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CONTINUING PROFESSIONAL SERVICES AGREEMENT
Between

CITY OF DORAL, FL
And
KEITH AND ASSOCIATES, INC.
For
GENERAL PLANNING AND ZONING SERVICES

THIS AGREEMENT is made between the CITY OF DORAL, FLORIDA, a Florida municipal corporation, (hereinafter referred to as the "CITY") and Keith and Associates, Inc., an active, a for-profit corporation authorized to do business in the State of Florida, (hereinafter referred to as the "CONSULTANT"), whose principal place of business is 301 E Atlantic Boulevard, Pompano Beach, FL 33060. CITY and CONSULTANT may be referred to individually as "Party" or collectively as "Parties."

RECITALS

WHEREAS, pursuant to Section 287.055, Florida Statutes, the CITY requested qualifications from qualified Planning and Zoning Consultants and selected the CONSULTANT to provide professional planning and zoning services with respect to assigned Work Orders; and

WHEREAS, the City of Doral issued Request for Qualifications RFQ-2026-04 for General Planning and Zoning Consulting Services in which the CONSULTANT, the Keith and Associates, Inc., was selected and prequalified by the City Council to provide continuing services pursuant RFQ-2026-04; and

WHEWREAS, the Keith and Associates, Inc., is willing and able to perform such professional services for the CITY within the basic terms and conditions set forth in this agreement (hereinafter referred to as "Continuing Services Agreement or Agreement"); and

WHEREAS, the purpose of this Continuing Services Agreement is not to authorize the Consultant to perform a Specific Project, but to set forth certain general terms and conditions, which shall govern the relationship between CITY and the CONSULTANT and which shall be incorporated into subsequent supplemental agreements/work orders for Specific Projects or services when required.

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AGREEMENT

NOW THEREFORE, in consideration of the foregoing recitals, which are incorporated herein and made a part hereof by this reference, the mutual terms, conditions, promises and covenants set forth below, and other good and valuable consideration, the sufficiency of which the Parties hereby acknowledge, the CITY and CONSULTANT agree as follows:

SECTION 1. DEFINITIONS

The following definitions and references are given for the purpose of interpreting the terms as used in this Agreement and apply unless the context indicates a different meaning:

1.1 **Compensation:** The total amount paid by the CITY for the CONSULTANT'S professional services for a specific project, exclusive of reimbursable expenses.

1.2 **Reimbursable Expenses:** The direct non-salary expenses directly attributable to the Project. Reimbursable expenses include application and permit fees paid for securing approval of authorities having jurisdiction over the Specific Project; travel expenses; and Subconsultant's fees.

1.3 **Work Order:** An agreement to provide services for a particular Project.

1.4 **Subconsultant Fee:** The direct and actual cost of the Subconsultant with no markup, as reflected by actual invoices of the Subconsultant.

1.5 **Travel Expenses:** Travel expenses, whether within or outside of Miami-Dade County, and whether to the Specific Project or otherwise, shall not be reimbursed unless CONSULTANT has secured advance written authorization for such travel from the CITY Manager. All approved travel expenses will be reimbursed in accordance with the CITY's adopted travel policy.

SECTION 2. SPECIFIC PROJECTS/SCOPE OF SERVICES

2.1 In accordance with the Consultants' Competitive Negotiation Act, the CONSULTANT may provide professional services to the CITY for Specific Projects as authorized from time to time by either the CITY Council or CITY

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Manager as authorized by subsection 2.8. The services shall be for the following types of Projects or similar disciplines: **General Planning and Zoning Services as described in assigned Work Orders**.

2.2 When the need for services for a Specific Project occurs, the CITY Manager may, enter into negotiations with the CONSULTANT for that Specific Project under the terms and conditions of this Agreement. The CITY shall initiate said negotiations by providing the CONSULTANT with a "Scope of Services Request," requesting from the CONSULTANT a proposal to provide professional services for the Specific Project. The CONSULTANT shall prepare a proposal which includes those subjects specified in subsection 2.3 (a) through (g). The CITY Manager and CONSULTANT shall negotiate the terms of the Specific Project in accordance with the provisions of Subsection 2.3.

2.3. The CITY and CONSULTANT shall utilize as the agreement for each Specific Project a Work Order ("Project Agreement"), a copy of which is attached and incorporated into this Agreement as Exhibit "A." Each agreement for a Specific Project will, by mutual agreement, set forth, among other things, the following:

a. The Scope of Services;
b. The Deliverables;
c. The Time and Schedule of Performance and Term;
d. The amount of Compensation;
e. The Personnel assigned to the Specific Project;
f. Any additional contractual requirements of Section 287.055, Florida Statutes, for consultant agreements; and
g. Any modifications to the Project Agreement, if mutually agreed upon by the parties.

2.4. It is at the CITY's sole discretion to determine the most appropriate method of compensation for each Project Agreement. The CONSULTANT will submit an Estimate of Work Effort that lists the number of hours needed for each job classification under each work type. The Estimate of Work Effort will include the hourly professional service rates for each job classification listed in Exhibit "B" that includes all overhead expenses, operating margin, and direct expenses. The Project Agreement shall specify the Consultant's method of compensation with a maximum amount of compensation that may not be exceeded without additional approval.

2.5. The professional services to be rendered by the CONSULTANT shall

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commence subsequent to the execution of each Project Agreement. Performance of work by CONSULTANT prior to execution of a Project Agreement shall be at Consultant's sole risk. Upon the commencement of the term of the Project Agreement, the CONSULTANT shall commence services to the CITY on the Commencement Date, and shall continuously perform services to the CITY, without interruption, in accordance with the time frames set forth in the Project Agreement. The number of calendar days provided in the Project Agreement for completion of the Project or the date of actual completion of the Project, whichever shall last occur, shall constitute the Contract Time.

2.6. The CONSULTANT shall submit to the CITY all final deliverables within the Contract Time as noted in each Project Agreement and associated CONSULTANT Proposal.

2.7. Depending on the nature of a specific project, the City may request that a liquidated damages provision be included in the Work Order for said project. In the event the City requires a “liquidated damages” provision in the Work Order, the term of the liquidated damages clause shall be as follows: “Unless otherwise excused by the CITY in writing, in the event that the CONSULTANT fails to meet to the contract time for completion of services as determined by the Project Schedule, the CONSULTANT shall pay to the CITY the sum of dollars identified below per day for each and every calendar day unexcused delay beyond the completion date, plus approved time extensions, until completion of the project: $200.00 per day. The CONSULTANT may claim extension if the factors involved are not under their direct control. Any sums due and payable hereunder by the CONSULTANT shall be payable, not **as a** penalty, but as liquidated damages representing and estimate at or before the time of executing this Agreement. When the CITY reasonably believes that completion will be inexcusably delayed, the CITY shall be entitled, but not required, to withhold from any amounts otherwise due the CONSULTANT an amount then believed by the CITY to be adequate to recover liquidated damages applicable to such delays. If and when the CONSULTANT overcomes the delay in achieving completion, or any part thereof, for which the CITY has withheld payment, the CITY shall promptly release to the CONSULTANT those funds withheld, but no longer applicable, as liquidated damages.

2.8. The CITY reserves the right, at its sole discretion, to suspend the methods of equitable distribution for any CONSULTANT that has not performed to the CITY’s expectations on current and past projects. The City will provide

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performance reviews at the midpoint and completion of the agreed upon Work Order, and based on the reviews, if the City in its sole discretion is dissatisfied, the City may select another pre-qualified Consultant under pool.

2.9. The City Manager is authorized to negotiate and execute a Project Agreement for Projects in which the CONSULTANTS' services do not exceed the Manager's purchasing authority under City Code Section 2-318, as may be amended, which is currently set at $50,000.00. City Council approval is required for Work Orders exceeding such purchasing authority.

2.10. The Work Order for each specific project shall incorporate this Continuing Services Agreement. If any of the terms and conditions of this Agreement conflict with the Work Order, to the extent that the Work Order conforms to the statutory restrictions prescribed in Section 287.055, Florida Statutes, the provisions of the Work Order shall apply.

2.11. The City makes no minimum commitment for the issuance of work orders, and the Consultant acknowledges that no past issuance of work orders, negotiations, or course of dealing creates any right or expectation to receive future work orders.

SECTION 3. TERM/TERMINATION/SUSPENSION

3.1. **Term of Agreement:** This Continuing Agreement shall commence on the date this instrument is fully executed by all parties and shall continue in full force and effect for a period of one-year (1) (with an option to renew for two (2) one (1) year renewals), unless further extended by option or renewal and/or until terminated pursuant to Subsections 3.4, 3.5. or other applicable sections in this Agreement. Each Work Order shall specify the period of service agreed to by the CITY and CONSULTANT for services to be rendered under said Work Order. Notwithstanding the above, this Agreement shall not commence before the effective date hereof.

3.2. **Effect on Work Order:** Nothing in this section shall be construed to limit the City's right to terminate any ongoing Work Order(s).

3.3. **Non-exclusive Agreement:** Notwithstanding the provisions of Subsection 3.1, the CITY Manager may issue requests for proposals for this professional discipline at any time and may utilize the services of any consultants retained by the CITY under similar continuing services agreements. Nothing in this

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Agreement shall be construed to give the CONSULTANT a right to perform for a specific project.

3.4. **Termination for Cause:** This Agreement or Work Order may be terminated by either party for cause, upon fourteen (14) calendar days written notice to the other party should the other party fail substantially to perform in accordance with its material terms through no fault of the party initiating the termination. Cause shall be defined as a substantial failure by the other party to perform in accordance with the terms and conditions contained in this Agreement and/or any Work Order through no fault on the terminating party. If the CONSULTANT abandons this Agreement or a Work Order, or the CITY terminates the Agreement or Work Order for cause, the CONSULTANT shall indemnify the CITY against any loss pertaining to this termination. The aforementioned indemnification shall be in addition to, and shall not be construed to limit, the indemnification set forth in the RFQ, attached and incorporated as Exhibit "A" In the event that the CONSULTANT is terminated by the CITY for cause, and it is subsequently determined by a court of competent jurisdiction that such termination was without cause, such termination shall thereupon be deemed a termination for convenience under Section 3.5 of this Agreement and the provision of Section 3.5 shall apply.

3.5. **Termination For Convenience:** A Project Agreement or a Work Order may be terminated by the CITY for convenience upon fourteen (14) calendar days' written notice to the CONSULTANT. In the event of termination, the CONSULTANT shall incur no further obligations in connection with the Project and shall, to the extent possible, terminate any outstanding subconsultant obligations. The CONSULTANT shall be compensated for all services performed to the satisfaction of the CITY and for reimbursable expenses incurred prior to the date of termination. The CONSULTANT shall promptly submit to the CITY its invoice for final payment and reimbursement and the invoice shall comply with the provisions of Paragraph 4.1 of this Agreement. Under no circumstances shall the CITY make any payment to the CONSULTANT for services which have not been performed.

3.6. **Assignment Upon Termination:** Upon termination of a Project Agreement, a copy of all of the Consultant's work product shall become the property of the CITY and the CONSULTANT shall, within ten (10) working days of receipt of written direction from the CITY, transfer to either the CITY or its authorized designee, a copy of all work product in its possession, including but not limited

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to designs, specifications, drawings, studies, reports and all other documents and data in the possession of the CONSULTANT pertaining to this Project Agreement. Further, upon the CITY'S request, the CONSULTANT shall assign its rights, title and interest under any subcontractor's agreements to the CITY.

3.7. **Suspension for Convenience:** The CITY shall have the right at any time to direct the CONSULTANT to suspend its performance, or any designated part thereof, for any reason whatsoever or without reason, for a cumulative period of up to thirty (30) calendar days. If any such suspension is directed by the CITY, the CONSULTANT shall immediately comply with same. In the event the CITY directs a suspension of performance as provided for herein through no fault of the CONSULTANT, the CITY shall pay to the CONSULTANT its reasonable costs, actually incurred and paid, of demobilization and remobilization, as full compensation for any such suspension.

SECTION 4. BILLING & PAYMENT TO THE CONSULTANT

4.1. **Billing:** CONSULTANT shall submit invoices which are identified by the specific Work Order number on a monthly basis in a timely manner. These invoices shall identify the nature of the work performed, the phase of work, and the estimated percent of work accomplished in accordance with the Fee Schedule set forth in the Project Agreement. Invoices for each phase shall not exceed amounts allocated to each phase of the Project plus reimbursable expenses accrued during each phase. The statement shall show a summary of fees with accrual of the total and credits for portions previously paid by the CITY. The CITY shall pay CONSULTANT within thirty (30) calendar days of approval by the CITY Manager of any invoices submitted by CONSULTANT to the CITY. City’s approval of any invoice is conditioned upon (a) the City’s written acceptance of the corresponding deliverables (if any), (b) consultant’s compliance with this agreement and the applicable work order, and (c) submission of reasonable supporting documentation requested by the City.

4.2. **Disputed Invoices:** In the event that all or a portion of an invoice submitted to the CITY for payment to the CONSULTANT is disputed, or additional backup documentation is required, the CITY shall notify the CONSULTANT within fifteen (15) working days of receipt of the invoice of such objection, modification or additional documentation request. The CONSULTANT shall provide the CITY with additional backup documentation within five (5)

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working days of the date of the CITY'S notice. The CITY may request additional information, including but not limited to, all invoices, time records, expense records, accounting records, and payment records of the CONSULTANT. The CITY shall pay to the CONSULTANT the undisputed portion of the invoice. The parties shall endeavor to resolve the dispute in a mutually agreeable fashion.

4.3. **Suspension of Payment:** In the event that the CITY becomes credibly informed that any representations of the CONSULTANT are wholly or partially inaccurate, or in the event that the CONSULTANT is not in compliance with any term or condition of the Project Agreement, the CITY may withhold amounts reasonably necessary to protect the City from loss, including for defective/nonconforming services, failure to timely deliver, failure to provide requested records, or any third-party claim potentially subject ot indemnity until the inaccuracy, or other breach of Project Agreement, and the cause thereof, is corrected to the CITY's reasonable satisfaction.

4.4. **Final Payment:** Submission of the CONSULTANT'S invoice for final payment and reimbursement shall constitute the CONSULTANT'S representation to the CITY that, upon receipt from the CITY of the amount invoiced, all obligations of the CONSULTANT to others, including its consultants, incurred in connection with the Project, shall be paid in full. The CONSULTANT shall deliver to the CITY all documents requested by the CITY evidencing payments to any and all subcontractors, and all final specifications, plans, or other documents as dictated in the Scope of Services and Deliverable. Acceptance of final payment shall constitute a waiver of any and all claims against the CITY by the CONSULTANT. Final payment does not waiver the City's rights relating to (a) audit or overpayment recovery, (b) indemnification, (c) latent defects or professional negligence, (d) public records or obligations, or (e) any obligations that expressly survive termination.

SECTION 5. ADDITIONAL SERVICES AND CHANGES IN SCOPE OF SERVICES

5.1. **Changes Permitted:** Changes in the Scope of Services of a Project Agreement consisting of additions, deletions, revisions, or any combination thereof, may be ordered by the CITY by Change Order without invalidating the Project Agreement.

5.2. **Change Order Defined:** Change Order shall mean a written order to the

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CONSULTANT executed by the CITY, issued after execution of a Project Agreement, authorizing and directing a change in the Scope of Services or an adjustment in the Contract Price or the Contract Time, or any combination thereof. The Contract Price and/or the Contract Time may be changed only by Change Order.

5.3. **Effect of Executed Change Order:** The execution of a Change Order by the CITY and the CONSULTANT shall constitute conclusive evidence of the Consultant's agreement to the ordered changes in the Scope of Services or an adjustment in the Contract Price or the Contract Time, or any combination thereof. The CONSULTANT, by executing the Change Order, waives and forever releases any claim against the CITY for additional time or compensation for matters relating to or arising out of or resulting from the Services included within or affected by the executed Change Order.

5.4. **Modifications to Scope of Services:** The CITY may request changes that would increase, decrease, or otherwise modify the Scope of Services. Such changes must be contained in a written change order executed by the parties in accordance with the provisions of the Continuing Services Agreement, prior to any deviation from the terms of the Project Agreement, including the initiation of any extra work. The Consultant shall not perform, and the City shall have no obligation to pay for, any services outside the scope of services unless authorized by a written change order or work order amendment executed by the City and the Consultant prior to performance.

SECTION 6. SURVIVAL OF PROVISIONS

6.1. Any terms or conditions of either this Agreement or any subsequent Project Agreement that require acts beyond the date of the term of either agreement, shall survive termination of the agreements, shall remain in full force and effect unless and until the terms or conditions are completed and shall be fully enforceable by either party.

SECTION 7. CITY'S RESPONSIBILITIES

7.1. Assist CONSULTANT by placing at its disposal all available information as may be requested in writing by the CONSULTANT and allow reasonable access to all pertinent information relating to the services to be performed by CONSULTANT.

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7.2. Furnish to CONSULTANT, at the CONSULTANT'S written request, all available maps, plans, existing studies, reports and other data pertinent to the services to be provided by CONSULTANT, in possession of the CITY.

7.3. Arrange for access to and make all provisions for CONSULTANT to enter upon public property as required for CONSULTANT to perform services.

SECTION 8. CODE OF ETHICS

8.1. The code of ethics of the American Institute of Certified Planners (AICP) shall be incorporated in this Agreement by this reference.

8.2. CONSULTANT warrants and represents that its employees shall abide by the Code of Ethics for Public Officers and Employees, Chapter 112, Florida Statutes.

