAL:
REGISTERED LANDSCAPE ARCHITECT
CHRISTOPHER SCOTT DAVIDSON
LA 0001419
STATE OF FLORIDA
Date:

SHEET:
IR-8

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March 20, 2020

Mr. Jimmy Wright
Vice President
Land CC Homes – A Codina-Car Company
2020 Salcedo Street, Suite 200
Coral Gables, Florida 33134

Re: Circle S Farm – Updated Traffic Evaluation

Dear Jimmy:

Traf Tech Engineering, Inc. is pleased to provide you with the results of the revised traffic evaluation associated with a proposed single-family housing development planned to be located on the east side of Dykes Road approximately 600 feet south of Griffin Road in Southwest Ranches, Broward County, Florida. Figure 1 shows the location of the project site and the surrounding street system.

Project Description and Access

The project will consist of 42 single- family homes. Access to the site is provided via one full-access driveway off of Dykes Road.

A copy of the site plan is contained in Attachment A. For purposes of this traffic evaluation, the project is anticipated to be built and occupied in the year 2021. The following tasks were undertaken as part of this traffic evaluation:

- Documented the existing lane geometry of the two (2) intersections that will be impacted the most by the proposed residential project. These two intersections include Griffin Road at Weston Road/Dykes Road and Stirling Road at Dykes Road. Figure 2 depicts the existing lane geometry of the two (2) study intersections.

- Collected intersection turning movement counts during the critical peak periods (7:00 AM to 9:00 AM and 4:00 PM to 6:00 PM) at the following intersections:

  - Griffin Road and Weston Road/Dykes Road (signalized)
  - Stirling Road and Dykes Road (signalized)

The above traffic counts were collected on Wednesday, September 11, 2019. The traffic counts were adjusted to average peak season conditions by utilizing an adjustment factor of 1.04. Figure 3 shows the results of the AM and PM peak hour traffic counts. These traffic counts are included in Attachment B as well as the peak season adjustment factors published by the FDOT.

- In addition, 48-hr counts were collected at the two existing driveways that provide access to the existing development (i.e., Circle S Farm) at the site. Based on the traffic counts collected from September 11 to September 12, 2019, the existing development generates 177 daily trips, 36 AM peak hour trips (16 inbound and 20 outbound) and 20 trips during the typical afternoon peak hour (10 inbound and 10 outbound). The 48-hr traffic counts are also included in Attachment B.

- Obtained the signal timing plans from Broward County Traffic Engineering Division for the signalized intersections of Griffin Road at Weston Road/Dykes Road and Stirling Road at Dykes Road. Attachment B contains the signal timing plans for the two (2) study intersections.

- Determined the trips associated with the proposed residential development using the trip generation equations/rates published in the Institute of Transportation Engineers (ITE) *Trip Generation Manual* (10th Edition). Table 1 below documents the trip generation associated with the subject project. As presented in Table 1, the proposed residential development is projected to generate approximately 468 daily trips, 35 AM peak hour trips (9 inbound and 26 outbound) and approximately 44 trips during the typical afternoon peak hour (28 inbound and 16 outbound).

TABLE 1
Trip Generation Summary
Circle S Farms

			AM Peak Hour			PM Peak Hour		
Land Use	**Size**	**Daily Trips**	**Total Trips**	**Inbound**	**Outbound**	**Total Trips**	**Inbound**	**Outbound**
Proposed Single Familiy (LUC 210)	42 units	468	35	9	26	44	28	16
Net New Trips		**468**	**35**	**9**	**26**	**44**	**28**	**16**

Source: ITE Trip Generation Manual (10th Edition)
Note: Trips generated by the existing land use were not deduced to provide a conservative analysis

It is important to mention that the net new trips (residential development minus trips associated with the existing uses at the site) are estimated to include approximately 290 new daily trips, approximately one (1) less AM peak hour trip and approximately 24 new trips during the afternoon peak

hour. However, for purposes of this traffic study, no deduction associated with the existing development was undertaken in order to assess traffic impacts with a conservative approach.

- The project's peak-hour trips documented in Table 1 were distributed and assigned to the study area based on knowledge of the study area, examination of the surrounding roadway network characteristics, review of current traffic volumes, and existing land use patterns. The following traffic assignment was assumed for the project:

- 62% to and from the north via Weston Road
  - 32% continues north on Weston Road, north of Griffin Road
  - 20% east on Griffin Road
  - 10% west on Griffin Road

- 38% to and from the south via Dykes Road
  - 30% continues south on Dykes Road, south of Stirling Road
  - 6% east on Stirling Road
  - 2% west on Stirling Road

  Figure 4 documents the project traffic assignment based on the above trip percentages.

- Figures 5 and 6 present the future traffic volumes for the study area. Figure 5 includes background traffic only (without the proposed project) and Figure 6 includes the additional traffic anticipated to be generated by the proposed residential development. The background traffic includes peak season adjustments and traffic growth based on historical traffic data within the study area (refer to Attachment C).

- In order to determine the impacts created to the impacted intersections, capacity analyses were undertaken using the SYNCHRO software. The results of the capacity/level of service analyses are presented in Table 2 on the following page. The SYNCHRO outputs are contained in Attachment D.

TABLE 2 Intersection Level of Service Circle S Farm			
		Future Traffic Conditions	
Intersection	**2019 Existing**	**2021 w/o Project**	**2021 With Project**
Griffin Rd &Weston Rd/Dykes Road (Signal)	E (E)	E (E)	E (E)
Stirling Road & Dykes Road (Signal)	B (B)	B (B)	B (B)
Dykes Road & Driveway (Stop) – WB Approach			C (C)

SOURCE: SYNCHRO. NOTE: The above results were based on HCM 6th Edition with the exception of the intersection of Dykes Road and Griffin Road. Due to the current split-phase operation, HCM 2000 procedure was used since it is the only module that works with split-phase operation.

In summary and as presented in Table 2, in the year 2021 with the proposed project in place, all study locations are expected to operate at acceptable level of service, with one exception. The exception includes the intersection of Griffin Road and Weston Road/Dykes Road which is currently operating at level of service "E" and will continue to operate at that level of service in the future with or without the proposed residential development. However, the proposed 42-unit residential development is projected to increase delay (the average wait time) at this intersection by approximately one (1) second, which is insignificant (the project will have a de-minimus traffic impact). Additionally, the one-second traffic impact is projected to be less than reported herein the trips associated with the existing land use at the site are subtracted (this subtraction was not done in order to be conservative).

Additionally, the access driveway off of SW 160th Avenue/Dykes Road was evaluated with no turn lanes (southbound left-turn and northbound right-turn) on the main north-south roadway. The results of the analysis indicate that from a level of service standpoint, no turn lanes are required (entrance/exit driveway projected to operate at level of service "C" which is acceptable. However, from a safety standpoint, a northbound right-turn lane and a southbound left-turn lane will be provided at the main project driveway off of Dykes Road. The future operating conditions of the driveway are projected to be better than reported in this report.

In conclusion, the site plan and the proposed access, as presented, are projected to function adequately from a traffic-engineering standpoint.

Please give me a call if you have any questions.

Sincerely,

TRAF TECH ENGINEERING, INC.

Joaquin E. Vargas, P.E.
Senior Transportation Engineer

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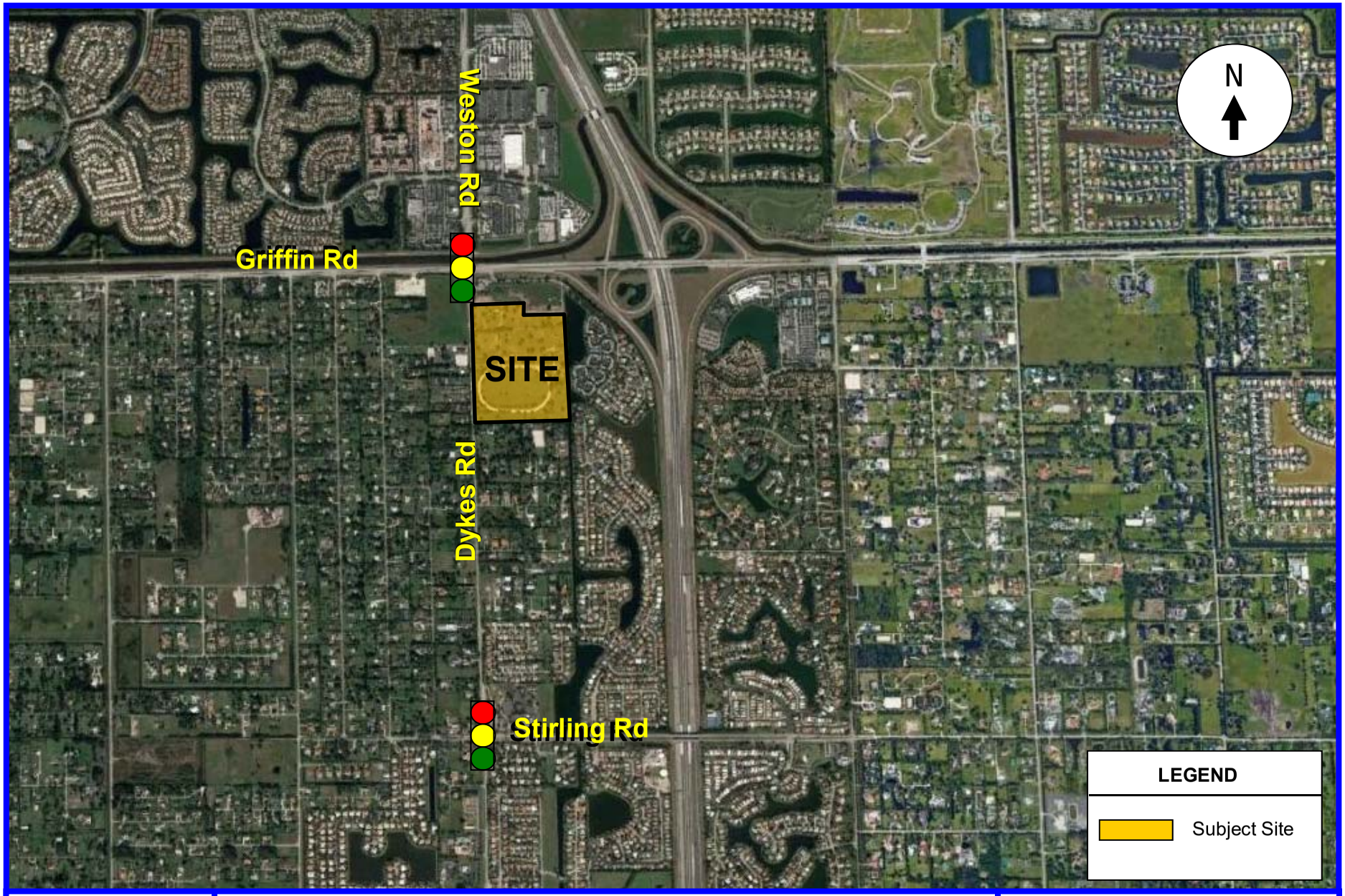
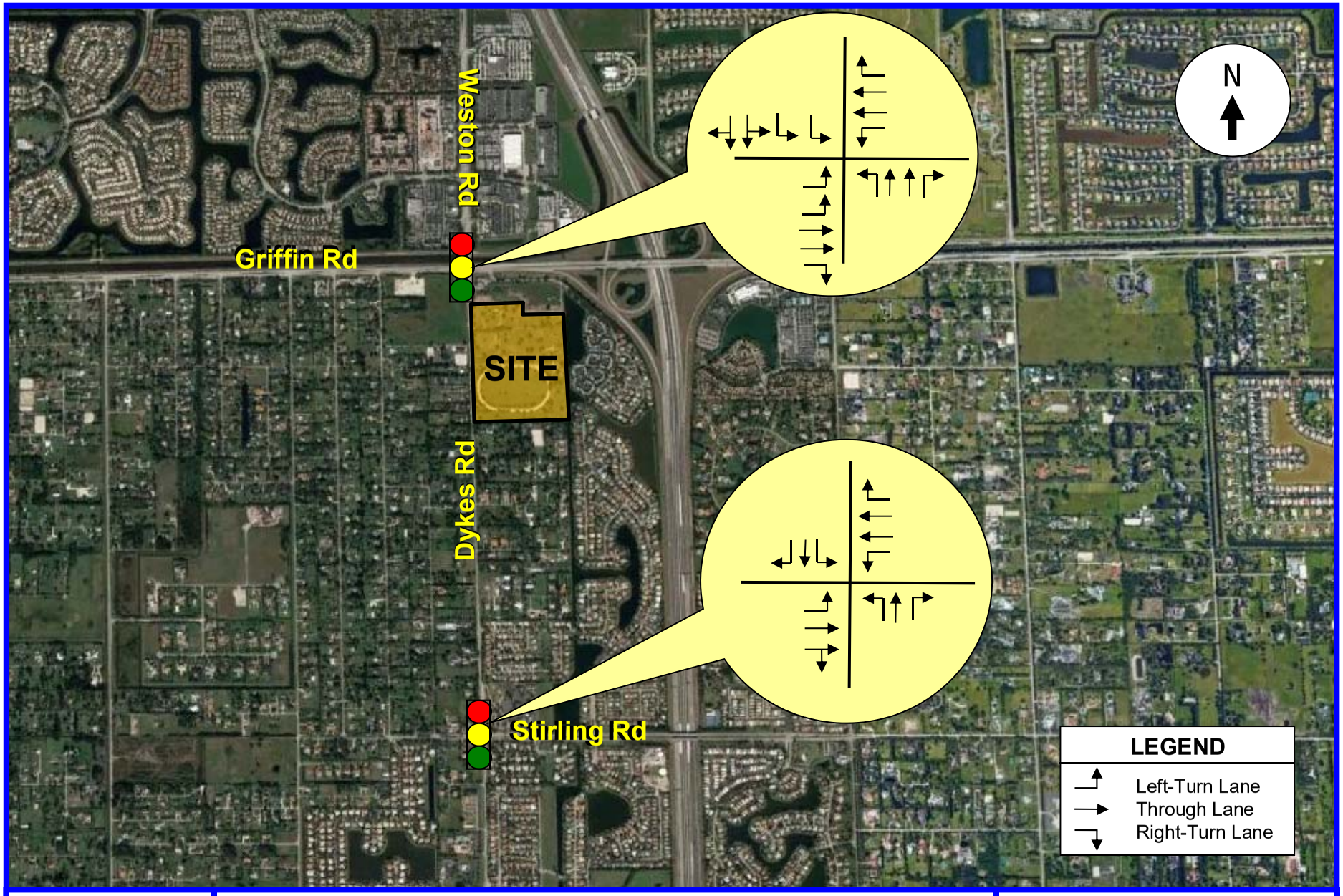


Traf Tech
ENGINEERING, INC.

PROJECT LOCATION MAP

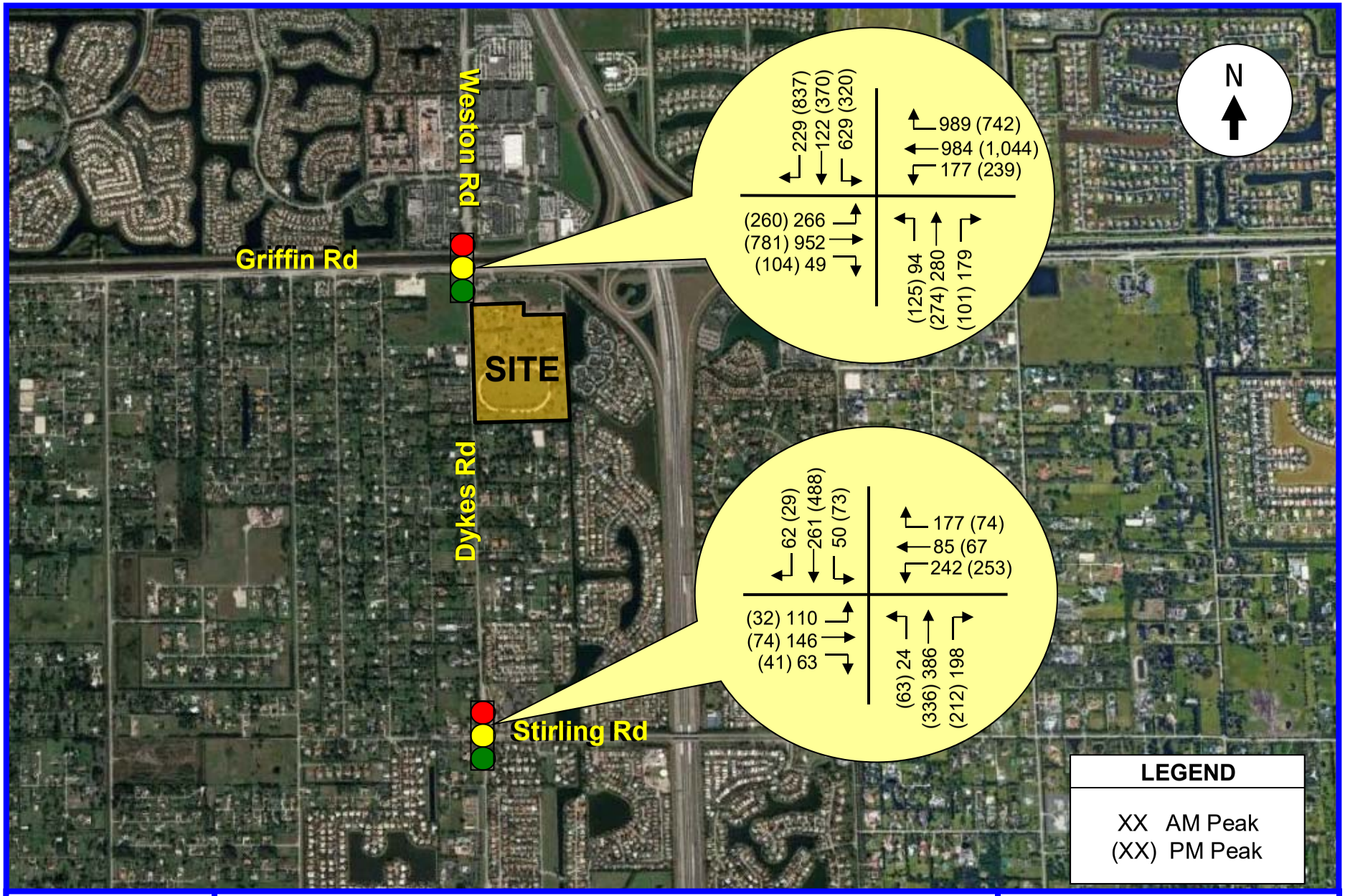
FIGURE 1
Circle S Farm
Southwest Ranches, Florida



Traf Tech
ENGINEERING, INC.

EXISTING LANE GEOMETRY

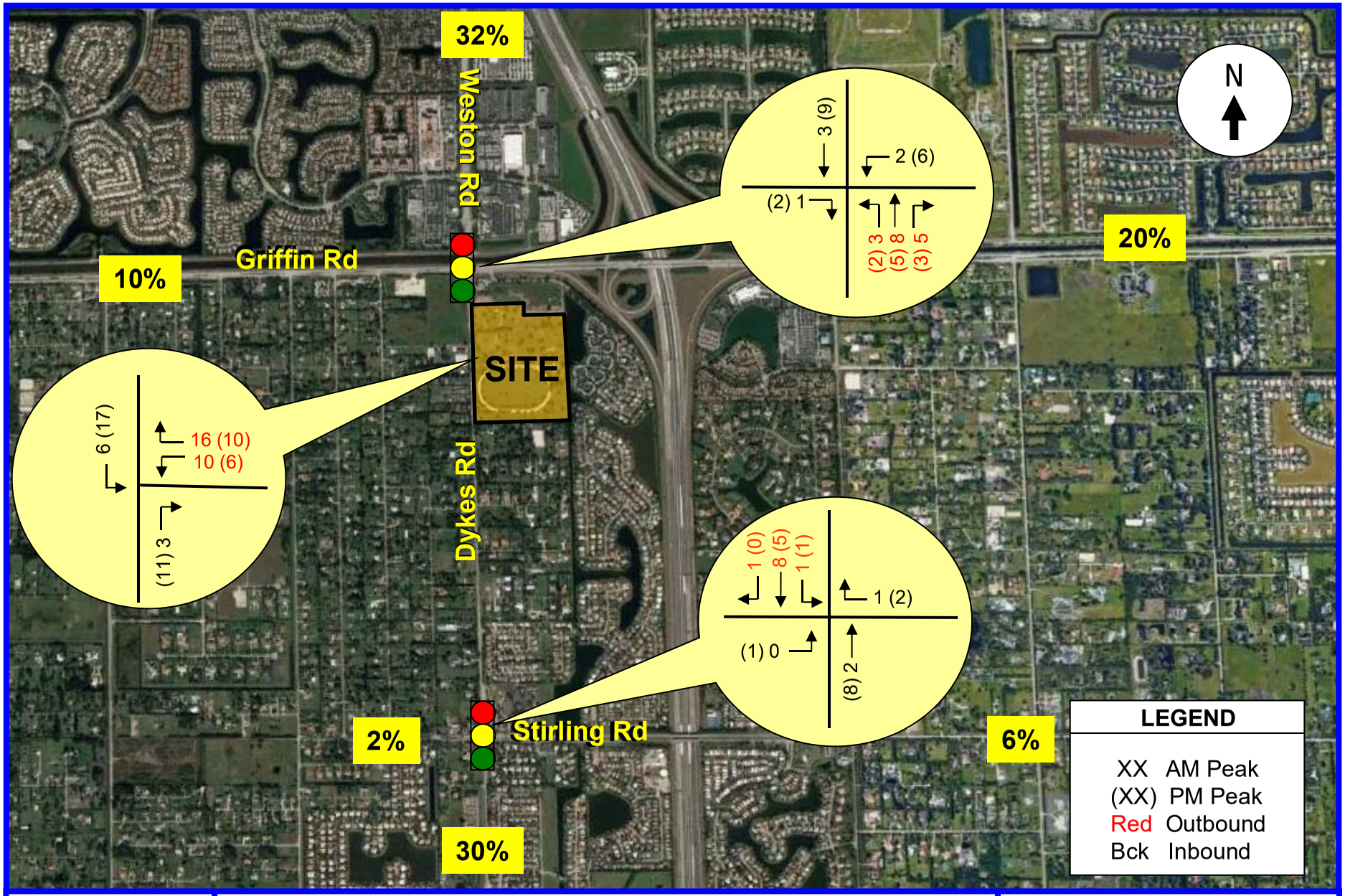
FIGURE 2
Circle S Farm
Southwest Ranches, Florida



Traf Tech
ENGINEERING, INC.

EXISTING TRAFFIC COUNTS – Peak Hour
(August 16, 2019)

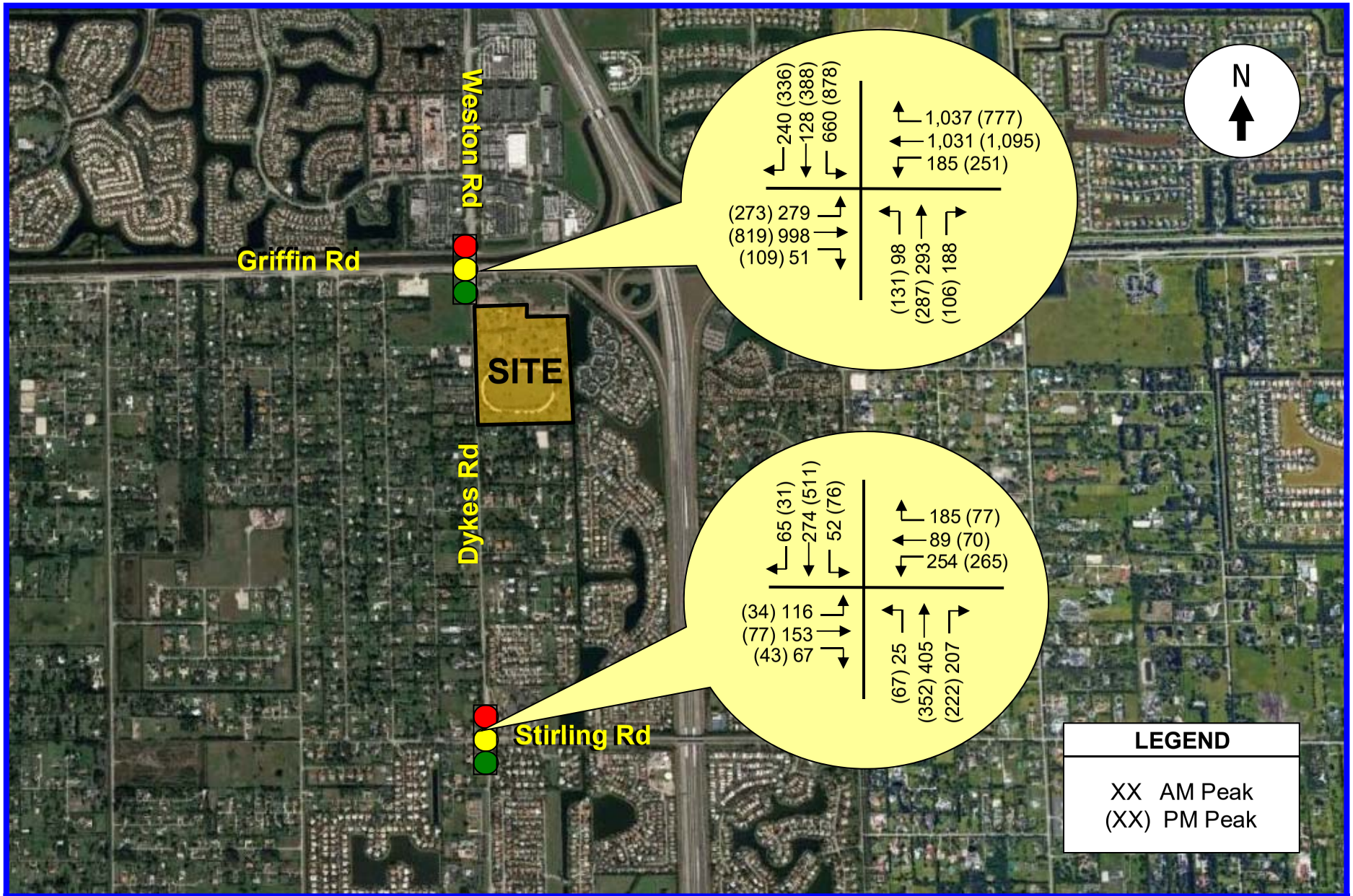
FIGURE 3
Circle S Farm
Southwest Ranches, Florida



Traf Tech
ENGINEERING, INC.

NEW PROJECT TRAFFIC ASSIGNMENT
(Weekday New Peak Hour Trips)

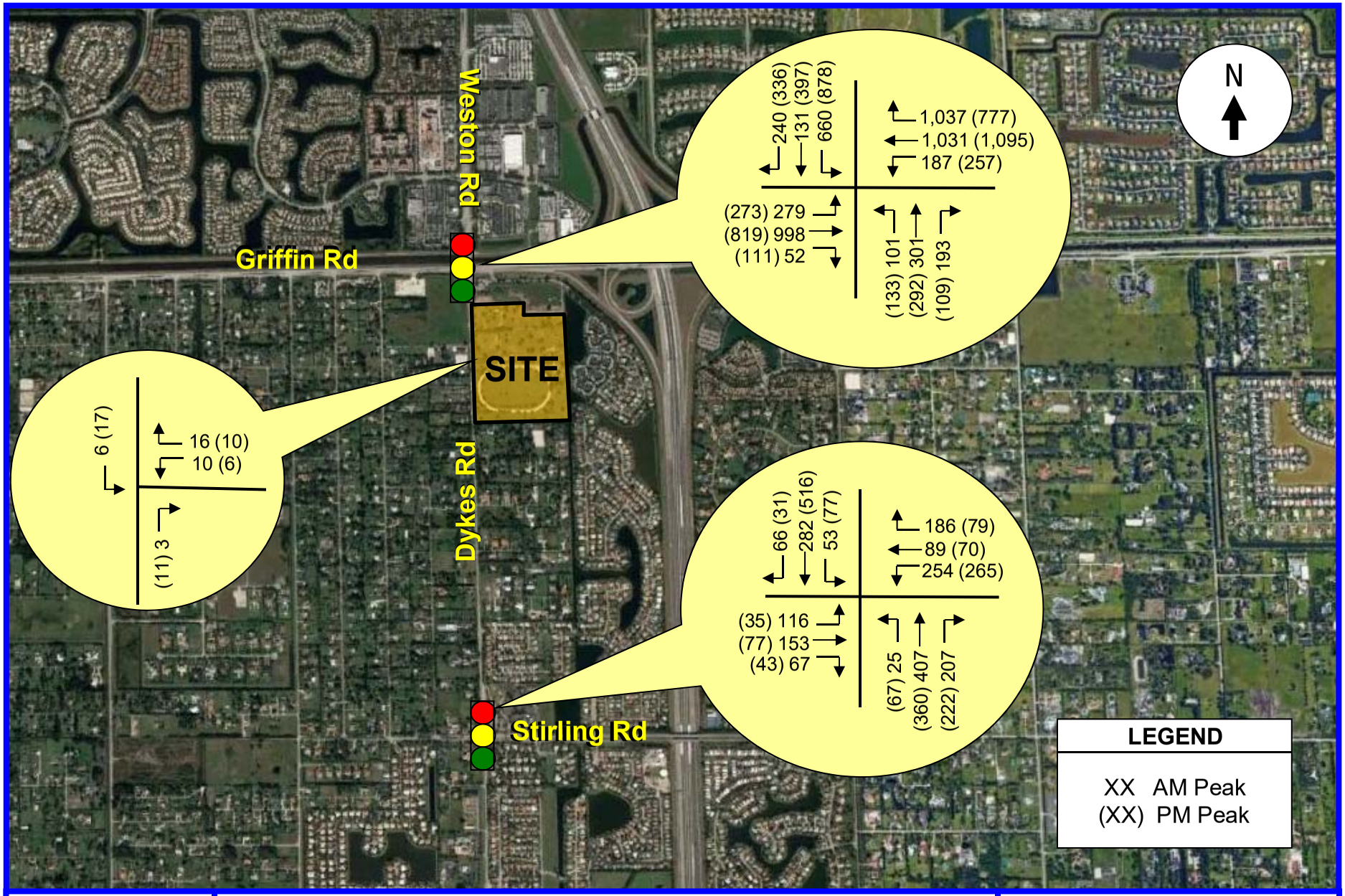
FIGURE 4
Circle S Farm
Southwest Ranches, Florida



Traf Tech
ENGINEERING, INC.

BACKGROUND TRAFFIC – Year 2021
(Weekdays Peak Hour Trips)

FIGURE 5
Circle S Farm
Southwest Ranches, Florida



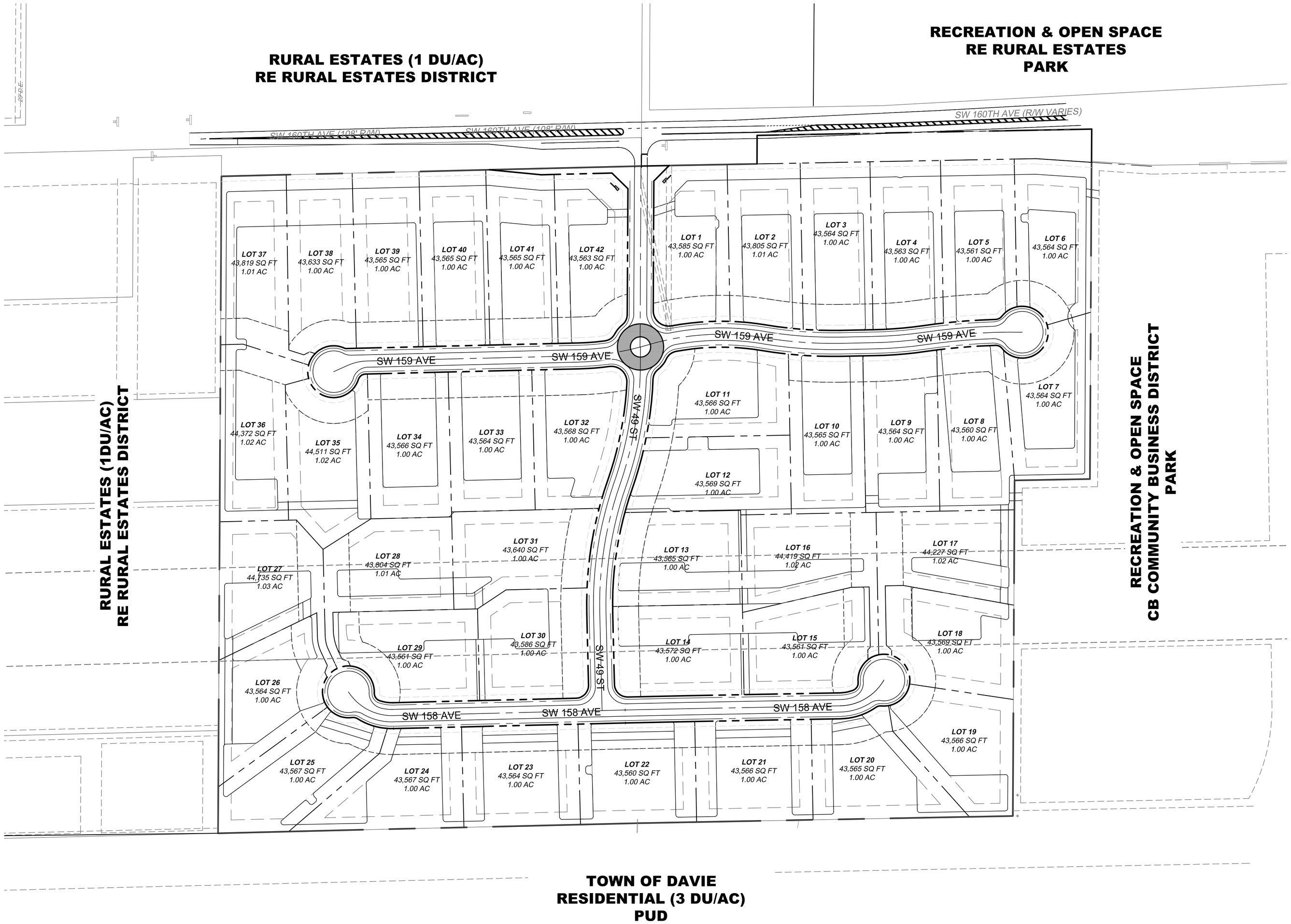
Traf Tech
ENGINEERING, INC.

TOTAL TRAFFIC with PROJECT – Year 2021
(Weekdays Peak Hour Trips)

FIGURE 6
Circle S Farm
Southwest Ranches, Florida

ATTACHMENT A

Site Plan



1 OVERALL SITE PLAN
Scale: 1" = 100'-0"
0 100' 200'

LEGAL DESCRIPTION

THE LAND DESCRIBED BELOW IS SITUATED IN THE COUNTY OF BROWARD, STATE OF FLORIDA:

PARCEL 1:

COMMENCING AT THE SOUTHWEST CORNER OF SECTION 28, TOWNSHIP 50 SOUTH, RANGE 40 EAST; THENCE NORTHERLY, ALONG THE WEST LINE OF SECTION 28, A DISTANCE OF 545.75 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING NORTHERLY ALONG THE WEST LINE OF SECTION 28 A DISTANCE OF 322.75 FEET; THEN EASTERLY PARALLEL WITH THE SOUTH LINE OF SAID SECTION 28, A DISTANCE OF 674.93 FEET; THEN SOUTHERLY, PARALLEL WITH THE WEST LINE OF SAID SECTION 28, A DISTANCE OF 322.75 FEET; THENCE WESTERLY, PARALLEL WITH THE SOUTH LINE OF SAID SECTION 28, A DISTANCE OF 674.83 FEET TO THE POINT OF BEGINNING.

PARCEL 2:

ALL OF TRACTS 31 AND 32 TOGETHER WITH THE NORTH 149.80 FEET OF TRACT 30, SECTION 33, TOWNSHIP 50 SOUTH, RANGE 40 EAST, ACCORDING TO FLORIDA FRUIT LANDS COMPANY'S PLAT THEREOF, AS RECORDED IN PLAT BOOK 2, PAGE 17, OF THE PUBLIC RECORDS OF DADE COUNTY, FLORIDA.

LESS AND EXCEPT THAT PART CONVEYED BY RALPH C. SESSA AND ELIZABETH A. SESSA, HIS WIFE TO BROWARD COUNTY IN QUIT CLAIM DEED RECORDED IN OFFICIAL RECORDS BOOK 7572, PAGE 723, PUBLIC RECORDS OF BROWARD COUNTY, FLORIDA.

PARCEL 3:

COMMENCING AT THE SOUTHWEST CORNER OF SECTION 28, TOWNSHIP 50 SOUTH, RANGE 40 EAST; THENCE NORTHERLY, ALONG THE WEST LINE OF SAID SECTION 28, A DISTANCE OF 223.00 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING NORTHERLY ALONG THE WEST LINE OF SECTION 28, A DISTANCE OF 322.75 FEET; THENCE EASTERLY PARALLEL WITH THE SOUTH LINE OF SAID SECTION 28, A DISTANCE OF 404.90 FEET; THENCE SOUTHERLY, PARALLEL WITH THE WEST LINE OF SAID SECTION 28, A DISTANCE OF 322.75 FEET; THENCE WESTERLY, PARALLEL WITH THE SOUTH LINE OF SAID SECTION 28, A DISTANCE OF 404.90 FEET TO THE POINT OF BEGINNING.

PARCEL 4:

A PORTION OF THE WEST ONE-HALF OF THE SOUTHWEST 1/4 OF SECTION 28, TOWNSHIP 50 SOUTH, RANGE 40 EAST, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHWEST CORNER OF SAID SECTION 28; THENCE N 0°33'38" W, ON AN ASSUMED BEARING, ALONG THE WEST LINE OF SAID SECTION 28, A DISTANCE OF 223.0 FEET; THENCE S 89°17'43" E, A DISTANCE OF 404.9 FEET; THENCE N 0°33'38" W, A DISTANCE OF 322.75 FEET; THENCE S 89°17'43" E, A DISTANCE OF 269.93 FEET; THENCE N 0°33'38" W, A DISTANCE OF 177.38 FEET; THENCE S 89°17'43" E, A DISTANCE OF 647.06 FEET; THENCE S 0°37'49" E, A DISTANCE OF 723.15 FEET TO A POINT ON THE SOUTH LINE OF SAID SECTION 28; THENCE N 89°17'43" W, ALONG THE SOUTH LINE OF SAID SECTION 28, A DISTANCE OF 1322.77 FEET TO THE POINT OF BEGINNING.

LESS AND EXCEPT THAT PART CONVEYED BY RALPH C. SESSA AND ELIZABETH A. SESSA, HIS WIFE TO BROWARD COUNTY IN QUIT CLAIM DEED RECORDED IN OFFICIAL RECORDS BOOK 7572, PAGE 723, PUBLIC RECORDS OF BROWARD COUNTY, FLORIDA.

PARCEL TABLE	
LOT NUMBER	AREA
LOT 1	43584.98 SQ FT
LOT 2	43804.94 SQ FT
LOT 3	43564.06 SQ FT
LOT 4	43562.85 SQ FT
LOT 5	43561.36 SQ FT
LOT 6	43564.11 SQ FT
LOT 7	43564.37 SQ FT
LOT 8	43559.77 SQ FT
LOT 9	43563.83 SQ FT
LOT 10	43564.61 SQ FT
LOT 11	43565.77 SQ FT
LOT 12	43569.36 SQ FT
LOT 13	43565.00 SQ FT
LOT 14	43571.62 SQ FT
LOT 15	43561.25 SQ FT
LOT 16	44418.62 SQ FT
LOT 17	44226.59 SQ FT
LOT 18	43569.12 SQ FT
LOT 19	43565.64 SQ FT
LOT 20	43565.29 SQ FT
LOT 21	43565.51 SQ FT

PARCEL TABLE	
LOT NUMBER	AREA
LOT 22	43559.69 SQ FT
LOT 23	43564.40 SQ FT
LOT 24	43566.65 SQ FT
LOT 25	43567.50 SQ FT
LOT 26	43564.39 SQ FT
LOT 27	44735.32 SQ FT
LOT 28	43804.09 SQ FT
LOT 29	43561.18 SQ FT
LOT 30	43585.89 SQ FT
LOT 31	43639.70 SQ FT
LOT 32	43567.51 SQ FT
LOT 33	43564.03 SQ FT
LOT 34	43565.66 SQ FT
LOT 35	44510.55 SQ FT
LOT 36	44372.32 SQ FT
LOT 37	43819.17 SQ FT
LOT 38	43633.35 SQ FT
LOT 39	43564.83 SQ FT
LOT 40	43564.82 SQ FT
LOT 41	43565.29 SQ FT
LOT 42	43562.54 SQ FT

LEGEND AND ABBREVIATION

- UTILITY EASEMENT LINE
- PROPERTY LINE
- RIGHT-OF-WAY LINE
- SET BACK LINE
- PROPOSED EDGE OF ASPHALT

SITE DATA INFORMATION

LAND USE DESIGNATION:	RURAL ESTATES (1 DU/AC)	
ZONING:	RE RURAL ESTATES DISTRICT	
NUMBER OF LOTS	42	
AVERAGE LOT AREA	43,689 SQ FT	1.00 AC
SMALLEST LOT AREA	43,560 SQ FT	1.00 AC
LARGEST LOT AREA	44,735 SQ FT	1.03 AC
MINIMUM SETBACKS	REQUIRED	PROVIDED
FRONT	50.00'	50.00'
REAR	25.00'	25.00'
SIDE	25.00'	25.00'

ACREAGE		
GROSS AREA	2,068,098.88 SQ FT	47.48 AC
SW 160TH AVE DEDICATION	197,150 SQ FT	4.53 AC
NET AREA	1,870,949 SQ FT	42.95 AC

LAND USE	SQUARE FEET	ACRES	%
BLDG – 42 LOTS x 4,218 SF (LARGEST HOMES)	177,156	4.07	
DRIVEWAYS – 42 LOTS x 1200 SF	50,400	1.16	
INTERNAL ROAD	101,585	2.33	
TOTAL IMPERVIOUS	329,141	7.56	17.6%
TOTAL PERVIOUS	1,541,808	35.40	82.4%

FOR REVIEW ONLY

NO.	REVISION	DATE

CIRCLE S ESTATES
4751 SW 160TH AVE, SOUTHWEST RANCHES, FLORIDA
33331 & 15990 GRIFFIN ROAD
FOR: CC HOMES LLC

CORDOVA RODRIGUEZ & ASSOCIATES, INC.
ENGINEERS - PLANNERS
AUTHORIZATION No. 8459
CORDOVA RODRIGUEZ & ASSOCIATES, INC.
6941 SW 196TH AVENUE, SUITE 28
PEMBROKE PINES, FLORIDA 33332
TEL: (954) 880-0180
FAX: (954) 880-0181
WWW.CRAENGINEERING.COM

ROSANA D CORDOVA, P.E.
LICENSED ENGINEER
FL LICENSED P.E. No. 41864
DATE:

LUIS E. RODRIGUEZ, P.E.
LICENSED ENGINEER
FL LICENSED P.E. No. 54287
DATE:

OVERALL SITE PLAN

DESIGN: ROC	CHECKED: LER
SCALE: 1 " = 100'	
DATE: 2019-10-30	
PROJECT NO. 19-174.07	
SHT 2 OF 52	
DWG NO. C-001	

ATTACHMENT B

Signal Timing Data, Traffic Counts and Peak Season Adjustment Factor

BROWARD COUNTY TRAFFIC ENGINEERING
ACTUATED TRAFFIC SIGNAL TIMING SHEET

Intersection Number	3437	**Initial Operation Date**	8/22/96
Controller Type	2070 LN	**System Number**	3437
Modification Number	10	**Modification Date**	12/08/2017
Drawing/Project No	BCHCED #150505001	**FPL Grid Number**	86175837806
Intersection	GRIFFIN ROAD and WESTON RD./DYKES RD.		
Municipality	SOUTHWEST RANCHES		

Controller Phase	1	2	3	4	5	6	7	8
Face Number	1	2			5	6	4,7	3,8,2R
Direction	EBL	WB			WBL	EB	NB	SB
Initial Green(MIN)	5	12			4	12	12	12
Vehicle Ext.(GAP)	1.5	3.0			1.5	3.0	2.0	2.0
Maximum Green I	28	54			23	54	25	30
Maximum Green II								
Yellow Clearance	5.0	5.0			5.0	5.0	5.0	5.0
All Red Clearance	2.0	2.0			2.0	2.0	2.0	2.0
Phase Recall	OFF	MIN			OFF	MIN	OFF	OFF
Detector Delay								
Walk						7		5
Pedestrian Clearance						24		31
Permissive	DUAL				5 SECT			
Flash Operation	RED	YELLOW				YELLOW	RED	RED

Attachment

NOTES:

1. ANTI-BACKDOWN WITH RED REVERT: CALL ON PHASE 1 IN ABSENCE OF 7+8 ACTIVATES 4.0 SECOND RED REVERT THEN PHASES 1+6.
2. NO RIGHT TURN (BLANK OUT) ACTIVE ON NB-RIGHT DURING PHASE 8 (SB).
3. WITH WOIT2017103304 DATED 10/25/17 ADDS BLANK-OUT SIGN AND P6 (EB).

Submitted By _____ **Approved By** _____

Station : 3437 - Griffin Rd & Weston / Dykes Rd (Standard File)

Phase	1 (EL)	2 (WT)	3	4	5 (WL)	6 (ET)	7 (NT)	8 (ST)	9	10	11	12	13	14	15	16
Walk						7		5								
Ped Clearance						24		31								
Min Green	5	12			4	12	12	12								
Gap Ext	1.5	3			1.5	3	2	2								
Max1	28	54			23	54	25	30								
Max2																
Yellow Clr	5	5			5	5	5	5	3.5	3.5	3.5	3.5	3.5	3.5	3.5	3.5
Red Clr	2	2			2	2	2	2	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5
Red Revert		4				4										
Added Initial																
Max Initial																
Time Before Reduce																
Cars Before Reduce																
Time To Reduce																
Reduce By																
Min Gap																
Dynamic Max Limit								60								
Dynamic Max Step								30								
Enable	ON	ON			ON	ON	ON	ON								
Auto Flash Entry								ON								
Auto Flash Exit		ON				ON										
Non-Actuated 1																
Non-Actuated 2																
Lock Call									ON	ON	ON	ON	ON	ON	ON	ON
Min Recall		ON				ON										
Max Recall																
Ped Recall																
Soft Recall																
Dual Entry																
Sim Gap Enable									ON	ON	ON	ON	ON	ON	ON	ON
Guar Passage																
Rest In Walk		ON				ON										
Cond Service																
Add Init Calc																

Preemption

Channel	1	2	3	4	5	6
Lock Input	ON	ON	ON	ON	ON	ON
Override Auto Flash						
Override Higher Preempt						
Flash in Dwell						
Link to Preempt						
Delay						
Min Duration						
Min Green	6	6	6	6	6	6
Min Walk						
Ped Clear						
Track Green						
Min Dwell	8	8	8	8	8	8
Max Presence	180	180	180	180	180	180
Track Veh 1						
Track Veh 2						
Track Veh 3						
Track Veh 4						
Dwell Cyc Veh 1						
Dwell Cyc Veh 2						
Dwell Cyc Veh 3						
Dwell Cyc Veh 4						
Dwell Cyc Veh 5						
Dwell Cyc Veh 6						
Dwell Cyc Veh 7						
Dwell Cyc Veh 8						
Dwell Cyc Veh 9						
Dwell Cyc Veh 10						
Dwell Cyc Veh 11						
Dwell Cyc Veh 12						
Dwell Cyc Ped1						
Dwell Cyc Ped2						
Dwell Cyc Ped3						
Dwell Cyc Ped4						
Dwell Cyc Ped5						
Dwell Cyc Ped6						
Dwell vPed7						

Preempt LP

Channel	1	2	3	4
Min				
Max				
Enable				
Lock Mode	MAX	MAX	MAX	MAX
Coord in Preempt				
No Skip				
Priority P1				
Priority P2				
Priority P3				
Priority P4				
Lock				
Headway				
Group Lock				
Queue Jump				
Free Mode				
Alt Table				

Dwell Cyc Ped8						
Exit 1						
Exit 2						
Exit 3						
Exit 4						

Prepared By	Date Implemented
Reviewed By	Traffic Engineer

Station : 3437 - Griffin Rd & Weston / Dykes Rd (Standard File)

Coordination

Hour	Minute	Action	Pattern	Cycle	Offset	Split	Seqnc	Short	Long	Dwell	Split 1	Split 2	Split 3	Split 4	Split 5	Split 6	Split 7	Split 8	Split 9	Split 10	Split 11	Split 12	Split 13	Split 14	Split 15	Split 16
Day Plan 1											**Easy**															
		100	254																							
6	30	12	12	150	15	12	1	10	50		26	58			26	58	24	42								
9		13	13	150	48	13	1	10	50		25	50			25	50	30	45								
15		14	14	150	98	14	1	5	50		22	54			24	52	30	44								
20		100	254																							
Day Plan 2											**Easy**															
		100	254																							
6	30	15	15	150	20	15	1		17		24	50			24	50	26	50								
23		100	254																							
Day Plan 3											**Easy**															
		100	254																							
6	30	16	16			16	1		17		24	62			20	66	28	56								
12		23	23			23	1		17		25	120	25	25	25	120	25	25								
13	30	16	16			16	1		17		24	62			20	66	28	56								
23		100	254																							

Station : 3437 - Griffin Rd & Weston / Dykes Rd (Standard File)

Hour	Minute	Action	Pattern	Cycle	Offset	Split	Seqnc	Short	Long	Dwell	Split 1	Split 2	Split 3	Split 4	Split 5	Split 6	Split 7	Split 8	Split 9	Split 10	Split 11	Split 12	Split 13	Split 14	Split 15	Split 16
Day Plan 4											Easy															

Scheduler

	Month											Day of Week							Day of Month									1									2									3		
Plan	J	F	M	A	M	J	J	A	S	O	N	D	S	M	T	W	T	F	S	1	2	3	4	5	6	7	8	9	0	1	2	3	4	5	6	7	8	9	0	1	2	3	4	5	6	7	8	9	0	1	Day Plan
1	1	1	1	1	1	1	1	1	1	1	1	1		1	1	1	1	1		1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
2	1	1	1	1	1	1	1	1	1	1	1	1							1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	2
3	1	1	1	1	1	1	1	1	1	1	1	1	1							1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	3
4	1													1	1	1	1	1		1																																2
5	1													1							1																																2
6					1									1																														1	1	1	1	1	1	1	1	2
7							1											1				1																														2
8							1							1	1	1	1	1					1																													2
9							1							1										1																													2
10									1					1						1	1	1	1	1	1	1																											2
11											1						1																								1	1	1	1	1	1	1					2
12											1							1																									1	1	1	1	1	1	1				2
13												1		1				1																										1									2
14												1		1	1	1	1	1																											1								2
15												1		1																																1							2
16												1		1				1																																		1	2
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32																																																					1

User Comments:

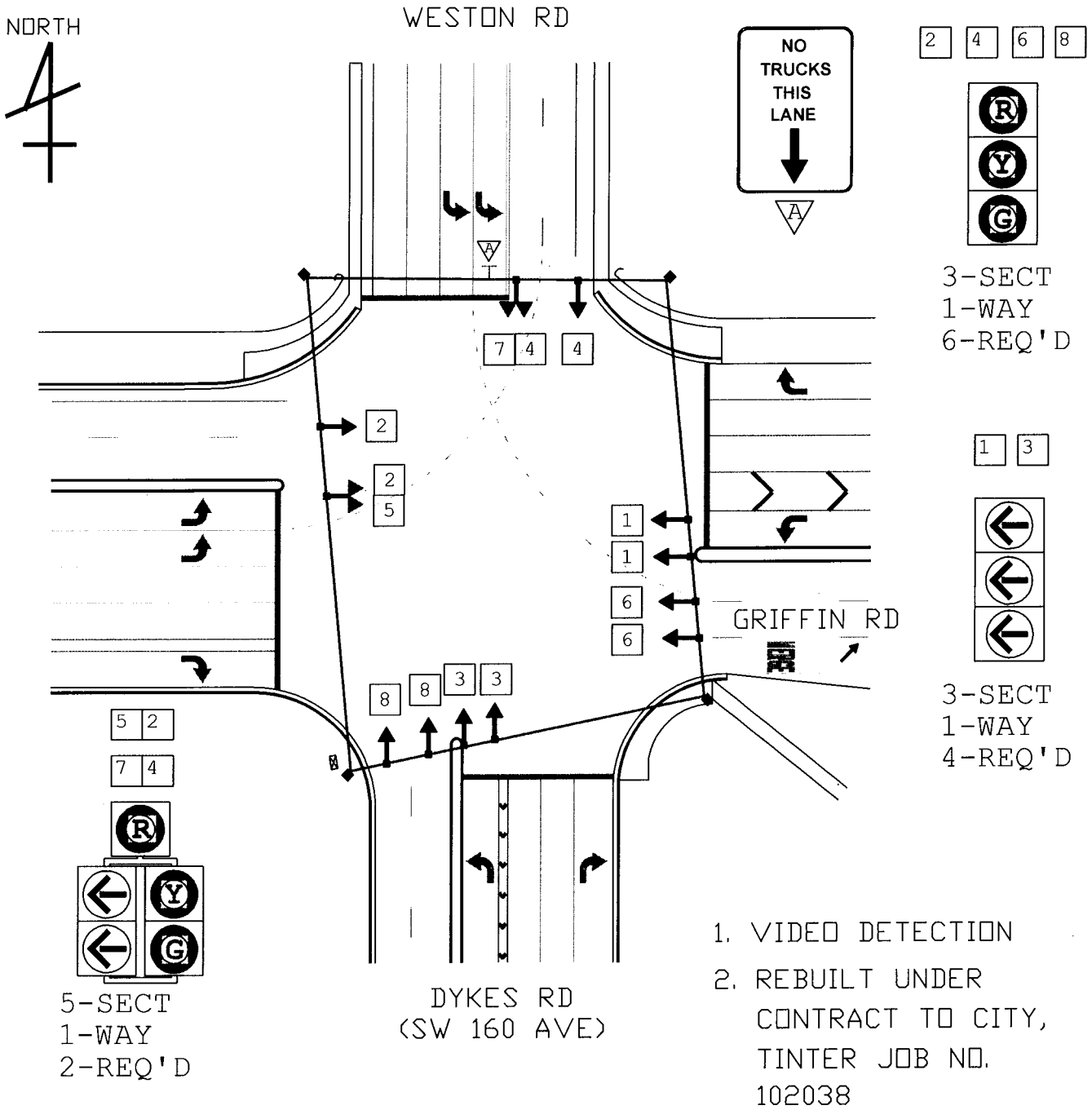
TRAFFIC ENGINEERING DIVISION
SIGNALIZED INTERSECTION

LOCATION GRIFFIN RD & WESTON/DYKES RD

ORDER NO CITY ISSUE DATE ---- REV NO. 4 COMPL DATE 4/21/04

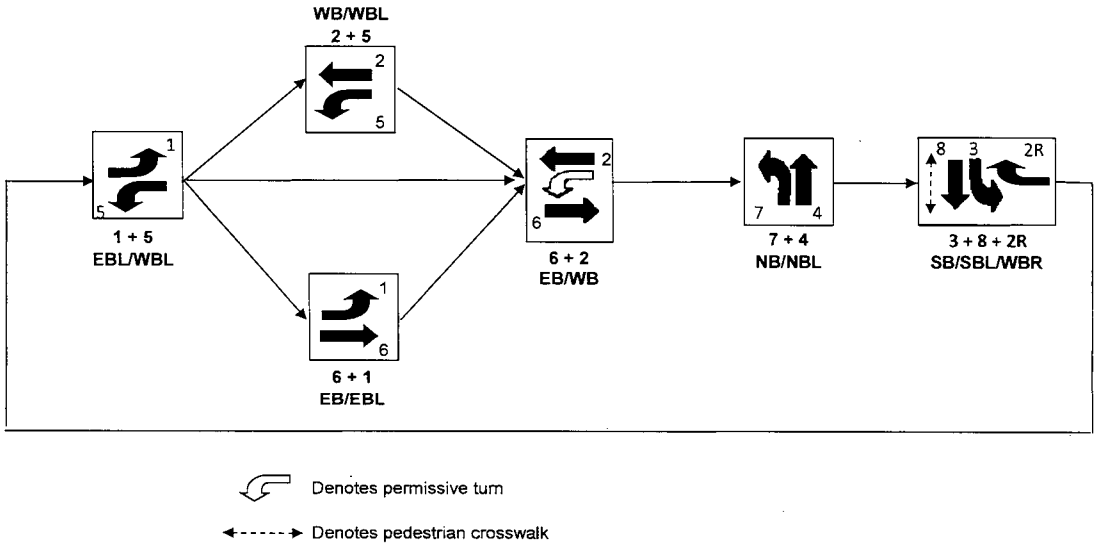
DWG. NO. 05-02-06-01 FILE NO. C-437 CITY SW RANCHES SCALE: 1" = 50'

DWN BY: LARRY



1. VIDEO DETECTION
2. REBUILT UNDER CONTRACT TO CITY, TINTER JOB NO. 102038

Sequence of Operation for (C-437) Griffin Road and Weston Road/Dykes Road
Southwest Ranches -- Mod 10



Denotes permissive turn

Denotes pedestrian crosswalk

BROWARD COUNTY TRAFFIC ENGINEERING
ACTUATED TRAFFIC SIGNAL TIMING SHEET

Intersection Number	3562	**Initial Operation Date**	6/13/2019
Controller Type	2070 TS2 (BIU)	**System Number**	3562
Modification Number	0	**Modification Date**	
Drawing/Project No	BC 5429	**FPL Grid Number**	
Intersection	DYKES ROAD/SW 160 AVENUE and STIRLING ROAD		
Municipality	DAVIE		

Controller Phase	1	2	3	4	5	6	7	8
Face Number		2		4		6		8
Direction		NB		EB		SB		WB
Initial Green(MIN)		10		6		10		6
Vehicle Ext.(GAP)		3.0		2.0		3.0		2.0
Maximum Green I		30		25		30		25
Maximum Green II								
Yellow Clearance		4.5		4.0		4.5		4.5
All Red Clearance		2.0		2.0		2.0		2.0
Phase Recall		MIN		OFF		MIN		OFF
Detector Delay								30-RT
Walk		7		7		7		7
Pedestrian Clearance		25		17		24		15
Permissive								
Flash Operation		RED		RED		RED		RED

Attachment

NOTES:

1. DUAL ENTRY EAST/WEST.
2. SUPPLEMENTAL HORSE CROSSING PED BUTTONS AND AUDIBLE PED LOCATOR: P2,P4,P6 AND P8.
3. INITIAL OPERATION DATE IS DATE OF BCTED INSPECTION.

Submitted By _____ **Approved By** _____

Station : 3562 - Dykes Rd & Stirling Rd (Standard File)

Phase	1	2 (NT)	3	4 (ET)	5	6 (ST)	7	8 (WT)	9	10	11	12	13	14	15	16
Walk		7		7		7		7								
Ped Clearance		25		17		24		15								
Min Green		10		6		10		6								
Gap Ext	1	3	1	2	1	3	1	2								
Max1		30		25		30		25								
Max2																
Yellow Clr	3.5	4.5	3.5	4	3.5	4.5	3.5	4.5	3.5	3.5	3.5	3.5	3.5	3.5	3.5	3.5
Red Clr	1.5	2	1.5	2	1.5	2	1.5	2	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5
Red Revert																
Added Initial																
Max Initial																
Time Before Reduce																
Cars Before Reduce																
Time To Reduce																
Reduce By																
Min Gap																
Dynamic Max Limit																
Dynamic Max Step																
Enable		ON		ON		ON		ON								
Auto Flash Entry																
Auto Flash Exit																
Non-Actuated 1																
Non-Actuated 2																
Lock Call									ON	ON	ON	ON	ON	ON	ON	ON
Min Recall		ON				ON										
Max Recall																
Ped Recall																
Soft Recall																
Dual Entry		ON		ON		ON		ON								
Sim Gap Enable									ON	ON	ON	ON	ON	ON	ON	ON
Guar Passage																
Rest In Walk																
Cond Service																
Add Init Calc																

Preemption

Channel	1	2	3	4	5	6
Lock Input	ON	ON	ON	ON	ON	ON
Override Auto Flash	ON	ON	ON	ON	ON	ON
Override Higher Preempt	ON	ON	ON	ON	ON	ON
Flash in Dwell	ON	ON	ON	ON	ON	ON
Link to Preempt						
Delay						
Min Duration						
Min Green						
Min Walk						
Ped Clear						
Track Green						
Min Dwell						
Max Presence						
Track Veh 1						
Track Veh 2						
Track Veh 3						
Track Veh 4						
Dwell Cyc Veh 1						
Dwell Cyc Veh 2						
Dwell Cyc Veh 3						
Dwell Cyc Veh 4						
Dwell Cyc Veh 5						
Dwell Cyc Veh 6						
Dwell Cyc Veh 7						
Dwell Cyc Veh 8						
Dwell Cyc Veh 9						
Dwell Cyc Veh 10						
Dwell Cyc Veh 11						
Dwell Cyc Veh 12						
Dwell Cyc Ped1						
Dwell Cyc Ped2						
Dwell Cyc Ped3						
Dwell Cyc Ped4						
Dwell Cyc Ped5						
Dwell Cyc Ped6						
Dwell vPed7						

Preempt LP

Channel	1	2	3	4
Min				
Max				
Enable				
Lock Mode	MAX	MAX	MAX	MAX
Coord in Preempt				
No Skip				
Priority P1				
Priority P2				
Priority P3				
Priority P4				
Lock				
Headway				
Group Lock				
Queue Jump				
Free Mode				
Alt Table				

Dwell Cyc Ped8						
Exit 1						
Exit 2						
Exit 3						
Exit 4						

Prepared By	Date Implemented
Reviewed By	Traffic Engineer

Station : 3562 - Dykes Rd & Stirling Rd (Standard File)

Coordination

Hour	Minute	Action	Pattern	Cycle	Offset	Split	Seqnc	Short	Long	Dwell	Split 1	Split 2	Split 3	Split 4	Split 5	Split 6	Split 7	Split 8	Split 9	Split 10	Split 11	Split 12	Split 13	Split 14	Split 15	Split 16
Day Plan 1											Easy															
Day Plan 2											Easy															
Day Plan 3											Easy															

Station : 3562 - Dykes Rd & Stirling Rd (Standard File)

Hour	Minute	Action	Pattern	Cycle	Offset	Split	Seqnc	Short	Long	Dwell	Split 1	Split 2	Split 3	Split 4	Split 5	Split 6	Split 7	Split 8	Split 9	Split 10	Split 11	Split 12	Split 13	Split 14	Split 15	Split 16
Day Plan 4											Easy															

Scheduler

	Month											Day of Week							Day of Month									1									2									3		
Plan	J	F	M	A	M	J	J	A	S	O	N	D	S	M	T	W	T	F	S	1	2	3	4	5	6	7	8	9	0	1	2	3	4	5	6	7	8	9	0	1	2	3	4	5	6	7	8	9	0	1	Day Plan
1	1	1	1	1	1	1	1	1	1	1	1	1		1	1	1	1	1		1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
2	1	1	1	1	1	1	1	1	1	1	1	1							1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	2
3	1	1	1	1	1	1	1	1	1	1	1	1	1							1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	3
4	1													1	1	1	1	1		1																																2
5	1													1							1																																2
6					1									1																														1	1	1	1	1	1	1	1	2
7							1											1				1																														2
8							1							1	1	1	1	1					1																														2
9							1							1										1																													2
10									1					1						1	1	1	1	1	1	1																											2
11											1						1																								1	1	1	1	1	1	1					2
12											1							1																									1	1	1	1	1	1	1				2
13												1		1				1																											1								2
14												1		1	1	1	1	1																												1							2
15												1		1																																	1						2
16												1		1				1																																		1	2
17																																																					1
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31																																																					1
32																																																					1

User Comments:

TRAFFIC ENGINEERING DIVISION
SIGNALIZED INTERSECTION

LOCATION: STIRLING RD & DYKES RD

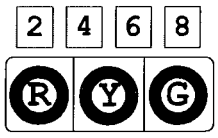
ORDER NO --- **ISSUE DATE** --- **REVISION NO.** --- **COMPLETION DATE** 03/01/19

DWG. NO. 19-02-07-01 **FILE NO.** 3562 **CITY** DAVIE

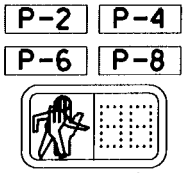
DWN BY: LPATTERSON

N

1" = 50'



3-SECT
1-WAY
8-REQ'D



8-REQ'D

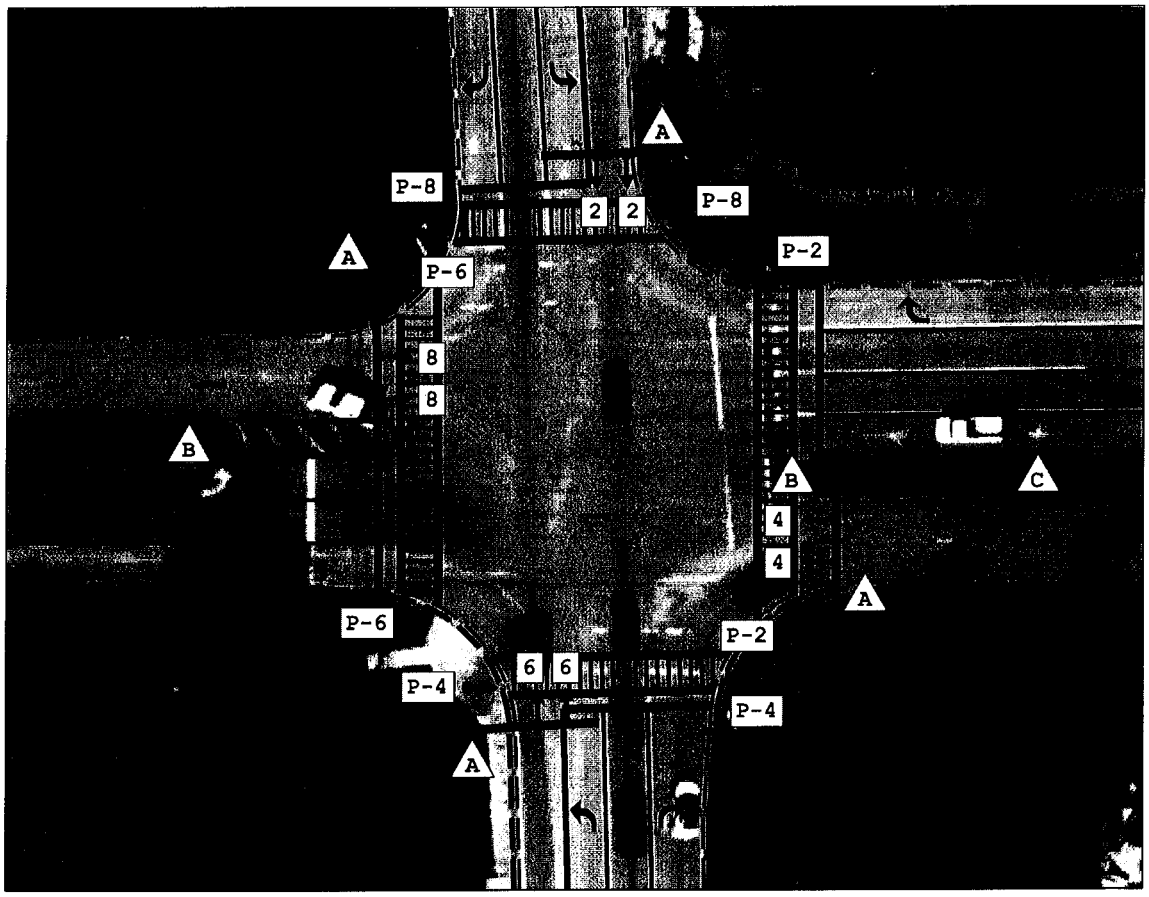
4-REQ'D

2-REQ'D

1-REQ'D

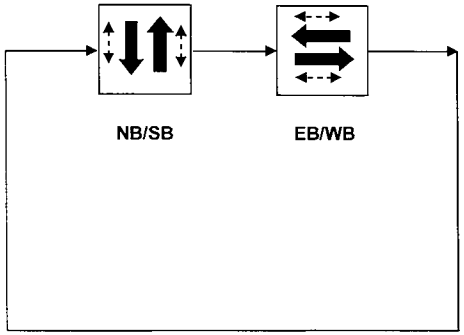
DYKES RD

STIRLING RD



Sequence of Operation for Dykes Road / SW 160 Avenue and Stirling Road (3562)

Davie



Traf Tech Engineering Inc.

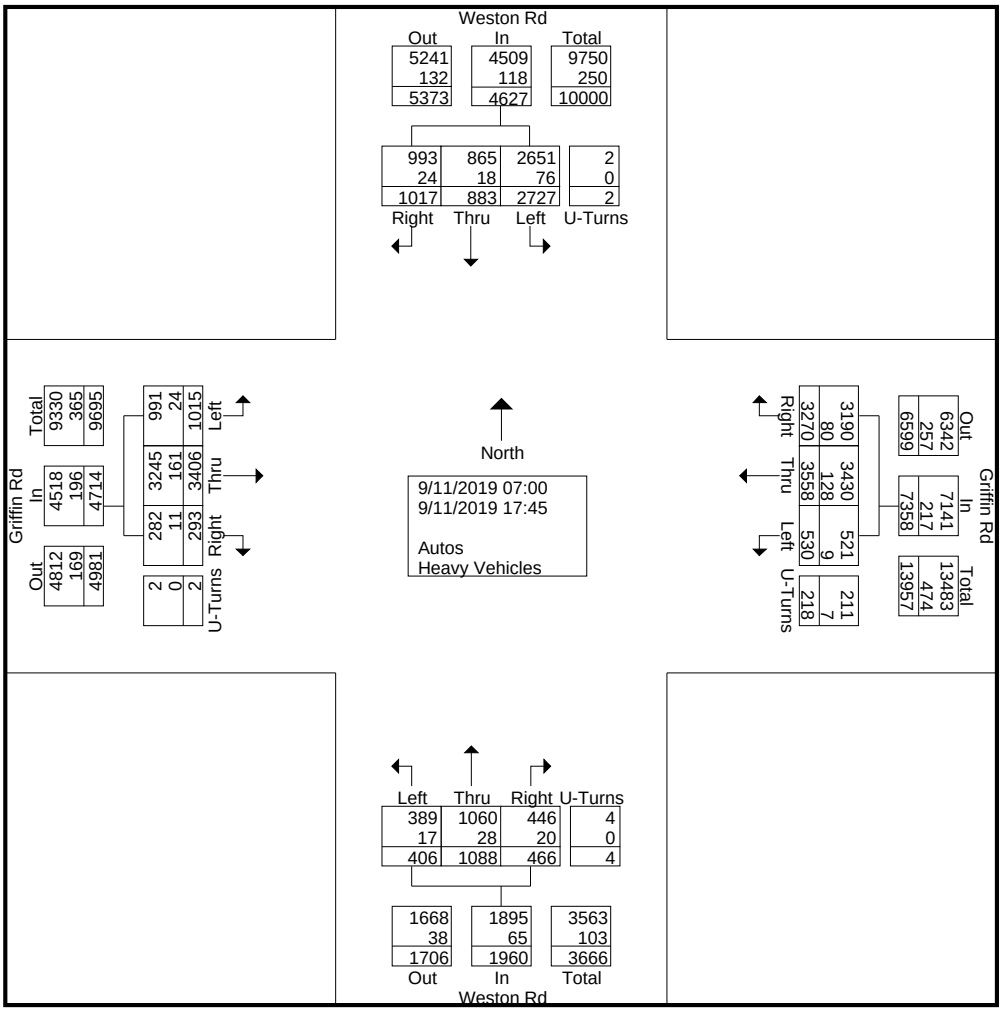
File Name : 1- Weston Rd & Griffin
Site Code : 00000000
Start Date : 9/11/2019
Page No : 1

Groups Printed- Autos - Heavy Vehicles

	Weston Rd From North					Griffin Rd From East					Weston Rd From South					Griffin Rd From West					
Start Time	Right	Thru	Left	U-Turns	App. Total	Right	Thru	Left	U-Turns	App. Total	Right	Thru	Left	U-Turns	App. Total	Right	Thru	Left	U-Turns	App. Total	Int. Total
07:00	87	21	118	0	226	194	276	14	9	493	26	37	27	0	90	10	237	39	0	286	1095
07:15	98	25	134	0	257	205	314	31	4	554	36	40	22	0	98	9	269	65	0	343	1252
07:30	39	25	140	0	204	227	233	45	12	517	42	67	21	0	130	16	256	71	0	343	1194
07:45	37	37	162	1	237	263	185	32	10	490	42	83	24	1	150	11	202	64	1	278	1155
Total	261	108	554	1	924	889	1008	122	35	2054	146	227	94	1	468	46	964	239	1	1250	4696
08:00	46	30	168	0	244	256	214	28	8	506	52	79	21	1	153	11	188	55	0	254	1157
08:15	35	32	153	1	221	240	234	29	12	515	30	85	29	0	144	11	196	63	0	270	1150
08:30	33	29	160	0	222	243	134	29	11	417	27	79	19	0	125	14	221	63	0	298	1062
08:45	37	43	157	0	237	238	139	20	10	407	27	98	15	0	140	16	265	90	0	371	1155
Total	151	134	638	1	924	977	721	106	41	1845	136	341	84	1	562	52	870	271	0	1193	4524
*** BREAK ***																					
16:00	62	48	214	0	324	189	203	27	14	433	23	78	25	0	126	27	229	59	0	315	1198
16:15	71	74	174	0	319	172	193	33	23	421	23	62	29	0	114	25	222	77	0	324	1178
16:30	84	73	168	0	325	145	190	36	18	389	24	47	21	1	93	15	222	68	0	305	1112
16:45	67	71	182	0	320	181	238	32	26	477	17	77	31	0	125	21	204	59	0	284	1206
Total	284	266	738	0	1288	687	824	128	81	1720	87	264	106	1	458	88	877	263	0	1228	4694
17:00	74	80	215	0	369	176	236	35	17	464	25	51	27	0	103	27	156	59	0	242	1178
17:15	70	116	202	0	388	185	243	37	15	480	23	73	28	1	125	20	205	65	0	290	1283
17:30	97	89	206	0	392	171	287	53	15	526	32	62	33	0	127	32	186	67	0	285	1330
17:45	80	90	174	0	344	185	239	49	14	487	17	70	34	0	121	28	148	51	1	228	1180
Total	321	375	797	0	1493	717	1005	174	61	1957	97	256	122	1	476	107	695	242	1	1045	4971
Grand Total	1017	883	2727	2	4629	3270	3558	530	218	7576	466	1088	406	4	1964	293	3406	1015	2	4716	18885
Apprch %	22	19.1	58.9	0		43.2	47	7	2.9		23.7	55.4	20.7	0.2		6.2	72.2	21.5	0		
Total %	5.4	4.7	14.4	0	24.5	17.3	18.8	2.8	1.2	40.1	2.5	5.8	2.1	0	10.4	1.6	18	5.4	0	25	
Autos	993	865	2651			3190	3430					1060					3245				18282
% Autos	97.6	98	97.2	100	97.5	97.6	96.4	98.3	96.8	97	95.7	97.4	95.8	100	96.7	96.2	95.3	97.6	100	95.8	96.8
Heavy Vehicles																					
% Heavy Vehicles	2.4	2	2.8	0	2.5	2.4	3.6	1.7	3.2	3	4.3	2.6	4.2	0	3.3	3.8	4.7	2.4	0	4.2	3.2

Traf Tech Engineering Inc.

