

RESOLUTION NO. 2019 - 016

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

[Signatures On Next Page]

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

Ranches, Florida, this 13th day of December, 2018 on a motion by

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

McKay
Jablonski
Fisikelli
Hartmann
Schroeder

Yes
Yes
Yes
Yes
Yes

Ayes
Nays
Absent
Abstaining

5
0
0
0

Doug McKay
Doug McKay, Mayor

Attest:

Russell Muñiz
Russell Muñiz, Assistant Town Administrator/Town Clerk

Approved as to Form and Correctness:

Keith Poliakoff
Keith Poliakoff, Town Attorney
115218952

GIS Services

Company Name: City of Cooper City

Date: 11/14/2018

Contact Name: Michael Bailey

Contact method: Telephone 954-434-5519

Bidder: Florida Technical Consultants

Reference Questions:

1. What type of project was performed?

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

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

Approximately 2015 – present

3. What was the contract value?

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

4. Was the work performed and completed on time?

Yes

5. Would you hire the contractor again?

Yes – Absolutely

GIS Services

Company Name: South Martin Regional Utility

Date: 11/14/2018

Contact Name: Mario Loaiza

Contact method: Telephone 772-546-6259

Bidder: Florida Technical Consultants

Reference Questions:

1. What type of project was performed?

Ad Hoc GIS Services.

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

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

3. What was the contract value?

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

4. Was the work performed and completed on time?

Yes

5. Would you hire the contractor again?

Yes

GIS Services

Company Name: Town of Davie (formerly)

Date: 11/14/2018

Contact Name: Ron Bolton

Contact method: Telephone 954-593-3823

Bidder: Florida Technical Consultants

Reference Questions:

1. What type of project was performed?

Water and Sewer model and Infrastructure layers

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

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

3. What was the contract value?

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

4. Was the work performed and completed on time?

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

5. Would you hire the contractor again?

Yes – Definitely

RESOLUTION NO. R-2017-023

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

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

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

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

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

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

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

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

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

PASSED AND ADOPTED THIS 4th DAY OF January, 2017.

Paul
MAYOR/COUNCILMEMBER

ATTEST:
[Signature]
TOWN CLERK

APPROVED THIS 4th DAY OF January, 2017.

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

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

WITNESSETH:

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

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

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

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

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

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

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

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

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

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

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

Florida Technical Consultants, LLC

By: [Signature]
(Signature)

Name: JAMES BARTON
(Print)

Title: PRESIDENT

Date: DEC 12 2016

Attest: [Signature]
Corporate Seal/Notary Public

Corporate Seal/Notary Seal

TOWN OF DAVIE, FLORIDA

By: [Signature]
Mayor Judith Paul

Date: 11/4/17

Attest: [Signature]
Evelyn Roig, Town Clerk

Approved as to form
and legal sufficiency

[Signature]
John Rayson, Town Attorney

Pay to the Order of
Regions Bank
Dorsey Branch, FL 33445
88888888
For Deposit Only
TMS Center
34888888

TAO
VENDOR
[Signature]



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

Continuing Professional Services Agreement For

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

November 28, 2016

Florida Technical Consultants Fee Schedule 2016 - 2022

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

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

Respectfully submitted,

James Barton, P.E.
 President
 Florida Technical Consultants

**TOWN OF DAVIE
TOWN COUNCIL AGENDA REPORT**

Item Number: 35.

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

Key Points:

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

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

Has request been budgeted? Yes

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

Account name and number: 400.60.100.536-53107 - Professional Services

If no, amount needed:

Account name funds will be appropriated from

Additional Comments

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

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

ATTACHMENTS:

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

RESOLUTION NO. R-2016-287

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

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

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

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

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

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

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

PASSED AND ADOPTED THIS 7th DAY OF December, 2016.


MAYOR/COUNCILMEMBER

ATTEST:

TOWN CLERK

APPROVED THIS 7th DAY OF December, 2016.



TOWN OF DAVIE PROCUREMENT AUTHORIZATION FORM

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

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

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

METHOD OF PROCUREMENT (mark the one that applies)

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

ACCOUNT NUMBER 400.60.100.536-53107

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

Signed and Date: [Signature]
Department Director

Don BAYLEN
Print Name

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

Funds pre-encumbered by requisition number:	<u>N/A * (6/17)</u>	Sign and Date:	<u>[Signature]</u>
			Procurement Manager
Approved for Availability of Funds:	Sign and Date:	<u>[Signature]</u>	<u>8-24-11</u>
		Budget/Finance Director or Designee	
Sign and Date by Town Administrator	<u>[Signature]</u>		<u>9/9/16</u>

<u>Vendor</u>	<u>BIDS SUBMITTED</u>	<u>Cost/Ranking</u>
<u>#1 Florida Technical Consultants</u>		
<u>#2 Calvin Giordano & Associates</u>		

Bid # / Title: _____

Resolution.# _____

Signed [Signature]
Procurement Manager

STAFF RECOMMENDATION/COMMENTS

<u>Vendor</u>	<u>Cost</u>

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

STATE OF FLORIDA

COUNTY OF: BROWARD/PALM BEACH/MIAMI-DADE

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

The matter of 11700-Advertisement for Bids

Town of Davie
Continuing GIS Consulting Services

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

4466568

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

Mark Kuznitz
Signature of Affiant
Sworn to and subscribed before me this: September 21, 2016.

Margie April Smith
Signature of Notary Public



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

TOWN OF DAVIE
RFP NO. B-16-168
Continuing GIS Consulting Services
Dear Potential Respondent:
The Town of Davie, Florida invites qualified contractors to submit responses in accordance with the requirements stated herein no later than 2:00 PM EST Thursday, October 6, 2016, for RFP No. B-16-168 Continuing GIS Services. Interested firms may secure the solicitation package and all other pertinent information by visiting <http://www.davie-fl.gov/Pages/DavieFLBidsAndRFP> or at DemandStar.com.
The Town of Davie, FL is seeking proposals from qualified proposers to perform the required services for the City in full accordance with the scope of services, terms and conditions contained herein. The selection of the successful respondent(s) shall be at the Town's discretion and shall be made in a prompt manner after the receipt and evaluation of all RFP responses.
Questions regarding this solicitation shall be submitted in writing to purchasing@davie-fl.gov no later than 5:00 PM on Monday, October 3, 2016. Responses to those questions considered material to the solicitation will be made available as formal addenda to the Town's Purchasing Website and DemandStar.com. It is the responsibility of prospective respondents to ensure they are aware of all addenda issued relative to this solicitation.
Respondents shall submit One (1) original complete proposal package, three (3) duplicate copies of said package and One (1) flash drive or CD copy, to the Town of Davie Budget and Finance / Purchasing Division - Attention: Purchasing Manager Brian K. O'Connor, 6591 Orange Drive Davie, FL 33314 on or before the due date stipulated above. All packages shall be clearly marked "RFP No.B-16-168 Continuing GIS Services". The Town will not be responsible in the event the U.S. Postal Service or any other courier system fails to deliver any package by the above referenced deadline. Late submissions shall not be accepted.
RFP responses will be publicly opened and firm names read aloud in the Town Hall Council Chambers on the due date/time noted above. The Town of Davie reserves the right to reject any and all submissions, to waive any and all irregularities in any submission, and to make awards in the best interest of the Town.
/s/Brian K. O'Connor
Procurement Manager
Town of Davie
Pursuant to Florida Statutes 119.071, sealed bids, proposals or replies by an agency pursuant to a competitive solicitation are exempt from inspection until such time as the agency provides notice of an intended decision or until thirty (30) days after the opening of the bids, proposals, or final replies, whichever is earlier.
9/21/2016

BID OPENING REPORT

EXHIBIT "A"

BID NAME: Continuing G/S Services

TIME: 2:13 pm

BID NUMBER: B-16-168

DATE: 10.11.16

ESTIMATED COST: _____

NO.	CONTRACTOR'S NAME	BID AMOUNT	COMMERCIAL RANKING
-----	-------------------	------------	--------------------

1.	Calvin Giordano		
2.	Fl. Technical Con.		
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			

REMARKS

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

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

PURCHASING OFFICIAL: *[Signature]*
 WITNESS: Angela Sulecias

DATE: 10.11.16
 DATE: 10.11.16

REVIEW COMMITTEE EVALUATION SUMMARY SHEET

RFP B-16- 168 Continuing GIS Services

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

Proposer Final Ranking:

- 1st FTC
- 2nd CALVIN GIORDANO & ASSOCIATES, INC.

Procurement has reviewed and certified the above ranking.