SECTION 9. POLICY OF NON-DISCRIMINATION/WAGES

9.1. The CONSULTANT shall comply with all federal, state, and local laws and ordinances applicable to the work or payment for work and shall not discriminate on the grounds of race, color, religion, sex, age, marital status, national origin, physical or mental disability in the performance of work under this Agreement.

9.2. If the project is subject to federal and grant funding that requires specific wage and non-discrimination provisions, CONSULTANT shall be required to comply with the same.

SECTION 10. OWNERSHIP OF DOCUMENTS/DELIVERABLES

10.1. All finished or unfinished documents, including but not limited to, detailed reports, studies, plans, drawings, surveys, maps, models, photographs, specifications, digital files, and all other data prepared for the CITY or furnished by the CONSULTANT pursuant to any Project Agreement, shall become the property of the CITY, whether the Project for which they are made is completed or not, and shall be delivered by CONSULTANT to the CITY within five (5)

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calendar days after receipt of written notice requesting delivery of said documents or digital files. The CONSULTANT shall have the right to keep one record set of the documents upon completion of the Project, however, in no event shall the CONSULTANT, without the CITY'S prior written authorization, use, or permit to be used, any of the documents except for client or educational presentations or seminar use.

10.2. All subcontracts for the preparation of reports, studies, plans, drawings, specifications, digital files or other data, entered into by the CONSULTANT for each Specific Project shall provide that all such documents and rights obtained by virtue of such contracts shall become the property of the CITY.

10.3. All final plans and documents prepared by the CONSULTANT shall bear the endorsement and seal of a person duly registered as a Professional Engineer, Architect, Landscape Architect, Professional Geologist, or Land Surveyor, as appropriate, in the State of Florida and date approved and/or sealed.

All deliverables should be provided in hard copy format as well as electronic format to the CITY. Drawings should be provided in CADD, spread sheets in Excel, and written documentation should be provided in Microsoft Word. All Deliverables are subject to the City review and written acceptance. The City may reject nonconforming Deliverables and require correction/ resubmittal at no additional cost. No Deliverable shall be deemed accepted absent written acceptance by the City Representative.

SECTION 11. RECORDS/AUDITS

11.1. CONSULTANT shall maintain and require Sub consultants to maintain, complete and correct records, books, documents, papers and accounts pertaining to the Specific Project. Such records, books, documents, papers and accounts shall be available at all reasonable times for examination and audit by the CITY Manager or any authorized CITY representative with reasonable notice and shall be kept for a period of three (3) years after the completion of each Project Agreement. Incomplete or incorrect entries in such records, books, documents, papers or accounts will be grounds for disallowance by or reimbursement to the CITY of any fees or expenses based upon such entries. Disallowed fees will be paid when incomplete or incorrect entries are remedied to the satisfaction of the CITY.

11.2. The CONSULTANT shall comply with Chapter 119, Florida Statutes, as applicable.

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11.3. Refusal of the CONSULTANT to comply with the provisions of Sections 11.1 or 11.2 shall be grounds for immediate termination for cause by the CITY of this Agreement or any Project Agreement.

SECTION 12. NO CONTINGENT FEE

12.1. CONSULTANT warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for CONSULTANT, to solicit or secure this Agreement and that it has not paid or agreed to pay any person, company, corporation, individual or firm, other than a bona fide employee working solely for CONSULTANT, any fee, commission, percentage, gift, or other consideration contingent upon or resulting from the award or making of this Agreement. In the event the CONSULTANT violates this provision, the CITY shall have the right to terminate this Agreement or any Project Agreement, without liability, and at its sole discretion, to deduct from the contract price, or otherwise recover, the full amount of such fee, commission, percentage, gift or consideration.

SECTION 13. INDEPENDENT CONTRACTOR

13.1. The CONSULTANT is an independent contractor under this Agreement and any Project Agreements. Personal services provided by the CONSULTANT shall be by employees ofthe CONSULTANT and subject to supervision by the CONSULTANT, and not as officers, employees, or agents of the CITY. Personnel policies, tax responsibilities, social security, health insurance, employee benefits, purchasing policies and other similar administrative procedures applicable to services rendered under this Agreement or any Project Agreements shall be those of the CONSULTANT.

SECTION 14. ASSIGNMENT; AMENDMENTS

14.1. This Agreement shall not be assigned, transferred or otherwise encumbered, under any circumstances, by CONSULTANT, without the prior written consent of the CITY.

14.2. No modification, amendment or alteration in the terms or conditions of this Agreement shall be effective unless contained in a written document executed with the same formality as this Agreement.

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SECTION 15. INDEMNIFICATION/HOLD HARMLESS

15.1. The CONSULTANT shall indemnify and hold harmless the CITY and its elected and appointed officials, officers, employees, agents, representatives, volunteers, and authorized personnel (collectively, the “CITY Indemnitees”) from and against any and all claims, demands, causes of action, suits, proceedings, damages, losses, liabilities, judgments, penalties, fines, liens, and expenses of every kind and nature (including, without limitation, reasonable attorney's fees and litigation costs) (collectively, the "Claims"), to the extent arising out of, relating to, or resulting from, or in connection with the performance, or non-performance of the services contemplated by this agreement which is, or is alleged to be directly, or indirectly caused, in whole, or in part by any act of omission, default, negligence, recklessness, or intentionally wrongful conduct of the CONSULTANT, its agents, sub-contractors, or such persons/entities in connection with, employed by, or utilized by the CONSULTANT in the performance of this or any Project Agreement.

Consultant expressly agrees to indemnify and hold harmless the indemnitees, or any of them, from and against all liabilities which may be asserted by an employee or former employee of Consultant to the extent same it’s covered by payments under workers’ compensation or similar laws. This section shall be interpreted and construed in a manner to comply with any applicable Florida Statutes, without limitation, 725.06 & 725.08, F.S., if applicable. Severability shall apply to each sentence of this section. This indemnification shall survive the cancellation or expiration of the agreement.

SECTION 16. INSURANCE

16.1. The CONSULTANT shall secure and maintain throughout the duration of this Agreement and any Project Agreement, insurance of such type and in such amounts necessary to protect its interest and the interest of the CITY against hazards or risks of loss as specified below. The underwriter of such insurance shall be qualified to do business in Florida and have agents upon whom service of process may be made in the State of Florida. The City further reserves the right to solicit additional coverage, or require higher limits of liability as needed, depending on the nature of scope or level of exposure. The insurance coverage shall be primary insurance with respect to the CITY, its officials, employees, agents and volunteers. Required insurance policy endorsements include Primary & Non-Contributory insurance clause, Contingent and Contractual

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Liability, Premises and Operations Liability, and a Waiver of Subrogation in favor of the CITY. The CITY shall be listed as an Additional Insured on all policies, all of which require a 30-day written notice of cancellation or material change to the CITY from the insurer in accordance with policy provisions. Any insurance maintained by the CITY shall be in excess of the CONSULTANT'S insurance and shall not contribute to the CONSULTANT'S insurance. The CITY may require proof of the aforementioned insurance prior to the commencement of the Project. A copy of the insurance requirements is attached and incorporated as "Exhibit E".

SECTION 17. REPRESENTATIVE OF CITY AND CONSULTANT

17.1. **CITY Representative.** It is recognized that questions in the day-to-day conduct of this Agreement will arise. The CITY designates the CITY Manager or his designee, as the person to whom all communications pertaining to the day-to-day conduct of this Agreement shall be addressed.

17.2. **CONSULTANT Representative.** CONSULTANT shall inform the CITY Representative, in writing, of the representative of the CONSULTANT to whom all communications pertaining to the day-to-day conduct of this Agreement shall be addressed.

SECTION 18. COST AND ATTORNEY'S FEES/WAIVER OF JURY TRIAL

18.1. If either the CITY or CONSULTANT is required to enforce the terms of this Agreement or any Project Agreement by court proceedings or otherwise, whether or not formal legal action is required, the prevailing party shall be entitled to recover from the other party all costs, expenses, and attorney's fees in any state or federal administrative, circuit court and appellate court proceedings.

18.2. In the event of any litigation arising out of this Agreement or Project Agreement,' each party hereby knowingly, irrevocably, voluntarily and intentionally waives its right to trial by jury.

SECTION 19. PRIORITY OF AUTHORITY OF INSTRUMENTS

19.1. The relationship between the Parties shall be governed by several contract documents, all of which, when read together, shall constitute one agreement between the Parties. The contract documents include this Agreement, one or more ensuing Project Agreements, and the City solicitation documents. In the

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event of conflict be between or amongst the contract documents, priority shall be as follows: Project Agreements, then this Agreement, and followed by the City's solicitation documents, including any addenda thereto. Otherwise, there are no commitments, agreements or understandings concerning the subject matter of this Agreement that are not contained in the contract document. Accordingly, it is agreed that no deviation from the terms of the Agreement shall be predicated upon any prior representations or agreements whether oral or written.

SECTION 20. CONSULTANT'S RESPONSIBILITIES

20.1. Any and all drawings, studies, plans, specifications, or other construction or contract documents prepared by the CONSULTANT shall be accurate, coordinated and adequate for construction and shall comply with all applicable CITY Codes, state and federal laws, rules and regulations.

20.2. The CONSULTANT shall exercise the same degree of care, skill and diligence in the performance of the services for each Project Agreement as is ordinarily provided by a professional engineer, architect, landscape architect, surveyor or mapper under similar circumstances. If at any time during the term of any Project Agreement or the construction of the Project for which the CONSULTANT has provided engineering, architectural landscape architectural, surveying or mapping services under a prior Project Agreement, it is determined that the CONSULTANT'S documents are incorrect, defective or fail to conform to the Scope of Services of the particular Project, upon written notification from the CITY, the CONSULTANT shall immediately proceed to correct the work, re-perform services which failed to satisfy the foregoing standard of care, and shall pay all costs and expenses associated with correcting said incorrect or defective work, including any additional testing, inspections, and construction and reimbursements to the CITY for any other services and expenses made necessary thereby, save and expect any costs and expenses which the CITY would have otherwise paid absent the CONSULTANT'S error or omission. The CITY'S rights and remedies under this section are in addition to, and are cumulative of, any and all other rights and remedies provided by this Agreement, the Project Agreement, by law, equity or otherwise. The City's rights may include, without limitation, the withholding, setoff, requiring correction, procuring substitute services, and recovering resulting damages and costs to the extent permitted by law.

20.3. The Consultant shall, all times during the term of the Agreement, maintain

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in good standing all required licenses, certifications and permits required under federal, state, and local laws necessary to perform the services.

20.4. The CONSULTANT'S obligations under Paragraph 20.2 of this Agreement shall survive termination of this Agreement or any Project Agreement.

SECTION 21. SUBCONSULTANTS

21.1. In the event the CONSULTANT requires the services of any Subconsultants or other professional associates in connection with services covered by any Project Agreement, the CONSULTANT must secure the prior written approval of the CITY Manager. The CONSULTANT shall use his/her best efforts to utilize Subconsultants whose principal place of business is located within the CITY or Miami-Dade County, Florida.

21.2. Any subcontract with a Subconsultant shall afford to the CONSULTANT rights against the Subconsultant which correspond to those rights afforded to the CITY against the CONSULTANT herein, including but not limited to those rights of termination as set forth herein.

21.3. No reimbursement shall be made to the CONSULTANT for any subconsultants that have not been previously approved by the CITY for use by the CONSULTANT.

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SECTION 22. NOTICES

22.1. Whenever either party desires to give notice to the other, it must be given by hand delivery or written notice, sent by certified United States mail, with return receipt requested or a nationally recognized private mail delivery service, addressed to the party for whom it is intended, at the place last specified, and the place for giving of notice in compliance with the provisions of this paragraph. For the present, the parties designate the following as the respective places for giving of notice, to-with:

FOR CONSULTANT:
Keith and Associates, Inc.
Alex Lazowick, PE, President/CEO
5805 Blue Lagoon Drive, Suite 218
Miami FL 33126

Telephone: (305) 667-5474
Email: marketing@keithteam.com

WITH A COPY TO:
Keith and Associates, Inc.
Michael Vonder Meulen,
AICP, VP of Planning
5805 Blue Lagoon Drive,
Suite 218
Miami FL 33126

FOR CITY:

CITY OF DORAL
Attention: Zeida Sardiñas, City Manager
8401 NW 53rd Terrace
Doral. FL 33166
T (305) 593-6725
F (305) 593-6619

WITH COPY TO:

CITY ATTORNEY
Lorenzo Cobiella
Gastesi Lopez Mestre & Cobiella, PLLC
8401 NW 53rd Terrace
Doral, FL 33166

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SECTION 23. TRUTH-IN-NEGOTIATION CERTIFICATE

23.1. Signature of this Agreement by CONSULTANT shall act as the execution of a truth-in-negotiation certificate stating that wage rates and other factual unit costs supporting the compensation of this Agreement, or any Project Agreement are accurate, complete, and current at the time of contracting. Each Project Agreement's contract prices and any additions shall be adjusted to exclude any significant sums by which the CITY determines the Project's contract price was increased due to inaccurate, incomplete, or noncurrent **wage** rates and other factual unit costs. All such adjustments shall be made within one year following the end of each Project Agreement.

SECTION 24. CONSENT TO JURISDICTION

24.1. The parties submit to the jurisdiction of any Florida state or federal court in any action or proceeding arising out of relating to this Agreement or any Project Agreement. Venue of any action to enforce this Agreement or any Project Agreement shall be in Miami-Dade County, Florida.

SECTION 25. GOVERNING LAW

25.1 This Agreement and any Project Agreement shall be construed in accordance with and governed by the laws of the State of Florida.

SECTION 26. HEADINGS

26.1. Headings are for convenience of reference only and shall not be considered in any interpretation of this Agreement.

SECTION 27. EXHIBITS

27.1. Each Exhibit referred to in this Agreement forms an essential part of this Agreement. The Exhibits if not physically attached, should be treated as part of this Agreement, and are incorporated by reference.

SECTION 28. SEVERABILITY

28.1. If any provision of this Agreement or any Project Agreement or the

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application thereof to any person or situation shall to any extent, be held invalid or unenforceable, the remainder of this Agreement, and the application of such provisions to persons or situations other than those as to which it shall have been held invalid or unenforceable shall not be affected thereby, and shall continue in full force and effect, and be enforced to the fullest extent permitted by law.

SECTION 29. COUNTERPARTS

29.1. This Agreement may be executed in several counterparts, each of which shall be deemed an original and such counterparts shall constitute one and the same instrument.

[THIS AREA INTENTIONALLY LEFT BLANK. SIGNATURES TO FOLLOW.]

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IN WITNESS WHEREOF, the parties execute this Agreement on the respective dates under each signature: The City, signing by and through its City Manager, attested to by its City Clerk, duly authorized to execute same and by Provider by and through its _____, whose representative has been duly authorized to execute same.

Attest:

_____
Connie Diaz, City Clerk

CITY OF DORAL

By: _____
Zeida Sardiñas, City Manager

Date: 6/11/2026

Approved As To Form and Legal Sufficiency for the Use
And Reliance of the City of Doral Only:

_____
Lorenzo Cobiella
Gastesi, Lopez, Mestre & Cobiella, PLLC, City Attorney

Keith and Associates, Inc.

Authorized Signature: Signed by: Victor H. Herrera 013EA6C15A474DC...

Name: Victor H. Herrera

Title: Executive Vice President

Date: 6/11/2026

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Exhibit A

Sample Work Order

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WORK ORDER No. (#) FOR PROFESSIONAL SERVICES

TO: (CONSULTANT) DATE:

(CONSULTANT'S ADDRESS)

(CONSULTANT'S PHONE NUMBER)

The City of Doral authorizes the firm of (CONSULTANT) to provide General Planning and Zoning and Zoning Services for the City generally described as (GENERAL DESCRIPTION OF SCOPE OF SERVICES). The work should be performed in accordance with the contract provisions contained in the Continuing Professional Service Final Agreement between (CONSULTANT) and the City of Doral dated (DATE), and the attached proposal submitted by your firm for the above referenced project.

SCOPE OF SERVICES AND SCHEDULE:

The scope of the project will be as described in the attached proposal from CONSUKTANT. The schedule requires the work to be performed within (DURAITON) calendar days. The performance of the services associated with is Work Order will be executed on a (METHOD OF COMPENSATION) with a not to exceed amount of $(NEGOTIATED AMOUNT).

You are required by the Continuing Services Agreement to begin work subsequent to the execution of the Work Order, or as directed otherwise. If you fail to begin work subsequent to the execution of the Work Order, the City of Doral will be entitled to disqualify the Proposal and revoke the award.

All limitations of the time set forth in the Work Order are of the essence.

Work order incorporates the terms and conditions set forth in the Continuing Services Agreement and dated (DATE) between the parties as though fully set forth herein. In the event that any terms or conditions of the Work Order with the Continuing Services Agreement, the provisions of the specific Work Order shall prevail and apply.

Work Order is not binding until the Coty of Doral agrees and approves the Work Order.

IN WITNESS WHEREOF, the parties hereto have executed the Agreement on the day and the date first above written, in three (#) counterparts, each of which, shall, without proof of accounting for the other counterpart be deemed an original Contract.