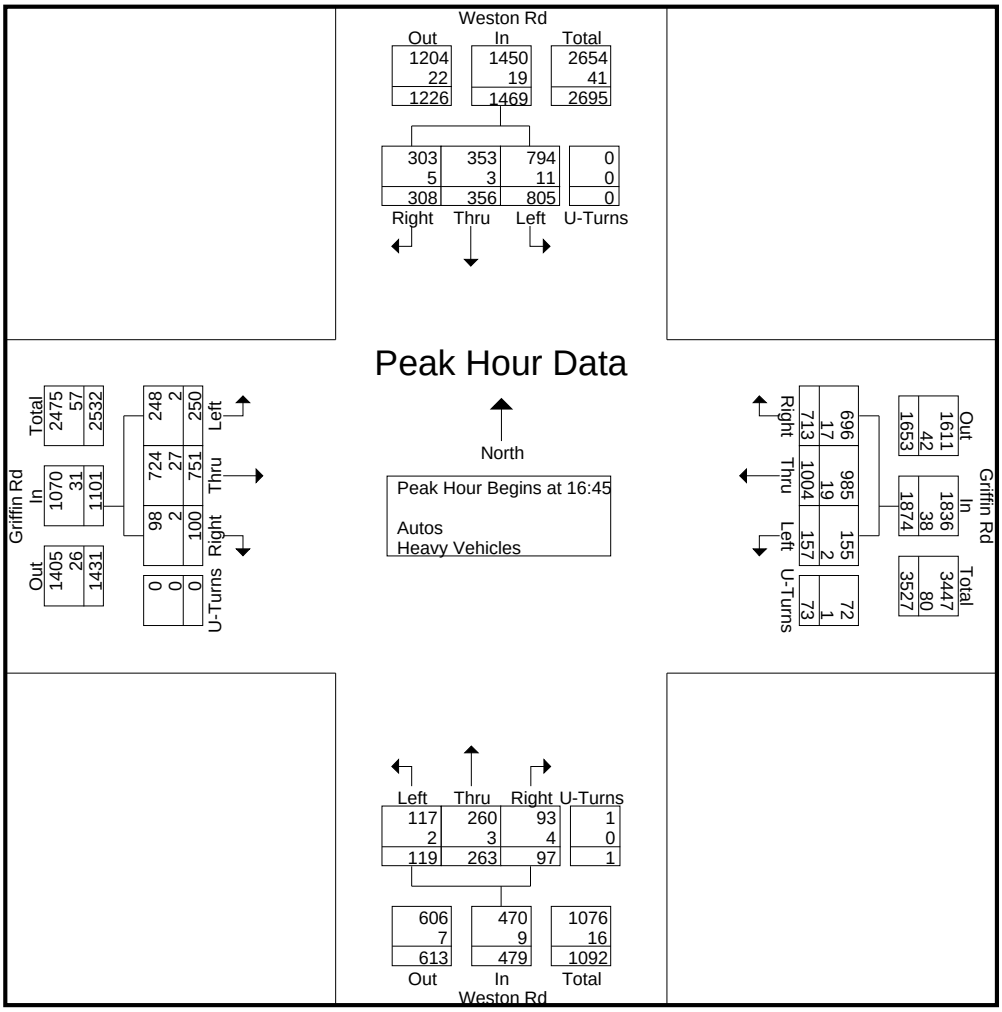
File Name : 1- Weston Rd & Griffin
Site Code : 00000000
Start Date : 9/11/2019
Page No : 2



Traf Tech Engineering Inc.

File Name : 1- Weston Rd & Griffin
Site Code : 00000000
Start Date : 9/11/2019
Page No : 3

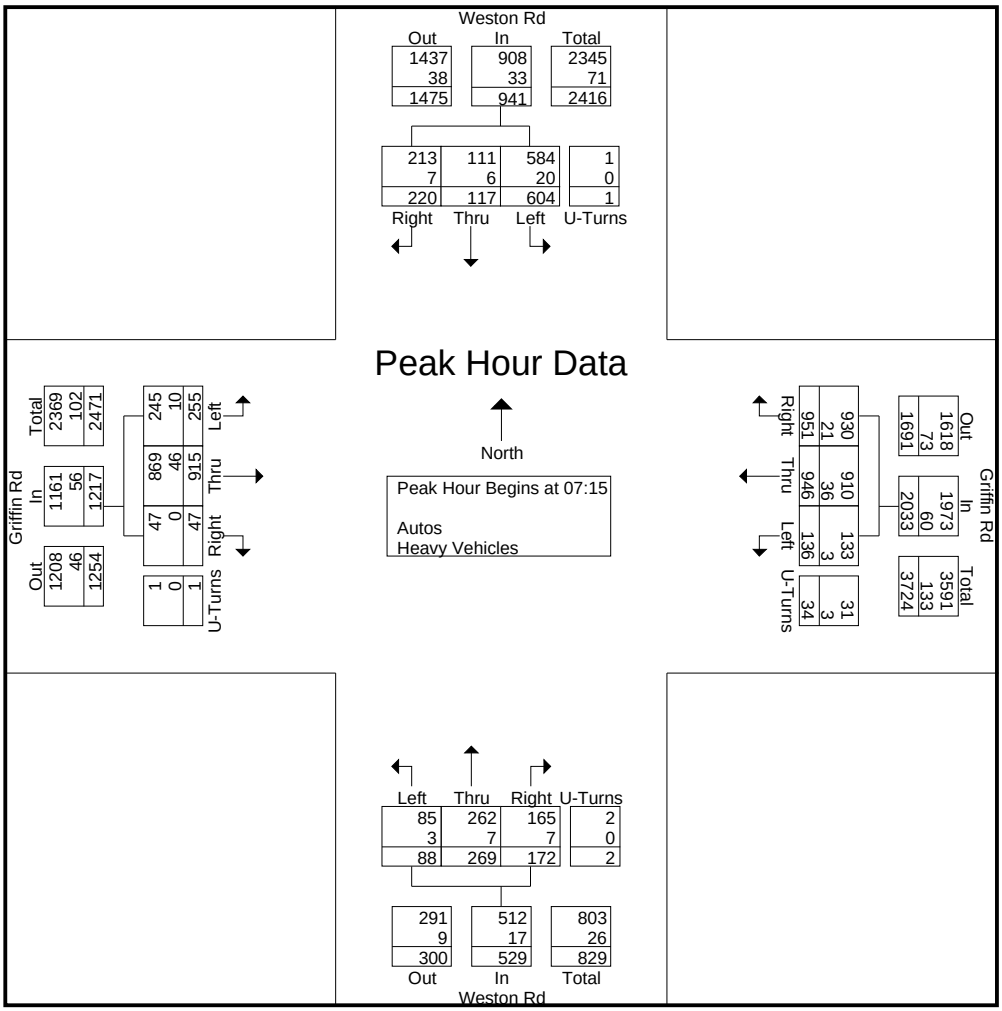
	Weston Rd From North					Griffin Rd From East					Weston Rd From South					Griffin Rd From West					
Start Time	Right	Thru	Left	U-Turns	App. Total	Right	Thru	Left	U-Turns	App. Total	Right	Thru	Left	U-Turns	App. Total	Right	Thru	Left	U-Turns	App. Total	Int. Total
Peak Hour Analysis From 07:00 to 17:45 - Peak 1 of 1																					
Peak Hour for Entire Intersection Begins at 16:45																					
16:45	67	71	182	0	320	181	238	32	26	477	17	77	31	0	125	21	204	59	0	284	1206
17:00	74	80	215	0	369	176	236	35	17	464	25	51	27	0	103	27	156	59	0	242	1178
17:15	70	116	202	0	388	185	243	37	15	480	23	73	28	1	125	20	205	65	0	290	1283
17:30	97	89	206	0	392	171	287	53	15	526	32	62	33	0	127	32	186	67	0	285	1330
Total Volume	308	356	805	0	1469	713	1004	157	73	1947	97	263	119	1	480	100	751	250	0	1101	4997
% App. Total	21	24.2	54.8	0		36.6	51.6	8.1	3.7		20.2	54.8	24.8	0.2		9.1	68.2	22.7	0		
PHF	.794	.767	.936	.000	.937	.964	.875	.741	.702	.925	.758	.854	.902	.250	.945	.781	.916	.933	.000	.949	.939
Autos	303	353	794	0	1450	696	985	155	72	1908	93	260	117	1	471	98	724	248	0	1070	4899
% Autos	98.4	99.2	98.6	0	98.7	97.6	98.1	98.7	98.6	98.0	95.9	98.9	98.3	100	98.1	98.0	96.4	99.2	0	97.2	98.0
Heavy Vehicles																					
% Heavy Vehicles	1.6	0.8	1.4	0	1.3	2.4	1.9	1.3	1.4	2.0	4.1	1.1	1.7	0	1.9	2.0	3.6	0.8	0	2.8	2.0



Traf Tech Engineering Inc.

File Name : 1- Weston Rd & Griffin
Site Code : 00000000
Start Date : 9/11/2019
Page No : 4

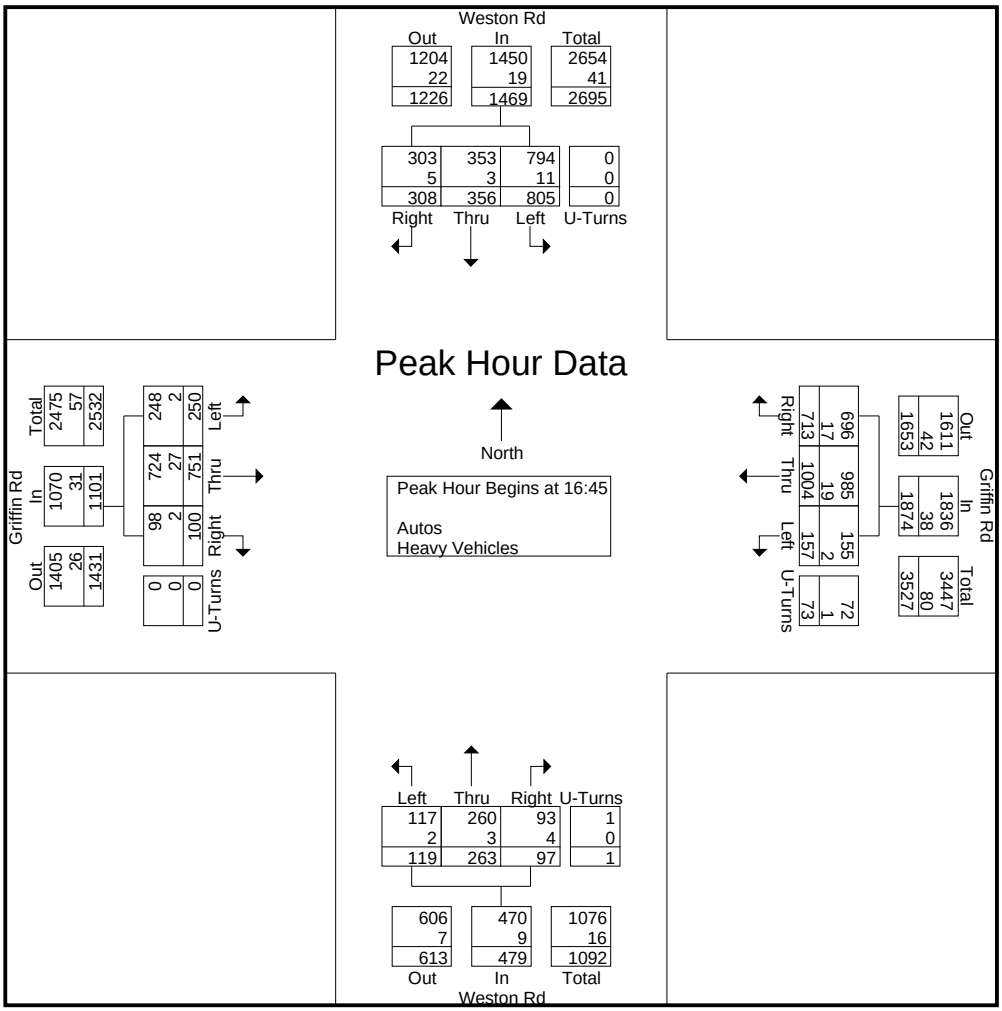
	Weston Rd From North					Griffin Rd From East					Weston Rd From South					Griffin Rd From West					
Start Time	Right	Thru	Left	U-Turns	App. Total	Right	Thru	Left	U-Turns	App. Total	Right	Thru	Left	U-Turns	App. Total	Right	Thru	Left	U-Turns	App. Total	Int. Total
Peak Hour Analysis From 07:00 to 08:45 - Peak 1 of 1																					
Peak Hour for Entire Intersection Begins at 07:15																					
07:15	98	25	134	0	257	205	314	31	4	554	36	40	22	0	98	9	269	65	0	343	1252
07:30	39	25	140	0	204	227	233	45	12	517	42	67	21	0	130	16	256	71	0	343	1194
07:45	37	37	162	1	237	263	185	32	10	490	42	83	24	1	150	11	202	64	1	278	1155
08:00	46	30	168	0	244	256	214	28	8	506	52	79	21	1	153	11	188	55	0	254	1157
Total Volume	220	117	604	1	942	951	946	136	34	2067	172	269	88	2	531	47	915	255	1	1218	4758
% App. Total	23.4	12.4	64.1	0.1		46	45.8	6.6	1.6		32.4	50.7	16.6	0.4		3.9	75.1	20.9	0.1		
PHF	.561	.791	.899	.250	.916	.904	.753	.756	.708	.933	.827	.810	.917	.500	.868	.734	.850	.898	.250	.888	.950
Autos	213	111	584	1	909	930	910	133	31	2004	165	262	85	2	514	47	869	245	1	1162	4589
% Autos	96.8	94.9	96.7	100	96.5	97.8	96.2	97.8	91.2	97.0	95.9	97.4	96.6	100	96.8	100	95.0	96.1	100	95.4	96.4
Heavy Vehicles																					
% Heavy Vehicles	3.2	5.1	3.3	0	3.5	2.2	3.8	2.2	8.8	3.0	4.1	2.6	3.4	0	3.2	0	5.0	3.9	0	4.6	3.6



Traf Tech Engineering Inc.

File Name : 1- Weston Rd & Griffin
Site Code : 00000000
Start Date : 9/11/2019
Page No : 5

	Weston Rd From North					Griffin Rd From East					Weston Rd From South					Griffin Rd From West					
Start Time	Right	Thru	Left	U-Turns	App. Total	Right	Thru	Left	U-Turns	App. Total	Right	Thru	Left	U-Turns	App. Total	Right	Thru	Left	U-Turns	App. Total	Int. Total
Peak Hour Analysis From 16:00 to 17:45 - Peak 1 of 1																					
Peak Hour for Entire Intersection Begins at 16:45																					
16:45	67	71	182	0	320	181	238	32	26	477	17	77	31	0	125	21	204	59	0	284	1206
17:00	74	80	215	0	369	176	236	35	17	464	25	51	27	0	103	27	156	59	0	242	1178
17:15	70	116	202	0	388	185	243	37	15	480	23	73	28	1	125	20	205	65	0	290	1283
17:30	97	89	206	0	392	171	287	53	15	526	32	62	33	0	127	32	186	67	0	285	1330
Total Volume	308	356	805	0	1469	713	1004	157	73	1947	97	263	119	1	480	100	751	250	0	1101	4997
% App. Total	21	24.2	54.8	0		36.6	51.6	8.1	3.7		20.2	54.8	24.8	0.2		9.1	68.2	22.7	0		
PHF	.794	.767	.936	.000	.937	.964	.875	.741	.702	.925	.758	.854	.902	.250	.945	.781	.916	.933	.000	.949	.939
Autos	303	353	794	0	1450	696	985	155	72	1908	93	260	117	1	471	98	724	248	0	1070	4899
% Autos	98.4	99.2	98.6	0	98.7	97.6	98.1	98.7	98.6	98.0	95.9	98.9	98.3	100	98.1	98.0	96.4	99.2	0	97.2	98.0
Heavy Vehicles																					
% Heavy Vehicles	1.6	0.8	1.4	0	1.3	2.4	1.9	1.3	1.4	2.0	4.1	1.1	1.7	0	1.9	2.0	3.6	0.8	0	2.8	2.0



Traf Tech Engineering Inc.

File Name : 1- Weston Rd & Griffin
Site Code : 00000000
Start Date : 9/11/2019
Page No : 1

Groups Printed- Peds & Bikes

	Weston Rd From North				Griffin Rd From East				Weston Rd From South				Griffin Rd From West				
Start Time	Bikes			Peds	Bikes			Peds	Bikes			Peds	Bikes			Peds	Int. Total
*** BREAK ***																	
07:15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1
*** BREAK ***																	
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1
*** BREAK ***																	
08:15	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
08:30	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	2
*** BREAK ***																	
Total	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	3
*** BREAK ***																	
Grand Total	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	4
Apprch %	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	100	
Total %	50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	50	

Traf Tech Engineering Inc.

File Name : 2- Dykes Rd & Stirling Rd
Site Code : 00000000
Start Date : 9/11/2019
Page No : 1

Groups Printed- Autos - Heavy Vehicles

	Dykes Rd From North					Stirling Rd From East					Dykes Rd From South					Stirling Rd From West					
Start Time	Right	Thru	Left	U-Turns	App. Total	Right	Thru	Left	U-Turns	App. Total	Right	Thru	Left	U-Turns	App. Total	Right	Thru	Left	U-Turns	App. Total	Int. Total
07:00	2	31	2	0	35	18	15	21	0	54	49	61	6	0	116	3	12	16	0	31	236
07:15	6	36	6	0	48	31	5	37	0	73	62	64	6	0	132	11	29	16	0	56	309
07:30	17	59	9	0	85	59	26	53	0	138	65	85	1	0	151	12	48	48	0	108	482
07:45	26	70	21	0	117	54	26	70	1	151	46	99	5	0	150	13	30	40	0	83	501
Total	51	196	38	0	285	162	72	181	1	416	222	309	18	0	549	39	119	120	0	278	1528
08:00	9	63	9	0	81	43	21	69	0	133	39	87	6	0	132	14	29	9	0	52	398
08:15	8	59	9	0	76	14	9	40	0	63	40	100	11	0	151	22	33	9	0	64	354
08:30	2	62	11	0	75	10	16	40	0	66	42	90	11	0	143	17	18	12	0	47	331
08:45	6	56	13	0	75	16	14	32	0	62	40	86	7	0	133	8	16	9	0	33	303
Total	25	240	42	0	307	83	60	181	0	324	161	363	35	0	559	61	96	39	0	196	1386
*** BREAK ***																					
16:00	7	70	16	0	93	20	15	47	0	82	55	71	14	0	140	15	13	7	0	35	350
16:15	6	109	15	0	130	22	14	40	1	77	47	83	11	0	141	16	16	6	0	38	386
16:30	4	98	16	0	118	10	12	42	0	64	47	75	10	0	132	11	11	2	0	24	338
16:45	7	79	24	0	110	4	15	47	0	66	32	80	11	0	123	7	9	10	0	26	325
Total	24	356	71	0	451	56	56	176	1	289	181	309	46	0	536	49	49	25	0	123	1399
17:00	5	100	13	0	118	13	15	56	0	84	42	67	21	0	130	12	11	10	0	33	365
17:15	2	121	22	0	145	26	17	58	0	101	61	73	13	0	147	8	20	6	0	34	427
17:30	13	118	25	0	156	10	21	67	0	98	54	97	15	0	166	11	14	7	0	32	452
17:45	8	130	10	0	148	22	11	62	0	95	47	86	12	0	145	8	26	8	0	42	430
Total	28	469	70	0	567	71	64	243	0	378	204	323	61	0	588	39	71	31	0	141	1674
Grand Total	128	1261	221	0	1610	372	252	781	2	1407	768	1304	160	0	2232	188	335	215	0	738	5987
Apprch %	8	78.3	13.7	0		26.4	17.9	55.5	0.1		34.4	58.4	7.2	0		25.5	45.4	29.1	0		
Total %	2.1	21.1	3.7	0	26.9	6.2	4.2	13	0	23.5	12.8	21.8	2.7	0	37.3	3.1	5.6	3.6	0	12.3	
Autos	127	1235										1304									
% Autos	99.2	97.9	96.4	0	97.8	98.1	98	98.6	50	98.3	100	100	100	0	100	100	100	100	0	100	99
Heavy Vehicles																					
% Heavy Vehicles	0.8	2.1	3.6	0	2.2	1.9	2	1.4	50	1.7	0	0	0	0	0	0	0	0	0	0	1

Traf Tech Engineering Inc.

File Name : 2- Dykes Rd & Stirling Rd
Site Code : 00000000
Start Date : 9/11/2019
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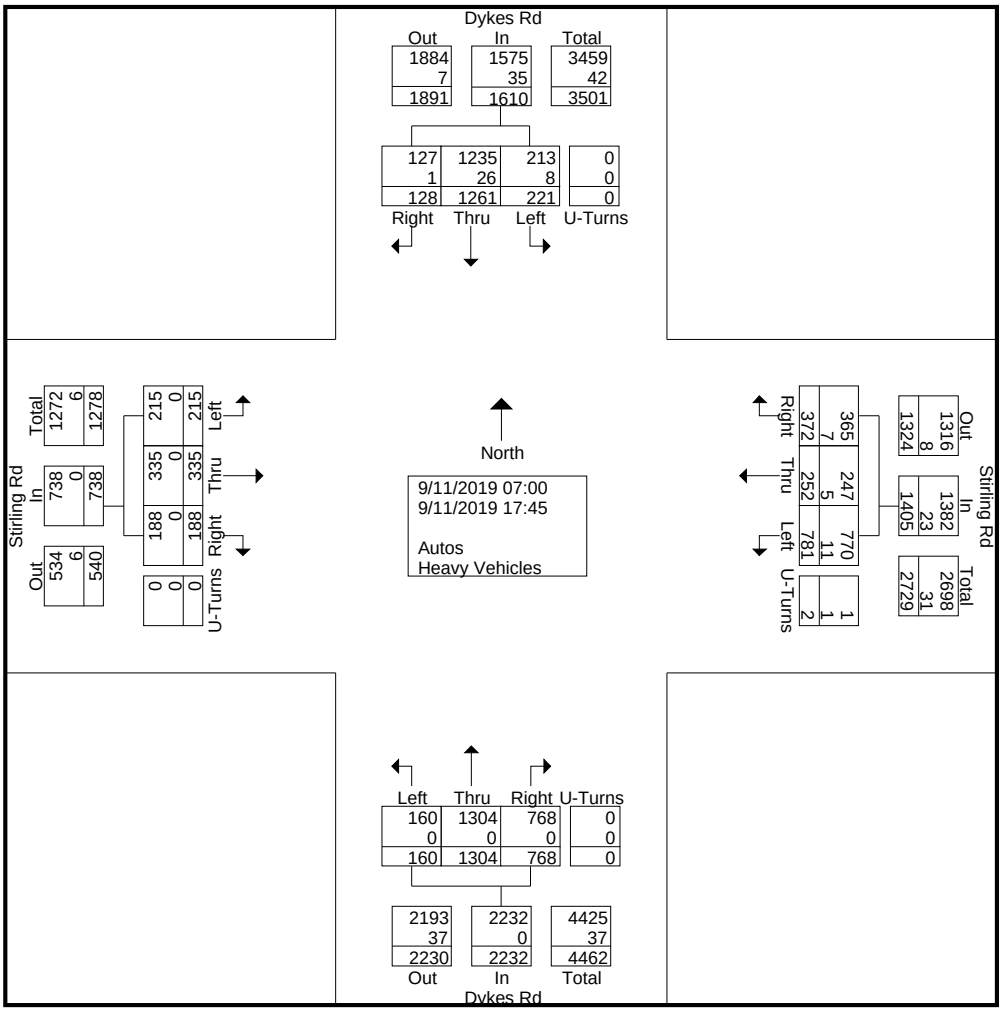
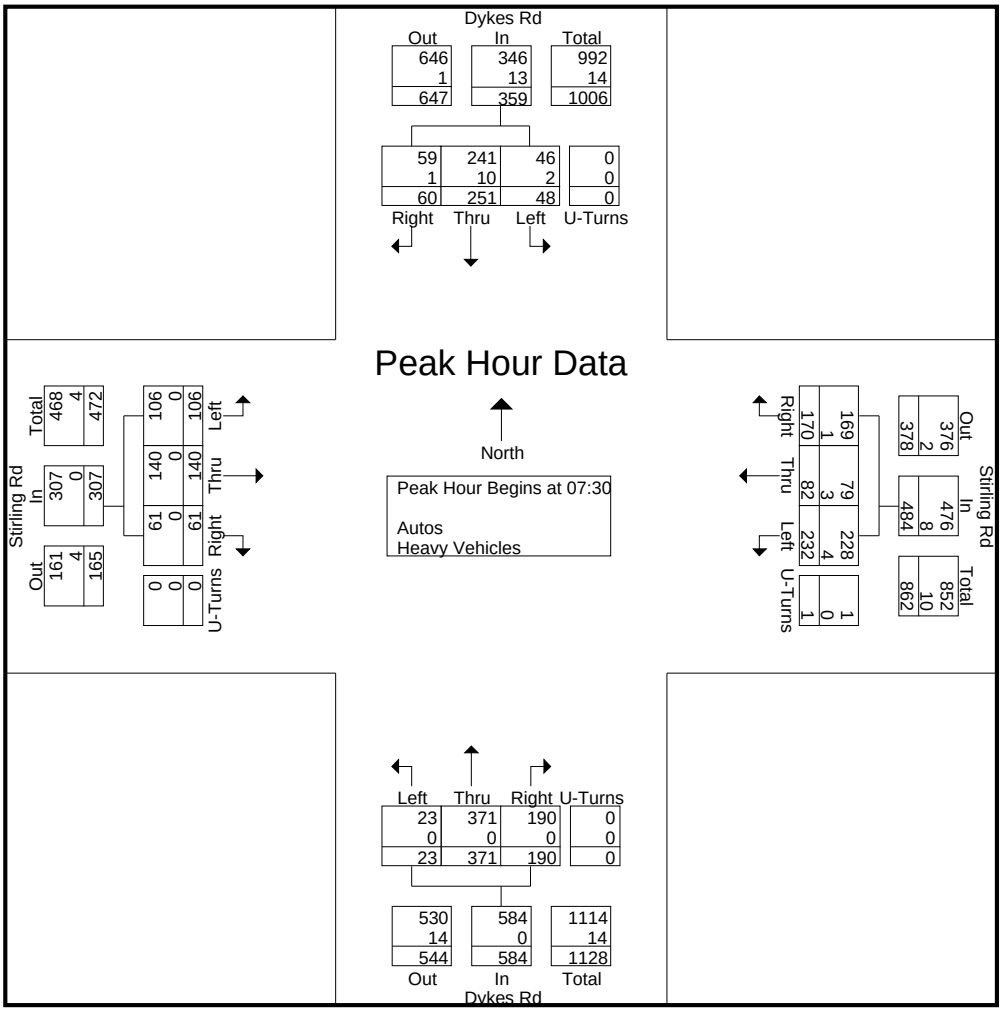


Traf Tech Engineering Inc.

File Name : 2- Dykes Rd & Stirling Rd
Site Code : 00000000
Start Date : 9/11/2019
Page No : 3

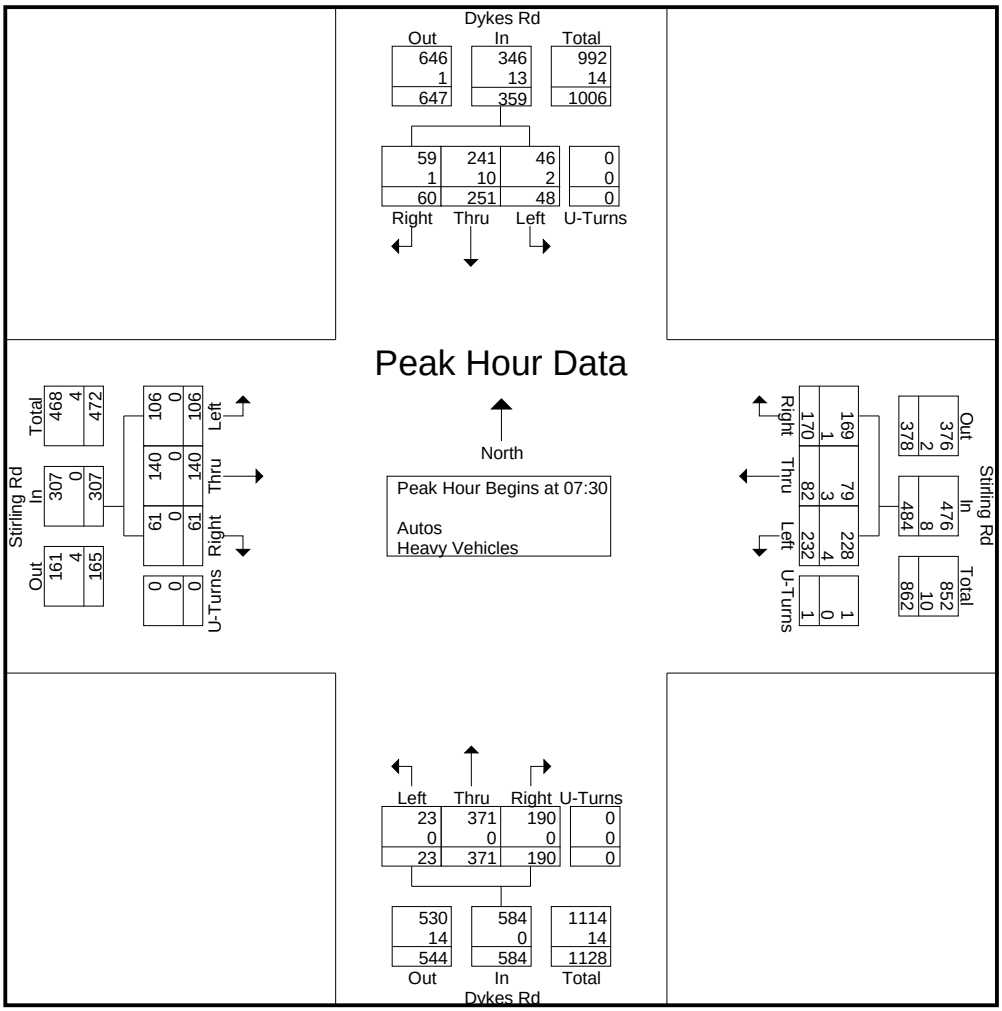
	Dykes Rd From North					Stirling Rd From East					Dykes Rd From South					Stirling Rd From West					
Start Time	Right	Thru	Left	U-Turns	App. Total	Right	Thru	Left	U-Turns	App. Total	Right	Thru	Left	U-Turns	App. Total	Right	Thru	Left	U-Turns	App. Total	Int. Total
Peak Hour Analysis From 07:00 to 17:45 - Peak 1 of 1																					
Peak Hour for Entire Intersection Begins at 07:30																					
07:30	17	59	9	0	85	59	26	53	0	138	65	85	1	0	151	12	48	48	0	108	482
07:45	26	70	21	0	117	54	26	70	1	151	46	99	5	0	150	13	30	40	0	83	501
08:00	9	63	9	0	81	43	21	69	0	133	39	87	6	0	132	14	29	9	0	52	398
08:15	8	59	9	0	76	14	9	40	0	63	40	100	11	0	151	22	33	9	0	64	354
Total Volume	60	251	48	0	359	170	82	232	1	485	190	371	23	0	584	61	140	106	0	307	1735
% App. Total	16.7	69.9	13.4	0		35.1	16.9	47.8	0.2		32.5	63.5	3.9	0		19.9	45.6	34.5	0		
PHF	.577	.896	.571	.000	.767	.720	.788	.829	.250	.803	.731	.928	.523	.000	.967	.693	.729	.552	.000	.711	.866
Autos	59	241	46	0	346	169	79	228	1	477	190	371	23	0	584	61	140	106	0	307	1714
% Autos	98.3	96.0	95.8	0	96.4	99.4	96.3	98.3	100	98.4	100	100	100	0	100	100	100	100	0	100	98.8
Heavy Vehicles																					
% Heavy Vehicles	1.7	4.0	4.2	0	3.6	0.6	3.7	1.7	0	1.6	0	0	0	0	0	0	0	0	0	0	1.2



Traf Tech Engineering Inc.

File Name : 2- Dykes Rd & Stirling Rd
Site Code : 00000000
Start Date : 9/11/2019
Page No : 4

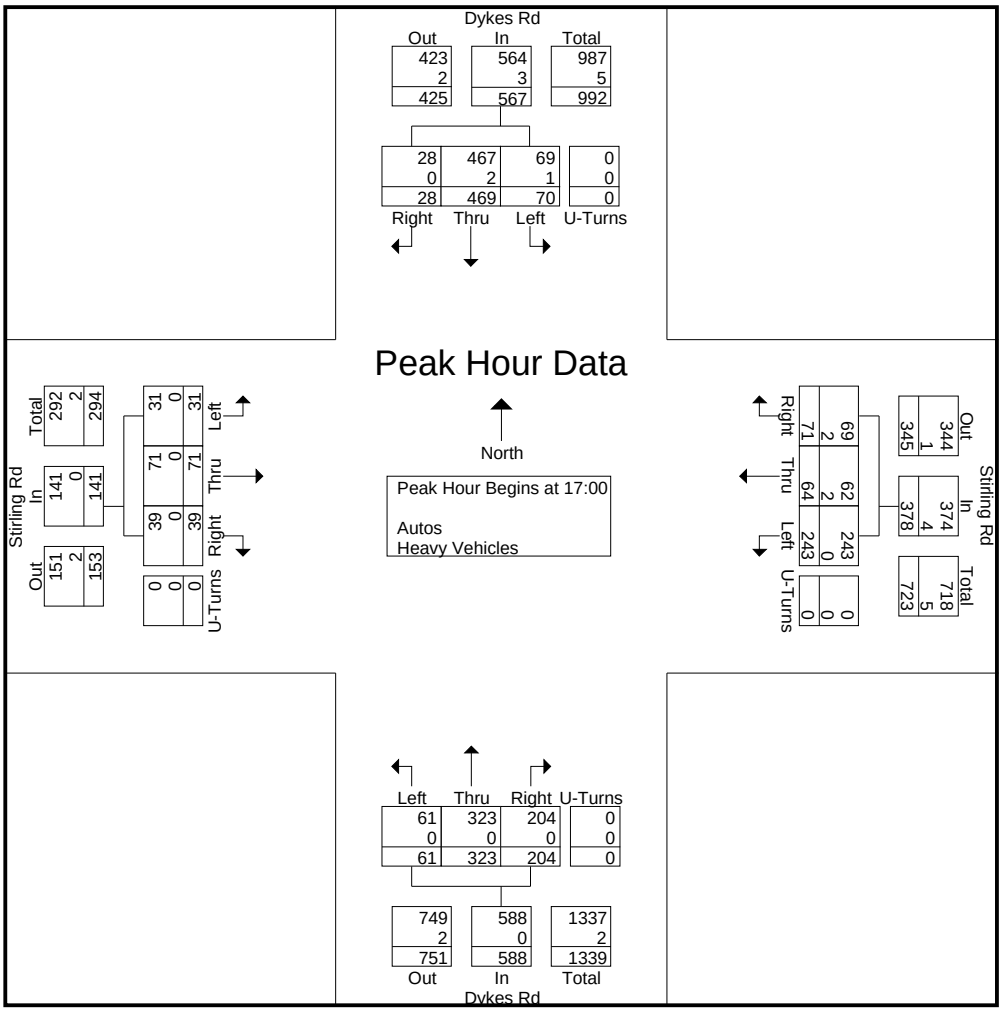
	Dykes Rd From North					Stirling Rd From East					Dykes Rd From South					Stirling Rd From West					
Start Time	Right	Thru	Left	U-Turns	App. Total	Right	Thru	Left	U-Turns	App. Total	Right	Thru	Left	U-Turns	App. Total	Right	Thru	Left	U-Turns	App. Total	Int. Total
Peak Hour Analysis From 07:00 to 08:45 - Peak 1 of 1																					
Peak Hour for Entire Intersection Begins at 07:30																					
07:30	17	59	9	0	85	59	26	53	0	138	65	85	1	0	151	12	48	48	0	108	482
07:45	26	70	21	0	117	54	26	70	1	151	46	99	5	0	150	13	30	40	0	83	501
08:00	9	63	9	0	81	43	21	69	0	133	39	87	6	0	132	14	29	9	0	52	398
08:15	8	59	9	0	76	14	9	40	0	63	40	100	11	0	151	22	33	9	0	64	354
Total Volume	60	251	48	0	359	170	82	232	1	485	190	371	23	0	584	61	140	106	0	307	1735
% App. Total	16.7	69.9	13.4	0		35.1	16.9	47.8	0.2		32.5	63.5	3.9	0		19.9	45.6	34.5	0		
PHF	.577	.896	.571	.000	.767	.720	.788	.829	.250	.803	.731	.928	.523	.000	.967	.693	.729	.552	.000	.711	.866
Autos	59	241	46	0	346	169	79	228	1	477	190	371	23	0	584	61	140	106	0	307	1714
% Autos	98.3	96.0	95.8	0	96.4	99.4	96.3	98.3	100	98.4	100	100	100	0	100	100	100	100	0	100	98.8
Heavy Vehicles																					
% Heavy Vehicles	1.7	4.0	4.2	0	3.6	0.6	3.7	1.7	0	1.6	0	0	0	0	0	0	0	0	0	0	1.2



Traf Tech Engineering Inc.

File Name : 2- Dykes Rd & Stirling Rd
Site Code : 00000000
Start Date : 9/11/2019
Page No : 5

	Dykes Rd From North					Stirling Rd From East					Dykes Rd From South					Stirling Rd From West					
Start Time	Right	Thru	Left	U-Turns	App. Total	Right	Thru	Left	U-Turns	App. Total	Right	Thru	Left	U-Turns	App. Total	Right	Thru	Left	U-Turns	App. Total	Int. Total
Peak Hour Analysis From 16:00 to 17:45 - Peak 1 of 1																					
Peak Hour for Entire Intersection Begins at 17:00																					
17:00	5	100	13	0	118	13	15	56	0	84	42	67	21	0	130	12	11	10	0	33	365
17:15	2	121	22	0	145	26	17	58	0	101	61	73	13	0	147	8	20	6	0	34	427
17:30	13	118	25	0	156	10	21	67	0	98	54	97	15	0	166	11	14	7	0	32	452
17:45	8	130	10	0	148	22	11	62	0	95	47	86	12	0	145	8	26	8	0	42	430
Total Volume	28	469	70	0	567	71	64	243	0	378	204	323	61	0	588	39	71	31	0	141	1674
% App. Total	4.9	82.7	12.3	0		18.8	16.9	64.3	0		34.7	54.9	10.4	0		27.7	50.4	22	0		
PHF	.538	.902	.700	.000	.909	.683	.762	.907	.000	.936	.836	.832	.726	.000	.886	.813	.683	.775	.000	.839	.926
Autos	28	467	69	0	564	69	62	243	0	374	204	323	61	0	588	39	71	31	0	141	1667
% Autos	100	99.6	98.6	0	99.5	97.2	96.9	100	0	98.9	100	100	100	0	100	100	100	100	0	100	99.6
Heavy Vehicles																					
% Heavy Vehicles	0	0.4	1.4	0	0.5	2.8	3.1	0	0	1.1	0	0	0	0	0	0	0	0	0	0	0.4



Traf Tech Engineering Inc.

File Name : 2- Dykes Rd & Stirling Rd
Site Code : 00000000
Start Date : 9/11/2019
Page No : 1

Groups Printed- Peds & Bikes

	Dykes Rd From North				Stirling Rd From East				Dykes Rd From South				Stirling Rd From West				
Start Time	Bikes			Peds	Bikes			Peds	Bikes			Peds	Bikes			Peds	Int. Total
*** BREAK ***																	
07:15	1	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	2
07:30	0	0	0	0	3	0	0	4	0	0	0	0	0	0	0	0	7
07:45	1	0	0	7	1	0	0	1	0	0	0	0	0	0	0	0	10
Total	2	0	0	7	4	0	0	6	0	0	0	0	0	0	0	0	19
08:00	0	0	0	0	0	0	0	7	0	0	0	0	0	0	0	0	7
08:15	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3
*** BREAK ***																	
08:45	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	2
Total	3	0	0	2	0	0	0	7	0	0	0	0	0	0	0	0	12
*** BREAK ***																	
Grand Total	5	0	0	9	4	0	0	13	0	0	0	0	0	0	0	0	31
Apprch %	35.7	0	0	64.3	23.5	0	0	76.5	0	0	0	0	0	0	0	0	
Total %	16.1	0	0	29	12.9	0	0	41.9	0	0	0	0	0	0	0	0	

Traf Tech Engineering Inc.

Date Start: 11-Sep-19
Driveway
4751 SW 160th Ave, Southwest Ranches, FL

Start Time	11-Sep-19 Wed	Eastbound	Westbound	Combined Total
12:00 AM		0	0	0
01:00		0	0	0
02:00		0	0	0
03:00		0	0	0
04:00		0	0	0
05:00		0	0	0
06:00		0	0	0
07:00		2	4	6
08:00		5	8	13
09:00		2	3	5
10:00		0	0	0
11:00		2	3	5
12:00 PM		4	3	7
01:00		1	0	1
02:00		2	1	3
03:00		3	4	7
04:00		5	3	8
05:00		6	3	9
06:00		0	0	0
07:00		0	1	1
08:00		1	2	3
09:00		0	0	0
10:00		0	0	0
11:00		0	0	0
Total		33	35	68
Percent		48.5%	51.5%	

Traf Tech Engineering Inc.

Date Start: 11-Sep-19
Driveway
4751 SW 160th Ave, Southwest Ranches, FL

Start Time	12-Sep-19 Thu	Eastbound	Westbound	Combined Total
12:00 AM		0	0	0
01:00		0	0	0
02:00		0	0	0
03:00		0	0	0
04:00		0	0	0
05:00		0	0	0
06:00		0	0	0
07:00		0	3	3
08:00		5	2	7
09:00		2	2	4
10:00		2	3	5
11:00		2	2	4
12:00 PM		3	5	8
01:00		1	0	1
02:00		1	2	3
03:00		2	4	6
04:00		2	3	5
05:00		6	5	11
06:00		0	0	0
07:00		1	0	1
08:00		1	2	3
09:00		1	0	1
10:00		0	0	0
11:00		0	0	0
Total		29	33	62
Percent		46.8%	53.2%	
Grand Total		62	68	
Percentage		47.7%	52.3%	
ADT		ADT 65		AADT 65

Traf Tech Engineering Inc.

Date Start: 11-Sep-19
Circle S Farm South Driveway

Start Time	11-Sep-19 Wed	Eastbound	Westbound	Combined Total
12:00 AM		0	0	0
01:00		0	0	0
02:00		0	0	0
03:00		0	0	0
04:00		0	0	0
05:00		1	0	1
06:00		3	1	4
07:00		5	6	11
08:00		5	5	10
09:00		4	1	5
10:00		2	4	6
11:00		2	4	6
12:00 PM		5	2	7
01:00		2	1	3
02:00		2	1	3
03:00		1	4	5
04:00		7	8	15
05:00		7	9	16
06:00		0	0	0
07:00		1	0	1
08:00		1	1	2
09:00		3	1	4
10:00		0	4	4
11:00		0	0	0
Total		51	52	103
Percent		49.5%	50.5%	

Traf Tech Engineering Inc.

Date Start: 11-Sep-19
Circle S Farm South Driveway

Start Time	12-Sep-19 Thu	Eastbound	Westbound	Combined Total
12:00 AM		0	0	0
01:00		0	0	0
02:00		0	0	0
03:00		0	0	0
04:00		0	0	0
05:00		1	0	1
06:00		4	0	4
07:00		11	12	23
08:00		10	10	20
09:00		6	3	9
10:00		6	4	10
11:00		3	10	13
12:00 PM		0	1	1
01:00		1	1	2
02:00		3	3	6
03:00		2	3	5
04:00		5	5	10
05:00		3	6	9
06:00		2	1	3
07:00		1	3	4
08:00		1	0	1
09:00		0	0	0
10:00		0	0	0
11:00		0	0	0
Total		59	62	121
Percent		48.8%	51.2%	
Grand Total		110	114	
Percentage		49.1%	50.9%	
ADT		ADT 112		AADT 112

2018 PEAK SEASON FACTOR CATEGORY REPORT - REPORT TYPE: ALL
CATEGORY: 8630 WEST-W OF US441

MOCF: 0.97

WEEK	DATES	SF	PSCF
1	01/01/2018 - 01/06/2018	1.02	1.05
2	01/07/2018 - 01/13/2018	1.02	1.05
3	01/14/2018 - 01/20/2018	1.01	1.04
4	01/21/2018 - 01/27/2018	1.00	1.03
* 5	01/28/2018 - 02/03/2018	0.98	1.01
* 6	02/04/2018 - 02/10/2018	0.97	1.00
* 7	02/11/2018 - 02/17/2018	0.95	0.98
* 8	02/18/2018 - 02/24/2018	0.95	0.98
* 9	02/25/2018 - 03/03/2018	0.96	0.99
*10	03/04/2018 - 03/10/2018	0.96	0.99
*11	03/11/2018 - 03/17/2018	0.96	0.99
*12	03/18/2018 - 03/24/2018	0.97	1.00
*13	03/25/2018 - 03/31/2018	0.97	1.00
*14	04/01/2018 - 04/07/2018	0.97	1.00
*15	04/08/2018 - 04/14/2018	0.97	1.00
*16	04/15/2018 - 04/21/2018	0.97	1.00
*17	04/22/2018 - 04/28/2018	0.99	1.02
18	04/29/2018 - 05/05/2018	1.00	1.03
19	05/06/2018 - 05/12/2018	1.02	1.05
20	05/13/2018 - 05/19/2018	1.03	1.06
21	05/20/2018 - 05/26/2018	1.03	1.06
22	05/27/2018 - 06/02/2018	1.04	1.07
23	06/03/2018 - 06/09/2018	1.04	1.07
24	06/10/2018 - 06/16/2018	1.04	1.07
25	06/17/2018 - 06/23/2018	1.04	1.07
26	06/24/2018 - 06/30/2018	1.05	1.08
27	07/01/2018 - 07/07/2018	1.05	1.08
28	07/08/2018 - 07/14/2018	1.05	1.08
29	07/15/2018 - 07/21/2018	1.06	1.09
30	07/22/2018 - 07/28/2018	1.04	1.07
31	07/29/2018 - 08/04/2018	1.03	1.06
32	08/05/2018 - 08/11/2018	1.02	1.05
33	08/12/2018 - 08/18/2018	1.01	1.04
34	08/19/2018 - 08/25/2018	1.01	1.04
35	08/26/2018 - 09/01/2018	1.01	1.04
36	09/02/2018 - 09/08/2018	1.01	1.04
37	09/09/2018 - 09/15/2018	1.01	1.04
38	09/16/2018 - 09/22/2018	1.01	1.04
39	09/23/2018 - 09/29/2018	1.00	1.03
40	09/30/2018 - 10/06/2018	1.00	1.03
41	10/07/2018 - 10/13/2018	0.99	1.02
42	10/14/2018 - 10/20/2018	0.99	1.02
43	10/21/2018 - 10/27/2018	0.99	1.02
44	10/28/2018 - 11/03/2018	1.00	1.03
45	11/04/2018 - 11/10/2018	1.00	1.03
46	11/11/2018 - 11/17/2018	1.00	1.03
47	11/18/2018 - 11/24/2018	1.01	1.04
48	11/25/2018 - 12/01/2018	1.01	1.04
49	12/02/2018 - 12/08/2018	1.02	1.05
50	12/09/2018 - 12/15/2018	1.02	1.05
51	12/16/2018 - 12/22/2018	1.02	1.05
52	12/23/2018 - 12/29/2018	1.01	1.04
53	12/30/2018 - 12/31/2018	1.01	1.04

* PEAK SEASON

25-FEB-2019 16:26:26 830UPD 4_8630_PKSEASON.TXT

ATTACHMENT C

Future Traffic Volumes and Growth Rate Analysis

FUTURE TURNING MOVEMENT VOLUME ANALYSIS

Griffin Road and Weston Road/Dykes Road
AM Peak Hour

Description	Dykes Road Northbound			Weston Road Southbound			Griffin Road Eastbound			Griffin Road Westbound		
	Left	Through	Right	Left	Through	Right	Left	Through	Right	Left	Through	Right
Existing Traffic (9/11/2019)	90	269	172	605	117	220	256	915	47	170	946	951
Season Adjustment Factor	1.04	1.04	1.04	1.04	1.04	1.04	1.04	1.04	1.04	1.04	1.04	1.04
2019 Peak Season Traffic	94	280	179	629	122	229	266	952	49	177	984	989
Annual Growth Rate	2.4%	2.4%	2.4%	2.4%	2.4%	2.4%	2.4%	2.4%	2.4%	2.4%	2.4%	2.4%
Committed Developments:												
2021 Background Traffic	98	293	188	660	128	240	279	998	51	185	1,031	1,037
Cirlce S Farms	3	8	5		3				1	2		
2021 Total Traffic	**101**	**301**	**193**	**660**	**131**	**240**	**279**	**998**	**52**	**187**	**1,031**	**1,037**

Traf Tech
ENGINEERING, INC.

FUTURE TURNING MOVEMENT VOLUME ANALYSIS

Griffin Road and Weston Road/Dykes Road
AM Peak Hour

Description	Dykes Road Northbound			Weston Road Southbound			Griffin Road Eastbound			Griffin Road Westbound		
	Left	Through	Right	Left	Through	Right	Left	Through	Right	Left	Through	Right
Existing Traffic (9/11/2019)	120	263	97	805	356	308	250	751	100	230	1,004	713
Season Adjustment Factor	1.04	1.04	1.04	1.04	1.04	1.04	1.04	1.04	1.04	1.04	1.04	1.04
2019 Peak Season Traffic	125	274	101	837	370	320	260	781	104	239	1044	742
Annual Growth Rate	2.4%	2.4%	2.4%	2.4%	2.4%	2.4%	2.4%	2.4%	2.4%	2.4%	2.4%	2.4%
Committed Developments:												
2021 Background Traffic	131	287	106	878	388	336	273	819	109	251	1,095	777
Cirlce S Farms	2	5	3		9				2	6		
2021 Total Traffic	**133**	**292**	**109**	**878**	**397**	**336**	**273**	**819**	**111**	**257**	**1,095**	**777**

Traf Tech
ENGINEERING, INC.

FUTURE TURNING MOVEMENT VOLUME ANALYSIS

Griffin Road and Weston Road/Dykes Road
PM Peak Hour

Description	Dykes Road Northbound			Dykes Road Southbound			Stirling Road Eastbound			Stirling Road Westbound		
	Left	Through	Right	Left	Through	Right	Left	Through	Right	Left	Through	Right
Existing Traffic (9/11/2019)	23	371	190	48	251	60	106	140	61	233	82	170
Season Adjustment Factor	1.04	1.04	1.04	1.04	1.04	1.04	1.04	1.04	1.04	1.04	1.04	1.04
2019 Peak Season Traffic	24	386	198	50	261	62	110	146	63	242	85	177
Annual Growth Rate	2.4%	2.4%	2.4%	2.4%	2.4%	2.4%	2.4%	2.4%	2.4%	2.4%	2.4%	2.4%
Committed Developments:												
2021 Background Traffic	25	405	207	52	274	65	116	153	67	254	89	185
Cirlce S Farms		2		1	8	1						1
2021 Total Traffic	**25**	**407**	**207**	**53**	**282**	**66**	**116**	**153**	**67**	**254**	**89**	**186**

Traf Tech
ENGINEERING, INC.

FUTURE TURNING MOVEMENT VOLUME ANALYSIS

Griffin Road and Weston Road/Dykes Road
AM Peak Hour

Description	Dykes Road Northbound			Dykes Road Southbound			Stirling Road Eastbound			Stirling Road Westbound		
	Left	Through	Right	Left	Through	Right	Left	Through	Right	Left	Through	Right
Existing Traffic (9/11/2019)	61	323	204	70	469	28	31	71	39	243	64	71
Season Adjustment Factor	1.04	1.04	1.04	1.04	1.04	1.04	1.04	1.04	1.04	1.04	1.04	1.04
2019 Peak Season Traffic	63	336	212	73	488	29	32	74	41	253	67	74
Annual Growth Rate	2.4%	2.4%	2.4%	2.4%	2.4%	2.4%	2.4%	2.4%	2.4%	2.4%	2.4%	2.4%
Committed Developments:												
2021 Background Traffic	67	352	222	76	511	31	34	77	43	265	70	77
Cirlce S Farms		8		1	5	0	1					2
2021 Total Traffic	**67**	**360**	**222**	**77**	**516**	**31**	**35**	**77**	**43**	**265**	**70**	**79**

Traf Tech
ENGINEERING, INC.

FLORIDA DEPARTMENT OF TRANSPORTATION
TRANSPORTATION STATISTICS OFFICE
2018 HISTORICAL AADT REPORT

COUNTY: 86 - BROWARD

SITE: 7330 - WESTON RD, N OF GRIFFIN RD

YEAR	AADT	DIRECTION 1	DIRECTION 2	*K FACTOR	D FACTOR	T FACTOR
2018	38000 S	N 20000	S 18000	9.00	56.30	6.00
2017	37000 F	N 19500	S 17500	9.00	57.10	6.20
2016	36000 C	N 19000	S 17000	9.00	56.10	2.90
2015	35000 V	0	0	9.00	56.20	3.40
2014	34000 R			9.00	56.80	7.40
2013	33500 T	0	0	9.00	56.20	7.60
2012	33000 S	0	0	9.00	57.00	5.90
2011	32500 F	0	0	9.00	59.10	6.30
2010	31500 C	N 16000	S 15500	9.60	57.92	9.30
2009	31500 C	N 15500	S 16000	9.71	58.42	5.30
2008	32000 C	N 16000	S 16000	9.67	56.67	6.50
2007	30500 C	N 16000	S 14500	10.19	60.63	4.80
2006	32000 C	N 15500	S 16500	9.61	59.08	2.90
2005	31000 C	N 14000	S 17000	10.00	58.10	0.00

AADT FLAGS: C = COMPUTED; E = MANUAL ESTIMATE; F = FIRST YEAR ESTIMATE
S = SECOND YEAR ESTIMATE; T = THIRD YEAR ESTIMATE; R = FOURTH YEAR ESTIMATE
V = FIFTH YEAR ESTIMATE; 6 = SIXTH YEAR ESTIMATE; X = UNKNOWN
*K FACTOR: STARTING WITH YEAR 2011 IS STANDARDK, PRIOR YEARS ARE K30 VALUES

FLORIDA DEPARTMENT OF TRANSPORTATION
TRANSPORTATION STATISTICS OFFICE
2018 HISTORICAL AADT REPORT

COUNTY: 86 - BROWARD

SITE: 9473 - SW 160 AVENUE, S OF GRIFFIN ROAD

YEAR	AADT		DIRECTION 1		DIRECTION 2		*K FACTOR	D FACTOR	T FACTOR
2018	14000	S	N	7000	S	7000	9.00	56.30	6.00
2017	13800	F	N	6900	S	6900	9.00	57.10	6.20
2016	13400	C	N	6700	S	6700	9.00	56.10	2.90
2015	10500	V		0		0	9.00	56.20	3.40
2014	10500	R					9.00	56.80	7.40
2013	10500	T		0		0	9.00	56.20	7.60
2012	10500	S		0		0	9.00	57.00	5.90
2011	10500	F		0		0	9.00	59.10	6.30
2010	10500	C	N	0	S	0	9.60	57.92	9.30
2009	11500	F		0		0	9.71	58.42	5.30
2008	11500	C	N	0	S	0	9.67	56.67	6.50
2007	11000	C	N	0	S	0	10.19	60.63	4.80
2006	11500	C	N	0	S	0	9.61	59.08	2.90
2005	10500	C	N		S		10.00	58.10	0.00

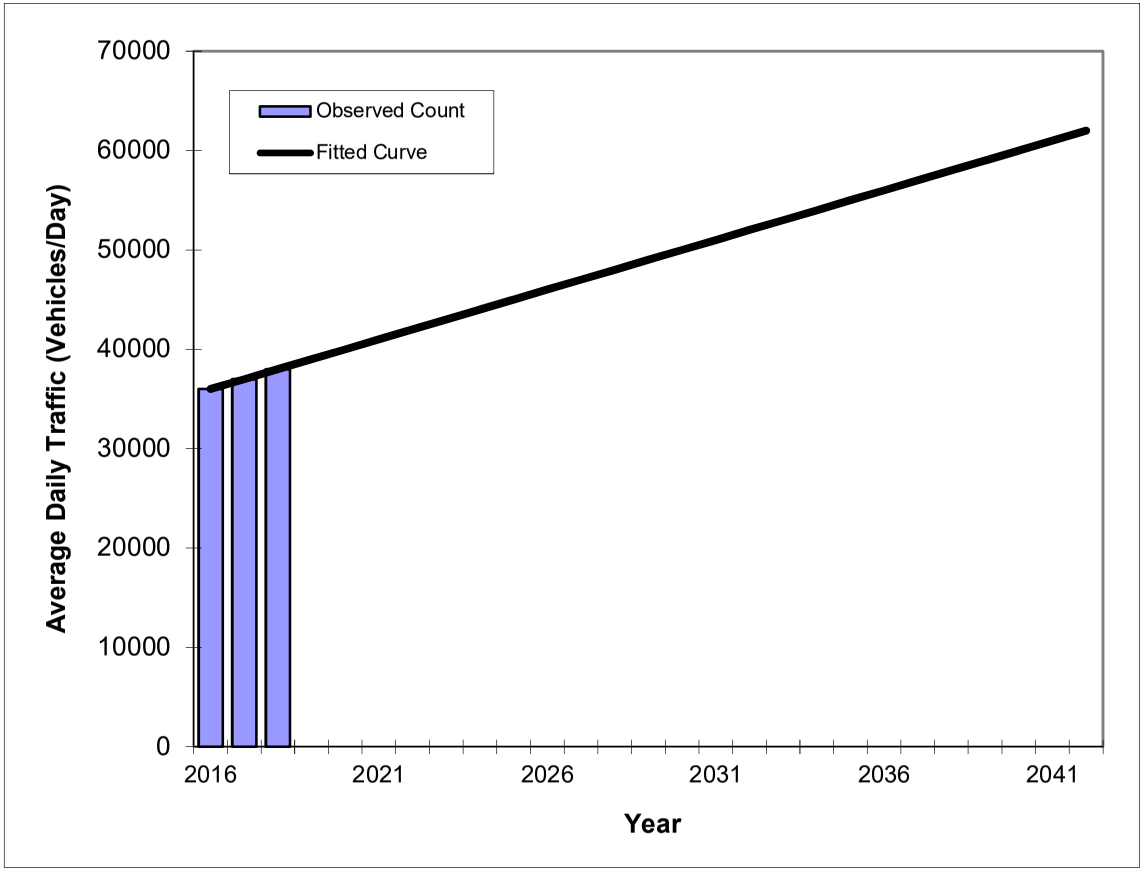
AADT FLAGS: C = COMPUTED; E = MANUAL ESTIMATE; F = FIRST YEAR ESTIMATE
S = SECOND YEAR ESTIMATE; T = THIRD YEAR ESTIMATE; R = FOURTH YEAR ESTIMATE
V = FIFTH YEAR ESTIMATE; 6 = SIXTH YEAR ESTIMATE; X = UNKNOWN
*K FACTOR: STARTING WITH YEAR 2011 IS STANDARDK, PRIOR YEARS ARE K30 VALUES

Traffic Trends - V2.0

WESTON RD -- N OF GRIFFIN RD

PIN#	0
Location	1

County:	BROWARD
Station #:	7330
Highway:	WESTON RD



Year	Traffic (ADT/AADT) Count*	Trend**
2016	36000	36000
2017	37000	37000
2018	38000	38000
2019 Opening Year Trend		
2019	N/A	39000
2020 Mid-Year Trend		
2020	N/A	40000
2021 Design Year Trend		
2021	N/A	41000
TRANPLAN Forecasts/Trends		

*Axle-Adjusted

** Annual Trend Increase:	1,000
Trend R-squared:	100.00%
Trend Annual Historic Growth Rate:	2.78%
Trend Growth Rate (2018 to Design Year):	2.63%
Printed:	24-Oct-19

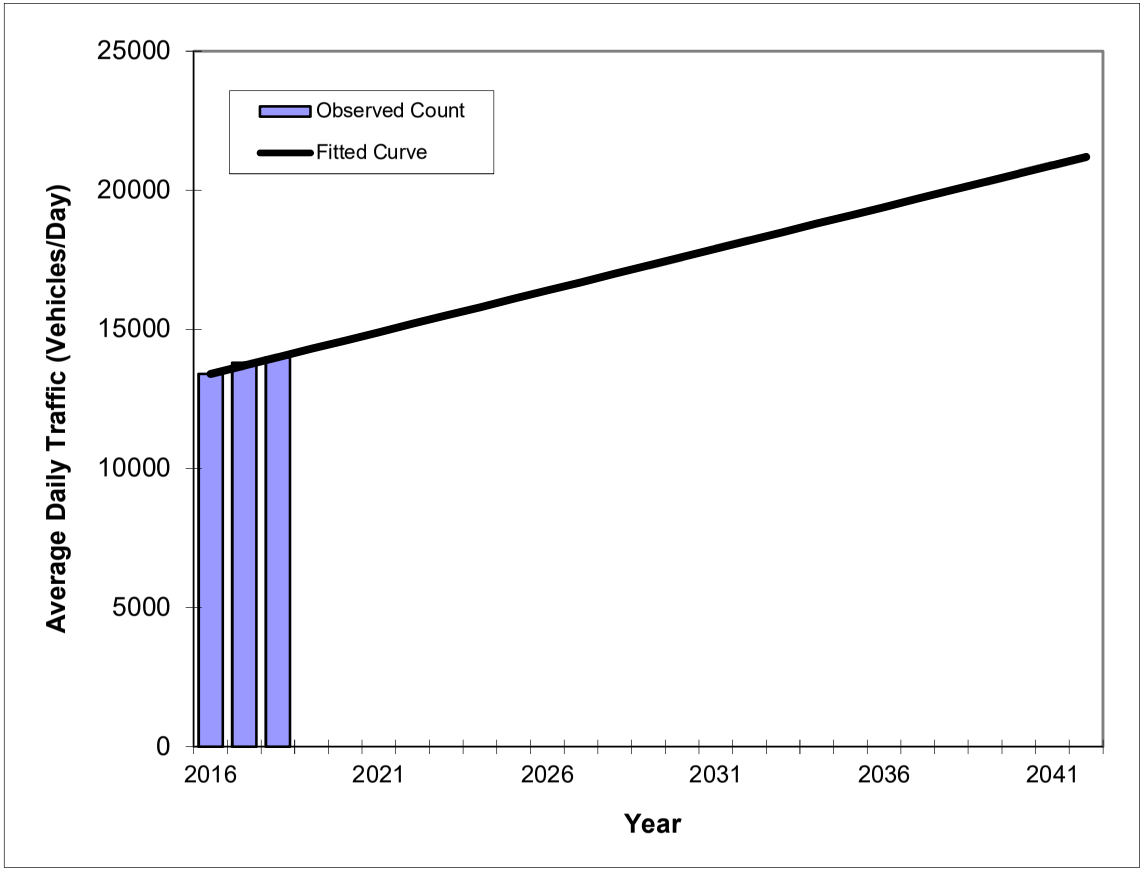
Straight Line Growth Option

Traffic Trends - V2.0

SW 160 AVENUE -- S OF GRIFFIN ROAD

PIN#	0
Location	2

County:	BROWARD
Station #:	9473
Highway:	SW 160 AVENUE



Year	Traffic (ADT/AADT) Count*	Trend**
2016	13400	13400
2017	13800	13700
2018	14000	14000
2019 Opening Year Trend		
2019	N/A	14300
2020 Mid-Year Trend		
2020	N/A	14600
2021 Design Year Trend		
2021	N/A	14900
TRANPLAN Forecasts/Trends		

*Axle-Adjusted

** Annual Trend Increase:	300
Trend R-squared:	96.43%
Trend Annual Historic Growth Rate:	2.24%
Trend Growth Rate (2018 to Design Year):	2.14%
Printed:	24-Oct-19

Straight Line Growth Option

Growth Rate Trend Analysis Calcualtions

Description	Station #		
	7330	**9473**	
Trend Growth Rate(1)	2.63	2.14	
Adjusted Trend Growth Rate	2.63	2.14	
Average Growth Rate			2.39
Growth Rate Used			**2.39**

Notes:

1: Refer to Trend Analysis Chart

ATTACHMENT D

Synchro Output

Timings
101: Dykes Rd/Weston Rd & Griffin Rd

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT
Lane Configurations											
Traffic Volume (vph)	266	952	49	177	984	989	94	280	179	629	122
Future Volume (vph)	266	952	49	177	984	989	94	280	179	629	122
Turn Type	Prot	NA	Perm	pm+pt	NA	pm+ov	Split	NA	Perm	Split	NA
Protected Phases	1	6		5	2	8	7	7		8	8
Permitted Phases			6	2		2			7		
Detector Phase	1	6	6	5	2	8	7	7	7	8	8
Switch Phase											
Minimum Initial (s)	5.0	12.0	12.0	4.0	12.0	12.0	12.0	12.0	12.0	12.0	12.0
Minimum Split (s)	25.0	38.0	38.0	19.0	25.0	42.0	24.0	24.0	24.0	42.0	42.0
Total Split (s)	26.0	58.0	58.0	26.0	58.0	42.0	24.0	24.0	24.0	42.0	42.0
Total Split (%)	17.3%	38.7%	38.7%	17.3%	38.7%	28.0%	16.0%	16.0%	16.0%	28.0%	28.0%
Yellow Time (s)	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0
All-Red Time (s)	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0
Lost Time Adjust (s)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Lost Time (s)	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0
Lead/Lag	Lead	Lag	Lag	Lead	Lag	Lag	Lead	Lead	Lead	Lag	Lag
Lead-Lag Optimize?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Recall Mode	C-Max	Max	Max	C-Max	Max	None	None	None	None	None	None
Act Effct Green (s)	19.0	51.0	51.0	70.0	51.0	87.3	15.7	15.7	15.7	36.3	36.3
Actuated g/C Ratio	0.13	0.34	0.34	0.47	0.34	0.58	0.10	0.10	0.10	0.24	0.24
v/c Ratio	0.65	0.83	0.08	0.65	0.86	1.10	0.54	0.80	0.56	0.72	0.61
Control Delay	69.9	52.9	0.3	42.4	54.7	78.9	74.5	82.0	14.7	58.9	39.3
Queue Delay	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Delay	69.9	52.9	0.3	42.4	54.7	78.9	74.5	82.0	14.7	58.9	39.3
LOS	E	D	A	D	D	E	E	F	B	E	D
Approach Delay		54.4			64.8			59.0			49.4
Approach LOS		D			E			E			D

Intersection Summary	
Cycle Length: 150	
Actuated Cycle Length: 150	
Offset: 15 (10%), Referenced to phase 1:EBL and 5:WBL, Start of Yellow	
Natural Cycle: 145	
Control Type: Actuated-Coordinated	
Maximum v/c Ratio: 1.10	
Intersection Signal Delay: 58.4	Intersection LOS: E
Intersection Capacity Utilization 96.4%	ICU Level of Service F
Analysis Period (min) 15	

Splits and Phases: 101: Dykes Rd/Weston Rd & Griffin Rd

Queues
101: Dykes Rd/Weston Rd & Griffin Rd

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT
Lane Group Flow (vph)	280	1002	52	186	1036	1041	99	295	188	530	501
v/c Ratio	0.65	0.83	0.08	0.65	0.86	1.10	0.54	0.80	0.56	0.72	0.61
Control Delay	69.9	52.9	0.3	42.4	54.7	78.9	74.5	82.0	14.7	58.9	39.3
Queue Delay	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Delay	69.9	52.9	0.3	42.4	54.7	78.9	74.5	82.0	14.7	58.9	39.3
Queue Length 50th (ft)	136	475	0	110	497	~802	93	149	0	282	184
Queue Length 95th (ft)	188	564	0	198	591	#1417	156	203	76	359	256
Internal Link Dist (ft)		443			857			421			664
Turn Bay Length (ft)	300		300	425		700	180		390	300	
Base Capacity (vph)	434	1203	624	284	1203	947	200	401	346	737	816
Starvation Cap Reductn	0	0	0	0	0	0	0	0	0	0	0
Spillback Cap Reductn	0	0	0	0	0	0	0	0	0	0	0
Storage Cap Reductn	0	0	0	0	0	0	0	0	0	0	0
Reduced v/c Ratio	0.65	0.83	0.08	0.65	0.86	1.10	0.49	0.74	0.54	0.72	0.61

Intersection Summary

~ Volume exceeds capacity, queue is theoretically infinite.
Queue shown is maximum after two cycles.

95th percentile volume exceeds capacity, queue may be longer.
Queue shown is maximum after two cycles.

Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (vph)	266	952	49	177	984	989	94	280	179	629	122	229
Future Volume (vph)	266	952	49	177	984	989	94	280	179	629	122	229
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Total Lost time (s)	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	
Lane Util. Factor	0.97	0.95	1.00	1.00	0.95	1.00	1.00	0.95	1.00	0.86	0.86	
Frpb, ped/bikes	1.00	1.00	1.00	1.00	1.00	0.99	1.00	1.00	1.00	1.00	0.99	
Flpb, ped/bikes	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	
Frt	1.00	1.00	0.85	1.00	1.00	0.85	1.00	1.00	0.85	1.00	0.93	
Flt Protected	0.95	1.00	1.00	0.95	1.00	1.00	0.95	1.00	1.00	0.95	0.99	
Satd. Flow (prot)	3433	3539	1583	1770	3539	1571	1770	3539	1583	3044	2915	
Flt Permitted	0.95	1.00	1.00	0.10	1.00	1.00	0.95	1.00	1.00	0.95	0.99	
Satd. Flow (perm)	3433	3539	1583	177	3539	1571	1770	3539	1583	3044	2915	
Peak-hour factor, PHF	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95
Adj. Flow (vph)	280	1002	52	186	1036	1041	99	295	188	662	128	241
RTOR Reduction (vph)	0	0	34	0	0	33	0	0	168	0	110	0
Lane Group Flow (vph)	280	1002	18	186	1036	1008	99	295	20	530	391	0
Confl. Peds. (#/hr)	1					1	1					1
Turn Type	Prot	NA	Perm	pm+pt	NA	pm+ov	Split	NA	Perm	Split	NA	
Protected Phases	1	6		5	2	8	7	7		8	8	
Permitted Phases			6	2		2			7			
Actuated Green, G (s)	19.0	51.0	51.0	70.0	51.0	87.3	15.7	15.7	15.7	36.3	36.3	
Effective Green, g (s)	19.0	51.0	51.0	70.0	51.0	87.3	15.7	15.7	15.7	36.3	36.3	
Actuated g/C Ratio	0.13	0.34	0.34	0.47	0.34	0.58	0.10	0.10	0.10	0.24	0.24	
Clearance Time (s)	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	
Vehicle Extension (s)	1.5	3.0	3.0	1.5	3.0	2.0	2.0	2.0	2.0	2.0	2.0	
Lane Grp Cap (vph)	434	1203	538	284	1203	914	185	370	165	736	705	
v/s Ratio Prot	0.08	0.28		c0.08	0.29	c0.27	0.06	c0.08		0.17	0.13	
v/s Ratio Perm			0.01	0.22		0.37			0.01			
v/c Ratio	0.65	0.83	0.03	0.65	0.86	1.10	0.54	0.80	0.12	0.72	0.55	
Uniform Delay, d1	62.3	45.6	33.0	31.2	46.2	31.4	63.7	65.6	60.9	52.2	49.8	
Progression Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	
Incremental Delay, d2	7.2	6.8	0.1	11.2	8.2	61.9	1.5	10.6	0.1	3.0	0.5	
Delay (s)	69.5	52.4	33.2	42.4	54.4	93.2	65.2	76.2	61.0	55.1	50.3	
Level of Service	E	D	C	D	D	F	E	E	E	E	D	
Approach Delay (s)		55.3			71.3			69.4			52.8	
Approach LOS		E			E			E			D	

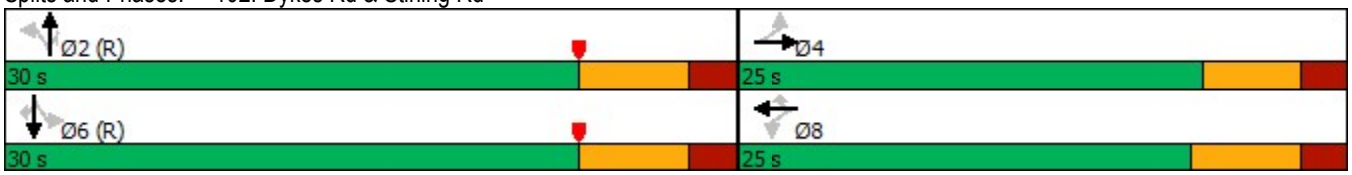
Intersection Summary			
HCM 2000 Control Delay	63.3	HCM 2000 Level of Service	E
HCM 2000 Volume to Capacity ratio	0.99		
Actuated Cycle Length (s)	150.0	Sum of lost time (s)	28.0
Intersection Capacity Utilization	96.4%	ICU Level of Service	F
Analysis Period (min)	15		
c Critical Lane Group			

HCM 6th Edition methodology expects strict NEMA phasing.

Lane Group	EBL	EBT	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations											
Traffic Volume (vph)	110	146	242	85	177	24	386	198	50	261	62
Future Volume (vph)	110	146	242	85	177	24	386	198	50	261	62
Turn Type	Perm	NA	Perm	NA	Perm	Perm	NA	Perm	Perm	NA	Perm
Protected Phases		4		8			2			6	
Permitted Phases	4		8		8	2		2	6		6
Detector Phase	4	4	8	8	8	2	2	2	6	6	6
Switch Phase											
Minimum Initial (s)	6.0	6.0	6.0	6.0	6.0	10.0	10.0	10.0	10.0	10.0	10.0
Minimum Split (s)	25.0	25.0	25.0	25.0	25.0	30.0	30.0	30.0	30.0	30.0	30.0
Total Split (s)	25.0	25.0	25.0	25.0	25.0	30.0	30.0	30.0	30.0	30.0	30.0
Total Split (%)	45.5%	45.5%	45.5%	45.5%	45.5%	54.5%	54.5%	54.5%	54.5%	54.5%	54.5%
Yellow Time (s)	4.0	4.0	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5
All-Red Time (s)	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0
Lost Time Adjust (s)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Lost Time (s)	6.0	6.0	6.5	6.5	6.5	6.5	6.5	6.5	6.5	6.5	6.5
Lead/Lag											
Lead-Lag Optimize?											
Recall Mode	None	None	None	None	None	C-Max	C-Max	C-Max	C-Max	C-Max	C-Max
Act Effct Green (s)	16.8	16.8	16.3	16.3	16.3	25.7	25.7	25.7	25.7	25.7	25.7
Actuated g/C Ratio	0.31	0.31	0.30	0.30	0.30	0.47	0.47	0.47	0.47	0.47	0.47
v/c Ratio	0.33	0.22	0.85	0.09	0.34	0.06	0.52	0.27	0.15	0.35	0.09
Control Delay	16.3	9.6	42.7	13.1	4.3	9.7	13.9	2.7	11.0	11.7	3.4
Queue Delay	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Delay	16.3	9.6	42.7	13.1	4.3	9.7	13.9	2.7	11.0	11.7	3.4
LOS	B	A	D	B	A	A	B	A	B	B	A
Approach Delay		11.9		24.2			10.1			10.2	
Approach LOS		B		C			B			B	

Intersection Summary	
Cycle Length: 55	
Actuated Cycle Length: 55	
Offset: 0 (0%), Referenced to phase 2:NBTL and 6:SBTL, Start of Yellow	
Natural Cycle: 60	
Control Type: Actuated-Coordinated	
Maximum v/c Ratio: 0.85	
Intersection Signal Delay: 14.4	Intersection LOS: B
Intersection Capacity Utilization 75.7%	ICU Level of Service D
Analysis Period (min) 15	

Splits and Phases: 102: Dykes Rd & Stirling Rd



Queues
102: Dykes Rd & Stirling Rd

Lane Group	EBL	EBT	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Group Flow (vph)	128	243	281	99	206	28	449	230	58	303	72
v/c Ratio	0.33	0.22	0.85	0.09	0.34	0.06	0.52	0.27	0.15	0.35	0.09
Control Delay	16.3	9.6	42.7	13.1	4.3	9.7	13.9	2.7	11.0	11.7	3.4
Queue Delay	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Delay	16.3	9.6	42.7	13.1	4.3	9.7	13.9	2.7	11.0	11.7	3.4
Queue Length 50th (ft)	30	19	80	11	0	5	105	0	11	64	0
Queue Length 95th (ft)	62	37	#173	23	31	16	168	28	29	108	16
Internal Link Dist (ft)		552		1080			629			723	
Turn Bay Length (ft)	300		215		230	200		300	160		160
Base Capacity (vph)	440	1215	376	1190	651	500	870	846	381	870	777
Starvation Cap Reductn	0	0	0	0	0	0	0	0	0	0	0
Spillback Cap Reductn	0	0	0	0	0	0	0	0	0	0	0
Storage Cap Reductn	0	0	0	0	0	0	0	0	0	0	0
Reduced v/c Ratio	0.29	0.20	0.75	0.08	0.32	0.06	0.52	0.27	0.15	0.35	0.09

Intersection Summary

95th percentile volume exceeds capacity, queue may be longer.
Queue shown is maximum after two cycles.