Name Brian O'Lannor

Signature [Signature]

T RPB WP

Tim Scharff Ron Bolton Bill Peele

REVIEW COMMITTEE EVALUATION FORM

RFP B-16- 168 Continuing GIS Services

Friday, October 28, 2016 Evaluation Criteria:

Evaluation Criteria

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

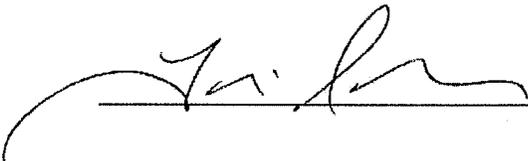
Rank the below proposals according to the above criteria, with one (1) being the highest and Two (2) being the lowest.

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

Name of Reviewer: TIM SCHARFF

Title: GIS MANAGER

Department: IT - GIS

Signature: 

REVIEW COMMITTEE EVALUATION FORM

RFP B-16- 168 Continuing GIS Services

Friday, October 28, 2016 Evaluation Criteria:

Evaluation Criteria

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

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

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

Name of Reviewer: Ronald Bolton

Title: Project Manager

Department: Utilities

Signature: Ronald L Bolton

REVIEW COMMITTEE EVALUATION FORM

RFP B-16- 168 Continuing GIS Services

Friday, October 28, 2016 Evaluation Criteria:

Evaluation Criteria

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

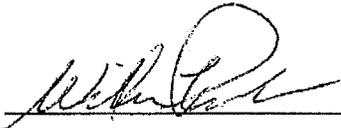
Rank the below proposals according to the above criteria, with one (1) being the highest and Two (2) being the lowest.

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

Name of Reviewer: William PEELE

Title: Superintendent of operations.

Department: Utilities

Signature: 

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

FLORIDA TECHNICAL CONSULTANTS, LLC

Filing Information

Document Number	L14000011037
FEI/EIN Number	47-1886339
Date Filed	01/21/2014
State	FL
Status	ACTIVE
Last Event	LC AMENDMENT
Event Date Filed	02/23/2015
Event Effective Date	NONE

Principal Address

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

Changed: 01/31/2016

Mailing Address

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

Changed: 01/31/2016

Registered Agent Name & Address

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

Name Changed: 02/23/2015

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

Title AMBR

BARTON, JAMES HERBERT

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

Annual Reports

Report Year	Filed Date
2015	03/20/2015
2016	01/31/2016

Document Images

<u>01/31/2016 -- ANNUAL REPORT</u>	View image in PDF format
<u>03/20/2015 -- ANNUAL REPORT</u>	View image in PDF format
<u>02/23/2015 -- LC Amendment</u>	View image in PDF format
<u>10/13/2014 -- LC Amendment</u>	View image in PDF format
<u>01/21/2014 -- Florida Limited Liability</u>	View image in PDF format

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State of Florida, Department of State

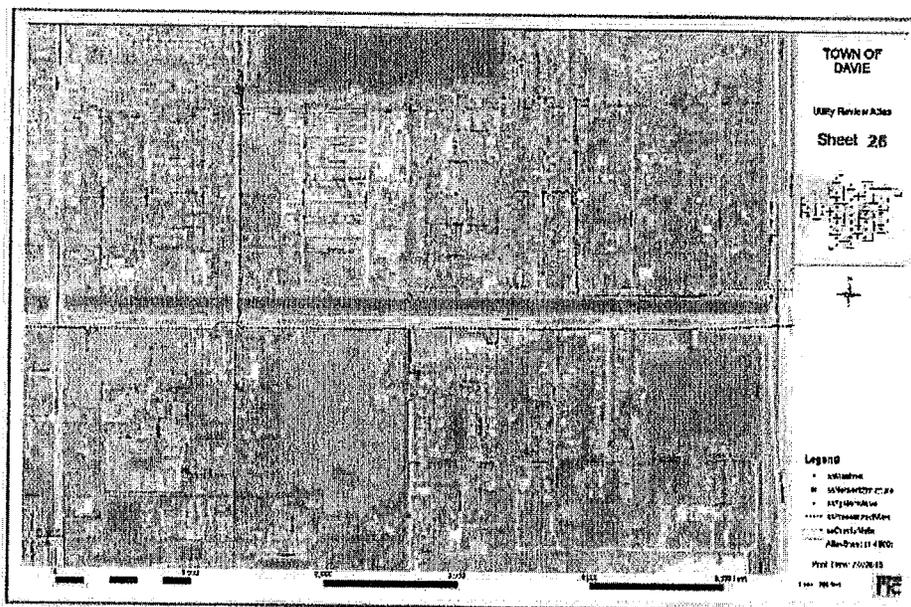


TOWN OF DAVIE
RFP No. B-16-168
Continuing GIS Consulting Services

Submitted to:
TOWN OF DAVIE
Finance / Purchasing Division

Attention: Purchasing Manager

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



Submitted by:

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

Contact Person:

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

October 6, 2016 2:00 PM





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

Dear Selection Committee:

October 6, 2016

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

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

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

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

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

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

Respectfully Submitted
Florida Technical Consultants

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

James Barton PE.
President



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- Section 1: Scope of Services Proposed**
- Section 2: FTC Qualifications**
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- Section 5: Client References and Past Performance**
- Section 6: Pricing and Other Forms**



Section 1: Scope of Services Proposed



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

Our approach for the Town will include 3 main components:

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

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

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



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



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



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

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

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

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

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

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

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



Section 2: Firm Qualifications



Section 3: Resources and Availability



Availability

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

Organization

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

Office Headquarters

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

Key Staff

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

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

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

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

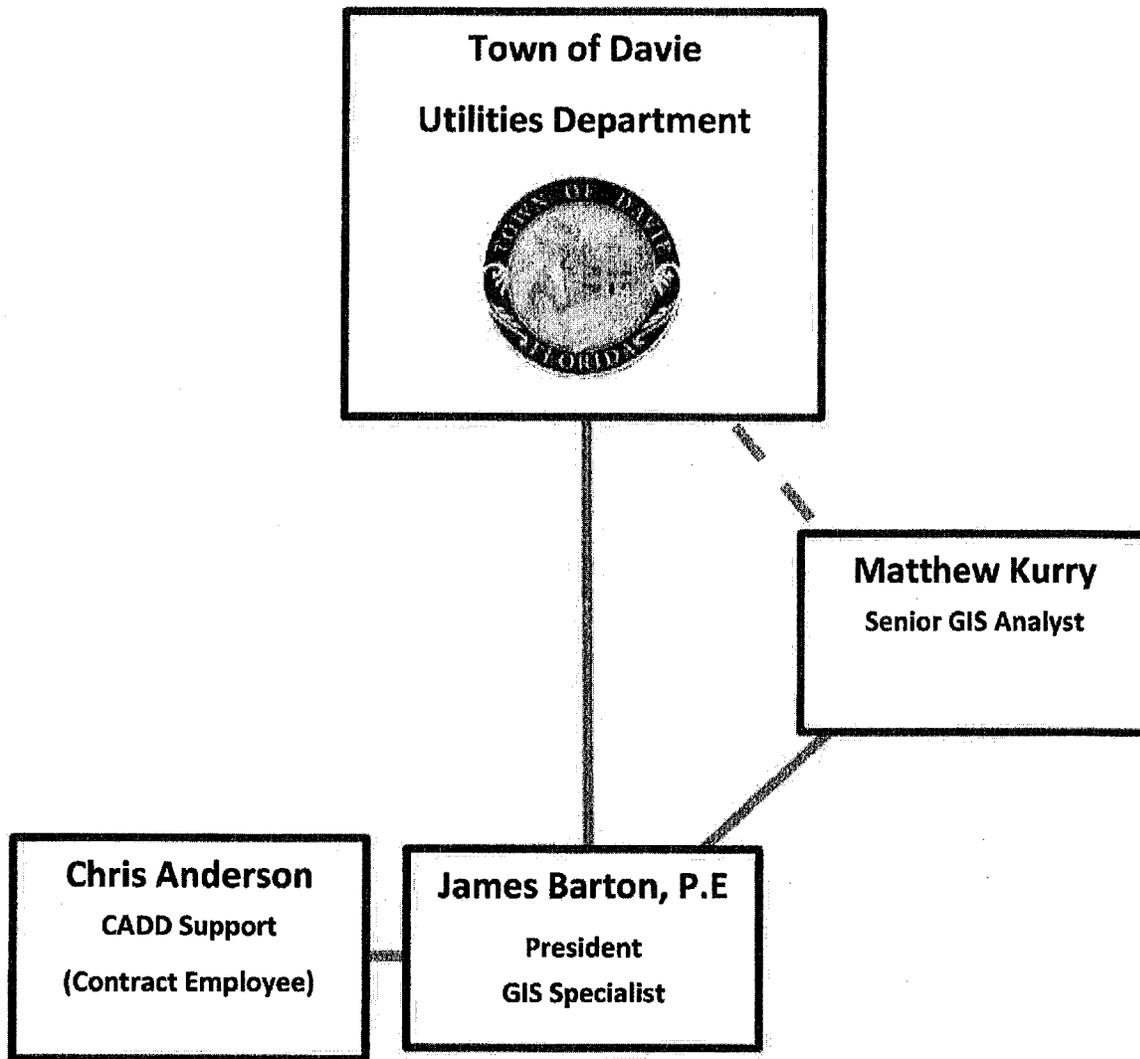
Matthew has a Master's in Geography from FAU. He has served as a GIS specialist for the Seminole Tribe of Florida, and multiple local municipalities in South Florida. He taught GIS at Broward Community College. His main experience at FTC has been using higher GIS functions to perform analysis, geocoding,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