CONSULTANT: (CONSULTANT)

BY:_____

NAME: _____

TITLE:_____

WITNESSES:

1._____

2._____

SEAL:

OWNER: City of Doral

BY:_____

NAME: _____

CITY MANANGER

AUTHENTICATION:

BY:_____

NAME:_____

CITY CLERK

APPROVED AS TO FORM:

BY:_____

NAME: _____

CITY ATTORNEY

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EXHIBIT "B"

CONSULTANT'S BILLING RATE

FIRM: Keith and Associates, Inc. dba KEITH	
Job classification	**Hourly Rate**
Principal	$250.00
Lead Planner	$230.00
Planner	$200.00
Jr. Planner	$165.00
Urban Designer	$165.00
Lead Traffic Engineer	N/A
Jr. Traffic Engineer	N/A
Civil Engineer	$230.00
Mobility Planner	N/A
Design/CADD	$165.00
Administrative Assistant	$125.00
SUBCONSULTANT:	
Principal	
Project Manager	
Senior Designer/Senior Planner	
Designer/Planner	
Graphic Designer	
Administative Assistant	

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Exhibit C

Solicitation RFQ

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CITY OF DORAL

Request for Qualifications

General Planning and Zoning Consulting Services

Submission Due Date: Wednesday, March 11, 2026, at 2:00 pm

RFQ No. 2026-04

Procurement and Asset Management Director:
ROMAN MARTINEZ, MPA, CPPO, CPPB

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1. GENERAL INFORMATION

1.1. General Instructions and Submittal Requirements

1.1.1. Notice to Respondents

NOTICE: The City of Doral ("City") hereby gives notice of its intent to seek Responses from interested, qualified parties and professional firms in response to this Request for Qualifications ("RFQ") to provide the services described herein. Responses must be received no later than the deadline date and time specified below.

1.1.2. Project Overview

The City of Doral is seeking Responses for planning consultant firms to provide general planning and zoning consulting services.

By way of this RFQ, the City of Doral is soliciting competitive sealed proposals from qualified and interested parties for the provision of general planning and zoning consulting services, as more particularly described herein. Through the process described herein, persons and/or firms interested in assisting the City with the provision of the Services must prepare and submit a Statement of Qualification in accordance with the procedure and schedule in this RFQ. The City intends to use the Proposals submitted in response to this RFQ to evaluate and rank Proposers based on qualifications and to establish a pool of the most qualified Proposers. The City may initiate contract negotiations with one or more Proposers from this qualified pool, as determined to be in the best interest of the City. The selected firms will assist the City with the continuous update of the Comprehensive Plan, development of projects or analysis identified in the Comprehensive Plan, update of the Land Development Regulations, provide both short-term and long term planning recommendations, coordinate and process various land use amendment and rezoning applications, annexation services, assist with permit reviews, or any additional planning matters as directed by the City Planning and Zoning Director or his/her designee. It is the City's intent to select firms that: (a) possesses the professional and administrative capabilities to provide the proposed services, and (b) will agree to work under the compensation terms and conditions determined by the City to provide the greatest benefit to the taxpayers of the City. The City reserves the right to remove any portion of this project should it deem it to be in the best interest of the City. The City will review submittals only from those persons and/or firms that submit a proposal that includes all of the information required by this RFQ, the determination of which shall be in the sole discretion of the City.

Through the RFQ process described herein, qualified Professionals interested in providing such services to the City must prepare and submit a Response packet in accordance with the procedure and schedule of this RFQ.

The City will review submittals only from those persons and/or firms that submit a proposal that includes all of the information required by this RFQ, the determination of which shall be in the sole discretion of the City.

1.1.3. Procurement Schedule

All dates and times in this Solicitation may be changed by a written addendum issued by the City.

The City's schedule for this Solicitation is as follows:

Issuance/Advertisement Date:	February 10, 2026

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Pre-Submittal Conference (Non-Mandatory):	February 24, 2026, 10:00am Microsoft Teams meeting Join: https://teams.microsoft.com/meet/23871032003052?p=JTtqpUKu8gGDvLnWRX Meeting ID: 238 710 320 030 52 Passcode: ux2bZ3JP
Deadline Date for Written Questions:	March 3, 2026, 5:00pm
Deadline for Submittals & Date of Opening:	March 11, 2026, 2:00pm Microsoft Teams meeting Join: https://teams.microsoft.com/meet/26929080759695?p=WFBMjPDZWvrs8kFvE7 Meeting ID: 269 290 807 596 95 Passcode: 4FE6y6Ag
Evaluation Committee Meeting Phase I (Non-Mandatory):	March 18th, 2026 10:00am City of Doral Government Center 8401 NW 53rd Terr., 3rd floor Doral, FL 33166

The above schedule may be amended as required. All scheduled meetings will be announced with sufficient time to allow the public full access to the scheduled meetings as per State of Florida in the Sunshine Law.

1.1.4. Pre-Submittal Conference
Conference Type: Non-Mandatory

A Pre-Submittal Conference will be held on the date and time specified in the Procurement Schedule. During this meeting, the requirements of this Solicitation will be reviewed and discussed.

Any changes to this Solicitation discussed during the conference or site visit are not binding unless included in a written addendum issued by the City.

Any substantive questions regarding the Solicitation must be submitted in writing to the Procurement Division on or before the question deadline.

Respondents are responsible for reviewing all information related to this Solicitation, including information presented at the conference. By submitting a Proposal, the Proposer certifies that it is sufficiently familiar with the facilities, work requirements, and all conditions that may affect contract performance.

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1.1.5. Cone of Silence Policy and Inquiries

This Solicitation is subject to the "Cone of Silence". Accordingly, all questions and/or comments regarding this Solicitation must be made in writing and be directed to Procurement at the following email at procurement@cityofdoral.com. All inquiries must reference "**2026-04 General Planning and Zoning Consulting Services"** in the subject line. No phone calls will be accepted in reference to this solicitation. If it becomes necessary to provide additional clarifying information that revises any part of this solicitation, supplements or revisions will be made available via a written addendum.

1.1.6. Method and Deadline for Submittal

Responses must be submitted electronically through the OpenGov Procurement Portal https://procurement.opengov.com/portal/cityofdoral/projects/235792 by the date and time stated above. The responsibility for submitting a Response before the stated time and date is solely and strictly that of the Proposer. The City is not responsible for any delayed, lost, late, misdelivered, or non-delivered Responses, no matter the cause. Any submittals received after the due date and time specified will not be considered.

Solicitations and addenda or notices in connection therewith may be downloaded OpenGov. To receive notifications of addenda or notices issued in connection with this RFQ, interested parties must register with OpenGov.

The City reserves the right to accept any response deemed to be in the best interest of the City, to waive any minor irregularities, scrivener's errors, minor omissions, minor deviations, and/or technicalities in any Responses, or to reject any or all Responses and to re-advertise for new Responses, in accordance with the applicable sections of the Florida Statutes, the City Charter and Code, and this Solicitation. Minor issues may be corrected at the City's discretion; however, material deficiencies, missing mandatory information, or failure to meet basic requirements may result in disqualification.

1.1.7. Method of Award

The City anticipates entering into contracts with firms deemed responsive and responsible and determined by the City to be the most advantageous. The City anticipates selecting a minimum of a pool of firms but reserves the right to select more firms if in the best interest of the City.

A contract will not exist and is not binding until Responses are reviewed and accepted by appointed staff, the best Response is identified, negotiations with the Respondent have been authorized by the appropriate level of authority within the City, a contract has been executed by the parties and approved by the appropriate level of authority within the City.

The City's selection committee will evaluate Responses and will select the Responses that meet the best interests of the City. The City is the sole judge of its own best interests, the Responses, and any resulting negotiated contract. The City's decisions will be final.

In the event the parties are unable to negotiate terms acceptable to the City, the City may determine to accept the offer of the second most responsive and responsible Proposer determined by the selection committee, or it may re-solicit proposals.

The City reserves the right to reject all statements of qualifications and/or proposals, to waive non-material, technical variances or infirmities in the proposal, to abandon the project or to solicit and re-advertise for other proposals. The City may in its discretion waive any informalities and irregularities contained in a proposal or in the manner of its submittal and award a contract thereafter.

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A resulting contract(s) will be awarded in accordance with Florida Statute 287.055 known as the Consultants Competitive Negotiation Act (CCNA).

1.1.8. Term of Contract

The initial contract resultant from this solicitation shall prevail for a one (1) year period from the contract's effective date. Prior to, or upon completion of that initial term, the City shall have the option to renew the contract for two (2) additional one (1) year period for a total of three (3) years.

The City and the Awarded Respondent shall execute a contract ("Agreement") within thirty (30) days after Notification of Award based upon the requirements set forth in the RFQ through action taken by the City Council at a fully authorized meeting. If the Respondent awarded the Contract fails to enter into a contract as herein provided, the award may be declared null and void, and the Contract may be awarded to the next most responsible and responsive Respondent, or re-advertised, as determined by the City. The Awarded Proposer(s) shall maintain, for the entirety of the stated additional periods(s), the same terms and conditions included within the originally awarded contract. Continuation of the contract beyond the initial period, and any option subsequently exercised, is a City prerogative, and not a right of the Awarded Proposer(s).

1.1.9. Identification of Subcontractors

Respondents shall list all proposed subcontractors in the appropriate portion of the Required Submission Forms attached in the Attachments section. Contractor shall be responsible for the coordination of the trades, Subcontractors, materials, and staff necessary to complete the Work.

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2. SCOPE OF SERVICES

2.1. Technical Specifications

2.1.1. Statement of Need/Objectives

The selected firms will assist the City with a broad range of planning tasks, including the ongoing update and implementation of the Comprehensive Plan and the development of specific projects or analyses identified therein. In addition, the firms will support the update and refinement of the City's Land Development Regulations and Subdivision Regulations.

Services may also include the preparation of both short-term and long-term planning recommendations; coordination and processing of various land use amendments and rezoning applications; annexation studies and support; and assistance with the review of development permits. The firms may also be called upon to support other planning-related matters as directed by the City's Planning and Zoning Director or their designee.

Services may include on-call, or as needed, planning and zoning support to address workload surges, vacancies, special initiatives, or emergency timelines. Services may be authorized through individual task assignments, work orders, or purchase orders issued at the City's discretion. The City does not guarantee a minimum volume of work and reserves the right to assign tasks based on firm(s) availability, expertise, performance, or project need.

The selected firms will assist the City with a broad range of planning tasks, including not limited to:

A. On-call, staff augmentation, surge capacity personnel
   - As-needed planning staff augmentation;
   - Rapid response support for vacancies and peak workload periods;
   - Ability to provide interim senior planner-type support;
   - Services may include remote, hybrid, or on-site support as requested.

B. Executive/Director-Level Advisory & Institutional Knowledge Support
   - Advisory support on Doral LDC interpretation and historical policy context;
   - Briefings/Memos for leadership decision-making;
   - Coordination support for board/council agenda items;
   - Peer review of staff recommendations;
   - Advisory input on politically sensitive or precedent-setting items;

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- Transition support.

C. Comprehensive Plan and Implementation
   - Plan implementation support, targeted studies, and project management of planning initiatives;
   - Provide alignment support between Comp Plan and LDC;

D. Preparation of short- and long-term planning recommendations; Land Development Code (LDC) and Policy Services
   - Coordination and processing of land use amendment and rezoning applications;
   - Formal interpretation memos;
   - Code cleanup, conflict resolution, modernization, and updates to related regulations as applicable or requested;

E. Development Review and Entitlements
   - rezonings, comp plan amendments, conditional uses, variances, PUDs/major site plans (as applicable to your process);
   - interdepartmental coordination (engineering/traffic/utilities);
   - Peer review and third-party technical review support when requested
   - Optional pre-application and concept review support.

F. Quasi-Judicial / Hearing support
   - Staff reports and coordination for quasi-judicial items/defensibility including findings consistency and complex or multi-agency projects;
   - Exhibit preparation/organizations;
   - Hearing preparation support, presentations, and testimony support when requested
   - Coordination with City Attorney and outside counsel as needed, requested

G. Annexation & Intergovernmental Coordination
   - Annexation studies/support;
   - Interlocal/intergovernmental coordination with County/regional entities.

H. Special Projects / Emerging Issues
   - May include corridor plans, redevelopment studies, housing policy support, legislative impact analysis, grant planning support, etc.;

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- Services may include emerging planning issues not yet identified at the time of this solicitation, consistent with the general intent of this RFQ.
- Additional planning services as directed by the Development Services Administrator, Planning and Zoning Director or their designee.

I. Deliverables & Knowledge Transfer

- Written work products suitable for public record
- Transfer of data/work product to City with file standards consistent with city systems;
- Optional staff/board workshops or briefings when requested.

2.1.2. Qualifications and Experience

All proposers that submit a proposal shall meet, but not be limited to, the following minimum qualifications:

B.

a. The Proposer must have been actively engaged in providing general planning and zoning consulting services to local, regional, or state governments within the past five (5) consecutive years.

b. Proposer must have, at a minimum, a principal planner that is AICP certified, have five (5) years of experience immediately preceding this RFQ. While not required, prior experience with planning projects in the City of Doral is preferred. Minimum experience required can be held by the firm, key personnel, or a combination of both. Supporting references must support this experience, listing the agency or company name, along with the contact person's full name, telephone number and email address. It is the responsibility of the Proposer to ascertain that the contact person will be responsive.

c. The proposed shall have a record of performance and operation within Florida for a consecutive five-year (5) period immediately preceding this RFQ. The firm, or principals of the firm, shall be regularly engaged in the business of providing the services as described herein. The experience must be demonstrated by direct or substantial involvement of the individual(s) in a supervisory capacity at the Project Manager level or above. The determination of the individual's qualifications and compliance with the experience and qualifications shall be at the sole discretion of the City. The Selection Committee may negatively evaluate proposals from firms they determine have failed to meet the above experience and qualifications.

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d. The firm shall have enough financial support, equipment, and organization to ensure that they can satisfactorily execute the services if awarded a Contract under the terms and conditions herein stated. Desired experience is requested in quasi-judicial hearing support and staff report preparation; LDC interpretation/implementation and code cleanup; development review and entitlements; intergovernmental coordination; special studies and planning initiatives; and ability to provide senior-level planning advisory services independent of production work, including strategic guidance, peer review, and institutional knowledge support.

e. Proposers shall disclose any current or anticipated conflicts related to concurrent representation of municipalities or private applicants within Miami-Dade County that could reasonably affect responsiveness or objectivity. There shall not be any pending criminal charges against the firm, principal owners, partners, corporate officers, or management employees. The term “equipment and organization” as used herein shall be construed to mean a fully equipped and well-established operation as determined by officials of the City of Doral.

The proposer must show proof of having met these minimum requirements on the “Bidder Qualification Statement” in Section 5. THE CITY WILL NOT ACCEPT ANY SUBSTITUTION FOR THIS FORM.

2.1.3. Licensing

Successful Proposer must provide a copy of their occupational/business license and State registration at time of award. Florida state registration can be downloaded and printed via www.sunbiz.org. Proposers must have the proper license(s) and/or certification(s) to perform what is being requested in this project. Failure to possess the proper license(s) and/or certification(s) may result in disqualification of proposal submittal. Copies of the Proposer’s license(s) and/or certification(s) which are applicable to this project shall be submitted as part of their proposal submittal.

3. RESPONSE REQUIREMENTS

3.1. Transmittal Letter

Respondents should prepare their proposals using the following format. In preparing proposals, Respondents should assume that the City has no previous knowledge of their products, services, or capabilities. Emphasis should be placed on clear, complete presentation of factual information.

Additionally, Respondents may not refer to information in previous proposals or bids submitted to the City.

This letter will summarize in a brief and concise manner the following:

1. Proposer's understanding of the scope of work and make a positive commitment to timely perform the work.
2. The letter must name all persons or entities interested in the proposal as principals.

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3. The letter must declare that it is made without collusion with any other person or entity submitting a proposal pursuant to this RFQ.
4. Identify all the persons authorized to make representations for the proposer, including the titles, addresses, and telephone numbers of such persons.

The Letter of Transmittal must be signed by an authorized agent of the firm and indicate the agent's title or authority. The letter should not exceed two pages in length.

3.2. Qualifications and Experience of the Firm

A Qualification statement shall be written with sufficient details on the scope of services requested in this RFQ. This statement shall provide the following:

- Executive Summary – Provide a brief summary describing the firms approach to the scope of services, firms background in providing similar services. This summary should be brief and concise to advise the evaluation committee of the basic services, experience of firm's staff, and any other relevant information. A project manager should be provided and assigned to manage all aspects of work.

- Experience of the Firm/Team – Provide the firm's history and background, tax status, principals, offices, owners, board of directors and/or trustees, primary markets served, the total current member of employees, employees by classifications, number of years the firm has been in business.

- Firms/Teams Past Performance – Provide a detailed description of similar contacts which the firm has ongoing or completed within the past five (5) years. The description shall identify for each project the following:

    - Name of Firm/Client
    - Description of work provided
    - Total Dollar Value of the contract
    - Contract Duration
    - Reference Contact (Name and Phone Number)
    - Prime or Sub Contractor on Project.

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3.3. Organizational Chart

Provide an organization chart showing the key individuals assigned to their areas of responsibilities. Must include:

- Name of the Firm
- Name of the Employee
- Title/ Position
- Years of Experience
- Years employed within the Firm
- Resumes of key individuals

3.4. Summary of Projects Completed

Narratives on specific projects completed on time and in budget within the past five (5) years.

3.5. Availability

- Indicate current and anticipated workloads and availability for other activities.
- Identify the extent and nature of any anticipated outside support (subcontracting) that will be necessary to complete the services herein.
- Identify each support awarded proposer by their trade.

The City reserves the right to reject any proposed firms used as outside support.

3.6. Additional requirements

Respondents must provide documentation demonstrating both the firm's overall qualifications and the qualifications of key individuals assigned to this project.

3.6.1. Previous or current litigation

Provide a summary of any litigation filed against the proposer in the past three years that is related to the services that proposer provides in the regular course of business. The summary shall state the nature of the litigation, a brief description of the case, the outcome or projected outcome, and the monetary amount involved.