HCM 6th Signalized Intersection Summary
102: Dykes Rd & Stirling Rd

Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (veh/h)	110	146	63	242	85	177	24	386	198	50	261	62
Future Volume (veh/h)	110	146	63	242	85	177	24	386	198	50	261	62
Initial Q (Qb), veh	0	0	0	0	0	0	0	0	0	0	0	0
Ped-Bike Adj(A_pbT)	0.99		0.99	0.99		0.97	1.00		0.98	1.00		0.99
Parking Bus, Adj	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Work Zone On Approach		No			No			No			No	
Adj Sat Flow, veh/h/ln	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870
Adj Flow Rate, veh/h	128	170	73	281	99	206	28	449	230	58	303	72
Peak Hour Factor	0.86	0.86	0.86	0.86	0.86	0.86	0.86	0.86	0.86	0.86	0.86	0.86
Percent Heavy Veh, %	2	2	2	2	2	2	2	2	2	2	2	2
Cap, veh/h	463	809	332	445	1174	505	456	810	671	324	810	681
Arrive On Green	0.33	0.33	0.33	0.33	0.33	0.33	0.43	0.43	0.43	0.43	0.43	0.43
Sat Flow, veh/h	1067	2447	1006	1129	3554	1530	1003	1870	1550	759	1870	1572
Grp Volume(v), veh/h	128	121	122	281	99	206	28	449	230	58	303	72
Grp Sat Flow(s),veh/h/ln	1067	1777	1677	1129	1777	1530	1003	1870	1550	759	1870	1572
Q Serve(g_s), s	5.2	2.7	2.9	13.2	1.1	5.7	1.1	9.8	5.4	3.4	6.0	1.5
Cycle Q Clear(g_c), s	6.2	2.7	2.9	16.0	1.1	5.7	7.1	9.8	5.4	13.2	6.0	1.5
Prop In Lane	1.00		0.60	1.00		1.00	1.00		1.00	1.00		1.00
Lane Grp Cap(c), veh/h	463	587	554	445	1174	505	456	810	671	324	810	681
V/C Ratio(X)	0.28	0.21	0.22	0.63	0.08	0.41	0.06	0.55	0.34	0.18	0.37	0.11
Avail Cap(c_a), veh/h	479	614	579	452	1195	515	456	810	671	324	810	681
HCM Platoon Ratio	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Upstream Filter(I)	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Uniform Delay (d), s/veh	14.8	13.2	13.3	19.1	12.7	14.2	12.9	11.6	10.4	16.6	10.5	9.3
Incr Delay (d2), s/veh	0.1	0.1	0.1	2.1	0.0	0.2	0.3	2.7	1.4	1.2	1.3	0.3
Initial Q Delay(d3),s/veh	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
%ile BackOfQ(50%),veh/ln	1.0	0.9	0.9	3.1	0.3	1.6	0.2	4.0	1.8	0.6	2.4	0.5
Unsig. Movement Delay, s/veh												
LnGrp Delay(d),s/veh	14.9	13.3	13.4	21.2	12.7	14.4	13.2	14.3	11.8	17.8	11.9	9.6
LnGrp LOS	B	B	B	C	B	B	B	B	B	B	B	A
Approach Vol, veh/h		371			586			707			433	
Approach Delay, s/veh		13.9			17.4			13.5			12.3	
Approach LOS		B			B			B			B	

Timer - Assigned Phs	2	4	6	8
Phs Duration (G+Y+Rc), s	30.3	24.7	30.3	24.7
Change Period (Y+Rc), s	6.5	* 6.5	6.5	6.5
Max Green Setting (Gmax), s	23.5	* 19	23.5	18.5
Max Q Clear Time (g_c+I1), s	11.8	8.2	15.2	18.0
Green Ext Time (p_c), s	3.0	0.8	1.6	0.1

Intersection Summary	
HCM 6th Ctrl Delay	14.4
HCM 6th LOS	B

Notes

User approved pedestrian interval to be less than phase max green.

* HCM 6th computational engine requires equal clearance times for the phases crossing the barrier.

Timings
101: Dykes Rd/Weston Rd & Griffin Rd

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT
Lane Configurations											
Traffic Volume (vph)	279	998	51	185	1031	1037	98	293	188	660	128
Future Volume (vph)	279	998	51	185	1031	1037	98	293	188	660	128
Turn Type	Prot	NA	Perm	pm+pt	NA	pm+ov	Split	NA	Perm	Split	NA
Protected Phases	1	6		5	2	8	7	7		8	8
Permitted Phases			6	2		2			7		
Detector Phase	1	6	6	5	2	8	7	7	7	8	8
Switch Phase											
Minimum Initial (s)	5.0	12.0	12.0	4.0	12.0	12.0	12.0	12.0	12.0	12.0	12.0
Minimum Split (s)	25.0	38.0	38.0	19.0	25.0	42.0	24.0	24.0	24.0	42.0	42.0
Total Split (s)	26.0	58.0	58.0	26.0	58.0	42.0	24.0	24.0	24.0	42.0	42.0
Total Split (%)	17.3%	38.7%	38.7%	17.3%	38.7%	28.0%	16.0%	16.0%	16.0%	28.0%	28.0%
Yellow Time (s)	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0
All-Red Time (s)	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0
Lost Time Adjust (s)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Lost Time (s)	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0
Lead/Lag	Lead	Lag	Lag	Lead	Lag	Lag	Lead	Lead	Lead	Lag	Lag
Lead-Lag Optimize?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Recall Mode	C-Max	Max	Max	C-Max	Max	None	None	None	None	None	None
Act Effct Green (s)	19.0	51.0	51.0	70.0	51.0	87.1	15.9	15.9	15.9	36.1	36.1
Actuated g/C Ratio	0.13	0.34	0.34	0.47	0.34	0.58	0.11	0.11	0.11	0.24	0.24
v/c Ratio	0.68	0.87	0.09	0.71	0.90	1.16	0.55	0.82	0.58	0.76	0.65
Control Delay	71.2	55.7	0.3	52.0	58.3	101.4	75.0	83.5	14.6	60.9	40.8
Queue Delay	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Delay	71.2	55.7	0.3	52.0	58.3	101.4	75.0	83.5	14.6	60.9	40.8
LOS	E	E	A	D	E	F	E	F	B	E	D
Approach Delay		56.8			77.6			59.7			51.1
Approach LOS		E			E			E			D

Intersection Summary	
Cycle Length: 150	
Actuated Cycle Length: 150	
Offset: 15 (10%), Referenced to phase 1:EBL and 5:WBL, Start of Yellow	
Natural Cycle: 145	
Control Type: Actuated-Coordinated	
Maximum v/c Ratio: 1.16	
Intersection Signal Delay: 65.0	Intersection LOS: E
Intersection Capacity Utilization 99.8%	ICU Level of Service F
Analysis Period (min) 15	

Splits and Phases: 101: Dykes Rd/Weston Rd & Griffin Rd

Queues
101: Dykes Rd/Weston Rd & Griffin Rd

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT
Lane Group Flow (vph)	294	1051	54	195	1085	1092	103	308	198	556	527
v/c Ratio	0.68	0.87	0.09	0.71	0.90	1.16	0.55	0.82	0.58	0.76	0.65
Control Delay	71.2	55.7	0.3	52.0	58.3	101.4	75.0	83.5	14.6	60.9	40.8
Queue Delay	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Delay	71.2	55.7	0.3	52.0	58.3	101.4	75.0	83.5	14.6	60.9	40.8
Queue Length 50th (ft)	143	508	0	133	532	~1084	96	156	0	299	200
Queue Length 95th (ft)	196	602	0	#229	#638	#1522	163	#213	78	379	273
Internal Link Dist (ft)		443			857			421			664
Turn Bay Length (ft)	300		300	425		700	180		390	300	
Base Capacity (vph)	434	1203	624	273	1203	945	200	401	354	732	813
Starvation Cap Reductn	0	0	0	0	0	0	0	0	0	0	0
Spillback Cap Reductn	0	0	0	0	0	0	0	0	0	0	0
Storage Cap Reductn	0	0	0	0	0	0	0	0	0	0	0
Reduced v/c Ratio	0.68	0.87	0.09	0.71	0.90	1.16	0.52	0.77	0.56	0.76	0.65

Intersection Summary

~ Volume exceeds capacity, queue is theoretically infinite.
Queue shown is maximum after two cycles.

95th percentile volume exceeds capacity, queue may be longer.
Queue shown is maximum after two cycles.

Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (vph)	279	998	51	185	1031	1037	98	293	188	660	128	240
Future Volume (vph)	279	998	51	185	1031	1037	98	293	188	660	128	240
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Total Lost time (s)	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	
Lane Util. Factor	0.97	0.95	1.00	1.00	0.95	1.00	1.00	0.95	1.00	0.86	0.86	
Frpb, ped/bikes	1.00	1.00	1.00	1.00	1.00	0.99	1.00	1.00	1.00	1.00	0.99	
Flpb, ped/bikes	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	
Frt	1.00	1.00	0.85	1.00	1.00	0.85	1.00	1.00	0.85	1.00	0.93	
Flt Protected	0.95	1.00	1.00	0.95	1.00	1.00	0.95	1.00	1.00	0.95	0.99	
Satd. Flow (prot)	3433	3539	1583	1770	3539	1571	1770	3539	1583	3044	2916	
Flt Permitted	0.95	1.00	1.00	0.08	1.00	1.00	0.95	1.00	1.00	0.95	0.99	
Satd. Flow (perm)	3433	3539	1583	146	3539	1571	1770	3539	1583	3044	2916	
Peak-hour factor, PHF	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95
Adj. Flow (vph)	294	1051	54	195	1085	1092	103	308	198	695	135	253
RTOR Reduction (vph)	0	0	36	0	0	34	0	0	177	0	112	0
Lane Group Flow (vph)	294	1051	18	195	1085	1058	103	308	21	556	415	0
Confl. Peds. (#/hr)	1					1	1					1
Turn Type	Prot	NA	Perm	pm+pt	NA	pm+ov	Split	NA	Perm	Split	NA	
Protected Phases	1	6		5	2	8	7	7		8	8	
Permitted Phases			6	2		2			7			
Actuated Green, G (s)	19.0	51.0	51.0	70.0	51.0	87.1	15.9	15.9	15.9	36.1	36.1	
Effective Green, g (s)	19.0	51.0	51.0	70.0	51.0	87.1	15.9	15.9	15.9	36.1	36.1	
Actuated g/C Ratio	0.13	0.34	0.34	0.47	0.34	0.58	0.11	0.11	0.11	0.24	0.24	
Clearance Time (s)	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	
Vehicle Extension (s)	1.5	3.0	3.0	1.5	3.0	2.0	2.0	2.0	2.0	2.0	2.0	
Lane Grp Cap (vph)	434	1203	538	273	1203	912	187	375	167	732	701	
v/s Ratio Prot	0.09	0.30		c0.09	0.31	c0.28	0.06	c0.09		0.18	0.14	
v/s Ratio Perm			0.01	0.24		0.39			0.01			
v/c Ratio	0.68	0.87	0.03	0.71	0.90	1.16	0.55	0.82	0.13	0.76	0.59	
Uniform Delay, d1	62.6	46.5	33.1	38.6	47.1	31.5	63.7	65.7	60.8	52.9	50.4	
Progression Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	
Incremental Delay, d2	8.2	8.9	0.1	14.8	11.0	84.5	2.0	12.9	0.1	4.0	0.9	
Delay (s)	70.8	55.4	33.2	53.4	58.1	115.9	65.6	78.5	60.9	57.0	51.3	
Level of Service	E	E	C	D	E	F	E	E	E	E	D	
Approach Delay (s)		57.8			84.3			70.6			54.2	
Approach LOS		E			F			E			D	

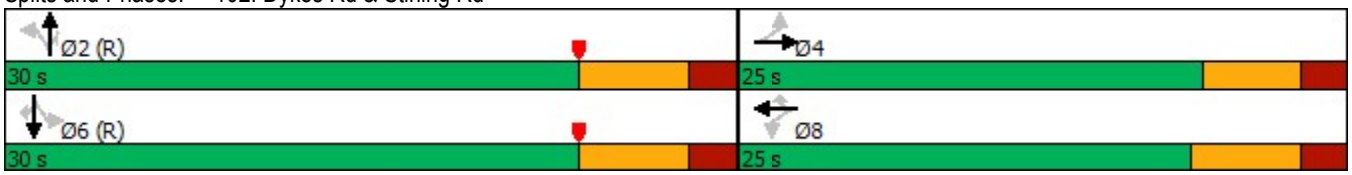
Intersection Summary			
HCM 2000 Control Delay	70.0	HCM 2000 Level of Service	E
HCM 2000 Volume to Capacity ratio	1.05		
Actuated Cycle Length (s)	150.0	Sum of lost time (s)	28.0
Intersection Capacity Utilization	99.8%	ICU Level of Service	F
Analysis Period (min)	15		
c Critical Lane Group			

HCM 6th Edition methodology expects strict NEMA phasing.

Lane Group	EBL	EBT	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations											
Traffic Volume (vph)	116	153	254	89	185	25	405	207	52	274	65
Future Volume (vph)	116	153	254	89	185	25	405	207	52	274	65
Turn Type	Perm	NA	Perm	NA	Perm	Perm	NA	Perm	Perm	NA	Perm
Protected Phases		4		8			2			6	
Permitted Phases	4		8		8	2		2	6		6
Detector Phase	4	4	8	8	8	2	2	2	6	6	6
Switch Phase											
Minimum Initial (s)	6.0	6.0	6.0	6.0	6.0	10.0	10.0	10.0	10.0	10.0	10.0
Minimum Split (s)	25.0	25.0	25.0	25.0	25.0	30.0	30.0	30.0	30.0	30.0	30.0
Total Split (s)	25.0	25.0	25.0	25.0	25.0	30.0	30.0	30.0	30.0	30.0	30.0
Total Split (%)	45.5%	45.5%	45.5%	45.5%	45.5%	54.5%	54.5%	54.5%	54.5%	54.5%	54.5%
Yellow Time (s)	4.0	4.0	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5
All-Red Time (s)	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0
Lost Time Adjust (s)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Lost Time (s)	6.0	6.0	6.5	6.5	6.5	6.5	6.5	6.5	6.5	6.5	6.5
Lead/Lag											
Lead-Lag Optimize?											
Recall Mode	None	None	None	None	None	C-Max	C-Max	C-Max	C-Max	C-Max	C-Max
Act Effct Green (s)	17.3	17.3	16.8	16.8	16.8	25.2	25.2	25.2	25.2	25.2	25.2
Actuated g/C Ratio	0.31	0.31	0.31	0.31	0.31	0.46	0.46	0.46	0.46	0.46	0.46
v/c Ratio	0.34	0.23	0.87	0.10	0.35	0.06	0.55	0.29	0.17	0.37	0.10
Control Delay	16.3	9.5	45.9	12.9	4.2	9.8	14.6	2.8	11.4	12.1	3.3
Queue Delay	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Delay	16.3	9.5	45.9	12.9	4.2	9.8	14.6	2.8	11.4	12.1	3.3
LOS	B	A	D	B	A	A	B	A	B	B	A
Approach Delay		11.8		25.8			10.6			10.5	
Approach LOS		B		C			B			B	

Intersection Summary	
Cycle Length: 55	
Actuated Cycle Length: 55	
Offset: 0 (0%), Referenced to phase 2:NBTL and 6:SBTL, Start of Yellow	
Natural Cycle: 60	
Control Type: Actuated-Coordinated	
Maximum v/c Ratio: 0.87	
Intersection Signal Delay: 15.0	Intersection LOS: B
Intersection Capacity Utilization 76.7%	ICU Level of Service D
Analysis Period (min) 15	

Splits and Phases: 102: Dykes Rd & Stirling Rd



Queues
102: Dykes Rd & Stirling Rd

Lane Group	EBL	EBT	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Group Flow (vph)	135	256	295	103	215	29	471	241	60	319	76
v/c Ratio	0.34	0.23	0.87	0.10	0.35	0.06	0.55	0.29	0.17	0.37	0.10
Control Delay	16.3	9.5	45.9	12.9	4.2	9.8	14.6	2.8	11.4	12.1	3.3
Queue Delay	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Delay	16.3	9.5	45.9	12.9	4.2	9.8	14.6	2.8	11.4	12.1	3.3
Queue Length 50th (ft)	32	20	85	11	0	5	112	0	12	68	0
Queue Length 95th (ft)	65	39	#188	24	32	17	179	28	30	114	17
Internal Link Dist (ft)		552		1080			629			723	
Turn Bay Length (ft)	300		215		230	200		300	160		160
Base Capacity (vph)	438	1217	371	1190	657	483	852	840	351	852	765
Starvation Cap Reductn	0	0	0	0	0	0	0	0	0	0	0
Spillback Cap Reductn	0	0	0	0	0	0	0	0	0	0	0
Storage Cap Reductn	0	0	0	0	0	0	0	0	0	0	0
Reduced v/c Ratio	0.31	0.21	0.80	0.09	0.33	0.06	0.55	0.29	0.17	0.37	0.10

Intersection Summary

95th percentile volume exceeds capacity, queue may be longer.
Queue shown is maximum after two cycles.

HCM 6th Signalized Intersection Summary
102: Dykes Rd & Stirling Rd

Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (veh/h)	116	153	67	254	89	185	25	405	207	52	274	65
Future Volume (veh/h)	116	153	67	254	89	185	25	405	207	52	274	65
Initial Q (Qb), veh	0	0	0	0	0	0	0	0	0	0	0	0
Ped-Bike Adj(A_pbT)	0.99		0.99	0.99		0.97	1.00		0.98	1.00		0.99
Parking Bus, Adj	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Work Zone On Approach		No			No			No			No	
Adj Sat Flow, veh/h/ln	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870
Adj Flow Rate, veh/h	135	178	78	295	103	215	29	471	241	60	319	76
Peak Hour Factor	0.86	0.86	0.86	0.86	0.86	0.86	0.86	0.86	0.86	0.86	0.86	0.86
Percent Heavy Veh, %	2	2	2	2	2	2	2	2	2	2	2	2
Cap, veh/h	465	817	343	445	1195	515	436	799	662	304	799	672
Arrive On Green	0.34	0.34	0.34	0.34	0.34	0.34	0.43	0.43	0.43	0.43	0.43	0.43
Sat Flow, veh/h	1055	2430	1021	1116	3554	1530	985	1870	1550	736	1870	1572
Grp Volume(v), veh/h	135	128	128	295	103	215	29	471	241	60	319	76
Grp Sat Flow(s),veh/h/ln	1055	1777	1674	1116	1777	1530	985	1870	1550	736	1870	1572
Q Serve(g_s), s	5.5	2.8	3.0	14.2	1.1	6.0	1.2	10.6	5.8	3.7	6.5	1.6
Cycle Q Clear(g_c), s	6.6	2.8	3.0	17.2	1.1	6.0	7.6	10.6	5.8	14.3	6.5	1.6
Prop In Lane	1.00		0.61	1.00		1.00	1.00		1.00	1.00		1.00
Lane Grp Cap(c), veh/h	465	598	563	445	1195	515	436	799	662	304	799	672
V/C Ratio(X)	0.29	0.21	0.23	0.66	0.09	0.42	0.07	0.59	0.36	0.20	0.40	0.11
Avail Cap(c_a), veh/h	474	614	578	445	1195	515	436	799	662	304	799	672
HCM Platoon Ratio	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Upstream Filter(I)	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Uniform Delay (d), s/veh	14.7	13.1	13.1	19.3	12.5	14.1	13.5	12.1	10.7	17.5	10.9	9.5
Incr Delay (d2), s/veh	0.1	0.1	0.1	3.0	0.0	0.2	0.3	3.2	1.5	1.5	1.5	0.3
Initial Q Delay(d3),s/veh	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
%ile BackOfQ(50%),veh/ln	1.1	0.9	0.9	3.3	0.4	1.7	0.3	4.4	2.0	0.7	2.6	0.5
Unsig. Movement Delay, s/veh												
LnGrp Delay(d),s/veh	14.9	13.1	13.2	22.3	12.5	14.3	13.8	15.2	12.2	19.0	12.4	9.8
LnGrp LOS	B	B	B	C	B	B	B	B	B	B	B	A
Approach Vol, veh/h		391			613			741			455	
Approach Delay, s/veh		13.7			17.8			14.2			12.8	
Approach LOS		B			B			B			B	

Timer - Assigned Phs		2		4		6		8				
Phs Duration (G+Y+Rc), s		30.0		25.0		30.0		25.0				
Change Period (Y+Rc), s		6.5		* 6.5		6.5		6.5				
Max Green Setting (Gmax), s		23.5		* 19		23.5		18.5				
Max Q Clear Time (g_c+I1), s		12.6		8.6		16.3		19.2				
Green Ext Time (p_c), s		3.1		0.9		1.5		0.0				

Intersection Summary	
HCM 6th Ctrl Delay	14.8
HCM 6th LOS	B

Notes

User approved pedestrian interval to be less than phase max green.

* HCM 6th computational engine requires equal clearance times for the phases crossing the barrier.

Timings
101: Dykes Rd/Weston Rd & Griffin Rd

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT
Lane Configurations											
Traffic Volume (vph)	279	998	52	187	1031	1037	101	301	193	660	131
Future Volume (vph)	279	998	52	187	1031	1037	101	301	193	660	131
Turn Type	Prot	NA	Perm	pm+pt	NA	pm+ov	Split	NA	Perm	Split	NA
Protected Phases	1	6		5	2	8	7	7		8	8
Permitted Phases			6	2		2			7		
Detector Phase	1	6	6	5	2	8	7	7	7	8	8
Switch Phase											
Minimum Initial (s)	5.0	12.0	12.0	4.0	12.0	12.0	12.0	12.0	12.0	12.0	12.0
Minimum Split (s)	25.0	38.0	38.0	19.0	25.0	42.0	24.0	24.0	24.0	42.0	42.0
Total Split (s)	26.0	58.0	58.0	26.0	58.0	42.0	24.0	24.0	24.0	42.0	42.0
Total Split (%)	17.3%	38.7%	38.7%	17.3%	38.7%	28.0%	16.0%	16.0%	16.0%	28.0%	28.0%
Yellow Time (s)	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0
All-Red Time (s)	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0
Lost Time Adjust (s)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Lost Time (s)	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0
Lead/Lag	Lead	Lag	Lag	Lead	Lag	Lag	Lead	Lead	Lead	Lag	Lag
Lead-Lag Optimize?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Recall Mode	C-Max	Max	Max	C-Max	Max	None	None	None	None	None	None
Act Effct Green (s)	19.0	51.0	51.0	70.0	51.0	86.9	16.1	16.1	16.1	35.9	35.9
Actuated g/C Ratio	0.13	0.34	0.34	0.47	0.34	0.58	0.11	0.11	0.11	0.24	0.24
v/c Ratio	0.68	0.87	0.09	0.72	0.90	1.16	0.56	0.84	0.58	0.76	0.66
Control Delay	71.2	55.7	0.3	52.7	58.3	102.4	75.3	84.7	14.5	61.2	41.5
Queue Delay	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Delay	71.2	55.7	0.3	52.7	58.3	102.4	75.3	84.7	14.5	61.2	41.5
LOS	E	E	A	D	E	F	E	F	B	E	D
Approach Delay		56.8			78.1			60.4			51.6
Approach LOS		E			E			E			D

Intersection Summary	
Cycle Length: 150	
Actuated Cycle Length: 150	
Offset: 15 (10%), Referenced to phase 1:EBL and 5:WBL, Start of Yellow	
Natural Cycle: 145	
Control Type: Actuated-Coordinated	
Maximum v/c Ratio: 1.16	
Intersection Signal Delay: 65.4	Intersection LOS: E
Intersection Capacity Utilization 99.8%	ICU Level of Service F
Analysis Period (min) 15	

Splits and Phases: 101: Dykes Rd/Weston Rd & Griffin Rd

Queues
101: Dykes Rd/Weston Rd & Griffin Rd

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT
Lane Group Flow (vph)	294	1051	55	197	1085	1092	106	317	203	556	530
v/c Ratio	0.68	0.87	0.09	0.72	0.90	1.16	0.56	0.84	0.58	0.76	0.66
Control Delay	71.2	55.7	0.3	52.7	58.3	102.4	75.3	84.7	14.5	61.2	41.5
Queue Delay	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Delay	71.2	55.7	0.3	52.7	58.3	102.4	75.3	84.7	14.5	61.2	41.5
Queue Length 50th (ft)	143	508	0	135	532	~1084	99	161	0	299	203
Queue Length 95th (ft)	196	602	0	#237	#638	#1522	166	#227	79	379	277
Internal Link Dist (ft)		443			857			421			664
Turn Bay Length (ft)	300		300	425		700	180		390	300	
Base Capacity (vph)	434	1203	624	273	1203	943	200	401	359	729	807
Starvation Cap Reductn	0	0	0	0	0	0	0	0	0	0	0
Spillback Cap Reductn	0	0	0	0	0	0	0	0	0	0	0
Storage Cap Reductn	0	0	0	0	0	0	0	0	0	0	0
Reduced v/c Ratio	0.68	0.87	0.09	0.72	0.90	1.16	0.53	0.79	0.57	0.76	0.66

Intersection Summary

~ Volume exceeds capacity, queue is theoretically infinite.
Queue shown is maximum after two cycles.

95th percentile volume exceeds capacity, queue may be longer.
Queue shown is maximum after two cycles.

HCM Signalized Intersection Capacity Analysis
101: Dykes Rd/Weston Rd & Griffin Rd

Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (vph)	279	998	52	187	1031	1037	101	301	193	660	131	240
Future Volume (vph)	279	998	52	187	1031	1037	101	301	193	660	131	240
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Total Lost time (s)	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	
Lane Util. Factor	0.97	0.95	1.00	1.00	0.95	1.00	1.00	0.95	1.00	0.86	0.86	
Frpb, ped/bikes	1.00	1.00	1.00	1.00	1.00	0.99	1.00	1.00	1.00	1.00	0.99	
Flpb, ped/bikes	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	
Frt	1.00	1.00	0.85	1.00	1.00	0.85	1.00	1.00	0.85	1.00	0.93	
Flt Protected	0.95	1.00	1.00	0.95	1.00	1.00	0.95	1.00	1.00	0.95	0.99	
Satd. Flow (prot)	3433	3539	1583	1770	3539	1571	1770	3539	1583	3044	2917	
Flt Permitted	0.95	1.00	1.00	0.08	1.00	1.00	0.95	1.00	1.00	0.95	0.99	
Satd. Flow (perm)	3433	3539	1583	146	3539	1571	1770	3539	1583	3044	2917	
Peak-hour factor, PHF	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95
Adj. Flow (vph)	294	1051	55	197	1085	1092	106	317	203	695	138	253
RTOR Reduction (vph)	0	0	36	0	0	34	0	0	181	0	110	0
Lane Group Flow (vph)	294	1051	19	197	1085	1058	106	317	22	556	420	0
Confl. Peds. (#/hr)	1					1	1					1
Turn Type	Prot	NA	Perm	pm+pt	NA	pm+ov	Split	NA	Perm	Split	NA	
Protected Phases	1	6		5	2	8	7	7		8	8	
Permitted Phases			6	2		2			7			
Actuated Green, G (s)	19.0	51.0	51.0	70.0	51.0	86.9	16.1	16.1	16.1	35.9	35.9	
Effective Green, g (s)	19.0	51.0	51.0	70.0	51.0	86.9	16.1	16.1	16.1	35.9	35.9	
Actuated g/C Ratio	0.13	0.34	0.34	0.47	0.34	0.58	0.11	0.11	0.11	0.24	0.24	
Clearance Time (s)	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	
Vehicle Extension (s)	1.5	3.0	3.0	1.5	3.0	2.0	2.0	2.0	2.0	2.0	2.0	
Lane Grp Cap (vph)	434	1203	538	273	1203	910	189	379	169	728	698	
v/s Ratio Prot	0.09	0.30		c0.09	0.31	c0.28	0.06	c0.09		0.18	0.14	
v/s Ratio Perm			0.01	0.24		0.40			0.01			
v/c Ratio	0.68	0.87	0.03	0.72	0.90	1.16	0.56	0.84	0.13	0.76	0.60	
Uniform Delay, d1	62.6	46.5	33.1	38.9	47.1	31.5	63.6	65.7	60.6	53.1	50.7	
Progression Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	
Incremental Delay, d2	8.2	8.9	0.1	15.2	11.0	85.5	2.3	14.1	0.1	4.3	1.0	
Delay (s)	70.8	55.4	33.2	54.1	58.1	117.0	65.9	79.8	60.7	57.4	51.7	
Level of Service	E	E	C	D	E	F	E	E	E	E	D	
Approach Delay (s)		57.8			84.9			71.3			54.6	
Approach LOS		E			F			E			D	

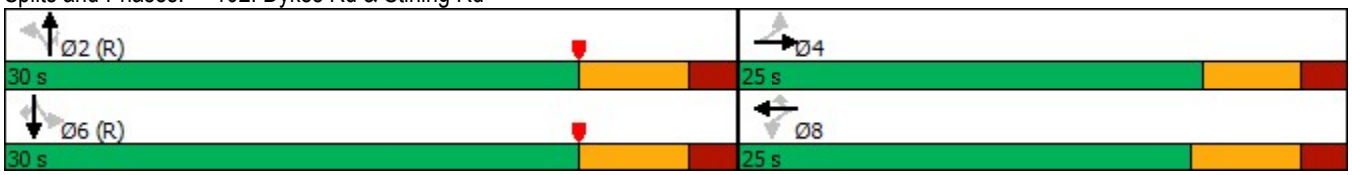
Intersection Summary			
HCM 2000 Control Delay	70.4	HCM 2000 Level of Service	E
HCM 2000 Volume to Capacity ratio	1.05		
Actuated Cycle Length (s)	150.0	Sum of lost time (s)	28.0
Intersection Capacity Utilization	99.8%	ICU Level of Service	F
Analysis Period (min)	15		
c Critical Lane Group			

HCM 6th Edition methodology expects strict NEMA phasing.

Lane Group	EBL	EBT	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations											
Traffic Volume (vph)	116	153	254	89	186	25	407	207	53	282	66
Future Volume (vph)	116	153	254	89	186	25	407	207	53	282	66
Turn Type	Perm	NA	Perm	NA	Perm	Perm	NA	Perm	Perm	NA	Perm
Protected Phases		4		8			2			6	
Permitted Phases	4		8		8	2		2	6		6
Detector Phase	4	4	8	8	8	2	2	2	6	6	6
Switch Phase											
Minimum Initial (s)	6.0	6.0	6.0	6.0	6.0	10.0	10.0	10.0	10.0	10.0	10.0
Minimum Split (s)	25.0	25.0	25.0	25.0	25.0	30.0	30.0	30.0	30.0	30.0	30.0
Total Split (s)	25.0	25.0	25.0	25.0	25.0	30.0	30.0	30.0	30.0	30.0	30.0
Total Split (%)	45.5%	45.5%	45.5%	45.5%	45.5%	54.5%	54.5%	54.5%	54.5%	54.5%	54.5%
Yellow Time (s)	4.0	4.0	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5
All-Red Time (s)	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0
Lost Time Adjust (s)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Lost Time (s)	6.0	6.0	6.5	6.5	6.5	6.5	6.5	6.5	6.5	6.5	6.5
Lead/Lag											
Lead-Lag Optimize?											
Recall Mode	None	None	None	None	None	C-Max	C-Max	C-Max	C-Max	C-Max	C-Max
Act Effct Green (s)	17.3	17.3	16.8	16.8	16.8	25.2	25.2	25.2	25.2	25.2	25.2
Actuated g/C Ratio	0.31	0.31	0.31	0.31	0.31	0.46	0.46	0.46	0.46	0.46	0.46
v/c Ratio	0.34	0.23	0.87	0.10	0.35	0.06	0.56	0.29	0.18	0.38	0.10
Control Delay	16.3	9.5	45.9	12.9	4.2	9.8	14.7	2.8	11.5	12.2	3.3
Queue Delay	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Delay	16.3	9.5	45.9	12.9	4.2	9.8	14.7	2.8	11.5	12.2	3.3
LOS	B	A	D	B	A	A	B	A	B	B	A
Approach Delay		11.8		25.7			10.6			10.7	
Approach LOS		B		C			B			B	

Intersection Summary	
Cycle Length: 55	
Actuated Cycle Length: 55	
Offset: 0 (0%), Referenced to phase 2:NBTL and 6:SBTL, Start of Yellow	
Natural Cycle: 60	
Control Type: Actuated-Coordinated	
Maximum v/c Ratio: 0.87	
Intersection Signal Delay: 15.0	Intersection LOS: B
Intersection Capacity Utilization 76.7%	ICU Level of Service D
Analysis Period (min) 15	

Splits and Phases: 102: Dykes Rd & Stirling Rd



Queues
102: Dykes Rd & Stirling Rd

Lane Group	EBL	EBT	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Group Flow (vph)	135	256	295	103	216	29	473	241	62	328	77
v/c Ratio	0.34	0.23	0.87	0.10	0.35	0.06	0.56	0.29	0.18	0.38	0.10
Control Delay	16.3	9.5	45.9	12.9	4.2	9.8	14.7	2.8	11.5	12.2	3.3
Queue Delay	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Delay	16.3	9.5	45.9	12.9	4.2	9.8	14.7	2.8	11.5	12.2	3.3
Queue Length 50th (ft)	32	20	85	11	0	5	112	0	12	71	0
Queue Length 95th (ft)	65	39	#188	24	32	17	179	28	32	118	17
Internal Link Dist (ft)		552		1080			629			723	
Turn Bay Length (ft)	300		215		230	200		300	160		160
Base Capacity (vph)	438	1217	371	1190	658	476	852	840	349	852	765
Starvation Cap Reductn	0	0	0	0	0	0	0	0	0	0	0
Spillback Cap Reductn	0	0	0	0	0	0	0	0	0	0	0
Storage Cap Reductn	0	0	0	0	0	0	0	0	0	0	0
Reduced v/c Ratio	0.31	0.21	0.80	0.09	0.33	0.06	0.56	0.29	0.18	0.38	0.10

Intersection Summary

95th percentile volume exceeds capacity, queue may be longer.
Queue shown is maximum after two cycles.

HCM 6th Signalized Intersection Summary
102: Dykes Rd & Stirling Rd

Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (veh/h)	116	153	67	254	89	186	25	407	207	53	282	66
Future Volume (veh/h)	116	153	67	254	89	186	25	407	207	53	282	66
Initial Q (Qb), veh	0	0	0	0	0	0	0	0	0	0	0	0
Ped-Bike Adj(A_pbT)	0.99		0.99	0.99		0.97	1.00		0.98	1.00		0.99
Parking Bus, Adj	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Work Zone On Approach		No			No			No			No	
Adj Sat Flow, veh/h/ln	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870
Adj Flow Rate, veh/h	135	178	78	295	103	216	29	473	241	62	328	77
Peak Hour Factor	0.86	0.86	0.86	0.86	0.86	0.86	0.86	0.86	0.86	0.86	0.86	0.86
Percent Heavy Veh, %	2	2	2	2	2	2	2	2	2	2	2	2
Cap, veh/h	464	817	343	445	1195	515	429	799	662	302	799	672
Arrive On Green	0.34	0.34	0.34	0.34	0.34	0.34	0.43	0.43	0.43	0.43	0.43	0.43
Sat Flow, veh/h	1054	2430	1021	1116	3554	1530	976	1870	1550	735	1870	1572
Grp Volume(v), veh/h	135	128	128	295	103	216	29	473	241	62	328	77
Grp Sat Flow(s),veh/h/ln	1054	1777	1674	1116	1777	1530	976	1870	1550	735	1870	1572
Q Serve(g_s), s	5.5	2.8	3.0	14.2	1.1	6.0	1.2	10.7	5.8	3.9	6.7	1.6
Cycle Q Clear(g_c), s	6.6	2.8	3.0	17.2	1.1	6.0	7.9	10.7	5.8	14.5	6.7	1.6
Prop In Lane	1.00		0.61	1.00		1.00	1.00		1.00	1.00		1.00
Lane Grp Cap(c), veh/h	464	598	563	445	1195	515	429	799	662	302	799	672
V/C Ratio(X)	0.29	0.21	0.23	0.66	0.09	0.42	0.07	0.59	0.36	0.21	0.41	0.11
Avail Cap(c_a), veh/h	474	614	578	445	1195	515	429	799	662	302	799	672
HCM Platoon Ratio	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Upstream Filter(I)	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Uniform Delay (d), s/veh	14.7	13.1	13.1	19.3	12.5	14.1	13.7	12.1	10.7	17.7	10.9	9.5
Incr Delay (d2), s/veh	0.1	0.1	0.1	3.0	0.0	0.2	0.3	3.2	1.5	1.5	1.6	0.3
Initial Q Delay(d3),s/veh	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
%ile BackOfQ(50%),veh/ln	1.1	0.9	0.9	3.3	0.4	1.7	0.3	4.4	2.0	0.7	2.7	0.5
Unsig. Movement Delay, s/veh												
LnGrp Delay(d),s/veh	14.9	13.1	13.2	22.3	12.5	14.3	14.0	15.3	12.2	19.2	12.5	9.8
LnGrp LOS	B	B	B	C	B	B	B	B	B	B	B	A
Approach Vol, veh/h		391			614			743			467	
Approach Delay, s/veh		13.7			17.8			14.2			12.9	
Approach LOS		B			B			B			B	

Timer - Assigned Phs	2	4	6	8
Phs Duration (G+Y+Rc), s	30.0	25.0	30.0	25.0
Change Period (Y+Rc), s	6.5	* 6.5	6.5	6.5
Max Green Setting (Gmax), s	23.5	* 19	23.5	18.5
Max Q Clear Time (g_c+I1), s	12.7	8.6	16.5	19.2
Green Ext Time (p_c), s	3.1	0.9	1.5	0.0

Intersection Summary	
HCM 6th Ctrl Delay	14.9
HCM 6th LOS	B

Notes

User approved pedestrian interval to be less than phase max green.

* HCM 6th computational engine requires equal clearance times for the phases crossing the barrier.

Intersection	
Int Delay, s/veh	0.5

Movement	WBL	WBR	NBT	NBR	SBL	SBT
Lane Configurations						
Traffic Vol, veh/h	10	16	706	3	6	364
Future Vol, veh/h	10	16	706	3	6	364
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Stop	Stop	Free	Free	Free	Free
RT Channelized	-	None	-	None	-	None
Storage Length	0	-	-	-	-	-
Veh in Median Storage, #	0	-	0	-	-	0
Grade, %	0	-	0	-	-	0
Peak Hour Factor	92	92	92	92	92	92
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	11	17	767	3	7	396

Major/Minor	Minor1		Major1		Major2	
Conflicting Flow All	1179	769	0	0	770	0
Stage 1	769	-	-	-	-	-
Stage 2	410	-	-	-	-	-
Critical Hdwy	6.42	6.22	-	-	4.12	-
Critical Hdwy Stg 1	5.42	-	-	-	-	-
Critical Hdwy Stg 2	5.42	-	-	-	-	-
Follow-up Hdwy	3.518	3.318	-	-	2.218	-
Pot Cap-1 Maneuver	211	401	-	-	844	-
Stage 1	457	-	-	-	-	-
Stage 2	670	-	-	-	-	-
Platoon blocked, %			-	-		-
Mov Cap-1 Maneuver	209	401	-	-	844	-
Mov Cap-2 Maneuver	209	-	-	-	-	-
Stage 1	452	-	-	-	-	-
Stage 2	670	-	-	-	-	-

Approach	WB	NB	SB
HCM Control Delay, s	18.4	0	0.2
HCM LOS	C		

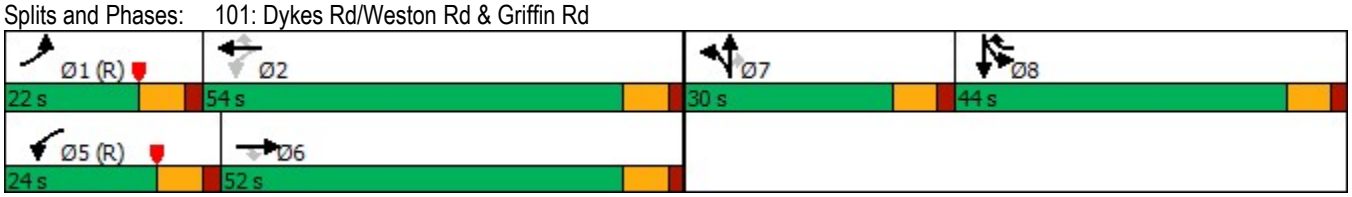
Minor Lane/Major Mvmt	NBT	NBR	WBLn1	SBL	SBT
Capacity (veh/h)	-	-	296	844	-
HCM Lane V/C Ratio	-	-	0.095	0.008	-
HCM Control Delay (s)	-	-	18.4	9.3	0
HCM Lane LOS	-	-	C	A	A
HCM 95th %tile Q(veh)	-	-	0.3	0	-

Timings
101: Dykes Rd/Weston Rd & Griffin Rd

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT
Lane Configurations											
Traffic Volume (vph)	260	781	104	239	1044	742	125	274	101	837	370
Future Volume (vph)	260	781	104	239	1044	742	125	274	101	837	370
Turn Type	Prot	NA	Perm	pm+pt	NA	pm+ov	Split	NA	Perm	Split	NA
Protected Phases	1	6		5	2	8	7	7		8	8
Permitted Phases			6	2		2			7		
Detector Phase	1	6	6	5	2	8	7	7	7	8	8
Switch Phase											
Minimum Initial (s)	5.0	12.0	12.0	4.0	12.0	12.0	12.0	12.0	12.0	12.0	12.0
Minimum Split (s)	22.0	38.0	38.0	19.0	25.0	42.0	24.0	24.0	24.0	42.0	42.0
Total Split (s)	22.0	52.0	52.0	24.0	54.0	44.0	30.0	30.0	30.0	44.0	44.0
Total Split (%)	14.7%	34.7%	34.7%	16.0%	36.0%	29.3%	20.0%	20.0%	20.0%	29.3%	29.3%
Yellow Time (s)	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0
All-Red Time (s)	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0
Lost Time Adjust (s)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Lost Time (s)	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0
Lead/Lag	Lead	Lag	Lag	Lead	Lag	Lag	Lead	Lead	Lead	Lag	Lag
Lead-Lag Optimize?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Recall Mode	C-Max	Max	Max	C-Max	Max	None	None	None	None	None	None
Act Effct Green (s)	15.0	45.0	45.0	64.0	47.0	89.7	17.3	17.3	17.3	42.7	42.7
Actuated g/C Ratio	0.10	0.30	0.30	0.43	0.31	0.60	0.12	0.12	0.12	0.28	0.28
v/c Ratio	0.82	0.79	0.20	0.94	1.01	0.82	0.66	0.72	0.37	0.94	0.92
Control Delay	85.0	54.7	4.5	74.8	80.8	19.9	78.4	74.2	8.5	70.4	62.4
Queue Delay	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Delay	85.0	54.7	4.5	74.8	80.8	19.9	78.4	74.2	8.5	70.4	62.4
LOS	F	D	A	E	F	B	E	E	A	E	E
Approach Delay		57.0			57.8			62.0			66.4
Approach LOS		E			E			E			E

Intersection Summary	
Cycle Length: 150	
Actuated Cycle Length: 150	
Offset: 98 (65%), Referenced to phase 1:EBL and 5:WBL, Start of Yellow	
Natural Cycle: 135	
Control Type: Actuated-Coordinated	
Maximum v/c Ratio: 1.01	
Intersection Signal Delay: 60.5	Intersection LOS: E
Intersection Capacity Utilization 92.0%	ICU Level of Service F
Analysis Period (min) 15	

Splits and Phases: 101: Dykes Rd/Weston Rd & Griffin Rd



Queues
101: Dykes Rd/Weston Rd & Griffin Rd

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT
Lane Group Flow (vph)	280	840	112	257	1123	798	134	295	109	810	832
v/c Ratio	0.82	0.79	0.20	0.94	1.01	0.82	0.66	0.72	0.37	0.94	0.92
Control Delay	85.0	54.7	4.5	74.8	80.8	19.9	78.4	74.2	8.5	70.4	62.4
Queue Delay	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Delay	85.0	54.7	4.5	74.8	80.8	19.9	78.4	74.2	8.5	70.4	62.4
Queue Length 50th (ft)	140	398	0	175	~594	243	128	149	0	449	422
Queue Length 95th (ft)	#211	481	33	#350	#746	424	194	194	37	#656	#623
Internal Link Dist (ft)		443			857			421			664
Turn Bay Length (ft)	300		300	425		700	180		390	300	
Base Capacity (vph)	343	1061	566	274	1108	978	271	542	353	866	907
Starvation Cap Reductn	0	0	0	0	0	0	0	0	0	0	0
Spillback Cap Reductn	0	0	0	0	0	0	0	0	0	0	0
Storage Cap Reductn	0	0	0	0	0	0	0	0	0	0	0
Reduced v/c Ratio	0.82	0.79	0.20	0.94	1.01	0.82	0.49	0.54	0.31	0.94	0.92

Intersection Summary

~ Volume exceeds capacity, queue is theoretically infinite.
Queue shown is maximum after two cycles.

95th percentile volume exceeds capacity, queue may be longer.
Queue shown is maximum after two cycles.

HCM Signalized Intersection Capacity Analysis
101: Dykes Rd/Weston Rd & Griffin Rd

Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (vph)	260	781	104	239	1044	742	125	274	101	837	370	320
Future Volume (vph)	260	781	104	239	1044	742	125	274	101	837	370	320
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Total Lost time (s)	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	
Lane Util. Factor	0.97	0.95	1.00	1.00	0.95	1.00	1.00	0.95	1.00	0.86	0.86	
Frt	1.00	1.00	0.85	1.00	1.00	0.85	1.00	1.00	0.85	1.00	0.94	
Flt Protected	0.95	1.00	1.00	0.95	1.00	1.00	0.95	1.00	1.00	0.95	0.99	
Satd. Flow (prot)	3433	3539	1583	1770	3539	1583	1770	3539	1583	3044	2989	
Flt Permitted	0.95	1.00	1.00	0.13	1.00	1.00	0.95	1.00	1.00	0.95	0.99	
Satd. Flow (perm)	3433	3539	1583	237	3539	1583	1770	3539	1583	3044	2989	
Peak-hour factor, PHF	0.93	0.93	0.93	0.93	0.93	0.93	0.93	0.93	0.93	0.93	0.93	0.93
Adj. Flow (vph)	280	840	112	257	1123	798	134	295	109	900	398	344
RTOR Reduction (vph)	0	0	78	0	0	32	0	0	96	0	56	0
Lane Group Flow (vph)	280	840	34	257	1123	766	134	295	13	810	776	0
Turn Type	Prot	NA	Perm	pm+pt	NA	pm+ov	Split	NA	Perm	Split	NA	
Protected Phases	1	6		5	2	8	7	7		8	8	
Permitted Phases			6	2		2			7			
Actuated Green, G (s)	15.0	45.0	45.0	64.0	47.0	89.7	17.3	17.3	17.3	42.7	42.7	
Effective Green, g (s)	15.0	45.0	45.0	64.0	47.0	89.7	17.3	17.3	17.3	42.7	42.7	
Actuated g/C Ratio	0.10	0.30	0.30	0.43	0.31	0.60	0.12	0.12	0.12	0.28	0.28	
Clearance Time (s)	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	
Vehicle Extension (s)	1.5	3.0	3.0	1.5	3.0	2.0	2.0	2.0	2.0	2.0	2.0	
Lane Grp Cap (vph)	343	1061	474	274	1108	946	204	408	182	866	850	
v/s Ratio Prot	0.08	0.24		c0.11	c0.32	0.23	0.08	c0.08		c0.27	0.26	
v/s Ratio Perm			0.02	0.29		0.25			0.01			
v/c Ratio	0.82	0.79	0.07	0.94	1.01	0.81	0.66	0.72	0.07	0.94	0.91	
Uniform Delay, d1	66.2	48.2	37.5	36.1	51.5	23.5	63.5	64.0	59.2	52.3	51.9	
Progression Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	
Incremental Delay, d2	19.0	6.1	0.3	40.5	30.4	4.9	5.7	5.3	0.1	16.7	13.8	
Delay (s)	85.1	54.3	37.8	76.6	81.9	28.4	69.2	69.3	59.2	69.0	65.7	
Level of Service	F	D	D	E	F	C	E	E	E	E	E	
Approach Delay (s)		59.8			61.7			67.3			67.3	
Approach LOS		E			E			E			E	

Intersection Summary			
HCM 2000 Control Delay	63.5	HCM 2000 Level of Service	E
HCM 2000 Volume to Capacity ratio	0.95		
Actuated Cycle Length (s)	150.0	Sum of lost time (s)	28.0
Intersection Capacity Utilization	92.0%	ICU Level of Service	F
Analysis Period (min)	15		

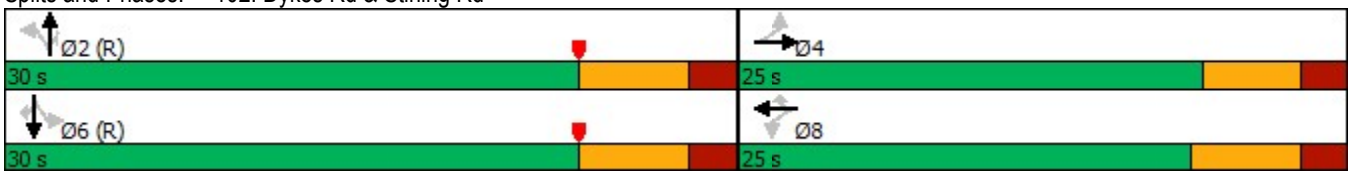
c Critical Lane Group

HCM 6th Edition methodology expects strict NEMA phasing.

Lane Group	EBL	EBT	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations											
Traffic Volume (vph)	32	74	253	67	74	63	336	212	73	488	29
Future Volume (vph)	32	74	253	67	74	63	336	212	73	488	29
Turn Type	Perm	NA	Perm	NA	Perm	Perm	NA	Perm	Perm	NA	Perm
Protected Phases		4		8			2			6	
Permitted Phases	4		8		8	2		2	6		6
Detector Phase	4	4	8	8	8	2	2	2	6	6	6
Switch Phase											
Minimum Initial (s)	6.0	6.0	6.0	6.0	6.0	10.0	10.0	10.0	10.0	10.0	10.0
Minimum Split (s)	25.0	25.0	25.0	25.0	25.0	30.0	30.0	30.0	30.0	30.0	30.0
Total Split (s)	25.0	25.0	25.0	25.0	25.0	30.0	30.0	30.0	30.0	30.0	30.0
Total Split (%)	45.5%	45.5%	45.5%	45.5%	45.5%	54.5%	54.5%	54.5%	54.5%	54.5%	54.5%
Yellow Time (s)	4.0	4.0	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5
All-Red Time (s)	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0
Lost Time Adjust (s)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Lost Time (s)	6.0	6.0	6.5	6.5	6.5	6.5	6.5	6.5	6.5	6.5	6.5
Lead/Lag											
Lead-Lag Optimize?											
Recall Mode	None	None	None	None	None	C-Max	C-Max	C-Max	C-Max	C-Max	C-Max
Act Effct Green (s)	15.8	15.8	15.3	15.3	15.3	26.7	26.7	26.7	26.7	26.7	26.7
Actuated g/C Ratio	0.29	0.29	0.28	0.28	0.28	0.49	0.49	0.49	0.49	0.49	0.49
v/c Ratio	0.09	0.13	0.79	0.07	0.16	0.20	0.40	0.26	0.17	0.59	0.04
Control Delay	13.3	9.2	35.4	13.3	4.7	11.6	11.8	2.6	10.6	14.6	1.2
Queue Delay	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Delay	13.3	9.2	35.4	13.3	4.7	11.6	11.8	2.6	10.6	14.6	1.2
LOS	B	A	D	B	A	B	B	A	B	B	A
Approach Delay		10.1		25.9			8.6			13.4	
Approach LOS		B		C			A			B	

Intersection Summary	
Cycle Length: 55	
Actuated Cycle Length: 55	
Offset: 0 (0%), Referenced to phase 2:NBTL and 6:SBTL, Start of Yellow	
Natural Cycle: 55	
Control Type: Actuated-Coordinated	
Maximum v/c Ratio: 0.79	
Intersection Signal Delay: 14.3	Intersection LOS: B
Intersection Capacity Utilization 71.0%	ICU Level of Service C
Analysis Period (min) 15	

Splits and Phases: 102: Dykes Rd & Stirling Rd



Queues
102: Dykes Rd & Stirling Rd

Lane Group	EBL	EBT	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Group Flow (vph)	35	125	275	73	80	68	365	230	79	530	32
v/c Ratio	0.09	0.13	0.79	0.07	0.16	0.20	0.40	0.26	0.17	0.59	0.04
Control Delay	13.3	9.2	35.4	13.3	4.7	11.6	11.8	2.6	10.6	14.6	1.2
Queue Delay	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Delay	13.3	9.2	35.4	13.3	4.7	11.6	11.8	2.6	10.6	14.6	1.2
Queue Length 50th (ft)	8	9	80	8	0	12	74	0	14	121	0
Queue Length 95th (ft)	23	23	#167	19	22	37	141	31	38	224	5
Internal Link Dist (ft)		552		1080			629			723	
Turn Bay Length (ft)	300		215		230	200		300	160		160
Base Capacity (vph)	454	1186	421	1190	585	338	905	887	478	905	804
Starvation Cap Reductn	0	0	0	0	0	0	0	0	0	0	0
Spillback Cap Reductn	0	0	0	0	0	0	0	0	0	0	0
Storage Cap Reductn	0	0	0	0	0	0	0	0	0	0	0
Reduced v/c Ratio	0.08	0.11	0.65	0.06	0.14	0.20	0.40	0.26	0.17	0.59	0.04

Intersection Summary

95th percentile volume exceeds capacity, queue may be longer.
Queue shown is maximum after two cycles.

HCM 6th Signalized Intersection Summary
102: Dykes Rd & Stirling Rd

Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (veh/h)	32	74	41	253	67	74	63	336	212	73	488	29
Future Volume (veh/h)	32	74	41	253	67	74	63	336	212	73	488	29
Initial Q (Qb), veh	0	0	0	0	0	0	0	0	0	0	0	0
Ped-Bike Adj(A_pbT)	1.00		1.00	1.00		1.00	1.00		1.00	1.00		1.00
Parking Bus, Adj	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Work Zone On Approach		No			No			No			No	
Adj Sat Flow, veh/h/ln	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870
Adj Flow Rate, veh/h	35	80	45	275	73	80	68	365	230	79	530	32
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92
Percent Heavy Veh, %	2	2	2	2	2	2	2	2	2	2	2	2
Cap, veh/h	457	629	330	448	992	443	369	906	768	427	906	768
Arrive On Green	0.28	0.28	0.28	0.28	0.28	0.28	0.48	0.48	0.48	0.48	0.48	0.48
Sat Flow, veh/h	1234	2253	1181	1266	3554	1585	848	1870	1585	823	1870	1585
Grp Volume(v), veh/h	35	62	63	275	73	80	68	365	230	79	530	32
Grp Sat Flow(s),veh/h/ln	1234	1777	1658	1266	1777	1585	848	1870	1585	823	1870	1585
Q Serve(g_s), s	1.2	1.4	1.6	11.4	0.8	2.1	3.4	6.9	4.8	3.7	11.2	0.6
Cycle Q Clear(g_c), s	2.0	1.4	1.6	13.0	0.8	2.1	14.7	6.9	4.8	10.6	11.2	0.6
Prop In Lane	1.00		0.71	1.00		1.00	1.00		1.00	1.00		1.00
Lane Grp Cap(c), veh/h	457	496	463	448	992	443	369	906	768	427	906	768
V/C Ratio(X)	0.08	0.12	0.14	0.61	0.07	0.18	0.18	0.40	0.30	0.19	0.58	0.04
Avail Cap(c_a), veh/h	539	614	573	521	1195	533	369	906	768	427	906	768
HCM Platoon Ratio	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Upstream Filter(I)	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Uniform Delay (d), s/veh	15.3	14.8	14.9	19.7	14.6	15.0	15.5	9.1	8.5	12.5	10.2	7.5
Incr Delay (d2), s/veh	0.0	0.0	0.0	0.8	0.0	0.1	1.1	1.3	1.0	1.0	2.8	0.1
Initial Q Delay(d3),s/veh	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
%ile BackOfQ(50%),veh/ln	0.3	0.5	0.5	2.9	0.3	0.6	0.7	2.6	1.6	0.7	4.4	0.2
Unsig. Movement Delay, s/veh												
LnGrp Delay(d),s/veh	15.4	14.8	14.9	20.6	14.6	15.1	16.6	10.4	9.5	13.4	13.0	7.6
LnGrp LOS	B	B	B	C	B	B	B	B	A	B	B	A
Approach Vol, veh/h		160			428			663			641	
Approach Delay, s/veh		15.0			18.5			10.7			12.7	
Approach LOS		B			B			B			B	

Timer - Assigned Phs		2		4		6		8				
Phs Duration (G+Y+Rc), s		33.1		21.9		33.1		21.9				
Change Period (Y+Rc), s		6.5		* 6.5		6.5		6.5				
Max Green Setting (Gmax), s		23.5		* 19		23.5		18.5				
Max Q Clear Time (g_c+I1), s		16.7		4.0		13.2		15.0				
Green Ext Time (p_c), s		2.0		0.3		3.0		0.3				

Intersection Summary	
HCM 6th Ctrl Delay	13.5
HCM 6th LOS	B

Notes

User approved pedestrian interval to be less than phase max green.

* HCM 6th computational engine requires equal clearance times for the phases crossing the barrier.

Timings
101: Dykes Rd/Weston Rd & Griffin Rd

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT
Lane Configurations											
Traffic Volume (vph)	273	819	109	251	1095	777	131	287	106	878	388
Future Volume (vph)	273	819	109	251	1095	777	131	287	106	878	388
Turn Type	Prot	NA	Perm	pm+pt	NA	pm+ov	Split	NA	Perm	Split	NA
Protected Phases	1	6		5	2	8	7	7		8	8
Permitted Phases			6	2		2			7		
Detector Phase	1	6	6	5	2	8	7	7	7	8	8
Switch Phase											
Minimum Initial (s)	5.0	12.0	12.0	4.0	12.0	12.0	12.0	12.0	12.0	12.0	12.0
Minimum Split (s)	22.0	38.0	38.0	19.0	25.0	42.0	24.0	24.0	24.0	42.0	42.0
Total Split (s)	22.0	52.0	52.0	24.0	54.0	44.0	30.0	30.0	30.0	44.0	44.0
Total Split (%)	14.7%	34.7%	34.7%	16.0%	36.0%	29.3%	20.0%	20.0%	20.0%	29.3%	29.3%
Yellow Time (s)	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0
All-Red Time (s)	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0
Lost Time Adjust (s)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Lost Time (s)	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0
Lead/Lag	Lead	Lag	Lag	Lead	Lag	Lag	Lead	Lead	Lead	Lag	Lag
Lead-Lag Optimize?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Recall Mode	C-Max	Max	Max	C-Max	Max	None	None	None	None	None	None
Act Effct Green (s)	15.0	45.0	45.0	64.0	47.0	89.2	17.8	17.8	17.8	42.2	42.2
Actuated g/C Ratio	0.10	0.30	0.30	0.43	0.31	0.59	0.12	0.12	0.12	0.28	0.28
v/c Ratio	0.86	0.83	0.21	1.03	1.06	0.86	0.67	0.74	0.38	0.99	0.97
Control Delay	89.3	56.9	5.2	102.0	93.8	23.3	78.8	74.4	9.4	82.0	71.7
Queue Delay	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Delay	89.3	56.9	5.2	102.0	93.8	23.3	78.8	74.4	9.4	82.0	71.7
LOS	F	E	A	F	F	C	E	E	A	F	E
Approach Delay		59.6			69.0			62.4			76.8
Approach LOS		E			E			E			E

Intersection Summary	
Cycle Length: 150	
Actuated Cycle Length: 150	
Offset: 98 (65%), Referenced to phase 1:EBL and 5:WBL, Start of Yellow	
Natural Cycle: 145	
Control Type: Actuated-Coordinated	
Maximum v/c Ratio: 1.06	
Intersection Signal Delay: 68.6	Intersection LOS: E
Intersection Capacity Utilization 94.9%	ICU Level of Service F
Analysis Period (min) 15	

Splits and Phases: 101: Dykes Rd/Weston Rd & Griffin Rd

Queues
101: Dykes Rd/Weston Rd & Griffin Rd

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT
Lane Group Flow (vph)	294	881	117	270	1177	835	141	309	114	850	872
v/c Ratio	0.86	0.83	0.21	1.03	1.06	0.86	0.67	0.74	0.38	0.99	0.97
Control Delay	89.3	56.9	5.2	102.0	93.8	23.3	78.8	74.4	9.4	82.0	71.7
Queue Delay	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Delay	89.3	56.9	5.2	102.0	93.8	23.3	78.8	74.4	9.4	82.0	71.7
Queue Length 50th (ft)	148	424	0	~216	~664	275	135	156	0	483	455
Queue Length 95th (ft)	#227	510	38	#405	#804	#579	204	202	43	#709	#675
Internal Link Dist (ft)		443			857			421			664
Turn Bay Length (ft)	300		300	425		700	180		390	300	
Base Capacity (vph)	343	1061	566	262	1108	973	271	542	353	856	898
Starvation Cap Reductn	0	0	0	0	0	0	0	0	0	0	0
Spillback Cap Reductn	0	0	0	0	0	0	0	0	0	0	0
Storage Cap Reductn	0	0	0	0	0	0	0	0	0	0	0
Reduced v/c Ratio	0.86	0.83	0.21	1.03	1.06	0.86	0.52	0.57	0.32	0.99	0.97

Intersection Summary

~ Volume exceeds capacity, queue is theoretically infinite.
Queue shown is maximum after two cycles.

95th percentile volume exceeds capacity, queue may be longer.
Queue shown is maximum after two cycles.

Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (vph)	273	819	109	251	1095	777	131	287	106	878	388	336
Future Volume (vph)	273	819	109	251	1095	777	131	287	106	878	388	336
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Total Lost time (s)	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	
Lane Util. Factor	0.97	0.95	1.00	1.00	0.95	1.00	1.00	0.95	1.00	0.86	0.86	
Frt	1.00	1.00	0.85	1.00	1.00	0.85	1.00	1.00	0.85	1.00	0.94	
Flt Protected	0.95	1.00	1.00	0.95	1.00	1.00	0.95	1.00	1.00	0.95	0.99	
Satd. Flow (prot)	3433	3539	1583	1770	3539	1583	1770	3539	1583	3044	2989	
Flt Permitted	0.95	1.00	1.00	0.11	1.00	1.00	0.95	1.00	1.00	0.95	0.99	
Satd. Flow (perm)	3433	3539	1583	199	3539	1583	1770	3539	1583	3044	2989	
Peak-hour factor, PHF	0.93	0.93	0.93	0.93	0.93	0.93	0.93	0.93	0.93	0.93	0.93	0.93
Adj. Flow (vph)	294	881	117	270	1177	835	141	309	114	944	417	361
RTOR Reduction (vph)	0	0	82	0	0	32	0	0	100	0	57	0
Lane Group Flow (vph)	294	881	35	270	1177	803	141	309	14	850	815	0
Turn Type	Prot	NA	Perm	pm+pt	NA	pm+ov	Split	NA	Perm	Split	NA	
Protected Phases	1	6		5	2	8	7	7		8	8	
Permitted Phases			6	2		2			7			
Actuated Green, G (s)	15.0	45.0	45.0	64.0	47.0	89.2	17.8	17.8	17.8	42.2	42.2	
Effective Green, g (s)	15.0	45.0	45.0	64.0	47.0	89.2	17.8	17.8	17.8	42.2	42.2	
Actuated g/C Ratio	0.10	0.30	0.30	0.43	0.31	0.59	0.12	0.12	0.12	0.28	0.28	
Clearance Time (s)	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	
Vehicle Extension (s)	1.5	3.0	3.0	1.5	3.0	2.0	2.0	2.0	2.0	2.0	2.0	
Lane Grp Cap (vph)	343	1061	474	262	1108	941	210	419	187	856	840	
v/s Ratio Prot	0.09	0.25		c0.12	c0.33	0.24	0.08	c0.09		c0.28	0.27	
v/s Ratio Perm			0.02	0.32		0.27			0.01			
v/c Ratio	0.86	0.83	0.07	1.03	1.06	0.85	0.67	0.74	0.07	0.99	0.97	
Uniform Delay, d1	66.4	48.9	37.6	42.1	51.5	25.0	63.3	63.8	58.8	53.8	53.3	
Progression Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	
Incremental Delay, d2	23.2	7.6	0.3	63.7	45.2	7.3	6.5	5.8	0.1	28.8	23.8	
Delay (s)	89.6	56.5	37.9	105.9	96.7	32.3	69.8	69.6	58.8	82.6	77.1	
Level of Service	F	E	D	F	F	C	E	E	E	F	E	
Approach Delay (s)		62.3			74.2			67.5			79.8	
Approach LOS		E			E			E			E	

Intersection Summary			
HCM 2000 Control Delay	72.6	HCM 2000 Level of Service	E
HCM 2000 Volume to Capacity ratio	1.00		
Actuated Cycle Length (s)	150.0	Sum of lost time (s)	28.0
Intersection Capacity Utilization	94.9%	ICU Level of Service	F
Analysis Period (min)	15		

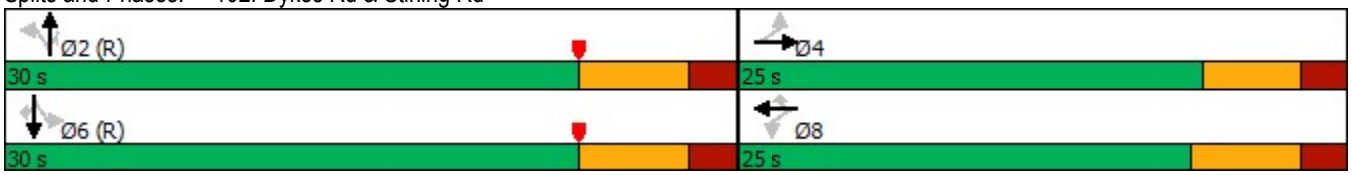
c Critical Lane Group

HCM 6th Edition methodology expects strict NEMA phasing.

Lane Group	EBL	EBT	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations											
Traffic Volume (vph)	34	77	265	70	77	67	352	222	76	511	31
Future Volume (vph)	34	77	265	70	77	67	352	222	76	511	31
Turn Type	Perm	NA	Perm	NA	Perm	Perm	NA	Perm	Perm	NA	Perm
Protected Phases		4		8			2			6	
Permitted Phases	4		8		8	2		2	6		6
Detector Phase	4	4	8	8	8	2	2	2	6	6	6
Switch Phase											
Minimum Initial (s)	6.0	6.0	6.0	6.0	6.0	10.0	10.0	10.0	10.0	10.0	10.0
Minimum Split (s)	25.0	25.0	25.0	25.0	25.0	30.0	30.0	30.0	30.0	30.0	30.0
Total Split (s)	25.0	25.0	25.0	25.0	25.0	30.0	30.0	30.0	30.0	30.0	30.0
Total Split (%)	45.5%	45.5%	45.5%	45.5%	45.5%	54.5%	54.5%	54.5%	54.5%	54.5%	54.5%
Yellow Time (s)	4.0	4.0	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5
All-Red Time (s)	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0
Lost Time Adjust (s)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Lost Time (s)	6.0	6.0	6.5	6.5	6.5	6.5	6.5	6.5	6.5	6.5	6.5
Lead/Lag											
Lead-Lag Optimize?											
Recall Mode	None	None	None	None	None	C-Max	C-Max	C-Max	C-Max	C-Max	C-Max
Act Effct Green (s)	16.2	16.2	15.7	15.7	15.7	26.3	26.3	26.3	26.3	26.3	26.3
Actuated g/C Ratio	0.29	0.29	0.29	0.29	0.29	0.48	0.48	0.48	0.48	0.48	0.48
v/c Ratio	0.10	0.13	0.81	0.08	0.16	0.24	0.43	0.27	0.18	0.62	0.04
Control Delay	13.3	9.1	37.1	13.1	4.7	12.5	12.3	2.6	11.0	15.6	1.3
Queue Delay	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Delay	13.3	9.1	37.1	13.1	4.7	12.5	12.3	2.6	11.0	15.6	1.3
LOS	B	A	D	B	A	B	B	A	B	B	A
Approach Delay		10.0		27.0			9.0			14.3	
Approach LOS		B		C			A			B	

Intersection Summary	
Cycle Length: 55	
Actuated Cycle Length: 55	
Offset: 0 (0%), Referenced to phase 2:NBTL and 6:SBTL, Start of Yellow	
Natural Cycle: 60	
Control Type: Actuated-Coordinated	
Maximum v/c Ratio: 0.81	
Intersection Signal Delay: 14.9	Intersection LOS: B
Intersection Capacity Utilization 72.8%	ICU Level of Service C
Analysis Period (min) 15	

Splits and Phases: 102: Dykes Rd & Stirling Rd



Queues
102: Dykes Rd & Stirling Rd

Lane Group	EBL	EBT	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Group Flow (vph)	37	131	288	76	84	73	383	241	83	555	34
v/c Ratio	0.10	0.13	0.81	0.08	0.16	0.24	0.43	0.27	0.18	0.62	0.04
Control Delay	13.3	9.1	37.1	13.1	4.7	12.5	12.3	2.6	11.0	15.6	1.3
Queue Delay	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Delay	13.3	9.1	37.1	13.1	4.7	12.5	12.3	2.6	11.0	15.6	1.3
Queue Length 50th (ft)	8	10	83	8	0	14	82	0	15	134	0
Queue Length 95th (ft)	24	24	#180	20	23	40	149	32	40	239	6
Internal Link Dist (ft)		552		1080			629			723	
Turn Bay Length (ft)	300		215		230	200		300	160		160
Base Capacity (vph)	453	1187	419	1190	588	309	891	883	453	891	793
Starvation Cap Reductn	0	0	0	0	0	0	0	0	0	0	0
Spillback Cap Reductn	0	0	0	0	0	0	0	0	0	0	0
Storage Cap Reductn	0	0	0	0	0	0	0	0	0	0	0
Reduced v/c Ratio	0.08	0.11	0.69	0.06	0.14	0.24	0.43	0.27	0.18	0.62	0.04

Intersection Summary

95th percentile volume exceeds capacity, queue may be longer.
Queue shown is maximum after two cycles.

HCM 6th Signalized Intersection Summary
102: Dykes Rd & Stirling Rd

Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (veh/h)	34	77	43	265	70	77	67	352	222	76	511	31
Future Volume (veh/h)	34	77	43	265	70	77	67	352	222	76	511	31
Initial Q (Qb), veh	0	0	0	0	0	0	0	0	0	0	0	0
Ped-Bike Adj(A_pbT)	1.00		1.00	1.00		1.00	1.00		1.00	1.00		1.00
Parking Bus, Adj	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Work Zone On Approach		No			No			No			No	
Adj Sat Flow, veh/h/ln	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870
Adj Flow Rate, veh/h	37	84	47	288	76	84	73	383	241	83	555	34
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92
Percent Heavy Veh, %	2	2	2	2	2	2	2	2	2	2	2	2
Cap, veh/h	468	656	343	460	1033	461	338	885	750	401	885	750
Arrive On Green	0.29	0.29	0.29	0.29	0.29	0.29	0.47	0.47	0.47	0.47	0.47	0.47
Sat Flow, veh/h	1226	2257	1178	1259	3554	1585	827	1870	1585	801	1870	1585
Grp Volume(v), veh/h	37	65	66	288	76	84	73	383	241	83	555	34
Grp Sat Flow(s),veh/h/ln	1226	1777	1658	1259	1777	1585	827	1870	1585	801	1870	1585
Q Serve(g_s), s	1.2	1.5	1.6	12.1	0.9	2.2	4.0	7.5	5.2	4.2	12.2	0.6
Cycle Q Clear(g_c), s	2.1	1.5	1.6	13.7	0.9	2.2	16.2	7.5	5.2	11.7	12.2	0.6
Prop In Lane	1.00		0.71	1.00		1.00	1.00		1.00	1.00		1.00
Lane Grp Cap(c), veh/h	468	516	482	460	1033	461	338	885	750	401	885	750
V/C Ratio(X)	0.08	0.13	0.14	0.63	0.07	0.18	0.22	0.43	0.32	0.21	0.63	0.05
Avail Cap(c_a), veh/h	536	614	573	517	1195	533	338	885	750	401	885	750
HCM Platoon Ratio	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Upstream Filter(I)	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Uniform Delay (d), s/veh	14.9	14.4	14.4	19.5	14.1	14.6	16.9	9.6	9.0	13.5	10.9	7.8
Incr Delay (d2), s/veh	0.0	0.0	0.0	1.2	0.0	0.1	1.5	1.5	1.1	1.2	3.4	0.1
Initial Q Delay(d3),s/veh	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
%ile BackOfQ(50%),veh/ln	0.3	0.5	0.5	3.0	0.3	0.7	0.8	2.9	1.7	0.8	4.9	0.2
Unsig. Movement Delay, s/veh												
LnGrp Delay(d),s/veh	14.9	14.4	14.5	20.7	14.1	14.7	18.4	11.2	10.1	14.6	14.2	7.9
LnGrp LOS	B	B	B	C	B	B	B	B	B	B	B	A
Approach Vol, veh/h		168			448			697			672	
Approach Delay, s/veh		14.5			18.4			11.6			14.0	
Approach LOS		B			B			B			B	

Timer - Assigned Phs		2		4		6		8				
Phs Duration (G+Y+Rc), s		32.5		22.5		32.5		22.5				
Change Period (Y+Rc), s		6.5		* 6.5		6.5		6.5				
Max Green Setting (Gmax), s		23.5		* 19		23.5		18.5				
Max Q Clear Time (g_c+I1), s		18.2		4.1		14.2		15.7				
Green Ext Time (p_c), s		1.8		0.4		2.9		0.3				

Intersection Summary	
HCM 6th Ctrl Delay	14.2
HCM 6th LOS	B

Notes

User approved pedestrian interval to be less than phase max green.