Chris Anderson: CAD Technician (Contract Employee)

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



Organization Chart



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



FTC's Current and Anticipated Work Load

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

- Data Completion
- Operationalization
- Program Support and Training

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

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

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

Resumes

Detailed resumes are provided on the next pages.



James Barton, P.E., LEED AP

Education

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

Registration

Professional Engineer, Florida, 59257, 2003

Professional Affiliations

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

Certifications

ESRI Authorized Trainer
 LEED Accredited Professional

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

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

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

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

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

Mr. Barton has provided training to

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

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



Matthew A. Kurry

Education

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

Awarded a Graduate Teaching assistantship in World Geography Spring 03-04 & Map Analysis Spring04 Elected to Gamma Theta Upsilon International Geographical Honor Society

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

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

Computer / Technical

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

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

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

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

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

Florida Technical Consultants.
November 2015-Current.

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

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

Broward County School Board.
March 2014-November 2015.

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

Robert K Futterman. New York,
November 2012-February 2014.

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

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

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

NOVA Southeastern University. Ft. Lauderdale,
School of Business and Entrepreneurship,
April 2010- December 2011.

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

Broward College. Davie Campuses,
December 2009 - December 2011.

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

City of Oakland Park Florida.
April 2011-September 2011.

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



Christopher A Anderson (Contract Employee)

Education

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

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

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

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

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

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

conflicts identified between City facilities and the future

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

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

The scope of service included the following:

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

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



Section 4: Experience with Government Entities



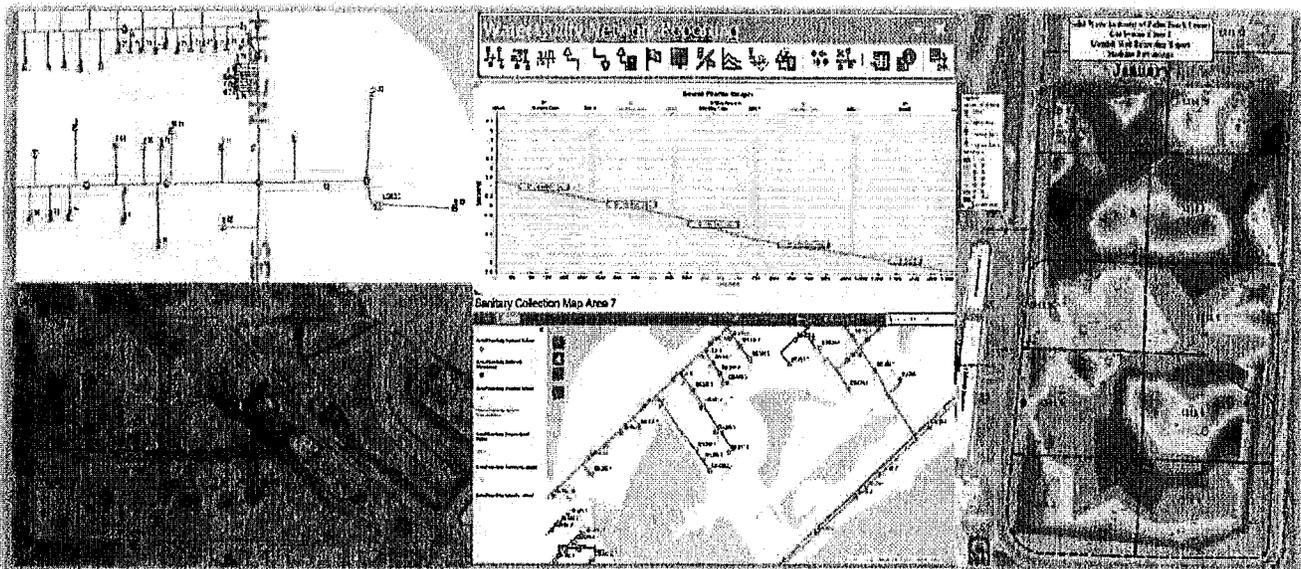
Florida Technical Consultants (FTC) was founded in 2014. Based on extensive experience using GIS for engineering projects, and as an ESRI Silver Business Partner with an ArcGIS Online Specialty, the Goal of FTC is to provide support services to Municipalities through:

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

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

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

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

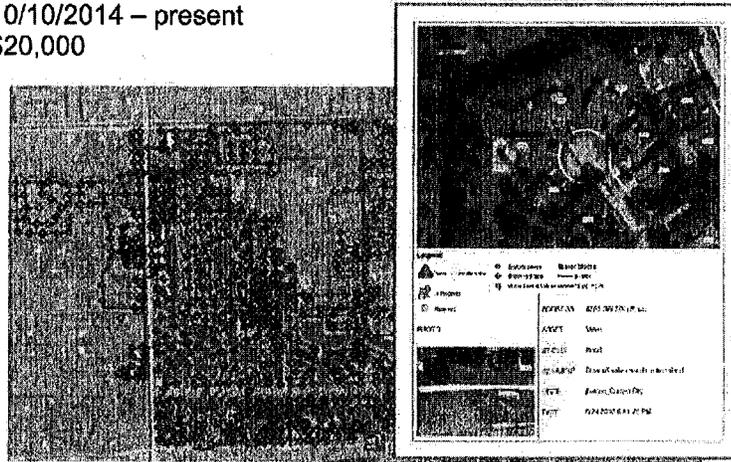
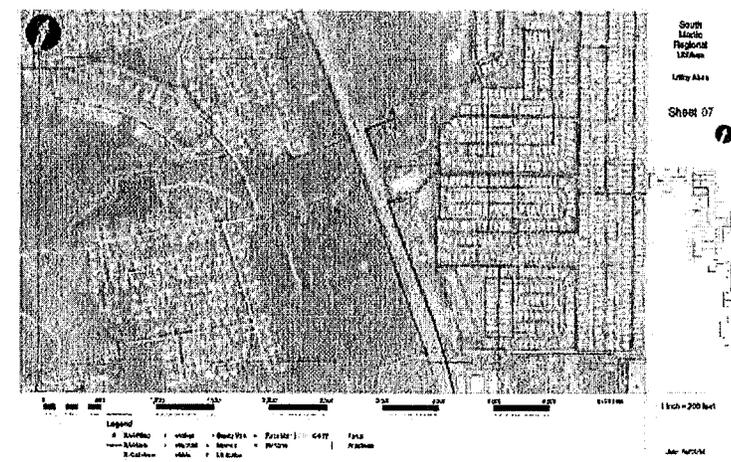