3.6.2. Certifications

If proposer is a corporation, provide certification from the Florida Secretary of State verifying proposer's corporate status and good standing, and in the case of out-of-state corporations, evidence of authority to do business in the State of Florida.

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3.6.3. Occupational license

Submit copy of your firm's occupational license where business is located

4. EVALUATION CRITERIA AND METHODOLOGY

4.1. Evaluation Process Overview

4.1.1. Preliminary Review

Procurement staff will review all Responses to confirm compliance with the submission requirements for this Solicitation. Non-compliant Responses may be deemed non-responsive and excluded from further consideration.

4.1.2. Committee Evaluation

An Evaluation Committee, appointed by the City Manager or designee, will meet to evaluate all responsive submittals received in accordance with the requirements set forth in the solicitation. The City may request additional information of a clarifying nature if deemed necessary for this evaluation. Additional information may be requested via written submissions or oral presentations to the Evaluation Committee. The Committee will rank all responsive firms and select in order of preference no fewer than three firms deemed to be the most highly qualified to perform the services.

4.1.3. City Manager Review

The City Manager will review the Committee's scores and rankings along with the administrative review by Procurement staff. In the City's best interest, the City Manager may:

- Recommend award to City Council.
- Reject the Committee's scoring in whole or in part.
- Direct the Committee to re-evaluate.
- Reject all Responses.

4.1.4. Final Award

The City reserves the right to require a Respondent to submit such evidence of its qualifications as it may deem necessary before awarding the Contract and may consider any evidence available to it as to the financial, technical, and other qualifications and abilities of a Respondent, including past performance (experience) with the City.

The final award is subject to City Council approval. The City is the sole judge of its best interests and reserves the right to reject all Responses at its sole discretion. The City's decision will be final.

Upon approval of the City Council, a contract shall be awarded to a pool of Proposers selected as the most responsible, responsive Proposers meeting all selection criteria. Any award made shall be subject to execution of contract in a form and substance, which is approved by the City Attorney. The City of Doral reserves the right not to award or to reject proposals from vendors that are currently in litigation with the City of Doral or as a result of any prior lawsuit with the City of Doral.

4.2. Scoring Criteria & Available Points

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Responses will be evaluated by the Committee according to the following criteria:

No.	Evaluation Criteria	Scoring Method	Weight (Points)
1.	**Experience and Qualifications of Firm/Team** Firm's qualifications, experience and past firm performance related to providing the type of services requested in this solicitation, including quality of work, adherence to schedule and budget.	Points Based	25 *(25% of Total)*
2.	**Key Personnel** Relevant experience and qualifications of firm's key personnel that will be assigned to this project.	Points Based	25 *(25% of Total)*
3.	**Understanding of the Scope of Services** Proposer's approach to providing the services requested in this solicitation.	Points Based	40 *(40% of Total)*
4.	**References and Proposer's track record of on time and within budget project performance** References confirming satisfactorily completed projects of a similar nature.	Points Based	10 *(10% of Total)*

5. Insurance Requirements

5.1. Policies and coverage limits

Successful Proposer(s) shall maintain during the term of the Agreement, at their sole cost and expense, the following insurance policies and coverage limits:

1. Commercial General Liability (CGL)

- $1,000,000 per occurrence
- $2,000,000 general aggregate
- $2,000,000 products/completed operations aggregate
- $1,000,000 personal and advertising injury

Additional Requirements:

- City must be listed as Additional Insured on a Primary and Non-Contributory basis
- Waiver of Subrogation in favor of the City

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- 30-day notice of cancellation required

2. Automobile Liability

- $1,000,000 Combined Single Limit (CSL)
  - Must include Hired and Non-Owned Vehicles

Additional Requirements:

- Required only if the vendor or its personnel will be on City property or job sites
- City must be listed as Additional Insured on a Primary and Non-Contributory basis
- Waiver of Subrogation in favor of the City
- 30-day notice of cancellation required

4. Workers' Compensation and Employer's Liability

- Statutory Workers' Compensation coverage is required for all contractors with employees
- Employer's Liability Limits:
  - $100,000 for bodily injury caused by an accident, each accident
  - $100,000 for bodily injury caused by disease, each employee
  - $500,000 for bodily injury caused by disease, policy limit

Additional Requirements:

- Waiver of Subrogation in favor of the City
- 30-day notice of cancellation required

Clarification: Structural Design/Traffic/Roadway Design limits should not be listed under Workers' Compensation. These exposures are professional in nature and should be addressed under Professional Liability.

For Staffing Firms or Leased Employees:

- If the vendor or any subcontractor uses a leasing company, temporary staffing agency, or similar arrangement, they must:
  - Provide a certificate of insurance meeting the above Workers' Compensation requirements prior to commencement of work
  - Ensure the certificate covers all staff assigned to the project, without limiting language (e.g., "only those listed, billed, or assigned")

5. Umbrella or Excess Liability may be used to meet the underlying minimum insurance requirements;

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- Coverage shall be “following form” and shall not be more restrictive than the underlying insurance policy coverages, including all special endorsements
- City must be listed as Additional Insured on a Primary and Non-Contributory basis
- Waiver of Subrogation in favor of the City
- 30-day notice of cancellation required

6. Professional Liability/Errors & Omissions

Limits of Liability

Each Claim	$2,000,000
Policy Aggregate	$2,000,000

If claims made, retro Date applies prior to contract inception.

Coverage is to be maintained and applicable for a minimum of 3 years following contract completion.

7. Cyber Liability (If Applicable)

Limits of Liability

Each Occurrence	$1,000,000

Including Liability for Data Breach, Media Content,

Privacy Liability and Network Security for third parties.

Retro Date – Prior to commencement of job.

Please Note: The Certificate(s) shall contain a provision that coverage afforded under the policy will not be cancelled, or materially changed until at least thirty (30) days prior written notice has been given to the City. Certificates of insurance, reflecting evidence of the required insurance, shall be provided to the City, in advance of any work to be completed.

In the event the Certificate of Insurance provided indicates that the insurance shall terminate and lapse during the period of this Agreement, the vendor shall furnish, at least
thirty (30) days prior to the expiration of the date of such insurance, a renewed Certificate of Insurance as proof that equal and like coverage for the balance of the period of the Agreement or extension hereunder is in effect.

The City reserves the right to require additional insurance in order to meet the full value of the scope of services.

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At the time of award, the Successful Proposer(s) must furnish a Certificate of Insurance and Declaration of Coverage Page showing the City of Doral as additional named insured on each of the policies referenced above.

6. GENERAL DEFINITIONS AND SOLICITATION TERMS AND CONDITIONS

6.1. General Definitions

A. “Authorized Representative” means the Department contact for interaction regarding contract administration.

B. “City” means the City of Doral, a duly organized municipality under the laws of the State of Florida. This term may also refer to one of the various departments or agencies of the City of Doral, as the context indicates.

C. “Contract” means the contractual agreement ultimately entered into by the City and the Successful Respondent(s) in accordance with the terms of this Solicitation and applicable laws.

D. “Department(s)” means the City department(s) and offices for which this solicitation is prepared, which will be the end user(s) of the goods and/or services sought.

E. “Procurement Division” means the office responsible for handling procurement-related matters within the City.

F. “Respondent(s)”: means any person, individual, or entity submitting a response to this solicitation. The terms “Proposer” and “Bidder” are each interchangeable with “Respondent” and with each other and will be used as appropriate in the given context.

G. “Response(s)” means the written, sealed document submitted by the Respondent(s) according to the instructions set forth in this Solicitation. A response to this Solicitation will not include any verbal interactions with the City apart from submission of a formal written submittal. The terms “Proposal” and “Bid” are each interchangeable with “Response” and with each other will be used as appropriate in the given context.

H. “Solicitation” means this formal request to solicit Responses from responsible and responsive Respondents for the scope and specifications set forth herein. The terms “Invitation to Bid”, “Request for Qualifications”, “Request for Proposals”, and the like are each interchangeable with “Solicitation” and will be used as appropriate in the given context.

I. “Successful Respondent(s)” means the Respondent(s) whose response to this Solicitation is deemed by the City to be in the City’s best interest and is awarded a contract in accordance with the terms of this Solicitation. The terms “Successful Proposer”, “Successful Bidder”, “Consultant”, “Provider”, or “Contractor” are each interchangeable with “Successful Respondent” and will be used as appropriate in the given context.

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J. “We/Us/Our” means the City of Doral, Florida, a Florida municipal corporation. These terms may be used as pronouns for various subsets of the City organization as content will indicate.

K. “Work” means the actual task (i.e., goods and/or services to be provided) contemplated by this Solicitation and required in accordance with the terms of the Contract.

L. You/Your means person(s) or entity(ies) submitting a proposal in response to this RFQ, inclusive of corresponding subsidiaries, affiliate offices, employees, volunteers, representatives, agents, or subcontractors.

6.2. General Terms and Conditions

6.2.1. Anti-Trust/Non-Exclusivity

At such times as may serve its best interest, the City reserves the right to advertise for, receive, and award additional Contracts for the goods and/or services specified in this Solicitation, and to make use of other contracts for the purchase of these goods and/or services as may be available.

In case of a default by the Successful Respondent or failure of Successful Respondent to provide the goods and/or services indicated in the Contract, the City may procure the applicable goods and/or services from other sources and hold the Successful Respondent responsible for any excess costs incurred thereby, including, without limitation and as applicable, by retaining any amounts held by the City.

6.2.2. Assignment or Transfer

The Successful Respondent will not assign, transfer, convey, sublet or otherwise dispose of its interest in the Solicitation or the subsequent Contract, including any or all of its right, title or interest therein, or its power to execute such Contract to any person, company or corporation without the prior written consent of the City at its sole and absolute discretion.

Further, if the majority ownership or control of the Successful Respondent changes subsequent to the award of this Solicitation or Contract, the Successful Respondent will promptly notify City in writing of such change at least thirty (30) days prior to such change, and the City will have the right to terminate the contract, at City’s sole discretion.

6.2.3. Attorney Fees

In connection with any litigation, mediation, or arbitration arising out of this Contract, each party will be responsible for its own attorney fees.

6.2.4. Audit Rights and Records Retention

Upon award recommendation or thirty (30) days after the opening of the RFQ responses, whichever is earlier, any material submitted in response to the RFQ will become a “Public Record” and is subject to public disclosure consistent with Chapter 119, Florida Statutes (Public Record Law). Respondents must claim the applicable exemptions to disclosure provided by law in their response to the RFQ by identifying materials to be protected and must state the reasons why exclusions from public disclosure are necessary and legal. The City reserves the right to make any final determination on the applicability of the Public Records Law.

The Successful Respondent agrees to provide access to the City, or any of their duly authorized representatives, to any books, documents, papers, and records of the Successful Respondent which are directly pertinent to the contract, for the purposes of audit, examination, excerpts, and transcriptions. The

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Successful Respondent must maintain and retain any and all of the aforementioned records after the expiration or termination of the contract, as provided by Chapter 119, Florida Statutes.

6.2.5. Basis of Award

Any contract awarded will be based on the Response offering the best combination of qualifications, experience, and value, as outlined in this solicitation and the evaluation criteria, and in the best interest of the City as determined at the City's sole discretion.

6.2.6. Capital and Other Expenditures

Successful Respondent understands that any capital expenditures that the Successful Respondent makes, or prepares to make, in order to provide the goods or perform the services required by the City under the Contract are a business risk which the Successful Respondent must assume. The City will not be obligated to reimburse amortized or unamortized capital expenditures or any other expenses unless otherwise explicitly agreed to by the City in writing and as part of the Contract. If the Successful Respondent does not recoup its capital expenditures during the Contract period, it will not have any claim upon the City.

6.2.7. City Property

Property owned by the City is the responsibility of the City. City Property which may be furnished for repair, modification, study, etc., will remain the property of the City. The Successful Respondent will be liable for all damages to City-owned property occurring while in the Successful Respondent's possession.

6.2.8. Clarifications and Addenda

Questions regarding this Solicitation will be directed in writing by email to the Procurement Division at the email address specified in this Solicitation. Answers will citing the question but not identifying the questioner be issued simultaneously to all registered Respondents. If it becomes evident that this Solicitation must be amended, the City will issue a formal written addendum to all registered Respondent(s) via Opengov. No person is authorized to give oral interpretations of, or make oral changes to, the Solicitation. The issuance of a written addendum will be the only official method by which such a clarification is made. Only questions answered by written addenda will be binding.

The Procurement Division may publish Addenda, which change, add to, or clarify the terms, provisions, or requirements of the solicitation or revise the opening date. It is the Respondents' responsibility to ensure they have reviewed all information, including answers to questions, and considered all information in preparation of their response to the Solicitation.

The City reserves the right to request clarification regarding information submitted by any Respondent after the deadline for receipt of Responses.

6.2.9. Collusion

Where two (2) or more related parties, as defined herein, each submit a Response to this Solicitation, such Responses will be presumed to be collusive. The foregoing presumption may be rebutted by the presentation of evidence as to the extent of ownership, control, and management of such related parties in preparation and submission under such solicitation. Related parties will mean employees, officers, or the principals thereof who have a direct or indirect ownership interest in another firm, or in which a parent company or the principals thereof of one Respondent have a direct or indirect ownership interest in another Respondent, for the same Project. Responses found to be collusive, or related as provided above, will be rejected. The City reserves the right to disqualify any Respondent during any phase of the Solicitation process and terminate for cause any

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resulting contract upon evidence of collusion with intent to defraud or other illegal practices on the part of the Respondent or Contractor.

6.2.10. Complete Project Required

The Work to be performed under any Contract resulting from this Request for Qualifications shall consist of furnishing all tools, equipment, materials, supplies, and manufactured articles and for furnishing all transportation and services, including fuel, power, water, and essential communications, and for the performance of all labor, work, or other operations required for the fulfillment of the Contract in strict accordance with the Contract Documents. The Work shall be complete and all work, materials, and services not expressly shown or as called for in the Contract Documents which may be necessary for the complete and proper completion of the Work in good faith shall be performed, furnished, and installed by the Awarded Proposer as though originally so specified or shown, at no increase in cost to the City.

6.2.11. Sunshine Law

As a municipal corporation, the City is subject to the Florida Sunshine Act and Public Records Law (Florida Statute Chapter 119). By submitting a Response, the Respondent acknowledges that the materials submitted with the Response and the results of the City evaluations are open to public inspection upon proper request. The Respondent should take special note of this as it relates to proprietary information that might be included in its Response.

6.2.12. Compliance With Applicable Laws

Successful Respondent(s) will comply with all local, state, and federal directives, ordinances, rules, orders, and laws as applicable to this Solicitation and subsequent Contract including but not limited to:

- Executive Order 11246 (which prohibits discrimination against any employee, applicant, or client because of race, creed, color, national origin, sex, or age with regard to, but not limited to, employment practices, rate of pay, or other compensation methods, and training.)
- Occupational, Safety and Health Act (OSHA)
- The State of Florida Statutes Section 287.133(3)(A) on Public Entity Crimes
- Environment Protection Agency (EPA)
- Uniform Commercial Code (Florida Statutes, Chapter 672)
- Americans with Disabilities Act of 1990, as amended
- National Institute of Occupational Safety Hazards (NIOSH)
- National Forest Products Association (NFPA)
- State of Florida Department of Transportation - Rule 14-902, Florida Admin. Code
- U.S. Department of Transportation
- City of Doral, City Ordinance No. 2004-03
- Cone of Silence, Miami-Dade County Code of Ordinances

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- The State of Florida Statutes Section 218.73 and 21874 on Prompt Payment

The Respondent's lack of knowledge will in no way be a cause for relief. Respondents must be legally authorized to transact business in the State of Florida. All references to Florida Statutes, City of Doral, and Miami-Dade County Charter and Codes, as well as other laws/regulations, will be interpreted to include “as amended from time to time.”

Non-compliance with all local, state, and federal directives, orders, and laws may be considered grounds for termination of contract(s). If the Successful Respondent(s) observe that the Response or subsequent Contract is at variance with applicable laws, the Successful Respondent(s) will give the City prompt written notice thereof. If the Successful Respondent(s) perform knowing it to be contrary to such laws, ordinances, rules, and regulations, such Successful Respondent(s) will bear all liability arising therefrom.

6.2.13. Governmental Restrictions

If any governmental restrictions are imposed that would necessitate alteration of the goods or services requested by this Solicitation and/or offered by the Successful Respondent prior to delivery or completion, it will be the responsibility of the Respondent(s) to notify the City immediately. In the event the City determines that the alteration diminishes the City’s bargained-for exchange or frustrates the project, the City reserves the right to accept the alteration or cancel the Contract.

6.2.14. Compliance with Occupational Health and Safety Act (OSHA) Standards

To the extent applicable, Respondent certifies that all materials, equipment, etc., contained in its Response meet all OSHA requirements. Respondent further certifies, that, if they are the Successful Respondent, and the materials, equipment, etc., delivered is subsequently found to be deficient in any OSHA requirement in effect on the date of use, all costs necessary to bring the materials equipment, etc., into compliance with the aforementioned requirements will be borne solely by the Successful Respondent. Upon request, Contractor will provide the City with a copy of their written safety program pertaining to the subject of the Contract, if such a program is required by law.

The Successful Respondent will be solely and completely responsible for the conditions of the job site, including the safety of all persons (including employees) and property during work performance. This requirement will apply continuously and not be limited to normal working hours. Safety provisions will conform to the U.S. Department of Labor OSHA, Florida Department of Labor, and all other applicable federal, state, county, and local laws, ordinances, codes, and regulations. Where any of these are in conflict, the more stringent requirement will be followed.

The City reserves the right to make safety inspections at any time the Successful Respondent is within the City limits to ensure safety rules are not being violated.