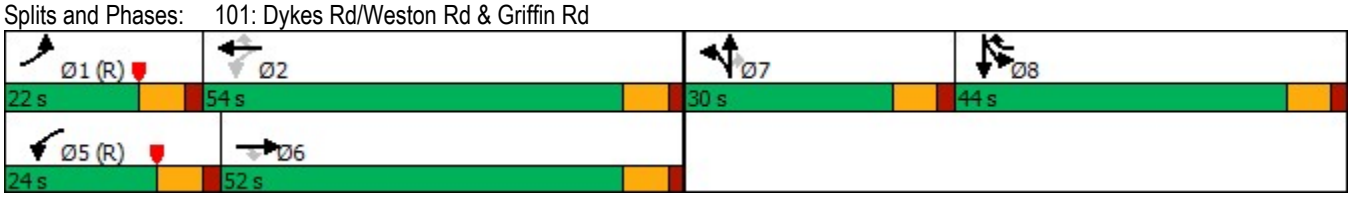
* HCM 6th computational engine requires equal clearance times for the phases crossing the barrier.

Timings
101: Dykes Rd/Weston Rd & Griffin Rd

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT
Lane Configurations											
Traffic Volume (vph)	273	819	111	257	1095	777	133	292	109	878	397
Future Volume (vph)	273	819	111	257	1095	777	133	292	109	878	397
Turn Type	Prot	NA	Perm	pm+pt	NA	pm+ov	Split	NA	Perm	Split	NA
Protected Phases	1	6		5	2	8	7	7		8	8
Permitted Phases			6	2		2			7		
Detector Phase	1	6	6	5	2	8	7	7	7	8	8
Switch Phase											
Minimum Initial (s)	5.0	12.0	12.0	4.0	12.0	12.0	12.0	12.0	12.0	12.0	12.0
Minimum Split (s)	22.0	38.0	38.0	19.0	25.0	42.0	24.0	24.0	24.0	42.0	42.0
Total Split (s)	22.0	52.0	52.0	24.0	54.0	44.0	30.0	30.0	30.0	44.0	44.0
Total Split (%)	14.7%	34.7%	34.7%	16.0%	36.0%	29.3%	20.0%	20.0%	20.0%	29.3%	29.3%
Yellow Time (s)	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0
All-Red Time (s)	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0
Lost Time Adjust (s)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Lost Time (s)	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0
Lead/Lag	Lead	Lag	Lag	Lead	Lag	Lag	Lead	Lead	Lead	Lag	Lag
Lead-Lag Optimize?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Recall Mode	C-Max	Max	Max	C-Max	Max	None	None	None	None	None	None
Act Effct Green (s)	15.0	45.0	45.0	64.0	47.0	89.1	17.9	17.9	17.9	42.1	42.1
Actuated g/C Ratio	0.10	0.30	0.30	0.43	0.31	0.59	0.12	0.12	0.12	0.28	0.28
v/c Ratio	0.86	0.83	0.21	1.05	1.06	0.86	0.68	0.74	0.38	1.00	0.99
Control Delay	89.3	56.9	5.5	108.1	93.8	23.5	78.8	74.5	10.2	83.1	75.5
Queue Delay	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Delay	89.3	56.9	5.5	108.1	93.8	23.5	78.8	74.5	10.2	83.1	75.5
LOS	F	E	A	F	F	C	E	E	B	F	E
Approach Delay		59.5			69.9			62.5			79.2
Approach LOS		E			E			E			E

Intersection Summary	
Cycle Length: 150	
Actuated Cycle Length: 150	
Offset: 98 (65%), Referenced to phase 1:EBL and 5:WBL, Start of Yellow	
Natural Cycle: 145	
Control Type: Actuated-Coordinated	
Maximum v/c Ratio: 1.06	
Intersection Signal Delay: 69.6	Intersection LOS: E
Intersection Capacity Utilization 95.0%	ICU Level of Service F
Analysis Period (min) 15	

Splits and Phases: 101: Dykes Rd/Weston Rd & Griffin Rd



Queues
101: Dykes Rd/Weston Rd & Griffin Rd

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT
Lane Group Flow (vph)	294	881	119	276	1177	835	143	314	117	850	882
v/c Ratio	0.86	0.83	0.21	1.05	1.06	0.86	0.68	0.74	0.38	1.00	0.99
Control Delay	89.3	56.9	5.5	108.1	93.8	23.5	78.8	74.5	10.2	83.1	75.5
Queue Delay	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Delay	89.3	56.9	5.5	108.1	93.8	23.5	78.8	74.5	10.2	83.1	75.5
Queue Length 50th (ft)	148	424	0	~229	~664	277	137	158	0	483	466
Queue Length 95th (ft)	#227	510	39	#420	#804	#579	206	205	46	#709	#689
Internal Link Dist (ft)		443			857			421			664
Turn Bay Length (ft)	300		300	425		700	180		390	300	
Base Capacity (vph)	343	1061	566	262	1108	972	271	542	353	853	893
Starvation Cap Reductn	0	0	0	0	0	0	0	0	0	0	0
Spillback Cap Reductn	0	0	0	0	0	0	0	0	0	0	0
Storage Cap Reductn	0	0	0	0	0	0	0	0	0	0	0
Reduced v/c Ratio	0.86	0.83	0.21	1.05	1.06	0.86	0.53	0.58	0.33	1.00	0.99

Intersection Summary

~ Volume exceeds capacity, queue is theoretically infinite.
Queue shown is maximum after two cycles.

95th percentile volume exceeds capacity, queue may be longer.
Queue shown is maximum after two cycles.

HCM Signalized Intersection Capacity Analysis
101: Dykes Rd/Weston Rd & Griffin Rd

Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (vph)	273	819	111	257	1095	777	133	292	109	878	397	336
Future Volume (vph)	273	819	111	257	1095	777	133	292	109	878	397	336
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Total Lost time (s)	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	
Lane Util. Factor	0.97	0.95	1.00	1.00	0.95	1.00	1.00	0.95	1.00	0.86	0.86	
Frt	1.00	1.00	0.85	1.00	1.00	0.85	1.00	1.00	0.85	1.00	0.94	
Flt Protected	0.95	1.00	1.00	0.95	1.00	1.00	0.95	1.00	1.00	0.95	0.99	
Satd. Flow (prot)	3433	3539	1583	1770	3539	1583	1770	3539	1583	3044	2991	
Flt Permitted	0.95	1.00	1.00	0.11	1.00	1.00	0.95	1.00	1.00	0.95	0.99	
Satd. Flow (perm)	3433	3539	1583	199	3539	1583	1770	3539	1583	3044	2991	
Peak-hour factor, PHF	0.93	0.93	0.93	0.93	0.93	0.93	0.93	0.93	0.93	0.93	0.93	0.93
Adj. Flow (vph)	294	881	119	276	1177	835	143	314	117	944	427	361
RTOR Reduction (vph)	0	0	83	0	0	32	0	0	103	0	55	0
Lane Group Flow (vph)	294	881	36	276	1177	803	143	314	14	850	827	0
Turn Type	Prot	NA	Perm	pm+pt	NA	pm+ov	Split	NA	Perm	Split	NA	
Protected Phases	1	6		5	2	8	7	7		8	8	
Permitted Phases			6	2		2			7			
Actuated Green, G (s)	15.0	45.0	45.0	64.0	47.0	89.1	17.9	17.9	17.9	42.1	42.1	
Effective Green, g (s)	15.0	45.0	45.0	64.0	47.0	89.1	17.9	17.9	17.9	42.1	42.1	
Actuated g/C Ratio	0.10	0.30	0.30	0.43	0.31	0.59	0.12	0.12	0.12	0.28	0.28	
Clearance Time (s)	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	
Vehicle Extension (s)	1.5	3.0	3.0	1.5	3.0	2.0	2.0	2.0	2.0	2.0	2.0	
Lane Grp Cap (vph)	343	1061	474	262	1108	940	211	422	188	854	839	
v/s Ratio Prot	0.09	0.25		c0.12	c0.33	0.24	0.08	c0.09		c0.28	0.28	
v/s Ratio Perm			0.02	0.33		0.27			0.01			
v/c Ratio	0.86	0.83	0.08	1.05	1.06	0.85	0.68	0.74	0.07	1.00	0.99	
Uniform Delay, d1	66.4	48.9	37.6	42.1	51.5	25.1	63.3	63.8	58.7	53.9	53.7	
Progression Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	
Incremental Delay, d2	23.2	7.6	0.3	70.3	45.2	7.3	6.6	6.1	0.1	29.4	27.3	
Delay (s)	89.6	56.5	37.9	112.5	96.7	32.4	69.9	70.0	58.7	83.3	81.0	
Level of Service	F	E	D	F	F	C	E	E	E	F	F	
Approach Delay (s)		62.3			75.1			67.7			82.1	
Approach LOS		E			E			E			F	

Intersection Summary			
HCM 2000 Control Delay	73.6	HCM 2000 Level of Service	E
HCM 2000 Volume to Capacity ratio	1.01		
Actuated Cycle Length (s)	150.0	Sum of lost time (s)	28.0
Intersection Capacity Utilization	95.0%	ICU Level of Service	F
Analysis Period (min)	15		

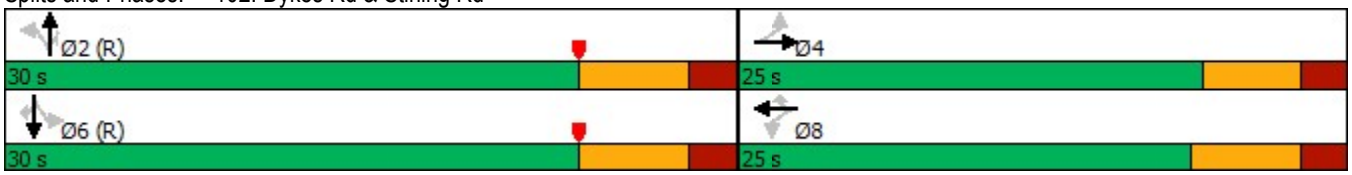
c Critical Lane Group

HCM 6th Edition methodology expects strict NEMA phasing.

Lane Group	EBL	EBT	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations											
Traffic Volume (vph)	35	77	265	70	79	67	360	222	77	516	31
Future Volume (vph)	35	77	265	70	79	67	360	222	77	516	31
Turn Type	Perm	NA	Perm	NA	Perm	Perm	NA	Perm	Perm	NA	Perm
Protected Phases		4		8			2			6	
Permitted Phases	4		8		8	2		2	6		6
Detector Phase	4	4	8	8	8	2	2	2	6	6	6
Switch Phase											
Minimum Initial (s)	6.0	6.0	6.0	6.0	6.0	10.0	10.0	10.0	10.0	10.0	10.0
Minimum Split (s)	25.0	25.0	25.0	25.0	25.0	30.0	30.0	30.0	30.0	30.0	30.0
Total Split (s)	25.0	25.0	25.0	25.0	25.0	30.0	30.0	30.0	30.0	30.0	30.0
Total Split (%)	45.5%	45.5%	45.5%	45.5%	45.5%	54.5%	54.5%	54.5%	54.5%	54.5%	54.5%
Yellow Time (s)	4.0	4.0	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5
All-Red Time (s)	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0
Lost Time Adjust (s)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Lost Time (s)	6.0	6.0	6.5	6.5	6.5	6.5	6.5	6.5	6.5	6.5	6.5
Lead/Lag											
Lead-Lag Optimize?											
Recall Mode	None	None	None	None	None	C-Max	C-Max	C-Max	C-Max	C-Max	C-Max
Act Effct Green (s)	16.2	16.2	15.7	15.7	15.7	26.3	26.3	26.3	26.3	26.3	26.3
Actuated g/C Ratio	0.29	0.29	0.29	0.29	0.29	0.48	0.48	0.48	0.48	0.48	0.48
v/c Ratio	0.10	0.13	0.81	0.08	0.17	0.24	0.44	0.27	0.19	0.63	0.04
Control Delay	13.3	9.1	37.1	13.1	4.6	12.6	12.4	2.6	11.0	15.9	1.3
Queue Delay	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Delay	13.3	9.1	37.1	13.1	4.6	12.6	12.4	2.6	11.0	15.9	1.3
LOS	B	A	D	B	A	B	B	A	B	B	A
Approach Delay		10.0		26.9			9.1			14.5	
Approach LOS		B		C			A			B	

Intersection Summary	
Cycle Length: 55	
Actuated Cycle Length: 55	
Offset: 0 (0%), Referenced to phase 2:NBTL and 6:SBTL, Start of Yellow	
Natural Cycle: 60	
Control Type: Actuated-Coordinated	
Maximum v/c Ratio: 0.81	
Intersection Signal Delay: 15.0	Intersection LOS: B
Intersection Capacity Utilization 73.1%	ICU Level of Service D
Analysis Period (min) 15	

Splits and Phases: 102: Dykes Rd & Stirling Rd



Queues
102: Dykes Rd & Stirling Rd

Lane Group	EBL	EBT	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Group Flow (vph)	38	131	288	76	86	73	391	241	84	561	34
v/c Ratio	0.10	0.13	0.81	0.08	0.17	0.24	0.44	0.27	0.19	0.63	0.04
Control Delay	13.3	9.1	37.1	13.1	4.6	12.6	12.4	2.6	11.0	15.9	1.3
Queue Delay	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Delay	13.3	9.1	37.1	13.1	4.6	12.6	12.4	2.6	11.0	15.9	1.3
Queue Length 50th (ft)	8	10	83	8	0	14	84	0	16	136	0
Queue Length 95th (ft)	25	24	#180	20	23	40	153	32	41	242	6
Internal Link Dist (ft)		552		1080			629			723	
Turn Bay Length (ft)	300		215		230	200		300	160		160
Base Capacity (vph)	453	1187	419	1190	589	304	891	883	446	891	793
Starvation Cap Reductn	0	0	0	0	0	0	0	0	0	0	0
Spillback Cap Reductn	0	0	0	0	0	0	0	0	0	0	0
Storage Cap Reductn	0	0	0	0	0	0	0	0	0	0	0
Reduced v/c Ratio	0.08	0.11	0.69	0.06	0.15	0.24	0.44	0.27	0.19	0.63	0.04

Intersection Summary

95th percentile volume exceeds capacity, queue may be longer.
Queue shown is maximum after two cycles.

HCM 6th Signalized Intersection Summary
102: Dykes Rd & Stirling Rd

Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (veh/h)	35	77	43	265	70	79	67	360	222	77	516	31
Future Volume (veh/h)	35	77	43	265	70	79	67	360	222	77	516	31
Initial Q (Qb), veh	0	0	0	0	0	0	0	0	0	0	0	0
Ped-Bike Adj(A_pbT)	1.00		1.00	1.00		1.00	1.00		1.00	1.00		1.00
Parking Bus, Adj	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Work Zone On Approach		No			No			No			No	
Adj Sat Flow, veh/h/ln	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870	1870
Adj Flow Rate, veh/h	38	84	47	288	76	86	73	391	241	84	561	34
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92
Percent Heavy Veh, %	2	2	2	2	2	2	2	2	2	2	2	2
Cap, veh/h	468	656	343	460	1033	461	334	885	750	396	885	750
Arrive On Green	0.29	0.29	0.29	0.29	0.29	0.29	0.47	0.47	0.47	0.47	0.47	0.47
Sat Flow, veh/h	1224	2257	1178	1259	3554	1585	823	1870	1585	795	1870	1585
Grp Volume(v), veh/h	38	65	66	288	76	86	73	391	241	84	561	34
Grp Sat Flow(s),veh/h/ln	1224	1777	1658	1259	1777	1585	823	1870	1585	795	1870	1585
Q Serve(g_s), s	1.3	1.5	1.6	12.1	0.9	2.2	4.0	7.7	5.2	4.3	12.4	0.6
Cycle Q Clear(g_c), s	2.1	1.5	1.6	13.7	0.9	2.2	16.5	7.7	5.2	12.0	12.4	0.6
Prop In Lane	1.00		0.71	1.00		1.00	1.00		1.00	1.00		1.00
Lane Grp Cap(c), veh/h	468	517	482	460	1033	461	334	885	750	396	885	750
V/C Ratio(X)	0.08	0.13	0.14	0.63	0.07	0.19	0.22	0.44	0.32	0.21	0.63	0.05
Avail Cap(c_a), veh/h	535	614	573	517	1195	533	334	885	750	396	885	750
HCM Platoon Ratio	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Upstream Filter(I)	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Uniform Delay (d), s/veh	14.9	14.4	14.4	19.5	14.1	14.6	17.1	9.7	9.0	13.7	10.9	7.8
Incr Delay (d2), s/veh	0.0	0.0	0.0	1.2	0.0	0.1	1.5	1.6	1.1	1.2	3.5	0.1
Initial Q Delay(d3),s/veh	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
%ile BackOfQ(50%),veh/ln	0.3	0.5	0.5	3.0	0.3	0.7	0.8	2.9	1.7	0.8	5.0	0.2
Unsig. Movement Delay, s/veh												
LnGrp Delay(d),s/veh	14.9	14.4	14.5	20.7	14.1	14.7	18.6	11.3	10.1	14.9	14.4	7.9
LnGrp LOS	B	B	B	C	B	B	B	B	B	B	B	A
Approach Vol, veh/h		169			450			705			679	
Approach Delay, s/veh		14.5			18.4			11.6			14.1	
Approach LOS		B			B			B			B	

Timer - Assigned Phs	2	4	6	8
Phs Duration (G+Y+Rc), s	32.5	22.5	32.5	22.5
Change Period (Y+Rc), s	6.5	* 6.5	6.5	6.5
Max Green Setting (Gmax), s	23.5	* 19	23.5	18.5
Max Q Clear Time (g_c+I1), s	18.5	4.1	14.4	15.7
Green Ext Time (p_c), s	1.7	0.4	2.9	0.3

Intersection Summary	
HCM 6th Ctrl Delay	14.2
HCM 6th LOS	B

Notes

User approved pedestrian interval to be less than phase max green.

* HCM 6th computational engine requires equal clearance times for the phases crossing the barrier.

Intersection	
Int Delay, s/veh	0.4

Movement	WBL	WBR	NBT	NBR	SBL	SBT
Lane Configurations						
Traffic Vol, veh/h	6	10	463	11	17	748
Future Vol, veh/h	6	10	463	11	17	748
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Stop	Stop	Free	Free	Free	Free
RT Channelized	-	None	-	None	-	None
Storage Length	0	-	-	-	-	-
Veh in Median Storage, #	0	-	0	-	-	0
Grade, %	0	-	0	-	-	0
Peak Hour Factor	92	92	92	92	92	92
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	7	11	503	12	18	813

Major/Minor	Minor1		Major1		Major2	
Conflicting Flow All	1358	509	0	0	515	0
Stage 1	509	-	-	-	-	-
Stage 2	849	-	-	-	-	-
Critical Hdwy	6.42	6.22	-	-	4.12	-
Critical Hdwy Stg 1	5.42	-	-	-	-	-
Critical Hdwy Stg 2	5.42	-	-	-	-	-
Follow-up Hdwy	3.518	3.318	-	-	2.218	-
Pot Cap-1 Maneuver	164	564	-	-	1051	-
Stage 1	604	-	-	-	-	-
Stage 2	419	-	-	-	-	-
Platoon blocked, %			-	-		-
Mov Cap-1 Maneuver	159	564	-	-	1051	-
Mov Cap-2 Maneuver	159	-	-	-	-	-
Stage 1	585	-	-	-	-	-
Stage 2	419	-	-	-	-	-

Approach	WB	NB	SB
HCM Control Delay, s	18.3	0	0.2
HCM LOS	C		

Minor Lane/Major Mvmt	NBT	NBR	WBLn1	SBL	SBT
Capacity (veh/h)	-	-	288	1051	-
HCM Lane V/C Ratio	-	-	0.06	0.018	-
HCM Control Delay (s)	-	-	18.3	8.5	0
HCM Lane LOS	-	-	C	A	A
HCM 95th %tile Q(veh)	-	-	0.2	0.1	-

FID	FOLIO	NAME_LINE_	NAME_LINE1	ADDRESS_LI	CITY	'A'	ZIP	ADDRESS__1	
0	504029010612	MOLINA,JOSE ANTONIO		16300 GRIFFIN ROAD	SOUTHWEST RANCHES	Fl	3333:	SOUTHWEST RANCHES	FL33331
1	504028020020	LANDCO LLC		97 W OKEECHOBEE RD	HIALEAH	Fl	3301(	HIALEAH	FL33010
2	504028020010	TOWN OF SOUTHWEST RANCHES		13400 GRIFFIN RD	SOUTHWEST RANCHES	Fl	3333(	SOUTHWEST RANCHES	FL33330
3	504029010613	DUSCH,BERNARD EQLE	DAVIS,LYDIA S EST	4605 SW 163 AVE	SOUTHWEST RANCHES	Fl	3333:	SOUTHWEST RANCHES	FL33331
4	504029010591	CHMIELARZ,JOSEPH H & MELINDA L		4651 SW 163 AVE	SOUTHWEST RANCHES	Fl	3333:	SOUTHWEST RANCHES	FL33331
5	504029010590	ZAPATA,DARIO		4701 SW 163 AVE	SOUTHWEST RANCHES	Fl	3333:	SOUTHWEST RANCHES	FL33331
6	504029010581	JASINSKI,LINDA T		4801 SW 163 AVE	SOUTHWEST RANCHES	Fl	3333:	SOUTHWEST RANCHES	FL33331
7	504029010580	SPAULDING,EVERTON H		4821 SW 163 AVE	SOUTHWEST RANCHES	Fl	3333:	SOUTHWEST RANCHES	FL33331
8	504029010563	DAVIE FARM PROPERTIES INC		8801 BISCAYNE BLVD STE 101	MIAMI	Fl	3313(	MIAMI	FL33138
9	504029010561	GIBSON,WEAVER & CONNIE		4830 SW 163 AVE	SOUTHWEST RANCHES	Fl	3333:	SOUTHWEST RANCHES	FL33331
10	504029010571	PAVONE,JUDITH L	JUDITH L PAVONE REV TR	4831 SW 163 AVE	SOUTHWEST RANCHES	Fl	3333:	SOUTHWEST RANCHES	FL33331
11	504029040010	ANSBAUGH,RICHARD M & MARIA T		16201 SW 49 ST	SOUTHWEST RANCHES	Fl	3333:	SOUTHWEST RANCHES	FL33331
12	504029010562	ANSBAUGH,JOSEPH A	MCBRYER,CHERISH L	4836 SW 163 AVE	FORT LAUDERDALE	Fl	3333:	FORT LAUDERDALE	FL33331
13	504029010570	HASHAM,MUHAMMAD ARIF & PARVE		3609 SW 161 TER	MIRAMAR	Fl	3302'	MIRAMAR	FL33027
14	504032010092	DONOFRIO,VINCENT M		4901 SW 160 AVE	SOUTHWEST RANCHES	Fl	3333:	SOUTHWEST RANCHES	FL33331
15	504032010039	SANCHEZ,FATIMA		16200 SW 49 ST	SOUTHWEST RANCHES	Fl	3333:	SOUTHWEST RANCHES	FL33331
16	504032010043	CALHOUN,RICHARD & JONI		4874 SW 163 AVE	SOUTHWEST RANCHES	Fl	3333:	SOUTHWEST RANCHES	FL33331
17	504032010027	STONER,NATHAN CYRIL H/E	STONER,JACQULYN MARIE	4875 SW 163 AVE	SOUTHWEST RANCHES	Fl	3333:	SOUTHWEST RANCHES	FL33331
18	504032010093	HAYDON,DUFFY		1424 SE 15 ST APT 25	FORT LAUDERDALE	Fl	3331(	FORT LAUDERDALE	FL33316
19	504032010028	LEVY,RONNY G & TAMARA LILLY		4900 SW 163 AVE	SOUTHWEST RANCHES	Fl	3333:	SOUTHWEST RANCHES	FL33331
20	504032010026	DE LIMA,DAMON BEHRENS & SUZAN		4901 SW 163 AVE	SOUTHWEST RANCHES	Fl	3333:	SOUTHWEST RANCHES	FL33331
21	504032010094	SANCHEZ,CARMEN &	SANCHEZ,ENI G	15987 SW 13 ST	PEMBROKE PINES	Fl	3302'	PEMBROKE PINES	FL33027
22	504032010081	PATTOR,VIJAYA BHASKAR REDDY	PATTOR,KALPANA	5000 SW 163 AVE	SOUTHWEST RANCHES	Fl	3333:	SOUTHWEST RANCHES	FL33331
23	504032010025	VALDES,ROBERTO C		5001 SW 163 AVE	SOUTHWEST RANCHES	Fl	3333:	SOUTHWEST RANCHES	FL33331
24	504032010091	ROBERTS,LORGIA H/E	DUARTE,DAMASO	5050 SW 160 AVE	SOUTHWEST RANCHES	Fl	3333:	SOUTHWEST RANCHES	FL33331
25	504032010038	MCLEOD,PATRICIA HOOT		5030 SW 163 AVE	SOUTHWEST RANCHES	Fl	3333:	SOUTHWEST RANCHES	FL33331
26	504032010024	ANDRADE,JONATHAN M & JESSENI/		5031 SW 163 AVE	SOUTHWEST RANCHES	Fl	3333:	SOUTHWEST RANCHES	FL33331
27	504032010095	ALONSO,ADRIANA	ALONSO,GUILLERMO A	5101 SW 160 AVE	SOUTHWEST RANCHES	Fl	3333:	SOUTHWEST RANCHES	FL33331
28	504032010114	ALTERNATE FAMILY HOLDING LLC		10001 W OAKLAND PARK BLVD #20(	SUNRISE	Fl	3335:	SUNRISE	FL33351
29	504032010023	RODRIGUEZ,FRANCISCO J H/E	RODRIGUEZ,NATALIE H	5051 SW 163 AVE	SOUTHWEST RANCHES	Fl	3333:	SOUTHWEST RANCHES	FL33331
30	504033170010	DOMINIC LOTEMPIO		15711 SW 51 MNR	SOUTHWEST RANCHES	Fl	3333:	SOUTHWEST RANCHES	FL33331
31	504033090020	EQUILUX SHOW STABLES INC		5581 SW 112 TER	COOPER CITY	Fl	3333(	COOPER CITY	FL33330
32	504033090010	EQUILUX SHOW STABLES INC		5581 SW 112 TER	COOPER CITY	Fl	3333(	COOPER CITY	FL33330
33	504033120040	GOLDSTEIN,MITCHELL A & JACQULI		5052 SW 160 AVE	SOUTHWEST RANCHES	Fl	3333:	SOUTHWEST RANCHES	FL33331
34	504032010037	YATES,BARBARA Z & GLENN D		5100 SW 163 AVE	SOUTHWEST RANCHES	Fl	3333:	SOUTHWEST RANCHES	FL33331
35	504032010022	NORTON,R E & PENELOPE G		5101 SW 163 AVE	SOUTHWEST RANCHES	Fl	3333:	SOUTHWEST RANCHES	FL33331
36	504032010096	RAYA,JOSEPH & DIANE		5051 SW 160 AVE	SOUTHWEST RANCHES	Fl	3333:	SOUTHWEST RANCHES	FL33331
37	504032010098	WISNIEWSKI,LAWRENCE A & DANA		5041 SW 160 AVE	SOUTHWEST RANCHES	Fl	3333:	SOUTHWEST RANCHES	FL33331
38	504033070040	CONNARD,LINDA G &	CONNARD,THOMAS J	15901 SW 51 MNR	SOUTHWEST RANCHES	Fl	3333:	SOUTHWEST RANCHES	FL33331
39	504033010125	LEVY,CHERYL WHITE & ANDREW		15831 SW 51 MANOR	SOUTHWEST RANCHES	Fl	3333:	SOUTHWEST RANCHES	FL33331
40	504033120030	ULBRICH,DEBORAH C	MACPHAIL,THOMAS	15871 SW 51 MNR	SOUTHWEST RANCHES	Fl	3333:	SOUTHWEST RANCHES	FL33331
41	504032010019	CHATFIELD,KEVIN & FLORENCE	KEVIN & FLORENCE CHATFIELD TR	5150 SW 163 AVE	SOUTHWEST RANCHES	Fl	3333:	SOUTHWEST RANCHES	FL33331
42	504032010021	MORAN,JOSE L		5151 SW 163 AVE	SOUTHWEST RANCHES	Fl	3333:	SOUTHWEST RANCHES	FL33331
43	504033170020	ZAMORA,ENRIQUE		15701 SW 51 MANOR	SOUTHWEST RANCHES	Fl	3333:	SOUTHWEST RANCHES	FL33331
44	504032010020	JOHN,MARY	VARGHESE,JOHN K	1910 PINE RD	HUNTINGTON VALLEY	P/	1900(	HUNTINGTON VALLEY	PA19006
45	504033070030	CONNARD,THOMAS J & LINDA G		15901 SW 51 MNR	SOUTHWEST RANCHES	Fl	3333:	SOUTHWEST RANCHES	FL33331
46	504032010036	MARCUS,DONNA Z		5190 SW 163 AVE	SOUTHWEST RANCHES	Fl	3333:	SOUTHWEST RANCHES	FL33331
47	504032010029	HUSAIN,MOHAMMED &	KHARGI,HEMWATTIE	5191 SW 163 AVE	SOUTHWEST RANCHES	Fl	3333:	SOUTHWEST RANCHES	FL33331
48	504032130010	URIBE,MATEO		5185 SW 160 AVE	SOUTHWEST RANCHES	Fl	3333:	SOUTHWEST RANCHES	FL33331
49	504033120021	DIAZ,CARLOS H/E	DIAZ,JANET F	15710 SW 51 MNR	SOUTHWEST RANCHES	Fl	3333:	SOUTHWEST RANCHES	FL33331
50	504033120010	CUNILL,RICHET	CUNILL,MELISSA	15720 SW 51 MNR	SOUTHWEST RANCHES	Fl	3333:	SOUTHWEST RANCHES	FL33331
51	504033010081	TEBBE,GREGORY LEE		15800 SW 51 MNR	SOUTHWEST RANCHES	Fl	3333:	SOUTHWEST RANCHES	FL33331
52	504033070020	BECRAFT,RICHARD G & TRICIA M		15850 SW 51 MNR	SOUTHWEST RANCHES	Fl	3333:	SOUTHWEST RANCHES	FL33331
53	504033010083	RIVERO,ALEXIS & ODETTE		15900 SW 51 MNR	SOUTHWEST RANCHES	Fl	3333:	SOUTHWEST RANCHES	FL33331
54	504033140010	ZAMORA,ENRIQUE		13117 NW 107 AVE #1	HIALEAH	Fl	3301(	HIALEAH	FL33018
55	504033140070	PUBLIC LAND	% TOWN OF SOUTHWEST RANCHE!	13400 GRIFFIN RD	SOUTHWEST RANCHES	Fl	3333(	SOUTHWEST RANCHES	FL33330
56	504032010050	FLORIDA CONFERENCE ASSN OF	SEVENTH-DAY ADVENTISTS	351 S STATE ROAD 434	ALTAMONTE SPRINGS	Fl	3271/	ALTAMONTE SPRINGS	FL32714
57	504032010126	ACOSTA,ALEXANDER H/E	ACOSTA,DAYANA	16221 SW 53 ST	SOUTHWEST RANCHES	Fl	3333:	SOUTHWEST RANCHES	FL33331
58	504032010125	FREEMAN,CHERYL L A	EDWARDS,KYLE AARON	5194 SW 163 AVE	SOUTHWEST RANCHES	Fl	3333:	SOUTHWEST RANCHES	FL33331
59	504032010031	ALMEIDA,HOLEYSIS	ECHEVARRIA,ROBERTO	5195 SW 163 AVE	SOUTHWEST RANCHES	Fl	3333:	SOUTHWEST RANCHES	FL33331
60	504032060020								
61	504032010051	FLORIDA CONFERENCE ASSN OF	SEVENTH-DAY ADVENTISTS	351 S STATE ROAD 434	ALTAMONTE SPRINGS	Fl	3271/	ALTAMONTE SPRINGS	FL32714
62	504032060010	MUNOZ,CRISTIAN M & SUSIE		16201 SW 53 ST	SOUTHWEST RANCHES	Fl	3333:	SOUTHWEST RANCHES	FL33331

63	504032010127	RIVERA,JESUS DAVID & MARYBELL		5200 SW 163 AVE	SOUTHWEST RANCHES	Fl	3333: SOUTHWEST RANCHES	FL33331
64	504033010092	KOSCS,GREGORY V & LISA M		15701 SW 53 CT	SOUTHWEST RANCHES	Fl	3333: SOUTHWEST RANCHES	FL33331
65	504033010089	MUNOZ,LUIS A		15721 SW 53 CT	SOUTHWEST RANCHES	Fl	3333: SOUTHWEST RANCHES	FL33331
66	504033010088	HERSHKOWITZ,PATRICK & THERES		15821 SW 53 CT	SOUTHWEST RANCHES	Fl	3333: SOUTHWEST RANCHES	FL33331
67	504033010128	ROBINSON,ROBERT A & LINDA A	ROBERT & LINDA ROBINSON TR	15831 SW 53 CT	SOUTHWEST RANCHES	Fl	3333: SOUTHWEST RANCHES	FL33331
68	504033010087	DIAZ,ANGEL A H/E	DIAZ,JACLYN JENNIFER	15901 SW 53 CT	SOUTHWEST RANCHES	Fl	3333: SOUTHWEST RANCHES	FL33331
69	504033010127	PILGER, DONALD	DONALD & BETTY PILGER TR ETAL:	15921 SW 53 CT	SOUTHWEST RANCHES	Fl	3333: SOUTHWEST RANCHES	FL33331
70	504033010126	LEYVA,JOSE & MARIA		15941 SW 53 CT	SOUTHWEST RANCHES	Fl	3333: SOUTHWEST RANCHES	FL33331
71	504032010100	FLORIDA CONFERENCE ASSN OF	SEVENTH-DAY ADVENTISTS	351 S STATE ROAD 434	ALTAMONTE SPRINGS	Fl	3271 ALTAMONTE SPRINGS	FL32714
72	504032010080	LEON,PABLO M	CHAMBI,ANA C LATORRE	5251 SW 160 AVE	SOUTHWEST RANCHES	Fl	3333: SOUTHWEST RANCHES	FL33331
73	504032010097	DIVITA,RICK A		5300 SW 162 AVE	SOUTHWEST RANCHES	Fl	3333: SOUTHWEST RANCHES	FL33331
74	504032010061	DIVITA,RICK A		5300 SW 162 AVE	SOUTHWEST RANCHES	Fl	3333: SOUTHWEST RANCHES	FL33331
75	504032010135	CHAPPELL,WILLIAM C	CHAPPELL,SUSAN W	5301 SW 162 AVE	SOUTHWEST RANCHES	Fl	3333: SOUTHWEST RANCHES	FL33331
76	504032010128	LOMBARDI,VINCENT & JENNIFER		16220 SW 53 ST	SOUTHWEST RANCHES	Fl	3333: SOUTHWEST RANCHES	FL33331
77	504032010121	PALM LAKES II ASSOCIATES INC		PO BOX 16030	PLANTATION	Fl	3331 PLANTATION	FL33318
78	504032010060	ACQUARULO,LOUIS		2511 REGALIA WAY	COOPER CITY	Fl	3302 COOPER CITY	FL33026
79	504032010134	HADRA,JOHN L & MARIA		5351 SW 162 AVE	SOUTHWEST RANCHES	Fl	3333: SOUTHWEST RANCHES	FL33331
80	504033010095	DONIS,JOAQUIN & ROSA		7481 NW 14 ST	PLANTATION	Fl	3331 PLANTATION	FL33313
81	504033070010	DE LA VEGA,LOURDES	GAYA,RIAZ	15720 SW 53 CT	SOUTHWEST RANCHES	Fl	3333: SOUTHWEST RANCHES	FL33331
82	504033010096	RONDON,RODOLFO		15830 SW 53 CT	SOUTHWEST RANCHES	Fl	3333: SOUTHWEST RANCHES	FL33331
83	504033010097	GRAVERAN INVESTMENT LLC		3450 W 84 ST #201	HIALEAH	Fl	3301 HIALEAH	FL33018
84	504033010098	GRAVERAN INVESTMENT LLC		3450 W 84 STE 201	HIALEAH	Fl	3301 HIALEAH	FL33018
85	504033010099	GRAVERAN INVESTMENT LLC		3450 W 84 ST #201	HIALEAH	Fl	3301 HIALEAH	FL33018
86	504033010102	GRAVERAN INVESTMENT LLC		3450 W 84 STE 201	HIALEAH	Fl	3301 HIALEAH	FL33018
87	504032190010	PEIDRA,ALEJANDRA I MARTINEZ		1091 W OKEECHOBEE RD	HIALEAH	Fl	3301 HIALEAH	FL33010
88	504033080010	JACKSON GALARDI TR	GRACE GIGI GALARDI TR	2555 CHANTILLY DRIVE	ATLANTA	G	3032 ATLANTA	GA30324
89	504032010040	PANTIN,RONALD G	TORO,ALICIA M	5341 SW 160 AVE	SOUTHWEST RANCHES	Fl	3333: SOUTHWEST RANCHES	FL33331
90	504032010018	ROSADO-PENGG,CARLEEN H/E	PENGG,GEORG	5037 SW 160 AVE	SOUTHWEST RANCHES	Fl	3333: SOUTHWEST RANCHES	FL33331
91	504032010017	AMERICAN SOLUTIONS INC		3990 MINTON RD	MELBOURNE	Fl	3290 MELBOURNE	FL32904
92	504029010550	PICKNEY,DONALD		4650 SW 163 AVE	SOUTHWEST RANCHES	Fl	3333: SOUTHWEST RANCHES	FL33331
93	504029120010	TOWN OF SOUTHWEST RANCHES		13400 GRIFFIN RD	SOUTHWEST RANCHES	Fl	3333 SOUTHWEST RANCHES	FL33330
94	504029120020	TOWN OF SOUTHWEST RANCHES		13400 GRIFFIN RD	SOUTHWEST RANCHES	Fl	3333 SOUTHWEST RANCHES	FL33330
95	504032010015	BILLIE,FAIRUZA		5325 SW 160 AVE	SOUTHWEST RANCHES	Fl	3333: SOUTHWEST RANCHES	FL33331
96	504032010012	SHEPARD,ROBERT JACKSON & SUS		5401 SW 160 AVE	SOUTHWEST RANCHES	Fl	3333: SOUTHWEST RANCHES	FL33331

CIRCLE S ESTATES

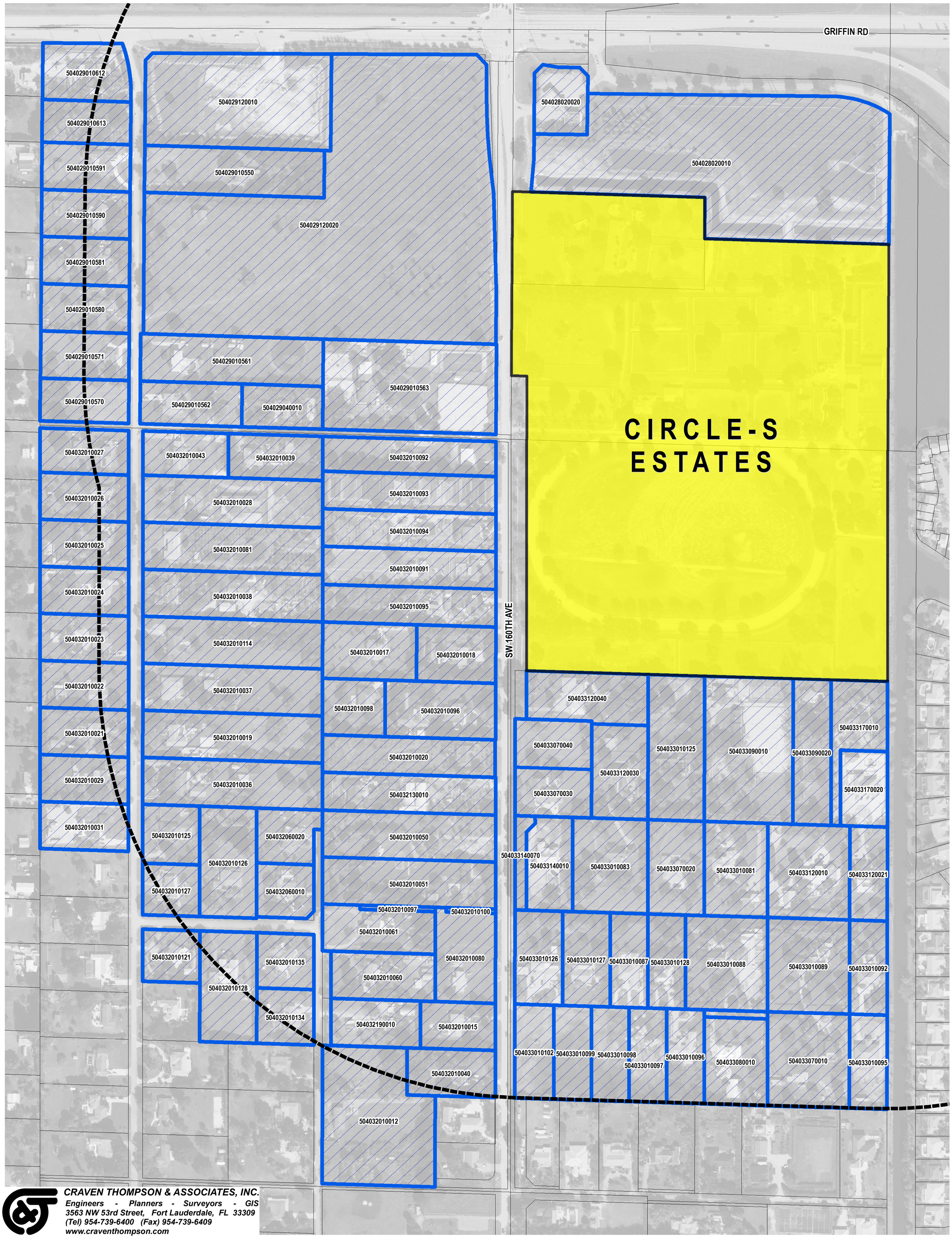
SW RANCHES PARCELS WITHIN 1500 FOOT BUFFER AREA

Legend

- CIRCLE_S_BOUNDARY
- CIRCLES 1500FT BUFFER
- 1500ft_BUFFER_PARCELS
- BCPA_2020_PARCELS

N

0 75 150 300 450 600 Feet



CRAVEN THOMPSON & ASSOCIATES, INC.
Engineers - Planners - Surveyors - GIS
3563 NW 53rd Street, Fort Lauderdale, FL 33309
(Tel) 954-739-6400 (Fax) 954-739-6409
www.craventhompson.com

Town of Southwest Ranches
13400 Griffin Road
Southwest Ranches, FL 33330-2628

(954) 434-0008 Town Hall
(954) 434-1490 Fax

Town Council
Doug McKay, ***Mayor***
Denise Schroeder, ***Vice Mayor***
Delsa Amundson, ***Council Member***
Bob Hartmann, ***Council Member***
Gary Jablonski, ***Council Member***

Andrew D. Berns, *Town Administrator*
Keith M. Poliakoff, JD, *Town Attorney*
Russell Muniz, *Assistant Town Administrator/Town Clerk*
Martin D. Sherwood, CPA, CGMA, CGFO, *Town Financial Administrator*

COUNCIL MEMORANDUM

TO: Honorable Mayor McKay and Town Council
VIA: Andrew D. Berns, Town Administrator
FROM: Russell Muniz, Assistant Town Administrator/Town Clerk
DATE: 8/27/2020
SUBJECT: ADS Piggyback Agreement

Recommendation
Town Council consideration for a motion to approve the resolution.

Unanimous Vote of the Town Council Required?
No

Strategic Priorities

A. Sound Governance

B. Enhanced Resource Management

Background
The Town needs to convert numerous boxes of architectural drawings, permit records, and official Town records that are currently housed in the Town's records room and offsite storage unit. Conversion to digital media will allow records to be seamlessly integrated into the Town's records management system (Laserfiche).

ADS has been a sole source provider of this service to the Town for the past several years based on a procured contract with a State of Florida, which has since expired. The City of Tamarac, the Town's IT service provider, currently has an agreement with ADS to provide these services, and the Town desires to piggyback off of this agreement.

Fiscal Impact/Analysis

Due to the variability of actual documents within the boxes to be converted the estimated cost is expected not to exceed Twelve Thousand Dollars and Zero Cents ($12,000.00) which is specifically named in the Fiscal Year 2019-2020 Town Budget (Account # 001-1800-512-34100 – Other Contractual Services)

Staff Contact:

Russell Muniz, Assistant Town Administrator/Town Clerk

ATTACHMENTS:

Description	Upload Date	Type
ADS Building Records Conversion Reso - TA Approved	8/21/2020	Resolution
ADS City of Tamarac Full Contract	8/21/2020	Exhibit

RESOLUTION 2020-XXX

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, AUTHORIZING THE TOWN TO PIGGYBACK OFF OF AN AGREEMENT WITH ADVANCED DATA SOLUTIONS, INC. (ADS) FOR THE CONVERSION OF ARCHITECTURAL DRAWINGS, PERMIT RECORDS, AND OTHER OFFICIAL TOWN DOCUMENTS; AUTHORIZING THE MAYOR, TOWN ADMINISTRATOR, AND TOWN ATTORNEY TO EXECUTE A PURCHASE ORDER NOT TO EXCEED TWELVE THOUSAND DOLLARS AND ZERO CENTS ($12,000.00); AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Town desires to convert numerous boxes of architectural drawings, permit records, and official Town records that are currently housed in the Town's records room and offsite storage unit; and

WHEREAS, conversion to digital media will allow records to be seamlessly integrated into the Town's records management system (Laserfiche); and

WHEREAS, integration into the Town's records management system will provide for greater service delivery when requested by customers and will ensure proper document retention; and

WHEREAS, ADS has been a sole source provider of this service for the past several years based on a procured contract with a State of Florida, which has since expired; and

WHEREAS, the City of Tamarac, the Town's IT service provider, currently has an agreement with ADS to provide these services, and the Town desires to piggyback off of this agreement; and

WHEREAS, due to the variability of actual documents within the boxes to be converted the estimated cost is expected not to exceed Twelve Thousand Dollars and Zero Cents ($12,000.00) which is specifically named in the Fiscal Year 2019-2020 Town Budget (Account # 001-1800-512-34100 – Other Contractual Services); and

WHEREAS, the Town of Southwest Ranches desires to utilize the services of ADS to convert these records 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 the Purchase Order to ADS to provide for the conversion of architectural drawings and permit records in accordance with the price form outlined in the City of Tamarac contract attached hereto as Exhibit "A."

Section 3. The Town Council hereby authorizes the Mayor, Town Administrator, and the Town Attorney to enter into the Purchase Order in accordance with the price outlined in the City of Tamarac contract, attached hereto as Exhibit "A," and to make such modifications, additions, and/or deletions that they deem necessary and proper to effectuate the intent of this Resolution.

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

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

Ranches, Florida, this 27th day of August, 2020 on a motion by

_____ and seconded by _____.

McKay	_____	Ayes	____
Schroeder	_____	Nays	____
Amundson	_____	Absent	____
Hartmann	_____		
Jablonski	_____		

_____

Doug McKay, Mayor

ATTEST:

_____

Russell Muñiz, Assistant Town Administrator/Town Clerk

Approved as to Form and Correctness:

_____

Keith M. Poliakoff, J.D., Town Attorney

CITY OF TAMARAC, FLORIDA

RESOLUTION NO. R-2018- 123

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF TAMARAC, FLORIDA, AUTHORIZING THE APPROPRIATE CITY OFFICIALS TO AWARD RFP 18-21R ENTITLED "RECORDS CONVERSION SERVICES" TO ADVANCED DATA SOLUTIONS, INC. AND EXECUTE AN AGREEMENT TO PROVIDE RECORDS CONVERSION SERVICES TO THE CITY OF TAMARAC FOR A TOTAL UP TO THE APPROPRIATED BUDGET AMOUNT FOR EACH INDIVIDUAL FISCAL YEAR, FOR AN INITIAL PERIOD OF 36 MONTHS EFFECTIVE WITH THE APPROVAL OF THIS AGREEMENT, WITH TWO (2) ADDITIONAL ONE (1) YEAR RENEWAL OPTIONS; APPROVING FUNDING FROM THE APPROPRIATE ACCOUNT; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Tamarac is legally required to retain public records for archival and historical purposes; and

WHEREAS, to efficiently reduce the physical storage space needed for these public records, microfilming and document digitizing services for various departmental records is needed; and

WHEREAS, the City of Tamarac formally advertised and issued RFP 18-21R "Records Conversion Services", (Exhibit 1); and

WHEREAS, on July 18, 2018, four (4) proposals received were opened and reviewed to determine cost and responsiveness to RFP 18-21R specifications; and

WHEREAS, an Evaluation Committee was appointed by the City Manager, consisting of the Assistant City Clerk, the City Clerk's Records Coordinator, the Financial

Services Administrative Coordinator, Building Department Administrative Coordinator and the Purchasing and Contracts Division Procurement Coordinator, facilitated by the Purchasing and Contracts Division Buyer, evaluated, rated and narrowed down proposals received to three (3) firms based on each firm's proposal and responses to written questions provided by the Evaluation Committee; and

WHEREAS, the proposal received from Advanced Data Solutions, Inc. (Exhibit 2), received the highest ranking on the Final Evaluation Committee Totals (Exhibit 3): and

WHEREAS, it is the recommendation of the City Clerk and the Purchasing/Contracts Manager that RFP 18-21R to purchase Records Conversion Services be awarded to Advanced Data Solutions, Inc. for a 3-year agreement with two 1-year renewal options, to be approved by the City Manager. Agreement is to be funded up to the appropriated budget amount for each individual fiscal year, and that the appropriate City Officials be authorized to execute an Agreement with Advanced Data Solutions, Inc., a copy of said Agreement attached hereto as Exhibit "4"; and

WHEREAS, the City Commission of the City of Tamarac, Florida deems it to be in the best interest of the citizens and residents of the City of Tamarac to award RFP 18-21R to purchase Records Conversion Services to Advanced Data Solutions, Inc. and to execute an Agreement for such services.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF TAMARAC, FLORIDA THAT:

Section 1: The foregoing "WHEREAS" clauses are hereby ratified and confirmed as being true and correct and are hereby made a specific part of this Resolution upon

adoption hereof. All Exhibits attached hereto are incorporated herein and made a specific part hereof.

Section 2: That RFP 18-21R is hereby awarded to Advanced Data Solutions, Inc., for Records Conversion Services and that the appropriate City Officials are hereby authorized to enter into an Agreement with Advanced Data Solutions, Inc., attached hereto as "Exhibit 4" for a period of 36 months with two 1-year renewal options.

Section 3: Funding is available for the purchase of Records Conversion Services from the appropriate account up to the appropriated budget amount for each individual fiscal year.

Section 4: The City Manager or designee is authorized to execute all renewal options and approve change orders up to $65,000 as provided by the Tamarac Procurement Code.

Section 5: All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

Section 6: If any clause, section, other part or application of this Resolution is held by any court of competent jurisdiction to be unconstitutional or invalid, in part or

application, it shall not affect the validity of the remaining portions or applications of this Resolution.

Section 7: This Resolution shall become effective immediately upon its passage and adoption.

PASSED, ADOPTED AND APPROVED this 26 day of September, 2018.

HARRY DRESSLER, MAYOR

ATTEST:

PATRICIA TEUFEL, CMC

CITY CLERK

RECORD OF COMMISSION VOTE:

MAYOR DRESSLER	yes
DIST 1: COMM. BOLTON	yes
DIST 2: V/M GOMEZ	yes
DIST 3: COMM. FISHMAN	yes
DIST 4: COMM. PLACKO	yes

I HEREBY CERTIFY THAT I HAVE

APPROVED THIS RESOLUTION

AS TO FORM

for SAMUEL S. GOREN, CITY ATTORNEY

AGREEMENT BETWEEN THE CITY OF TAMARAC AND ADVANCED DATA SOLUTIONS, INC.

THIS AGREEMENT is made and entered into this 1st day of October, 2018 by and between the City of Tamarac, a municipal corporation with principal offices located at 7525 N.W. 88th Ave., Tamarac, FL 33321 (the "CITY") and
Advanced Data Solutions, Inc., a Florida corporation with principal offices located at 141 Scarlet Blvd., Suite A, Oldsmar, FL 34677 (the "Contractor") for the purpose of providing Records Conversion Services to the City of Tamarac.

Now therefore, in consideration of the mutual covenants hereinafter set forth, the City and Contractor agree as follows:

1. **The Contract Documents**

   The Contract Documents consist of this Agreement, Request for Proposal Document No 18-21R, including all conditions therein, (General Terms and Conditions, Special Conditions and/or Special Provisions), drawings, Technical Specifications, all addenda, the Contractor's proposal included herein, and all modifications issued after execution of this Agreement. These contract documents form the Agreement, and all are as fully a part of the Agreement as if attached to this Agreement or repeated therein. In the event that there is a conflict between 18-21R as issued by the City, and the Contractor's Proposal submitted on July 18, 2018, 18-21R as issued by the City shall take precedence over the Contractor's Proposal. Furthermore, in the event of a conflict between this document and any other Contract Documents, this Agreement shall prevail.

2. **The Work**

   The Contractor shall perform all work for the City required by the contract documents as set forth below:

   2.1. Contractor shall furnish all labor, materials, and equipment, and incidentals necessary to provide Record Conversion Services to include, but not be limited to:

   a. Preparing and microfilming documents including large format drawings and construction plans.
   b. Converting the silver film to Diazo for the purpose of creating new duplicate rolls of Diazo microfilm.
   c. Scanning documents to CD's or DVD's, and External Hard Drives.
   d. Delivering finished microfilm, CD's, or DVD's, and External Hard Drives.
   e. Providing film verification assistance on a schedule approved by the City.
   f. Assisting in the design of the indexing configuration.

2.2. Contractor shall provide all services in accordance with the Scope of Work enumerated in the City of Tamarac Request for Proposal 18-21R for Record Conversion Services.

2.3. Contractor shall comply with any and all Federal, State, and local laws and regulations now in effect, or hereinafter enacted during the term of this Agreement, which are applicable to the Contractor, its employees, agents or subcontractors, if any, with respect to the work and services described herein.

3. Insurance

3.1 Contractor shall obtain at Contractor's expense all necessary insurance in such form and amount as specified below or as required by the City's Risk and Safety Manager before beginning work under this Agreement including, but not limited to, Workers' Compensation, Commercial General Liability, Builder's Risk and all other insurance as required by the City, including Professional Liability when appropriate. Contractor shall maintain such insurance in full force and effect during the life of this Agreement. Contractor shall provide to the City's Risk and Safety Manager certificates of all insurances required under this section prior to beginning any work under this Agreement. The Contractor will ensure that all subcontractors comply with the above guidelines and will retain all necessary insurance in force throughout the term of this agreement.

3.2 Contractor shall indemnify and hold the City harmless for any damages resulting from failure of the Contractor to take out and maintain such insurance. Contractor's Liability Insurance policies shall be endorsed to add the City as an additional insured. Contractor shall be responsible for payment of all deductibles and self-insurance retentions on Contractor's Liability Insurance policies. Insurance limits are outlined below:

Insurance Requirements		
Line of Business Coverage	**Occurrence**	**Aggregate**
	Limits	
Commercial General Liability Including:	$1,000,000	$2,000,000
Premises / Operations		
Contractual Liability		
Personal & Advertising injury		
Bodily Injury		
Independent Contractors		
Explosion, Collapse and Underground Hazard		
Products / Completed Operation		
Broad Form Property Damage		
Cross Liability and Severability of Interest Clause		
Automobile Liability	$1,000,000	$1,000,000
Workers Compensation & Employer's Liability	Statutory	

4. Contract Term

The contract period shall be for three (3) years based upon successful performance by the Contractor. The initial contract term shall commence upon

date of award by the City or at a date mutually agreeable with the successful contractor, whichever is later and shall expire three (3) years from that date. Upon completion of the first three (3) year period, the City reserves the right to renew the Contract for two (2) additional one (1) year periods providing all terms, conditions and specifications remain the same, both parties agree to the extension, and such extension is approved by the City.

In the event services are scheduled to end because of the expiration of this contract, the Contractor shall continue the service upon the request of the Purchasing & Contracts Manager. The extension period shall not extend for more than ninety (90) days beyond the expiration date of the existing contract. The Contractor shall be compensated for the service at the rate in effect when this extension clause is invoked by the City. The ongoing performance evaluation process will continue during any renewal periods for the life of the Agreement.

5. Contract Pricing

The Contract Pricing for the above work shall be in accordance with the unit pricing contained within Attachment A. The contract shall be for the actual amount as ordered by the City.

6. Payments

Payment will be made monthly for work that has been completed, inspected and properly invoiced. Invoices must bear the project name, bid number, and purchase order number. City has up to thirty (30) days to review, approve and pay all invoices after receipt. All payments shall be governed by the Local Government Prompt Payment Act, F.S., Part VII, Chapter 218.

7. Remedies

7.1 Damages: The City reserves the right to recover any ascertainable actual damages incurred as a result of the failure of the Contractor to perform in accordance with the requirements of this Agreement, or for losses sustained by the City resultant from the Contractor's failure to perform in accordance with the requirements of this Agreement.

7.2 Correction of Work: If, in the judgment of the City, work provided by the Contractor does not conform to the requirements of this Agreement, or if the work exhibits poor workmanship, the City reserves the right to require that the Contractor correct all deficiencies in the work to bring the work into conformance without additional cost to the City, and / or replace any personnel who fail to perform in accordance with the requirements of this Agreement. The City shall be the sole judge of non-conformance and the quality of workmanship.

8. Warranty

Contractor warrants the service provided are in accordance with the specifications of Bid No. 18-21R. In the event that services do not meet the specifications, Contractor shall perform such steps as required to remedy the

defects within a reasonable time after work has been performed.

9. Indemnification

9.1 The Contractor shall indemnify and hold harmless the City, its elected and appointed officials, employees, and agents from any and all claims, suits, actions, damages, liability, and expenses (including attorneys' fees) in connection with loss of life, bodily or personal injury, or property damage, including loss of use thereof, directly or indirectly caused by, resulting from, arising out of or occurring in connection with the operations of the Contractor or its officers, employees, agents, subcontractors, or independent Contractors, excepting only such loss of life, bodily or personal injury, or property damage solely attributable to the gross negligence or willful misconduct of the City or its elected or appointed officials and employees. The above provisions shall survive the termination of this Agreement and shall pertain to any occurrence during the term of this Agreement, even though the claim may be made after the termination hereof.

9.2 Upon completion of all Services, obligations and duties provided for in this Agreement, or in the event of termination of this Agreement for any reason, the terms and conditions of this Article shall survive indefinitely.

i. The Contractor shall pay all claims, losses, liens, settlements or judgments of any nature whatsoever in connection with the foregoing indemnifications including, but not limited to, reasonable attorney's fees (including appellate attorney's fees) and costs.

ii. City reserves the right to select its own legal counsel to conduct any defense in any such proceeding and all costs and fees associated therewith shall be the responsibility of Contractor under the indemnification agreement.

9.3 Nothing contained herein is intended nor shall be construed to waive City's rights and immunities under the common law or Florida Statutes 768.28, as amended from time to time.

10. Non-Discrimination & Equal Opportunity Employment

During the performance of the Contract, the Contractor and its subcontractors shall not discriminate against any employee or applicant for employment because of race, color, sex including pregnancy, religion, age, national origin, marital status, political affiliation, familial status, sexual orientation, gender identity and expression, or disability if qualified. The Contractor will take affirmative action to ensure that employees and those of its subcontractors are treated during employment, without regard to their race, color, sex including pregnancy, religion, age, national origin, marital status, political affiliation, familial status, sexual orientation, gender identity or expression, or disability if qualified. Such actions

must include, but not be limited to, the following: employment, promotion; demotion or transfer; recruitment or recruitment advertising, layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor and its subcontractors shall agree to post in conspicuous places, available to its employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of this nondiscrimination clause. The Contractor further agrees that he/she will ensure that all subcontractors, if any, will be made aware of and will comply with this nondiscrimination clause.

11. Independent Contractor

This Agreement does not create an employee/employer relationship between the Parties. It is the intent of the Parties that the Contractor is an independent contractor under this Agreement and not the City's employee for any purposes, including but not limited to, the application of the Fair Labor Standards Act minimum wage and overtime payments, Federal Insurance Contribution Act, the Social Security Act, the Federal Unemployment Tax Act, the provisions of the Internal Revenue Code, the State Worker's Compensation Act, and the State Unemployment Insurance law. The Contractor shall retain sole and absolute discretion in the judgment of the manner and means of carrying out Contractor's activities and responsibilities hereunder provided, further that administrative procedures applicable to services rendered under this Agreement shall be those of Contractor, which policies of Contractor shall not conflict with City, State, or United States policies, rules or regulations relating to the use of Contractor's funds provided for herein. The Contractor agrees that it is a separate and independent enterprise from the City, that it had full opportunity to find other business, that it has made its own investment in its business, and that it will utilize a high level of skill necessary to perform the work. This Agreement shall not be construed as creating any joint employment relationship between the Contractor and the City and the City will not be liable for any obligation incurred by Contractor, including but not limited to unpaid minimum wages and/or overtime premiums.

12. Assignment and Subcontracting

Contractor shall not transfer or assign the performance required by this Agreement without the prior consent of the City. This Agreement, or any portion thereof, shall not be subcontracted without the prior written consent of the city.

13. Notice

Whenever either party desires or is required under this Agreement to give notice to any other party, it must be given written notice either delivered in person, sent by U.S. Certified Mail, U.S. Express Mail, air or ground courier services, or by messenger service, as follows:

City Manager
City of Tamarac
7525 N.W. 88th Avenue

Tamarac, FL 33321

With a copy to the City Attorney at the following address:

Goren, Cherof, Doody & Ezrol, P.A.
3099 East Commercial Blvd., Suite 200
Fort Lauderdale, FL 33308

CONTRACTOR
Advanced Data Solutions, Inc.
Ms. Melody S. Engle
141 Scarlet Blvd.
Suite A
Oldsmar, FL 34677

14. Termination

14.1 Termination for Convenience: This Agreement may be terminated by the City for convenience, upon seven (7) days of written notice by the terminating party to the other party for such termination in which event the Contractor shall be paid its compensation for services performed to termination date, including services reasonably related to termination. In the event that the Contractor abandons this Agreement or causes it to be terminated, Contractor shall indemnify the city against loss pertaining to this termination.

14.2 Default by Contractor: In addition to all other remedies available to the City, this Agreement shall be subject to cancellation by the City for cause, should the Contractor neglect or fail to perform or observe any of the terms, provisions, conditions, or requirements herein contained, if such neglect or failure shall continue for a period of thirty (30) days after receipt by Contractor of written notice of such neglect or failure.

15. Public Records

15.1 The City of Tamarac is a public agency subject to Chapter 119, Florida Statutes. The Contractor shall comply with Florida's Public Records Law. Specifically, the Contractor shall:

15.1.1 Keep and maintain public records required by the City in order to perform the service;

15.1.2 Upon request from the City's custodian of public records, provide the public agency with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in this chapter or as otherwise provided by law.

15.1.3 Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not

disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the contractor does not transfer the records to the City.

15.1.4 Upon completion of the contract, transfer, at no cost to the City, all public records in possession of the Contractor, or keep and maintain public records required by the City to perform the service. If the Contractor transfers all public records to the City upon completion of the contract, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Contractor keeps and maintains public records upon completion of the contract, the Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the City, upon request from the City's custodian of public records in a format that is compatible with the information technology systems of the City.

15.2 During the term of the contract, the Contractor shall maintain all books, reports and records in accordance with generally accepted accounting practices and standards for records directly related to this contract. The form of all records and reports shall be subject to the approval of the City's Auditor. The Contractor agrees to make available to the City's Auditor, during normal business hours and in Broward, Dade or Palm Beach Counties, all books of account, reports and records relating to this contract.

16. <u>Agreement Subject to Funding</u>

This agreement shall remain in full force and effect only as long as the expenditures provided for in the Agreement have been appropriated by the City Commission of the City of Tamarac in the annual budget for each fiscal year of this Agreement, and is subject to termination based on lack of funding.

17. <u>Scrutinized Companies -- 287.135 and 215.473</u>

17.1 By execution of this Agreement, Contractor certifies that Contractor is not participating in a boycott of Israel. Contractor further certifies that Contractor is not on the Scrutinized Companies that Boycott Israel list, not on the Scrutinized Companies with Activities in Sudan List, and not on the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or has Contractor been engaged in business operations in Syria. Subject to limited exceptions provided in state law, the City will not contract for the provision of goods or services with any scrutinized company referred to above.

17.2 Submitting a false certification shall be deemed a material breach of contract. The City shall provide notice, in writing, to Contractor of the City's determination concerning the false certification. Contractor shall have five (5) days from receipt of notice to refute the false certification allegation. If

such false certification is discovered during the active contract term, BCG shall have ninety (90) days following receipt of the notice to respond in writing and demonstrate that the determination of false certification was made in error. If Contractor does not demonstrate that the City's determination of false certification was made in error then the City shall have the right to terminate the contract and seek civil remedies pursuant to Section 287.135, Florida Statutes, as amended from time to time.

18. Venue

This Agreement shall be governed by the laws of the State of Florida as now and hereafter in force. The venue for actions arising out of this agreement is fixed in Broward County, Florida.

19. Signatory Authority

The Contractor shall provide the City with copies of requisite documentation evidencing that the signatory for Contractor has the authority to enter into this Agreement.

20. Severability; Waiver of Provisions

Any provision in this Agreement that is prohibited or unenforceable in any jurisdiction shall, as to such jurisdiction, be ineffective to extent of such prohibition or unenforceability without invalidating remaining provisions hereof or affecting validity or enforceability of such provisions in any other jurisdiction. The non-enforcement of any provision by either party shall not constitute a waiver of that provision nor shall it affect the enforceability of that provision or of the remainder of this Agreement.

21. Uncontrollable Circumstances

21.1 Neither the City nor Contractor shall be considered to be in default of this Agreement if delays in or failure of performance shall be due to Uncontrollable Forces, the effect of which, by the exercise of reasonable diligence, the non-performing party could not avoid. The term "Uncontrollable Forces" shall mean any event which results in the prevention or delay of performance by a party of its obligations under this Agreement and which is beyond the reasonable control of the nonperforming party. It includes, but is not limited to fire, flood, earthquakes, storms, lightning, epidemic, war, riot, civil disturbance, sabotage, and governmental actions.

21.2 Neither party shall, however, be excused from performance if nonperformance is due to forces, which are preventable, removable, or remediable, and which the nonperforming party could have, with the exercise of reasonable diligence, prevented, removed, or remedied with reasonable dispatch. The nonperforming party shall, within a reasonable time of being prevented or delayed from performance by an uncontrollable force, give written notice to the other party describing the circumstances and

uncontrollable forces preventing continued performance of the obligations of this Agreement.

22. Merger; Amendment

This Agreement constitutes the entire Agreement between the Contractor and the City, and negotiations and oral understandings between the parties are merged herein. This Agreement can be supplemented and/or amended only by a written document executed by both the Contractor and the City.

23. No Construction Against Drafting Party

Each party to this Agreement expressly recognizes that this Agreement results from the negotiation process in which each party was represented by counsel and contributed to the drafting of this Agreement. Given this fact, no legal or other presumptions against the party drafting this Agreement concerning its construction, interpretation or otherwise accrue to the benefit of any party to the Agreement, and each party expressly waives the right to assert such a presumption in any proceedings or disputes connected with, arising out of, or involving this Agreement.

24. Contingent Fees

Contractor warrants it has not employed or retained any company or person, other than a bona fide employee working solely for Contractor to solicit or secure this Agreement and that it has not paid or agreed to pay any person, company, corporation, individual or firm, other than a bona fide employee working solely for Contractor, any fee, commission, percentage, gift or any other consideration contingent upon or resulting from the award or making of this Agreement.

25. PUBLIC RECORDS CUSTODIAN

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT:

CITY CLERK
7525 NW 88TH AVENUE
ROOM 101
TAMARAC, FL 33321
(954) 597-3505
CITYCLERK@TAMARAC.ORG

IN WITNESS WHEREOF, the parties have made and executed this Agreement on the respective dates under each signature. CITY OF TAMARAC, signing by and through its Mayor and City Manager, and CONTRACTOR, signing by and through its President duly authorized to execute same.

CITY OF TAMARAC ESTABLISHED 1963 SEAL BROWARD COUNTY, FLORIDA

CITY OF TAMARAC

Harry Dressler, Mayor

09-26-18

Date

Michael C. Cernech, City Manager

9-27-18

Date

ATTEST:

Patricia A. Teufel, CMC
City Clerk

10/1/18

Date

Approved as to form and legal sufficiency:

City Attorney

9/25/18

Date

ATTEST:

Signature of Corporate Secretary

Melody S. Engle

Type/Print Name of Corporate Secy.

(CORPORATE SEAL)

ADVANCED DATA SOLUTIONS, INC. CORPORATE SEAL MARCH 24, 1999 FLORIDA

Advanced Data Solutions, Inc.

Company Name

Signature of President/Owner

Melody S. Engle

Type/Print Name of President/Owner

8/29/18

Date

CORPORATE ACKNOWLEDGEMENT

STATE OF Florida :
COUNTY OF Pinellas :SS

I HEREBY CERTIFY that on this day, before me, an Officer duly authorized in the State aforesaid and in the County aforesaid to take acknowledgments, personally appeared Melody S. Engle, of Advanced Data Solutions, Inc., a Florida Corporation, to me known to be the person(s) described in and who executed the foregoing instrument and acknowledged before me that he/she executed the same.

WITNESS my hand and official seal this day of 8/29, 2018

Carol L. Orloski
Signature of Notary Public
State of Florida at Large

Carol L. Orloski
Print, Type or Stamp
Name of Notary Public

CAROL L ORLOSKI
MY COMMISSION # FF243946
EXPIRES June 26, 2019
(407) 398-0153 FloridaNotaryService.com

☒ Personally known to me or
☐ Produced Identification

Type of I.D. Produced

DID take an oat
DID NOT take an

Attachment A

PRICE FORM

Description	Unit	Unit Price
Document preparation	BOX	$ 18.0000
Document Preparation based of Plans and As Builds 8.5" x 11" 11"x 17" and 24" x 36"	SET	$ 18.0000
Scanning Paper Documents 8.5" x 11" 8.5" x 14" to CD DVD or External HD	IMAGE	$ 0.0380
Scanning Paper Documents 11" x 17" to CD DVD or External HD	IMAGE	$ 0.0380
Scanning Paper Documents 24" x 36" to CD DVD or External HD	IMAGE	$ 0.4500
Microfilming 16mm Documents 8.5" x 11" 8.5" x 14 from digital CD DVD External HD or FTP site (one original on Silver Film and 1 copy on Diazo Film)	IMAGE	$ 0.0410
Microfilming 16mm Document 11" x 17" from digital CD DVD External HD or FTP site (one original on Silver Film and 1 copy on Diazo Film)	IMAGE	$ 0.0410
Microfilming 35mm Plans/Drawings 24" x 36" from digital CD DVD External HD or FTP site (one original on Silver Film and 1 copy on Diazo Film)	IMAGE	$ 0.3500
Indexing Assistance	HOUR	$ 50.0000
Indexing scanned documents	FILE	$ 0.0200
Indexing microfilm documents	FILE	$ 0.0200
Indexing storage medium for CD DVD External HD or Microfilm	CONTAINER	$ 0.5000
Duplication of original Silver Film to Diazo	ROLL	$ 35.0000

OPTIONAL OCR SCANNING PRICE FORM

Description	Unit	Unit Price
OCR Scanning Paper Documents 8.5" x 11" 8.5" x 14" to CD DVD or External HD	IMAGE	$ 0.0410
OCR Scanning Paper Documents 11" x 17" to CD DVD or External HD	IMAGE	$ 0.0410
OCR Scanning Paper Documents 24" x 36" to CD DVD or External HD	IMAGE	$ 0.4530

REQUEST FOR PROPOSALS

TAMARAC
The City For Your Life

RFP 18-21R
RECORD CONVERSION SERVICES

ISSUED: JUNE 17, 2018

Where to Deliver Bid:

Online At:
https://tamarac.bidsandtenders.org

City of Tamarac
Purchasing & Contracts Division
7525 NW 88th Avenue
Room 108
(954) 597-3570

PURCHASING AND CONTRACTS DIVISION

TAMARAC
The City For Your Life

Date: 06/17/2018

RFP NO. 18-21R

REQUEST FOR PROPOSALS
RFP 18-21R

ALL QUALIFIED PROPOSERS:

Sealed Proposals, shall be received through the City's e-Procurement website bidsandtenders™ on behalf of the City of Tamarac for the above referenced RFP before **3:00 PM Eastern local time, Wednesday, July 18, 2018**. Interested parties shall submit packages to the City through the city's e-Procurement system at: https://tamarac.bidsandtenders.org/Module/Tenders/en for the following project:

RECORDS CONVERSION SERVICES

The City is soliciting proposals on behalf of the City Clerk's Office to obtain the services of a qualified firm to provide all labor, materials, equipment and incidentals necessary to perform record conversion services.

Proposers shall be required to register with bidsandtenders™ at www.tamarac.org/bids in order to obtain access to the proposal documents, and to submit their electronic response. Additionally, all written inquiries shall be submitted through bidsandtenders™ and all written addenda shall be communicated through bidsandtenders™ as well.

City reserves the right to reject any or all Proposals, to waive any informalities or irregularities in any Proposals received, to re-advertise for Proposals, to award in whole or in part to one or more Proposers, or take any other such actions that may be deemed to be in the best interests of the City.
Proposal documents may be obtained via the Internet at the website above.

Ann Marie Corbett
Buyer

Publish Sun-Sentinel: 06/17/2018

REQUEST FOR PROPOSALS

RFP 18-21R
RECORDS CONVERSION SERVICES

I. INTRODUCTION

The City is soliciting proposals on behalf of the Tamarac City Clerk's Office to obtain the services of a qualified firm to perform record conversion services.

II. INFORMATION

For information pertaining to this Request for Proposals (RFP), contact Purchasing at (954) 597-3570. Such contact shall be for clarification purposes only. Material changes, if any, to the scope of services or proposal procedures will be transmitted only by written addendum. All inquiries shall be submitted in writing through the online portal provided by the City's e-procurement system, bidsandtender™: https://tamarac.bidsandtenders.org/Module/Tenders/en

III. SCHEDULE OF EVENTS *

#	Event	Date (on or by)
1	**Issuance of Request for Proposal**	**06/17/2018**
2	**All Questions Due in Writing**	**07/10/2018**
4	**Due Date of Proposals**	**07/18/2018**
5	**Proposal Evaluations & Short-listing Completed**	**08/01/2018**
8	**Proposal Presentations, if applicable**	**08/08/2018**
9	**Final Ranking of Firms**	**08/17/2018**
10	**Award of Contract**	**09/13/2018**

** CITY reserves the right to revise scheduled dates.*

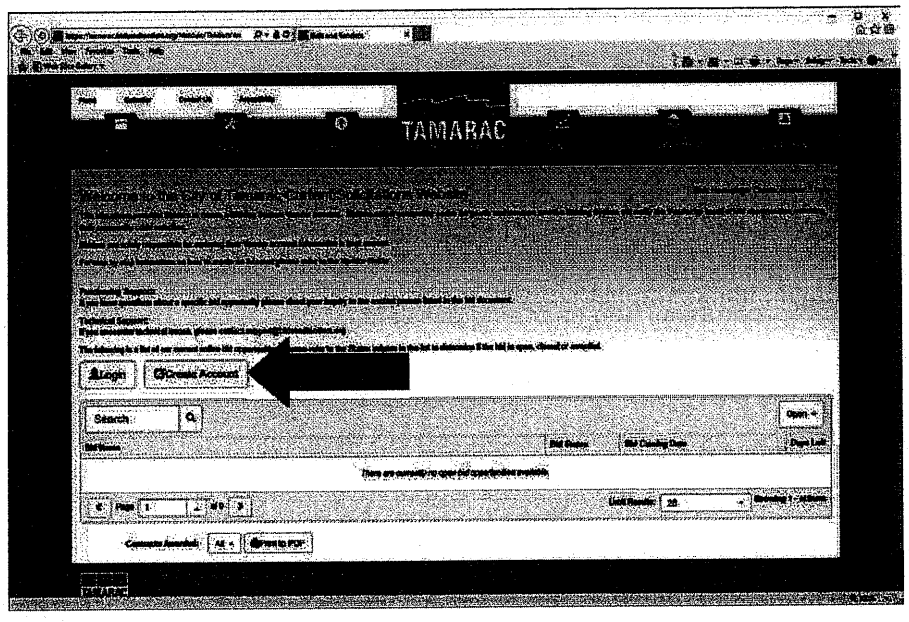
IV. HOW TO SIGN UP FOR OUR E-PROCUREMENT WEBSITE

Follow the step-by-step instructions below to see how to sign up for our new e-Procurement system with bidsandtenders™.