Section 5: Client References and Past Performance



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

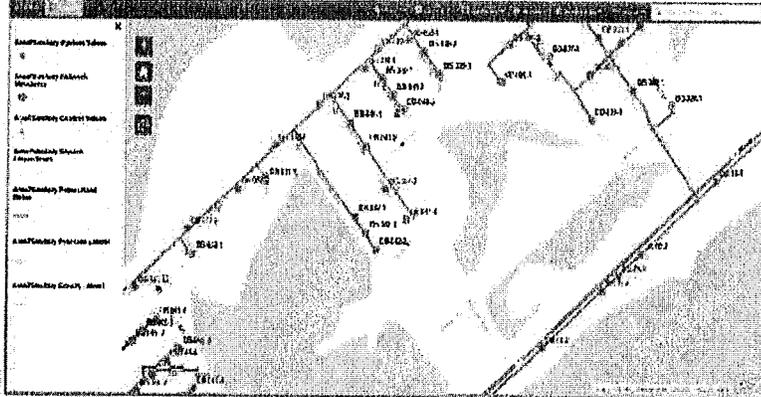
<p>Cooper City Mr. Michael Bailey 11791 SW 49th Street Cooper City, FL 33330 (954) 434-5519 mbailey@coopercityfl.org</p>	<p>FTC converted the City CAD Atlas to GIS. Systems included water, sewer and drainage. Geometric networks were set up and run for valve isolation and capacity analysis. Coordinated label hydrants with Fire Dept. Tracked progress of valve turning contractor. ArcGIS Online Applications were developed and staff trained to inventory, verify features and track emergency repairs. 10/10/2014 – present \$20,000</p> 
<p>South Martin Regional Utility Mario E. Loaiza, P.E. - Utility Director 9650 SE Water Street Hobe Sound, FL 33475 (772)-546-6259 mloaiza@tjl.martin.fl.us</p>	<p>FTC converted the utility atlas to GIS, including water and sewer. The process was complicated by the existing CAD parcel data being geographically incorrect in some cases necessitating field verification. Mobile apps were created in ArcGIS Online to validate data from the field. 5/1/2015 – present \$20,000</p> 



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

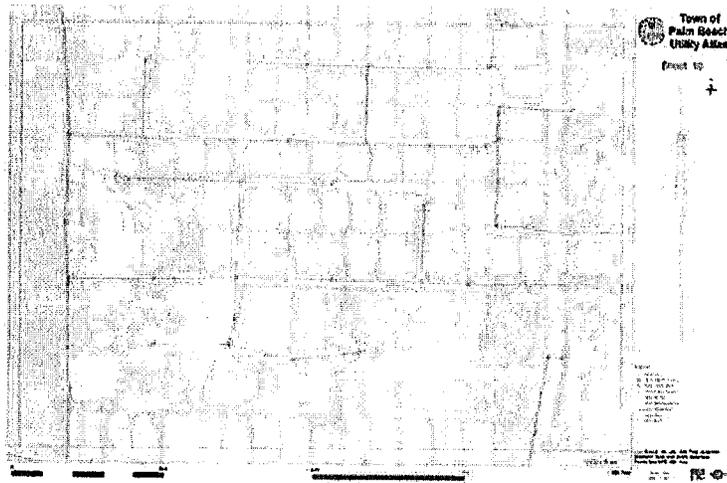
FTC converted City CAD Atlas to GIS. A systems geodatabase had to be created to handle vacuum sewer system. CAD text data was used to populate geodatabases. ArcGIS Online Applications were developed and staff were trained to inventory and field verify features.
 10/7/2014 – present
 \$10,000

Sanitary Collection Map Area 7

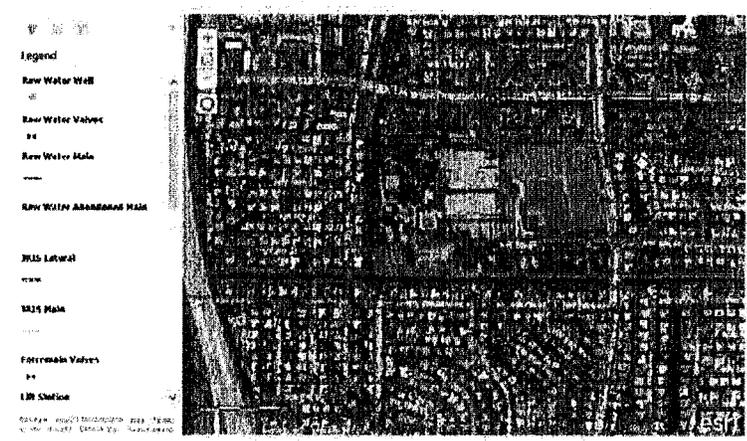
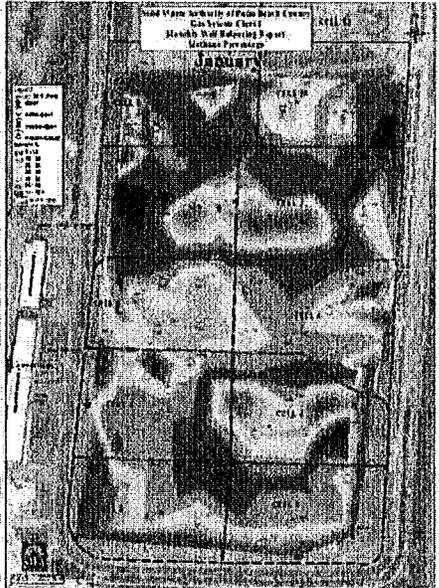


Town Palm Beach
 Mr. William Francis PE
 951 Okeechobee Rd.
 Suite A, West Palm Beach,
 FL 33401
 Ph (561) 838-5440
 Fax 561 835 4683
 WFrancis@
 TownofPalmBeach.com

FTC converted the CAD Atlas to GIS. Systems included sewer and drainage. CAD text data was used to populate geodatabases. Geodatabases were built to create system profiles and perform sewer capacity analysis. ArcGIS Online Applications were developed and staff were trained to inventory and field verify features.
 3/24/2014 present
 \$35,000 (in progress)



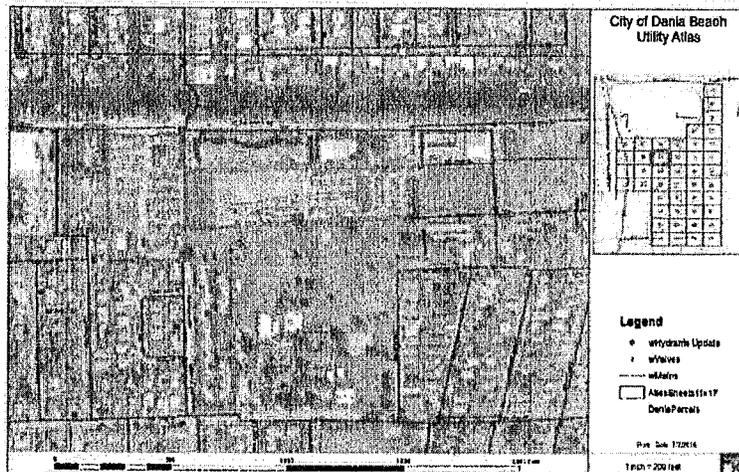


<p>City of Boca Raton Utilities Ms. Talia Garcia 4101 Glades Road Boca Raton FL 33431 (561) 338-7307 TGarcia@ci.boca-raton.fl.us</p>	<p>FTC provided GIS services to the City of Boca Raton Utilities converting Water, Raw Water, Reclaim Water and Sewer Data from CAD to GIS. The data was migrated into the 10.2 Local Government Model Geodatabase. Geometric networks were set up and run for valve isolation and capacity analysis. These changes will be presented to ESRI in order to update the LGIM to support these systems. 1/1/2013 – present \$20,000</p> 
<p>Solid Waste Authority of Palm Beach County Ms. Josephine Rudd 7501 N. Jog Road West Palm Beach, FL 33412 (561) 640-4000 x 4618 jrudd@swa.org</p>	<p>FTC converted the Utilities CAD Atlas to GIS as a sub to another firm. Systems included site, water, sewer, drainage, leachate, electrical, gas well monitoring, water and drainage. Several methods were used to map well monitoring values to visualize trends. FTC is now training SWA staff in converting CAD drawings to GIS and maintaining the system. 09/10/2014 – present \$20,000</p> 



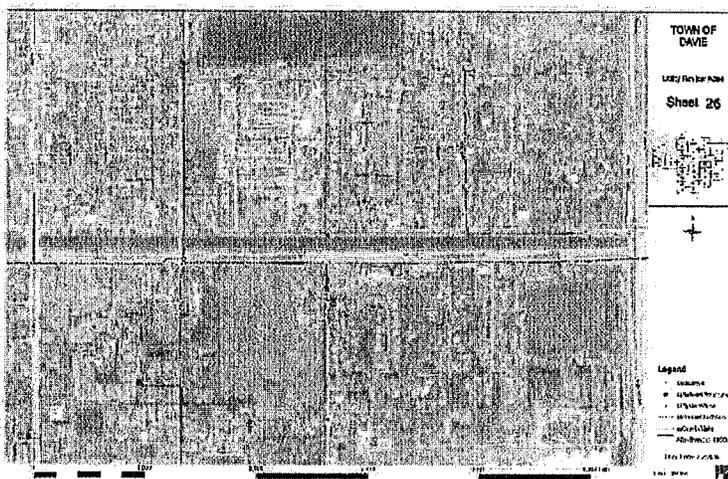
City of Dania Beach
 Mr. Ronnie Navarro
 1201 Stirling Rd
 Dania Beach, FL 33004
 (954) 924-3615
 rnavarro@ci.dania-beach.fl.us