6.2.15. Cone Of Silence

This Solicitation will be subject to the “Cone of Silence” which means a prohibition on any communication regarding a Solicitation between potential Respondents or their lobbyists or representatives and the City Council, City staff including, but not limited to, the City Manager and their staff, and any member of the City’s selection or evaluation committee, except as otherwise explicitly provided herein.

The Cone of Silence will be imposed upon this Solicitation after the advertisement thereof and will terminate upon the issuance of the City Manager’s recommendation to award. However, if the City Council refers the City

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Manager's recommendation back to the City Manager or committee for further review, the Cone of Silence will be re-imposed until such time as a recommendation is issued by the City Manager after such additional review.

The Cone of Silence prohibits the following activities:

- Any communication regarding this RFQ between the potential Respondent, vendor, service provider, lobbyist or consultant and the City's professional staff.
- Any communication regarding this RFQ between the Mayor, Council members, and any member of the Mayor and Council's professional staff.
- Any communication regarding this RFQ between a potential Respondent, vendor, service provider, lobbyist or consultant and any member of the selection committee.
- Any communication regarding this RFQ between the Mayor, Council members, and any member of the selection committee.
- Any communication regarding this RFQ between any member of the city's professional staff and any member of the selection committee.
- Any communication regarding this RFQ between a potential Respondent, vendor, service provider, lobbyist or consultant and the Mayor or Council.

The Cone of Silence will not apply to:

- Oral communications at the pre-response conference.
- Oral presentations before evaluation committees.
- Public presentations made to the City Council during any duly noticed public meeting.
- Written communications regarding a particular Solicitation between a potential Respondent and the City's Procurement Division, provided the communication is limited strictly to matters of process or procedure already contained in the Solicitation.
- Communication with the City Attorney and their staff.
- Duly noticed site visits to determine the competence of Respondents regarding a particular solicitation during the period between the opening of Responses and the time the City Manager makes his or her written recommendation.
- Any emergency procurement of goods or services pursuant to City Code.
- Responses to the City's request for clarification or additional information.
- Contract negotiations during any duly noticed public meeting.
- Communications to enable City staff to seek and obtain industry comment or perform market research, provided all communications related thereto between a potential Respondent, vendor, service provider,

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lobbyist or consultant and any member of the City's professional staff including, but not limited to, the City Manager and their staff are in writing or made at a duly noticed public meeting.

Violation of the Cone of Silence by a Respondent will result in disqualification of the Respondent. Questions regarding should be directed to the City Attorney.

6.2.16. Conflict of Interest

By way of its Response, Respondent recognizes and certifies that no elected official, board member, or employee of the City will have a financial interest directly or indirectly in the Contract or any compensation to be paid under or through this transaction, and further, that no City employee, nor any elected or appointed officer (including City Council members) of the City, nor any spouse, parent or child of such employee or elected or appointed officer of the City, may be a partner, officer, director or proprietor of Respondent, and further, that no such City employee or elected or appointed officer, or the spouse, parent or child of any of them, alone or in combination, may have a Material Interest in the Respondent. "Material Interest" for purposes of this subsection will mean direct or indirect ownership of more than 5% of the total assets or capital stock of the Respondent. Any exception to these above-described restrictions must be expressly provided by applicable law or ordinance and be confirmed in writing by the City. Further, Respondent recognizes that with respect to its Response to this Solicitation, if any Respondent violates or is a party to a violation of the ethics ordinances or rules of the City, the provisions of Miami- Dade County Code Section 2-11.1, as applicable to City, or the provisions of Chapter 112, part III, Fla. Stat., the Code of Ethics for Public Officers and Employees, such Respondent may be disqualified from furnishing the goods or services for which the Response is submitted and may be further disqualified from submitting any future Responses for goods or services to City. Respondent must complete and execute the Business Entity Affidavit form.

6.2.17. Disputes

If any dispute concerning a question of fact arises under the Contract, other than termination for default or convenience, the Successful Respondent and the City department responsible for the administration of the Contract will make a good-faith effort to resolve the dispute. If the dispute cannot be resolved by mutual agreement, then the City Attorney will resolve the dispute and send a written copy of its decision to the Successful Respondent, which will be binding on both parties. The City reserves the right not to award or to reject Responses from vendors that are currently in litigation with the City or as a result of any prior lawsuit with the City.

6.2.18. Equal Employment Opportunity

The Respondent will comply with Title VII of the Civil Rights Act of 1964 42 U.S.C. Section 2000e et seq., Section 504 of the Rehabilitation Act of 1973 29 U.S.C Section701 et seq., and Title I of the Americans with Disabilities Act, 42 U.S.C Section 12101 as of 1990 in that: No person in the United States will on the grounds of race, creed, color, national origin, sex, age, political affiliation, beliefs or disability be subject to discrimination under any program or activity which the Respondent has agreed to undertake by and through the covenants, and provisions set forth in this Contract.

6.2.19. Examination Prior to Submission

Respondents must thoroughly examine each section of the RFQ. If there is any doubt or obscurity as to the meaning of any part of this Solicitation, Respondents may request clarification by written request to the Procurement Division. Interpretations or clarifications in response to questions will be issued in the form of an addendum and posted to Opengov. No person is authorized to provide oral interpretations of, or make oral

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changes to the RFQ. The Issuance of a written Addendum is the only official method whereby such interpretations or clarifications is made.

6.2.20. Exceptions

Exceptions to the specifications shall be listed on the Proposal Form in the Response, and the section shall be referenced, and details of the exception shall be provided. Any exceptions to the material provisions of this Solicitation, as determined by the City in its sole discretion, may cause the proposal to be considered non-responsive.

6.2.21. Fraud and Misrepresentation

Any individual, corporation, or other entity that attempts to meet its contractual obligations with the City through fraud, misrepresentation, or material misstatement, or omission of any material fact, may be debarred in accordance with the applicable provisions of the City Code. The City may, as a further sanction, terminate or cancel any other Contracts with such individual, corporation, or entity. Such individual or entity will be responsible for all direct or indirect costs associated with termination or cancellation.

6.2.22. Governing Law and Venue

The validity and effect of the Contract will be governed by the laws of the State of Florida. The Successful Respondent agrees that any action, mediation, or arbitration arising out of the Solicitation or Contract will take place in Miami-Dade County, Florida.

6.2.23. Identical (Tie) Responses

Responses that are evaluated as being equal with respect to price, quality, and service for the procurement of commodities or contractual services (sometimes referred to herein as “Tie Responses”), received from a business that certifies that it has implemented a drug-free workplace program will be given preference in the award process provided the Respondent complies with the requirements of Section 287.087, Florida Statutes. The City will follow established procedures for processing Tie Responses if none of the tied Respondents have a drug-free workplace program.

6.2.24. Incurred Expenses/Cost of Preparation

The City will not be responsible for any expenses incurred by any of the Respondents for the preparation of their Responses to this Solicitation, or for any associated costs in relation thereto, including, without limitation, the cost incurred during any presentation or negotiations related to potential award.

6.2.25. Indemnification

The Successful Respondent granted a Contract with the City as a result of this Solicitation shall indemnify and hold harmless the City, its officers, agents, directors, and employees, from liabilities, damages, losses, and costs, including, but not limited to all reasonable attorney's fees and costs, to the extent caused by the error, omission, negligence, recklessness or intentional misconduct of the Successful Respondent or its agents, employees, or subcontractors or consultants, arising out of or in connection with this Solicitation or the Contract. These indemnifications shall survive the term of the Contract. In the event that any action or proceeding is brought against City by reason of any such claim or demand, the Successful Respondent shall, upon written notice from City, resist and defend such action or proceeding by counsel satisfactory to City. The Successful Respondent expressly understands and agrees that any insurance protection required by this Contract or otherwise provided by the Successful Respondent shall in no way limit the responsibility to indemnify, keep and save harmless and defend the City or its officers, employees, agents and instrumentalities as herein provided.

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The indemnification provided above shall obligate the Successful Respondent to defend at its own expense to and through appellate, supplemental or bankruptcy proceeding, or to provide for such defense, at City's option, any and all claims of liability and all suits and actions of every name and description which may be brought against City whether performed by the Successful Respondent or persons employed or utilized by the Successful Respondent. This indemnity will survive the cancellation or expiration of the Contract.

This indemnity will be interpreted under the laws of the State of Florida, including, without limitation, in a manner that conforms to the limitations of §768.28, §725.06 and/or §725.08, Florida Statutes, as applicable and as amended.

The Successful Respondent shall require all subconsultants and subcontractors' agreements to include a provision specifying that they will indemnify and hold harmless the City in the manner substantially set forth above.

The Successful Respondent agrees and recognizes that the City shall not be held liable or responsible for any claims which may result from any actions or omissions of the Successful Respondent in which the City participated either through review or concurrence of the Successful Respondent's actions. In reviewing, approving, or rejecting any submissions by the Successful Respondent or other acts of the Successful Respondent, the City in no way assumes or shares any responsibility or liability of the Successful Respondent or subcontracted entities under the Contract.

The Successful Respondent agrees and recognizes that the City shall not be held liable for claims liabilities damages, losses or costs arising directly from Acts of God or Force Majeure events, which shall include floods, hurricanes, tornadoes, earthquakes, lightning, fires epidemics, pandemics, quarantine restrictions, usually severe weather conditions, acts of public enemies, war, blockade, riots, civil disturbances, freight embargoes, or other similar events beyond the reasonable control of the City.

Successful Respondent warrants that there has been no violation of copyrights or patent rights in submitting their Response or providing the goods or services requested by this Solicitation. The Successful Respondent shall pay all royalties and assume all costs arising from the use of any invention, design, process, materials, equipment, product, or device which is the subject of patent rights or copyrights. Successful Respondent shall, at its own expense, hold harmless and defend the City against any claim, suit, or proceeding brought against the City which is based upon a claim, whether rightful or otherwise, that the goods or services, or any part thereof, furnished under the contract, constitute an infringement of any patent or copyright of the United States. The Successful Respondent shall pay all damages and costs awarded against the City.

6.2.26. Insurance Requirements

The Successful Respondent will maintain (and cause its subcontractors, if any, to provide and maintain) throughout the term of the awarded contract, the insurance policies and coverages set forth in the ATTACHMENTS. Prior to execution of the contract, and any time thereafter that the City may request, the Successful Respondent must furnish a Certificate of Insurance and Declaration of Coverage Page showing the City of Doral as additional named insured on each of the policies. The City reserves the right to require additional insurance in order to meet the full value of the scope of services.

The Certificate must contain a provision that coverage afforded under the policy will not be cancelled, or materially changed, until at least thirty (30) days' prior written notice has been given to the City. In the event the Certificate of Insurance provided indicates that the insurance shall terminate and lapse during the period of

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the Contract, the vendor shall furnish, at least thirty (30) days prior to the expiration of the date of such insurance, a renewed Certificate of Insurance as proof that equal and like coverage for the balance of the period of the Contract or extension hereunder is in effect.

6.2.27. Licensing

Successful Respondent must provide a copy of its occupational/business license and State of Florida business registration prior to award. Florida state registration can be downloaded and printed via www.sunbiz.org.

Respondents must have the proper license(s) and/or certification(s) to perform what is being requested in this project. Failure to possess the proper license(s) and/or certification(s) may result in disqualification of the Response submittal or termination of the Contract after award. Pursuant to section 607.1503(1), Florida Statutes, out-of-state corporations must obtain a Certificate of Authorization from the Florida Department of State, Division of Corporations, to transact business in the State of Florida.

6.2.28. No Partnership or Joint Venture

Nothing contained in this Solicitation or Contract will be deemed or construed to create a partnership or joint venture between the City and Successful Respondent, or to create any other similar relationship between the parties.

6.2.29. Preparation of Response

Responses should be prepared simply and economically, providing a straightforward, concise description of the Respondent's ability to fulfill the requirements of the Solicitation.

Responses will include all of the information and forms required by this Solicitation. Failure to utilize the City's forms, or fully complete said forms, may result in the Response being deemed non-responsive. The Respondent will be considered non-responsive if its Response is conditioned on modifications, changes, or revisions to the terms and conditions of the Solicitation.

6.2.30. Protests

Protests of Solicitations and awards must be submitted and resolved pursuant to City Code Section 2-338. Protests failing to meet all the filing requirements will NOT be accepted. Failure of a party to file in a timely manner will constitute a forfeiture of such party's right to file a protest. NO EXCEPTIONS WILL BE MADE.

6.2.31. Public Entity Crimes

Under Section 287.133, Florida Statutes, a person or vendor (Respondent) is placed on the State of Florida's convicted vendor list following a conviction for a public entity crime:

- May not submit a Response to provide goods or services to any public entity.
- May not submit a Response for the construction or repair of any public building or public works project.
- May not submit a Response for the lease of real property to a public entity.
- May not be awarded or perform work as a contractor, supplier, subcontractor, or consultant for any public entity.
- May not conduct business with any public entity in an amount exceeding the Category Two threshold in Section 287.017, Florida Statutes.

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These restrictions apply for 36 months from the date the person or vendor was placed on the convicted vendor list.

6.2.32. Public Records

Upon award recommendation or thirty (30) days after the RFQ opening, whichever is earlier, any material submitted in response to this RFQ will become a "Public Record" and shall be subject to public disclosure pursuant to Chapter 119, Florida Statutes (Public Records Law). Proposers must claim the applicable statutory exemptions to protect submittals, stating the reasons why exclusion from public disclosure is necessary and legal. The City reserves the right to make any final determination on the applicability of the Public Records Law.

6.2.33. Quantities

The City does not guarantee or warrant as to the total amount that may or may not be purchased from any resultant Contract. Any quantities included are for pricing purposes only and may be used for tabulation. The City reserves the right to reasonably increase or decrease quantities as required.

6.2.34. Right To Cancel or Reject Responses

The City reserves the right to cancel this Solicitation or reject any and/or all Responses or portions thereof, and to waive any technicalities or minor irregularities. The City is not required to accept the minimum specifications stated herein, but reserves the right to accept any Response, which, in the sole judgment of the City, will best serve the needs and interests of the City. This issuance of this Solicitation itself does not in any way constitute a contractual agreement between the City and the Respondent(s). However, the contents of the submitted Response, along with any supporting documents, may be incorporated into the final contract between the Proposer and the City. Furthermore, the City reserves the right to award without further discussion.

6.2.35. Scrutinized Companies

Respondent must certify that it is not participating in a boycott of Israel and must also certify that it is not on the Scrutinized Companies that Boycott Israel list, not on the Scrutinized Companies with Activities in Sudan List, and not on the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List. Contractor (Respondent) must submit the certification that is attached to this Contract. Submitting a false certification will be deemed a material breach of contract. The City will have the right to terminate the Contract and seek civil remedies pursuant to Florida Statute § 287.135.

6.2.36. Severability

If any provision of the Contract or the application thereof to any person or situation will to any extent, be held invalid or unenforceable, the remainder of the Contract, and the application of such provisions to persons or situations other than those as to which it will have been held invalid or unenforceable will not be affected thereby, and will continue in full force and effect, and be enforced to the fullest extent permitted by law.

6.2.37. Subcontractors

Neither party to the contract will assign the contract or subcontract any portion of the services, in whole or in part, without consent of the other, nor will the Successful Respondent assign any monies due or to become due, without prior written approval from the City Manager.

Prior to the commencement of any work pursuant to the Contract, the Contractor will furnish, in writing to the City, the names of all persons/entities (including those who are to furnish materials or equipment fabricated to a special design), if any, proposed for each principal portion of the work. The City will notify the Contractor, in

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writing, of any proposed person or entity to which the City has an objection. Any subcontractors must have the City Manager's prior written approval and be properly licensed and insured in the same amounts as the Successful Respondent.

The contractor is responsible for all payments to any subcontractors and maintain responsibility for all work related to the awarded contract.

6.2.38. Submission of Responses & Evaluations

- **Interviews:** The City reserves the right to conduct personal interviews or require presentations prior to award. The City will not be liable for any costs whatsoever incurred by the Respondent in connection with such interviews/presentations, including, but not limited to travel and accommodations.
- **Request for Modifications:** The City reserves the right to request modifications to the Response in order to better align with the City's requirements.
- **Acknowledgment by Respondent:** By submitting a Response, the Respondent certifies that he/she has fully read and understands the Solicitation and has full knowledge of the scope, nature, and quality of services to be performed or goods to be provided. Incomplete, unresponsive, irresponsible, vague, or ambiguous responses to the Solicitation will be cause for rejection, as determined in the sole discretion of the City.
- **Bid Acknowledgement:** By submitting a Response, the Respondent certifies that its has fully read and understood the solicitation method and has full knowledge of the scope, nature, and quality of the work to be performed.
- **Acceptance/Rejection/Modification:** The City reserves the right to negotiate modifications to Responses that it deems acceptable, reject any responses, and waive minor irregularities in the responses.
- **Responses Binding:** All Responses submitted in connection with this Solicitation will constitute binding offers to the City for three hundred sixty-five (365) calendar days after opening.
- **Alternate Responses:** Alternate Responses will not be considered or accepted by the City.
- **Proprietary Responses:** In accordance with Chapter 119 of the Florida Statutes (Public Records Law) and except as may be provided by other applicable State and Federal Law, all Respondents are advised that the solicitation and the corresponding Responses are in the public domain and subject to disclosure. Further, the Respondents are required to identify with specificity any information contained in their statement of qualification which are considered confidential and/or proprietary and which are believed to be exempt from disclosure, citing the applicable exempting law.

All statements of qualifications received from Proposers in response to this RFQ shall become the property of the City and will not be returned to the Proposer. In the event of contract award, all documentation produced as part of the contract will become the exclusive property of the City.