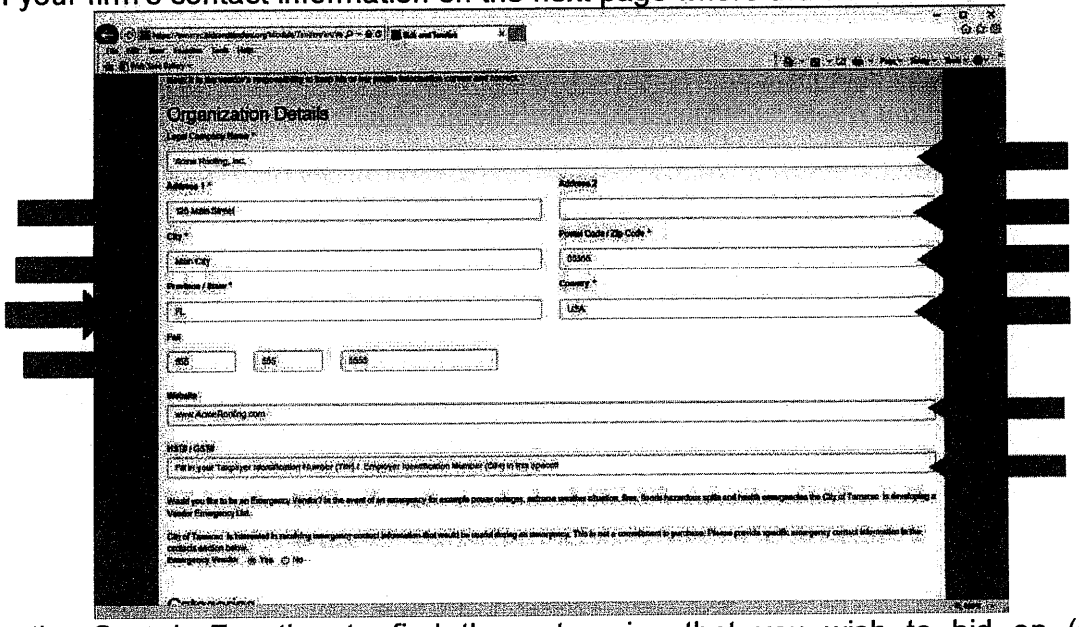
1. Once you arrive at the registration page, you may sign-up by clicking-on the "Create Account" tab as shown below:

REQUEST FOR PROPOSALS

RFP 18-21R
RECORDS CONVERSION SERVICES



2. Fill-in your firm's contact information on the next page where the blue arrows are shown:



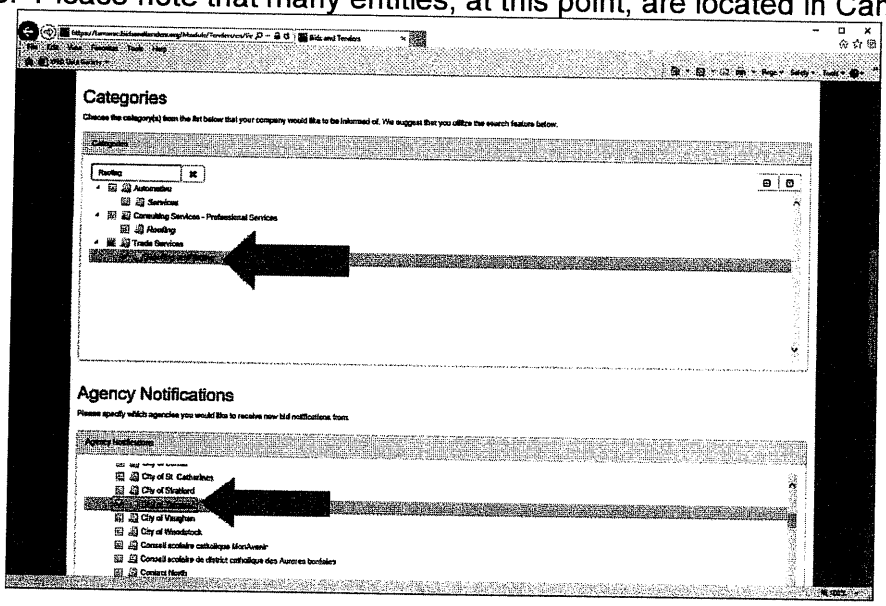
3. Use the Search Function to find the categories that you wish to bid on (example: Roofing). Then select the categories for which you are interested in receiving bid notifications.

4. Select the City of Tamarac as an entity. The default is checked to all, but you can clear the selections, and just click on the City of Tamarac (which will be ABSOLUTELY FREE for

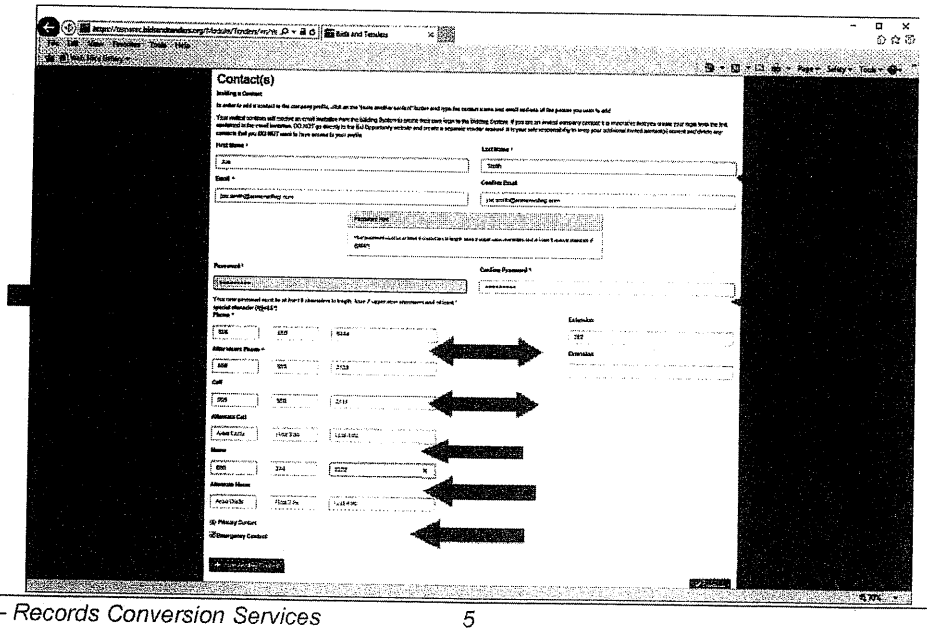
REQUEST FOR PROPOSALS

RFP 18-21R
RECORDS CONVERSION SERVICES

you.) You may also wish to choose other entities as well, but some entities may require you to pay a small fee. Please note that many entities, at this point, are located in Canada.



5. Add your contact information and set-up your user name and password. (The password parameters are shown to assist you in developing your USERID and password). We recommend that you specify emergency contact information as shown. After you press "Continue", you will receive an acknowledgement of successful entry.



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RECORDS CONVERSION SERVICES

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V. INSTRUCTIONS TO OFFERORS & STANDARD TERMS AND CONDITIONS

RFP 18-21R

Our Vision and Mission

Our Vision: The City of Tamarac, our community of choice – leading the nation in quality of life through safe neighborhoods, a vibrant economy, exceptional customer service and recognized excellence.

Our Mission: We Are "Committed to Excellence. . . Always" It is our job to foster and create an environment that

Responds to the Customer
Creates and Innovates
Works as a Team
Achieves Results, and
Makes a Difference

In the fulfillment of our vision and mission, as stewards of the public trust, we value vision, integrity, efficiency and quality service.

Our vendors are truly partners in meeting these commitments to the community, and in support of that vision and mission, we are committed to ensuring that qualified, competitive vendors who share our commitment to quality, efficiency, teamwork and customer service are employed to provide goods and services to the City. Our vendors are expected to deliver high quality products and efficient service that is provided on time and as ordered; in a manner that improves the overall value of the services that the City provides to its residents. In addition, we expect our vendors to work with the City as a team, and exhibit the highest level of integrity when dealing with any office or department of the City.

Diligence in the execution of the requirements of this proposal will ultimately contribute to the overall quality of services provided to the entire community. The City is searching for a firm who will exemplify these ideals in the execution of their work, and the successful firm will be measured against the performance standards outlined in this bid invitation.

A. INSTRUCTIONS TO OFFERORS

1. AUTHORITY

1.1. It is the intent of the City to award the proposal to the responsive proposer providing a response which is most advantageous to the City. This proposal is issued pursuant to, and governed by the laws of the State of Florida, Article VII "Financial Procedures", Section 7.11, "Requirements for Public Bidding, of the City of Tamarac Charter; and Chapter 6 "Finance and Taxation", Article V, the Tamarac Procurement Code.

2. DEFINED TERMS

2.1 "Request for Proposal (RFP)" -- A Request for Proposal (RFP) is a method of procurement permitting discussions with responsible offerors and revisions to proposals prior to award of a contract. Proposals will be opened in private. Award will be based on the criteria set forth herein.

2.2 "Offeror" - one who submits a Proposal in response to a solicitation, as distinct from a Sub-Offeror, who submits a Proposal to the Offeror.

2.3 "Proposer" – one who submits a Proposal in response to a solicitation. The terms "Offeror" and "Proposer" are used interchangeably and have the same meaning.

2.4 "Successful Offeror" - the qualified, responsible and responsive Offeror to whom City (on the basis of City's evaluation as hereinafter provided) makes an award.

2.5 "City" - the City of Tamarac, a municipal corporation of the State of Florida.

2.6 "Proposal Documents" - the Request for Proposals, Instructions to Offerors, Offeror's Qualifications Statement, Non-Collusive Affidavit, Certified Resolution, Vendor Drug-Free Workplace, Offeror's Proposal, Proposal Security and Specifications, if any, and the proposed Contract Documents (including all Addenda issued prior to opening of Proposals).

2.7 "Contractor" - the individual(s) or firm(s) to whom the award is made and who executes the Contract Documents.

2.8 "On-line e-procurement system" or "e-procurement system" – The City of Tamarac's solicitation management partner "bidsandtendersTM"

2.9 "bidsandtendersTM" -- The City of Tamarac's on-line solicitation management partner and the e-procurement system used by the City. The terms "on-line e-procurement system and "bidsandtendersTM" may be used interchangeably herein.

3. SPECIAL CONDITIONS

3.1 Where there appears to be variances or conflicts between the General Terms and Conditions and the Special Conditions and/or Scope of Work outlined in this proposal, the Special Conditions and/or the Scope of Work shall prevail.

4. EXAMINATION OF CONTRACT DOCUMENTS AND SITE

4.1 Before submitting a Proposal, each Offeror must visit the site (if applicable to the project) to become familiar with the facilities and equipment that may in any manner affect cost or performance of the work; must consider federal, state and local laws, ordinances, rules and regulations that may in any manner affect cost or performance of the work, must carefully compare the Offeror's observations made during site visits or in review of applicable laws with the Proposal Documents; and must promptly notify the Purchasing and Contracts Manager of all conflicts, errors and discrepancies, if any, in the Proposal Documents.

4.2 The Offeror, by and through the submission of a Proposal, agrees that Offeror shall be held responsible for having examined the facilities and equipment (if applicable); is familiar with the nature and extent of the work and any local conditions that may affect the work, and is familiar with the equipment, materials, parts and labor required to successfully perform the work.

5. OMISSION OF DETAILS / VARIANCES AND EXCEPTIONS

5.1 The apparent silence of the requirements as to any detail, or the apparent omission of a detailed description concerning any point, shall be regarded as meaning that only the best commercial practice is to prevail, and that

only material and workmanship of the finest quality is to be used. All interpretations of the specifications shall be made on the basis of this statement. Omission of any essential details from these specifications will not relieve the Proposer of supplying such services or product(s) as specified.

5.2 For the purpose of evaluation, the Offeror must indicate any variance or exceptions to the stated requirements, no matter how slight. Deviations should be explained in detail. Absence of variations and/or corrections will be interpreted to mean that the Offeror meets all the requirements in every respect.

6. INTERPRETATIONS AND ADDENDA

6.1 If the Offeror is in doubt as to the meaning of any of the Proposal Documents, believes that the General Conditions, Special Conditions and/or Technical Specifications contain errors, contradictions or obvious omissions, or has any questions concerning the information contained in the RFP documents, the Offeror shall submit a written request to the Purchasing Office for interpretation or clarification.

6.2 Such request must reference RFP name and number, and should be received by the Purchasing Office at least ten (10) calendar days prior to the Proposal opening date, or prior to the deadline specified in the "Schedule of Events" provided herein. Questions received less than ten (10) calendar days prior to the Proposal opening, or the deadline specified by the "Schedule of Events" herein, whichever is sooner, may not be answered. Interpretations or clarifications in response to such questions will be issued in the form of a written addendum transmitted via bidsandtenders™ to all parties recorded by the Purchasing and Contracts Division Office as having received the Proposal Documents.

6.3 The issuance of a written addendum shall be the only official method whereby such an interpretation or clarification will be made.

7. COSTS AND COMPENSATION

7.1 Costs and compensation shall be shown in both unit prices and extensions whenever applicable, and expressed in U.S. Dollars. In the event of discrepancies existing between unit prices and extensions or totals, the unit prices shall govern.

7.2 All costs and compensation shall remain firm and fixed for acceptance for 90 calendar days after the day of the Proposal opening.

7.3 The price proposal shall include all franchise fees, royalties, license fees, etc., as well as all costs for transportation or delivery as applicable within the scope of the solicitation.

8. PRICES, PAYMENTS, DISCOUNTS & ELECTRONIC PAYMENTS

8.1 Firm Pricing: Prices shall be fixed and firm to the extent required under Special Conditions. In the absence of a reference in the Special Conditions, prices shall be fixed and firm for a period of sixty (60) calendar days, or ninety (90) calendar days when the contract must be approved by another agency. Payment will be made only after receipt and acceptance of materials/services. Cash discounts may be offered for prompt payment; however, such discounts shall not be considered in determining the lowest net cost for bid evaluation.

8.2 Prompt Payment Discounts: Where applicable, offeror is encouraged to provide prompt payment. If no payment discount is offered, the discount shall assume net 30 days. Payment is deemed made on the date of the mailing of the check. All payments shall be governed by the Local Government Prompt Payment Act, F.S. Chapter 218.

**********IMPORTANT NOTE**********

8.3 Payments by Electronic Funds Transfer: ALL payments by the City will be made by Direct Deposit (ACH) via electronic funds transfer. No paper checks will be issued after that date. Vendors must register for direct deposit with the City prior to receiving any payments by providing a "City of Tamarac Consent for Direct Deposit" form (ACH Form) to the City's Financial Services Accounting Division. The form may be accessed on the City of Tamarac web-site at: http://www.tamarac.org/index.aspx?NID=622

8.4 Please contact the Purchasing & Contracts Division at the number shown on this solicitation document herein as the first point of contact for more information.

9. NON-COLLUSIVE AFFIDAVIT

9.1 Each Offeror shall complete the Non-Collusive Affidavit form and shall submit the form with their Proposal. City considers the failure of the Offeror to submit this document may be cause for rejection of the Proposal.

10. CONFLICT OF INTEREST

10.1 The award of any contract hereunder is subject to the provisions of Chapter 112, Florida Statutes. Offerors must disclose with their Proposal the name of any officer, director, partner, proprietor, associate or agent who is also an officer or employee of City or any of its agencies.

10.2 Further, all Offerors must disclose the name of any officer or employee of City who owns, directly or indirectly, an interest of five percent (5%) or more in the Offeror's firm or any of its branches or affiliate companies. Furthermore, bidder shall not enter into any employment relationship with any individual or firm that creates a potential conflict of interest, or may present an opportunity for the inappropriate sharing of inside information or proprietary information related to this bid.

10.3 Unless otherwise specified in Offerors response, electronic submission of this proposal shall acknowledge Offerors understanding and Agreement that Offeror complies with the requirements of Chapter 112, Florida Statutes.

11. PERFORMANCE BONDS AND INSURANCE

11.1 Upon award of a contract, the Successful Offeror, as required within the scope of the solicitation, may be required to submit performance bonds and/or payment bonds. Offeror shall provide certificates of insurance in the manner, form and amount(s) specified.

12. SUMMARY OF DOCUMENTS TO BE SUBMITTED WITH PROPOSALS

12.1 The following is a summary of documents required to be submitted for this proposal. Failure to include a technical proposal, cost proposal, bid surety (if required below), or any other document that, by its omission, may prejudice the rights of other respondents, may result in immediate rejection of your proposal. Other forms or documents

which, by their nature do not impact price or the Offeror's cost of doing business should accompany the Proposal; but must be provided within three (3) business days of the City's request to be considered responsive:

- **Technical Proposal & Work Plan**
- **Cost Proposal (See "Proposal Form" herein)**
- **Project schedule which includes a breakdown of estimated hours to be worked by each of your project team members**
- **Certification Forms**
- **Offeror's Qualifications Statement Form & References**
- **Vendor Drug Free Workplace Form**
- **Non-Collusive Affidavit Form**
- **Scrutinized Nations Form**
- **Proof of applicable insurance.**
- **Listing of any Sub-consultants or Subcontractors to be utilized.**
- **The City reserves the right to request the most recently completed audited financial statement, or other approved documentation to verify financial viability.**

13. SUBMISSION OF PROPOSALS

The Proposer is directed to access proposal documents by registering on-line with bidsandtenders™ at www.tamarac.org/bids. All proposal documents will be made available at this site.

The Proposer is furthermore directed to deliver sealed proposals online at: https://tamarac.bidsandtenders.org/Module/Tenders/en

13.1 All proposals shall be submitted in the English language, and pricing expressed in U.S. Dollars.

13.2 Proposers shall electronically acknowledge the receipt of all addenda.

13.3 Proposals by corporations must be executed in the corporation's legal name by the President or other corporate officer, accompanied by evidence of authority to sign. Evidence of authority shall be provided on the enclosed Certified Resolution form, or by the company's own Corporate Resolution.

13.4 Proposals by partnerships must be executed in the partnership name and signed by a partner, whose title must appear in the document.

13.5 Proposals shall be electronically submitted to the Purchasing and Contracts Division on or before the time indicated in the Request for Proposals via the bidsandtenders™ on-line solicitation system. Proposals will be held on the bidsandtenders™ server as an encrypted document, with no access by the City of Tamarac or others until immediately following the proposal closing date and time, at which time all responses shall be securely released to the City.

13.6 In accordance with Florida Statutes, Chapter §119.07(1)(a) and except as may be provided by other applicable state and federal law, the Request for Proposals and the responses thereto are in the public domain. However, Proposers are requested to specifically identify in the submitted Proposal any financial information or trade secrets considered confidential and/or proprietary which may be considered exempt under Florida Statute §119.07(t).

13.7 All Proposals received from Offerors in response to the Request for Proposals will become the property of City. In the event of Contract award, all documentation produced as part of the Contract shall become the exclusive property of City.

13.8 The Proposer preparing a submittal in response to this RFP shall bear all expenses associated with its preparation. The Proposer shall prepare a submittal with the understanding that no claim for reimbursement shall be submitted to the City for the expense of proposal preparation and/or presentation.

13.9 Electronic Media Submission: The City may require that machine readable information and data, including computer assisted drafting designs (AutoCAD files) be provided by the proposing firm as a part of its submittal. The proposing firm shall not be liable for claims or losses arising out of, or connected with, modification by the City, or anyone authorized by the City, decline of accuracy or readability of data due to storage or obsolescence of equipment or software, any use by the City or anyone authorized by the City, of such data for additions to projects except as authorized in writing by the proposing firm. Such files should be submitted on-line through the bidsandtenders™ online solicitation system.

14. MODIFICATION AND WITHDRAWAL OF PROPOSALS

14.1 Proposals may be modified or withdrawn by a duly executed document signed by a corporate officer or other employee with designated signature authority. Evidence of such authority must accompany the request for withdrawal or modification. The request must be delivered to the Purchasing and Contracts Division Office at any time prior to the deadline for submitting Proposals, and may be alternatively completed on-line through the bidsandtenders™ system. Withdrawal of a Proposal will not prejudice the rights of an Offeror to submit a new Proposal prior to the Proposal opening date and time.

14.2 If, within twenty-four (24) hours after Proposals are opened, any Offeror files a duly signed, written notice with the Purchasing Office, and within five (5) calendar days thereafter demonstrates to the reasonable satisfaction of City, by clear and convincing evidence, that there was a material and substantial mistake in the preparation of its Proposal, or that the mistake is clearly evident on the face of the Proposal, but the intended correct Proposal is not similarly evident, Offeror may withdraw its Proposal and any bid security will be returned. Thereafter, the Offeror will be disqualified from further bidding on the subject Contract.

15. REJECTION OF PROPOSALS

15.1 To the extent permitted by applicable state and federal laws and regulations, City reserves the right to reject any and all Proposals, to waive any and all informalities not involving price, time or changes in the work with the Successful Offeror, and to disregard all nonconforming, non-responsive, unbalanced or conditional Proposals. Proposals will be considered irregular and may be rejected if they show serious omissions, alterations in form, additions not called for, conditions or unauthorized alterations, or irregularities of any kind.

15.2 City reserves the right to reject the Proposal of any Offeror if City believes that it would not be in its best interest of to make an award to that Offeror, whether

because the Proposal is not responsive, the Offeror is unqualified, of doubtful financial ability, or fails to meet any other pertinent criteria established by City within the scope of the solicitation.

16. QUALIFICATIONS OF PROPOSERS

16.1 Proposals will be considered from firms normally engaged in providing the service requested. The proposing Firm must demonstrate adequate experience, organization, facilities, equipment and personnel to ensure prompt and efficient service to the City of Tamarac. The City of Tamarac will determine whether the evidence of ability to perform is satisfactory and reserves the right to reject proposals where evidence submitted, or investigation and evaluation, indicates inability of a firm to perform.

16.2 Each Offeror shall complete the Offeror's Qualifications Statement and submit the form with the Proposal. Failure to submit the Offeror's Qualifications Statement and the documents required thereunder may constitute grounds for rejection of the Proposal.

16.3 As a part of the evaluation process, the City may conduct a background investigation including a criminal record check of Proposer's officers and/or employees, by the Broward County Sheriff's Office. Proposer's submission of a proposal constitutes acknowledgement of and consent to such investigation. City shall be the sole judge in determining Proposer's qualifications.

16.4 No proposal shall be accepted from, nor will any contract be awarded to, any person who is in arrears to City for any debt or contract, who is a defaulter, as surety or otherwise, of any obligation to City, or who is deemed irresponsible for unreliable by City. City will be the sole judge of said determination. The City reserves the right, before recommending any award, to inspect the facilities, equipment and organization or to take any other action necessary to determine ability to perform in accordance with the specifications, terms and conditions.

16.5 Employees of the Proposer shall at all times be under its sole direction and not an employee or agent of the City. The Proposer shall supply competent and physically capable employees. The City may require the Proposer to remove an employee it deems careless, incompetent, insubordinate or otherwise objectionable. Proposer shall be responsible to the City for the acts and omissions of all employees working under its directions.

17. INTERPRETATIONS & ADDENDA

17.1 If the Offeror is in doubt as to the meaning of any of the Proposal Documents, believes that the General Conditions, Special Conditions and/or Technical Specifications/Scope of Work errors, contradictions or obvious omissions, or has any questions concerning the information contained in the RFP documents, the Offeror shall submit a written request on the City's e-Procurement site with bidsandtenders™.

17.2 Such request must be received by the Purchasing Office at least seven (7) calendar days prior to the Proposal opening date, or prior to the deadline specified in the "Schedule of Events" provided herein, whichever is the earlier date. Questions shall be submitted through the City's online e-procurement system by the due date listed above.

17.3 All questions shall be answered in the form of an Addendum. Interpretations or clarifications in response to such questions will be issued in the form of a written addendum with such notice transmitted to all parties recorded by the Purchasing Office as having received the Proposal Documents through our online e-Procurement system. The issuance of a written online addendum shall be the only official method whereby such an interpretation or clarification will be made.

17.4 Written addenda shall serve as the sole means of clarification. The City shall not be responsible for oral interpretations given by any City employee or its representative.

17.5**** SPECIAL NOTE – Addendums will only be issued electronically through the City's e-procurement system. Vendors will be notified of the availability of new solicitations and addendums via e-mail (per the vendor's selected commodity choice).

17.6 IT IS ESSENTIAL THAT ALL PROPOSERS WHO INTEND TO SUBMIT A RESPONSE FOR ANY RFP MUST REGISTER WITH bidsandtenders™ AT THE CITY'S WEBSITE AVAILABLE AT THE FOLLOWING LINK:
https://tamarac.bidsandtenders.org/Module/Tenders/en
This is the only manner in which a proposer will receive notification of any and all addendums and/or updates to the project.

18. FORM AGREEMENT DOCUMENT

18.1 The City may attach as a part of this solicitation, a Form Agreement document. Proposers shall be responsible for complying with all of the terms and conditions of the Form Agreement document if included herein, except where variant or conflicting language may be included in any Special Conditions contained herein. Proposers shall note any deviation or variance with the Form Agreement document at the time of bid submission.

19. OTHER GOVERNMENTAL ENTITIES

19.1 If a Proposer is awarded a contract as a result of this RFP, Proposer will, if Proposer has sufficient capacity or quantities available, provide to other governmental agencies, so requesting, the products or services awarded in accordance with the terms and conditions of the Invitation for Bid and resulting contract. Prices shall be F.O.B. Destination to the requesting agency.

20. UNBALANCED PROPOSAL PRICING

20.1 When a unit price proposed has variable or estimated quantities, and the proposal shows evidence of unbalanced proposal pricing, such proposal may be rejected.

21. INFORMATION REQUESTS AFTER DUE DATE

21.1 Pursuant to Florida Statute Chapter 119, Section 071 (1), sealed bids or proposals received by an agency pursuant to invitations to bid or requests for proposals are exempt from the provisions of subsection (1) and s. 24(a), Art. I of the State Constitution until such time as the agency provides notice of a decision or intended decision pursuant to F.S. §119.071(1) (b) (2), or within 30 days after bid/proposal opening, whichever is earlier.

22. BUDGETARY CONSTRAINTS

22.1 In the event the City is required to reduce contract costs due to budgetary constraints, all services specified in this document may be subject to a permanent or temporary reduction in budget. In such an event, the total cost for the affected service shall be reduced as required. The Contractor shall also be provided with a minimum 30-day notice prior to any such reduction in budget.

23. CONTINGENT FEES PROHIBITED

23.1 The proposing firm must warrant that it has not employed or retained a company or person, other than a bona fide employee, contractor or subcontractor, working in its employ, to solicit or secure a contract with the City, and that it has not paid or agreed to pay any person, company, corporation, individual or firm other than a bona fide employee, contractor or sub-consultant, working in its employ, any fee, commission, percentage, gift or other consideration contingent upon or resulting from the award or making of a contract with the City.

24. PROHIBITION AGAINST LOBBYING

24.1 During the solicitation of any bid or proposal, any firm and its agents, officers or employees who intend to submit, or who have submitted, bids or proposals shall not lobby, either individually or collectively, any City Commission members, candidates for City Commission or any employee of the City.

24.2 Contact should only be made through regularly scheduled Commission meetings, or meetings scheduled through the Purchasing and Contracts Division for purposes of obtaining additional or clarifying information. Any action, including meals, invitations, gifts or gratuities by a submitting firm, its officers, agents, or employees shall be within the purview of this prohibition and shall result in the immediate disqualification of that firm from further consideration.

24.3 During a formal solicitation process, contact with personnel of the City of Tamarac other than the Purchasing and Contracts Manager or designated representative regarding any such solicitation may be grounds for elimination from the selection process. (Reference: Tamarac Procurement Code Section 6-156.)

25. PROTESTS

Any actual or prospective bidder, offeror, or contractor who is aggrieved in connection with the solicitation or award of a contract may protest to the purchasing and contracts manager. The protest shall be submitted in writing within five (5) business days after such aggrieved person knows or should have known of the facts giving rise thereto and shall be submitted with the procedures outlined in section 6-154 "Appeals and remedies" of the Tamarac procurement code, available at the following link:
https://www.municode.com/library/fl/tamarac/codes/code_of_ordinances?nodeId=PTIICO_CH6FITA_ARTVTAPRCO

B. STANDARD TERMS AND CONDITIONS

These General Terms and Conditions apply to all offers made to the City of Tamarac by all prospective Proposers, including but not limited to, Requests for Quotes, Requests for Proposal and Requests for Solicitation. As such the words "solicitation", "proposal" and "offer" are used interchangeably in reference to all offers submitted by prospective Proposers. The City of Tamarac reserves the right to reject any or all proposals, to waive any informalities or irregularities in any proposals received, to re-advertise for proposals, to enter into contract negotiations with the selected Proposer or take any other actions that may be deemed to be in the best interest of the City of Tamarac. All special conditions in this RFP or any sample agreement document that may be in variance or conflict with these General Terms and Conditions shall have precedence over these General Terms and Conditions. If no changes or deletions to General Conditions are made in the Special Conditions, then the General Terms and Conditions shall prevail in their entirety.

1. DEFINED TERMS

Terms used in these Instructions to Offerors are defined as follows:

Addenda – Written or graphic instruments issued prior to the opening of Solicitations which clarify, correct, or change the solicitation requirements or the contract document.

Agreement – The written agreement between the City and the Contractor covering the Work to be performed including other Contract Documents that are attached to the Agreement and made a part thereof.

Application for Payment – the form acceptable to the Engineer/Project Manager which is used by the Contractor during the work in requesting progress or final payments and which is accompanied by such supporting documentation as is required by the Contract Documents.

Board - The City Commission Members of Tamarac, Florida, its successors and assigns.

Capital Projects Manager – An authorized representative of the City.

Change Order – A document that is signed by the Contractor and the City and authorizes an addition, deletion or revision in the Work within the general scope of this Agreement, or an adjustment in the Contract Price or the Contract Time, issued on or after the Effective Date of the Agreement.

Contract Documents – The contract documents consist of this Agreement, conditions of the contract (General, Supplementary and other Conditions), drawings, specifications of Solicitation No. 17-17B, all addenda issued prior to, all modifications issued after execution of this Agreement, Notice of Award, Notice to Proceed, Certificate(s) of Insurance, Bonds and any additional modifications and supplements, Change Orders and Work directive changes issued on or after the effective date of the Contract. These contract documents form the Agreement, and all are as fully a part of the Agreement if attached to this Agreement or repeated therein.

Contractor - the individual(s) or firm(s) to whom the award is made and who executes the Contract Document.

Contract - The written agreement for performance of the Scope of Work entered between the City and the successful proposer.

Contract Times – the number of consecutive calendar days stated in the Contract Documents to achieve substantial completion and/or complete the Work so that it is ready for final payment as evidenced by the Capital Projects Manager's/Project Manager's written recommendation of final payment.

Contract Administrator - The Department's Director, or some other employee expressly designated as Contract Administrator in writing by the Director, who is the representative of the Board concerning the Contract Documents.

City - the City of Tamarac, a municipal corporation of the State of Florida.

Effective Date of the Agreement – The date indicated in the Agreement on which it becomes effective, but if no such date is indicated it means the date on which the Agreement is signed and delivered by the last of the two parties to sign and deliver.

Engineer/Project Manager – The City's authorized project representative. The words "Engineer" and "Engineer/Project Manager" are used interchangeably.

Field Order – A written order issued by the Engineer/Project Manager that requires minor changes in the Work but does not involve a change in Contract Price or Contract Time.

Milestone – A principal event specified in the Contract Documents relating to an intermediate complete date or time prior to Substantial Completion of all the Work.

Notice to Proceed – A written notice given by the City to the Contractor fixing the date on which the Contract Time will commence to run and on which the Contractor shall start to perform the Contractor's obligations under the Contract Documents.

Offeror - one who submits a Proposal in response to a solicitation, as distinct from a Sub-Offeror, who submits a Proposal to the Offeror.

Plans and/or Drawings - The official graphic representations of this construction project.

Proposer - Any individual, firm, or corporation submitting a proposal for this project, acting directly or through a duly authorized representative. For the purpose of this Agreement, Proposer shall mean the same thing as the Proposer.

Proposal Documents - the Request for Proposals, Instructions to Offerors, Offeror's Qualifications Statement, Non-Collusive Affidavit, Certified Resolution, Vendor Drug-Free Workplace, Offeror's Proposal, Proposal Security and Specifications, if any, and the proposed Contract Documents (including all Addenda issued prior to opening of Proposals).

Successful Offeror - the qualified, responsible and responsive Offeror to whom City (on the basis of City's evaluation as hereinafter provided) makes an award.

2. INSURANCE

2.1 Offeror agrees to, in the performance of work and services under this Agreement, comply with all federal, state, and local laws and regulations now in effect, or hereinafter enacted during the term of this agreement that are applicable to Contractor, its employees, agents, or subcontractors, if any, with respect to the work and services described herein.

2.2 Offeror shall obtain at Offeror's expense all necessary insurance in such form and amount as required by the City's Risk & Safety Officer before beginning work under this Agreement. Offeror shall maintain such insurance in full force and effect during the life of this Agreement. Offeror shall provide to the City's Risk & Safety Officer certificates of all insurance required under this section prior to beginning any work under this Agreement. Offeror shall indemnify and save the City harmless from any damage resulting to it for failure of either Offeror or any subcontractor to obtain or maintain such insurance.

2.3 The following are required types and minimum limits of insurance coverage, which the Offeror agrees to maintain during the term of this contract:

Insurance Requirements		
Line of Business Coverage	**Occurrence**	**Aggregate**
	Limits	
Commercial General Liability Including: Premises / Operations Contractual Liability Personal & Advertising injury Bodily Injury Independent Contractors Explosion, Collapse and Underground Hazard Products / Completed Operation Broad Form Property Damage Cross Liability and Severability of Interest Clause	**$1,000,000**	**$2,000,000**
Automobile Liability	**$1,000,000**	**$1,000,000**
Workers Compensation & Employer's Liability	**Statutory**	

2.4 The City reserves the right to require higher limits and/or additional coverage depending upon the scope of work under this Agreement.

2.5 Neither Offeror nor any subcontractor shall commence work under this contract until they have obtained all insurance required under this section and have supplied the City with evidence of such coverage in the form of an insurance certificate and endorsement. The Offeror will ensure that all subcontractors will comply with the above guidelines and will maintain the necessary coverage throughout the term of this Agreement. All insurance carriers shall be rated at least A-VII per A.M. Best's Key Rating Guide and be licensed to do business in Florida. Policies shall be "Occurrence" form. Each carrier will give the City sixty (60) days' notice prior to cancellation. The Offeror's liability insurance policies shall be endorsed to add the City of Tamarac as an "additional insured". Contractor hereby agrees to waive rights of subrogation which any insurer of Contractor may acquire from Contractor by virtue of the payment of any loss. Contractor agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation. The Workers' Compensation policy shall be endorsed with a waiver of subrogation in favor of the City of Tamarac for all work performed by the Contractor, its employees, agents and subcontractors. The Offeror shall be responsible for the payment of all deductibles and self-insured retentions. The City may require that the Offeror purchase a bond to cover the full amount of the deductible or self-insured retention. If the Offeror is to provide professional services under this Agreement, the Offeror must provide the City with evidence of Professional Liability

insurance with, at a minimum, a limit of $1,000,000 per occurrence and in the aggregate. "Claims-Made" forms are acceptable for Professional Liability insurance.

3. INDEMNIFICATION

3.1 **GENERAL INDEMNIFICATION:** Contractor shall, in addition to any other obligation to indemnify the City and to the fullest extent permitted by law, protect, defend, indemnify and hold harmless the City, their agents, elected officials and employees from and against all claims, actions, liabilities, losses (including economic losses), costs arising out of any actual or alleged: a). Bodily injury, sickness, disease or death, or injury to or destruction of tangible property including the loss of use resulting therefrom, or any other damage or loss arising out of or resulting, or claimed to have resulted in whole or in part from any actual or alleged act or omission of the Contractor, any sub-Contractor, anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable in the performance of the Work; or b). violation of law, statute, ordinance, governmental administration order, rule, regulation, or infringement of patent rights by Contractor in the performance of the Work; or c). liens, claims or actions made by the Contractor or any sub-Contractor under workers compensation acts; disability benefit acts, other employee benefit acts or any statutory bar. Any cost of expenses, including attorney's fees, incurred by the City to enforce this agreement shall be borne by the Contractor.

3.2 Upon completion of all Services, obligations and duties provided for in this Agreement, or in the event of termination of this Agreement for any reason, the terms and conditions of this Article shall survive indefinitely.

3.3 The Contractor shall pay all claims, losses, liens, settlements or judgments of any nature whatsoever regarding the foregoing indemnifications including, but not limited to, reasonable attorney's fees (including appellate attorney's fees) and costs.

3.4 City reserves the right to select its own legal counsel to conduct any defense in any such proceeding and all costs and fees associated therewith shall be the responsibility of Contractor under the indemnification agreement. Nothing contained herein is intended nor shall it be construed to waive City's rights and immunities under the common law or Florida Statute 768.28 as amended from time to time.

4. INDEPENDENT CONTRACTOR

4.1 An Agreement resulting from this solicitation does not create an employee/employer relationship between the Parties. It is the intent of the Parties that the Contractor is an independent contractor under this Agreement and not the City's employee for any purposes, including but not limited to, the application of the Fair Labor Standards Act minimum wage and overtime payments, Federal Insurance Contribution Act, the Social Security Act, the Federal Unemployment Tax Act, the provisions of the Internal Revenue Code, the State Worker's Compensation Act, and the State Unemployment Insurance law.

4.2 The Contractor shall retain sole and absolute discretion in the judgment of the manner and means of carrying out Contractor's activities and responsibilities hereunder provided, further that administrative procedures applicable to services rendered under any potential Agreement shall be those of Contractor, which policies of Contractor shall not conflict with City, State, or United States policies, rules or regulations relating to the use of Contractor's funds provided for herein.

4.3 Contractor agrees that it is a separate and independent enterprise from the City, that it had full opportunity to find other business, that it has made its own investment in its business, and that it will utilize a high level of skill necessary to perform the work. Any potential Agreement shall not be construed as creating any joint employment relationship between the Contractor and the City and the City will not be liable for any obligation incurred by Contractor, including but not limited to unpaid minimum wages and/or overtime premiums.

5. DELIVERIES

5.1 Any item requiring delivery by the Offeror or by sub-contractors shall be delivered F.O.B. destination to a specific City address. All delivery costs and charges must be included in the Proposal. If delivery of an item is required, the City reserves the right to cancel the delivery order(s) or any part thereof, without obligation if delivery is not made at the time specified in the proposal.

6. WARRANTIES

6.1 Successful Offeror warrants to City that the consummation of the work provided for in the Contract documents will not result in the breach of any term or provision of, or constitute a default under any indenture, mortgage, contract, or agreement to which Successful Offeror is a party.

6.2 Successful Offeror warrants to City that it is not insolvent, it is not in bankruptcy proceedings or receivership, nor is it engaged in or threatened with any litigation, arbitration or other legal or administrative proceedings or investigations of any kind which would have an adverse effect on its ability to perform its obligations under the Contract.

6.3 Successful Offeror warrants to City that it will comply with all applicable federal, state and local laws, regulations and orders in carrying out its obligations under the Contract.

6.4 All warranties made by Successful Offeror together with service warranties and guarantees shall run to City and the successors and assigns of City.

7. CONDITIONS OF MATERIAL

7.1 All materials and products supplied by the Offeror in conjunction with this proposal shall be new, warranted for their merchantability, fit for a purpose, free from defects and consistent with industry standards. The products shall be delivered to the City in excellent condition. If any of the products supplied to the City are found to be defective or do not conform to the specifications/scope of work, the City reserves the right to return the product to the Contractor at no cost to City.

7.2 Successful Offeror shall furnish all guarantees for Material or Equipment manufacturer warranties to the Project Contract Manager prior to final acceptance and payment. Warranty period shall commence upon final acceptance of product.

8. COPYRIGHTS OR PATENT RIGHTS

8.1 The Offeror warrants that there has been no violation of copyrights or patent rights in manufacturing, producing or selling the goods shipped or ordered as a result of this solicitation. The seller agrees to hold the City harmless from all liability, loss or expense occasioned by any such violation.

9. SAFETY STANDARDS

9.1 The Proposer warrants that any product(s) supplied to the City shall conform in all respects to the standards set forth in the Occupational Safety and Health Act of 1970 as amended, and shall be in compliance with Chapter 442, Florida Statutes as well as any industry standards, if applicable. Any toxic substance listed in Section 38F-41.03 of the Florida Administrative Code delivered as a result of this order must be accompanied by a completed Material Safety Data Sheet (MSDS).

10. INSPECTION

10.1 The City shall have the right to inspect any materials, components, equipment, supplies, services or completed work specified herein. Any of said items not complying with these specifications are subject to rejection at the option of the City. Any items rejected shall be removed from the premises of the City and/or replaced at the entire expense of the successful Proposer.

11. NON-DISCRIMINATION AND EQUAL OPPORTUNITY EMPLOYMENT

11.1 During the performance of the Contract, the Contractor and its subcontractors shall not discriminate against any employee or applicant for employment because of race, color, sex including pregnancy, religion, age, national origin, marital status, political affiliation, familial status, sexual orientation, gender identity and expression, or disability if qualified.

11.2 The Contractor will take affirmative action to ensure that employees and those of its subcontractors are treated during employment, without regard to their race, color, sex including pregnancy, religion, age, national origin, marital status, political affiliation, familial status, sexual orientation, gender identity or expression, or disability if qualified. Such actions must include, but not be limited to, the following: employment, promotion; demotion or transfer; recruitment or recruitment advertising, layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

11.3 The Contractor and its subcontractors shall agree to post in conspicuous places, available to its employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of this nondiscrimination clause. The Contractor further agrees that he/she will ensure that all subcontractors, if any, will be made aware of and will comply with this nondiscrimination clause.

12. FIRM PRICING

12.1 Proposals prices shall be fixed and firm to the extent required under any Special Conditions or the Statement of Work. In the absence of a reference in the Special Conditions or Statement of Work, proposal prices shall be fixed and firm for a period of sixty (60) calendar days, or ninety (90) calendar days when the contract must be approved by another agency. Payment will be made only after receipt and acceptance of materials/services. Cash discounts may be offered for prompt payment; however, such discounts shall not be considered in determining the lowest net cost for proposal evaluation.

13. PROMPT PAYMENT DISCOUNTS

13.1 Proposers are encouraged to provide prompt payment terms in the space provided on the Proposal Form. If no payment discount is offered, the Proposer shall enter zero (0) for the percentage discount to indicate net 30 days. If the Proposer does not enter a percentage discount, it is understood and agreed that the payment terms shall be 2% 10 days, net 30 days effective on the date that the City receives an accurate invoice or accepts the product, whichever is the later date. Payment is deemed made on the date of the mailing of the check. All payments shall be governed by the *Local Government Prompt Payment Act*, F.S. Chapter 218.

********** ***IMPORTANT NOTE*** **********

Payments by Electronic Funds Transfer: ALL payments by the City will be made by Direct Deposit (ACH) via electronic funds transfer. No paper checks will be issued after that date. Vendors must register for direct deposit with the City prior to receiving any payments by providing a "City of Tamarac Consent for Direct Deposit" form (ACH Form) to the City's Financial Services Accounting Division. The form may be accessed on the City of Tamarac web-site at http://www.tamarac.org/index.aspx?NID=622. Please contact the Purchasing & Contracts Division at the number shown on this solicitation document herein as the first point of contact for more information.

14. TAXES

14.1 Taxes for Proposers - Successful Offeror shall pay all applicable sales, consumer use and other similar taxes required by law.

14.2 Taxes for the City – The City of Tamarac is exempt tom all Federal, State and Local taxes. An exemption certificate will be provided where applicable upon request.

15. PERFORMANCE

15.1 Failure on the part of the Offeror to comply with the conditions, terms, specifications and requirements of the solicitation shall be just cause for cancellation of the proposal award. The City may, by written notice to the Proposal, terminate the contract for failure to perform. The date of termination shall be stated in the notice. The City shall be the sole judge of nonperformance.

16. TERMINATION FOR CAUSE AND DEFAULT

16.1 In addition to all other remedies available to the City, this Agreement shall be subject to cancellation by the City for cause, should the Successful Offeror neglect or fail to perform or observe any of the terms, provisions, conditions, or requirements herein contained, if such neglect or failure shall continue for a period of thirty (30) days after receipt by of written notice of such neglect or failure.

17. TERMINATION FOR CONVENIENCE OF CITY

17.1 This Agreement may be terminated by the City for convenience, upon seven (7) days of written notice by the City to the Successful Offeror for such termination in which event the Successful Offeror shall be paid its compensation for services performed to termination date, including services reasonably related to termination.

17.2 If the Successful Offeror abandons this Agreement or causes it to be terminated, the Successful Offeror shall indemnify the City against loss pertaining to this termination.

18. FUNDING OUT

18.1 This agreement shall remain in full force and effect only if the expenditures provided for in the Agreement have been

appropriated by the City Commission of the City of Tamarac in the annual budget for each fiscal year of this Agreement, and is subject to termination based on lack of funding.

19. RECORDS AND AUDITS

The City of Tamarac is a public agency subject to Chapter 119, Florida Statutes. The Contractor shall comply with Florida's Public Records Law. Specifically, the Contractor shall:

19.1 Keep and maintain public records required by the City to perform the service;
19.2 Upon request from an of public records, provide the public agency with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in this chapter or as otherwise provided by law.
19.3 Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the contractor does not transfer the records to the City.
19.4 Upon completion of the contract, transfer, at no cost to the City, all public records in possession of the Contractor, or keep and maintain public records required by the City to perform the service. If the Contractor transfers all public records to the City upon completion of the contract, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Contractor keeps and maintains public records upon completion of the contract, the Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the City, upon request from the City's custodian of public records in a format that is compatible with the information technology systems of the City.
19.5 During the term of the contract, the Contractor shall maintain all books, reports and records in accordance with generally accepted accounting practices and standards for records directly related to this contract. The form of all records and reports shall be subject to the approval of the City's Auditor. The Contractor agrees to make available to the City's Auditor, during normal business hours and in Broward, Dade or Palm Beach Counties, all books of account, reports and records relating to this contract.
19.6 City reserves the right to audit the records of Successful Offeror, relating to this contract, at any time during the term of the Contract, and for a period of three (3) years after completion of contract. If required by City, Successful Offeror shall agree to submit to an audit by an independent Certified Public Accountant selected by City. Successful Offeror shall allow City to examine and review the records of Successful Offeror at any and all times during normal business hours during the term of the Contract.

20. ASSIGNMENT

20.2 Successful Offeror shall not assign, transfer or subject the Contract or its rights, title, interests or obligations therein without City's prior written approval.
20.3 Violation of the terms of this paragraph shall constitute a breach of the Contract by Successful Offeror and City may, at its discretion, cancel the Contract. All rights, title, interest and obligations of Successful Offeror shall thereupon cease and terminate.

21. EMPLOYEES

21.1 Employees of the successful Contractor shall always be under its sole direction and not an employee or agent of the City. The Contractor shall supply competent and physically capable employees.
21.2 The City may require the Contractor to remove an employee it deems careless, incompetent, insubordinate or otherwise objectionable. Proposer/Contractor shall be responsible to the City for the acts and omissions of all employees working under its directions.

22. GOVERNING LAW

22.1 The laws of the State of Florida shall govern this Agreement. Venue shall be Broward County, Florida.

23. STANDARD AGREEMENT DOCUMENT

23.1 The City may attach as a part of this solicitation, a Sample Agreement document. Proposers shall be responsible for complying with all of the terms and conditions of the Sample Agreement document if included herein, except where variant or conflicting language may be included in any Special Conditions contained herein. Proposers shall note any deviation or variance with the Sample Agreement document at the time of solicitation submission.

24. BUDGETARY CONSTRAINTS

24.1 In the event the City is required to reduce contract costs due to budgetary constraints, all services specified in this document may be subject to a permanent or temporary reduction in budget. In such an event, the total cost for the affected service shall be reduced as required. The Contractor shall also be provided with a minimum 30-day notice prior to any such reduction in budget.

25. LICENSES

25.1 To be eligible for award of this project, the Proposer must possess at time of RFP closing, required State Certified General Contractor; or any license that meets or exceeds, the legal performance of the scope of work as determined by state or county licensing agency.
25.2 Occupational license must be in effect as required by Florida Statute §205.065.

26. BACKGROUND INVESTIGATION

26.1 As a part of the Solicitation evaluation process, the City may conduct a background investigation including a criminal record check of Proposer's officers and/or employees, by the Broward County Sheriff's Office. Proposer's submission of a solicitation constitutes acknowledgement of and consent to such investigation. City shall be the sole judge in determining Proposer's qualifications.

27. TERM AGREEMENT RENEWALS AND EXTENSIONS

27.1 As a result of this proposal, the City may award a Term Agreement, which will be in place for a specific term. The City may also establish renewal options for such term agreements that may be exercised at the discretion of the City with mutual agreement by the Contractor.

27.2 In the event that an agreement expires without a new or replacement Agreement, and the City desires to maintain the existing terms of service until a new or replacement Agreement can be awarded, this Agreement shall automatically extend on a month to month basis effective on the determined expiration date, for an aggregate period of up to three (3) months, or until a new Agreement is awarded, whichever comes first

28. TERM / SCHEDULE

28.1 Contract Term: The City may require a final term Agreement which shall be in place for a specified timeframe, and may additionally provide for one or more renewal options. Such information shall be provided in the Statement of Work herein. When the City utilizes a term Agreement, the successful contractor will be responsible to successfully perform in accordance with the requirements of the Statement of Work for the full term of the Agreement, as well as any agreed upon contract renewals and extensions. In the event that The City is unable to renew or replace an agreement prior to the end of the contract term, the Contractor shall continue to perform under the Agreement on a month-by-month basis at the same terms, conditions and pricing currently in place on the originally scheduled contract completion date, for a period not to exceed three (3) months, or until a new contract is put in place, whichever period is shorter.

28.2 Project Schedule: When submitting a proposal for a single project, which will be accepted upon final completion of work, Proposer shall provide City with an estimated number of days and hours anticipated to complete the project. The City reserves the right to consider the acceptability or unacceptability of the Proposer's schedule based upon the needs of the City for the individual project. The City shall be sole judge of the acceptability of a proposed project schedule.

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29. PUBLIC RECORDS CUSTODIAN

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT:

CITY CLERK
7525 NW 88TH AVENUE
ROOM 101
TAMARAC, FL 33321
(954) 597-3505
CITYCLERK@TAMARAC.ORG

RFP 18-21R
RECORDS CONVERSION SERVICES

VI. SCOPE OF WORK

A. SCOPE OF PROPOSAL

The purpose of this Request for Proposals is to obtain the services of a qualified firm to perform record conversion services on behalf of the City of Tamarac City Clerk's Office, in conformity with the requirements contained herein.

The City is seeking a contract for a term of three (3) years, with two (2) additional one (1) year renewal terms based upon satisfactory performance and mutual agreement of both parties.

B. SERVICES TO BE PROVIDED

The Contractor shall provide all labor, materials, equipment and incidentals necessary to perform record conversion services for the City of Tamarac City Clerk's Office as described herein.

Services shall include, but are not limited to:

1. Preparing and microfilming documents including large format drawings and construction plans.
2. converting the silver film to Diazo for the purpose of creating new duplicate rolls of Diazo microfilm.
3. Scanning documents to CD's or DVD's, and External Hard Drives.
4. Delivering finished microfilm, CD's, or DVD's, and External Hard Drives.
5. Providing film verification assistance on a schedule approved by the City.
6. Assisting in the design of the indexing configuration.

C. MINIMUM REQUIREMENTS

a. General Requirements:

1. The Contractor shall provide the necessary experienced personnel to support the services required by the Contract. The Contractor shall remove any employee whose work performance, in the City's opinion, is not satisfactory, and replace such personnel with employees satisfactory to the City. In no event shall the City be responsible for monitoring or assessing the suitability of any employee or agent of the Contractor.
2. All Contractor employees shall wear business casual attire while working at any City sites.
3. The Contractor shall comply with all City security policies, plans and procedures.

4. The Contractor shall, at no additional cost to the City, correct any improper work resulting from faulty workmanship.
5. Payments to the Contractor shall in no way constitute a waiver of any warranty requirements.

b. Performance Requirements:

1. The Contractor shall perform all of its obligations and functions under the Contract in accordance with Contract specifications and industry standards. The Contractor shall adjust and coordinate its activities to the needs and requirements of the City and perform its activities so as not to annoy, disturb, endanger, unreasonably interfere with or delay the operations or activities of the City.
2. Dates for commencement and completion of work will be on an as-needed basis and shall be coordinated with the City's representative.
3. Any work required beyond that which is specified herein shall be reported in advance to the City's representative. At no time shall work beyond the scope be performed without prior written authorization from the City's representative.
4. The Contractor shall utilize maximum safety precautions. Tools and equipment shall be in a good state of repair, safe to use, and be used in the manner in which they were intended. Contractor shall inform all workers and concerned persons of the Material Safety Data on all products being utilized on this project. No materials or equipment shall be left unsecured on the project site at any time. The City assumes no responsibility for the Contractor's materials or equipment.
5. The Contractor shall allow the City's representative access to any and all City owned documents, drawings, plans, and Contractor generated products during the performance of service.
6. The Contractor shall keep a written index of all documents, drawings, plans, received from the City until such documents, drawings/plans, are returned to the City or authorization to destroy has been granted by the City Representative.
7. The Contractor shall advise the City as soon as practical of any defect or condition which may adversely affect the completion of work requested under the scope of services.
8. The Contractor shall take measures necessary to prepare paper documents for microfilming, which includes, but is not limited to, removal of all staples, paper clips, screws, removing documents from binders, page orientation, removal of post-it notes, etc., The Contractor shall reassemble documents and return them to their original state.
9. The Contractor shall not in any way damage original documents, drawings or plans.

c. **Microfilming and Scanning Requirements:**

1. The Contractor shall adhere to the guidelines and procedures as stated in the Florida Department of State, Division of Library & Information Services, Chapter 1 B-26.002 1, Florida Administrative Code Records Management - Standards and Requirements--Microfilm. Standards, which meets or exceeds the American National Standards Institute (ANSI) standards.
2. Documents shall be scanned with a resolution of 300 dpi or higher by the Contractor in a secured room at the Contractor's facility. documents shall be scanned into a PDF, JPEG or TIFF format. Format will be determined by the City based upon document type. Scanned documents shall be placed on a CD or DVD, or External Hard Drives as described in section D (3) herein. The microfilming shall take place at the Contractor's facility utilizing electronic files.
3. The Contractor, with the assistance of the City's representative, shall develop indexes for scanning and microfilm.
4. The Contractor shall provide indexes on the Disk or External Hard Drive and microfilm outlining the contents of each. Disk and microfilm shall be created in a fashion whereby documents contained therein may be located as quickly as possible.
5. The Contractor shall transfer scanned documents from CD's, DVD's, External Hard Drive or FTP site to microfilm 16mm or 35mm film based upon document size. The Contractor shall return the RW type CD/DVD or External Hard Drive when delivering the microfilm. The Contractor shall notify the City's representative upon completion of downloading documents from the FTP site.
6. If less than one quarter (1/4) of a roll is left upon completion of filming of a project, Contractor shall begin a new roll for the next project. If more than one quarter (1/4) of a roll is left upon completion of filming a project, Contractor shall insert 25 spaces and begin filming the next project. -After processing, the roll shall be cut to separate the next project onto a different roll.
7. The Contractor shall process and test all original microfilm. Contractor shall conduct and document Methylene Blue Test on each batch of processed original film, or on one (1) out of every ten (10) rolls of original film, for concentration of residual thiosulfate. The methylene blue test must not exceed 14 micrograms per square centimeter.
8. The Contractor shall provide one (1) silver polyester base 5mm thick original and one (1) Diazo duplicate of each 5mm thick one hundred (100) foot roll from permanent documents.
9. If requested by the City's representative, the Contractor shall provide a Diazo duplicate of 5mm thick one hundred (100) foot roll from a silver polyester base 5mm thick one hundred (100) foot roll original.
10. When submitted to the City, all completed film shall be fully compatible with the City microfilm reader and conversion equipment.

11. The Contractor shall provide on each loaded disk or External Hard Drive a label identifying the information that is on the disk and include the "Bum" date. The loaded disk shall be inserted in a jewel case containing an insert that also identifies the information on the disk and the "Burn" date. The City's representative will provide instruction as to labeling index requirements. If more than one disk is needed for a project, the disks shall be numbered "Disk 1 of X", "Disk 2 of X", etc.
12. The Contractor shall provide on each microfilm reel a label identifying the information that is on the microfilm reel and include the "Film" date. The loaded microfilm reel shall be inserted in a microfilm container as described in section D (2) herein. The City's representative will provide instruction as to labeling index requirements and numerical sequence for each project/job.

D. CONTRACTOR RESPONSIBILITIES

a. The Contractor shall provide the following materials and equipment:

1. Blank Film: Shall come in 5mm, one hundred (100) foot rolls, manufactured from safety base fil (silver type on polyester base), for originals to produce density and resolution as defined in Rule 1B-26.0021 Florida Administrative Code. In addition, film shall meet or exceed American National Standards Institute (ANSI) standards. Roll cores shall be made of non-ferrous materials with a corrosion resistant finish or other non-corroding plastic, which in any event will not react with the film. Roll cores that give off reactive fumes or exudations during storage shall not be used. (Ref: Kodak, Fuji, Agfay or other approved equivalent product. Equivalency shall be determined by the City).
2. Film Storage Containers: Shall be plastic and designed to accommodate a front and top label indicating whether the roll is an original or duplicate, the roll number, date, and appropriate information as supplied by the City. Acid Free Boxes can be used to hold duplicate copies of the microfilm.
3. CD's and DVD's, or External Hard Drives for converting original documents, or transferring electronic documents for the purpose of microfilming. The Contractor shall use RW type CD's with a minimum capacity of 700MB/80 minutes and/or RW type DVD's with a minimum capacity of 4.7GB when performing document scanning activities. If higher storage capacity is needed, an External Hard Drive should be used. CD's/DVD's shall be compatible with CD/DVD/RW disk drives utilized in Hewlett Packard computers and may be manufactured by Maxell, Sony, Memorex, TDK, Verbatim, or equivalent alternate product.

4. The cost of materials necessary to perform the services specified herein shall be included in the Contract unit prices for the various items of work which it is incidental.
5. The Contractor shall be responsible for providing cellular phone equipment and services to the Contractor's employees.
6. The Contractor shall be responsible for restoring, at no cost to the City, any and all records that are damaged while under the care of the Contractor regardless of whether the damage results from improper or negligent practices, vandalism, act of God, etc.,

b. The contractor shall provide the following reports:

1. Upon project completion, the contractor shall provide the City an updated inventory bar code list of completed deliverables.
2. Upon project completion, the Contractor shall provide a master electronic inventory of all documents in a format acceptable to the City.
3. The Contractor shall submit all reports prior to submitting the final invoice.
4. The cost of the required reports specified herein shall be included in the Contract unit prices for the various items of work to which it is incidental.

E. RESPONSIBILITIES OF THE CITY OF TAMARAC

a. The City will provide original documents for filming and scanning as follows:

1. Documents: Written documents, ranging in sizes from 8.5" x 11" to 11" x 17", in 1.2 cubic foot storage boxes. Contractor shall prepare the documents for scanning and/or filming.
2. Drawings/Plans: Architectural and engineering drawings/plans, in sizes from 8.5" x 11" to 24" x 36", in 1,2 cubic -foot storage boxes, or in 33" x 43" X 1" flat boxes. Contractor shall prepare the documents for scanning and/or filming. Plans are bound with two (2) or three (3) post ranging from 1/2 inch to 4 inches; spiral comb binding, or stapled. Bound plans are considered a set and may range from 50 to 1000+ pages.
3. Digital Files: CD's, DVD's or electronic documents transferred from the City's FTP site to the Contractor for the purpose of microfilming. The City will provide the FTP link to the Contractor when electronic documents are placed on the City's FTP transfer to the Contractor.

b. <u>Inspection and Approval</u>

1. The City's representative will inspect the first roll of microfilm prior to the completion of any assigned project. Contractor shall not proceed with the balance of the assigned project until notified by the City's representative.

2. The City's representative will inspect the first CD or DVD, or External Hard Drive prior to the completion of any assigned project. Contractor shall not proceed with the balance of the assigned project until notified by the City's representative.
3. At the completion of any assigned project, the City's representative will conduct an inspection of all film, CD's, DVD's, or External Hard Drive and other Contractor generated materials provided.
4. Any deficiencies noted during an inspection shall be corrected by the Contractor at its expense within seven (7) business days from the date of inspection.

F. QUALIFICATIONS

a. Must be qualified to provide quality services as stated on the contract Scope of Services while adhering to the guidelines and procedures as stated in the Florida Department of State, Division of Library & Information Services, Chapter 1 B-26.002.1, Florida Administrative Code Records Management – Standards and Requirements, and meet or exceeds the American National Standards Institute (ANSI) standards.

b. Must have experience working with Laserfiche. The City is migrating to Laserfiche as its main archival system format.

c. Must be able to respond in a timely manner to requests and/or inquiries related to work requiring a resolution.

d. Must be able to meet in person, or remotely with City Representatives for follow up and updates of jobs and account issues.

G. DELIVERY / PICKUP LOCATIONS

a. Delivery and pickup shall be to and from the following locations:

1. City of Tamarac, City Clerk's Office, 7525 NW 88th Ave., Room 101, Tamarac, FL 33321
2. Parks & Recreation Administrative Bldg., 6001 Nob Hill Road, Tamarac, FL 33321
3. Building Dept./Public Services Bldg., 6011 Nob Hill Road, Tamarac, FL 33321
4. Fire Station 15, 6000 Hiatus Road, Tamarac, FL 33321
5. IT/Utilities Bldg. 10101 State Street, Tamarac, FL 33321

b. The City reserves the right to add or remove any locations at any time during the term of the Contract. Any such changes will be documented in writing by the City.

c. The Contractor shall coordinate delivery of completed film with the City's representative.

d. Upon delivery, the Contractor shall supply the City with documentation supporting the delivery. Documentation provided shall include the following information:

1. Contractor internal tracking number shall be included on each invoice.
2. Time and date of request for delivery.
3. Name of the City representative requesting delivery
4. City assigned box or carton number(s)
5. City description(s) from the exterior of the box and the initial index and filing paperwork.

H. SCHEDULE

a. The Contractor's standard work hours at the City's site shall be between 8:00 a.m. and 4:30 p.m., Monday through Friday, excluding the City's observed holidays. The City may require the Contractor to perform work during non-standard hours outside the standard work hours. Non-standard hours will be authorized in writing by the City. The Contractor shall advise the City 48 hours in advance of its projected work schedule for each week. The Contractor shall perform no work during the City's observed holidays without the prior written permission of the City.

The City's observed holidays are listed as follows:

New Year's Day	Veterans Day
Martin Luther King's Birthday	Thanksgiving
Presidents Day	Friday after Thanksgiving
Memorial Day	Christmas Eve
Independence Day	Christmas Day
Labor Day	

In the event an emergency condition is declared by the City, the Contractor shall perform work during such hours as specified by the City.

I. DELIVERABLES

a. Proposers must upload their proposal to the City's e-Procurement website bidsandtenders™, and must include documentation for each of the following items:

1. Description of the work plan, equipment, schedule, and staff the Proposer is proposing in order to accomplish the items in the Scope of Work. The proposer shall include the following:
   a. Scheduling Pick Up of new jobs
   b. Standard turnaround time to complete work based on number of boxes
2. Description of the Proposer's experience and qualifications requested herein in section F.
3. Samples of the requested reports described in section D (b).

b. Proposers must fill out the following on bidsandtenders™ electronic forms:

1. Price Proposal Form
2. At least three (3) references (including name, title, agency, address and telephone number) for persons who can provide information related to the qualifications, capacity, and past experience of your firm.

c. Document upload

Document Upload #	Required forms to be printed out, filled out, scanned back in and uploaded
Document Upload 1	Certified Resolution
Document Upload 2	Certification
Document Upload 3	Offeror's Qualification Statement
Document Upload 4	Non-Collusive Affidavit and Acknowledgment Non-Collusive Affidavit
Document Upload 5	Vendor Drug-Free Workplace
Document Upload 6	Current proof of insurance

Failure to provide the requested attachments **may** result in your bid being deemed non-responsive.

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VIII. PROPOSAL SELECTION

The City Manager will appoint an Evaluation and Selection Committee to review Proposals. The City reserves the right to select the Proposer who represents the best value, and to accept or reject any proposal submitted in response to this solicitation. The City's Evaluation and Selection Committee will act in what they consider to be the best interest of the City and its residents.

Price shall not be the sole determining factor for selection, as indicated in the following section:

IX. EVALUATION OF PROPOSALS

A. EVALUATION METHOD AND CRITERIA

An Evaluation and Selection Committee will be appointed by the City Manager and will be responsible for selecting the most qualified firm and then negotiating a contract. The Proposers with the highest-ranked submittals may be asked to make a detailed presentation of their product/service to the Evaluation and Selection Committee.

All Proposers are advised that in the event of receipt of an adequate number of Proposals which in the opinion of the Evaluation Committee require no clarification and/or supplementary information, such Proposals may be evaluated without discussion. Hence, proposals should be initially submitted on the most complete and favorable terms which Proposers are capable of offering to the City.

After presentations, firms will be assigned a final score, with the highest-ranked firm moving forward to the negotiation phase. Upon successful negotiation, a recommendation for award will be considered by the City Commission. No work on this project shall proceed without written authorization from the City of Tamarac.

The City reserves the right to enter into contract negotiations with the selected Proposer. If the City and the selected Proposer cannot negotiate a successful contract, the City may terminate such negotiations and begin negotiations with the next selected Proposer. No Proposer shall have any rights against the City arising from such negotiations.

The City's evaluation criteria may include, but shall not be limited to, the following:

Compliance with Request for Proposals [Mandatory]. This refers to the adherence to all conditions and requirements of the Request for Proposals.

1. **Quality of Response**

   i. Clearly demonstrated understanding of the work to be performed.

   ii. Completeness and reasonableness of the offeror's plan/proposal for accomplishing the tasks.

iii. Level of creativity demonstrated by the offeror's proposed methodologies for meeting the requirements of this proposal.

2. **Services to be Provided**. This refers to the exact type and nature of the offeror's proposed services and how they accomplish the objectives of the project, as well as the ability to rapidly respond to the City's needs, as defined in the Evaluation Criteria set forth.

3. **Qualifications of the Contractor**. Offeror's capability in all respects to perform fully the contract requirements, and the tenacity, perseverance, experience, integrity, and reliability which will assure good faith performance, as well as satisfactory reference verification. These criteria includes:

i. The experience of the firm and its record on engagements of a similar nature, including the ability to serve in a similar capacity for other units of government or organizations.

ii. Personnel to be assigned to the project, and their education, capabilities, qualifications and experience with similar projects

iii. Reference information gathered from other entities regarding the past experience of the firm; and

iv. Other areas addressed in the *Scope of Work* herein.

4. **Costs (Price)**. This refers to the proposed contract fee and reimbursement expense budget. (Please note that price is only one factor for consideration of award).

i. The offeror shall propose a not-to-exceed amount for complete execution of this project as detailed in the Specifications or Scope of Work herein.

ii. If proposing costs which may include alternate programs or services not covered in the base bid pricing, the offeror, when offering such alternative services must provide a detailed explanation of additional optional services to be offered.

B. ACCEPTABLITY OF PROPOSALS

The Offer shall be evaluated solely in accordance with the criteria set forth herein. The proposals shall be categorized as follows:

1. Acceptable;

2. Potentially Acceptable; that is reasonably susceptible of being made

acceptable; or

3. Unacceptable

C. AWARD OF AGREEMENT

Award shall be made by the City to the responsible offeror whose proposal is determined to be the most advantageous to the City, taking into consideration price and the evaluation criteria set forth herein below. The City of Tamarac reserves the right to accept the Proposal as a whole, or for any component thereof if it appears to be in the best interest of the City.

D. WEIGHTED CRITERIA

Points will be assigned to each proposal based on the following weighted criteria:

CRITERIA	MAXIMUM POINTS
1. Compliance with Request for Proposal (Mandatory)	N/A
2. Quality of Response	15 points
3. Services to be Provided	30 points
4. Qualifications of the Proposer/Expertise	25 points
5. Costs/(Price)	30 points

These weighted criteria are provided to assist Proposers in the allocation of their time and efforts during the proposal preparation process. The criteria also guide the Evaluation Committee during the short-listing and final ranking of proposers by establishing a general framework for those deliberations.
Once the Proposals are evaluated, a "short-list" may be selected to make presentations to the Evaluation and Selection Committee, prior to a recommendation for award.

E. DISCUSSIONS & PRESENTATIONS

The short-listed Proposers may be requested to make presentations to the Committee. The City may require additional information after evaluation of the submittals, and Proposers agree to furnish such information upon the City's request.

All Proposers are advised that in the event of receipt of an adequate number of proposals, which in the opinion of the Evaluation Committee require no clarification and/or supplementary information, such proposals may be evaluated without discussion or need for presentations. Hence, proposals should be initially submitted on the most complete and favorable terms which offerors are capable of offering to the City.

The Evaluation Committee may conduct discussions with any Proposer who submits an acceptable or potentially acceptable proposal. Proposers shall be accorded fair and equal treatment with respect to any opportunity for discussion

and revision of proposals. The Evaluation Committee reserves the right to request the Proposer to provide additional information during this process.

F. RIGHT TO REJECT PROPOSALS

To the extent permitted by applicable state and federal laws and regulations, City reserves the right to reject any and all Proposals, to waive any and all informalities not involving price, time or changes in the work, and to disregard all nonconforming, non-responsive, unbalanced or conditional Proposals. Proposals will be considered irregular and may be rejected if they show serious omissions, alterations in form, additions not called for, conditions, unauthorized alterations, or irregularities of any kind.

City reserves the right to reject any Proposal if City believes that it would not be in its best interest to make an award to a particular Proposer, either because the Proposal is not responsive, the Proposer is unqualified, of doubtful financial ability, or fails to meet any other pertinent criteria established by City within the scope of this solicitation.

***G.* QUESTIONS ABOUT THE RFP**

If the Offeror is in doubt as to the meaning of any of the Proposal Documents, believes that the General Conditions, Special Conditions and/or Technical Specifications/Scope of Work errors, contradictions or obvious omissions, or has any questions concerning the information contained in the RFP documents, the Offeror shall submit a written request on the City's e-Procurement site with bidsandtenders™.

Such request must be received by the Purchasing Office at least seven (7) calendar days prior to the Proposal opening date, or prior to the deadline specified in the "Schedule of Events" provided herein, whichever is the earlier date. Questions shall be submitted through the City's online e-procurement system by the due date listed above.

All questions shall be answered in the form of an Addendum. Interpretations or clarifications in response to such questions will be issued in the form of a written addendum with such notice transmitted to all parties recorded by the Purchasing Office as having received the Proposal Documents through our online e-Procurement system. The issuance of a written online addendum shall be the only official method whereby such an interpretation or clarification will be made.

Written addenda shall serve as the sole means of clarification. The City shall not be responsible for oral interpretations given by any City employee or its representative.

****** SPECIAL NOTE -- Addendums will only be issued electronically through the City's e-procurement system. Vendors will be notified of the availability of new solicitations and addendums via e-mail (per the vendor's selected commodity choice).**

IT IS ESSENTIAL THAT ALL PROPOSERS WHO INTEND TO SUBMIT A RESPONSE FOR ANY RFP MUST REGISTER WITH bidsandtenders™ AT THE

CITY'S WEBSITE AVAILABLE AT THE FOLLOWING LINK:

https://tamarac.bidsandtenders.org/Module/Tenders/en.

This is the only manner in which a proposer will receive notification of any and all addendums and/or updates to the project.

CONTACT WITH PERSONNEL OF THE CITY OF TAMARAC OTHER THAN THE SENIOR PROCUREMENT SPECIALIST OR DESIGNATED REPRESENTATIVE REGARDING THIS REQUEST FOR QUALIFICATION MAY BE GROUNDS FOR ELIMINATION FROM THE SELECTION PROCESS.

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RFP 18-21R
RECORDS CONVERSION SERVICES

PRICE PROPOSAL FORM

By submitting the Price Proposal Form electronically, the Proposer agrees to provide Records Conversion Services in accordance with the terms, conditions and specifications of the RFP, which are hereby referred to and made a part hereof, at the prices listed herein. Proposer agrees that any unit price listed is to be multiplied by the estimated quantity requirements below in order to arrive at the total price.

Please submit your price proposal online using the electronic form.

Item No.	Quantity	Unit	Description	Unit Price	Total
1	500	Per Box	Document preparation (estimated 2500 documents per box)		
2	300	Per Set	Document Preparation based of Plans and As Builds 8.5" x 11", 11"x 17" and 24" x 36"		
3	800,000	Per Image	Scanning Paper Documents 8.5" x 11", 8.5" x 14" to CD, DVD or External HD		
4	200,000	Per Image	Scanning Paper Documents 11" x 17" to CD, DVD or External HD		
5	100,000	Per Image	Scanning Paper Documents 24" x 36" to CD, DVD or External HD		
6	800,000	Per Image	Microfilming 16mm Documents 8.5" x 11", 8.5" x 14 from digital CD, DVD, External HD or FTP site (one original on Silver Film and 1 copy on Diazo Film)		
7	200,000	Per Image	Microfilming 16mm Document 11" x 17" from digital, CD, DVD, External HD or FTP site (one original on Silver Film and 1 copy on Diazo Film)		
8	100,000	Per Image	Microfilming 35mm Plans/Drawings 24" x 36" from digital CD, DVD, External HD or FTP site (one original on Silver Film and 1 copy on Diazo Film)		
9	5	Per Hour	Indexing Assistance		
10	100,000	Per File	Indexing scanned documents		
11	100,000	Per File	Indexing microfilm documents		
12	4,000	Per Container	Indexing storage medium for CD, DVD, External HD or Microfilm		
13	10	Per Roll	Duplication of original Silver Film to Diazo		
				TOTAL	

The quantities shown herein are estimated quantities based on historic usage and represent the best estimate of the City for required quantities. The City may have quantities that are less than or more than the estimated quantities shown herein. The contract issued as a result of this solicitation shall be for the actual quantities required.

The City reserves the right to reject any or all Proposals, to waive any or all Proposals, to re-advertise for Proposals, to award in whole or in part to one or more Proposers, or take any other such actions that may be deemed to be in the best interest of CITY. In the event of latent multiplication or addition errors, the Proposer recognizes that these are clerical errors and may be corrected by the Owner. Furthermore, the Proposer declares to have specific and legal authorization to obligate their firm to the terms of this Proposal both in writing and electronically. The Proposal schedule is available online at: https://tamarac.bidsandtenders.org/Module/Tenders/en.

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RFP 18-21R
RECORDS CONVERSION SERVICES

PROPOSAL CHECKLIST

BEFORE SUBMITTING YOUR PROPOSAL, MAKE SURE YOU...

☐ 1. Carefully read the General Terms & Conditions, Special Conditions and the General Requirements.