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



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

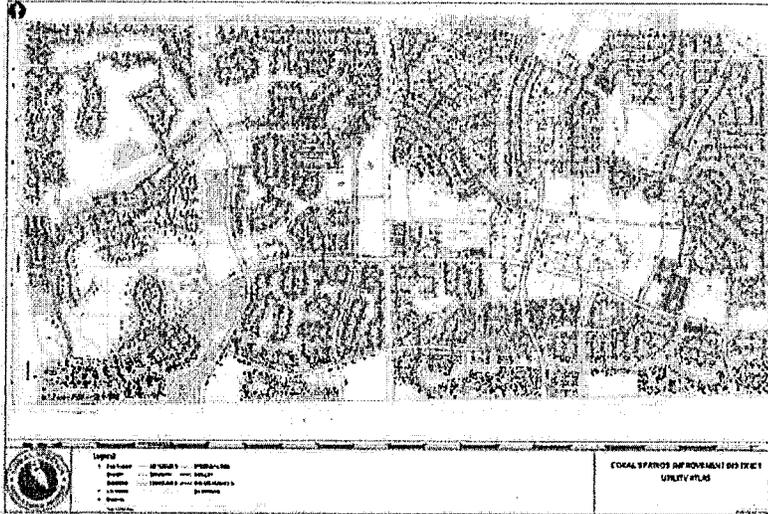
FTC converted the City CAD Atlas to GIS. ArcGIS Applications were developed and staff were trained to inventory and field verify features. Systems included water and sewer.
 09/15/2014– present
 \$20,000





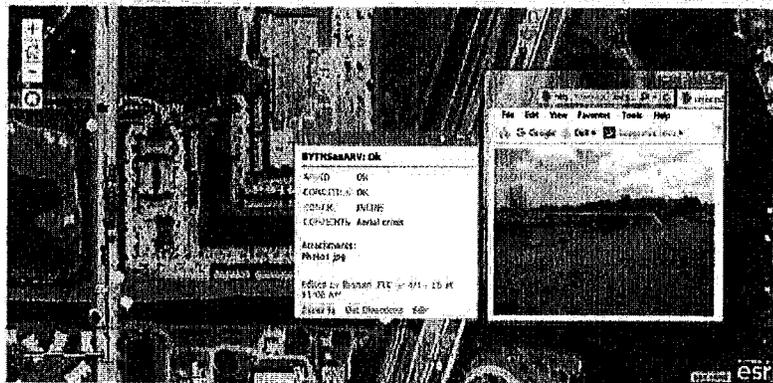
Coral Springs Improvement District
 Mr. Curt Dwiggins
 Supervisor, CSID
 Coral Springs FL 33071
 (954) 796 6608
 CurtD@fladistricts.com

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



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

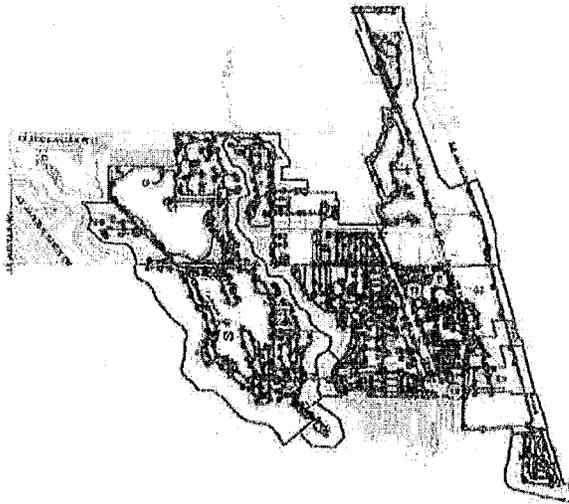
FTC created a GIS Data set to support modeling in Potable Water, Sanitary Sewer, Reclaim Water and Stormwater. Several sources of existing data were merged and topologically cleaned for snapping, node creation. Elevations were extracted and used to populate nodes. ArcGIS Applications were developed and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





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

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





Section 6: Pricing and Other Forms

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

SECTION 4.0 PRICING PAGE

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

Executed by: James Barton, P.E., LEED AP

Title: President (Type or print name)

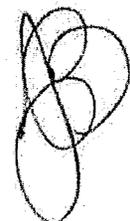
For (Company): Florida Technical Consultants, LLC

Address: 401 West Atlantic Ave Suite 09 Delray Beach FL 33444

Telephone Number: 954.914.8488 Fax Number: 561.265.0806

Email: jbarton@ftechinc.com

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



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

SECTION 5.0 TOWN REQUIRED FORMS

NON-COLLUSIVE AFFIDAVIT

STATE OF Florida
COUNTY OF Palm Beach

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

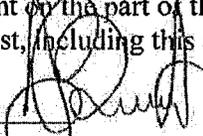
BIDDER is the President
(Owner, Partner, Officer, Representative or Agent)

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

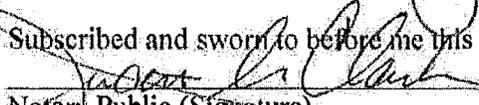
Such Bid is genuine and is not a collusive or sham Bid;

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

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

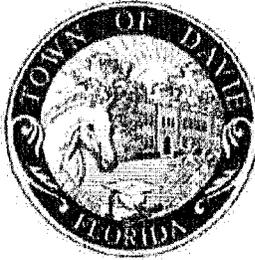
By James Barton, P.E., LEED AP 

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


Notary Public (Signature)
My Commission Expires: _____



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



TOWN OF DAVIE
E-VERIFY FORM

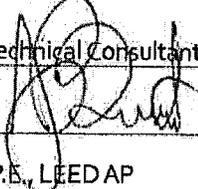
Bid No: B-16-168

Project Description: Continuing GIS Consulting Services

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

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

Company/Firm: Florida Technical Consultants, LLC

Authorized Signature: 

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

Title: President

Date: October 6, 2016

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

CONFIRMATION OF DRUG-FREE WORKPLACE

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

Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibitions.

Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.

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

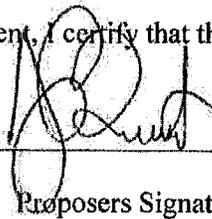
In the statement specified in subsection (1), notify the employee that, as a condition of working on the commodities or Contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or any State, for a violation occurring in the workplace no later than five (5) days after the conviction.

Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community by, any employee who is so convicted.

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

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

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



James Barton, P.E., LEED AP

Proposers Signature

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

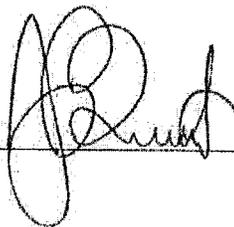
EMPLOYEE BACKGROUND VERIFICATION AFFIDAVIT

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

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

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

Proposer's Signature _____

A handwritten signature in black ink, appearing to read 'JBarton', is written over a horizontal line. The signature is stylized and cursive.

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

ATTACHMENT "E"

**Town of Davie
 Vendor/Bidder Disclosure**

I, James Barton, P.E., LEED AP, being first duly sworn state that:
 The full legal name and business address of the person(s) or entity contracting with the Town of Davie ("Town") are as follows (Post Office addresses are not acceptable):

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

OWNERSHIP DISCLOSURE AFFIDAVIT

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

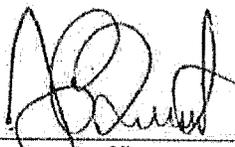
Full Legal Name	Address	Ownership
James Barton, P.E., LEED AP	401 West Atlantic Ave Suite 09 Delray Beach FL 33444	100 %
		%
		%
		%

2. The full legal names and business addresses of any other individual (other than subcontractors, suppliers, laborers, and lenders) who have, or will have, any legal, equitable, or beneficial interest

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

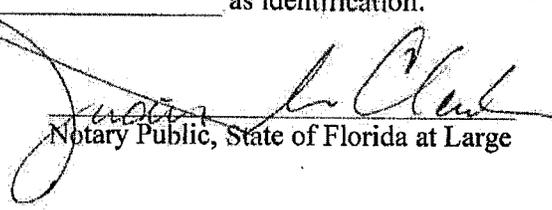
in the contract or business transaction with the Town are as follows (Post Office addresses are not acceptable):

Full Legal Name	Address
N/A	

By: 
 Signature of Affiant
James Barton, P.E., LEED AP
 Print Name

Date: October 6, 2016

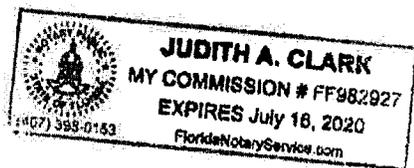
SUBSCRIBED AND SWORN TO or affirmed before me this 4 day of October 2016 by JAMES BARTON he/she is personally known to me or has presented _____ as identification.