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6.2.39. Taxes
The prices proposed pursuant to the Contract will include the cost of all applicable sales, consumer, use, and other taxes for which the Respondent is liable.

6.2.40. Time is of the Essence
A Successful Respondent understands and agrees that time is of the essence in the completion of each deliverable within the timeframes set forth in the Work Order to be provided in connection with the Solicitation and subsequent Contract, unless extended by the City Manager or designee. The completion time as specified in the Successful Respondent's Response must be met and all work must be executed regularly, diligently, and uninterrupted at such a rate of progress as will endure full completion thereof within the time specified. The Successful Respondent also recognizes the delays, expense and difficulties involved in proving the actual loss suffered by City if the Work is not completed on time.

6.2.41. Termination For Convenience
The City Manager may terminate the Contract, that may result from this RFQ in whole or in part, upon thirty (30) days' prior written notice to the Successful Respondent when the City Manager determines it is in the best interest of the City. If the Contract is terminated for the convenience of the City, will be liable only for payment in accordance with the payment provisions of the Contract for those services rendered prior to termination.

6.2.42. Termination For Default
If the Successful Respondent defaults in its performance under the Contract and does not cure the default within thirty (30) days after written notice of default, the City Manager may terminate the Contract, in whole or in part, upon written notice without penalty to the City. In such event, the Successful Respondent will be liable for damages including the excess cost of procuring similar supplies or services: provided that if, (1) it is determined for any reason that the Successful Respondent was not in default or (2) the Successful Respondent's failure to perform is without his control, fault or negligence, the termination will be deemed to be a termination for the convenience of the City.

6.2.43. Waiver of Jury Trial
The City and the Successful Respondent knowingly, irrevocably, voluntarily, and intentionally waive any right either may have to a trial by jury in State or Federal Court proceedings in respect to any dispute arising out of the Contract or the performance of the Work thereunder.

6.2.44. Withdrawal of Response
A Respondent(s) may, without prejudice, withdraw, modify, or correct their Response after it has been submitted to the City, provided the request and any subsequent modifications and/or corrections are filed with the City in writing before the deadline to submit the Response. The original Response, as modified by such writing, will be considered as the Response submitted by the Respondent(s). No oral modifications will be considered.

6.2.45. Cancellation
In the event any of the provisions of this RFQ are violated by the Successful Respondent, the City Manager will provide written notice to the Successful Respondent stating the deficiencies and, unless deficiencies are corrected within ten (10) days, recommendation will be made to the City Council for immediate cancellation. The City reserves the right to terminate any contract resulting from this solicitation at any time and for any reason, upon giving thirty (30) days prior written notice to the other party. No consideration will be given for anticipated loss of revenue on the canceled portion of the Contract. The Successful Respondent may

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cancel the contract for any reason with cause and documentation supporting such on a schedule acceptable to the City and upon one hundred and twenty (120) days written notice to the City Manager. In the case of cancellation by the Successful Respondent, reparations must be paid to the City in the amount of 50% of the contract amount.

6.2.46. Contract Changes

The City reserves the right to delete, add, or revise items and services under this solicitation at any time during the contract period when and where deemed necessary. Deletions may be made at the sole discretion of the City at any time during the contract period. Items added or revised must be mutually agreed upon in writing by the Successful Respondent and the City Manager or designee.

6.2.47. Payment/Invoices

Payment terms will be net 45 days after the date of satisfactory delivery at the place of acceptance and receipt of a correct invoice at the office specified, whichever occurs last, in accordance with the Florida Local Government Prompt Payment Act. The invoice must reflect sufficient details to demonstrate compliance with the terms and conditions of the contract. After services have been performed, the user department will evaluate the services provided in accordance with the specifications. Failure in the awarded Proposer's responsibility as outlined may result in either one or any of the following, as determined by the City:

- Payment withholding of partial or entire amount.
- Compensation as deemed acceptable by the City due to non-performance.

For the purpose of developing the values to be paid on a monthly basis, Contractor shall submit a Schedule of Values to be reviewed and approved by the City at least thirty (30) days before the first progress payment request. This Schedule of Values shall constitute the values of each unit within each category that will be paid for the Work.

The Contractor agrees that five percent (5%) of the amount due for Work as set forth in each Application for Payment shall be retained by City for each Progress Payment until Final Payment.

Each application for partial payment shall include partial lien/bond releases from all subcontractors and suppliers and a sworn statement by Contractor those partial payments received from City for the Work have been applied by Contractor to discharge in full all of Contractor's obligations, including payments to subcontractors and suppliers, stated in prior applications for payment. If payment has been withheld from a subcontractor and/or supplier, the sworn statement shall state the reasons for the nonpayment. All partial payment requests shall be accompanied by consents of surety for each subcontractor and supplier.

The City shall pay Contractor in accordance with the Florida Prompt Payment Act.

If a dispute should occur regarding an invoice submitted, the City Manager may withhold payment of the disputed amount and may pay to the Contractor the undisputed portion of the invoice. Upon written request of the Finance Director, the Contractor shall provide written documentation to justify the invoice. Any compensation disputes shall be decided by the City Manager whose decision shall be final.

Contractor agrees that time is of the essence and Contractor shall complete each deliverable for the Service within the timeframes set forth in the Work Order, unless extended by the City Manager or his designee.

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The Final Application for Payment by Contract shall not be made until the Contractor delivers to the City complete original releases of all liens and claims signed by all Subcontractors, materialmen, suppliers, and vendors on a form approved by the City, and an affidavit that so far as the Contractor has knowledge or information, the releases include and cover all Materials and Work for which a lien or claim could be filed. The Contractor may, if any Subcontractor, materialmen, supplier, or vendor refuses to furnish the required Final Waiver of Lien, furnish a bond satisfactory to City to defend and indemnify City and any other property owner, person or entity City may be required to indemnify against any lien or claim.

Final Payment. Upon final completion and acceptance of the Work in accordance with the General Conditions, City shall pay the remainder of the Contract Price and any retainage as recommended by the City's Representative.

6.2.48. F.O.B. Point
Services provided under the contract will be F.O.B. destination. All costs for transporting equipment, materials, and labor will be borne by the Successful Respondent.

6.2.49. Hiring Preference
The Successful Respondent will be required to comply with Ordinance No. 2018-24 – Procedure to Provide Preference for Doral Businesses and Residents in Public Works and Improvement Contracts.

6.2.50. Limitation of Use of Official Seal
Ordinance No. 2019-09, § 2, 5-8-2019 - It is unlawful and a violation of this section for any person, firm, corporation or other legal entity to print for the purpose of sale or distribution or circulate, manufacture, publish, use, display, or offer for sale any letters, papers, documents, or items of merchandise which simulate the official seal of the city or the stationery or a real or fictitious agency, department or instrumentality of the city without the expressed written authority of the city council or its designee. The unauthorized use shall be punishable as provided in F.S. §§ 775.082 and 775.083.

7. VENDOR RESPONSE

7.1. Vendor Questionnaire

1. Proposal submission packet*
Proposers must upload their complete proposal response in this section of the solicitation. Please include a copy of any licenses or certifications relevant to the scope of work as part of your submission.

*Response required

2. Bidder Qualification Statement*
Please download the below documents, complete, and upload.

- BIDDER_QUALIFICATION_STATEM...

*Response required

3. Financial Condition*
The proposer shall provide their latest audited financial statements for the past three (3) fiscal years which show reflected net worth and all other financial information usually reflected on statement of the Proposer. An

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independent, licensed, certified public accountant or certified public accounting firm shall have audited the statements. Financial statements provided will be kept confidential if each page is clearly notated as such.

*Response required

4. References & Performance Evaluation Survey*

List (5) client references (public references preferred) including client name, contact personnel, address, phone number, length of time you have provided services and list of any other related services provided. City of Doral employees cannot be used as references.

Please download the survey, send it to three (3) to five (5) clients to complete, have them email the completed form to performancesurvey@cityofdoral.com

- Survey.pdf

*Response required

5. Date of Entity Formation*

*Response required

6. Entity Type*

☐ Corporation
☐ Partnership
☐ LLC
☐ Other

*Response required

7. Office Location*

*Response required

8. FEI/EIN Number*

*Response required

9. Authorized Representative*

Name and Title

*Response required

10. The undersigned Respondent agrees*

If this Response is accepted by the City, to enter into an agreement with the City of Doral to perform and furnish all goods and/or services as specified or indicated in the Contract for the Price and within the timeframe indicated in this Solicitation and in accordance with the terms and conditions of the Contract.

☐ Please confirm

*Response required

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11. Respondent accepts all of the terms and conditions of the Solicitation*
Including without limitation those dealing with the disposition of Bid Security. This Bid will remain subject to acceptance for 365 days after the day of Bid opening. Respondent agrees to sign and submit the Contract with any applicable documents required by this RFQ within ten days after the date of City's Notice of Award (If applicable).

☐ Please confirm

*Response required

12. Respondent further warrants and represents *
It has familiarized itself with the nature and extent of the Contract, required goods and/or services, site, locality, and all local conditions and applicable laws and regulations that in any manner may affect cost, progress, performance, or furnishing of the Work.

☐ Please confirm

*Response required

13. Non-Collusion Affidavit*
I, the affiant, swear or affirm that:

A. Affiant is fully informed respecting the preparation and contents of the attached Bid/Proposal by Contractor and of all pertinent circumstances respecting such Bid/Proposal.

B. Such Bid/Proposal is genuine and is not a collusive or sham Bid/Proposal.

C. Neither the said Contractor nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including Affiant, have in any way colluded, conspired, connived or agreed, directly or indirectly, with any other firm or person to submit a collusive or sham Bid/Proposal in connection with the Work for which the attached Bid/Proposal has been submitted; or to refrain from bidding in connection with such Work; or have in any manner, directly or indirectly, sought by agreement or collusion, or communication, or conference with any firm or person to fix any overhead, profit, or cost elements of the Bid/Proposal or of any other person submitting a response to the solicitation, or to fix any overhead, profit, or cost elements of the quoted price(s) or the quoted price(s) of any other bidding/proposing person, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against the City or any person interested in the proposed Work.

D. The price(s) quoted in the attached Bid/Proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the Contractor or any other of its agents, representatives, owners, employees or parties in interest, including this Affiant.

☐ Please confirm

*Response required

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14. Respondent further warrants and represents *
It has studied carefully all reports and drawings of subsurface conditions and drawings of physical conditions to the extent applicable to the Work, and has obtained and carefully studied (or assumes responsibility for obtaining and carefully studying) all information that pertains to the subsurface or physical conditions at the site or otherwise may affect the cost, progress, performance, or furnishing of the Work, and no additional examinations, investigations, explorations, tests, reports or similar information or data are or will be required by Respondent for such purposes.

☐ Please confirm

*Response required

15. Respondent further warrants and represents *
It has given the City written notice of all errors or discrepancies it has discovered in the Contract and the resolution thereof by the City is acceptable to Respondent.

☐ Please confirm

*Response required

16. Respondent further warrants and represents *
This Bid/Proposal is genuine and not made in the interest of or on behalf of any other undisclosed person, firm or corporation; Respondent has not directly or indirectly induced or solicited any other Respondent to submit a false or sham Proposal; Respondent has not solicited or induced any person, firm or corporation to refrain from submitting; and Respondent has not sought by collusion to obtain for itself any advantage over any other Respondent or over the City.

☐ Please confirm

*Response required

17. Respondent understands that the quantities provided are only provided for proposal evaluation only. The actual quantities may be higher or lower than those in the proposal form.*

☐ Please confirm

*Response required

18. Respondent understands and agrees that the Contract Price is a Unit Rate Contract to furnish and deliver all of the Work complete in place. As such, the Proposer shall furnish all labor, materials, equipment, tools, supervision, and services necessary to provide a complete Project.*

☐ Please confirm

*Response required

19. Communication - If information is different than what is provided in Vendor Profile:
Communications concerning this Proposal shall be addressed to:

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Please provide:

- Name of Bidder/Proposer
- Telephone Number
- Email Address
- Attention

20. Disability, Nondiscrimination, and Equal Employment Opportunity*

Applicant certifies that Bidder is in compliance with and agrees to continue to comply with, and ensure that any subcontractor, or third party contractor under any and all contracts with the City of Doral complies with all applicable requirements of the laws listed below including, but not limited to, those provisions pertaining to employment, provision of programs and services, transportation, communications, access to facilities, renovations, and new construction.

- The American with Disabilities Act of 1990 (ADA), Pub. L. 101-336, 104 Stat 327, 42 USC 1210112213 and 47 USC Sections 225 and 661 including Title I, Employment; Title II, Public Services; Title III, Public Accommodations and Services Operated by Private entities; Title IV, Telecommunications; and Title V, Miscellaneous Provisions.
- The Florida Americans with Disabilities Accessibility Implementation Act of 1993, Section 553.501 553.513, Florida Statutes.
- The Rehabilitation Act of 1973, 229 USC Section 794.
- The Federal Transit Act, as amended 49 USC Section 1612.
- The Fair Housing Act as amended 42 USC Section 3601-3631

☐ Please confirm

*Response required

21. Conformance with OSHA Standards*

Applicant certifies and agrees that Applicant has the sole responsibility for compliance with all the requirements of the Federal Occupational Safety and Health Act of 1970, and all State and local safety and health regulations, and in the event the City engages Bidder, Bidder agrees to indemnify and hold harmless the City of Doral, against any and all liability, claims, damages losses and expenses the City may incur due to the failure of itself or any of its subcontractors to comply with such act or regulation in the performance of the contract.

☐ Please confirm

*Response required

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22. Statement*

I understand that a "person" as defined in 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 the 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 "persons" includes officers, directors, executives, partners, shareholders, employees, members, and agents active in the management of the entity.

☐ Please confirm

*Response required

23. List of Proposed Subcontractors (If Applicable)

Please download the below documents, complete, and upload.

- LIST_OF_PROPOSED_SUBCONTRAC...

24. Business Entity Affidavit*

Please download the below documents, complete, and upload.

- Business_Entity_Affdavit.pdf

*Response required

25. Conflict of Interest Disclosure*

Please download the below documents, complete, and upload.

- CONFLICT_OF_INTEREST_DISCLO...

*Response required

26. Certificate of Authority*

Please download the below documents, complete, and upload.

- CERTIFICATE_OF_AUTHORITY_20...

*Response required

27. Confirmation of Understanding for Certificate of Authority*

Bidder understands that they must return a Certificate of Authority in order to be considered for the solicitation.

☐ Please confirm

*Response required

28. AFFIDAVIT REGARDING UNAUTHORIZED ALIENS UNDER 448.095, FLORIDA STATUTES*

Please download the below documents, complete, and upload.

- UNAUTHORIZED_ALIENS.pdf

*Response required

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29. REQUIRED AFFIDAVIT REGARDING THE USE OF COERCION FOR LABOR AND SERVICES*
Please download the below documents, complete, and upload.

- COERCION_FOR_LABOR.pdf

*Response required

30. SWORN STATEMENT PURSUANT TO SECTION 287.133(3)(A),FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES*
Please download the below documents, complete, and upload.

- PUBLIC_ENTITY_CRIMES.pdf

*Response required

31. Compliance With Foreign Entity Laws*
Applicant certifies as follows:

A. Bidder is not owned by the government of a foreign country of concern, as defined in Section 287.138, Florida Statutes.

B. The government of a foreign country of concern does not have a controlling interest in Bidder, as defined in Section 287.138, Florida Statutes.

C. Bidder is not organized under the laws of a foreign country of concern, as defined in Section 287.138, Florida Statutes.

D. Bidder does not have a principal place of business in a foreign country of concern, as defined in Section 287.138, Florida Statutes.

E. Bidder is not on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in Iran Terrorism Sectors List, created pursuant to s. 215.473.

F. Bidder is not engaged in business operations in Cuba or Syria.

G. Bidder is not participating in a boycott of Israel, and is not on the Scrutinized Companies that Boycott Israel list in accordance with the requirements of Sections 287.135 and F.S. 215.473, Florida Statutes

☐ Please confirm

*Response required

32. No Contingency Affidavit*
Affiant certifies the following:

A. Neither Bidder nor any principal, employee, agent, representative or family member has promised to pay, and Bidder has not and will not pay, a fee the amount of which is contingent upon the City of Doral awarding a contract.

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B. Bidder warrants that neither it, nor any principal, employee, agent, or representative has procured, or attempted to procure, a contract with the City of Doral in violation of any of the provisions of the MiamiDade County conflict of interest and code of ethics ordinances.

C. Bidder acknowledges that a violation of this warranty may result in the termination of any contracts and forfeiture of funds paid, or to be paid, to the Bidder if awarded a contract.

☐ Please confirm

*Response required

33. Copeland Anti-Kickback Affidavit*

Affiant certifies that no portion of any sums will be paid to any employees of the City of Doral, its elected officials, or its consultants, as a commission, kickback, reward or gift, directly or indirectly by Bidder or any member of Bidder's firm or by any officer of the corporation in exchange for business with the City of Doral.

☐ Please confirm

*Response required

34. Cone of Silence Certification*

Affiant certifies and that Affiant has read and understands the Cone of Silence" requirements set forth in this Solicitation and further certify that neither I, nor any agent or representative of the Company has violated this provision.

☐ Please confirm

*Response required

35. Veteran Certified Business Certificate

Interested Respondents must submit their Veteran Certified Business Certificate with their response.