☐ 2. Provide a **Technical Proposal and Work Plan and any documentation requested** within the Proposal Document.

☐ 3 Properly fill out the **Price Proposal Form online** at https://tamarac.bidsandtenders.org/Module/Tenders/en.

☐ 4. Fill out and sign the **Certification** page. **Failure to do so will result in your Bid being deemed non-responsive.**

☐ 5. Fill out and sign the **Certified Resolution**.

☐ 6. Fill out and sign the **Offeror's Qualification Statement.**

☐ 7. Fill out the electronic **Reference Form.**

☐ 8. Fill out and sign the **Non-Collusive Affidavit** and have it properly notarized.

☐ 9. Fill out and sign the **Vendor Drug Free Workplace Form**.

☐ 10. **Include proof of insurance**.

BEFORE SUBMITTING YOUR ONLINE PROPOSAL, YOU MUST START BY ACCESSING THE FOLLOWING LINK: https://tamarac.bidsandtenders.org/Module/Tenders/en

Make sure your Proposal is submitted PRIOR to the deadline.
Late Proposals will not be accepted.

Failure to provide the requested attachments may result in your proposal being deemed non-responsive.

SAMPLE FORM AGREEMENT BETWEEN THE CITY OF TAMARAC AND

_____

THIS AGREEMENT is made and entered into this ___ day of _____, 20XX by and between the City of Tamarac, a municipal corporation with principal offices located at 7525 N.W. 88th Ave., Tamarac, FL 33321 (the "CITY") and _____, a _____ corporation with principal offices located at_____ _____ (the "Contractor") for the purpose of providing Records Conversion Services to the City of Tamarac.

Now therefore, in consideration of the mutual covenants hereinafter set forth, the City and Contractor agree as follows:

1. **The Contract Documents**

   The Contract Documents consist of this Agreement, RFP Document No 18-21R, including all conditions therein, (General Terms and Conditions, Special Conditions and/or Special Provisions), drawings, Technical Specifications, all addenda, the Contractor's proposal included herein, and all modifications issued after execution of this Agreement. These contract documents form the Agreement, and all are as fully a part of the Agreement as if attached to this Agreement or repeated therein. In the event that there is a conflict between 18-21R as issued by the City, and the Contractor's Proposal, 18-21R as issued by the City shall take precedence over the Contractor's Proposal. Furthermore, in the event of a conflict between this document and any other Contract Documents, this Agreement shall prevail.

2. **The Work**

   The Contractor shall perform all work for the City required by the contract documents as set forth below:

   2.1. Contractor shall furnish all labor, materials, and equipment necessary to complete the scope of work, as outlined in the contract documents.

   2.2. Contractor shall supervise the work force to ensure that all workers conduct themselves and perform their work in a safe and professional manner. Contractor shall comply with all OSHA safety rules and regulations in the operation of equipment and in the performance of the work. Contractor shall at all times have a competent field supervisor on the job site to enforce these policies and procedures at the Contractor's expense.

   2.3. Contractor shall provide the City with seventy-two (72) hours written notice prior to the beginning of work under this Agreement and prior to any schedule change with the exception of changes caused by inclement weather.

2.4. Contractor shall comply with any and all Federal, State, and local laws and regulations now in effect, or hereinafter enacted during the term of this Agreement, which are applicable to the Contractor, its employees, agents or subcontractors, if any, with respect to the work and services described herein.

3. Insurance

3.1 Contractor shall obtain at Contractor's expense all necessary insurance in such form and amount as specified below or as required by the City's Risk and Safety Manager before beginning work under this Agreement including, but not limited to, Workers' Compensation, Commercial General Liability, Builder's Risk and all other insurance as required by the City, including Professional Liability when appropriate. Contractor shall maintain such insurance in full force and effect during the life of this Agreement. Contractor shall provide to the City's Risk and Safety Manager certificates of all insurances required under this section prior to beginning any work under this Agreement. The Contractor will ensure that all subcontractors comply with the above guidelines and will retain all necessary insurance in force throughout the term of this agreement.

3.2 Contractor shall indemnify and hold the City harmless for any damages resulting from failure of the Contractor to take out and maintain such insurance. Contractor's Liability Insurance policies shall be endorsed to add the City as an additional insured. Contractor shall be responsible for payment of all deductibles and self-insurance retentions on Contractor's Liability Insurance policies. Insurance limits are outlined below:

Insurance Requirements		
Line of Business Coverage	Occurrence	Aggregate
	Limits	
Commercial General Liability Including: Premises / Operations Contractual Liability Personal & Advertising injury Bodily Injury Independent Contractors Explosion, Collapse and Underground Hazard Products / Completed Operation Broad Form Property Damage Cross Liability and Severability of Interest Clause	$1,000,000	$2,000,000
Automobile Liability	$1,000,000	$1,000,000
Workers Compensation & Employer's Liability	Statutory	

4. Contract Term

The contract period shall be for three (3) years based upon successful performance by the Contractor. The initial contract term shall commence upon date of award by the City or at a date mutually agreeable with the successful contractor, whichever is later and shall expire one (3) years from that date. Upon completion of the first three (3) year period, the City reserves the right to renew the Contract for two (2) additional one (1) year periods providing all terms, conditions and specifications remain the same, both parties agree to the extension, and such extension is approved by the City.

In the event services are scheduled to end because of the expiration of this contract, the Contractor shall continue the service upon the request of the Purchasing & Contracts Manager. The extension period shall not extend for more than ninety (90) days beyond the expiration date of the existing contract. The Contractor shall be compensated for the service at the rate in effect when this extension clause is invoked by the City. The ongoing performance evaluation process will continue during any renewal periods for the life of the Agreement.

5. Contract Pricing

The Contract Pricing for the above work shall be in accordance with the unit pricing contained within Attachment A. The contract shall be for the actual amount as ordered by the City.

6. Payments

Payment will be made monthly for work that has been completed, inspected and properly invoiced. Invoices must bear the project name, bid number and purchase order number. City has up to thirty (30) days to review, approve and pay all invoices after receipt. All payments shall be governed by the Local Government Prompt Payment Act, F.S., Part VII, Chapter 218.

7. Remedies

7.1 Damages: The City reserves the right to recover any ascertainable actual damages incurred as a result of the failure of the Contractor to perform in accordance with the requirements of this Agreement, or for losses sustained by the City resultant from the Contractor's failure to perform in accordance with the requirements of this Agreement.

7.2 Correction of Work: If, in the judgment of the City, work provided by the Contractor does not conform to the requirements of this Agreement, or if the work exhibits poor workmanship, the City reserves the right to require that the Contractor correct all deficiencies in the work to bring the work into conformance without additional cost to the City, and / or replace any personnel who fail to perform in accordance with the requirements of this Agreement. The City shall be the sole judge of non-conformance and the quality of workmanship.

8. Warranty

Contractor warrants the service provided are in accordance with the

specifications of Bid No. 18-21R. In the event that services do not meet the specifications, Contractor shall perform such steps as required to remedy the defects within a reasonable time after work has been performed.

9. Indemnification

9.1 The Contractor shall indemnify and hold harmless the City, its elected and appointed officials, employees, and agents from any and all claims, suits, actions, damages, liability, and expenses (including attorneys' fees) in connection with loss of life, bodily or personal injury, or property damage, including loss of use thereof, directly or indirectly caused by, resulting from, arising out of or occurring in connection with the operations of the Contractor or its officers, employees, agents, subcontractors, or independent Contractors, excepting only such loss of life, bodily or personal injury, or property damage solely attributable to the gross negligence or willful misconduct of the City or its elected or appointed officials and employees. The above provisions shall survive the termination of this Agreement and shall pertain to any occurrence during the term of this Agreement, even though the claim may be made after the termination hereof.

9.2 Upon completion of all Services, obligations and duties provided for in this Agreement, or in the event of termination of this Agreement for any reason, the terms and conditions of this Article shall survive indefinitely.

i. The Contractor shall pay all claims, losses, liens, settlements or judgments of any nature whatsoever in connection with the foregoing indemnifications including, but not limited to, reasonable attorney's fees (including appellate attorney's fees) and costs.

ii. City reserves the right to select its own legal counsel to conduct any defense in any such proceeding and all costs and fees associated therewith shall be the responsibility of Contractor under the indemnification agreement.

9.3 The City and Consultant recognize that various provisions of this Agreement, including but not limited to this Section, provide for indemnification by the Consultant and requires a specific consideration be given there for. The Parties therefore agree that the sum of Ten Dollars and 00/100 ($10.00), receipt of which is hereby acknowledged, is the specific consideration for such indemnities, and the providing of such indemnities is deemed to be part of the specifications with respect to the services to be provided by Consultant. Furthermore, the City and Consultant understand and agree that the covenants and representations relating to this indemnification provision shall serve the term of this Agreement and continue in full force and effect as to the City's and the Consultant's responsibility to indemnify.

9.4 Nothing contained herein is intended nor shall be construed to waive City's rights and immunities under the common law or Florida Statutes 768.28, as

amended from time to time.

10. **Non-Discrimination & Equal Opportunity Employment**

During the performance of the Contract, the Contractor and its subcontractors shall not discriminate against any employee or applicant for employment because of race, color, sex including pregnancy, religion, age, national origin, marital status, political affiliation, familial status, sexual orientation, gender identity and expression, or disability if qualified. The Contractor will take affirmative action to ensure that employees and those of its subcontractors are treated during employment, without regard to their race, color, sex including pregnancy, religion, age, national origin, marital status, political affiliation, familial status, sexual orientation, gender identity or expression, or disability if qualified. Such actions must include, but not be limited to, the following: employment, promotion; demotion or transfer; recruitment or recruitment advertising, layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor and its subcontractors shall agree to post in conspicuous places, available to its employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of this nondiscrimination clause. The Contractor further agrees that he/she will ensure that all subcontractors, if any, will be made aware of and will comply with this nondiscrimination clause.

11. **Independent Contractor**

This Agreement does not create an employee/employer relationship between the Parties. It is the intent of the Parties that the Contractor is an independent contractor under this Agreement and not the City's employee for any purposes, including but not limited to, the application of the Fair Labor Standards Act minimum wage and overtime payments, Federal Insurance Contribution Act, the Social Security Act, the Federal Unemployment Tax Act, the provisions of the Internal Revenue Code, the State Worker's Compensation Act, and the State Unemployment Insurance law. The Contractor shall retain sole and absolute discretion in the judgment of the manner and means of carrying out Contractor's activities and responsibilities hereunder provided, further that administrative procedures applicable to services rendered under this Agreement shall be those of Contractor, which policies of Contractor shall not conflict with City, State, or United States policies, rules or regulations relating to the use of Contractor's funds provided for herein. The Contractor agrees that it is a separate and independent enterprise from the City, that it had full opportunity to find other business, that it has made its own investment in its business, and that it will utilize a high level of skill necessary to perform the work. This Agreement shall not be construed as creating any joint employment relationship between the Contractor and the City and the City will not be liable for any obligation incurred by Contractor, including but not limited to unpaid minimum wages and/or overtime premiums.

12. **Assignment and Subcontracting**

Contractor shall not transfer or assign the performance required by this Agreement without the prior consent of the City. This Agreement, or any portion thereof, shall

not be subcontracted without the prior written consent of the city.

13. Notice

Whenever either party desires or is required under this Agreement to give notice to any other party, it must be given written notice either delivered in person, sent by U.S. Certified Mail, U.S. Express Mail, air or ground courier services, or by messenger service, as follows:

City Manager
City of Tamarac
7525 N.W. 88th Avenue
Tamarac, FL 33321

With a copy to the City Attorney at the following address:

Goren, Cherof, Doody & Ezrol, P.A.
3099 East Commercial Blvd., Suite 200
Fort Lauderdale, FL 33308

CONTRACTOR

14. Termination

14.1 Termination for Convenience: This Agreement may be terminated by the City for convenience, upon seven (7) days of written notice by the terminating party to the other party for such termination in which event the Contractor shall be paid its compensation for services performed to termination date, including services reasonably related to termination. In the event that the Contractor abandons this Agreement or causes it to be terminated, Contractor shall indemnify the city against loss pertaining to this termination.

14.2 Default by Contractor: In addition to all other remedies available to the City, this Agreement shall be subject to cancellation by the City for cause, should the Contractor neglect or fail to perform or observe any of the terms, provisions, conditions, or requirements herein contained, if such neglect or failure shall continue for a period of thirty (30) days after receipt by

Contractor of written notice of such neglect or failure.

15. Public Records

15.1 The City of Tamarac is a public agency subject to Chapter 119, Florida Statutes. The Contractor shall comply with Florida's Public Records Law. Specifically, the Contractor shall:

15.1.1 Keep and maintain public records required by the City in order to perform the service;

15.1.2 Upon request from the City's custodian of public records, provide the public agency with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in this chapter or as otherwise provided by law.

15.1.3 Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the contractor does not transfer the records to the City.

15.1.4 Upon completion of the contract, transfer, at no cost to the City, all public records in possession of the Contractor, or keep and maintain public records required by the City to perform the service. If the Contractor transfers all public records to the City upon completion of the contract, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Contractor keeps and maintains public records upon completion of the contract, the Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the City, upon request from the City's custodian of public records in a format that is compatible with the information technology systems of the City.

15.2 During the term of the contract, the Contractor shall maintain all books, reports and records in accordance with generally accepted accounting practices and standards for records directly related to this contract. The form of all records and reports shall be subject to the approval of the City's Auditor. The Contractor agrees to make available to the City's Auditor, during normal business hours and in Broward, Dade or Palm Beach Counties, all books of account, reports and records relating to this contract.

16. Agreement Subject to Funding

This agreement shall remain in full force and effect only as long as the expenditures provided for in the Agreement have been appropriated by the City Commission of the City of Tamarac in the annual budget for each fiscal year of this Agreement, and is subject to termination based on lack of funding.

17. Venue

This Agreement shall be governed by the laws of the State of Florida as now and

hereafter in force. The venue for actions arising out of this agreement is fixed in Broward County, Florida.

18. Signatory Authority

21.1 The Contractor shall provide the City with copies of requisite documentation evidencing that the signatory for Contractor has the authority to enter into this Agreement.

19. Severability; Waiver of Provisions

22.1 Any provision in this Agreement that is prohibited or unenforceable in any jurisdiction shall, as to such jurisdiction, be ineffective to extent of such prohibition or unenforceability without invalidating remaining provisions hereof or affecting validity or enforceability of such provisions in any other jurisdiction. The non-enforcement of any provision by either party shall not constitute a waiver of that provision nor shall it affect the enforceability of that provision or of the remainder of this Agreement.

20. Uncontrollable Circumstances

23.1 Neither the City nor Contractor shall be considered to be in default of this Agreement if delays in or failure of performance shall be due to Uncontrollable Forces, the effect of which, by the exercise of reasonable diligence, the non-performing party could not avoid. The term "Uncontrollable Forces" shall mean any event which results in the prevention or delay of performance by a party of its obligations under this Agreement and which is beyond the reasonable control of the nonperforming party. It includes, but is not limited to fire, flood, earthquakes, storms, lightning, epidemic, war, riot, civil disturbance, sabotage, and governmental actions.

23.2 Neither party shall, however, be excused from performance if nonperformance is due to forces, which are preventable, removable, or remediable, and which the nonperforming party could have, with the exercise of reasonable diligence, prevented, removed, or remedied with reasonable dispatch. The nonperforming party shall, within a reasonable time of being prevented or delayed from performance by an uncontrollable force, give written notice to the other party describing the circumstances and uncontrollable forces preventing continued performance of the obligations of this Agreement.

21. Merger; Amendment

This Agreement constitutes the entire Agreement between the Contractor and the City, and negotiations and oral understandings between the parties are merged herein. This Agreement can be supplemented and/or amended only by a written document executed by both the Contractor and the City.

22. No Construction Against Drafting Party

Each party to this Agreement expressly recognizes that this Agreement results from the negotiation process in which each party was represented by counsel and contributed to the drafting of this Agreement. Given this fact, no legal or other

presumptions against the party drafting this Agreement concerning its construction, interpretation or otherwise accrue to the benefit of any party to the Agreement, and each party expressly waives the right to assert such a presumption in any proceedings or disputes connected with, arising out of, or involving this Agreement.

23. Contingent Fees

Contractor warrants it has not employed or retained any company or person, other than a bona fide employee working solely for Contractor to solicit or secure this Agreement and that it has not paid or agreed to pay any person, company, corporation, individual or firm, other than a bona fide employee working solely for Contractor, any fee, commission, percentage, gift or any other consideration contingent upon or resulting from the award or making of this Agreement.

22. PUBLIC RECORDS CUSTODIAN

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT:

CITY CLERK
7525 NW 88TH AVENUE
ROOM 101
TAMARAC, FL 33321
(954) 597-3505
CITYCLERK@TAMARAC.ORG

IN WITNESS WHEREOF, the parties have made and executed this Agreement on the respective dates under each signature. CITY OF TAMARAC, signing by and through its Mayor and City Manager, and CONTRACTOR, signing by and through its _____ duly authorized to execute same.

CITY OF TAMARAC

_____
Harry Dressler, Mayor

_____
Date

_____
Michael C. Cernech, City Manager

_____
Date

ATTEST:

_____
Patricia A. Teufel, CMC
City Clerk

_____
Date

Approved as to form and legal sufficiency:

_____
City Attorney

_____
Date

ATTEST:

_____
Company Name

_____
Signature of Corporate Secretary

_____
Signature of President/Owner

_____
Type/Print Name of Corporate Secy.

_____
Type/Print Name of President/Owner

(CORPORATE SEAL)

_____
Date

CORPORATE ACKNOWLEDGEMENT

STATE OF _____ :
:SS
COUNTY OF _____:

I HEREBY CERTIFY that on this day, before me, an Officer duly authorized in the State aforesaid and in the County aforesaid to take acknowledgments, personally appeared _____ , of _____ _____, a _____ Corporation, to me known to be the person(s) described in and who executed the foregoing instrument and acknowledged before me that he/she executed the same.

WITNESS my hand and official seal this day of_____, 2017.

_____
Signature of Notary Public
State of Florida at Large

_____
Print, Type or Stamp
Name of Notary Public

☐ Personally known to me or
☐ Produced Identification

_____
Type of I.D. Produced

DID take an oat
DID NOT take an

CITY OF TAMARAC
PURCHASING AND CONTRACTS DIVISION
7525 NW 88th Ave
Tamarac, FL 33321
"Committed to Excellence...Always"

06/20/2018

Addendum # 1

Bid Opportunity: 18-21R - Records Conversion Services

This addendum shall modify and become a part of the original Proposal Document. The following clarifications, changes, additions and/or deletions are hereby made part of the Contract Documents for Bid No. 18-21R - Records Conversion Services

---

TO ALL PROSPECTIVE BIDDERS:

Please note question(s) and/or comment(s) below:

Question 1:

Can any of the records leave the State of Florida? Can the work be performed out of state?

Answer 1:

No records shall leave the State of Florida, ONLY electronic files to be digitized to film may be performed out of state.

Question 2:

What is the City of Tamarac's Indexing requirements? You referred to documents on the pricing page, how many index fields and characters are contained in a document?

Answer 2:

Index characters will vary from each job and will be provided to the vendor at the time records are picked up for processing along with an electronic inventory list.

Question 3:

What is the City of Tamarac's expectations for file requests, 2-4 hours digital, 24-hour hard copy?

Answer 3:

2-4 hours digital or if digital is not available, then 24-hour hard copy service, in that order.

Question 4:

Should the vendor provide a company vehicle and a company employee to make ALL scheduled pickups and deliveries to maintain chain of custody. Are there any special requirements for handling confidential records such as HR, Payroll, etc?

Answer 4:

All company pickups and deliveries shall be done by an identifiable company employee and vehicle. HR records will NOT be handled by the vendor except for microfilm roll developing service as these files are filmed In-house. The vendor shall be responsible for following State of Florida Records Law when handling confidential records and at no moment shall files be copied or distributed without the City's authorization.

Question 5:

Can your records be shipped VIA UPS, FedEx or any other third party where they maybe left unattended of periods of time?

Answer 5:

No, the records cannot be shipped via UPS, FedEx or ANY OTHER third party. The records MUST be handled by vendor at all times.

Please return and/or acknowledge this Addendum No. 1 with your electronic bid submittal due on **July 18, 2018 at 3:00 PM local time to Tamarac City Hall, RM 108, 7525 NW 88th Ave., Tamarac, FL 33321.**

Sincerely,

Ann Marie Corbett
Buyer

CITY OF TAMARAC
PURCHASING AND CONTRACTS DIVISION
7525 NW 88th Ave
Tamarac, FL 33321
"Committed to Excellence...Always"

06/28/2018

Addendum # 2

Request for Proposal: 18-21R - Records Conversion Services

This addendum shall modify and become a part of the original Proposal Document. The following clarifications, changes, additions and/or deletions are hereby made part of the Contract Documents for RFP No. 18-21R - Records Conversion Services

---

TO ALL PROSPECTIVE BIDDERS:

Please note question(s) and/or comment(s) below:

Question 1:

On the Price Proposal Form, Item # 9 (pg. 29), are you referring to the vendor helping the City of Tamarac create templates which will be needed for every project (templates contain the index and metadata) or, assistance in mounting the briefcase or volumes to the repository to reduce the cost of professional services whether internal or external?

Answer 1:

The respondents shall be involved in the creation of applicable templates, scanning (to include all metadata and indexes), creation and delivery of a Laserfiche repository/briefcase to the City, and shall provide assistance to the City with importing/mounting the briefcase into the City's Laserfiche environment.

Question 2:

The Qualifications Section F (b) on page 22 states the proposer must have experience in working with Laserfiche. Section I (2) on page 23 requires the proposer to provide experience and qualifications requested in Section F. Please see below for clarifications on the Laserfiche requirements.

Answer 2:

1. The proposer shall provide specific experience with any past projects working with Laserfiche.

2. The proposer shall include at least one (1) out of the three (3) required references (including name, title, agency, address and telephone) for persons who can provide information related to the qualifications, capacity, and experience of your firm specifically providing Laserfiche services.

Please return and/or acknowledge this Addendum No. 2 with your electronic RFP submittal due on **Wednesday, July 18, 2018 at 3:00 PM local time to:** https://tamarac.bidsandtenders.org/Module/Tenders/en

Sincerely,

Ann Marie Corbett
Buyer

CITY OF TAMARAC
PURCHASING AND CONTRACTS DIVISION
7525 NW 88th Ave
Tamarac, FL 33321
"Committed to Excellence...Always"

06/29/2018

Addendum # 3

Request for Proposal: 18-21R - Records Conversion Services

This addendum shall modify and become a part of the original Proposal Document. The following clarifications, changes, additions and/or deletions are hereby made part of the Contract Documents for RFP No. 18-21R - Records Conversion Services

---

TO ALL PROSPECTIVE BIDDERS:

Please note that page 9 section No. 11.2 and page 39 section No. 17.2 shall now read as follows:

Submitting a false certification shall be deemed a material breach of contract. The City shall provide notice, in writing, to Contractor of the City's determination concerning the false certification. Contractor shall have five (5) days from receipt of notice to refute the false certification allegation. If such false certification is discovered during the active contract term, the Contractor shall have ninety (90) days following receipt of the notice to respond in writing and demonstrate that the determination of false certification was made in error. If Contractor does not demonstrate that the City's determination of false certification was made in error then the City shall have the right to terminate the contract and seek civil remedies pursuant to Section 287.135, Florida Statutes, as amended from time to time.

Please return and/or acknowledge this Addendum No. 3 with your electronic RFP submittal due on **Wednesday, July 18, 2018 at 3:00 PM local time to:** https://tamarac.bidsandtenders.org/Module/Tenders/en

Sincerely,

Ann Marie Corbett
Buyer

CITY OF TAMARAC
PURCHASING AND CONTRACTS DIVISION
7525 NW 88th Ave
Tamarac, FL 33321
"Committed to Excellence...Always"

07/02/2018

Addendum # 4

Request for Proposal: 18-21R - Records Conversion Services

This addendum shall modify and become a part of the original Proposal Document. The following clarifications, changes, additions and/or deletions are hereby made part of the Contract Documents for RFP No. 18-21R - Records Conversion Services

---

TO ALL PROSPECTIVE BIDDERS:

Please note question(s) and/or comment(s) below:

Question 1:

Can the process of scanning the paper into electronic images be done onsite at the City of Tamarac, provide the vendor supplies the equipment and staff?

Answer 1:

The City may be able to accommodate the vendor onsite, but in order to determine whether or not we have the space capacity, the following information must be provided in the Proposal:

1. Identify what kind of equipment will be used, the size, and how much space you will require.
2. Identify the number of staff members you will have onsite.

Please return and/or acknowledge this Addendum No. 4 with your electronic RFP submittal due on **Wednesday, July 18, 2018 at 3:00 PM local time to:** https://tamarac.bidsandtenders.org/Module/Tenders/en

Sincerely,

Ann Marie Corbett
Buyer

CITY OF TAMARAC
PURCHASING AND CONTRACTS DIVISION
7525 NW 88th Ave
Tamarac, FL 33321
"Committed to Excellence...Always"

07/11/2018

Addendum # 5

Request for Proposal: 18-21R - Records Conversion Services

This addendum shall modify and become a part of the original Proposal Document. The following clarifications, changes, additions and/or deletions are hereby made part of the Contract Documents for RFP No. 18-21R - Records Conversion Services

---

TO ALL PROSPECTIVE BIDDERS:

Please note question(s) and/or comment(s) below:

Question 1:

Is there an opportunity to visit the site and view records?

Answer 1:

There are no specific records to view. At this time, the records are in storage and the quantity of records will vary throughout the term of the contract. As stated on page 30 of the RFP Price Proposal Form, the estimated quantities are based on historic usage.

Question 2:

Will the index information always be found in the header?

Answer 2:

No, the documents do not have a header. Each box of documents is inventoried, and the vendor is provided with an electronic version and hard copy of the inventory at the time of pick-up.

Question 3:

What is the required resolution, Black and White / Gray-scale or Color?

Answer 3:

The required resolution can be found on page 19, VI. Scope of Work, section C (c) (2) of the RFP. As long as it is legible, if the documents are in color, it is preferred the documents are kept in their natural state and scanned in color.

Question 4:

Can you please clarify in more detail the specific types of documents in Written, Drawings/Plans, and Digital Files?

Answer 4:

Please refer to page 21, Section VI. Scope of Work Section E (a) for details on the original documents to be scanned. The documents provided by the City are paper and will be scanned to digital files by the vendor.

Question 5:

How many trips for pick-up should be scheduled for the estimated collection of all the boxes?

Answer 5:

Pick-up is as needed and based on work pending to be processed with the vendor and is also based on the vendor turn-around time.

Question 6:

What is the required naming convention of the final scanned files?

Answer 6:

The vendor shall use the index as directed and provided by the City at the time of pick-up.

Question 7:

Do we need to re-staple or re-bind applicable documents after scanning?

Answer 7:

Either paperclips, binder clips or both are acceptable to keep the files in their original state in which they were received by the vendor.

Question 8:

Will all text to be captured for indexing be legible and identifiable on images and not handwritten?

Answer 8:

Handwritten items will be included within the documents.

Question 9:

Is full text OCR required for scanning?

Answer 9:

Full text OCR is preferred. Please include optional pricing for OCR scanning on the optional pricing form. The updated proposal schedule with the optional pricing is available online at: https://tamarac.bidsandtenders.org/Module/Tenders/en.

Question 10:

Are there color contents or pictures available in the documents to be scanned? If yes, do we need to retain colors in the final scanned file?

Answer 10:

There are color pictures within the documents to be scanned and the vendor should be able to make adjustments in color as required.

Question 11:

Will the City want to review the document after scanning and before converting to Microfilm rolls?

Answer 11:

Yes, please refer to page 21, VI. Scope of Work, Section E (b) of the RFP.

Question 12:

Is there a budget dollar amount for this project?

Answer 12:

The City is in the process of installing new Laserfiche document management software, and as such, has not determined the exact amount of scanning required. (The historical quantities are provided herein for purposes of determining a means to compare pricing between proposals). The actual budget will be determined once the RFP is closed and awarded by the City Commission, as the required items to be scanned have not been finalized at this time.

Question 13:

Is there any specific turnaround to complete the projects or is there a weekly or monthly limit to provide the completed material to the City?

Answer 13:

The vendor shall provide their turnaround time within their proposal based on 1.2 cubic feet boxes of regular documents and 2.4 cubic feet boxes of drawings.

Question 14:

Under VI.D.b.2. What data is required and is .xls acceptable?

Answer 14:

The data is an inventory list of all documents. Excel is an acceptable file format for the master electronic inventory list report.

Question 15:

Under VI.D.a.5. For what purpose is a cell phone needed with respect to the scope of work? Onsite work?

Answer 15:

If a vendor requires cellular phone equipment and services, the City is not responsible for providing this. The vendor must supply their own equipment and obtain their own service at no cost to the City. Please refer to Addendum # 4 regarding onsite work.

Question 16:

Under VI.C.a.2. Other than deliveries, what onsite work is requested; if any?

Answer 16:

No onsite work is required. Only deliveries and pickups. Please refer to addendum # 4 regarding onsite work.

Question 17:

Under VI.C.c.2. Please verify that you have paper documents that need to be scanned to pdf, and then those same images need to be converted to film.

Answer 17:

Yes, the City has paper documents that need to be scanned and then converted to film. Please refer to page 21, VI Scope of Work, section E (a) for the types of documents that will require scanning and microfilm conversion.

To clarify, page 19, VI. Scope of Work, Section C (c) (5) is referring to scanning the original paper documents to the CD's, DVD's, External Hard Drive or FTP site. The vendor will then be microfilming these scanned documents after City approval.

Question 18:

Under VI.E.a.2. Mixed Sizes: Are there cases where a single document has a mixture of 8.5" x 11" paper as well as up to 24" x 36"? If so, is it acceptable to split the document? Ex. DOC1.PDF contains all pages up to paper size 11" x 17" while DOC1-PLANS.PDF contains only the large format pages?

Answer 18:

Yes, and they may be split as long as the City is notified in advanced, so the City can determine if it is acceptable to split the documents for those particular files.

Please return and/or acknowledge this Addendum No. 5 with your electronic RFP submittal due on **Wednesday, July 18, 2018 at 3:00 PM local time to:** https://tamarac.bidsandtenders.org/Module/Tenders/en

Sincerely,

Ann Marie Corbett
Buyer

CITY OF TAMARAC
PURCHASING AND CONTRACTS DIVISION
7525 NW 88th Ave
Tamarac, FL 33321
"Committed to Excellence...Always"

07/11/2018

Addendum # 6

Request for Proposal: 18-21R - Records Conversion Services

This addendum shall modify and become a part of the original Proposal Document. The following clarifications, changes, additions and/or deletions are hereby made part of the Contract Documents for RFP No. 18-21R - Records Conversion Services

---

TO ALL PROSPECTIVE BIDDERS:

Please note question(s) and/or comment(s) below:

Question 1:

The contractor shall provide the following reports:

1. Upon project completion, the contractor shall provide the City an updated inventory bar code list of completed deliverables.
2. Upon project completion, the Contractor shall provide a master electronic inventory of all documents in a format acceptable to the City.

   Please clarify # 1 or is it the same as #2?

Answer 1:

1. On page 21, the Scope of Work VI. Section D (b)(1), the City is not using a barcode system at this time and the report is not required by the City. If the vendor uses an internal barcode process, then the vendor can use this report for their purposes.

2. On page 21, the Scope of Work VI. Section D (b)(2), this refers to the Master Electronic Inventory, please refer to Addendum 5, Question No. 14 for formatting information. This report will be emailed in Excel format to the vendor with a paper copy provided to the driver at pick-up. A column will be added to the Excel spreadsheet for the vendor to input information regarding the job they completed. The information required will be provided at the time of pick-up.

Question 2:

Does the City have color images, and should that be priced separately? Please give a quantity or percentages for small and large.

Answer 2:

Please refer to addendum 5, Question No. 3 and 10 regarding color images. The quantity of color images, large and small will vary.

Question 3:

The Contractor shall provide one (1) silver polyester base 5mm thick original and one (1) Diazo duplicate of each 5mm thick one hundred (100) foot roll from permanent documents.

Will the City accept 16mm x 215' for space reduction?

Answer 3:

No.

Question 4:

The Contractor shall adhere to the guidelines and procedures as stated in the Florida Department of State, Division of Library & Information Services, Chapter 1 B-26.002 1, Florida Administrative Code Records Management - Standards and Requirements--Microfilm. Standards, which meets or exceeds the American National Standards Institute (ANSI) standards. Should this include 1B-26.003 Electronic Recordkeeping?

Answer 4:

The vendor must adhere to all the guidelines and procedures as stated in the Florida Department of State, Division of Library & Information Services, Chapter 1 B-26.

Question 5:

12. FIRM PRICING

12.1 Proposals prices shall be fixed and firm to the extent required under any Special Conditions or the Statement of Work. In the absence of a reference in the Special Conditions or Statement of Work, proposal prices shall be fixed and firm for a period of sixty (60) calendar days, or ninety (90) calendar days when the contract must be approved by another agency. Payment will be made only after receipt and acceptance of materials/services. Cash discounts may be offered for prompt payment; however, such discounts shall not be considered in determining the lowest net cost for proposal evaluation

Will the City allow price increases on the microfilm? This commodity is volatile in today's market. Microfilm usage is declining at a rapid pace and the manufactures are maintaining margin with constant price increases to its vendors.

Answer 5:

Prices quoted shall be firm for the initial year of the Agreement. Thereafter, the second and third years of the Agreement as well as any extensions which may be approved by the City shall be subject to the following: Costs **FOR MICROFILMING ONLY** for any extension terms shall be subject to an adjustment only if increases or decreases occur in the industry. Such adjustment shall be based on the latest yearly percentage increase in the All Urban Consumers Price Index (CPI-U) as published by the Bureau of Labor Statistics, U.S. Dep't. of Labor, and shall not exceed five percent (5%).

The yearly increase or decrease in the CPI shall be that latest Index published and available for the calendar year ending 12/31, prior to the end of the contract year then in effect, as compared to the index for the comparable month one year prior. Any requested adjustment shall be fully documented and submitted to the City at least ninety (90) days prior to the contract anniversary date. Any approved cost adjustments shall become effective on the beginning date of the approved contract extension.

The City may, after examination, refuse to accept the adjusted costs if they are not properly documented, or considered to be excessive, or if decreases are considered to be insufficient. In the event the City does not wish to accept the adjusted costs and the matter cannot be resolved to the satisfaction of the City, the Contract will be considered cancelled on the scheduled expiration date.

Please return and/or acknowledge this Addendum No. 6 with your electronic RFP submittal due on **Wednesday, July 18, 2018 at 3:00 PM local time to:** https://tamarac.bidsandtenders.org/Module/Tenders/en

Sincerely,

Ann Marie Corbett
Buyer

Ex 2.

18-21R - Records Conversion Services

Opening Date: June 17, 2018 9:00 AM

Closing Date: July 18, 2018 3:00 PM

Vendor Details

Company Name:	Advanced Data Solutions, Inc.
Address:	141 Scarlet Blvd. Suite A Oldsmar, Florida 34677
Contact:	Carol Orloski
Email:	corloski@adsus.net
Phone:	813-855-3545
Fax:	813-855-3545
HST#:	

Submission Details

Created On:	Tuesday July 10, 2018 09:25:33
Submitted On:	Wednesday July 18, 2018 14:33:10
Submitted By:	Carol Orloski
Email:	corloski@adsus.net
Transction #:	36269e4b-ef21-409c-aede-cbe5fcb86ec2
Submitter's IP Address:	173.78.224.42

Schedule of Prices

The Bidder hereby Bids and offers to enter into the Contract referred to and to supply and do all or any part of the Work which is set out or called for in this Bid, at the unit prices, and/or lump sums, hereinafter stated.

* Denotes a "**MANDATORY**" field

Do not enter $0.00 dollars unless you are providing the line item at zero dollars to the Owner.

If the line item and/or table is "**NON-MANDATORY**" and you are not bidding on it, leave the table and/or line item blank.Do not enter a $0.00 dollar value.

All funds are to be submitted in USD currency.

PRICE PROPOSAL FORM

By submitting the Price Proposal Form electronically, the Proposer agrees to provide Records Conversion Services in accordance with the terms, conditions and specifications of the RFP, which are hereby referred to and made a part hereof, at the prices listed herein. Proposer agrees that any unit price listed is to be multiplied by the estimated quantity requirements below in order to arrive at the total price.

The quantities shown herein are estimated quantities based on historic usage and represent the best estimate of the City for required quantities. The City may have quantities that are less than or more than the estimated quantities shown herein. The contract issued as a result of this solicitation shall be for the actual quantities required.

The City reserves the right to reject any or all Proposals, to waive any or all Proposals, to re-advertise for Proposals, to award in whole or in part to one or more Proposers, or take any other such actions that may be deemed to be in the best interest of CITY. In the event of latent multiplication or addition errors, the Proposer recognizes that these are clerical errors and may be corrected by the Owner. Furthermore, the Proposer declares to have specific and legal authorization to obligate their firm to the terms of this Proposal both in writing and electronically.

Line Item	Description	Quantity	Unit	Unit Price	Total	
1	Document preparation (estimated 2500 documents per box)	500	BOX	$18.0000	$9,000.00	*
2	Document Preparation based of Plans and As Builds 8.5" x 11", 11" x 17" and 24" x 36"	300	SET	$18.0000	$5,400.00	*
3	Scanning Paper Documents 8.5" x 11", 8.5" x 14" to CD, DVD or External HD	800000	IMAGE	$0.0380	$30,400.00	*
4	Scanning Paper Documents 11" x 17" to CD, DVD or External HD	200000	IMAGE	$0.0380	$7,600.00	*
5	Scanning Paper Documents 24" x 36" to CD, DVD or External HD	100000	IMAGE	$0.4500	$45,000.00	*
6	Microfilming 16mm Documents 8.5" x 11", 8.5" x 14 from digital, CD, DVD, External HD or FTP site (one original on Silver Film and 1 copy on Diazo Film)	800000	IMAGE	$0.0410	$32,800.00	*
7	Microfilming 16mm Document 11" x 17" from digital, CD, DVD, External HD or FTP site (one original on Silver Film and 1 copy on Diazo Film)	200000	IMAGE	$0.0410	$8,200.00	*
8	Microfilming 35mm Plans/Drawings 24" x 36" from digital, CD, DVD, External HD or FTP site (one original on Silver Film and 1 copy on Diazo Film)	100000	IMAGE	$0.3500	$35,000.00	*
9	Indexing Assistance	5	HOUR	$50.0000	$250.00	*
10	Indexing scanned documents	100000	FILE	$0.0200	$2,000.00	*
11	Indexing microfilm documents	100000	FILE	$0.0200	$2,000.00	*
12	Indexing storage medium for CD, DVD, External HD or Microfilm	4000	CONTAINER	$0.5000	$2,000.00	*
13	Duplication of original Silver Film to Diazo	10	ROLL	$35.0000	$350.00	*
				Subtotal:	$180,000.00	

Optional OCR Scanning

Please submit the cost to scan all documents full text OCR. If there is no price difference, input the same price listed on items 3, 4, and 5 on the Price Proposal Form.

Line Item	Description	Quantity	Type	Unit Price *	Total	
1	OCR Scanning Paper Documents 8.5" x 11", 8.5" x 14" to CD, DVD or External HD	800000	IMAGE	$0.0410	$32,800.00	*
2	OCR Scanning Paper Documents 11" x 17" to CD, DVD or External HD	200000	IMAGE	$0.0410	$8,200.00	*
3	OCR Scanning Paper Documents 24" x 36" to CD, DVD or External HD	100000	IMAGE	$0.4530	$45,300.00	*
				Subtotal:	$86,300.00	

Summary Table

Bid Form	Amount
PRICE PROPOSAL FORM	$180,000.00
Subtotal Contract Amount:	$180,000.00

Bid Questions

Payment Terms: Provide terms and % (percent discount, if any, if payment made within the provided number of DAYS; otherwise, terms are NET 30 days. Please provide the number of days required to receive the percentage discount	Net 30 Days, 0% Discount.
The City of Tamarac desires to have the ability to use a city credit card for payment. Will your firm accept a Visa credit card as payment from the City of Tamarac? TYPE: YES or NO	No

References

REFERENCES

Please list government agencies and/or private firms with whom you have done business during the last five years:

Line Item	Company Name *	Legal Address *	Contact Name *	Phone Number *	Email Address *	
1	City of Ft. Lauderdale	700 NW 19th Ave., Ft. Lauderdale, FL 33311`	Robin McIntosh	954-828-5281	rmcintosh@fortlauderdale.gov	*
2	City of Pompano Beach	100 W. Atlantic Blvd., Pompano Beach, FL 33060	Eugene Zamoski	954-786-4537	eugene.zamoski@copbfl.com	*
3	Village of Pinecrest	12645 Pinecrest Pkwy., Pinecrest, FL 33156	Guido Inguanzo	305-234-2121	inguanzo@pinecrest-fl.gov	*
4	City of Atlanta/Hartsfield Jackson Atlanta Aviation	1255 S. Loop Rd. College Park, GA 30337	Annette Williams	404-520-5849	annette.williams@atlanta-airport.com	
5	City of Orlando	400 S.Orange Ave., Orlando, FL 32802	Tisa Mitchell	407-246-3179	tmitchell@cityoforlando.net	

Documents

It is your responsibility to make sure the uploaded file(s) is/are not defective or corrupted and are able to be opened and viewed by the Owner. If the attached file(s) cannot be opened or viewed, your Bid Call Document may be rejected.

- CERTIFIED RESOLUTION - CERTIFIED RESOLUTION.pdf - Monday July 16, 2018 11:30:45
- CERTIFICATION - CERTIFICATION.pdf - Monday July 16, 2018 11:36:08
- OFFEROR'S QUALIFICATION STATEMENT - Offeror's Qualification Statement.pdf - Wednesday July 18, 2018 10:04:36
- NON-COLLUSIVE AFFIDAVIT - NON-COLLUSIVE AFFIDAVIT ACKNOWLEDGEMENT.pdf - Monday July 16, 2018 11:38:05
- VENDOR DRUG-FREE WORKPLACE - VENDOR DRUG FREE WORKPLACE.pdf - Monday July 16, 2018 11:39:45
- CURRENT PROOF OF INSURANCE - INSURANCE.pdf - Monday July 16, 2018 11:41:20
- PROPOSAL SUBMISSION - City of Tamarac Proposal.pdf - Wednesday July 18, 2018 13:08:18

Addenda, Terms and Conditions

General Terms and Conditions

These general terms and conditions apply to all offers made to the City of Tamarac by all prospective Responding firms including but not limited to Invitations for Bid, Requests for Quotation and Requests for Proposal. As such the words "quotation", "bid" and "proposal" may be used interchangeably in reference to all offers submitted by prospective Responding firms. Any and all special conditions in this IFB or any sample agreement document that may be in variance or conflict with these General Terms and Conditions shall have precedence over these General Terms and Conditions. If no changes or deletions to General Conditions are made in the Special Conditions, then the General Terms and Conditions shall prevail in their entirety.

1. SUBMISSION OF THE BID

The Responding firm is directed to submit all bids online at: https://tamarac.bidsandtenders.org/Module/Tenders/en no later than the date and time specified on the cover page of this solicitation document. Bids will not be considered and cannot be entered online after the above referenced closing date. The City will not be responsible for a late bid as a result of the vendor's inability to respond and upload their bid response in a timely manner.

It is the Responding firm's responsibility to read and understand the requirements of this bid request. Unless otherwise specified, the Responding firm must use the bid form located online for Invitation for Bid document. All bids shall be submitted in the English language. All prices, terms and conditions bid in the submitted response shall be expressed in U.S. Dollars, and will be firm for acceptance for sixty (60) calendar days from the date of the bid opening unless otherwise stated by the City.

The Responding firm preparing a bid in response to this solicitation shall bear all expenses associated with its preparation. The Responding firm shall prepare a bid with the understanding that no claim for reimbursement shall be submitted to the City for expenses related to its preparation.

2. TYPES OF SOLICITATIONS ISSUED BY THE BID

Anytime the City releases a new solicitation it will contain a suffix of one of the following types:

B = Invitation for Bid (ITB)

R = Request for Proposal (RFP)

L = Letter of interest (LOI)

Q = Request for Qualifications (RFQ)

FQ = Formal Quotation (RFFQ)

IQ = Informal Quotation (RFIQ)

HQ = Housing Quotation (RFHQ)

This suffix will determine what type of solicitation the City will be procuring,

3. WITHDRAWAL OF BID

Any Responding firm may withdraw its bid prior to the indicated opening time. The request for withdrawal must be completed online at https://tamarac.bidsandtenders.org/Module/Tenders/en This must be **requested prior to the bid opening date and time**

4. NON-COLLUSIVE AFFIDAVIT

Each Contractor shall complete the Non-Collusive Affidavit Form and shall submit this form with the bid/proposal. The City considers the failure of the Contractor to submit this document to be a major irregularity, and may be cause for rejection of the bid

5. CONFLICT OF INTEREST

The award hereunder is subject to the provisions of Chapter 112 of the State of Florida Statutes. Responding firms shall disclose the name of any officer, director, partner, proprietor, associate or agent who is also a public officer or employee of the City or any of its agencies.

6. QUANTITIES

Quantities shown are estimates only. No guarantee or warranty is given or implied by the City as to the total amount that may or may not be purchased from any resulting contract. The City reserves the right to decrease or increase quantities or add or delete any item from the contract if it is determined that it best serves the interests of the City.

7. PRICES, PAYMENTS, DISCOUNTS & ELECTRONIC PAYMENTS

Firm Pricing: Bid prices shall be fixed and firm to the extent required under Special Conditions. In the absence of a reference in the Special Conditions, pricing submitted shall be fixed and firm for a period of sixty (60) calendar days, or ninety (90) calendar days when the contract must be approved by another agency. Payment will be made only after receipt and acceptance of materials/services. Cash discounts may be offered for prompt payment; however, such discounts shall not be considered in determining the lowest net cost for bid evaluation.

Prompt Payment Discounts: Responding firms are encouraged to provide prompt payment terms in the space provided on the Bid Form. If no payment discount is offered, the Responding firm shall enter zero (0) for the percentage discount to indicate net 30 days. If the Responding firm does not enter a percentage discount, it is understood and agreed that the payment terms shall be 2% 10 days, net 30 days effective on the date that the City receives an accurate invoice or accepts the product, whichever is the later date. Payment is deemed made on the date of the mailing of the check. All payments shall be governed by the Local Government Prompt Payment Act, F.S. Chapter 218. (See link for more information)

**********IMPORTANT NOTE**********

Payments by Electronic Funds Transfer: ALL payments by the City will be made by Direct Deposit (ACH) via electronic funds transfer. Vendors must register for direct deposit with the City prior to receiving any payments by providing a "City of Tamarac Consent for Direct Deposit" form (ACH Form) to the City's Financial Services Accounting Division. The form may be accessed on the City of Tamarac web-site at https://tamarac.seamlessdocs.com/f/DirectDeposit .

Please contact the Purchasing & Contracts Division at the number shown on this solicitation document herein as the first point of contact for more information.

8. DELIVERY

All items shall be delivered F.O.B. destination to a specific City address. All delivery costs and charges must be included in the bid price. The City reserves the right to cancel orders or any part thereof, without obligation if delivery is not made at the time specified in

9. MANUFACTURER'S NAME & APPROVED EQUIVALENTS

Manufacturer's name, trade name, brand name information and/or model/catalog numbers are used in these specifications for information and establishment of a quality level desired, and are not intended to restrict competition unless otherwise specified in the bid. The Responding firm may offer any brand which meets or exceeds the specifications for any item(s) unless the specification specifically requires the use of a certain brand or model to provide for compatibility with existing items already in place at the City. If bids are based on equivalent products, indicate on the bid form the manufacturer's name and model/catalog number. Responding firm shall submit complete descriptive literature and/or specifications with the bid. The burden of proof for specification compliance is solely on the Responding firm. The City reserves the right to be the sole judge of what is equal and acceptable. Failure to provide this information within three (3) business days of the City's request may be grounds for bid disqualification. If Responding firm fails to name a substitute, it will be assumed that the Responding firm has submitted a bid which conforms in all aspects to the requirements of the bid document, and that the Responding firm intends to furnish goods identical to the bid standard.

10. SAMPLES AND DEMONSTRATIONS

When requested, samples are to be furnished free of charge to the City. If a sample is requested it must be delivered within seven days of the request unless otherwise stated in the bid. Each sample must be marked with the Responding firm's name and manufacture's brand name. The City will not be responsible for returning samples. The City may request a full demonstration of any product or service before the award of a contract. All demonstrations will be done at the expense of the Responding firm.

11. BACKGROUND INVESTIGATION

As a part of the Bid evaluation process, the City may conduct a background investigation including a criminal record check of Responding firm's officers and/or employees, by the Broward County Sheriff's Office. Responding firm's submission of a bid constitutes acknowledgement of and consent to such investigation. City shall be the sole judge in determining Responding firm's qualifications.

12. CONDITION OF MATERIALS

All materials and products supplied by the Responding firm in conjunction with this bid shall be new, warranted for their merchantability, fit for a purpose, free from defects and consistent with industry standards. The products shall be delivered to the City in excellent condition. If any of the products supplied to the City are found to be defective or do not conform to the specifications, the City reserves the right to return the product to the Responding firm at no cost to the City.

Successful Responding firm shall furnish all guarantees and warranties to the Purchasing Division prior to final acceptance and payment. The warranty period that may be specified below shall commence upon final acceptance of the product.

13. COPYRIGHTS OR PATENT RIGHTS

The Responding firm warrants that there has been no violation of copyrights or patent rights in manufacturing, producing or selling the goods shipped or ordered because of this bid. The seller agrees to hold the City harmless from all liability, loss or expense occasioned by any such violation.

14. SAFETY STANDARDS

The Responding firm warrants that the product(s) supplied to the City conform with all respects to the standards set forth in the Occupational Safety and Health Act of 1970 as amended, and shall follow Chapter 442, Florida Statutes as well as any industry standards, if applicable. Any toxic substance listed in Section 38F-41.03 of the Florida Administrative Code delivered because of this order must be accompanied by a completed Material Safety Data Sheet (MSDS).

15. PERFORMANCE

Failure on the part of the Quoting firm to comply with the conditions, terms, specifications and requirements of the bid shall be just cause for cancellation of the bid award; notwithstanding any additional requirements enumerated in the Special conditions herein relating to performance based contracting. The City may, by written notice to the Responding firm, terminate the contract for failure to perform. The date of termination shall be stated in the notice. The City shall be the sole judge of nonperformance.

16. INSPECTION

The City shall have the right to inspect any materials, components, equipment, supplies, services or completed work specified herein. Any of said items not complying with these specifications are subject to rejection at the option of the City. Any items rejected shall be removed from the premises of the City and/or replaced at the entire expense of the successful vendor.

17. TERMINATION

17.1 DEFAULT: In addition to all other remedies available to the City, this Agreement shall be subject to cancellation by the City for cause, should the Contractor neglect or fail to perform or observe any of the terms, provisions, conditions, or requirements herein contained, if such neglect or failure shall continue for a period of thirty (30) days after receipt by Contractor of written notice of such neglect or failure.

17.2 TERMINATION FOR CONVENIENCE OF CITY: Notwithstanding any additional requirements for performance based contracting contained in the special conditions herein, the final Agreement may be terminated by the City for convenience, upon seven (7) days of written notice by the City to the Contractor for such termination in which event the Contractor shall be paid its compensation for services performed to termination date, including services reasonably related to termination. If the Contractor abandons this Agreement or causes it to be terminated, Contractor shall indemnify the city against loss pertaining to this termination.

17.3 FUNDING OUT: This agreement shall remain in full force and effect only if the expenditures provided for in the Agreement have been appropriated by the City Commission of the City of Tamarac in the annual budget for each fiscal year of this Agreement, and is subject to termination based on lack of funding.

18. ASSIGNMENT

The Responding firm shall not transfer or assign the performance required by this bid without the prior written consent of the City. Any award issued pursuant to this bid and monies that may become due hereunder are not assignable except with prior written approval of the City.

No such approval will be construed as making the City a part of or to such assignment, or subjecting the City to liability of any kind to any assignee. No subcontract or assignment shall, under any circumstances, relieve the Contractor of its liability and obligation under this contract, and despite any such assignment, the City shall deal through the Contractor only. However, if the company is sold during the life of the contract, the buying agent must provide the City with a letter signed by an officer of the new owner who can legally bind the company, stating that they will continue to perform the requirements of the contract in compliance with all the terms, conditions, and specifications so stated in the contract.

19. EMPLOYEES

Employees of the Responding firm shall always be under its sole direction and not an employee or agent of the City. The Responding firm shall supply competent and physically capable employees. The City may require the Responding firm to remove an employee it deems careless, incompetent, insubordinate or otherwise objectionable. Responding firm shall be responsible to the City for all acts and omissions of all employees working under its direction.

20. NON-DISCRIMINATION & EQUAL OPPORTUNITY EMPLOYMENT

During the performance of the Contract, the successful Contractor and its subcontractors shall not discriminate against any employee or applicant for employment because of race, color, sex including pregnancy, religion, age, national origin, marital status, political affiliation, familial status, sexual orientation, gender identity and expression, or disability if qualified. The Contractor will take affirmative action to ensure that employees and those of its subcontractors are treated during employment, without regard to their race, color, sex including pregnancy, religion, age, national origin, marital status, political affiliation, familial status, sexual orientation, gender identity or expression, or disability if qualified. Such actions must include, but not be limited to, the following: employment, promotion; demotion or transfer; recruitment or recruitment advertising, layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor and its subcontractors shall agree to post in conspicuous places, available to its employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of this nondiscrimination clause. The Contractor further agrees that he/she will ensure that all subcontractors, if any, will be made aware of and will comply with this nondiscrimination clause.

21. TAXES

The City of Tamarac is exempt from all Federal, State, and Local taxes. An exemption certificate will be provided where applicable upon request.

22. OMISSION OF DETAILS

Omission of any essential details from the terms or specifications contained herein will not relieve the Responding firm of supplying such product(s) as specified.

23. INSURANCE REQUIREMENTS

Except for contract requirements where goods are drop-shipped to the City, responding firm agrees to, in the performance of work and services under this Agreement, comply with all federal, state, and local laws and regulations now in effect, or hereinafter enacted during the term of this agreement that are applicable to Contractor, its employees, agents, or subcontractors, if any, with respect to the work and services described herein.

Responding firm shall obtain at Responding firm's expense all necessary insurance in such form and amount as required by the City's Risk & Safety Officer before beginning work under this Agreement. Responding firm shall maintain such insurance in full force and effect during the life of this Agreement. Responding firm shall provide to the City's Risk & Safety Officer certificates of all insurance required under this section prior to beginning any work under this Agreement. Responding firm shall indemnify and save the City harmless from any damage resulting to it for failure of either Responding firm or any subcontractor to obtain or maintain such insurance.

The following are required types and minimum limits of insurance coverage, which the Responding firm agrees to maintain during the term of this contract:

The following are an example of the required types and minimum limits of insurance coverage, which the Bidder agrees to maintain during the term of this contract:

The City reserves the right to require higher limits depending upon the scope of work under this Agreement that may be outlined below.

Neither Responding firm nor any subcontractor shall commence work under this contract until they have obtained all insurance required under this section and have supplied the City with evidence of such coverage in the form of an insurance certificate and endorsement. The Responding firm will ensure that all subcontractors will comply with the above guidelines and will maintain the necessary coverage throughout the term of this Agreement.

All insurance carriers shall be rated at least A-VII per A.M. Best's Key Rating Guide and be licensed to do business in Florida. Policies shall be "Occurrence" form.

Each carrier will give the City sixty (60) days' notice prior to cancellation.

The Responding firm's liability insurance policies shall be endorsed to add the City of Tamarac as an "additional insured". The Responding Firm's Worker's Compensation carrier will provide a Waiver of Subrogation to the City. The Responding firm shall be responsible for the payment of all deductibles and self-insured retentions.

The City may require that the Responding firm purchase a bond to cover the full amount of the deductible or self-insured retention. If the Responding firm is to provide professional services under this Agreement, the Responding firm must provide the City with evidence of Professional Liability insurance with, at a minimum, a limit of $1,000,000 per occurrence and in the aggregate. "Claims-Made" forms are acceptable for Professional Liability insurance. A sample Insurance certificate validating that the responding firm has the required insurance coverage that will meets the requirements outlined herein must be uploaded with Responding firm's bid.

24. INDEMNIFICATION

The Responding firm shall indemnify and hold harmless the City of Tamarac, its elected and appointed officials and employees from any and all claims, suits, actions, damages, liability, and expenses (including attorneys' fees) in connection with loss of life, bodily or personal injury, or property damage, including loss of use thereof, directly or indirectly caused by, resulting from, arising out of or occurring in connection with the operations of the Responding firm or its Subcontractors, agents, officers, employees or independent contractors, excepting only such loss of life, bodily or personal injury, or property damage solely attributable to the gross negligence or willful misconduct of the City of Tamarac or its elected or appointed officials and employees. City reserves the right to select its own legal counsel to conduct any defense in any such proceeding and all costs and fees associated therewith shall be the responsibility of Contractor under the indemnification agreement.

25. INDEPENDENT CONTRACTOR

An Agreement resulting from this solicitation does not create an employee/employer relationship between the Parties. It is the intent of the Parties that the successful Contractor is an independent contractor under this Agreement and not the City's employee for any purposes, including but not limited to, the application of the Fair Labor Standards Act minimum wage and overtime payments, Federal Insurance Contribution Act, the Social Security Act, the Federal Unemployment Tax Act, the provisions of the Internal Revenue Code, the State Worker's Compensation Act, and the State Unemployment Insurance law. The Contractor shall retain sole and absolute discretion in the judgment of the manner and means of carrying out Contractor's activities and responsibilities hereunder provided, further that administrative procedures applicable to services rendered under any potential Agreement shall be those of Contractor, which policies of Contractor shall not conflict with City, State, or United States policies, rules or regulations relating to the use of Contractor's funds provided for herein. The Contractor agrees that it is a separate and independent enterprise from the City, that it had full opportunity to find other business, that it has made its own investment in its business, and that it will utilize a high level of skill necessary to perform the work. Any potential Agreement shall not be construed as creating any joint employment relationship between the Contractor and the City, and the

City will not be liable for any obligation incurred by Contractor, including but not limited to unpaid minimum wages and/or overtime premiums.

26. CLARIFICATION & ADDENDA

Where there appears to be variances or conflicts between the General Terms and Conditions and the Special Conditions and/or Detailed Specifications outlined in this quotation, the Special Conditions and/or the Detailed Specifications shall prevail.

The Responding firm shall examine all bid documents and shall judge all matters relating to the adequacy and accuracy of such documents. If, upon review, any material errors in specifications are found, the Responding firm shall contact the Purchasing & Contracts Division Office immediately.

Any inquires, suggestions, requests concerning clarification, or requests for additional information shall be submitted online at https://tamarac.bidsandtenders.org/. The City of Tamarac reserves the right to amend this bid prior to the bid opening date indicated by written addenda. Written addenda shall serve as the sole means of clarification. The City shall not be responsible for oral interpretations given by any City employee or its representative.

**** SPECIAL NOTE -- Addendums will only be issued electronically through the City's web-site. Vendors will be notified of the availability of new solicitations and addendums via e-mail (per the vendor's selected commodity choice). It is essential that all vendors receiving a bid or proposal download the document from the City's web-site.

All bidders / proposers must visit https://tamarac.bidsandtenders.org/ to download bid documents. Bidders must create a New Account with the City's solicitation distribution partner, bids&tenders™, and must select the commodity codes for which they wish to be notified. Upon selection of commodity codes and the completion of registration, bidders will receive electronic e-mail notifications any time new solicitations are uploaded for the specific commodity codes selected. The notifications will provide vendors a link, allowing the vendor to download the package and receive all new addendums released by the City for that solicitation. It is the Contractor's responsibility to select the correct Commodity Code associated with what type of items or services they can provide to the City.

Upon completion of the registration process, a confirming e-mail will be sent to the individual who registered. Addendums will be uploaded to the City's website but regardless of the means of transmission of an Addendum it is the responsibility of the bidder or proposer to ensure that they have received all addendums issued for a solicitation prior to submitting a response. Bidders shall be solely responsible for maintaining accurate contact data with the Bids and Tenders. The City shall under no circumstances be responsible for and errors or omissions in vendor's contact information on file with. Updates to contact information may be requested by contacting Bids and Tenders at support@bidsandtenders.org.

27. BID TABULATION

When a IFB or bid Closes an unofficial bid, tab will be posted online at: https://tamarac.bidsandtenders.org Responding firms will be able to download the unofficial bid tabulation at the link provided directly above. The City may or may not notify unsuccessful Responding firms of contract awards.

Pursuant to Florida Statute Chapter 119, Section 7(m), sealed bids and quotations or proposals received by an agency pursuant to invitations for bid or requests for proposals are exempt from the provisions of subsection (1) and s. 24(a), Art. I of the State Constitution until such time as the agency provides notice of a decision or intended decision pursuant to F.S. §120.57(3) (a), or within 30 days after bid/proposal opening, whichever is earlier.

28. RECORDS/AUDITS

28.1 The City of Tamarac is a public agency subject to Chapter 119, Florida Statutes. The Contractor shall comply with Florida's Public Records Law. Specifically, the Contractor shall:

A. Keep and maintain public records required by the City to perform the service;

B. Upon request from the City's custodian of public records, provide the public agency with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in this chapter or as otherwise provided by law.

C. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the contractor does not transfer the records to the City.

D. Upon completion of the contract, transfer, at no cost to the City, all public records in possession of the Contractor, or keep and maintain public records required by the City to perform the service. If the Contractor transfers all public records to the City upon completion of the contract, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Contractor keeps and maintains public records upon completion of the contract, the Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the City, upon request from the City's custodian of public records in a format that is compatible with the information technology systems of the City.

28.2 During the term of the contract, the Contractor shall maintain all books, reports and records in accordance with generally accepted accounting practices and standards for records directly related to this contract. The form of all records and reports shall be subject to the approval of the City's Auditor. The Contractor agrees to make available to the City's Auditor, during normal business hours and in Broward, Dade or Palm Beach Counties, all books of account, reports and records relating to this contract.

28.3 During the term of the contract, the Contractor shall maintain all books, reports and records in accordance with generally accepted accounting practices and standards for records directly related to this contract. The form of all records and reports shall be subject to the approval of the City's Auditor. The Contractor agrees to make available to the City's Auditor, during normal business hours and in Broward, Dade or Palm Beach Counties, all books of account, reports and records relating to this contract.

29. UNBALANCED BIDS

When a unit price bid has variable or estimated quantities, and the bid shows evidence of unbalanced bid pricing, the City reserves the right to reject such bid.

30. UNIT PRICES

Where a discrepancy between unit price and total price is indicated on a Responding firm's online submitted Schedule of Bid Prices or Price Proposal Form, the unit prices shall prevail.

31. VENUE

Any Agreement resulting from this solicitation shall be governed by the laws of the State of Florida as now and hereafter in force. The venue for actions arising out of this agreement is fixed in Broward County, Florida.

32. FORM AGREEMENT DOCUMENT

The City may attach as a part of this solicitation, a Form Agreement document. Responding firms shall be responsible for complying with all the terms and conditions of the Form Agreement document if included herein, except where variant or conflicting language may be included in any Special Conditions contained herein. Responding firms shall note any deviation or variance with the Form Agreement document at the time of the online bid submission.

33. OTHER GOVERNMENTAL ENTITIES

If a Responding firm is awarded a contract because of this Request for Quotation, responding firm will, if Responding firm has sufficient capacity or quantities available, provide to other governmental agencies, so requesting, the products or services awarded in accordance with the terms and conditions of the Request for Quotation and resulting contract. Prices shall be F.O.B. Destination to the requesting agency.

34. CUSTODIAN OF RECORDS
IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT:

CITY CLERK

7525 NW 88TH AVENUE

ROOM 101

TAMARAC, FL 33321

(954) 597-3505

CITYCLERK@TAMARAC.ORG

☒ We (I), the undersigned, hereby agree to furnish the item(s)/service(s) described in the Request of Quotation. We (I) certify that we(I) have read the entire document, including the Specifications, Additional Requirements, Supplemental Attachments, Instructions to Bidders, Terms and Conditions, and any addenda issued. We agree to comply with all of the requirements of the entire Request for Quotation
- Melody Engle, President

The bidder shall declare any potential conflict of interest that could arise from bidding on this bid. Do you have a potential conflict of interest? ○ **Yes** ● **No**

The Bidder acknowledges and agrees that the addendum/addenda below form part of the Bid Document

Please check the box in the column "**I have reviewed this addendum**" below to acknowledge each of the addenda.

File Name	I have reviewed the below addendum and attachments (if applicable)	Pages
18-21R Records Conversion Services Addendum No. 6 Thu July 12 2018 08:03 AM	☑	--
18-21R Records Conversion Services Addendum No. 5 Tue July 10 2018 03:41 PM	☑	--
18-21R Records Conversion Services Addendum No. 4 Mon July 2 2018 02:35 PM	☑	2
18-21R Records Conversion Services Addendum No. 3 Fri June 29 2018 12:19 PM	☑	1
18-21R Records Conversion Services Addendum No. 2 Thu June 28 2018 09:28 AM	☑	2
18-21R Records Conviersion Services Addendum No. 1 Wed June 20 2018 02:55 PM	☑	3

Proposal Document

Presented For:

TAMARAC
The City For Your Life

Request for Proposal for
Records Conversion Services

RFP# 18-21R

Due: July 13, 2018

Submitted by:

Advanced Data Solutions, Inc.
Tampa Atlanta Miami
www.adsus.net

ADVANCED DATA SOLUTIONS, INC.

July 17, 2018

City of Tamarac, Purchasing & Contracts Division
7525 NW 88th Ave. Room 108
Tamarac, Florida 33321
Attn: Ann Marie Corbett

To Whom It May Concern:

Advanced Data Solutions, Inc. (ADS) is pleased to submit this response to your Request for Proposal, Records Conversion Services. As a Premier Reseller of LASERFICHE, we handle the import of thousands of electronic images and metadata into this software on a daily basis. We are critical in the design and implementation of department-specific workflows, folder structures, templates and group assignments. If selected as your solution provider, we stand ready to perform in accordance with the requirements of the contract and the terms and conditions set forth in this RFP.

With a client-based focus on State and Local government, ADS has provided electronic document management solutions to countless entities with records management needs and documentation similar (if not identical) to yours. Since 1999, this is what we do and who we are. We have worked directly with numerous agencies completing huge back-file conversion projects, system implementations, web hosting and on-going records management needs. Our operations facilities are in Oldsmar, Florida (Tampa Bay), Dallas, Georgia (Metro Atlanta) and Miami.

Our primary focus is the conversion of microfilm, standard paper and large-format drawings to digital images. We have over 20 years of experience integrating and interfacing literally millions of source-image and index files into countless document imaging systems including Laserfiche. Because of this, we are **uniquely qualified** to provide your conversion services. We have the **strongest** expertise within the **municipal government** for document imaging in the Southeastern US.

We have passed a rigorous RFP process with the Department of Management Services initially downscaling State Contract vendors from over 600 to 125. State contract vendors are scrutinized primarily on experience, references & financial strength. We submitted the highest D&B credit rating available achieving 100% point value. References and experience were equally valued. We are currently in the process of obtaining our General Services Agreement (GSA Contract). This is forthcoming late 2018.

Our commitment to client success remains at the forefront of our strategic purpose. We believe that by investing time to understand each client's needs and business objectives we can design and deliver "best of breed" solutions. We enjoy harmonious & mutually beneficial working relationships with our existing clients and look forward to continuing the same with the City of Tamarac (COT).

We don't offer voicemail, we offer people resources instead. Feel free to contact our office any time, day or night, to speak to a person who will be glad to offer personal assistance.

Kindest regards,

John Civale

John Civale VP of Sales
Advanced Data Solutions, Inc.

Table of Contents

DELIVERABLES AND EVALUATION CRITERIA CHECKLIST

A SCOPE OF PROPOSAL
- ADS STATEMENT OF COMPLIANCE AND UNDERSTANDING
- BASIC EXPERIENCE AND COMPANY INFORMATION

B SERVICES TO BE PROVIDED
- ADS STATEMENT OF COMPLIANCE AND UNDERSTANDING
- ADS WEBFLOW PROJECT MANAGEMENT SOFTWARE
- WAREHOUSE MANAGEMENT
- SOFTWARE AND EQUIPMENT LIST
- WORKSTATION CONFIGURATIONS
- DESIGN AND INDEXING CONFIGURATION

C MINIMUM REQUIREMENTS / GENERAL REQUIREMENTS
- ADS STATEMENT OF COMPLIANCE AND UNDERSTANDING

C MINIMUM REQUIREMENTS / PERFORMANCE / WORK PLAN
- ADS STATEMENT OF COMPLIANCE AND UNDERSTANDING
- PROJECT TIMELINE
- RECORDS ACCESSIBILITY / RECORDS REQUESTS
- KICK OFF MEETING / PROOF OF CONCEPT
- DOCUMENT PREPARATION / BEST PRACTICES
- DOCUMENT SCANNING / BEST PRACTICES
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C MINIMUM REQUIREMENTS / MICROFILM & SCANNING REQUIREMENTS
- ADS STATEMENT OF COMPLIANCE AND UNDERSTANDING
- DELIVERY OF SOURCE FILES AND METADATA
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D CONTRACTOR RESPONSIBILITIES
- ADS STATEMENT OF COMPLIANCE AND UNDERSTANDING
- INFORMATION TECHNOLOGY AND SECURITY

E RESPONSIBILITIES OF THE CITY OF TAMARAC
- ADS STATEMENT OF APPRECIATION AND UNDERSTANDING

F QUALIFICATIONS
- ADS STATEMENT OF COMPLIANCE AND UNDERSTANDING
- PROJECT TEAM AND RESUMES

G DELIVERY / PICKUP LOCATIONS
- ADS STATEMENT OF COMPLIANCE AND UNDERSTANDING
- BILLING DOCUMENTATION

H CITY OF TAMARAC SCHEDULE
- ADS STATEMENT OF COMPLIANCE AND UNDERSTANDING

I DELIVERABLES
- ADS STATEMENT OF COMPLIANCE AND UNDERSTANDING
- REFERENCE SUMMARIES
- LETTERS OF REFERENCE

I. Deliverables	☑	Section
a. Proposers must upload their proposal to the City's e-Procurement website bidsandtenders, and must include documentation for each of the following items:		
1. Description of the work plan, equipment, schedule, and the staff the Proposer is proposing in- order-to accomplish the items in the Scope of Work. The proposer shall include the following: a. Scheduling the Pick Up of new jobs. b. Standard turnaround time to complete work based on # of boxes	☑	C / ALL
2. Description of the Proposer's experience and qualifications requested herein in Section F.	☑	A B C F
3. Samples of the requested reports described in section D (b).	☑	C D G
b. Proposers must fill out the following bidsandtenders electronic forms: 1. Price Proposal Form 2. At least three references (including name, title agency, address and telephone number) for persons who can provide information related to qualifications, capacity and past experience of your firm.	☑	-
c. Document Upload		
1. Certified Resolutions	☑	-
2. Certification	☑	-
3. Offeror's Qualification Statement	☑	-
4. Non-Collusive Affidavit & Acknowledgment Non-Collusive Affidavit	☑	-
5. Vendor Drug-Free Workplace	☑	-
6. Current Proof of Insurance	☑	-

Evaluation Criteria	Points	☑	Section
Compliance with Request for Proposal (Mandatory)	-	☑	All
Quality of Response	15	☑	All
Services to be Provided	30	☑	B C
Qualifications of the Proposer / Expertise	25	☑	A B C F
Cost / (Price)	30	☑	Included
Total	100		

A. SCOPE OF PROPOSAL:
The purpose of this Request for Proposals is to obtain the services of a qualified firm to perform record conversion services on behalf of the City of Tamarac City Clerk's Office, in conformity with the requirements contained herein. The City is seeking a contract for a term of three (3) years, with two (2) additional one (1) year renewal terms based upon satisfactory performance and mutual agreement of both parties.

We have serviced countless multi-year contracts during our 20 years of municipal records management expertise.

ADS formed in 1999 to provide document imaging systems and services to our client base throughout Florida. Our service bureau converts millions of standard paper, large format drawings and microformed documents monthly to digital images. Our experience has given us "hands on" interaction with many departments within a variety of organizational structures. Through our specialization, we became a leading systems integrator with unique specialization in departmental workflow, document lifecycles, records retention guidelines and best practices.

Our qualifications will be well documented throughout our proposal. Clearly, we specialize in the conversion of records defined in your initiative. We have extensive experience with the import of millions of image and metadata files into the Laserfiche platform. In addition, we have implementation and support experience with our Laserfiche systems clients as a premier value-added reseller.

Our operations facilities are detailed below. We operate multiple shifts and provide records management services for over 200 municipalities.

Advanced Data Solutions 65 Antioch Road, Suite C Dallas, Georgia 30157	**Advanced Data Solutions** 13302 SW 128 Street Miami, Florida 33186	**Advanced Data Solutions** 141 Scarlet Boulevard, Ste A Oldsmar, Florida 34677

Our headcount is approximately 40 and is dependent on current project requirements. Most key employees have been with the company for years and our retention rate is high. We work in a strong team environment both internally and externally always inclusive of client project team personnel. We believe these relationships are directly responsible for the success we have with each-and-every records management project.

Our operational structure is divided among three major service divisions.

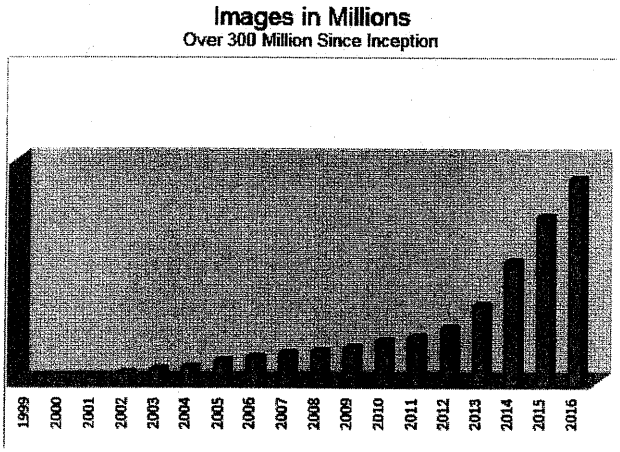
Paper Records Conversion Services (Small Format Documents and Large Format Prints)
Microfilm and Microfiche Conversion Services
Records Management & Document Imaging Systems Implementations

Unique Qualifications

We have the **strongest** expertise in document imaging in the Southeastern United States focused primarily on our three vertical markets: Government, Medical and Legal. We have passed a rigorous RFP process with the Department of Management Services initially downscaling State Contract vendors from over 600 to 125. State contract vendors are scrutinized primarily on experience, references & financial strength. We submitted the highest

D&B credit rating available achieving 100% point value. References and experience were equally valued.

We are the only three-time state contract vendor dedicated primarily to Document Imaging Services. Our GSA is forthcoming.



ADS has converted over 300 Million images.

No other local company has industry specialization in paper records conversion achieving the volumes that we can support.

Since inception, we have serviced over 200 government clients including, but not limited to State Agencies, Local Agencies, Counties and Cities.