 Notary Public, State of Florida at Large

Print or Stamp of Notary

My Commission Expires : _____

Serial Number _____



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



Town of Davie
Local Vendor Preference

Affidavit of Eligibility

Complete all areas below. Incomplete forms may be rejected.

_____ My business is located within the Town of Davie.

LEGAL NAME OF FIRM: _____ N/A

Physical address: _____

Phone number _____ Fax number _____

Email address _____

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

If Yes please provide the previous business name: _____

Taxpayer Identification Number: _____

Date your business was established in Town of Davie: _____

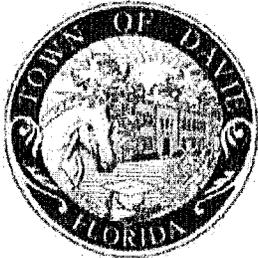
Business license: License number: _____ Date issued: _____

_____ A copy of my Business Tax Receipt is attached.

I employ _____ (insert a number) full time employees.

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

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



Town of Davie
Local Vendor Preference
Broward County Vendor

Affidavit of Eligibility

Complete all areas below. Incomplete forms may be rejected.

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

LEGAL NAME OF FIRM: _____ N/A _____

Physical address: _____

Phone number _____ Fax number _____

Email address _____

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

If Yes please provide the previous business name: _____

Taxpayer Identification Number: _____

Date your business was established in Broward County: _____

Business license: License number: _____ Date issued: _____

_____ A copy of my Business Tax Receipt is attached.

I employ _____ (insert a number) full time employees.

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

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

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

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

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

Title of RFP: Continuing GIS Consulting Services

Bidder Name: Florida Technical Consultants, LLC

Address: 401 West Atlantic Ave Suite 09

Delray Beach FL 33444

Phone Number: 954.914.8488

Fax Number: 561.265.0806

e-mail Address: jbarton@ftechinc.com

Signature: 

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

LOBBYING INTEREST

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

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

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

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

Title of RFP: Continuing GIS Consulting Services

Bidder Name: Florida Technical Consultants, LLC

Address: 401 West Atlantic Ave Suite 09
Delray Beach FL 33444

Phone Number: 954.914.8488

Fax Number: 561.265.0806

Email Address: jbarton@fltechnic.com

Signature: 

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

LOBBYIST'S PRINCIPAL(S) INFORMATION (Ordinance 2012-17, Section 2-58(a)(4))

Name N/A

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

City _____ StateZip _____ Telephone _____

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

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

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

Signature of Lobbyist

STATE OF FLORIDA) _____
) SS:
COUNTY OF)

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

My Commission expires _____

Name _____ Signature _____

ACKNOWLEDGEMENT OF ADDENDA

INSTRUCTIONS: COMPLETE PART I OR PART II, WHICHEVER APPLIES

PART I:

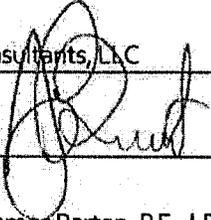
LIST BELOW THE DATES OF ISSUE FOR EACH ADDENDUM RECEIVED IN CONNECTION WITH THIS RFP.

- Addendum #1, Dated 9/23/2016
- Addendum #2, Dated 10/05/2016
- Addendum #3, Dated _____
- Addendum #4, Dated _____
- Addendum #5, Dated _____
- Addendum #6, Dated _____
- Addendum #7, Dated _____
- Addendum #8, Dated _____

PART II:

NO ADDENDUM WAS RECEIVED IN CONNECTION WITH THIS RFP.

FIRM NAME: Florida Technical Consultants, LLC

AUTHORIZED SIGNATURE:  **DATE:** October 6, 2016

TITLE OF OFFICER: James Barton, P.E., LEEDAP President



ADDENDUM TO BID DOCUMENTS

SOLICITATION B-16-168 Continuing GIS Services
ADDENDUM No. 1 **BID OPENING DATE** 10/6/16 @ 2:00pm **TODAY'S DATE** 9/23/2016
To All Bidders:

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

RFIs

- Q.1: Pipelines: Will the information of the pipelines (coordinate locations, material, year etc..) be provided or will it require field collection and locating the pipelines?
 A.1: This information will be provided by TOD Utilities staff via as-built data and field verification.
- Q.2: Manhole/Cleanout: This will require field survey crew to collect the rim and invert elevations. Will this information be provided or is it requested that we collect this data as well?
 A.2: This information will be provided by TOD Utilities staff via as-built data and field verification.
- Q.3: Fire Hydrant/Lift Station/Backflow Prevention Devices: Once again will the information be provided to map or data collection is part of these items as well?
 A.3: Same as above with the addition of hydrant maintenance vendor data.
- Q.4: TOD utilities: Is it required to provide coordinate locations of TOD utilities in survey grade accuracy or if sub-meter (2-3 feet) accuracy is acceptable. (This question applies to all other items above)
 A.4: Only water meter coordinates would require survey grade; for all other data points sub-meter will be sufficient.
- Q.5: How strict are the experience qualifications you are seeking in the candidate? Our survey department had an underground utilities data collection project that we can transform into a GIS application to show as a demonstration of our skills. Would this be acceptable? Additionally, we have numerous GIS projects which show our expertise in the software performing many GIS functions however it isn't all applicable to utility work. Is this acceptable?

Town of Davie, Florida

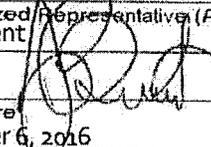
Purchasing Division
(954) 797-1016

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

Reviewed by:



Purchasing Manager
Purchasing Division

Acknowledged by:
Florida Technical Consultants, LLC
Contractor
James Barton, P.E., LEED AP
Authorized Representative (Printed)
President
Title
Signature 
October 6, 2016
Date

PROPOSAL SIGNATURE PAGE FOR CORPORATION

The officers of the Corporation are as follows:

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

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

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

Post Office Address

PROPOSER:

Florida Technical Consultants, LLC

(CORPORATE NAME)

jbarton@fltechinc.com

PRESIDENT'S SIGNATURE AND E-MAIL ADDRESS

Is this corporation incorporated in the State of Florida?

ATTEST:

SECRETARY

YES [X] NO []

If no, give address of principal place of business:

PROPOSAL SIGNATURE PAGE FOR SOLE PROPRIETOR OR PARTNERSHIP

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

N/A

PROPOSER

(FIRM NAME)

Witnesses:

(SEAL)

SIGNATURE AND E-MAIL ADDRESS

PRINT NAME

Title (Sole Proprietor or Partner)

Post Office Address:

TELEPHONE

CITY in which fictitious name is registered.

Attach a copy of proof of registration

DRUG-FREE WORKPLACE PROGRAM

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

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

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



VENDOR'S SIGNATURE

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

Florida Technical Consultants, LLC
NAME OF COMPANY

SOLICITATION, GIVING, AND ACCEPTANCE OF GIFTS POLICY

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

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

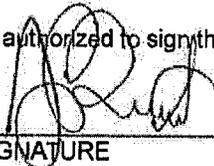
The State of Florida definition of "gifts" includes the following:

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

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

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

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



SIGNATURE

James Barton, P.E., LEED AP

PRINTED NAME

Florida Technical Consultants, LLC
NAME OF COMPANY

President
TITLE

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

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

SOURCE OF INFORMATION

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

- 1. www.davie-fl.gov
- 2. www.demandstar.com
- 3. The Sun Sentinel
- 5. Referral/word-of-mouth Specify Source: _____
- 6. Search Engine/Internet search
- 7. E-mail, newsgroup, online chat Specify _____ Source: _____
- 8. Banner or Link on another website
- 9. Flyer, newsletter, direct mail Specify Source: _____
- Other Specify _____ Source: _____

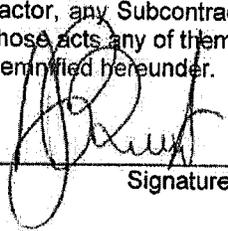
Please note: This survey form is used for internal Procurement purposes only.