36. IRS Form W-9*

*Response required

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D – Work Tasks

Scope of Work, Timeline, Deliverables and Cost

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Exhibit E

Insurance Requirements & Certificates

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 04/21/2026

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

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

PRODUCER	CONTACT NAME:	
Brown & Brown Insurance Services, Inc. 1201 W Cypress Creek Rd Suite 130 Fort Lauderdale FL 33309	PHONE (A/C, No, Ext): (954) 776-2222	FAX (A/C, No): (954) 776-4446
	E-MAIL ADDRESS: 053.certs@bbrown.com	

INSURED	INSURER(S) AFFORDING COVERAGE	NAIC #
KEITH & Associates, Inc. dba KEITH 301 East Atlantic Blvd. Pompano Beach FL 33060	INSURER A : The Charter Oak Fire Insurance Company	25615
	INSURER B : St. Paul Protective Insurance Company	19224
	INSURER C : Travelers Property Casualty Company of America	25674
	INSURER D : Travelers Casualty and Surety Company	19038
	INSURER E : Lexington Insurance Company	19437
	INSURER F :	

COVERAGES **CERTIFICATE NUMBER:** 26-27 GL/BA/WC/Umb/Prof **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	[X] COMMERCIAL GENERAL LIABILITY [ ] CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: [ ] POLICY [X] PRO-JECT [ ] LOC [ ] OTHER:	Y	Y	P660A6411735COF26	02/19/2026	02/19/2027	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG Deductible	$ 1,000,000 $ 300,000 $ 5,000 $ 1,000,000 $ 2,000,000 $ 2,000,000 $ 0.00
B	AUTOMOBILE LIABILITY [X] ANY AUTO [ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS [X] HIRED AUTOS ONLY [X] NON-OWNED AUTOS ONLY	Y	Y	810A64129892643G	02/19/2026	02/19/2027	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) Deductible	$ 1,000,000 $ $ $ $ 0.00
C	[X] UMBRELLA LIAB [X] OCCUR [ ] EXCESS LIAB [ ] CLAIMS-MADE [ ] DED [X] RETENTION $ 10,000	Y	Y	CUPA643643A2643	02/19/2026	02/19/2027	EACH OCCURRENCE AGGREGATE Retention	$ 5,000,000 $ 5,000,000 $ 10,000
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y / N: N If yes, describe under DESCRIPTION OF OPERATIONS below	N / A	Y	UBA64351312643G	02/19/2026	02/19/2027	[X] PER STATUTE [ ] OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ 1,000,000 $ 1,000,000 $ 1,000,000
E	Professional Liability/Pollution			015136483	02/19/2026	02/19/2027	Per Claim Aggregate Deductible	$2,000,000 $6,000,000 $50,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Re: KEITH P#16049.00 - Doral General Planning and Zoning CSC
RFQ-2026-04 for General Planning and Zoning Consulting Services

City of Doral, Florida is additional insured with respects to General Liability and Auto Liability if required by written contract. General Liability includes Ongoing and Completed Operations. Primary and Non Contributory applies to General Liability and Auto Liability if required by written contract. Waiver of Subrogation in favor of additional insured with respects to General Liability, Auto Liability and Workers Compensation as required by written contract. Umbrella is follow form. 30 day notice of cancellation except 10 days for non-payment of premium.

CERTIFICATE HOLDER

City of Doral, Florida
8401 NW 53rd Terrace
Doral FL 33166

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.

AUTHORIZED REPRESENTATIVE

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AGENCY CUSTOMER ID: _____

LOC #: _____

ADDITIONAL REMARKS SCHEDULE

AGENCY	NAMED INSURED
Brown & Brown Insurance Services, Inc.	KEITH & Associates, Inc. dba KEITH
POLICY NUMBER	
CARRIER / NAIC CODE	EFFECTIVE DATE:

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: 25 **FORM TITLE:** Certificate of Liability Insurance: Notes

CYBER LIABILITY
Carrier: Arch Specialty Insurance Company NAIC #21199
Policy #C4LPX232023CYBER2026
Effective Date: 02/19/2026 – 02/19/2027
Limit: $1,000,000 / Retention: $5,000

EMPLOYMENT PRACTICES LIABILITY
Carrier: Westchester Fire Insurance Company
NAIC #20281
Policy #: G4961228A001
Effective Date: 02/19/2026 – 02/19/2027
Limit: $2,000,000 EPLI / Retention: $25,000

FOREIGN LIABILITY
Carrier: The Continental Insurance Company
NAIC #35289
Policy #: PST734913788
Effective Date: 02/19/2026 – 02/19/2027
Liability Limit $1,000,000
Deductible $0.00

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

XTEND ENDORSEMENT FOR ARCHITECTS, ENGINEERS AND SURVEYORS

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

GENERAL DESCRIPTION OF COVERAGE – This endorsement broadens coverage. However, coverage for any injury, damage or medical expenses described in any of the provisions of this endorsement may be excluded or limited by another endorsement to this Coverage Part, and these coverage broadening provisions do not apply to the extent that coverage is excluded or limited by such an endorsement. The following listing is a general coverage description only. Read all the provisions of this endorsement and the rest of your policy carefully to determine rights, duties, and what is and is not covered.

A. Non-Owned Watercraft – 75 Feet Long Or Less

B. Who Is An Insured – Unnamed Subsidiaries

C. Who Is An Insured – Retired Partners, Members, Directors And Employees

D. Who Is An Insured – Employees And Volunteer Workers – Bodily Injury To Co-Employees, Co-Volunteer Workers And Retired Partners, Members, Directors And Employees

E. Who Is An Insured – Newly Acquired Or Formed Limited Liability Companies

F. Blanket Additional Insured – Controlling Interest

G. Blanket Additional Insured – Mortgagees, Assignees, Successors Or Receivers

H. Blanket Additional Insured – Governmental Entities – Permits Or Authorizations Relating To Premises

I. Blanket Additional Insured – Governmental Entities – Permits Or Authorizations Relating To Operations

J. Incidental Medical Malpractice

K. Medical Payments – Increased Limit

L. Amendment Of Excess Insurance Condition – Professional Liability

M. Blanket Waiver Of Subrogation – When Required By Written Contract Or Agreement

N. Contractual Liability – Railroads

PROVISIONS

A. NON-OWNED WATERCRAFT – 75 FEET LONG OR LESS

1. The following replaces Paragraph **(2)** of Exclusion **g.**, **Aircraft, Auto Or Watercraft**, in Paragraph **2.** of **SECTION I – COVERAGES – COVERAGE A – BODILY INJURY AND PROPERTY DAMAGE LIABILITY**:

(2) A watercraft you do not own that is:

(a) 75 feet long or less; and

(b) Not being used to carry any person or property for a charge;

2. The following replaces Paragraph **2.e.** of **SECTION II – WHO IS AN INSURED**:

e. Any person or organization that, with your express or implied consent, either uses or is responsible for the use of a watercraft that you do not own that is:

(1) 75 feet long or less; and

(2) Not being used to carry any person or property for a charge;

B. WHO IS AN INSURED – UNNAMED SUBSIDIARIES

The following is added to **SECTION II – WHO IS AN INSURED**:

Any of your subsidiaries, other than a partnership or joint venture, that is not shown as a Named Insured in the Declarations is a Named Insured if:

a. You are the sole owner of, or maintain an ownership interest of more than 50% in, such subsidiary on the first day of the policy period; and

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b. Such subsidiary is not an insured under similar other insurance.

No such subsidiary is an insured for "bodily injury" or "property damage" that occurred, or "personal and advertising injury" caused by an offense committed:

a. Before you maintained an ownership interest of more than 50% in such subsidiary; or

b. After the date, if any, during the policy period that you no longer maintain an ownership interest of more than 50% in such subsidiary.

For purposes of Paragraph **1.** of Section **II – Who Is An Insured**, each such subsidiary will be deemed to be designated in the Declarations as:

a. A limited liability company;

b. An organization other than a partnership, joint venture or limited liability company; or

c. A trust;

as indicated in its name or the documents that govern its structure.

C. WHO IS AN INSURED – RETIRED PARTNERS, MEMBERS, DIRECTORS AND EMPLOYEES

The following is added to Paragraph **2.** of **SECTION II – WHO IS AN INSURED**:

Any person who is your retired partner, member, director or "employee" that is performing services for you under your direct supervision, but only for acts within the scope of their employment by you or while performing duties related to the conduct of your business. However, no such retired partner, member, director or "employee" is an insured for:

(1) "Bodily injury":

(a) To you, to your current partners or members (if you are a partnership or joint venture), to your current members (if you are a limited liability company) or to your current directors;

(b) To the spouse, child, parent, brother or sister of that current partner, member or director as a consequence of Paragraph **(1)(a)** above;

(c) For which there is any obligation to share damages with or repay someone else who must pay damages because of the injury described in Paragraph **(1)(a)** or **(b)** above; or

(d) Arising out of his or her providing or failing to provide professional health care services.

Unless you are in the business or occupation of providing professional health care services, Paragraphs **(1)(a)**, **(b)**, **(c)** and **(d)** above do not apply to "bodily injury" arising out of providing or failing to provide first aid or "Good Samaritan services" by any of your retired partners, members, directors or "employees", other than a doctor. Any such retired partners, members, directors or "employees" providing or failing to provide first aid or "Good Samaritan services" during their work hours for you will be deemed to be acting within the scope of their employment by you or performing duties related to the conduct of your business.

(2) "Personal injury":

(a) To you, to your current or retired partners or members (if you are a partnership or joint venture), to your current or retired members (if you are a limited liability company), to your other current or retired directors or "employees" while in the course of his or her employment or performing duties related to the conduct of your business, or to your other "volunteer workers" while performing duties related to the conduct of your business;

(b) To the spouse, child, parent, brother or sister of that current or retired partner, member, director, "employee" or "volunteer worker" as a consequence of Paragraph **(2)(a)** above;

(c) For which there is any obligation to share damages with or repay someone else who must pay damages because of the injury described in Paragraph **(2)(a)** or **(b)** above; or

(d) Arising out of his or her providing or failing to provide professional health care services.

(3) "Property damage" to property:

(a) Owned, occupied or used by; or

(b) Rented to, in the care, custody or control of, or over which physical control is being exercised for any purpose by;

you, any of your retired partners, members or directors, your current or retired "employees" or "volunteer workers", any current partner or member (if you are a partnership or joint venture), or any current member (if you are a limited liability company) or current director.

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D. WHO IS AN INSURED – EMPLOYEES AND VOLUNTEER WORKERS – BODILY INJURY TO CO-EMPLOYEES, CO-VOLUNTEER WORKERS AND RETIRED PARTNERS, MEMBERS, DIRECTORS AND EMPLOYEES

The following is added to Paragraph **2.a.(1)** of **SECTION II – WHO IS AN INSURED**:

Paragraphs **(1)(a)**, **(b)** and **(c)** above do not apply to "bodily injury" to a current or retired co-"employee" while in the course of the co-"employee's" employment by you or performing duties related to the conduct of your business, or to "bodily injury" to your other "volunteer workers" or retired partners, members or directors while performing duties related to the conduct of your business.

E. WHO IS AN INSURED – NEWLY ACQUIRED OR FORMED LIMITED LIABILITY COMPANIES

The following replaces Paragraph **3.** of **SECTION II – WHO IS AN INSURED**:

3. Any organization you newly acquire or form, other than a partnership or joint venture, and of which you are the sole owner or in which you maintain an ownership interest of more than 50%, will qualify as a Named Insured if there is no other similar insurance available to that organization. However:

a. Coverage under this provision is afforded only:

(1) Until the 180th day after you acquire or form the organization or the end of the policy period, whichever is earlier, if you do not report such organization in writing to us within 180 days after you acquire or form it; or

(2) Until the end of the policy period, when that date is later than 180 da ys after you acquire or form such organization, if you report such organization in writing to us within 180 days after you acquire or form it;

b. Coverage **A** does not apply to "bodily injury" or "property damage" that occurred before you acquired or formed the organization; and

c. Coverage **B** does not apply to "personal and advertising injury" arising out of an offense committed before you acquired or formed the organization.

For the purposes of Paragraph **1.** of Section **II** – Who Is An Insured, each such organization will be deemed to be designated in the Declarations as:

a. A limited liability company;

b. An organization other than a partnership, joint venture or limited liability company; or

c. A trust;

as indicated in its name or the documents that govern its structure.

F. BLANKET ADDITIONAL INSURED – CONTROLLING INTEREST

1. The following is added to **SECTION II – WHO IS AN INSURED**:

Any person or organization that has financial control of you is an insured with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" that arises out of:

a. Such financial control; or

b. Such person's or organization's ownership, maintenance or use of premises leased to or occupied by you.

The insurance provided to such person or organization does not apply to structural alterations, new construction or demolition operations performed by or on behalf of such person or organization.

2. The following is added to Paragraph **4.** of **SECTION II – WHO IS AN INSURED**:

This paragraph does not apply to any premises owner, manager or lessor that has financial control of you.

G. BLANKET ADDITIONAL INSURED – MORTGAGEES, ASSIGNEES, SUCCESSORS OR RECEIVERS

The following is added to **SECTION II – WHO IS AN INSURED**:

Any person or organization that is a mortgagee, assignee, successor or receiver and that you have agreed in a written contract or agreement to include as an additional insured on this Coverage Part is an insured, but only with respect to its liability as mortgagee, assignee, successor or receiver for "bodily injury", "property damage" or "personal and advertising injury" that:

a. Is "bodily injury" or "property damage" that occurs, or is "personal and advertising injury" caused by an offense that is committed,

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subsequent to the signing of that contract or agreement; and

b. Arises out of the ownership, maintenance or use of the premises for which that mortgagee, assignee, successor or receiver is required under that contract or agreement to be included as an additional insured on this Coverage Part.

The insurance provided to such mortgagee, assignee, successor or receiver is subject to the following provisions:

a. The limits of insurance provided to such mortgagee, assignee, successor or receiver will be the minimum limits that you agreed to provide in the written contract or agreement, or the limits shown in the Declarations, whichever are less.

b. The insurance provided to such person or organization does not apply to:

(1) Any "bodily injury" or "property damage" that occurs, or any "personal and advertising injury" caused by an offense that is committed, after such contract or agreement is no longer in effect; or

(2) Any "bodily injury", "property damage" or "personal and advertising injury" arising out of any structural alterations, new construction or demolition operations performed by or on behalf of such mortgagee, assignee, successor or receiver.

H. BLANKET ADDITIONAL INSURED – GOVERNMENTAL ENTITIES – PERMITS OR AUTHORIZATIONS RELATING TO PREMISES

The following is added to **SECTION II – WHO IS AN INSURED**:

Any governmental entity that has issued a permit or authorization with respect to premises owned or occupied by, or rented or loaned to, you and that you are required by any ordinance, law, building code or written contract or agreement to include as an additional insured on this Coverage Part is an insured, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" arising out of the existence, ownership, use, maintenance, repair, construction, erection or removal of any of the following for which that governmental entity has issued such permit or authorization: advertising signs, awnings, canopies, cellar entrances, coal holes, driveways, manholes, marquees, hoist away openings, sidewalk vaults, elevators, street banners or decorations.

I. BLANKET ADDITIONAL INSURED – GOVERNMENTAL ENTITIES – PERMITS OR AUTHORIZATIONS RELATING TO OPERATIONS

The following is added to **SECTION II – WHO IS AN INSURED**:

Any governmental entity that has issued a permit or authorization with respect to operations performed by you or on your behalf and that you are required by any ordinance, law, building code or written contract or agreement to include as an additional insured on this Coverage Part is an insured, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" arising out of such operations.

The insurance provided to such governmental entity does not apply to:

a. Any "bodily injury", "property damage" or "personal and advertising injury" arising out of operations performed for the governmental entity; or

b. Any "bodily injury" or "property damage" included in the "products-completed operations hazard".

J. INCIDENTAL MEDICAL MALPRACTICE

1. The following replaces Paragraph **b.** of the definition of "occurrence" in the **DEFINITIONS** Section:

b. An act or omission committed in providing or failing to provide "incidental medical services", first aid or "Good Samaritan services" to a person, unless you are in the business or occupation of providing professional health care services.

2. The following replaces the last paragraph of Paragraph **2.a.(1)** of **SECTION II – WHO IS AN INSURED**:

Unless you are in the business or occupation of providing professional health care services, Paragraphs **(1)(a)**, **(b)**, **(c)** and **(d)** above do not apply to "bodily injury" arising out of providing or failing to provide:

(a) "Incidental medical services" by any of your "employees" who is a nurse, nurse assistant, emergency medical technician, paramedic, athletic trainer, audiologist, dietician, nutritionist,

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occupational therapist or occupational therapy assistant, physical therapist or speech-language pathologist; or

(b) First aid or "Good Samaritan services" by any of your "employees" or "volunteer workers", other than an employed or volunteer doctor. Any such "employees" or "volunteer workers" providing or failing to provide first aid or "Good Samaritan services" during their work hours for you will be deemed to be acting within the scope of their employment by you or performing duties related to the conduct of your business.

3. The following replaces the last sentence of Paragraph **5.** of **SECTION III – LIMITS OF INSURANCE**:

For the purposes of determining the applicable Each Occurrence Limit, all related acts or omissions committed in providing or failing to provide "incidental medical services", first aid or "Good Samaritan services" to any one person will be deemed to be one "occurrence".

4. The following exclusion is added to Paragraph **2.**, **Exclusions**, of **SECTION I – COVERAGES – COVERAGE A – BODILY INJURY AND PROPERTY DAMAGE LIABILITY**:

Sale Of Pharmaceuticals

"Bodily injury" or "property damage" arising out of the violation of a penal statute or ordinance relating to the sale of pharmaceuticals committed by, or with the knowledge or consent of the insured.