Additional Facts

- We scan over **200 tons** of paper records to digital format annually.
- We support various software systems including Laserfiche, FileNet, Hummingbird, On-Base, SharePoint, Kodak Capture Pro, OpenText and more.
- Our technology partners are an extension of our company and reputation.
- We own ALL our equipment and do not subcontract any conversion services.
- Our primary service is the conversion of paper and microform records for city and county government offices. We specialize in building and growth management records but have also worked with dozens of other departments including Police, City / County Clerk, Human Resources, Finance, Public Works, Planning and Zoning, Engineering, Public Defender and many others. Our contracts typically extend to all departments within a city or county.
- Our Georgia location has served a government client base for over five years. We own and operate from our 9,000 SF building in Florida (Tampa Bay) and our 1,500 SF building in Georgia (Metro Atlanta). Our buildings are owned, not rented or leased. As such, we are in full control of our security measures and can satisfy client-specific requirements on demand.
- All equipment is owned, not leased. The company maintains a very high credit rating and has strong relationships with software and equipment vendors. We are in good standing with Kodak, Fujitsu, Contex and LASERFICHE with available credit to have immediate shipment of new equipment and software with basically no financial limitations

B. SERVICES TO BE PROVIDED

The Contractor shall provide all labor, materials, equipment and incidentals necessary to perform record conversion services for the City of Tamarac City Clerk's Office as described herein. Services shall include, but are not limited to:

1. Preparing and [illegible] documents including large format drawings and construction plans.
2. Converting the [illegible] to Diazo for the purpose of creating new duplicate rolls of Diazo microfilm.
3. Scanning documents [illegible] CD's, DVD's, and External Hard Drives.
4. Delivering [illegible] on CD's, or DVD's, and External Hard Drives.
5. Providing [illegible] assistance on a schedule approved by the City.
6. Assisting in the design of the indexing configuration.

Items 1 through 5 will be addressed within our response related Minimum Requirements, COT's RFP Sections C.c. Our ADS WebFlow software is described below which is critical to the management of the services we will provide the City of Tamarac.

ADS Web Flow / Project Management

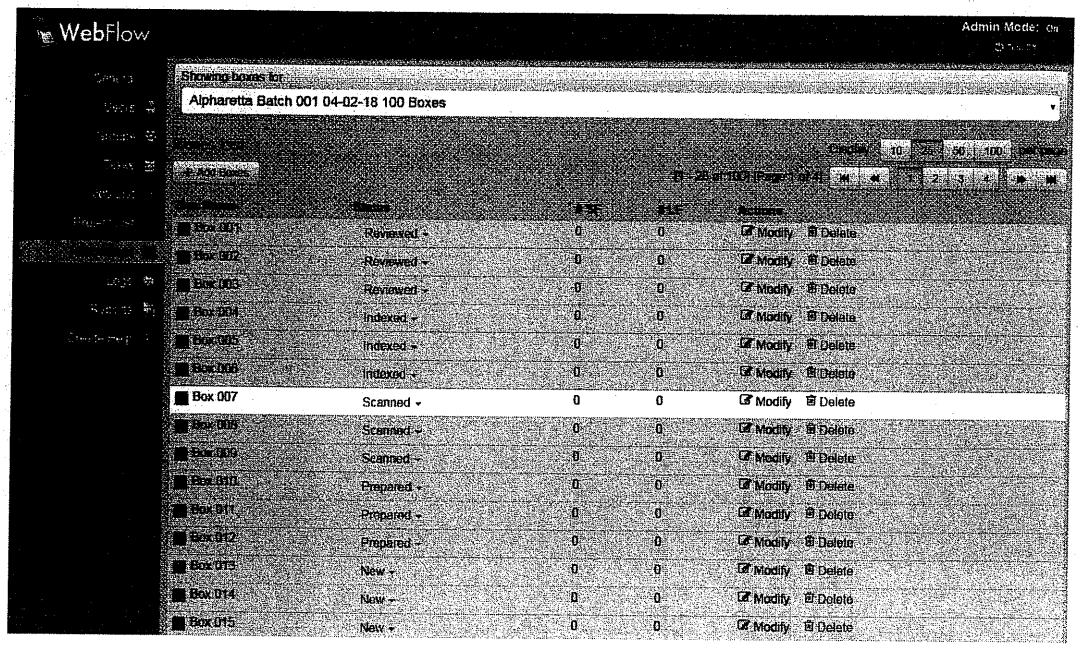
At ADS, our focus is on quality services and effective project management. By creating our own project management software (ADS WebFlow) and managing our labor costs, we operate in a streamlined environment that considers revenue, margins and overhead rates in day-to-day operations.

Our primary expense is labor. Through WebFlow, we closely match our billings to our labor costs. We utilize its capabilities for budgeting efforts which include labor time and project billings. WebFlow allows us to accurately track and budget project timelines with all efforts "in-house" so that client deadlines are met or exceeded. WebFlow is described in more detail throughout our proposal response.

No Other Records Conversion Company Has Internally-Developed Industry-Specific WEBFLOW PROJECT MANAGEMENT SOFTWARE.

ADS Web Flow also provides us with information such as detailed and average times per box by function and by employee. This allows us to make production decisions for compliance with client deadlines.

We utilize ADS Web Flow for the tracking and budgetary quality control procedures necessary for an effective workflow. Each batch of records is tracked through their entire lifecycle using this product. We know, at a glance, where each box of each batch of client records is in production / conversion. This helps to expedite records requests (typically within 15 minutes) and to provide client-specific status reports.

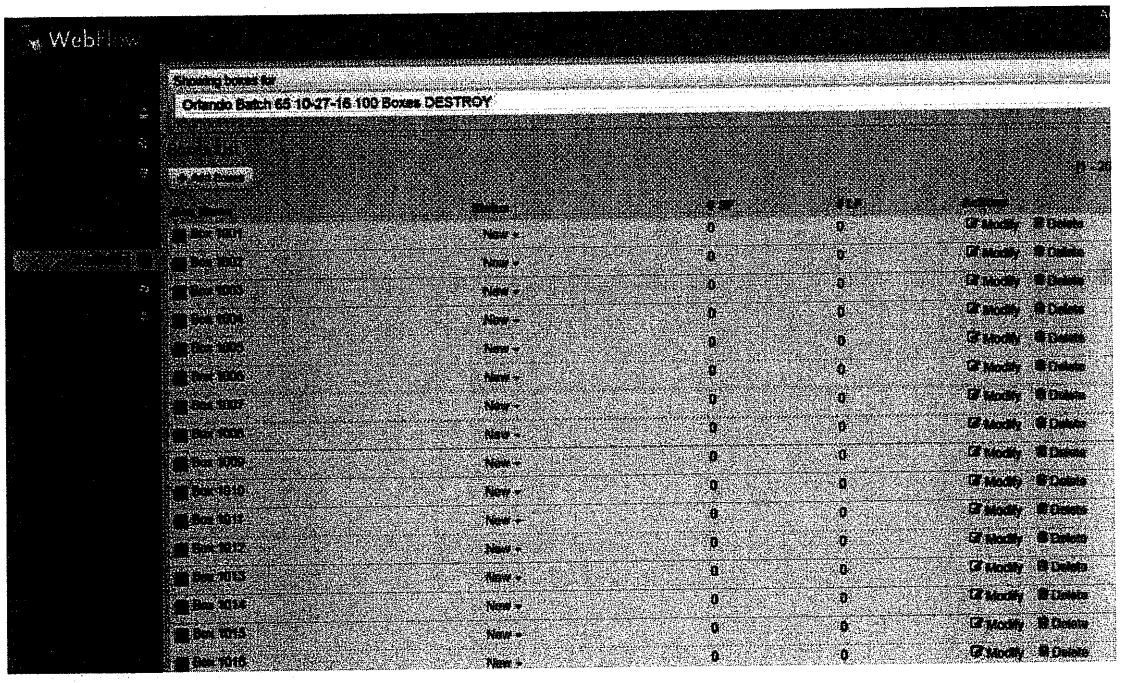


Each batch of records is tracked from pick-up, to re-delivery and / client "sign-off" for destruction in our WebFlow program.

We have grown with the industry and have basically established benchmark standards through our direct involvement with the Division of Archives and Department of Management Services. Our policies have been copied and used repeatedly in public records management initiatives throughout the Southeastern United States.

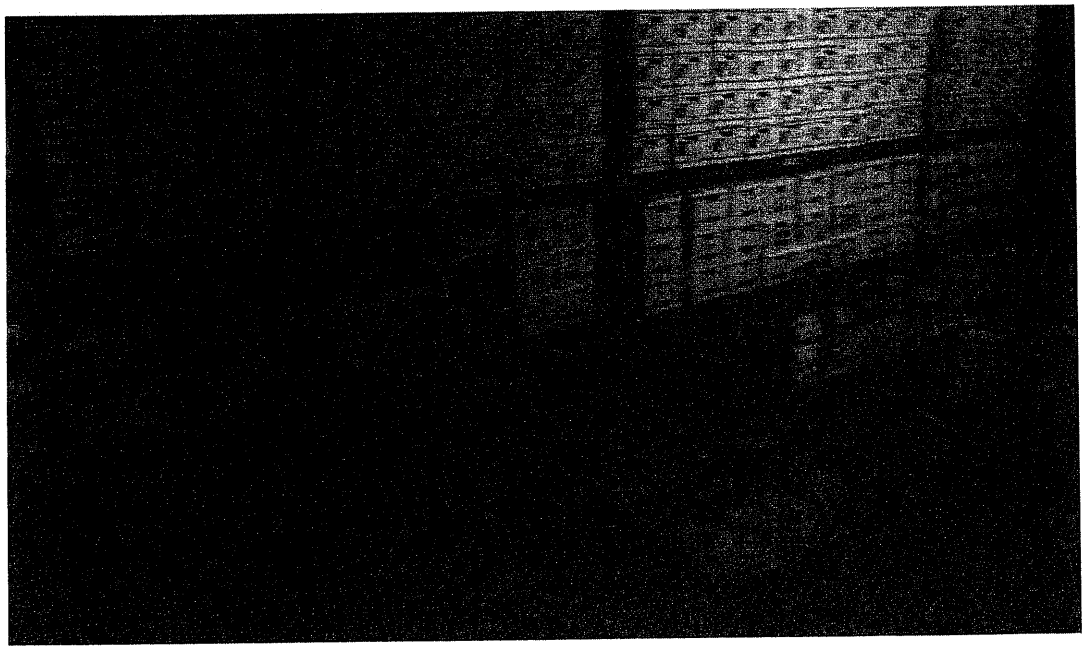
As records are converted and cleared as reviewed, they are marked as such with colored labels on the boxes themselves and within WebFlow. We have depicted box lifecycles in graphics throughout this proposal. Microform data is handled in a similar manner to hard copy records.

This screenshot depicts the initial receipt of Batch 65, picked up on 10/27/2016 consisting of 100 boxes. No work has begun yet on this project. All boxes are tracked through all levels of production.



Warehouse Management

The below picture depicts our warehouse and boxes from several clients. They are labeled by owner, batch number and date. This information directly correlates with our pick-up logs and WebFlow. As mentioned previously, WebFlow tracks every record box through all phases of production including return or destruction.



Software and Equipment

The list below details our inventory of conversion equipment

Qty	Description
4	**Contex** Crystal 40 Plus / HD 4250 Large Format Scanners – Black & White (B&W), Grayscale & Color Scanning Capabilities / ScanOS Software
1	**Contex** Crystal 40 Plus / HD 4250 Large Format Scanners – Black & White (B&W), Grayscale & Color Scanning Capabilities / ScanOS Software
1	**KIP** 40 Plus Large Format Scanner – B&W, Grayscale & Color Scanning Capabilities – ScanClient Software – Version 2.0.0.16
1	**Kodak i660** – 120 Page Per Minute (PPM) Scanner / 240 Page Per Minute (PPM) Duplex Capability / B&W & Grayscale Scanning Capabilities / Scans Up to Ledger (11" x 17") Size – Kodak CapturePro Software
6	**Kodak i4200** – 120 Page Per Minute (PPM) Scanner / 240 Page Per Minute (PPM) Duplex Capability / B&W & Grayscale Scanning Capabilities / Scans Up to Ledger (11" x 17") Size – Kodak CapturePro Software
3	**Kodak i1440** – 100 PPM Scanner / 200 PPM Duplex Capability / B&W & Grayscale Scanning Capabilities / Scans Up to Ledger (11" x 17") Size - Kodak CapturePro Software
1	**Fujitsu fi6800** – 130 PPM Scanner / 260 PPM Duplex Capability / B&W & Grayscale Scanning Capabilities / Scans Up to Ledger (11" x 17") Size
1	**Fujitsu fi6670** – 70 PPM Scanner / 260 PPM Duplex Capability / B&W & Grayscale Scanning Capabilities / Scans Up to Ledger (11" x 17") Size
1	**Fujitsu FI5900C** – 120 PPM Scanner / B&W, Grayscale and Color Capabilities / Scans Up to Leger (11" x 17") Size
6	**Fujitsu FI-5650C / 5750** – 57 PPM Scanner / 114 PPM Duplex Capability / B&W, **Color** & Grayscale Scanning Capabilities / Scans Up to Ledger (11" x 17") Size
1	**Fujitsu FI-4860C** – 60 PPM Scanner / 120 PPM Duplex / B&W, **Color** & Grayscale Scanning / Scans Up to Ledger (11"x17") Size
5	**M4097D – IPC** (Image Enhancement Controls) – 50 PPM Scanner / 100 PPM Duplex Capability / B&W & Grayscale Scanning Capabilities / Scans Up to Ledger (11" x 17") Size
6	**M4120C** – 25 PPM Scanner / 50 PPM Duplex Capability / B&W, **Color**/Grayscale Scanning Capabilities/ Scans Up to Legal (8.5" x 14") Size
1	**Mekel Mach V Microfilm Scanner** – Quantum Scan Software / B&W and Grayscale Capabilities / Scans 35mm - 16mm roll film / Group IV tiff images and/or Jpeg files are created automatically during conversion. Other file options available. 100% Image Capture
4	**Wicks & Wilson - 4100 Microfilm** Scanner / B&W and Grayscale Capabilities / Scans 35mm and 16mm roll film / Group IV tiff images are created automatically during conversion. Other file options can be chosen prior to media conversion.
1	**Mekel Mach VII Microfiche Scanners** – / B&W and Grayscale Capabilities / Scans 35mm, 16mm, Comm Fiche, Jacketed and unjacketed / Group IV tiff images and/or Jpeg files are created automatically during conversion. Other file options available. 100% Image Capture

Document Scanning Software: Kodak Capture Pro, Version 5.1.3 (Production Software)
Laserfiche Avante Version 10.3.1
Wide Format Scanning Software: NextImage Scan & Archive, Version 7.3
Microfilm Conversion Software: Quantum Scan 1.02.22 / Quantum Process 1.04.77
We utilize Kodak and Fujitsu scanners for our document conversion.

Workstations

All workstations on the domain are running Windows 7 Professional or Windows 10 Professional operating systems. Each user has their own Active Directory account, with access to only the application and record batch of which they have been assigned and approved. Workstations dealing with sensitive data have encrypted hard drives following HIPAA guidelines and are properly disposed of after phasing out of the workstation life cycle.

Current domain policies dictate all user accounts have a unique password with at least eight characters, including a capital letter and a number. Passwords for all users are required to be changed every 30 days. Workstations are set to automatically lock after eight minutes of idle time preventing any unauthorized access.

Client machines are all individually setup with antimalware and antivirus protection using Bitdefender. Bitdefender is an industry leading real-time anti-virus and anti-malware product that prevents viruses from being run on the local work station as well as proactively scanning emails to ensure no threats exist in any attachments, including OST and PST files. This is provided and actively monitored by our IT department. If a virus or malware is detected, Bitdefender automatically quarantines the item and sends a notification based on severity of the flagged item. This is then processed by IT to ensure proper procedures on virus and malware removal. All client machines are monitored by our IT department. Automated alerts are sent to IT when any hardware failure has occurred. See below for standard workstation hardware and scanning specifications.

Common Workstation Configuration (20 total client workstations) Intel Core i5 4GB DDR3 RAM, 250GB+ HDD
External Hard Drives for backups UPS Battery Backups
Windows 7/10 Professional Kodak Production Scanners
Kodak Capture Pro Software to Capture, QC, and Index Kodak Production Scanners
Daily Volume: up to 30,000 pages per day Throughput: 100 pages per minute
File Formats: TIFF/Multi-page TIFF, PDF, RTF, TXT, Searchable PDF, PDF-A
Features: Streak filtering, controlled stacking, Perfect Page technology, iThresholding, automatic color detection, autocrop, image edge fill (black or white), aggressive crop, deskew, content-based blank page detection & deletion, multi-color dropout, automatic orientation
Output Resolutions: 100 / 150 / 200 / 240 / 300 / 400 / 600 dpi Compressions: CCITT Group IV; JPEG or uncompressed output
Multi-Feed Detection: Intelligent ultrasonic technology; 3 sensors that work together/ independently.

- All conversion records are processed on specific servers which are backed up nightly.
- Every major operations room in our facility is locked with combinations which change on a periodic basis.
- ADS is independently certified as PCI DSS Merchant Compliant
- We utilize Microsoft Office 365 and adhere to all compliance guidelines inherent to that environment.

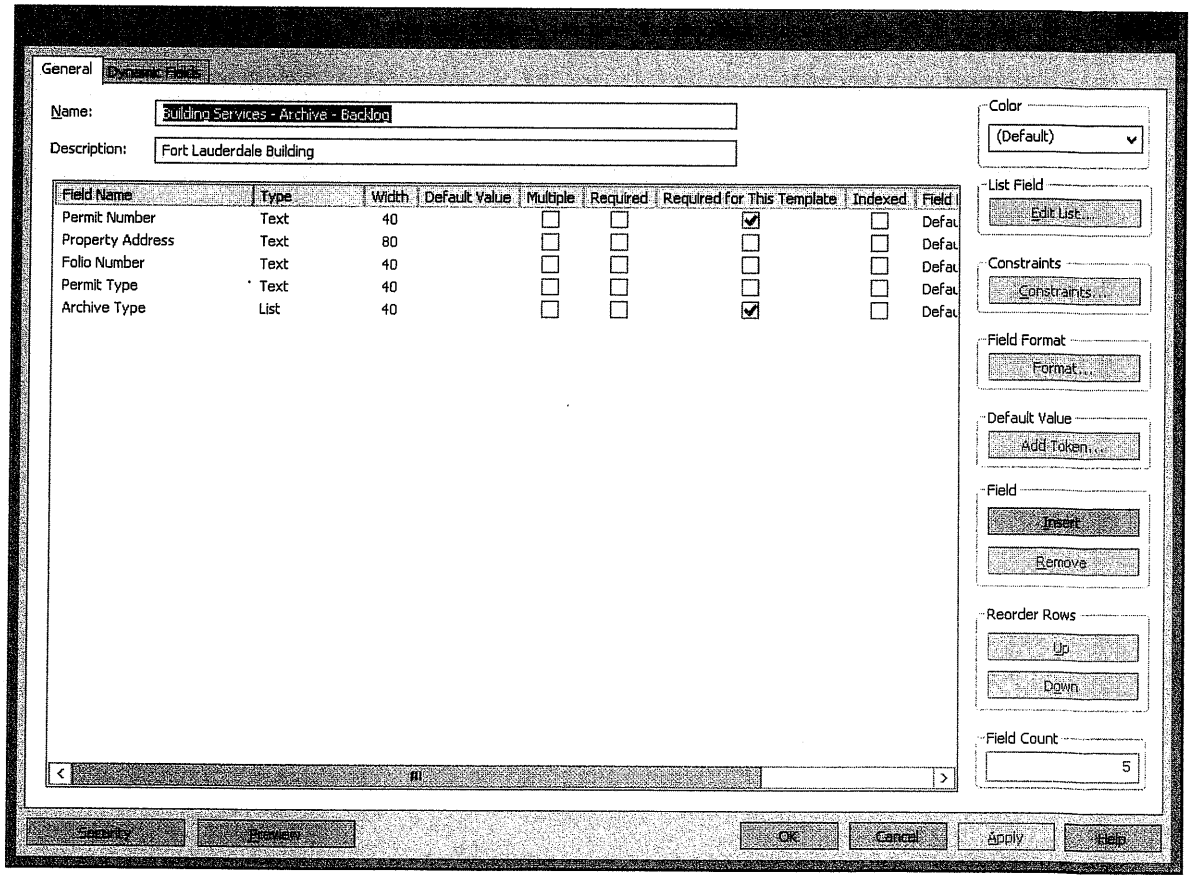
Assisting in the Design of Indexing Configuration

ADS will proactively assist in the design of your indexing configurations based on your requirements and on our experience with current trends with other similar municipalities.

We are actively involved with the design of Laserfiche templates with several neighboring cities. We've included some screenshots from the Cities of Fort Lauderdale and Pompano Beach below.

This graphic depicts a template we designed for Building Permit files which defines metadata to be linked to scanned source image files. The source of the metadata is the client's permitting system. Metadata is extracted into an excel spreadsheet which we subsequently load into a Laserfiche SQL table. We designed a Laserfiche workflow that matches the metadata to the correct scanned image file.

The design of document templates is an evolutionary process. Records management policies and filing methods often change throughout the years. As such, our templates are designed to allow for modifications which often consider new information or information previously unavailable.



In these examples, similar processes are utilized for Planning & Zoning files.

General | Dynamic Fields

Name: Planning & Zoning New

Description: COPB Planning & Zoning

Field Name	Type	Width	Default Value	Multiple	Required	Required for This Template	Indexed	Field I
PZ#	Text	40		☐	☐	☐	☐	Defau
Address	Text	250		☐	☐	☐	☐	Defau
Subdivision	Text	150		☐	☐	☐	☐	Defau
Lot / Block	Text	75		☐	☐	☐	☐	Defau

Color: (Default)

List Field: Edit List...

Constraints: Constraints...

Field Format: Format...

Default Value: Add Token...

Field: Insert... Remove

Reorder Rows: Up Down

Field Count: 4

Security... Browser... OK Cancel Apply Help

General | Dynamic Fields

Name: Occupational Licenses New

Description: COPB Planning & Zoning/Security

Field Name	Type	Width	Default Value	Multiple	Required	Required for This Template	Indexed	Field I
Business	Text	75		☐	☐	☐	☐	Defau
Address	Text	250		☐	☐	☐	☐	Defau
Date Range	Text	15		☐	☐	☐	☐	Defau

Color: (Default)

List Field: Edit List...

Constraints: Constraints...

Field Format: Format...

Default Value: Add Token...

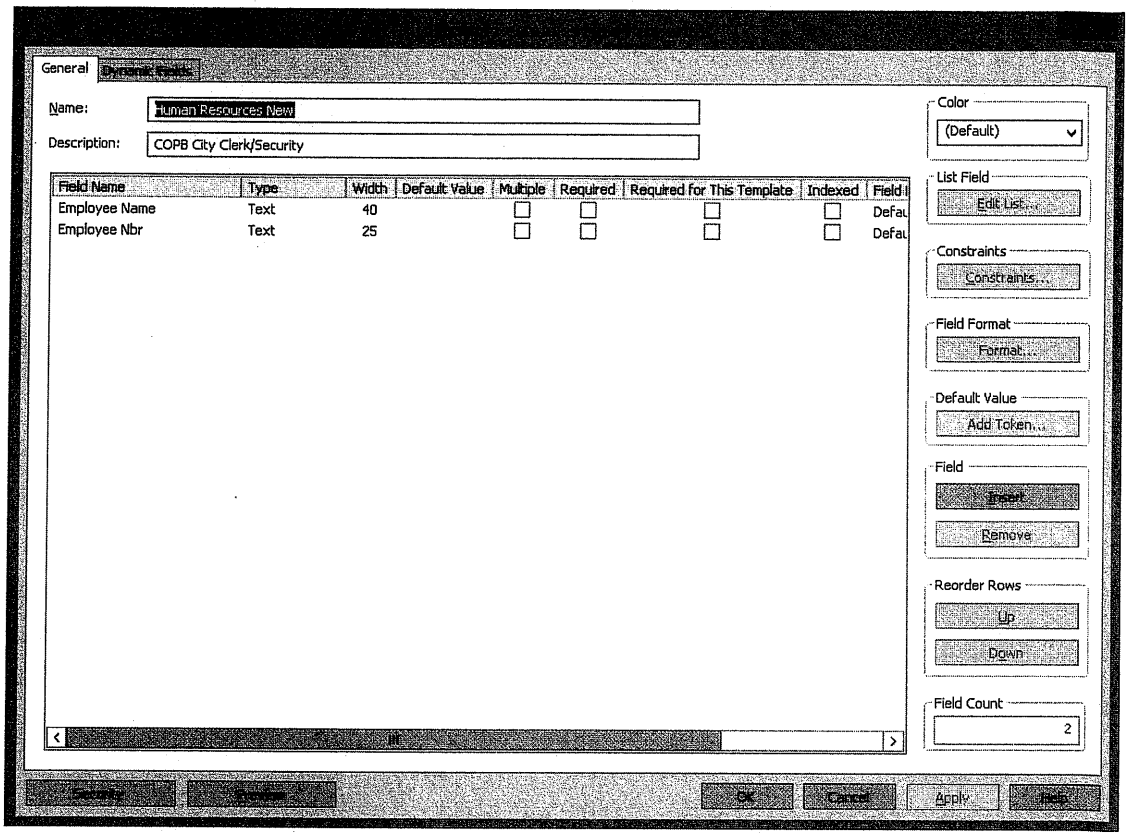
Field: Insert Remove

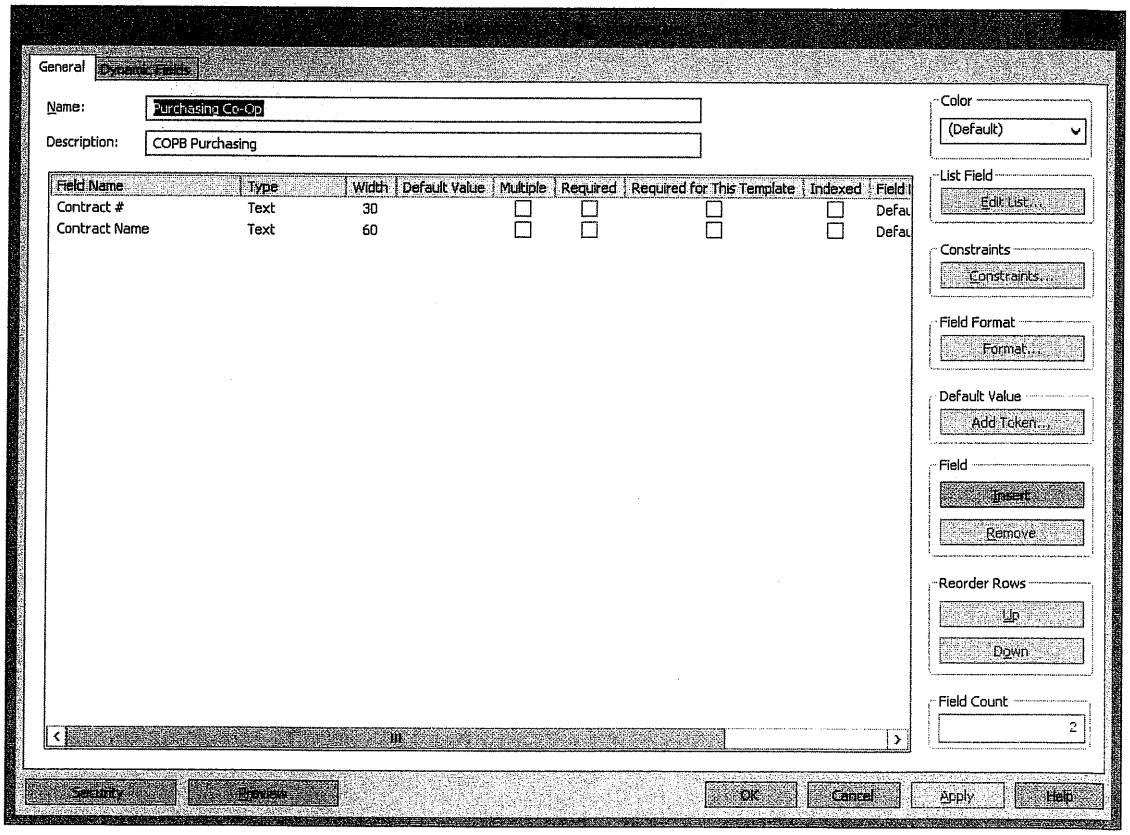
Reorder Rows: Up Down

Field Count: 3

Security... Browser... OK Cancel Apply Help

In these examples, similar processes are utilized for Human Resources and Purchasing files.





C. MINIMUM REQUIREMENTS / a. GENERAL REQUIREMENTS

1. The Contractor shall provide the necessary experienced personnel to support the services required by the Contract. The Contractor shall remove any employee whose work performance, in the City's opinion, is not satisfactory, and replace such personnel with employees satisfactory to the City. In no event shall the City be responsible for monitoring or assessing the suitability of any employee or agent of the Contractor.
2. All Contractor employees shall wear business casual attire while working at any City sites.
3. The Contractor shall comply with all City security policies, plans and procedures.
4. The Contractor shall, at no additional cost to the City, correct any improper work resulting from City monitoring.
5. Payment to the Contractor shall in no way constitute a waiver of any warranty requirements.

ADS agrees with all the requirements above.

C. MINIMUM REQUIREMENTS / b. PERFORMANCE

1. The Contractor shall perform all of its obligations and functions, under the Contract in accordance with Contract specifications and industry standards. The Contractor shall adjust all services and resources to the needs and requirements of the City and perform its activities such as not to injure, endanger, unreasonably interfere with or delay the operations or activities of the City.
2. Times for commencement and completion of work will be on an as needed basis and shall be coordinated with the City's representative.
3. Any work required beyond that which is specified herein shall be reported in advance to the City's representative. At no time shall work beyond the scope be performed without prior written authorization from the City's representative.
4. The Contractor shall maintain maximum safety precautions. Tools and equipment shall be in a good state of repair, safe to use, and be used in the manner in which they were intended. Contractor shall inform all workers and concerned persons of the Material Safety Data on all products being utilized on this project. No materials or equipment shall be left unsecured on the project site at any time. The City assumes no responsibility for the Contractor's materials or equipment.
5. The Contractor shall allow the City's representative access to any and all City owned documents, drawings, plans, and Contractor generated products during the performance of service.
6. The Contractor shall keep a written index of all documents, drawings, plans, received from the City until such documents, drawings/plans, are returned to the City or authorization to destroy has been granted by the City Representative.
7. The Contractor shall advise the City as soon as practical of any defect or condition which may adversely affect the completion of work requested under the scope of services.
8. The Contractor shall take measures necessary to prepare paper documents for microfilming, which includes, but is not limited to, removal of all staples, paper clips, screws, removing documents from binders, page orientation, removal of post-it notes, etc.. The Contractor shall reassemble documents and return them to their original state.
9. The Contractor shall not in any way damage original documents, drawings or plans.

ADS agrees with all the requirements above. Please see the previous section which outlines our current software equipment list. It also described WebFlow, our internally developed project management software tool.

Project Timeline

Our current throughput is 150 boxes per week in our Florida service bureau. We anticipate satisfying your conversion needs at that (Tampa Bay) location.

Description	Sep-18	Oct-18	Nov-18	Dec-18	2019	2020	2021	Totals
Batch Numbers	B1	B2	B3	B4	B5 - B16	B17 - B28	B29- B36	-
Boxes Picked Up	14	14	14	14	168	168	108	500
Images Per Batch	32,200	32,200	32,200	32,200	386,400	386,400	248,400	1,150,000
Percentage Complete	3%	3%	3%	3%	34%	34%	22%	100%
Preparation Labor Hours	35	35	35	35	420	420	270	1,250
Scanning Labor Hours	31.5	31.5	31.5	31.5	378	378	243	1,125
Indexing Labor Hours	7	7	7	7	84	84	54	250
Final Verification Hours	3.5	3.5	3.5	3.5	42	42	27	125
Data Transmission Hours	1.75	1.75	1.75	1.75	21	21	13.5	63
Total Labor Hours	78.75	78.75	78.75	78.75	945	945	607.5	2,813
Preparation FTE's	1	1	1	1	1	1	1	
Scanning FTE's	1	1	1	1	1	1	1	
Indexing FTS's	1	1	1	1	1	1	1	
Final & Data FTE's	3	3	3	3	3	3	3	
Assumptions are based the Price Proposal document that outlines 1 Million Small Format document and 100,000								
Large Format prints. It also considers standard 1.2 cubic and 2.4 cubic file boxes & a 3 year contract period.								
Thus, we estimated the City will convert 500 boxes over a period of 3 years.								

The above schedule depicts batches, boxes and images converted on a per batch and per box basis. It also summarizes estimated labor needs for this conversion project. While 1.1 million pages appear to be a high volume, this project only requires 3 FTE's (well-trained full-time employees).

Every reference and project we have provided has recurring projects. Typically, we schedule in batches of records. For example, 25 boxes (57 thousand pages), 50 boxes (115,000 thousand pages), 100 boxes (230,000 pages).

As discussed within the body of our response document, we have our own internally developed project management software (WebFlow). WebFlow monitors each project and provides project team members with "real-time" updates for all projects companywide.

Through the data we've collected using WebFlow, we can estimate labor hours for each project based on task (preparation, scan, index, review and data transmission). We know, on a daily, weekly and monthly basis what our labor hour requirements are.

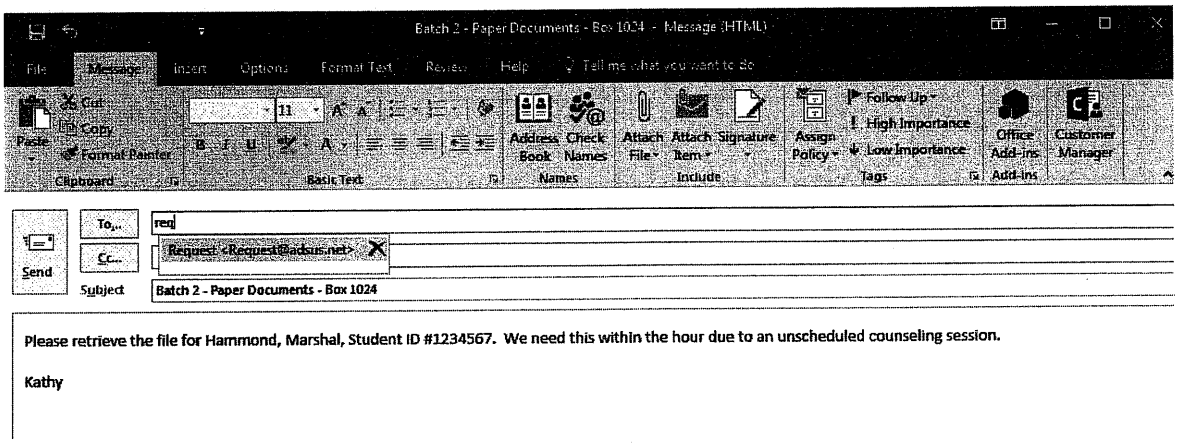
Access to Documents / Records Requests

At project inception and through project lifecycle, we encourage clients to tour our facility and meet all members and levels of our project team. During this meeting, we demonstrate not only the security measures we've implemented, but also our control procedures that protect both the premises and client records. We have an "open door" policy for all our clients such that site visits can be arranged as needed.

Records requests are usually initiated using our request@adsus.net email address that gets routed to six different employees. One person is typically tasked with records requests with a back-up person established as necessary.

Requested files are transmitted via a link to our SFTP site. We will assign a user name and password to your designated staff for retrieval.

WebFlow facilitates the quick identification of records by their stage of production. If a box is already scanned, our clients can expect a link to the requested record within minutes. If the file has not yet been scanned, the box is retrieved, and the correct file is converted and electronically sent within an hour.



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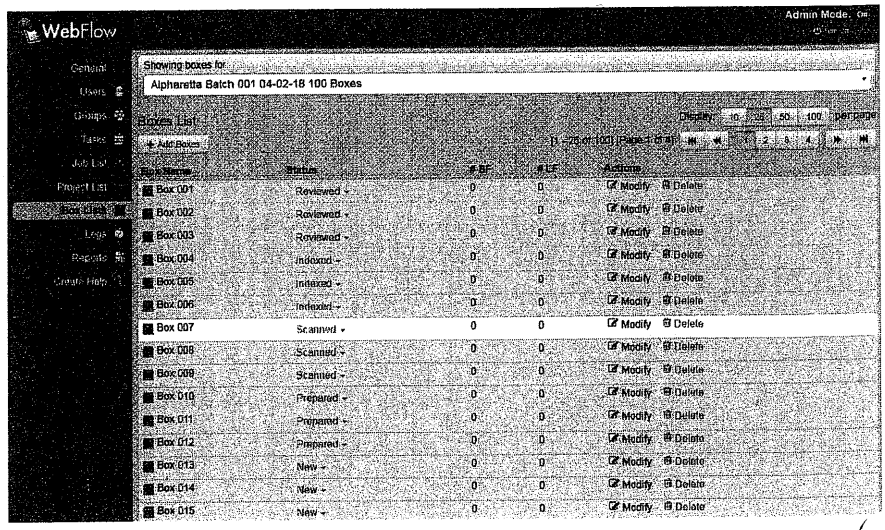


Kick-Off Meeting

During the preliminary stage of project inception, a kick-off meeting will be scheduled with critical project team leaders from both ADS and your staff. During the meeting, items for discussion will include departmental timelines, record confidentiality, privacy considerations, file type, format and index requirements and overall expectations. Sample documents will be obtained to begin the beta testing phase of the project.

Proof of Concept and Beta Testing

We begin projects by processing a sample batch of records for your review. This "Proof of Concept or Beta Testing" phase helps to ensure we meet your specific project requirements and eliminate misunderstandings. During this phase, we process a small batch of your records and provide you with source files and related index data. The data is then uploaded into your records management system for review. If there are any required changes, we are then able to make any necessary modifications prior to project commencement. Once your staff approves our file format, indexing scheme and upload sequence, full conversion will transpire.

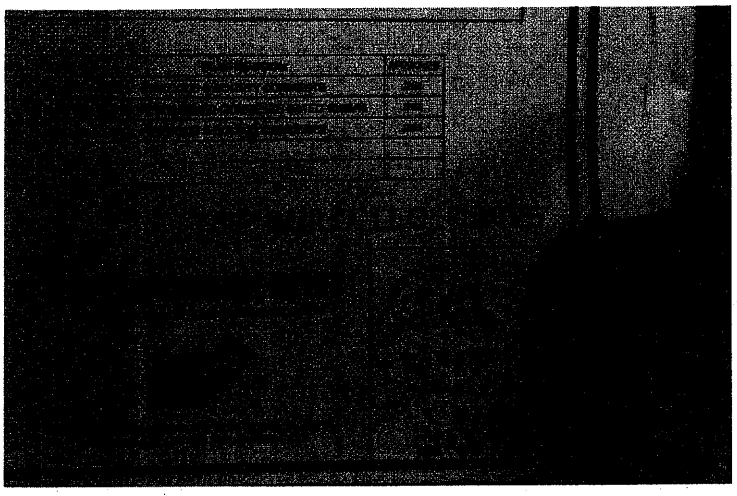
Document Preparation and Best Practices

Document preparation is critical to the success of any paper conversion project. Prepping procedures are determined during Proof of Concept and the Kick-Off meeting. Document types are identified, and many questions are answered. Solid relationships are established, and production timelines are exactly determined. Years of experience has taught us this phase of production is critical to quality and adherence to deadlines.

Each document type has its own specific prepping procedures and documents must be organized in a consistent, user-friendly manner consistent with your current or desired filing system. Our prep staff is determined when project teams are established. They are familiar with your project and ask questions when something appears different or out of the ordinary (missing control sheets, color documents, misfiled records, etc...). The document prep staff remove all the staples, repair any torn documents, emboss any raised seals on both small and large format documents, identify color, faded, and illegible documents, etc... In addition, post-it notes will be relocated to an area on the document where information is not interrupted, otherwise, they will be placed on a blank page immediately preceding the original document. Torn pages will be repaired.

Raised Seals

Legal documents and wide format drawings often contain raised seals. We've set the benchmark and best practice of effectively embossing the seals for proper visibility on scanned images.

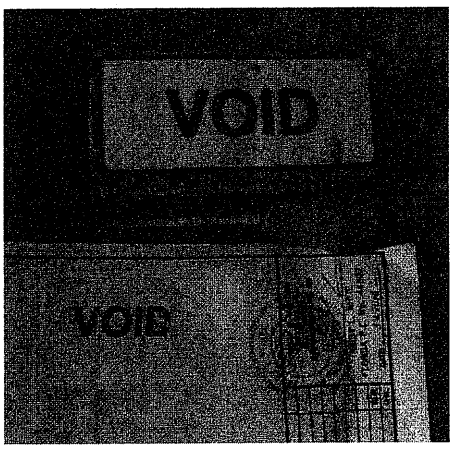


Special consideration and control procedures must be established when scanning large and small format records that originate from the same file. These records are scanned on different systems, small format scanners and wide format scanners. Control numbers and identifiers must be used to accurately reunite these records in a digital format. Through years of quality control experience, we have perfected these procedures to insure this occurs. Thus, small format application records and supporting documents are combined digitally with their wide format drawing affiliated records.

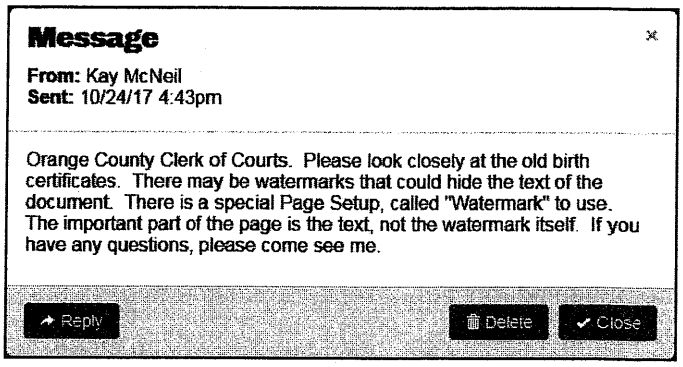
After small and large format record files are reunited and confirmed, control numbers are eliminated such that their original records properties are not affected; and, all information is just a digital copy of the historic paper image.

VOID Stamps

Wide format drawings are often voided on the front or back of the sheets. **With client consent,** we will stamp all drawings on the front side as "Void" if the back side is stamped and the front is not. Thus, it is clear to the end-user that the drawing is void while viewing.

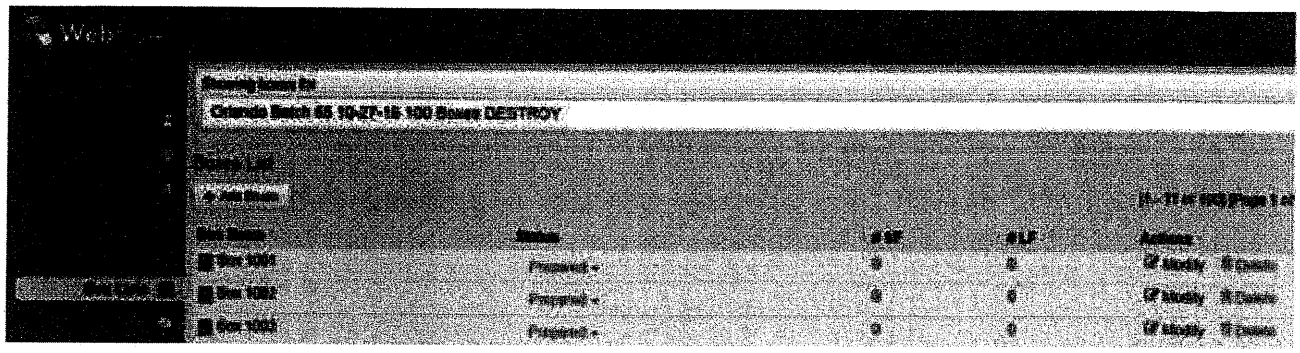


Special consideration might be necessary when prepping / scanning certain documents. Often there are watermarks that may distort or hide data on the original / scanned image.



Document preppers basically get the records ready for digital conversion. The preparation staff also record a document count for each box on our Preparation Labels which are on the front of each box. These labels contain the date and signature of the person who performed the work. These labels correlate directly to labor performed within WebFlow. **Quality Control. Your box lists / control logs will be verified at various stages, including document preparation.**

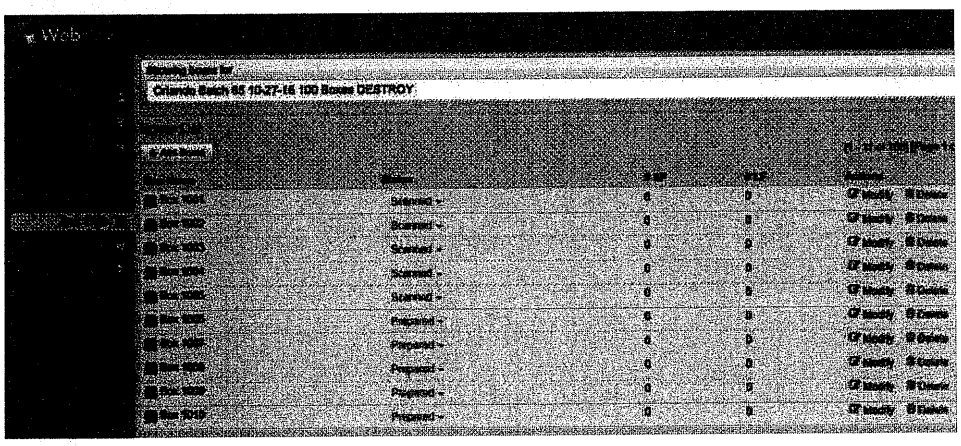
This screenshot depicts that boxes 1001 thru 1010 have been prepared. Through other reports, we can review box preparation times, budget times, average times and projected completion dates. All boxes are tracked through all levels of production.



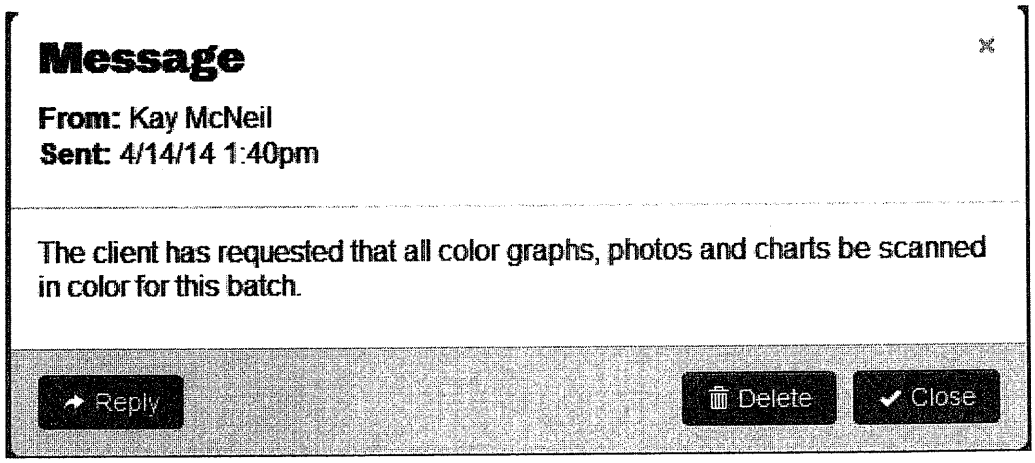
Document Scanning and Best Practices

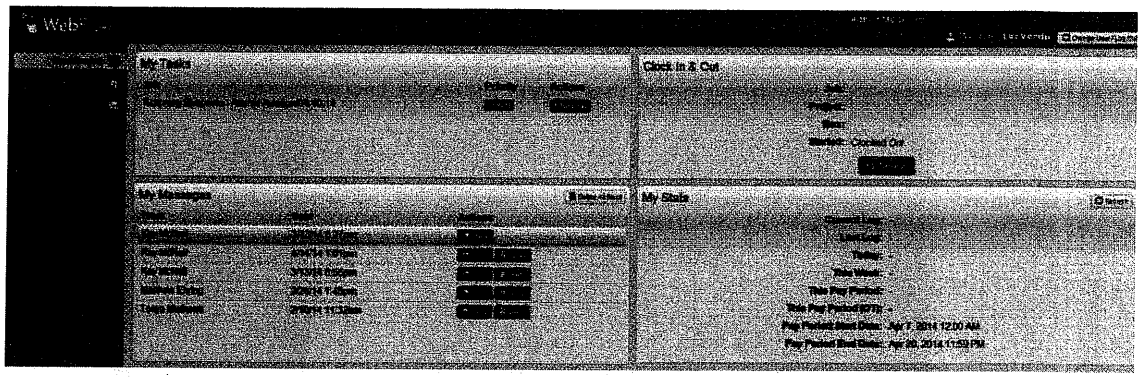
Repeat scan operators will be assigned to your project team. Operators serve to review the images and output independently for completeness and image quality. After each box is scanned, confirmation of the document count is made with the Control Log / List and the Preparation Label. Discrepancies, if any, are resolved immediately.

This screenshot depicts boxes 1001 thru 1010 have been partially prepared and scanned. All boxes are tracked through all levels of production



As you can see below, scan operators may have messages sent by a project manager or teammate. Our program prohibits job commencement until all related messages have been read. They are only eligible for deletion after they have been read. In addition, our program is the source for our ADP payroll. Thus, credit for work can only be obtained when notes are read and projects are logged for performance.





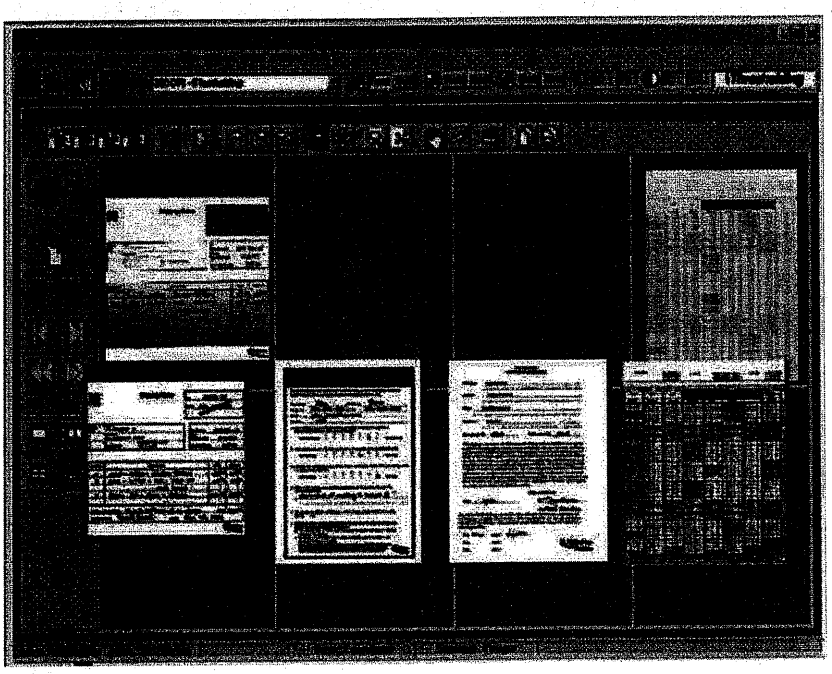
A Document Scanning Label is adhered to the front of the box upon completion and "real-time" review has been achieved. This serves to complement our WebFlow system with a visual indication of box status. These labels are signed, dated and indicate the scan station where work was performed as well. These labels correlate directly to labor performed within WebFlow.

We utilize only the highest quality equipment and software. Our scan operators are tenured and have been with our company for years. All documents will be scanned on both sides and software technology and settings will automatically delete blank back-sided documents. Sonar technology will prevent any double feeds and preparation control counts will ensure completeness as verified by both document scanning and review staff. We will use a high setting to enable three sensors for double feed detection.

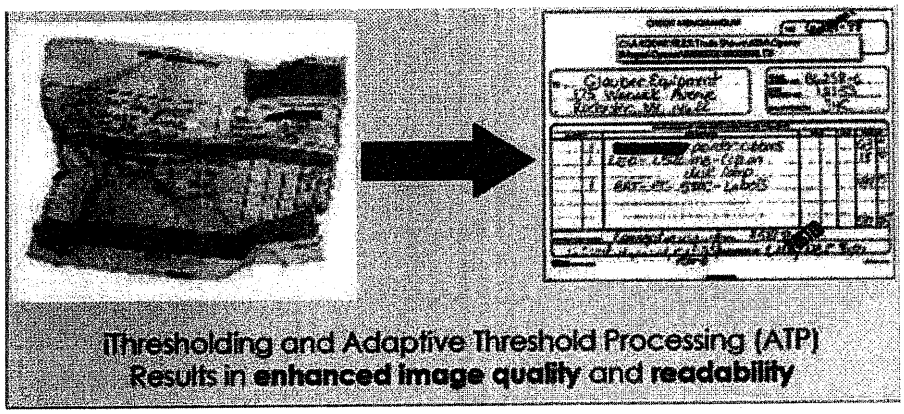
We scan at 300 DPI in accordance with 1B-26.003 Department of State requirement as outlined in the RFP.

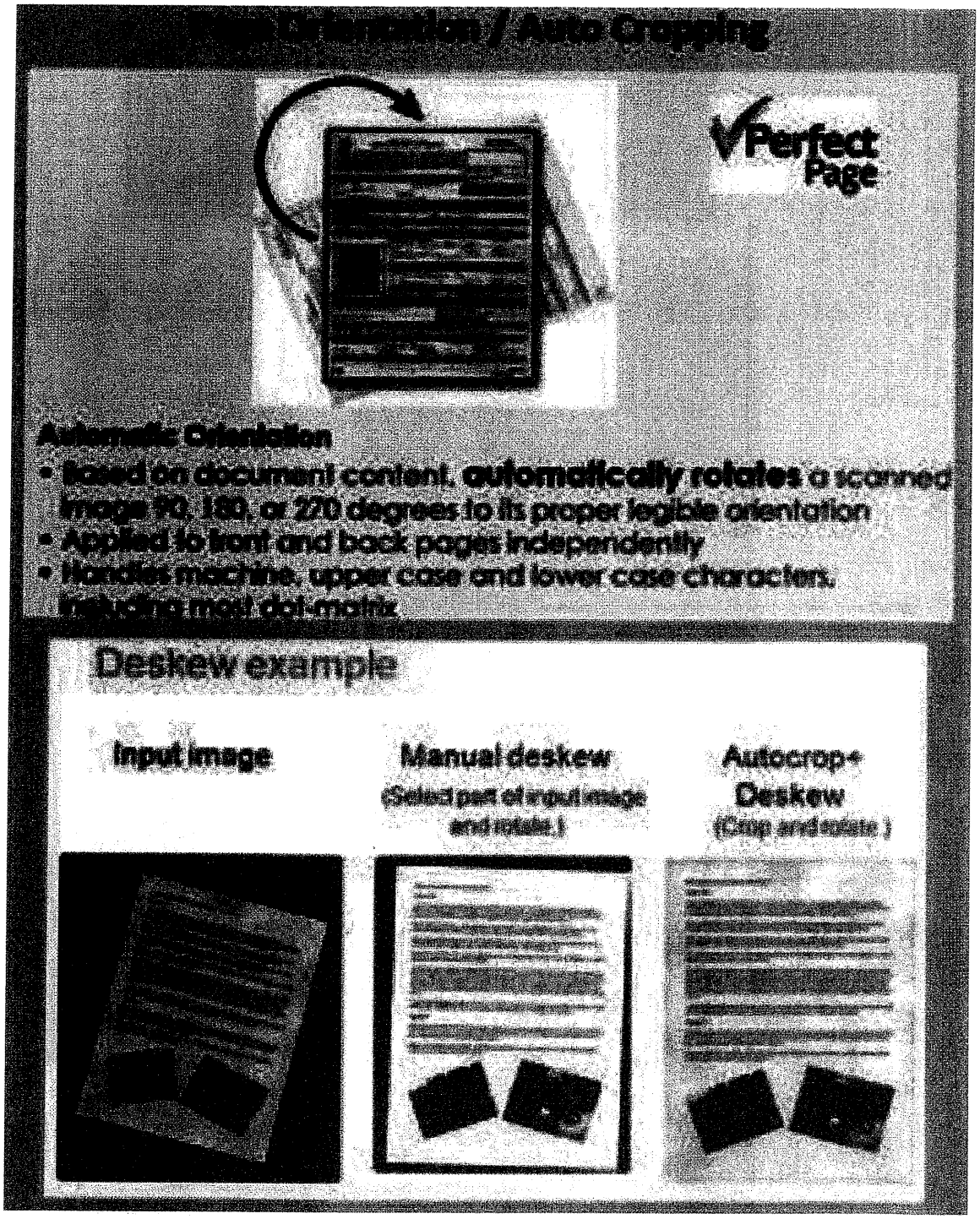
Each scan operator is fully trained in our Kodak Perfect Page software which allows for very detailed scanner settings allowing customization for all record types. Despeckle, rotate, deskew are just a few.

The following graphics demonstrate why this results in the best quality possible. They demonstrate the image enhancements available using Kodak Capture Pro software. Although we have other scanning options, we typically use Kodak scanners and software because of the image quality which we feel is superior to other leading scanners and software. We've concluded this through side-by-side comparisons of difficult images such as documents with watermarks, raised seals, thermal fax pages, carbon copies, dot matrix generated documents, faded records and many others.



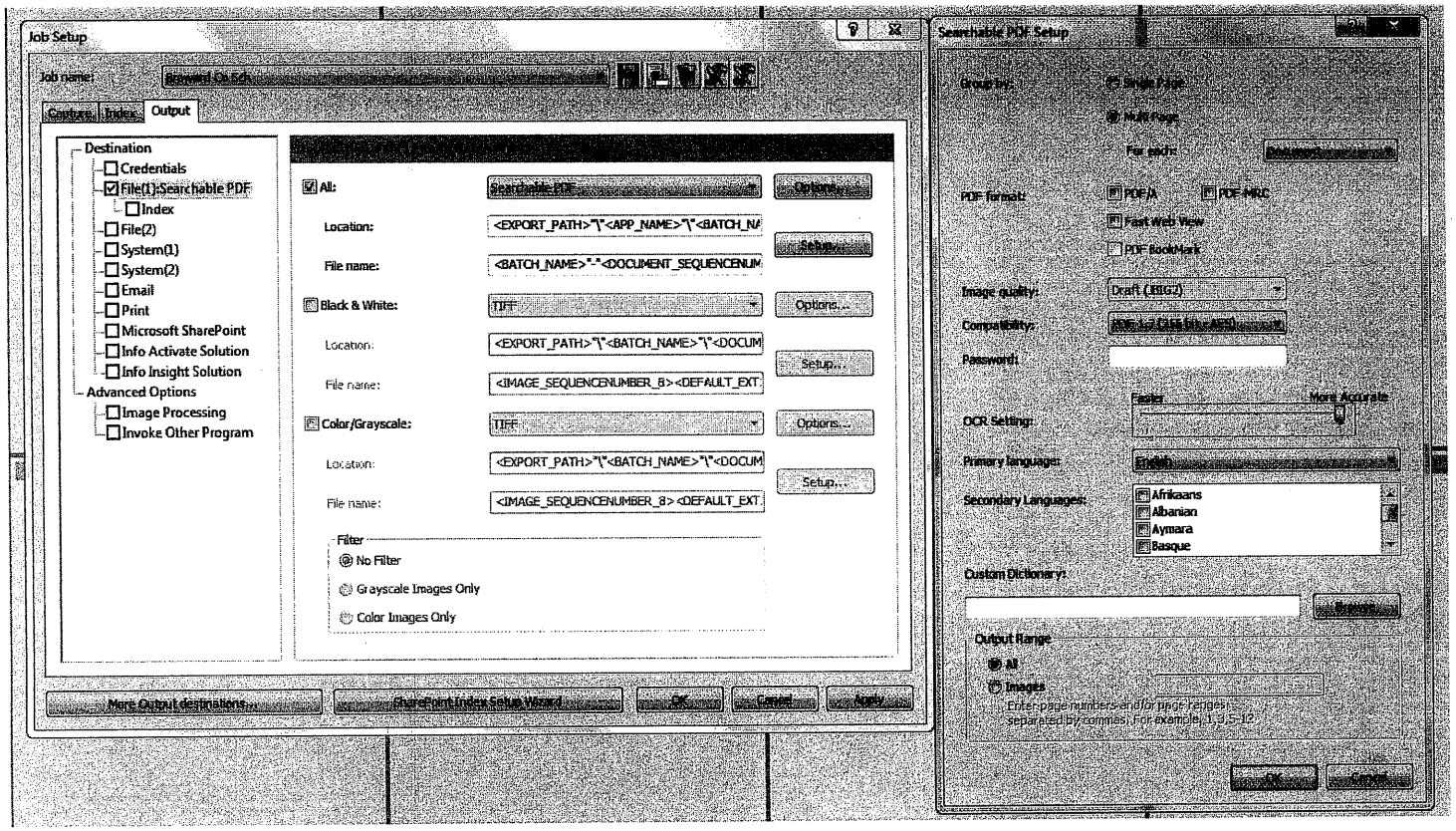
Kodak's Perfect Page technology and optics provide the best image quality available.

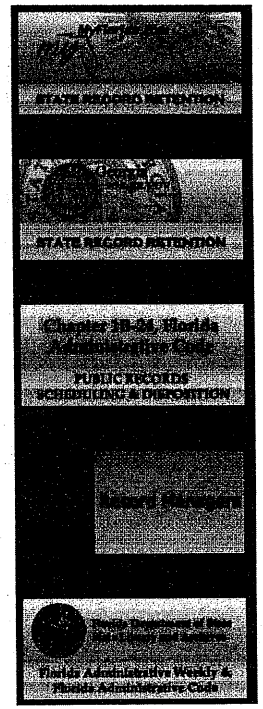




We utilize Kodak and Fujitsu along with Kodak Capture Pro scanning software which is a subset of Kofax VRS (Best Practice within our industry). Our software allows us to output images and metadata to any required client specifications including direct interface with many common records management systems.

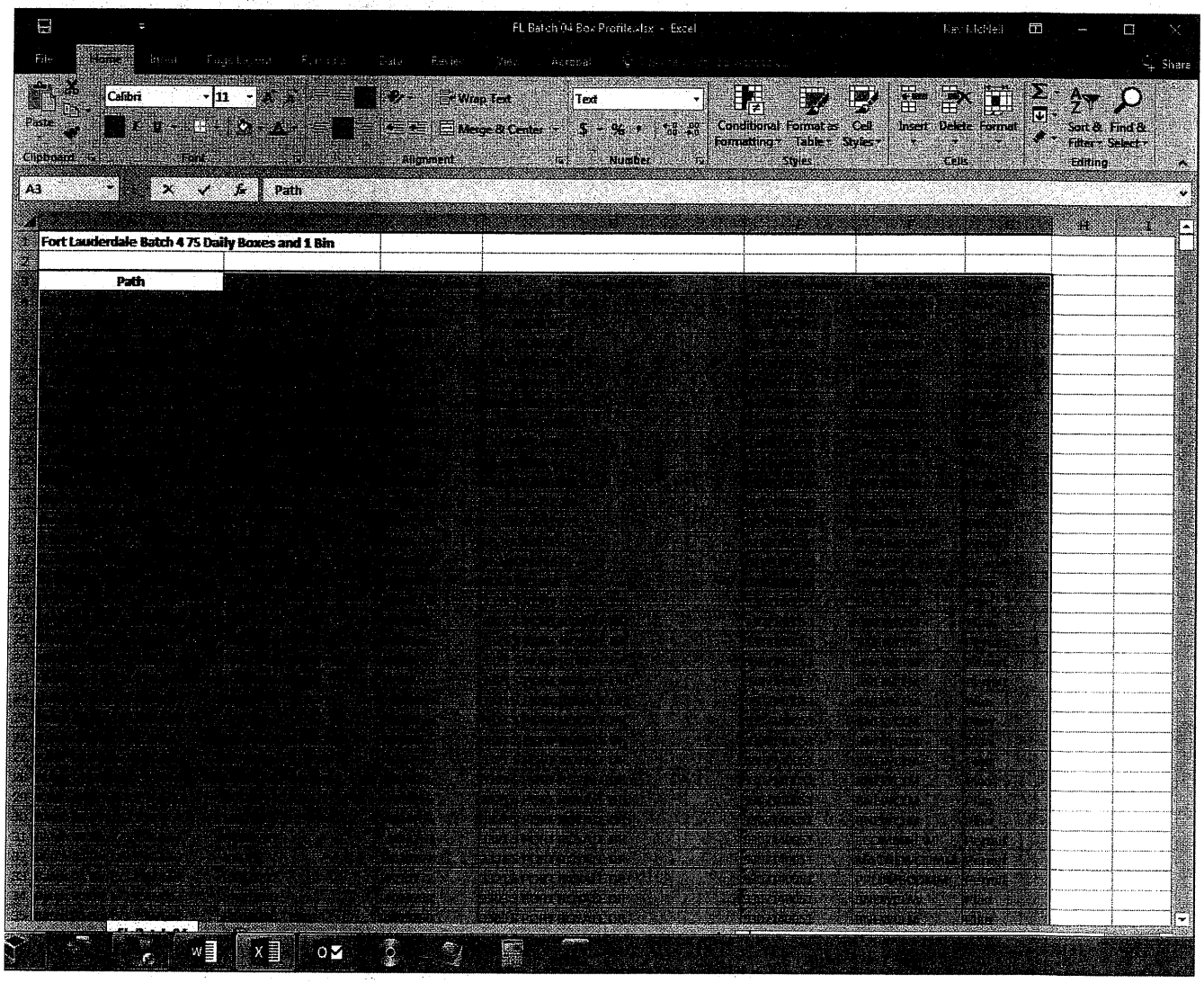
We understand Florida Recordkeeping Requirements. Accordingly, all records are scanned at minimum resolutions of 300 dpi.





Written Index

Below is an example of Written Index for a particular batch of file scanned and uploaded into a Laserfiche using the Laserfiche briefcase tool. This details Box #, Batch #, Record Metadata (Permit Number, Address, Folio #, Permit and Archive Type). We provide this list to the client with each batch completion.



C. MINIMUM REQUIREMENTS / c. MICROFILM & SCANNING REQUIREMENTS

1. The Contractor shall adhere to the guidelines and procedures as stated in the Florida Department of State, Division of Library & Information Services, Chapter 1 B-26.002.1, Florida Administrative Code, Records Management - Standards and Requirements - Microfilm Standards, which meets or exceeds the American National Standards Institute (ANSI) standards.
2. Documents shall be scanned with a resolution of 300 dpi or higher by the Contractor in a secured area in the Contractor's facility. documents shall be scanned into a PDF, JPEG or TIFF format. [illegible] be determined by the City based upon document type. Scanned documents shall be [illegible] on CD, DVD, or External Hard Drives as described in Section D (3) herein. The [illegible] at the Contractor's facility utilizing electronic files.
3. The [illegible] with the assistance of the City's representative, shall develop indexes for scanned [illegible].
4. The Contractor shall provide indexes on the Disk or External Hard Drive and microfilm containing the contents of each. Disk and microfilm shall be created in a fashion whereby documents contained therein may be located as quickly as possible.

1 & 2 Delivery of Source Files and Index Metadata

We will provide PDF / TIFF files scanned at resolutions of 300 dpi to a Laserfiche briefcase and will assist with the import to your repository. We follow the standards as dictated by the Florida Department of States Records Management (DOS) – Standards and Requirements / Electronic Recordkeeping (Chapter 1B-26.003, Florida Administrative Code). We will assist the client with necessary Destruction Certificates required by DOS and other required standards.

ADS has copied hundreds of millions of source-image and metadata files to CD-ROM / DVD Media discs since inception 20 years ago. We have learned that all discs and burn processes are not created equal.

Most media is produced by a relatively small number of factories, located in several different places. These factories are mostly present in Taiwan, Japan, Singapore, Malaysia, China and India. There are more, but those are the largest ones. The best media generally comes from Japan, Taiwan and Singapore. There are different grades of discs such as archival, duplication and other unreliable grades.

We utilize only **1st Class Blank DVD Media / "Archival Grade" Discs** which have a flawless rating burning with 95-100% reliable results. These discs are suited for converted records which are quite often destroyed. They serve as excellent archival quality media, as well as video masters.

Taiyo Yuden DVD-R & CD-R Silver Thermal

Taiyo Yuden invented the CD-ROM media disc in 1988. Their discs have historically been the most reliable name in blank CD and blank DVD products.

In addition to using high quality discs, we also burn data at the slowest speed possible to decrease the possibility of file corruption.

ADS understand COT's requirements of CD / DVD-RW media discs.

As a matter of protocol, our discs are labeled by project, client name, burn date, number of boxes and other pertinent information. Our burn dates and descriptions tie directly to invoices and certificates of destruction to promote unity and organization. This has proved helpful especially when projects span multiple batches, multiple departments and multiple years.

We maintain copies of all client discs in perpetuity unless requested otherwise. Certain records disposition standards have historically required off-site copies of source image and metadata files to comply with destruction stipulations. This satisfies those requirements.

3 and 4 have been addressed sections previously.

C. [illegible] REQUIREMENTS / c. MICROFILM & SCANNING REQUIREMENTS

5. The Contractor shall transfer scanned documents from CD's, DVD's, External Hard Drive or FTP site [illegible] 35mm film based upon document size. The Contractor shall return the [illegible] External Hard Drive when delivering the microfilm. The Contractor shall [illegible] upon completion of downloading documents from the FTP site.
6. If [illegible] roll is left upon completion of filming of a project, Contractor shall [illegible] next project. If more than one quarter (1/4) of a roll is left upon completion [illegible] Contractor shall insert 25 spaces and begin filming the next project [illegible] roll shall be cut to separate the next project onto a different roll.
7. The Contractor shall process and test all original microfilm. Contractor shall conduct and document [illegible] test on each batch of processed original film, or on one (1) out of every [illegible] processed film, for concentration of residual thiosulfate. The methylene blue test [illegible] micrograms per square centimeter.
8. The Contractor shall provide one (1) silver polyester base 5mm thick original and one (1) Diazo duplicate, [illegible] 5mm thick one hundred (100) foot roll from permanent documents.
9. If requested by the City's representative, the Contractor shall provide a Diazo duplicate of 5mm thick one hundred (100) foot roll from a silver polyester base 5mm thick one hundred (100) foot roll original. 10. When submitted to the City, all completed film shall be fully compatible with the City microfilm reader and conversion equipment.
10. When submitted to the City, all completed film shall be fully compatible with the City microfilm reader and conversion equipment.
11. The Contractor shall provide on each loaded disk or External Hard Drive a label identifying the information that is on the disk & include the "Burn" date. The loaded disk shall be inserted in a jewel case containing an insert that also identifies the information on the disk & the "Burn" date. The City's representative will provide instruction as to labeling index requirements. If more than one disk is needed for a project, the disks shall be numbered "Disk 1 of X", "Disk 2 of X", etc.
12. The Contractor shall provide on each microfilm reel a label identifying the information that is on the microfilm reel and include the "Film" date. The loaded microfilm reel shall be inserted in a microfilm container as described in section D (2) herein. The City's representative will provide instruction as to labeling index requirements and numerical sequence for each project/job.

ADS agrees to comply with the above requirements.

Digital Archive Writing

ADS provides microfilm output (DAW) Digital Archive Writing through its partner and sub-contractor Broward Microfilm, Inc. BMI is a certified Kodak Lab. BMI was incorporated in 1984 in the state of Florida. They have been providing clients throughout the Southeastern United States analog and digital imaging services for 35 years. They provide records conversion services which includes electronic image to microfilm and paper to microfilm.

Rick Kennedy (BMI owner) has 40 years of experience in document conversion services. He is our project manager for the microform piece of our proposal. Rick is a Certified Document Imaging Architect (CDIA+). The Certified Document Imaging Architect, abbreviated as CDIA+, is a certification which ensures the competency of a professional related to electronic document imaging management solutions which would include skills in document imaging, document management, and enterprise content management. It ensures the knowledge and skills that are required for one to develop systems for-the-purpose of scanning, storing, and retrieving electronic documents.

Rick worked for Eastman Kodak until they discontinued the Microfilm Lab. At that time, he created BMI. Coincidentally, American Micro-Image was formed as a competitor to BMI, which was owned by John Civale (our Vice President of Sales). As such, John and Rick have had a strong and positive working relationship for 30 years having partnered periodically on many large projects.

COT could not pick a more qualified team. ADS vast experience with LASERFICHE and scanning governmental records. ADS scans for dozens of agencies using LASERFICHE in Florida & Georgia. BMI has been a leader in microfilm industries for many years. Between Rick and John, they have over a half a century of microfilm and processing experience.

Kodak Digital Archive Writers will be used for the satisfaction of providing your scanned images to microform media. The latest state of the art equipment will produce high quality Archival Planetary Style Microfilm with great sharpness and no skewing of images. This is achieved from the scanned images we captured, whether it be 16mm or 35mm.

Microfilm is currently the longest-lasting archive medium available, retaining its quality – when well-preserved – for an estimated 500 years. Archive writers allow users to easily and quickly protect valuable artwork and documents for centuries by converting digital file formats to microfilm for long-term analog preservation.

Deep Tank Processing labs undergo rigorous testing daily before a roll of film is processed. The Processors are tested for temperature, speed and chemical calibration. This is to ensure density and resolution that meets or exceeds the state requirements. Methylene blue testing is performed to ensure our customer that the film will last up to 500 years.

Your output media will be prepared using some of the best microfilm/microfiche scanners on the market today. All current software updates will be maintained to insure we are producing high quality scans. This process is outlined further in the succeeding pages.

Kodak i9600 Series Writers

GET A COMPLETE REFERENCE ARCHIVING SOLUTION FROM THE COMPANY THAT'S BEEN THE EXPERT IN SECURE RECORDS MANAGEMENT FOR OVER 70 YEARS.

Enhance your risk mitigation strategies by adding a Reference Archive. The technology is available today and based on industry standards. From exporting records to delivering them back to desktops, you can implement a process that's essentially transparent to end-users, yet will deliver complete, reliable records for years to come.

A Reference Archive begins with a robust record capture subsystem, built around the proven architecture of the i9600 Series Writers. The process includes:

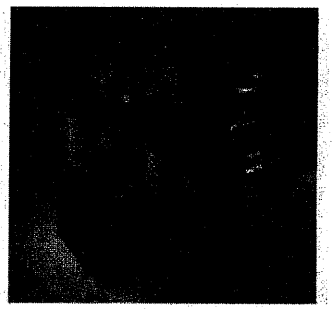
File transfer from the application system(s) is managed by the KODAK i9600 Application Software Kit. It controls formatting and applies standard indexing coding for later automated retrieval driven by request processor APIs.

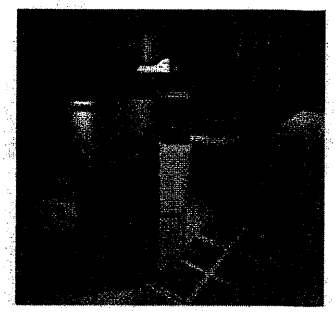
Output to archival media is performed by the i9600 Series Writer, which operates in an unattended mode. Performance measures appear below.

Compression Factor	i9610 Throughput*	i9620 Throughput*	Packing Density
24:1	85	170	7,225 images/roll
48:1	200	400	17,000 images/roll

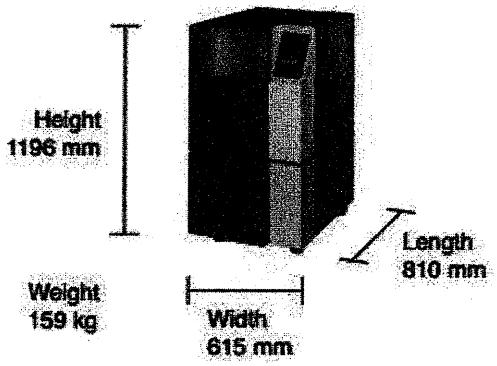
Media loading is facilitated by the KODAK Smart Cassette, Model 100 and Model 215. For automatic redundancy, two cassettes can be used at once to produce two sets of output with no reduction in throughput speed.

Compact, archival storage is provided by KODAK Reference Archive Media. This standard 16mm, high-quality microfilm is ISO/ANSI-certified for a life expectancy of 500 years when properly processed and stored under controlled conditions.