Town of Davie
B-16-168
Continuing GIS Services

INDEMNIFICATION CLAUSE

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

Florida Technical Consultants, LLC
Proposer's Name



Signature

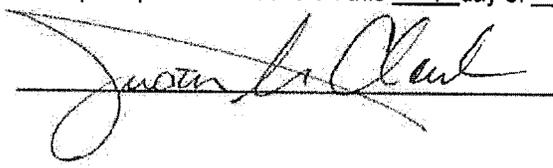
October 6, 2016

Date

STATE OF FLORIDA
COUNTY OF BROWARD

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

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



NOTARY PUBLIC



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

SWORN STATEMENT PURSUANT TO SECTION 287.133 (3) (a), FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES

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

1. This sworn statement is submitted to the **TOWN OF DAVIE, FLORIDA**

By: James Barton, P.E., LEED AP
(print individual's name and title)
For: Florida Technical Consultants, LLC
(print name of entity submitting sworn statement)

whose business address is: 401 West Atlantic Ave Suite 09 Delray Beach FL 33444

and (if applicable) its Federal Employer Identification Number (FEIN) is: 47-1886339
(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: _____ - _____ - _____).

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

Town of Davie
B-16-168
Continuing GIS Services

management of an entity.

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

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

James Barton, P.E., LEED AP

Signature

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

Personally known

OR

Produced identification

Name of Notary

Notary Public - State of FL

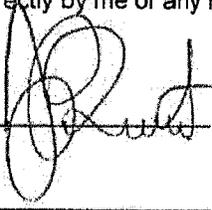


Town of Davie
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ANTI-KICKBACK AFFIDAVIT

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

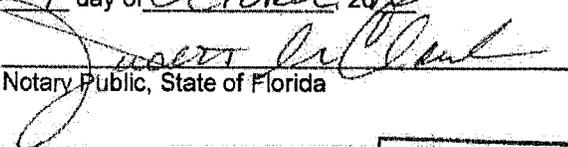
I, the undersigned, hereby duly sworn, depose and say that no portion of the sum herein bid will be paid to any employees of the Town of Davie, its elected officials, and Florida Technical Consultants, LLC or its design consultants, as a commission, kickback, reward or gift, directly or indirectly by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



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

Title: President

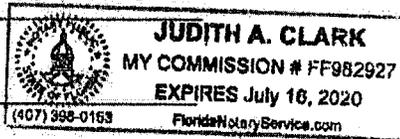
Sworn and subscribed before this

4 day of October 2016


Notary Public, State of Florida

(Printed Name)

My commission expires: _____



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NON-COLLUSIVE AFFIDAVIT

STATE OF FLORIDA }
COUNTY OF Palm Beach } SS:

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

- a) He/she is the President, (Owner, Partner, Officer, Representative or Agent) of Florida Technical Consultants, LLC the Proposer that has submitted the attached Proposal;
- b) He/she is fully informed respecting the preparation and contents of the attached Proposal and of all pertinent circumstances respecting such Proposal;
- c) Such Proposal is genuine and is not collusive or a sham Proposal;
- d) Neither the said Proposer nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, have in any way colluded, conspired, connived or agreed, directly or indirectly, with any other Proposer, firm, or person to submit a collusive or sham Proposal in connection with the Work for which the attached Proposal has been submitted; or to refrain from proposing in connection with such work; or have in any manner, directly or indirectly, sought by person to fix the price or prices in the attached Proposal or of any other Proposer, or to fix any overhead, profit, or cost elements of the Proposal price or the Proposal price of any other Proposer, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against (Recipient), or any person interested in the proposed work;
- e) The price or prices quoted in the attached Proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the Proposer or any other of its agents, representatives, owners, employees or parties in interest, including this affiant.

Signed, sealed and delivered
in the presence of:

[Signature]
Witness

[Signature]
Witness

By: [Signature]

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

PRESIDENT
(Title)

Town of Davie
B-16-168
Continuing GIS Services

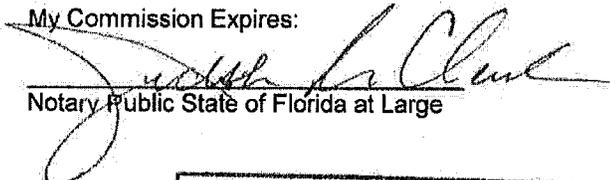
ACKNOWLEDGMENT

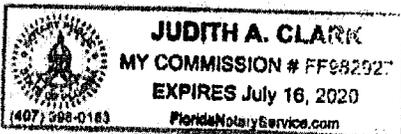
STATE OF FLORIDA }
 } SS:
COUNTY OF Palm Beach }

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

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

My Commission Expires:


Notary Public State of Florida at Large



Town of Davie
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PROPOSER QUESTIONNAIRE

1. Today's Date: October 6, 2016

2. Name of Company Submitting Proposal: Florida Technical Consultants, LLC

3. How many years has your firm been in business under its present business name?: 2

3. Under what other former name(s) has your firm operated?: None

4. Have any similar agreements held by proposer for a similar project to the proposed project ever been canceled? Circle one: No Yes If yes, please explain:

5. Has the proposer or any principals of the firm failed to qualify as a responsible proposer, refused to enter into a contract after an award has been made, failed to complete a contract during the past five (5) years, or been declared to be in default in any contract in the last five (5) years? Circle one: No Yes

If yes, please explain:

6. Has the proposer or any principals of the firm ever been declared bankrupt or reorganized under Chapter 11 or put into receivership? Circle one: No Yes

If yes, please explain and give date, court jurisdiction, action taken, and any other explanation deemed necessary:

7. Indicate registration, license numbers or certificate numbers for the businesses or professions, which are the subject of this BID. Please attach certificate of competency and/or State registration.

Florida Corporate Charter: L14000011037

Florida Professional Engineering License number: 30931

8. List the pertinent experience of the key individuals of your firm (continue on insert sheet if necessary): James Barton, P.E., LEED AP - ESRI instructor/GIS

9. State the name and title of the individual who will have personal management of the work:

James Barton, P.E., LEED AP

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

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

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

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

13. Bank references:

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

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

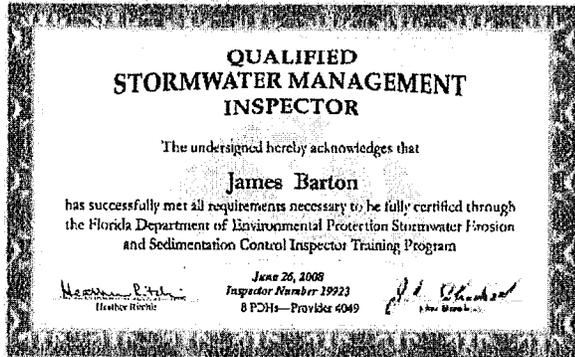
<u>SURETY</u>	<u>ADDRESS (CITY, STATE, ZIP)</u>	<u>PHONE</u>
<u>N/A</u>		

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

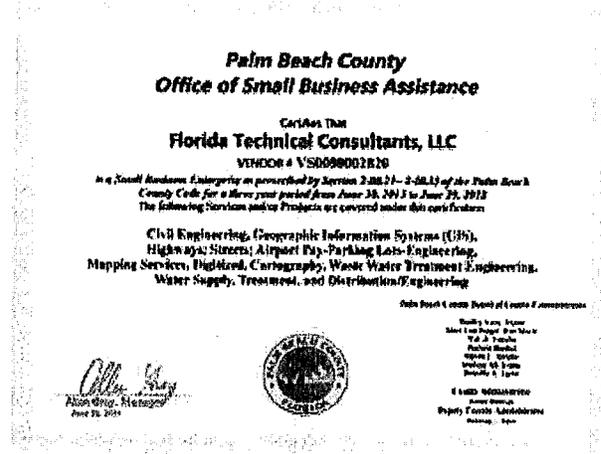
16. Litigation/Judgements/Settlements/Debarments/Suspensions – Submit information on any pending litigation and any judgements and settlements of court cases relative to providing the services requested herein that have occurred within the last three (3) years. Also indicate if your firm has been debarred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



Licenses



M/WBE



James Barton

LEED® ACCREDITED PROFESSIONAL

BY DEMONSTRATING THE KNOWLEDGE OF GREEN BUILDING PRACTICE REQUIRED FOR SUCCESSFUL IMPLEMENTATION OF THE LEED® IT, II, ENERGY AND ENVIRONMENTAL DESIGN (LEED®) GREEN BUILDING RATING SYSTEM™

Signature

June 15, 2009

Signature

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



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



State of Florida

Department of State

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

The document number of this limited liability company is L14000011037.

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

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



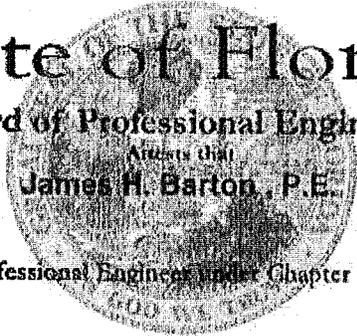
Ken Dietzner
Secretary of State

Tracking Number: CC4027601887

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

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

State of Florida
Board of Professional Engineers
Attests that
James H. Barton, P.E.

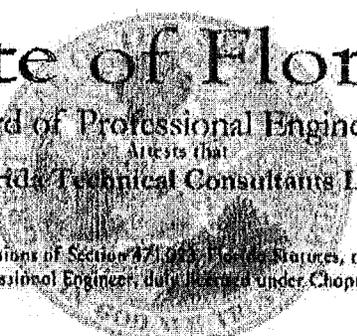


FBPE
FLORIDA BOARD OF PROFESSIONAL ENGINEERS

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

P.E. Lic. No:
59257

State of Florida
Board of Professional Engineers
Attests that
Florida Technical Consultants LLC



FBPE
FLORIDA BOARD OF PROFESSIONAL ENGINEERS

is authorized under the provisions of Section 471.065, Florida Statutes, to offer engineering services to the public through a Professional Engineer duly licensed under Chapter 471, Florida Statutes.
Expiration: 2/28/2017
Audit No: 228201700376 1

CA Lic. Nos
30931

ACORD **CERTIFICATE OF LIABILITY INSURANCE** DATE 06/23/2016

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

PRODUCER
 Flaco Inc.
 520 Madison Avenue
 32nd Floor
 New York, NY 10022

INSURED
 Florida Technical Consultants, LLC
 401 W. Atlantic Ave. Suite 09
 Delray Beach, FL 33444

AGENCY
 Flaco Insurance Company, Inc.
 10200

COVERAGES **CERTIFICATE NUMBER:** UDC-1734987-EO-16 **REVISION NUMBER:**

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

TYPE OF INSURANCE	CLASSIFICATION	POLICY NUMBER	START DATE	EXPIRES DATE	LIMITS
COMMERCIAL GENERAL LIABILITY	CLAS-MAK	UDC-1734987-EO-16	04/18/2016	04/18/2017	EACH OCCURRENCE \$ 2,000,000 POLICY PERIOD \$ 2,000,000
AGGREGATE LIMIT APPLIES PER POLICY					AGGREGATE \$ 2,000,000
COMMERCIAL AUTOMOBILE LIABILITY	OCOR				
UNEMPLOYMENT LIABILITY					
PROFESSIONAL LIABILITY					

CERTIFICATE HOLDER: Florida Technical Consultants, LLC
CANCELLATION: SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

ACORD 26 (01/14/01) The ACORD name and logo are registered marks of ACORD. © 1998-2014 ACORD CORPORATION. All rights reserved.

ACORD **CERTIFICATE OF LIABILITY INSURANCE** DATE 06/23/2016

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

PRODUCER
 Flaco Inc.
 520 Madison Avenue
 32nd Floor
 New York, NY 10022

INSURED
 Florida Technical Consultants, LLC
 401 W. Atlantic Ave. Suite 09
 Delray Beach, FL 33444

AGENCY
 Flaco Insurance Company, Inc.
 10200

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TYPE OF INSURANCE	CLASSIFICATION	POLICY NUMBER	START DATE	EXPIRES DATE	LIMITS
COMMERCIAL GENERAL LIABILITY	CLAS-MAK	UDC-1734987-EO-16	04/18/2016	04/18/2017	EACH OCCURRENCE \$ 1,000,000 POLICY PERIOD \$ 1,000,000
AGGREGATE LIMIT APPLIES PER POLICY					AGGREGATE \$ 2,000,000
COMMERCIAL AUTOMOBILE LIABILITY	OCOR				
UNEMPLOYMENT LIABILITY					
PROFESSIONAL LIABILITY					

CERTIFICATE HOLDER: Florida Technical Consultants, LLC
CANCELLATION: SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

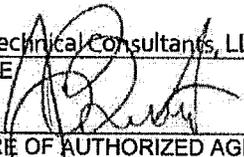
ACORD 26 (01/14/01) The ACORD name and logo are registered marks of ACORD. © 1998-2014 ACORD CORPORATION. All rights reserved.

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B-16-168
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17. Disclosure of Conflict of Interest

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

Name Relationship
N/A

Florida Technical Consultants, LLC
FIRM NAME

SIGNATURE OF AUTHORIZED AGENT
James Barton, P.E., LEED AP President
NAME & TITLE, TYPED OR PRINTED

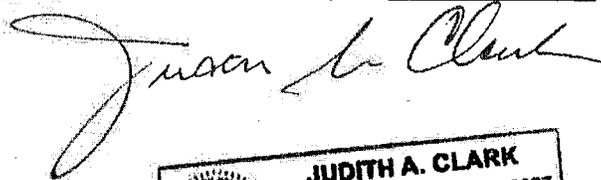
STATE OF Florida)
COUNTY OF Palm Beach) SS

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

NOTARY PUBLIC, State of _____ Commission No.: _____

Print Name: _____ Commission Expires: _____

SEAL
(if Corporation)





ADDENDUM TO BID DOCUMENTS

SOLICITATION B-16-168 Continuing GIS Consulting Services

ADDENDUM No. 2 BID OPENING DATE October 11, 2016 @ 2:00pm TODAY'S DATE 10/5/2016

To All Bidders:

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

Notification:

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

Reviewed by:

Purchasing Manager
Purchasing Division

Acknowledged by:	<u>FLORIDA TECHNICAL CONSULTANTS</u>
Contractor	<u>JAMES BARSON</u>
Authorized Representative (Printed)	<u>PRESIDENT</u>
Title	<u>[Signature]</u>
Signature	<u>[Signature]</u>
Date	<u>OCT/11/2016</u>

TOWN OF DAVIE
TOWN COUNCIL AGENDA REPORT

Item Number: 14.

To: Mayor and Councilmembers
From: Brian K. O'Connor, Procurement Manager
Prepared By: Brian K. O'Connor, Procurement Manager - Budget Finance
Subject: Resolution
Affected District: Town Wide
Item Request: Schedule for Council Meeting

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

Executive Summary: The Procurement Division solicited a Request for Proposal #B-16-168 for Continuing GIS Consulting Services for Town of Davie (TOD) and the TOD's water and sewer utility system and service area. The applications for which consulting services will be needed will require close and frequent liaison with the TOD Utilities Director and IT Director. Priorities and delivery schedules will be established by TOD Utilities/IT Departments and may be changed or amended frequently. Most projects will be web and web applications based, and may include but are not limited to, the following:

- Create web applications for the field collection of various utility infrastructure assets
 - Update existing GIS desktop utility map and existing web based utility map to include all provided as-built information including, manhole structure, pipeline, valve, water and sanitary service line, water/ IQ meter, backflow preventer, fire hydrant, lift station, inter-connects, air relief valves, well data and any other applicable utility asset
- Attributes to be added/ verified include:
- Boundaries
 - Service Area boundaries
 - Neighborhood/ Subdivision Boundaries
 - Municipal Boundaries
- Pipelines:
- Material (Pipe & Casing)
 - Year Constructed/ Rehabilitated
 - Diameter (Pipe & Casing)
 - Abandoned vs in service
 - Flow Directions
 - Main break locations & year
 - Valve locations, type
 - Chlorine residual data
- Utility Easements - O.R. book & Page #
- Manhole/ Cleanout
- Rim & Invert elevations
 - Year Constructed/ Rehabilitated
- Fire Hydrant
- Number
 - Flow rating & recent test flow data
- Lift Station
- Number
 - Public VS Private
 - Pump information & design flow rate
 - Wet-well Depth & influent/ effluent pipe data
 - Contributing areas/ cascading station information
- Backflow Prevention Devices
- Year Installed
 - Type/ size
 - Certification # & Date
- Provide TOD Utilities/IT Departments GIS data to third parties as directed by the TOD Utilities/IT Directors
 - Host accessible GIS data during the collection and quality control portion of the process and provide final data to TOD Information Technology (IT) Department for final input.

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

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

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

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

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

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

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

Previous Actions:

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

Fiscal Impact:

Has request been budgeted? N/A

If yes expected cost:

Account name and number:

If no, amount needed: Final costs to be negotiated

Account name funds will be appropriated from 400.60.100.536-53107

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

Recommendation: Motion to approve

Strategic Goals This Item Supports:

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

ATTACHMENTS:

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