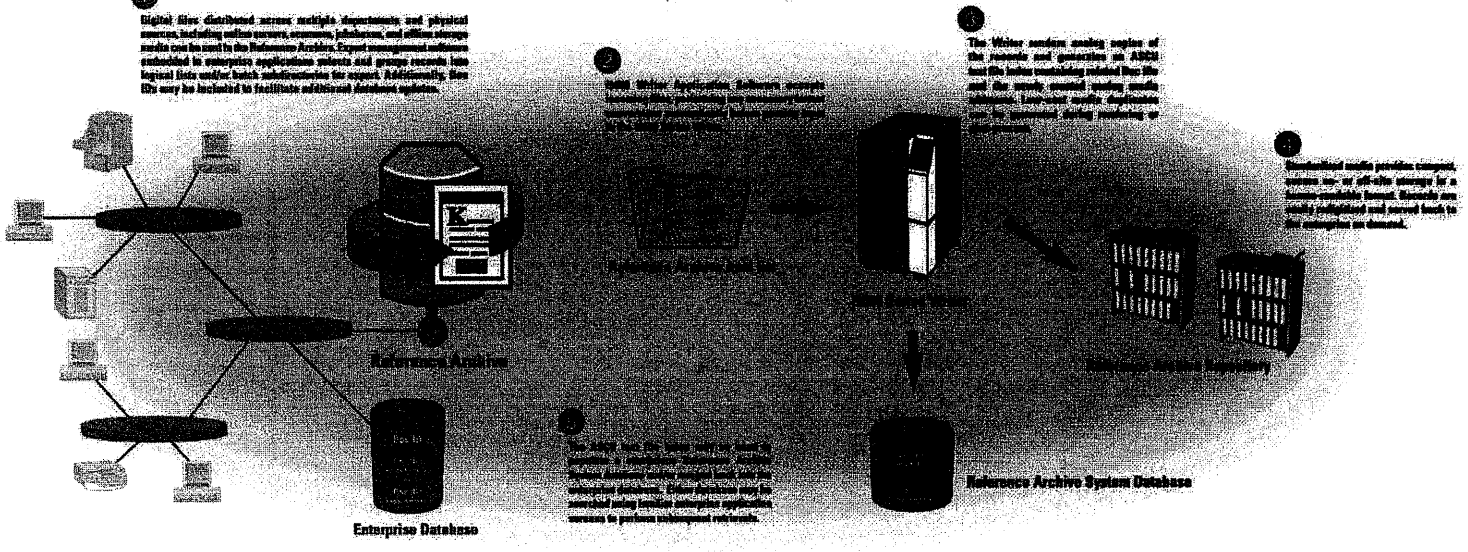




It's easy to implement a reference archive as part of your overall records management strategy. Improve your integrity and cost-effectiveness while providing continuous access. Ask your Authorized Reseller of KODAK Products to show you how.



Reference Archive Capture Subsystem Workflow



APPLICATIONS FOR REFERENCE ARCHIVING

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- [illegible]
- [illegible]

MAINTAIN THE INFORMATION AND LET THE DATA GO.

When you complement a digital-only records management strategy with Reference Archiving from Kodak, it's easy to see the benefits. No longer do you have to hope that content and metadata come together correctly to form a digital e-record. Instead of pulling from volatile components distributed across servers and applications, you just load media into a retrieval scanner and present the intact record created by the i9600 Series Writer. No compiling or conversion is required.

The whole record is preserved intact in the Reference Archive, safe from hackers and accidental erasure. There's no need to maintain redundant servers, media, and applications just to provide access to your critical business records generated by your SCM, CRM, ERM, ERP, and e-commerce systems. You can eliminate the expense of media refreshes and format migrations. Instead of spending between € 800 and € 5,000 a year per gigabyte* to keep data on a server, you can allow information to expire and be routinely purged. The result can be substantially lower total cost of ownership.

COMPLETE YOUR RECORDS MANAGEMENT STRATEGY.

Capture subsystem software and the i9600 Series Writers offer a highly automated method for rendering records to archival format. You can set up a rules-based process to export selected records for Reference Archiving that works in the background. Duplicating and storing archived records is easy, inexpensive, and secure. When users want to refer to specific records, they can search your enterprise database from within their applications. Requests pass over your network to your choice of retrieval workstations available from Kodak. Here the record will be found, digitized, and returned. Records can be batch processed and automatically managed as folders. The digital images can then be repurposed just like any other digital file. They can be distributed according to the requestor's needs as hard copy output, faxes, or e-mail attachments, or stored on an image server using your current compression scheme. The requesting parties, whether users on your network or external customers or auditors, can then be directed to these images via links embedded in e-mails.

IMPLEMENT REFERENCE ARCHIVING WITH SPEED AND QUALITY.

All the hardware, software, and media necessary to create and access a Reference Archive of digital records is available now. The process has been proven already in large-scale document management and content management applications. The core technology is based on ISO/ANSI standards using media with a certified life expectancy of 500 years.** As a records management solution, Reference Archiving is virtually future-proof. And the i9600 Series Writers provide fast, convenient output with quality that stands up to comparison with a printed page, but with storage and management properties that are much more efficient and cost-effective.

APPLICATIONS FOR REFERENCE ARCHIVING

- [illegible]
- [illegible]
- [illegible]
- [illegible]
- [illegible]
- [illegible]
- [illegible]
- [illegible]
- [illegible]
- [illegible]

C. CONTRACTOR RESPONSIBILITIES / a. The Contractor shall provide the following materials and equipment:

1. Black Film: Shall come in 5mm, one hundred (100) foot rolls, manufactured from safety base III (silver type on polyester base), for originals to produce density and resolution as defined in Rule 1B-26.003(2) Florida Administrative Code. In addition, film shall meet or exceed American National Standards Institute (ANSI) standards. Roll cores shall be made of non-[illegible] corrosion resistant fresh or other non corroding plastic, which in any [illegible] the film. Roll cores that give off reactive fumes or exudations during [illegible] shall not be used. (Ref. Kodak, Fuji, Agfay or other approved equivalent product, [illegible] determined by the City).
2. [illegible] Shall be plastic and designed to accommodate a front and two [illegible] the roll is an original or duplicate, the roll number, date, and [illegible] as supplied by the City. Acid Free Boxes can be used to hold duplicate [illegible]
3. [illegible] External Hard Drives for converting original documents, or transferring [illegible] for the purpose of microfilming. The Contractor shall use RW type CD's [illegible] capacity of 700MB/80 minutes and/or RW type DVD's, with a minimum [illegible] performing document scanning activities. If higher storage capacity [illegible] Hard Drive should be used, CD's/DVD's shall be compatible with [illegible] utilized in Hewlett Packard computers and may be manufactured by [illegible] TDK, Verbatim, or equivalent alternate product.
4. [illegible] necessary to perform the services specified herein shall be included [illegible] prices for the various items of work which it is incidental.
5. The Contractor shall be responsible for providing cellular phone equipment and services to the Contractor's employees.
6. The Contractor shall be responsible for restoring, at no cost to the City, any and all records that are damaged while under the care of the Contractor regardless of whether the damage results from improper or negligent practices, vandalism, act of God, etc.,

ADS agrees to comply with the above requirements. We are including additional information pertinent to Contractor responsibilities which details paper and electronic records security below.

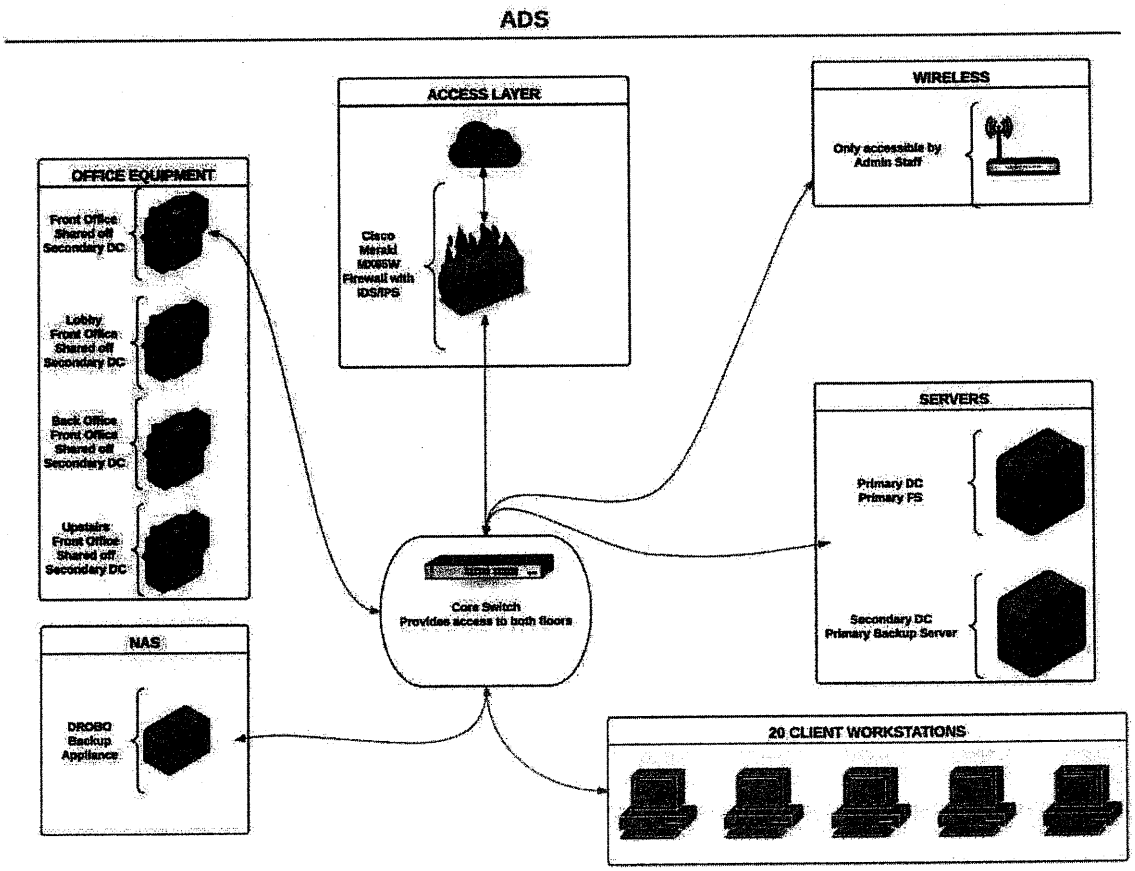
D. CONTRACTOR RESPONSIBILITIES / b. The Contractor shall provide the following reports:

1. Upon project completion, the contractor shall provide the City an updated inventory bar code list of completed deliverables. N/A Addendum #6, Question 1
2. Upon project completion, the Contractor shall provide a master electronic inventory of all documents in a format acceptable to the City.
3. The Contractor shall submit all reports prior to submitting the final invoice.
4. The cost of the required reports specified herein shall be included in the Contract unit prices for the various items of work to which it is incidental.

ADS agrees to comply with the above requirements. Item 1 is N/A per Addendum #6. In the previous section, we provided an example of a batch Written Index / Master electronic Inventory list. We will provide the COT a similar list with each batch of your converted records. These reports will be sent prior to invoicing and concurrent with data discs or mediums. The cost of these reports is included in our standard services.

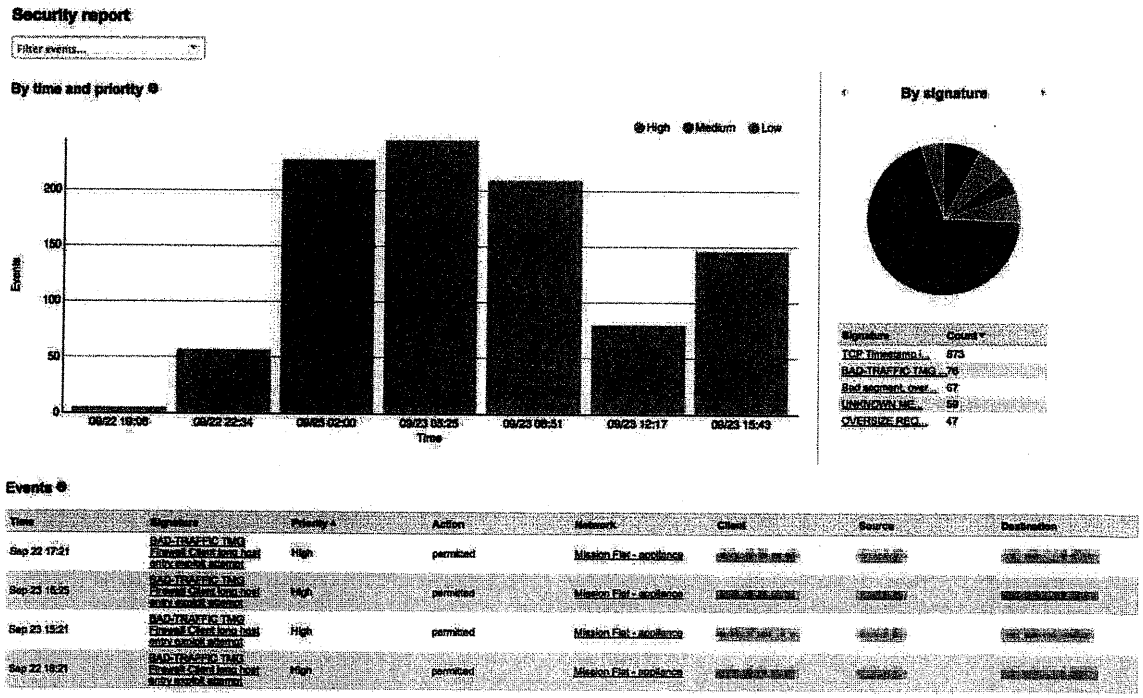
INFORMATION TECHNOLOGY SECURITY INFRASTRUCTURE

Internal Network



The current network topology consists of 50MB fiber coming from Frontier FIOS (Fiber Optical Service). This gets routed through our Cisco Meraki MX65W firewall, which also acts as our core router.

The Cisco Meraki MX65W provides IDS/IPS (Intrusion Detection/Prevention System) as well as malware protection for the network. By using Cisco's cutting-edge Sourcefire detection engine, the firewall provides real time threat analysis and gives regular reports on its findings to our IT department allowing them to adjust our network security accordingly.



Port forwarding is setup on the firewall, allowing only specific protocols to be utilized. SFTP (Secure File Transfer Protocol) is configured for secure file transfers to and from our core file server, allowing only authorized users temporary access. DHCP reservations are setup for all servers and networking devices to bolster our network security.

Servers

Our server room is an air conditioned, combination-locked room that is located in the Administrative offices of ADS. Only high-level management have authority and access to this room. If any changes or issues occur with our servers, IT receives automatic alerts from our Remote Monitoring and Management system (RMM). In addition to remote monitoring, we perform monthly inspections of the network systems, applications and infrastructure to ensure all processes are functioning as designed. Our RMM system also includes Bitdefender, an anti-virus and anti- malware program that runs real time threat detection and automatically quarantines any potentially malicious content.

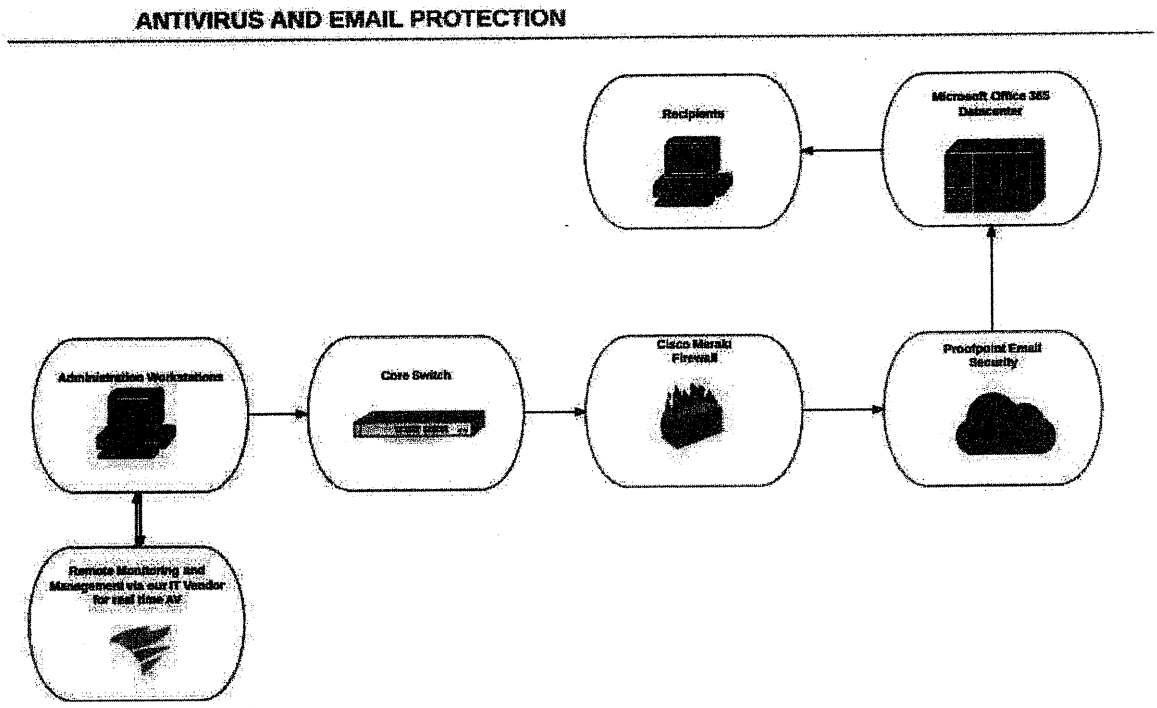
Our core domain controller and file server is a Dell PET430 running Windows Server 2012 Standard (latest available). All source images, files, and metadata are housed in the central file server until processing occurs. Once all data has been processed, it is sent to the customer per their request. Data currently on the server is backed up by our backup appliance. This server also runs our SFTP application allowing for secure file transfers as requested by our customers.

The secondary domain controller is a Dell PET410 running Windows Server 2008r2 Standard. This server runs as a backup for our core file server, as well as a redundant file server if required. In addition to the secondary duties, this server also monitors the backups for the primary file server.

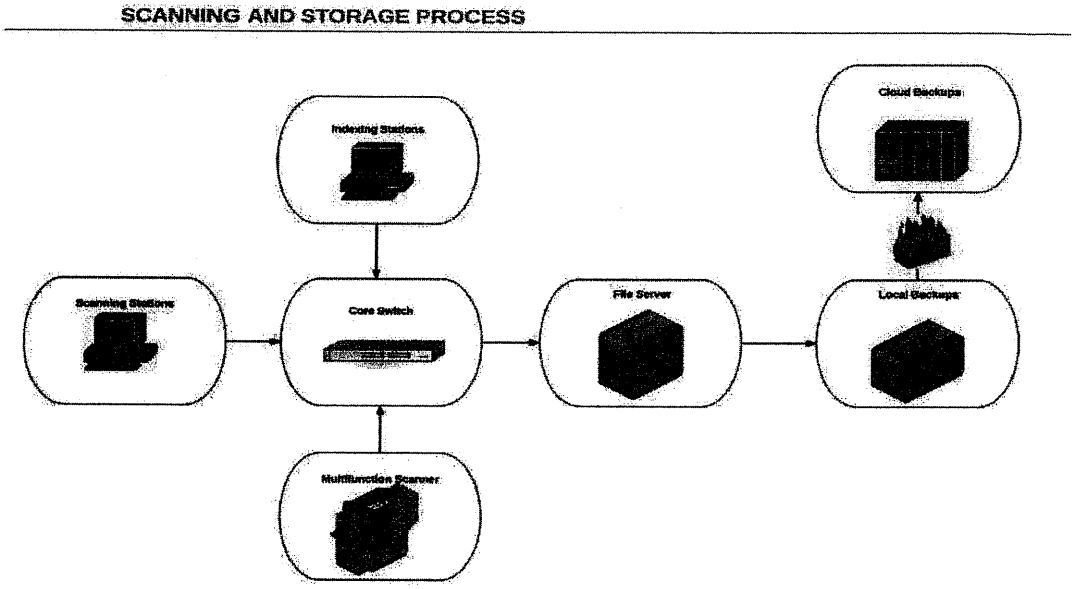
Email System

Our email is currently deployed through Microsoft Office 365, providing the most up to date compliance, including PCI-DSS level one and HIPAA-Business Associate Agreement. By hosting in Microsoft's datacenter, this allows for redundancy for all network operations. Microsoft applies real time malware and spam filtering that helps protect inbound and outbound email from malicious software and spam. Audit logs for the entire mail directory are taken and recorded in Microsoft's Exchange Administration Console (EAC) for review if necessary.

In addition to Microsoft's spam filtering, we deploy Proofpoint Email Protection. This provides enhanced security against malware, and provides URL defense and spoof protection by checking sender-recipient relationship, email headers and domain reputation checks. Proofpoint also employs its own brand of Enterprise Continuity, allowing standalone access in the event of an emergency. This is an automatic service that gets deployed immediately when an outage has occurred.



Backups and Redundancy



Our backup appliance runs encrypted virtual images of the server hourly. These backups are stored locally on our Datto device, which provides file level restores as well as a host for the server images locally. Hourly file level restores in addition to real time threat detection which allows for minimum exposure to new viruses, including the new forms of ransomware. These encrypted backups are sent offsite to Datto's secure datacenters which meet SSAE-16 standards.

All backups are secured with AES-256 encryption with the passkey kept only by onsite administration. This level of redundancy, in addition to current standards of anti-virus and anti-malware protection help prevent data loss from any type of encryption viruses.

In the case of a server failure, we can host the most up to date virtual image on our backup appliance. In addition to providing another level of redundancy, this eliminates downtime while our IT department resolves the issue, allowing us to stay on schedule. In the event the building was compromised, we can to host the server in the cloud, allowing for access to data from one of our other sites if necessary

Wireless

Wireless access is distributed from the Meraki MX65W using Cisco's WIPS (Wireless Intrusion Protection System) Air Marshal. This allows for real time protection against rogue access points, malicious clients sending packet floods and man in the middle attacks.

In compliance with Payment Card Information Data Security Standards (PCI DSS), the device is locked in the server room with limited access by administration and IT. It records wireless archives from WIPS for up to one year. We perform quarterly wireless scans and have monitoring setup for all alerts that get sent to administration and IT.

We currently deploy a hidden SSID with a complex password. Only administration staff has access to the wireless network. Wireless access is never used to access or manipulate data on the network.

E. RESPONSIBILITIES OF THE CITY OF TAMARAC

a. The City will provide original documents for filming and scanning as follows:

1. Documents: Written documents, ranging in sizes from 8.5" x 11" to 11" x 17", in 1.2 cubic foot storage boxes. Contractor shall prepare the documents for scanning / filming.

2. [illegible] Architectural and Engineering drawings/plans, in sizes from 8.5" x 11" [illegible] 1.2 cubic foot storage boxes, or in 17" x 22" X 1" flat boxes. Contractor [illegible] for scanning and/or filming. Plans are bound with two (2) or [illegible] 1/2 inch to 4 inches, spiral comb binding, or stapled. Bound [illegible] range from 50 to 1000+ pages.

[illegible] or electronic documents transferred from the FTP site to the [illegible] will provide the FTP link to the Contractor [illegible] are placed on the City's FTP transfer to the Contractor.

6. [illegible] will inspect the first roll of microfilm prior to the completion of [illegible] Contractor shall not proceed with the balance of the assigned [illegible] City's representative.

[illegible] will inspect the first CD or DVD, or External Hard Drive prior [illegible] assigned project. Contractor shall not proceed with the balance [illegible] noted by the City's representative. 3. At the completion of [illegible] the City's representative will conduct an inspection of all film, CD's, [illegible] and other Contractor generated materials provided. 4. Any [illegible] an inspection shall be corrected by the Contractor at its exp[illegible] expense within seven (7) business days from the date of inspection.

Understood and appreciated.

F. QUALIFICATIONS

a. Must be qualified to provide quality services as stated on the contract Scope of Services while adhering to the guidelines and procedures as stated in the Florida Department of State, Division of Library & Information Services, Chapter 1, B-26.002.1, Florida Administrative Code Records Management – Standards and Requirements, and meet or exceeds the American National Standards Institute (ANSI) standards.

b. Must have experience working with Laserfiche. The City is migrating to Laserfiche as its main archival system format.

c. Must be able to respond in a timely manner to requests and/or inquiries related to work requiring a resolution.

d. Must be able to meet in person, or remotely with City Representatives for follow up and updates of jobs and account issues.

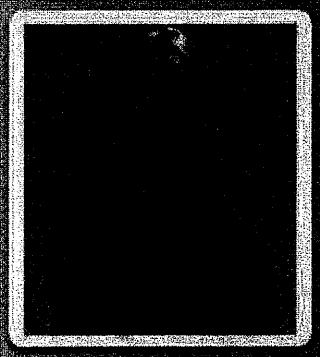
ADS agrees to comply with the above requirements. Items a-d have been responded to, in detail, in previous sections of this proposal. We believe are experience and qualification exceed all industry standards.

Our company's Operations Manager (Project Team Leader), Kay McNeil and John Civale, will manage this phase through "hands on" involvement of conversion and data transmission. The company's principal owner, Melody Engle, will also be involved with project management through your conversion lifecycle. Kay and Melody have worked together successfully for 14 years. Our conversion staff has been with us, on average, for at least five years individually. All staff routinely work on similar government conversion projects on a daily-basis. We have 40 employees in our service bureaus most of which are cross-trained in various capacities.

Your Project Team

Team Member	Project Responsibilities	Location / Experience / Tasks	Qualifications
Melody Engle, Principal Florida Office Working President & CEO 34 Years' Experience 20 Years at ADS	➢ Project Management ➢ Production Schedule and Budget ➢ On-Site Survey / Kick-Off Meeting ➢ Hands-On / Ongoing Client Involvement	➢ Georgia Office / Florida Office ➢ Finalizing GSA Contract ➢ Ft Lauderdale Implementation ➢ Atlanta Aviation / Ongoing ➢ SOC Compliance	➢ Founder and Hands-On Working President of ADS / 1999 - Present ➢ CPA / PricewaterhouseCoopers Audit Manager / 1990–1996. Implemented Firmwide paperless audit system / Train-the-Trainer
Kay McNeil Florida Office Project Manager /Team Leader 36 Years' Experience 15 Years at ADS	➢ Project Design & Implementation ➢ Taxonomy Beta Testing & File Transmissions ➢ Proof of Concept / Client Acceptance ➢ Completeness Checks: Source Images/Metadata ➢ Overall Project Management	➢ Georgia Office / Florida Office ➢ Ft Lauderdale Implementation ➢ Atlanta Aviation / Ongoing ➢ Internal Software Migration (nearly complete) ➢ SOC Compliance	➢ 33 Years of City, County & State government experience in software development and data collection / integration ➢ 15 Years ADS Operations Manager ➢ Laserfiche Certifications
John Civale Florida Office Vice President of Sales 34 Years' Experience	➢ Policy and Procedure Development ➢ State Government Business Devt ➢ Ongoing Client Communication ➢ Estimating and Budget (independent)	➢ Georgia Office / Florida Office ➢ Finalizing GSA Contract ➢ Company Expansion / Mergers & Acquisitions	➢ 34 Years of City, County & State government records management and conversion experience. ➢ Certified Records Manager
Hunter Bush Florida Office Laserfiche Specialist 15 Years' Experience 8 Years' Experience at ADS	➢ System Implementation ➢ Administrator Training ➢ Custom Workflow Design ➢ Custom Forms Design ➢ Repository Architecture	➢ Georgia Office / Florida Office ➢ Custom Workflow Design ➢ Custom Forms Design	➢ Laserfiche Certified Advanced Training ➢ Laserfiche Forms Architect ➢ Certified Laserfiche Workflow Architect ➢ CCNA Certified
James Watt Florida Office Information Technology Director 25 Years' Experience 18 Years' Experience at ADS	➢ Network Design and Configuration ➢ Implementation / Ongoing Support of Security Practices	➢ Georgia Office / Florida Office ➢ Network Management ➢ Information Technology Security ➢ SOC Compliance	➢ High level CISCO Certifications ➢ High level Microsoft Certifications ➢ Project Management Expertise
Carol Orloski Companywide Administrative support 30 Years' Experience	➢ Notarize & Execute Contract Documents ➢ Assist in Records Requests (15 minutes) ➢ Assist in Batch Pick-ups ➢ Manages Document Destruction	➢ Georgia Office / Florida Office ➢ Administrative Assistant / High-Level Management	➢ 30 Years of City, County & State government agency collaboration

MELODY S. [illegible]



EMAIL

[illegible]

GENERAL

Place of Birth: [illegible]

COMMUNITY

Metropolitan Ministries
Homebound Meals
Heritage United Methodist
Disaster Relief Efforts

WORK EXPERIENCE

Advanced Data Solutions, Inc.

March 1999 – present

She is the original founder of ADS having direct involvement in all system installations & outsourced imaging directives. She is heavily involved in the database management and workflow of all client engagements. She has been involved in document imaging and the evolution of Florida Municipal Electronic Recordkeeping for fourteen years.

Able Body Labor – 15 Corporations

Chief Financial Officer 1996 – 1999

Management supervision of the Finance & Information Technology Departments. Implementation of EDMS system managing 10 million records annually.

PricewaterhouseCoopers

Audit Manager 1990 – 1996

Managed the audit process for clients in the financial services and manufacturing industries. In addition, she worked in the firm's national office, developing advanced audit training materials used in local/national continuing professional education programs. She was a team leader for the training & implementation of the paperless audit workflow environment for the SE United States. Due to the success of the project, the firm was able to reduce audit paper retention by 95%.

PROFESSIONAL SKILLS

- Certified Public Accountant / Strong Focus on Systems Documentation and Internal Controls
- Laserfiche Certified Records Management – Specialist
- Certified Kodak Capture Pro Imaging Product Specialist
- Certified Document Imaging Architect - Pending
- Certified Records Manager - Pending
- Training: Fujitsu, Kodak, Mekel, Wicks & Wilson, Contex, Alchemy and Liberty EDMS Workflow Products

KAY B

EMAIL

kmcgeil@ads

GENERAL

Place of Birth: Wilkes-Barre, Pennsylvania

COMMUNITY

Metropolitan Ministries

Disaster Relief Efforts

U.S. Figure Skating / Volunteer

WORK EXPERIENCE

Advanced Data Solutions, Inc.

2002 - present

Kay is responsible for the overall workflow and management of operations. She manages department / project leaders. **Her primary responsibility relates to client metadata: ensuring detailed accuracy of index & image files.** Her scope of responsibility includes ensuring adherence to deadlines, developing & enforcing production schedules, & maximizing workflow & efficiency. She works directly in day-to-day operations with both ADS staff & client representatives to ensure the timely production of work.

Siemens-Nixdorf Computer Corp.

Systems Analyst/Project Manager 1986 - 1995

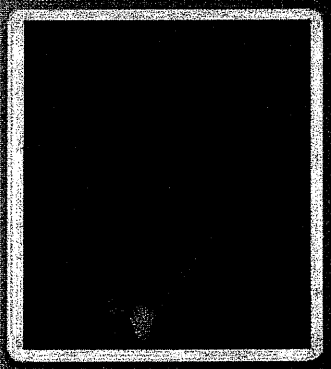
Kay worked exclusively in the Government Division of Siemens. The client base included Fire & Sheriff Departments, Probation Offices, Clerk of Courts, Property Appraisers and Tax Collectors throughout the United States. Her duties not only included Project Management, but Systems Analysis and Design, Programming, Sales Support, RFP responses, and technical writing of Hardware, Software, and User Manuals.

Specific Projects included the design & implementation of 200 Independent Kiosks for Fee Collection of various Broward County Clerk of Courts offices and related services. Subsequent to my departure, a similar system was designed for Miami-Dade County Clerk of Courts. In addition, she was involved in the programming of the company's first EDMS system.

PROFESSIONAL SKILLS

- Strong Focus on Systems Documentation and Project Management
- Laserfiche Certified Records Management – Specialist
- Certified Kodak Capture Pro Imaging Product Specialist
- Certified Document Imaging Architect – Pending
- Training: Fujitsu, Kodak, Mekel, Wicks & Wilson, Contex, Alchemy and Liberty EDMS Workflow Products

JOHN



PHONE
954-[illegible]

EMAIL
jcivale@[illegible]

ADDRESS
141 Scarlet Blvd
Oldsmar, Florida 34677

GENERAL
Date of Birth: 10/17/19[illegible]
Place of Birth: NY

COMMUNITY
Troop Leader - Boy Scouts of America
Hurricane Andrew Relief Efforts
Town of Davie - Baseball and Soccer Coach

WORK EXPERIENCE

Advanced Data Solutions
July 2017 - present

John joined ADS in July 2017 as Vice President of Sales with over 34 years in the Document Management Industry. He possesses a wealth of sales and operational experience and knowledge in document scanning and micrographic service technologies. John is a FCRM, Florida Certified Records Manager.

DRS Imaging
June 2008 – June 2017

John joined the DRS Group in June 2008 as Senior VP of Business Development with over 29 years in the Document Management Industry.

HOV Systems / Lason Services
General Manager 1997-2008

General Manager overseeing Operations and Sales. John closed millions in sales and grew the base of accounts through hard work and the knowledge of the document imaging industry.

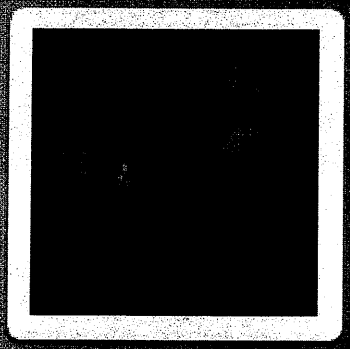
American Micro-Image, Inc.
Vice President 1984-1997

As Vice President John was responsible for the day to day operation and increasing revenue by 145% in 5 years. John also added new products and services.

PROFESSIONAL SKILLS

- FCRM (Florida Certified Records Manager)
- Certified Document Imaging Architect (pending)
- Kodak Capture Pro Imaging Products
- Laserfiche Document Management Products
- Contex and Kip Large Format Scanners
- ScanOS Large Format Software Capture
- WideImage Large Format Software Capture
- Wicks & Wilson SCANfilm Conversion Hardware/Software
- High Speed Fujitsu/Kodak/Canon Production Scanners

HUNTER



PHONE

863-[illegible]

ADDRESS

1414 [illegible]

Anniston, AL [illegible]

GENERAL

Date of Birth: [illegible]

Place of Birth: Alabama

COMMUNITY

RCCG Community [illegible]

United Way Ambassador

WORK EXPERIENCE

Advanced Data Solutions, Inc.

2010-Present

Hunter has over a decade of experience assisting client project managers and end users with Laserfiche system technical support. During this time, he has supported over 100 Laserfiche installations in both the public and private sector. His experience includes the West Virginia department of Education, Erie Homes for Children and Adults, Jackson County Developmental Center, Louisiana State Sherriff's Association and several other municipal and state government entities.

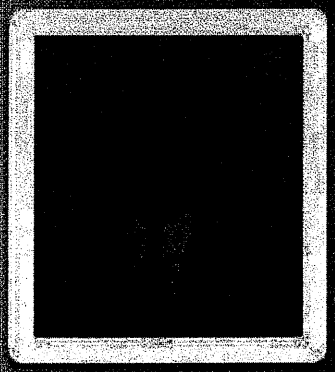
PROFESSIONAL SKILLS

- Laserfiche Certified Advanced Training
- Laserfiche Forms Architecht
- Certified Laserfiche Workflow Architect
- Training: Fujitsu, Canon, Epson, Ricoh, Xerox, Sharp, Laserfiche CMS, MSSQL, Oracle DBMS
- CCNA Certified

Hardware: Vast Experience with Hardware Components Ranging from Large Format Scanners to Pure Flash RAID Arrays.

Applications Software: Microsoft Windows (Experienced in versions from 2000 up to 8.1), Microsoft Office Suite, The entire Laserfiche product line, Adobe Photoshop, Dreamweaver, Square9, PaperPort, Microsoft Dynamics, SharePoint, and Intuit/SAGE Accounting Software.

JAMES W



PHONE
813-[redacted]

EMAIL
jwatt[redacted]

ADDRESS
141 [redacted]
Oldsmar, FL [redacted]

GENERAL
Date of Birth: 1971
Place of Birth: New York

COMMUNITY
Pinellas County Sheriff's Ride and Run with the Stars
Girl Scouts
Lokey Charities

Work Experience

Advanced Data Solutions, Inc.
April 2000 – present

Jim has designed, implemented and supported a wide array of business IT solutions including mobile workforce automation, remote access, network security, email and groupware solutions, network wide threat assessments, project management and many other business technology solutions for ADS.

Connelly Insurance Group
IT Specialist 1998 – present

Jim is the IT specialist for The Connelly Insurance Agency (CIG). With CIG, he designs, implements and supports an array of automation projects for the agency, which includes an agency-wide scanning and document management system, direct to the desktop network fax solution and Citrix Metaframe remote access system and other Agency Automation projects.

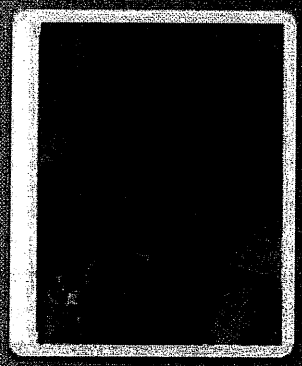
MOON Communications
IT Specialist 1996 – 1998

Before joining CIG, Jim Watt designed, implemented and supported the LAN/WAN infrastructure for MOON Communications. It supported patient medical records with security and fault tolerance in mind, implemented MOON's main computer room consisting of DEC Alpha 4100 servers with DEC Storage Works.

Professional Skills

- Cisco Certified Meraki Network Administrator
- Cisco CCNA
- Microsoft MCSE
- Digium dSSe
- Apple ACTC
- SonicWall CSSA

CAROL L. [illegible]



EMAIL

[illegible]

GENERAL

Date of Birth: [illegible]
Place of Birth: [illegible]

COMMUNITY

Volunteered with American Humane Society
Mentor at Pinellas County Schools

WORK EXPERIENCE

Advanced Data Solutions, Inc.

2013 - present

Carol is responsible for managing most client administration including procuring all Certificates of Insurance, Certificates of Destruction, W9's, Contract Execution and Project Pick-Ups / Re-Deliveries. Other responsibilities include daily customer support, records request satisfaction, data shipments, billing and overall client coordination. She works directly with both ADS staff & our clients.

P.R.I.D.E. Enterprises

1987 – 2012

Carol worked in several departments during her employment with P.R.I.D.E., including Bids & Contracts, Human Resources, and Environmental Safety & Health. While in the position of Bid Coordinator, Carol handled bidding for the 38 diversified industries that manufactured and supplied products to a customer base that included government and state agencies, as well as private industry, throughout the U.S.

PROFESSIONAL SKILLS

- Laserfiche EDMS
- Open Text / Alchemy EDMS
- Kodak Capture Pro EDMS
- Customer Service Professional Certification
- Numerous Human Resources Certifications
- Notary Public, State of Florida

Employment Screening

We use a full-service background investigation company that specializes in obtaining pertinent information through criminal background checks. This includes criminal activities, past employment, DMV history, credit reports, drug screening and many other aspects on potential employment candidates. **We do not utilize sub-contractors for our services.**

It is the policy of ADS, to perform pre-employment background checks. The purpose of performing these checks is to determine and or confirm, within appropriate legal and professional limits, the qualifications and suitability of a job candidate being considered. Our policy helps ensure the safety of the public as well as a safe working environment at our company. It also helps ensure that employment related decisions utilizing pre-employment background check are made in accordance with applicable law. The components of each candidate's background check will depend on the job. Depending on the particular position, ADS currently performs identity and address related searches, various types of criminal (including sexual offender) background checks, employment credit checks, and driving record, education, prior employment and professional license verifications. The results of a pre-employment background check are confidential and are to be shared with high level management at ADS, on a strict "need to know" basis.

Procedures:

1. Pre-employment background checks are required for all candidates.
2. All candidates are required to sign appropriate authorizations and consents prior to the performing of any pre-employment background checks.
3. Candidates that provide false or misleading information in their application and/or authorization may be eliminated from any further consideration. Candidates are expected to provide accurate and complete information and not to omit material information needed to make a decision.
4. Pre-employment background checks are completed before a candidate is offered a position. All job offers are conditioned upon satisfactory completion of the pre-employment background checks.
5. Prior to taking any adverse action, appropriate pre-adverse and adverse action notices will be discussed to the candidate pursuant to federal and any state laws together with a copy of the report.
6. All candidates are individually reviewed and decisions made with respect to employment based upon the totality of the candidate's qualifications and the results of the pre-employment background checks.
7. In general, the relevance of a particular pre-employment background check to a candidate's eligibility for employment is based upon the following factors:
   a. The nature of the job for which the applicant is being considered
   b. The nature of any adverse or negative information;
      i. In the case of a criminal matter, the facts surrounding the matter are particularly relevant to the age of any adverse or negative information;
      ii. the age of the applicant at the time of the adverse incident in relation to the present may also be relevant.

Other Security Measures

- FDLE background checks are performed on key employees and project team employees.
- Level 2 Fingerprinting
- Our driver and warehouse manager has also passed a rigorous FDLE background check.
- All employees are subject to drug testing and random drug testing is performed monthly.
- All employees are validated through EVerify (homeland security) prior to employment.
- All employees read and understand our HIPAA security policies. These policies are constantly reviewed by all employees and reinforced by project managers.
- Managers pass security / HIPAA examinations from the State of Florida
- We maintain 24-hour surveillance video cameras in all crucial areas of the company. Our cameras at no time directly face monitors or client data.
- Solicitors and 3rd party vendors are not permitted past our lobby.
- All conversion records are processed on specific servers which are backed up nightly.
- Every major operations room in our facility is locked with combinations which change on a periodic basis.
- ADS is independently certified as PCI DSS Merchant Compliant effective 11/05/2016.
- We utilize Microsoft Office 365 and adhere to all compliance guidelines inherent to that environment.

G. DELIVERY / PICKUP LOCATIONS

a. Delivery and return shall be to and from the following locations: 1. City of Tamarac, City Clerk's Office, [illegible] Hoven 101, Tamarac, FL 33321 2. Parks & Recreation Administrative Bldg., [illegible] Road, Tamarac, FL 33321 3. Building Dept./Public Services Bldg., 6011 Nob Hill Road, Tamarac, FL 33321 4. Fire Station 15, 6000 Hiatus Road, Tamarac, FL 33321 5. [illegible] Road, Tamarac, FL 33321

b. [illegible] add or remove any locations at any time during the term of the Contract [illegible] environment is owned by the City.

c. [illegible] delivery of completed film with the City's representative.

d. Delivery [illegible] shall include the City with documentation supporting the delivery. Documentation [illegible] the following information:

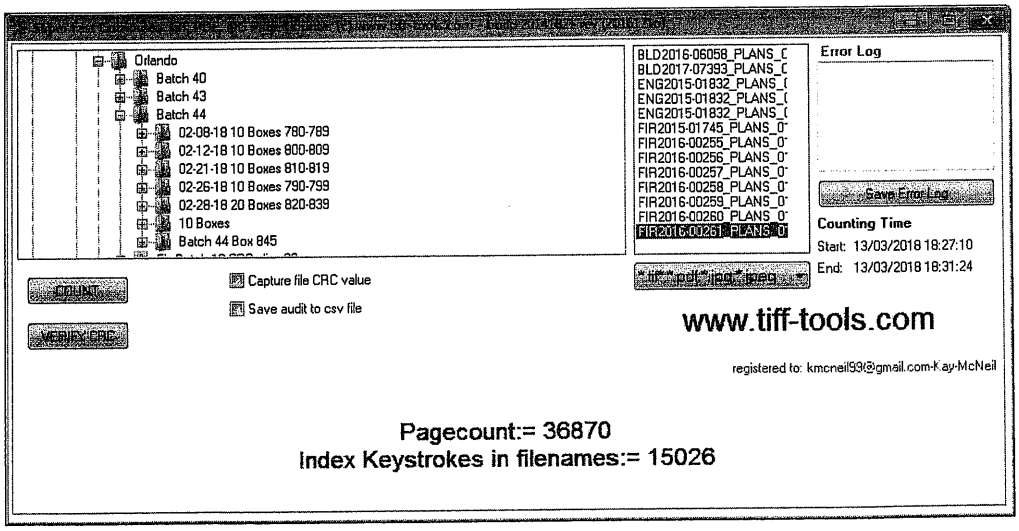
1. [illegible] number shall be included on each invoice.
2. [illegible] for delivery.
3. [illegible] representative requesting delivery.
4. City assigned box or station number(s) 5. City description(s) from the exterior of the box and the [illegible] and [illegible] paperwork.

ADS agrees to comply with the above requirements.

Supporting Documentation / Invoices and Billing

We typically use the DVD media disc as a source for billing. Our copy contains information labeled including client, batch #, box #'s, image counts, etc.. Our invoice date corresponds directly to our disc burning date. Certificates of Destruction reference all this information as well. Thus, each batch burned, billed and slated for destruction are in complete agreement. We utilize the below program as well as our Kodak Capture Program for page count and other information.

It's important to understand that an experienced conversion company can estimate page counts merely by looking in the boxes. A standard file box contains approximately 2,300 sheets of paper, excluding any wide format drawings included therein. Page counts for client batches should be somewhat consistent. This assists with budget projections which are most important to municipalities.



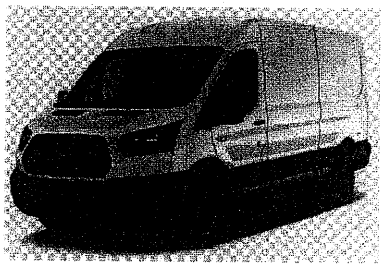
Information

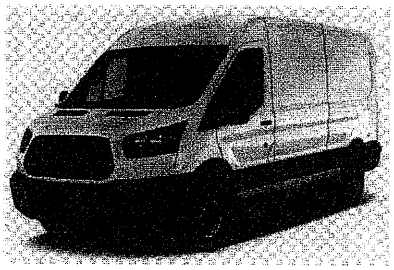
Batch Name	Batch 01 PSL Attorney Box 01
Status	Processed
Location	\\Server2\data\Scanned Data\DAILY DATABASES\Scan
Size (bytes)	150235432
Created by Information	
Date & Time	2018.03.08 16:13:09
Station ID	12
User ID	SysAdmin
Last Modified by Information	
Date & Time	2018.03.12 12:53:40
Station ID	102
User ID	sysadmin
Starting Document ID	1
First Document ID	1
Last Document ID	150
Document Count	138
Page Count	2080
Image Count	2127
Black and White Image Count	2097
Color Image Count	30
Grayscale Image Count	0
Front Image Statistics	
Captured	2098
Rescanned	14
Removed	0
Deleted	20
Back Image Statistics	
Captured	2098
Rescanned	9
Removed	2014
Deleted	37

ADS Fleet / Chain of Custody & Records Security

We intend to convert your records at our facility.

We own all our vehicles without encumbrances. They are equipped with fire extinguishers and locking mechanisms controlled by our full-time driver. We currently have two 2016 Ford Transit 250 cargo vans. These vans comfortably fit 100 standard file boxes. Our routes are one-way. In other words, our vehicles are not parked at hotels or otherwise for periods of time. Our stops consist of refueling the vehicles.





ADS Chain of Custody Procedures

Our driver and warehouse manager is introduced at project inception as a member of the project team and identified by an ADS uniform.

- Coordinated Batch Pick-Up between ADS Driver and Client Project Manager
- Driver: Create Manifest & cover pages/Picks Up Boxes/ Packs / Reconciles to Pick-Up Log
- Driver: Report exceptions or discrepancies to Client Project Manager
- Log signed by ADS Drive and Client Project Manager
- Boxes transported directly to ADS facility
- Boxes unpacked and confirmed Manifest/Transmittal again at ADS facility
- Batch entered in WebFlow for tracking purposes designating physical receipt of boxes

Example, Pick-up and Delivery Confirmation Log.

ADVANCED DATA SOLUTIONS, INC.

141 Scarlet Boulevard, Suite A
Oldsmar, Florida 34677
813.856.8575 Fax
813.856.3545 Corporate
www.adsus.net

Pick-Up and Delivery Confirmation

Pick-Up Information

Client / Division:

Batch Release #: _____

Box #s: _____

Released By: _____ Date: _____
Printed Name (Client Representative)

_____
Signature

Received By: Date: _____

_____
Signature

Re-Delivery Information

Client / Division:

Batch Release #: _____

Box #s: _____

Received By: _____ Date: _____
Printed Name (Client Representative)

_____
Signature

Delivered By: Date: _____

_____
Signature

Media Transfer: _____
(DVD, CD-Rom, Hard Drive)

Each batch of records is tracked from pick-up to destruction in our WebFlow program. Inactive boxes are stored in sections within our warehouse and are clearly marked and inventoried. As records are converted and cleared as reviewed, they are marked as such with colored labels on the boxes themselves and within WebFlow. We have depicted box lifecycles in graphics throughout this proposal. Microform data is handled in a similar manner to hard copy records.

H. SCHEDULE

a. The Contractor's standard work hours at the City's site shall be between 8:00 a.m. and 4:30 p.m., Monday through Friday, excluding the City's observed holidays. The City may require the Contractor to perform work during nonstandard hours outside the standard work hours. Such nonstandard hours will be authorized in writing by the City. The Contractor shall advise the City 24 hours in advance of its projected work schedule for each week. The Contractor shall not perform work during the City's observed holidays without the prior written authorization of the City. The City's observed holidays are listed as follows: New Years Day Martin Luther King's Birthday Thanksgiving Presidents Day Friday after Thanksgiving Memorial Day Christmas Eve Independence Day Christmas Day Labor Day In the event an emergency condition is declared by the City, the Contractor shall perform work during such hours as specified by the City.

Understood and appreciated.

I. DELIVERABLES / 6.2
At least three references (including name, title agency, address and telephone number) for persons who can provide information related to qualifications, capacity and past experience of your firm.

COT requires one Laserfiche reference: We submitted three. In addition to our separate submissions, we've provided significantly more project information and client experience below.

Pompano Beach / Document Imaging, Microform and LASERFICHE Implementation

ADS began converting small and large format documents for the City during 2002. In 2010, we began the back-file conversion of millions of microformed images & data input resulted in concise data management & drastically improved record retrieval times. We converted nearly 1 million images from the City's microfiche library and tagged files with appropriate metadata. This project was completed in eighteen months.

Paper scanning services are ongoing citywide. We work with various departments including police, finance, public works and Growth Management. We convert building permit files consisting of a multitude of small documents and large format prints. To date, we have converted over 3 million small format documents and 250 thousand large format prints.

During 2003, we implemented a document imaging system within the City Clerk's office. This system grew to 45 users. The system managed paper records spanning 50 years and simplified public records requests. We established multiple databases (Folder structures, indexing schemes, password security, drop-down menus, search routines, and extensive OCR). During 2015 / Current, we migrated the city to a more robust **Laserfiche system** in a citywide deployment that included all the above plus the development and design of several extensive workflows and forms processing routines. At present, there are 66 total users.

City of Atlanta - Hartsfield Jackson Atlanta Aviation / Document Control Scanning Services

ADS began converting small and large format documents for the City during 2012 - Current. Since that time, we have primarily converted small and large format documents for their department. All records are imported into the COA Internally Developed EDMS system. As such metadata and image formats are designed for simple integration. Services are ongoing.

City of Ft Lauderdale / Document Imaging Services & Laserfiche Briefcase

ADS began converting documents for the City during 2017. Since that time, we have primarily converted small and large format documents for the areas within Growth Management. All records are imported into the City's Laserfiche using briefcases designed for specific document types. Data is extracted from the City's permitting system into an 600,000 line excel file. Data from the excel file is used for a custom Laserfiche workflow which populates metadata into index fields designed by both ADS and the City. Services are ongoing. To date, we have converted 1,500,000 small format pages and 65,000 large format prints and 1.8 million metadata entries for the city.

Orange County / Document Imaging, Data Conversion and Custom Interface

ADS was contracted for the conversion of millions of small / large format, microfilm and microfiche images initially as part of a basic conversion project in 2004 - Current. The project outlined specific volume milestones and required close teamwork with client project team members. After project commencement, multiple technical issues were encountered which required significant research, beta testing and custom programming. ADS provided industry expertise beyond the scope of the contract which resulted in a best of breed solution that exceeded expectations and product timeline deliverables. Our industry expertise facilitated the immediate creation of a custom interface and program designed specifically for a client's unique operating environment. Over 20 million images and 100 million indices have been successfully implemented within this client's system over the last 10 years. Our contract extends to all departments within the County and has included the County Administrator's Office, Contracts and Legal, Planning & Zoning, Environmental Protection, Public Works, Research / Growth Management. Services are ongoing.

Village of Pinecrest / Document Imaging and Laserfiche System Implementation(s)
ADS began converting small and large format documents for the Village during 2001 - Current. During 2003 we implemented a document imaging system within the City Clerk's and Building Department offices. The system manages paper records spanning 15 years and simplified public records requests. We have scanned and converted hundreds of thousands of small and wide format records for both the Clerk and Building departments. All building records since Village inception during 1999 have been converted. The Village has implemented a new Laserfiche ECM system with our assistance and training.
City of Orlando / Document Imaging Services
ADS began converting small and large format documents for the City during 2014 - Current. Since that time, we have primarily converted small and large format documents for the areas within Growth Management. All records are imported into the City's EDMS system. As such metadata and image formats are designed for simple integration. Services are ongoing.
Bloomin' Brands, Inc. (f/k/a Outback Steakhouse) Document Imaging Conversion
ADS began converting small format documents for BBI(OSI) during 2011 - Current. We are responsible for the daily pick-up, document imaging, indexing and nightly upload of thousands of payable and accounting records. The project serves to immediately process vendor payable files for over 1,200 Outback Steakhouse, Flemings, Carrabba's and Bonefish Grill fine dining restaurants. As part of our beta testing and proof of concept, we were asked to provide custom programming of full text OCR searches which performed cross checks with BBI's vendor information and lookup tables to populate certain metadata fields. Subsequent to our processing, images and metadata are uploaded to secured servers nightly. The metadata is further refined and accessed by processors from offshore locations. High volume days can involve the conversion of up to 50,000 images with 400,000 keystrokes of metadata. Total contract value: $425,000
Hillsborough County Small and Large Format Conversion
ADS began converting small format documents for Hillsborough County during 2012. We are responsible for Batch Pick-Ups that occur every 2 – 4 weeks, based on client demand. Each batch consists of thousands of records that need prepped, scanned, indexed and reconciled to logs created by County project team members. We are also responsible for the direct upload of source images and tagged metadata into the County's Optics EDMS.

County Government

Through the years, we have performed services for dozens of County Government offices. Below is a short list.

Fulton County	Oconee County
Paulding County	Broward County
Hillsborough County	Miami-Dade County
Martin County	Monroe County
Sarasota County	Orange County
Seminole County	Okeechobee County
Santa Rosa County	Alachua County
Pasco County	Polk County
Clay County	Palm Beach County

City Government

Through the years, we have performed services for dozens of City Government offices. Below is a short list.

City of Pompano	Village of Pine Crest
City of Miami Gardens	City of Port St. Lucie
City of Homestead	City of Pembroke Pines
City of Marietta	City of Cutler Bay
City of Kennesaw	City of Orlando
City of Atlanta	City f Fort Lauderdale
City of Hallandale Beach	City of Okeechobee
Villages of Key Biscayne	City of Winter Park
City of Melbourne	City of Clearwater

Client Satisfaction Letters

We have included the following client satisfaction letters as further support to our strong customer relationships.

Client Reference Letter Included
City of Atlanta
Orange County Florida
Bloomin' Brands / Outback Steakhouse
Pompano Beach Florida
Village of Pinecrest

It should be noted we have been providing services for most of our clients for years. It is extremely rare for ADS to fulfill a back-file conversion project and not be asked to continue as the service provider. In those cases, there are either no more records to convert or the client assumes this task "in-house."

We earn the relationship, not just the project.

It's a fair statement to say that our clients do not view ADS as just a vendor, but rather an extension of their conversion team. Our job is to make these efforts as seamless and painless as possible. Those who work with us directly have full confidence that we dedicate all resources and efforts to satisfying client needs as quickly as possible.

We just try harder.

Hartsfield-Jackson
Atlanta International Airport®

Kasim Reed
Mayor

Miguel Southwell
Aviation General Manager

July 10, 2016

To Whom It May Concern:

Advanced Data Solutions. Inc. has been providing our records conversion services since early 2012.

They have converted hundreds of thousands of small and large format plan documents to digital format for the airport in a very timely manner. They perform routine pick-ups and converted large batches in a matter of only a few days. They quickly respond to program or metadata changes and provide records requests within minutes.

It is a pleasure working with their staff.

Thank you

Annette Williams

Annette Williams, Document Control Manager

Department of Aviation – Planning & Development

FISCAL AND ADMINISTRATION DIVISION
ANETA J. DUHIGG, SENIOR BUSINESS SYSTEMS ANALYST
201 South Rosalind Avenue Orlando, Florida 32801
407-836-5873

December 23, 2016

To Whom It May Concern:

Advanced Data Solutions, Inc. has been providing our conversion services since 2004.

This company is truly magnificent. They work on very short deadlines and deliver, all of their work is done right and if there are any mistakes they correct them with a smile. It is a pleasure to work with Kay and Melody.

They have converted and indexed millions (approx 20 million) of Growth Management, Public Works, Environmental Protection and Planning and Zoning paper, large prints, microfilm and microfiche files since the contract began. Most of this work was performed over the last three years.

Thank you,

Aneta J. Duhigg
Senior Business Systems Analyst
DM Administrator

BLOOMIN' BRANDS

January 27, 2017

To Whom It May Concern,

Advanced Data Solutions, Inc. has been a trusted purveyor of Bloomin' Brands since 2011 providing all services related to conversion and imaging needs.

This company provides excellent quality and services. Providing daily pick-ups, scanning, indexing, and upload services related to our vendor payable files for close to 1,000 domestic restaurants and corporate offices. During 2014, we transitioned to a new financial system and ADS was a true partner developing new technology to fit our new processes and data platform. They definitely have the staff and expertise to handle large scale and complex initiatives. Working with their team is always a good experience and comes highly recommended.

Thank you,

Bill Sizemore
Manager, Procure to Pay

Development Services Department
Robin M. Bird, Development Services Director
City of Pompano Beach, Florida
100 West Atlantic Boulevard, Pompano Beach, Florida 33060 | p: 954.786.4608 | f: 954.786.4504

December 27, 2016

To Whom It May Concern:

Advanced Data Solutions, Inc. has been providing our conversion services since 2002.

They have converted (approx. 10 Million) and indexed millions of microfilm, small format and large format prints for the Growth Management and other departments within the City.

It has been a pleasure working with their management and staff for so many years.

Thank you.

Robin M. Bird
Development Services Director

Guido H. Inguanzo, Jr., CMC
Village Clerk
clerk@pinecrest-fl.gov

VILLAGE OF PINECREST
Office of the Village Clerk

December 7, 2015

To whom it may concern:

I have had the pleasure of working with Advanced Data Solutions, Inc. since 2001. During that time, they have provided excellent document imaging services for the various departments of the Village of Pinecrest including converting hundreds-of-thousands of small and large format records for our Building and Planning Department. In addition, they provided implementation, training and support of our Laserfiche EDMS system.

As the Village Clerk and chief records manager of the Village of Pinecrest, I am responsible for all records management of our municipality. As such, I am the System Administrator of the Laserfiche system. I am extremely satisfied with the system and the excellent related services from Advanced Data Solutions.

Sincerely,

Guido H. Inguanzo, Jr., CMC
Village Clerk

RECORD CONVERSION SERVICES
RFP 18-21R
FINAL EVALUATION COMMITTEE TOTALS

	Advanced Data Solutions, Inc.	Blue Digital Corp	Simplicity Solutions Group
Adhered to the instructions	x	x	x
Quality of Response (Max 15 points)			
Records Coordinator	15	15	5
Building Dept. Administrative Coordinator	15	13	5
Assistant City Clerk	15	13	15
Financial Services Administrative Coordinator	15	15	15
Procurement Coordinator	15	15	10
Services to be Provided (Max 30 points)			
Records Coordinator	28	25	15
Building Dept. Administrative Coordinator	28	27	24
Assistant City Clerk	30	25	25
Financial Services Administrative Coordinator	30	25	26
Procurement Coordinator	27	25	25
Qualifications of the Proposer / Expertise (Max 25 points)			
Records Coordinator	25	20	10
Building Dept. Administrative Coordinator	25	22	15
Assistant City Clerk	25	25	10
Financial Services Administrative Coordinator	25	20	15
Procurement Coordinator	25	20	15
Cost (Max 30 points)			
Records Coordinator	24.65	30	16.08
Building Dept. Administrative Coordinator	24.65	30	16.08
Assistant City Clerk	24.65	30	16.08
Financial Services Administrative Coordinator	24.65	30	16.08
Procurement Coordinator	24.65	30	16.08
TOTAL POINTS			
Records Coordinator	92.65	90	46.08
Building Dept. Administrative Coordinator	92.65	92	60.08
Assistant City Clerk	94.65	93	66.08
Financial Services Administrative Coordinator	94.65	90	72.08
Procurement Coordinator	91.65	90	66.08
TOTAL	**466.25**	**455**	**310.4**
TOTAL RANKING			
Records Coordinator	1	2	3
Building Dept. Administrative Coordinator	1	2	3
Assistant City Clerk	1	2	3
Financial Services Administrative Coordinator	1	2	3
Procurement Coordinator	1	2	3
	1	**2**	**3**

Paragon Transactions was non-responsive and therefore was not ranked. No proposal was submitted for review.

REGULAR MEETING MINUTES OF THE TOWN COUNCIL
Southwest Ranches, Florida

Thursday 7:00 PM July 30, 2020 13400 Griffin Road

Present:

Mayor Doug McKay
Vice Mayor Denise Schroeder
Council Member Delsa Amundson
Council Member Bob Hartmann
Council Member Gary Jablonski

Andrew Berns, Town Administrator
Russell Muñiz, Assistant Town Administrator/Town Clerk
Martin D. Sherwood, Town Financial Administrator
Keith Poliakoff, Town Attorney

Regular Meeting of the Town Council of Southwest Ranches was held virtually via the ZOOM Meeting Platform. The meeting, having been properly noticed, was called to order by Mayor McKay at 7:16 PM. Attendance was noted by roll call and was followed by the Pledge of Allegiance.

3. Public Comment

The following members of the public addressed the Town Council: Steve Breitkruz, Jim Allbritton, David Kuczenski, Debbie Green and Fred Cox.

4. Board Reports

There were no board reports.

5. Council Member Comments

Council Member Jablonski reminded the public about the "Farms and Barns" photo contest and "Hazmat at the Park" events. He then asked the Town Council to allow Madison Sullivan to present her September 14th, 2020, "Meet the Candidates" idea to them, which they allowed. Once Madison's presentation was finished, Mayor McKay asked the Town Council how they felt about the idea, which the Town Council all liked. Council Member Hartmann suggested to Madison that she may want to check when early voting was going to take place and hold the event just before early voting starts. Town Financial Administrator Sherwood then advised the Town has the First Budget Hearing meeting on September 14th, 2020 and new date would need to be chosen for Madison's event. Council Member Jablonski then advised that he would get with Town Administrator Berns to figure out the new date and the purpose of the present evening was to get the approval to hold the "Meet the Candidates" event, which the Town Council then verbally approved.

Council Member Amundson spoke next. She spoke about the Nursery Ordinance which wasn't adopted at the Local Planning Agency (LPA) meeting held prior to the present Town Council meeting. She clarified the reason she rejected the ordinance was because there were some things in the document, she was concerned may affect the equestrian community in a detrimental way. Next she spoke about emails that had been sent to Town Administrator Berns, Fire Chief Bennett and the community from residents about the Southwest Ranches Volunteer Fire Department that were very negative. She then read the emails to the Town Council and public. Once she had finished reading the emails and the responses from the Town Administrator and Fire Chief, she stated she wanted this slandering of the Fire Department and its people to stop.

Vice Mayor Schroeder was next to speak. She agreed with everything Council Member Amundson had to say regarding the emails about the Southwest Ranches Volunteer Fire Department.
Next she spoke about the rejected nursery ordinance. She stood behind her decision to not adopt the ordinance and she is glad she got to speak to the residents regarding it. Vice Mayor Schroeder also stated she is not opposed to having a workshop to iron out all the issues that surround the ordinance.

Council Member Hartmann addressed the rejected nursery ordinance and advised he would also be in favor of a workshop. Council Member Jablonski stated the entire Town Council seemed to be in favor of a workshop and he asked if a motion is needed.

Mayor McKay advised he is in favor of a workshop but wants to make sure all affected parties would be present for the workshop. He then asked Town Attorney Poliakoff what the correct course of action would be. Town Attorney Poliakoff advised the Mayor he could do whatever he wanted, however since Town Administrator Berns knows the consensus is to have the workshop, all he needs is direction from the Town Council to set it up. Mayor McKay then directed the Town Administrator to set up a workshop to discuss the nursery ordinance.

6. Legal Comments

Town Attorney Poliakoff advised the Governor had extended the ability to have virtual meetings, including budget meetings, through August 31, 2020, although the virtual meeting order will probably be extended. He then wished everybody to be safe during the threat of a possible hurricane. Lastly, he spoke about the litigation the Town is in with a resident out west regarding illegal use of their property. He stated the attorney representing the resident is trying to litigate the matter through social media and he just wanted to give the Town Council a heads up in case they hear about or see anything online.

7. Administration Comments

Town Administrator Berns welcomed back Community Service Manager Emily Aceti from leave and he commended Public Works Director/Town Engineer Rod Ley for keeping it all together while she was out. He wanted to update the Town Council on the progression of the number of COVID-19 cases in the Town. Town administrator Berns presented numbers over a three-week span. On July 1st, 2020, there were 22 cases, On July 15th, 2020, there were 69 cases and on July 30th, 2020 the Town was up to 132 cases of COVID-19. He then stated Assistant Town Administrator Muñiz was working on a project to bring COVID-19 testing to the Town for its residents. Town Administrator Berns asked Assistant Town Administrator Muñiz to elaborate. Assistant Town Administrator Muñiz gave a quick outline. He stated the Town had been looking to bring testing to its residents to help ease up the crowding at other locations and he was approached by a company to partner with the Town. The testing event will take place at Rolling Oaks park beginning Thursday, August 13th, 2020 through Saturday, August 15th, 2020. It will be a drive through site and residents must be registered ahead of time by calling 407-906-8640, although the number isn't live until registration begins. Davie Police will be providing traffic control during these times as well. The Town will begin its media campaign to get the word out to residents about the COVID-19 testing opportunity. Council Member Jablonski asked if the Town will be

sending an email blast to its residents. Assistant Town Administrator Muñiz stated the Town would be performing a social media blitz, with Town Talk emails, Facebook and Twitter posts, Southwest Ranches Town News posts and phone call messages through Code Red. Council Member Jablonski also asked what would happen if the spots allotted for the day are filled up? Can people still get tested or can the Town set up another testing date? Assistant Town Administrator Muñiz answered the goal is to get the word out and fill up the 200 daily spots. He stated the Town needs to see how well the event is received and move on from there. Council Member Amundson asked if it mattered whether residents have symptoms or not. Assistant Town Administrator Muñiz answered anyone can get tested symptomatic or not.

A Point of Order was raised by Town Administrator Berns regarding the failure of Item #3 of the previous LPA meeting which directly affects Item #8 on this agenda. The item must be withdrawn.

Ordinance – 1st Reading

8. AN ORDINANCE OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, AMENDING THE TOWN OF SOUTHWEST RANCHES UNIFIED LAND DEVELOPMENT CODE ("ULDC"), SECTION 005-120, "CERTIFICATES REQUIRED" TO CLARIFY WHEN A CERTIFICATE OF USE IS REQUIRED; ANENDING SECTION 10-30, "TERMS DEFINED" AS IT PERTAINS TO AGRICULTURAL DEFINITIONS; AMENDING ARTICLE 45, "AGRICULTURAL AND RURAL DISTRICTS", SECTION 045-030, "GENERAL PROVISIONS" TO REVISE REGULATIONS GOVERNING REGISTRATION, PARKING AND STORING OF VEHICLES AND EQUIPMENT, TO PERMIT THE SALE AND DISPLAY OF COTTAGE FOODS, TO REGULATE NURSERY LOCATIONS AND PROVIDE FOR NONCONFORMING USES, AND TO PROHIBIT CONVERSION OF DWELLINGS FOR NONRESIDENTIAL USE; AMENDING SECTION 045-050, "PERMITTED AND PROHIBITED USES" TO PROHIBIT LANDSCAPE MAINTENANCE OPERATIONS; MAKING VARIOUS AMENDMENTS OF A HOUSEKEEPING NATURE; PROVIDING FOR CODIFICATION; PROVIDING FOR CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

The following motion was made by Council Member Hartmann, seconded by Council Member Jablonski and passed by 5-0 roll call vote. The vote was as follows: Council Members Amundson, Hartmann, Jablonski, Vice Mayor Schroeder and Mayor McKay voting Yes.

MOTION: TO WITHDRAW THE ITEM.

Resolutions

9. A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, SETTING THE PROPOSED MILLAGE RATE AND CURRENT ROLL BACK RATE PURSUANT TO SECTION 200.065, FLORIDA STATUTES; AND ESTABLISHING THE DATE, TIME AND PLACE AT WHICH PUBLIC HEARINGS WILL BE HELD TO CONSIDER THE PROPOSED MILLAGE RATE AND THE TENTATIVE BUDGET FOR FISCAL YEAR 2021; AND DIRECTING THE TOWN CLERK TO FILE SAID RESOLUTION WITH THE PROPERTY APPRAISER OF BROWARD COUNTY PURSUANT TO THE REQUIREMENTS OF FLORIDA STATUES AND THE RULES AND REGULATIONS OF THE DEPARTMENT OF REVENUE FOR THE STATE OF FLORIDA; DIRECTING THAT A CERTIFIED COPY

OF THIS RESOLUTION BE SENT TO THE BROWARD COUNTY PROPERTY APPRAISER AND TAX COLLECTOR; AND PROVIDING FOR AN EFFECTIVE DATE.

The following motion was made by Council Member Hartmann, seconded by Council Member Amundson and passed by 3-2 roll call vote. The vote was as follows: Council Members Amundson, Hartmann, Jablonski voting Yes and Vice Mayor Schroeder and Mayor McKay voting No.

MOTION: TO SET THE PROPOSED MILLAGE RATE AT 4.4558 AND APPROVE THE RESOLUTION.

10. A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, RELATING TO THE PROVISION OF SOLID WASTE SERVICES, FACILITIES AND PROGRAMS TO RESIDENTIAL PROPERTIES IN THE TOWN OF SOUTHWEST RANCHES; PROVIDING AUTHORITY FOR SOLID WASTE SERVICES ASSESSMENTS; PROVIDING PURPOSE AND DEFINITIONS; PROVIDING FINDINGS; INCORPORATING THE SOLID WASTE SPECIAL ASSESSMENT METHODOLOGY REPORT; DIRECTING THE PREPARATION OF AN ASSESSMENT ROLL; PROVIDING FOR A 50% EXEMPTION FOR VETERAN'S SERVICE-CONNECTED TOTAL AND PERMANENT DISABILITY; AUTHORIZING A PUBLIC HEARING AND DIRECTING THE PROVISION OF NOTICE THEREOF; AND PROVIDING AN EFFECTIVE DATE.

The following motion was made by Council Member Hartmann, seconded by Council Member Jablonski and passed by 5-0 roll call vote. The vote was as follows: Council Members Amundson, Hartmann, Jablonski, Vice Mayor Schroeder and Mayor McKay voting Yes.

MOTION: TO APPROVE THE RESOLUTION.

11. A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA PROVIDING FINDINGS; AMENDING IN PART RESOLUTION 2011-084 BY PROVIDING A NEW SECTION 3, "PURPOSE AND DEFINITIONS"; INCORPORATING THE 2020 FIRE PROTECTION ASSESSMENT REPORT; APPROVING PRELIMINARY FIRE SERVICES ASSESSMENT RATES RELATING TO THE PROVISION OF FIRE PROTECTION SERVICES, FACILITIES AND PROGRAMS IN THE TOWN OF SOUTHWEST RANCHES, FLORIDA FOR FISCAL YEAR 2020-21; PROVIDING FOR THE IMPOSITION AND COMPUTATION OF FIRE PROTECTION ASSESSMENTS; PROVIDING FOR AN EXEMPTION FOR VETERANS WITH SERVICE-CONNECTED TOTAL AND PERMANENT DISABILITY; PROVIDING FOR LEGISLATIVE DETERMINATIONS OF SPECIAL BENEFIT AND FAIR APPORTIONMENT; ESTRABLISHING THE PRELIMINARY RATES OF ASSESSMENT; DIRECTING THE PREPARATION OF A PRELIMINARY ASSESSMENT ROLL; AUTHORIZING A PUBLIC HEARING AND DIRECTING THE PROVISION OF MAILED AND PUBLISHED NOTICE THEREOF; AND PROVIDING AN EFFECTIVE DATE.

The following motion was made by Council Member Hartmann, seconded by Council Member Jablonski and passed by 5-0 roll call vote. The vote was as follows: Council Members Amundson, Hartmann, Jablonski, Vice Mayor Schroeder and Mayor McKay voting Yes.

MOTION: TO APPROVE THE RESOLUTION.

12. A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, APPROVING AN INTERLOCAL AGREEMENT WITH BROWARD COUNTY PROVIDING FOR THE PROVISION OF CARES ACT FUNDING TO OFFSET UNANTICIPATED EXPENDITURES ASSOCIATED WITH THE TOWNS EFFORTS IN RESPONDING TO THE COVID-19 PANDEMIC; AUTHORIZING THE MAYOR, TOWN ADMINISTRATOR AND TOWN ATTORNEY TO EXECUTE THE INTERLOCAL AGREEMENT AND ANY AND ALL DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE INTENT OF THIS RESOLUTION; AND PROVIDING AN EFFECTIVE DATE.

The following motion was made by Vice Mayor Schroeder, seconded by Council Member Jablonski and passed by 5-0 roll call vote. The vote was as follows: Council Members Amundson, Hartmann, Jablonski, Vice Mayor Schroeder and Mayor McKay voting Yes.

MOTION: TO WITHDRAW THE ITEM.

13. Approval of Minutes

a. December 12, 2019 Workshop Meeting
b. December 12, 2019 Regular Meeting
c. February 13, 2020 Regular Meeting
d. June 25, 2020 Regular Meeting

The following motion was made by Council Member Jablonski, seconded by Council Member Amundson and passed by 5-0 roll call vote. The vote was as follows: Council Members Amundson, Hartmann, Jablonski, Vice Mayor Schroeder and Mayor McKay voting Yes.

MOTION: TO APPROVE THE DECEMBER 12, 2019 WORKSHOP MEETING MINUTES AND THE DECEMBER 12, 2019, FEBRUARY 13, 2020 AND THE JUNE 25, 2020 REGULAR MEETING MINUTES.

14. Adjournment

DRAFT

Meeting was adjourned at 9:25 p.m.

Respectfully submitted:

_____

Russell Muñiz, Assistant Town Administrator/Town Clerk

Adopted by the Town Council on this 27th day of August 2020.

_____

Doug McKay, Mayor

PURSUANT TO FLORIDA STATUTES 286.0105, THE TOWN HEREBY ADVISES THE PUBLIC THAT IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY THIS COUNCIL WITH RESPECT TO ANY MATTER CONSIDERED AT ITS MEETING OR HEARING, HE OR SHE WILL NEED A RECORD OF THE PROCEEDINGS, AND THAT FOR SUCH PURPOSE, THE AFFECTED PERSON MAY NEED TO ENSURE THAT VERBATIM RECORD OF THE PROCEEDING IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED THIS NOTICE DOES NOT CONSTITUTE CONSENT BY THE TOWN FOR THE INTRODUCTION OR ADMISSION OF OTHERWISE INADMISSIBLE OR IRRELEVANT EVIDENCE, NOR DOES IT AUTHORIZE CHALLENGES OR APPEALS NOT OTHERWISE ALLOWED BY LAW.

DRAFT