5. The following is added to the **DEFINITIONS** Section:

"Incidental medical services" means:

a. Medical, surgical, dental, laboratory, x-ray or nursing service or treatment, advice or instruction, or the related furnishing of food or beverages; or

b. The furnishing or dispensing of drugs or medical, dental, or surgical supplies or appliances.

6. The following is added to Paragraph **4.b.**, **Excess Insurance**, of **SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS**:

This insurance is excess over any valid and collectible other insurance, whether primary, excess, contingent or on any other basis, that is available to any of your "employees" for "bodily injury" that arises out of providing or failing to provide "incidental medical services" to any person to the extent not subject to Paragraph **2.a.(1)** of Section **II** – Who Is An Insured.

K. MEDICAL PAYMENTS – INCREASED LIMIT

The following replaces Paragraph **7.** of **SECTION III – LIMITS OF INSURANCE**:

7. Subject to Paragraph **5.** above, the Medical Expense Limit is the most we will pay under Coverage **C** for all medical expenses because of "bodily injury" sustained by any one person, and will be the higher of:

a. $10,000; or

b. The amount shown in the Declarations of this Coverage Part for Medical Expense Limit.

L. AMENDMENT OF EXCESS INSURANCE CONDITION – PROFESSIONAL LIABILITY

The following is added to Paragraph **4.b.**, **Excess Insurance**, of **SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS**:

This insurance is excess over any of the other insurance, whether primary, excess, contingent or on any other basis, that is Professional Liability or similar coverage, to the extent the loss is not subject to the professional services exclusion of Coverage **A** or Coverage **B**.

M. BLANKET WAIVER OF SUBROGATION – WHEN REQUIRED BY WRITTEN CONTRACT OR AGREEMENT

The following is added to Paragraph **8.**, **Transfer Of Rights Of Recovery Against Others To Us**, of **SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS**:

If the insured has agreed in a written contract or agreement to waive that insured's right of recovery against any person or organization, we waive our right of recovery against such person or organization, but only for payments we make because of:

a. "Bodily injury" or "property damage" that occurs; or

b. "Personal and advertising injury" caused by an offense that is committed;

subsequent to the signing of that contract or agreement.

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N. CONTRACTUAL LIABILITY – RAILROADS

1. The following replaces Paragraph **c.** of the definition of "insured contract" in the **DEFINITIONS** Section:

c. Any easement or license agreement;

2. Paragraph **f.(1)** of the definition of "insured contract" in the **DEFINITIONS** Section is deleted.

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POLICY NUMBER: P-660-A6411735-COF-26 ISSUE DATE: 02-19-26

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

DESIGNATED PERSON OR ORGANIZATION – NOTICE OF CANCELLATION PROVIDED BY US

This endorsement modifies insurance provided under the following:

ALL COVERAGE PARTS INCLUDED IN THIS POLICY

SCHEDULE

CANCELLATION: **Number of Days Notice:** 30

PERSON OR ORGANIZATION:
ANY PERSON OR ORGANIZATION
(CONTINUED ON IL T8 03)

ADDRESS:
(CONTINUED ON IL T8 03)

POMPANO BEACH
FL
33060

PROVISIONS

If we cancel this policy for any legally permitted reason other than nonpayment of premium, and a number of days is shown for Cancellation in the Schedule above, we will mail notice of cancellation to the person or organization shown in such Schedule. We will mail such notice to the address shown in the Schedule above at least the number of days shown for Cancellation in such Schedule before the effective date of cancellation.

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

BLANKET ADDITIONAL INSURED – PRIMARY AND NON-CONTRIBUTORY WITH OTHER INSURANCE

This endorsement modifies insurance provided under the following:

BUSINESS AUTO COVERAGE FORM

PROVISIONS

1. The following is added to Paragraph **A.1.c.**, **Who Is An Insured**, of **SECTION II – COVERED AUTOS LIABILITY COVERAGE**:

   This includes any person or organization who you are required under a written contract or agreement between you and that person or organization, that is signed by you before the "bodily injury" or "property damage" occurs and that is in effect during the policy period, to name as an additional insured for Covered Autos Liability Coverage, but only for damages to which this insurance applies and only to the extent of that person's or organization's liability for the conduct of another "insured".

2. The following is added to Paragraph **B.5.**, **Other Insurance** of **SECTION IV – BUSINESS AUTO CONDITIONS**:

   Regardless of the provisions of paragraph a. and paragraph **d.** of this part **5. Other Insurance,** this insurance is primary to and non-contributory with applicable other insurance under which an additional insured person or organization is the first named insured when the written contract or agreement between you and that person or organization, that is signed by you before the "bodily injury" or "property damage" occurs and that is in effect during the policy period, requires this insurance to be primary and non-contributory.

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

BUSINESS AUTO EXTENSION ENDORSEMENT – FLORIDA

This endorsement modifies insurance provided under the following:

BUSINESS AUTO COVERAGE FORM

GENERAL DESCRIPTION OF COVERAGE – This endorsement broadens coverage. However, coverage for any injury, damage or medical expenses described in any of the provisions of this endorsement may be excluded or limited by another endorsement to the Coverage Part, and these coverage broadening provisions do not apply to the extent that coverage is excluded or limited by such an endorsement. The following listing is a general coverage description only. Limitations and exclusions may apply to these coverages. Read all the provisions of this endorsement and the rest of your policy carefully to determine rights, duties, and what is and is not covered.

A. BROAD FORM NAMED INSURED

B. BLANKET ADDITIONAL INSURED

C. EMPLOYEE HIRED AUTO

D. EMPLOYEES AS INSURED

E. SUPPLEMENTARY PAYMENTS – INCREASED LIMITS

F. HIRED AUTO – LIMITED WORLDWIDE COVERAGE – INDEMNITY BASIS

G. WAIVER OF DEDUCTIBLE – GLASS

H. HIRED AUTO PHYSICAL DAMAGE – LOSS OF USE – INCREASED LIMIT

I. PHYSICAL DAMAGE – TRANSPORTATION EXPENSES – INCREASED LIMIT

J. PERSONAL PROPERTY

K. AIRBAGS

L. NOTICE AND KNOWLEDGE OF ACCIDENT OR LOSS

M. BLANKET WAIVER OF SUBROGATION

N. UNINTENTIONAL ERRORS OR OMISSIONS

PROVISIONS

A. BROAD FORM NAMED INSURED

The following is added to Paragraph **A.1.**, **Who Is An Insured**, of **SECTION II – COVERED AUTOS LIABILITY COVERAGE**:

Any organization you newly acquire or form during the policy period over which you maintain 50% or more ownership interest and that is not separately insured for Business Auto Coverage. Coverage under this provision is afforded only until the 180th day after you acquire or form the organization or the end of the policy period, whichever is earlier.

B. BLANKET ADDITIONAL INSURED

The following is added to Paragraph **c.** in **A.1.**, **Who Is An Insured**, of **SECTION II – COVERED AUTOS LIABILITY COVERAGE**:

Any person or organization who is required under a written contract or agreement between you and that person or organization, that is signed and executed by you before the "bodily injury" or "property damage" occurs and that is in effect during the policy period, to be named as an additional insured is an "insured" for Covered Autos Liability Coverage, but only for damages to which this insurance applies and only to the extent that person or organization qualifies as an "insured" under the Who Is An Insured provision contained in Section **II.**

C. EMPLOYEE HIRED AUTO

1. The following is added to Paragraph **A.1.**, **Who Is An Insured**, of **SECTION II – COVERED AUTOS LIABILITY COVERAGE**:

An "employee" of yours is an "insured" while operating an "auto" hired or rented under a contract or agreement in an "employee's" name, with your permission, while performing duties related to the conduct of your business.

2. The following replaces Paragraph **b.** in **B.5.**, **Other Insurance**, of **SECTION IV – BUSINESS AUTO CONDITIONS**:

b. For Hired Auto Physical Damage Coverage, the following are deemed to be covered "autos" you own:

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(1) Any covered "auto" you lease, hire, rent or borrow; and

(2) Any covered "auto" hired or rented by your "employee" under a contract in an "employee's" name, with your permission, while performing duties related to the conduct of your business.

However, any "auto" that is leased, hired, rented or borrowed with a driver is not a covered "auto".

D. EMPLOYEES AS INSURED

The following is added to Paragraph **A.1.**, **Who Is An Insured**, of **SECTION II – COVERED AUTOS LIABILITY COVERAGE**:

Any "employee" of yours is an "insured" while using a covered "auto" you don't own, hire or borrow in your business or your personal affairs.

E. SUPPLEMENTARY PAYMENTS – INCREASED LIMITS

1. The following replaces Paragraph **A.2.a.(2)**, of **SECTION II – COVERED AUTOS LIABILITY COVERAGE**:

(2) Up to $3,000 for cost of bail bonds (including bonds for related traffic law violations) required because of an "accident" we cover. We do not have to furnish these bonds.

2. The following replaces Paragraph **A.2.a.(4)**, of **SECTION II – COVERED AUTOS LIABILITY COVERAGE**:

(4) All reasonable expenses incurred by the "insured" at our request, including actual loss of earnings up to $500 a day because of time off from work.

F. HIRED AUTO – LIMITED WORLDWIDE COVERAGE – INDEMNITY BASIS

The following replaces Subparagraph **(5)** in Paragraph **B.7.**, **Policy Period, Coverage Territory**, of **SECTION IV – BUSINESS AUTO CONDITIONS**:

(5) Anywhere in the world, except any country or jurisdiction while any trade sanction, embargo, or similar regulation imposed by the United States of America applies to and prohibits the transaction of business with or within such country or jurisdiction, for Covered Autos Liability Coverage for any covered "auto" that you lease, hire, rent or borrow without a driver for a period of 30 days or less and that is not an "auto" you lease, hire, rent or borrow from any of your "employees", partners (if you are a partnership), members (if you are a limited liability company) or members of their households.

(a) With respect to any claim made or "suit" brought outside the United States of America, the territories and possessions of the United States of America, Puerto Rico and Canada:

(i) You must arrange to defend the "insured" against, and investigate or settle any such claim or "suit" and keep us advised of all proceedings and actions.

(ii) Neither you nor any other involved "insured" will make any settlement without our consent.

(iii) We may, at our discretion, participate in defending the "insured" against, or in the settlement of, any claim or "suit".

(iv) We will reimburse the "insured" for sums that the "insured" legally must pay as damages because of "bodily injury" or "property damage" to which this insurance applies, that the "insured" pays with our consent, but only up to the limit described in Paragraph **C.**, Limits Of Insurance, of **SECTION II – COVERED AUTOS LIABILITY COVERAGE**.

(v) We will reimburse the "insured" for the reasonable expenses incurred with our consent for your investigation of such claims and your defense of the "insured" against any such "suit", but only up to and included within the limit described in Paragraph **C.**, Limits Of Insurance, of **SECTION II – COVERED AUTOS LIABILITY COVERAGE**, and not in addition to such limit. Our duty to make such payments ends when we have used up the applicable limit of insurance in payments for damages, settlements or defense expenses.

(b) This insurance is excess over any valid and collectible other insurance available to the "insured" whether primary, excess contingent or on any other basis.

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(c) This insurance is not a substitute for required or compulsory insurance in any country outside the United States, its territories and possessions, Puerto Rico and Canada.

You agree to maintain all required or compulsory insurance in any such country up to the minimum limits required by local law. Your failure to comply with compulsory insurance requirements will not invalidate the coverage afforded by this policy, but we will only be liable to the same extent we would have been liable had you complied with the compulsory insurance requirements.

(d) It is understood that we are not an admitted or authorized insurer outside the United States of America, its territories and possessions, Puerto Rico and Canada. We assume no responsibility for the furnishing of certificates of insurance, or for compliance in any way with the laws of other countries relating to insurance.

G. WAIVER OF DEDUCTIBLE – GLASS

The following is added to Paragraph **D.**, **Deductible**, of **SECTION III – PHYSICAL DAMAGE COVERAGE**:

No deductible applies under Specified Causes of Loss or Comprehensive coverage for "loss" to glass used in the windshield.

H. HIRED AUTO PHYSICAL DAMAGE – LOSS OF USE – INCREASED LIMIT

The following replaces the last sentence of Paragraph **A.4.b.**, **Loss Of Use Expenses**, of **SECTION III – PHYSICAL DAMAGE COVERAGE**:

However, the most we will pay for any expenses for loss of use is $65 per day, to a maximum of $750 for any one "accident".

I. PHYSICAL DAMAGE – TRANSPORTATION EXPENSES – INCREASED LIMIT

The following replaces the first sentence in Paragraph **A.4.a.**, **Transportation Expenses**, of **SECTION III – PHYSICAL DAMAGE COVERAGE**:

We will pay up to $50 per day to a maximum of $1,500 for temporary transportation expense incurred by you because of the total theft of a covered "auto" of the private passenger type.

J. PERSONAL PROPERTY

The following is added to Paragraph **A.4.**, **Coverage Extensions**, of **SECTION III – PHYSICAL DAMAGE COVERAGE**:

Personal Property

We will pay up to $400 for "loss" to wearing apparel and other personal property which is:

(1) Owned by an "insured"; and

(2) In or on your covered "auto".

This coverage applies only in the event of a total theft of your covered "auto".

No deductibles apply to this Personal Property coverage.

K. AIRBAGS

The following is added to Paragraph **B.3.**, **Exclusions**, of **SECTION III – PHYSICAL DAMAGE COVERAGE**:

Exclusion **3.a.** does not apply to "loss" to one or more airbags in a covered "auto" you own that inflate due to a cause other than a cause of "loss" set forth in Paragraphs **A.1.b.** and **A.1.c.**, but only:

a. If that "auto" is a covered "auto" for Comprehensive Coverage under this policy;

b. The airbags are not covered under any warranty; and

c. The airbags were not intentionally inflated.

We will pay up to a maximum of $1,000 for any one "loss".

L. NOTICE AND KNOWLEDGE OF ACCIDENT OR LOSS

The following is added to Paragraph **A.2.a.**, of **SECTION IV – BUSINESS AUTO CONDITIONS**:

Your duty to give us or our authorized representative prompt notice of the "accident" or "loss" applies only when the "accident" or "loss" is known to:

(a) You (if you are an individual);

(b) A partner (if you are a partnership);

(c) A member (if you are a limited liability company);

(d) An executive officer, director or insurance manager (if you are a corporation or other organization); or

(e) Any "employee" authorized by you to give notice of the "accident" or "loss".

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M. BLANKET WAIVER OF SUBROGATION

The following replaces Paragraph **A.5.**, **Transfer Of Rights Of Recovery Against Others To Us**, of **SECTION IV – BUSINESS AUTO CONDITIONS**:

5. Transfer Of Rights Of Recovery Against Others To Us

We waive any right of recovery we may have against any person or organization to the extent required of you by a written contract signed and executed prior to any "accident" or "loss", provided that the "accident" or "loss" arises out of operations contemplated by such contract. The waiver applies only to the person or organization designated in such contract.

N. UNINTENTIONAL ERRORS OR OMISSIONS

The following is added to Paragraph **B.2.**, **Concealment, Misrepresentation, Or Fraud**, of **SECTION IV – BUSINESS AUTO CONDITIONS**:

The unintentional omission of, or unintentional error in, any information given by you shall not prejudice your rights under this insurance. However this provision does not affect our right to collect additional premium or exercise our right of cancellation or non–renewal.

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POLICY NUMBER: 810-A6412989-26-43-G ISSUE DATE: 02-19-26

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

DESIGNATED PERSON OR ORGANIZATION – NOTICE OF CANCELLATION PROVIDED BY US

This endorsement modifies insurance provided under the following:

ALL COVERAGE PARTS INCLUDED IN THIS POLICY

SCHEDULE

CANCELLATION: **Number of Days Notice:** 30

PERSON OR ORGANIZATION: ANY PERSON OR ORGANIZATION TO WHOM YOU HAVE AGREED IN A WRITTEN CONTRACT THAT NOTICE OF CANCELLATION OF THIS POLICY WILL BE GIVEN, BUT ONLY IF:

1. YOU SEND US A WRITTEN REQUEST TO PROVIDE SUCH NOTICE, INCLUDING THE NAME AND ADDRESS OF SUCH PERSON OR ORGANIZATION, AFTER THE FIRST NAMED INSURED RECEIVES NOTICE FROM US OF THE CANCELLATION OF THIS POLICY; AND
2. WE RECEIVE SUCH WRITTEN REQUEST AT LEAST 14 DAYS BEFORE THE BEGINNING OF THE APPLICABLE NUMBER OF DAYS SHOWN IN THIS SCHEDULE.

ADDRESS:

THE ADDRESS FOR THAT PERSON OR ORGANIZATION INCLUDED IN SUCH WRITTEN REQUEST FROM YOU TO US.

PROVISIONS

If we cancel this policy for any legally permitted reason other than nonpayment of premium, and a number of days is shown for Cancellation in the Schedule above, we will mail notice of cancellation to the person or organization shown in such Schedule. We will mail such notice to the address shown in the Schedule above at least the number of days shown for Cancellation in such Schedule before the effective date of cancellation.

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TRAVELERS
ONE TOWER SQUARE
HARTFORD CT 06183

WORKERS COMPENSATION
AND
EMPLOYERS LIABILITY POLICY

ENDORSEMENT WC 00 03 13 (00) - 001

POLICY NUMBER: **UB-A6435131-26-43-G**

WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS ENDORSEMENT

We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule. (This agreement applies only to the extent that you perform work under a written contract that requires you to obtain this agreement from us.)

This agreement shall not operate directly or indirectly to benefit any one not named in the Schedule.

SCHEDULE

DESIGNATED PERSON:

DESIGNATED ORGANIZATION:

ANY PERSON OR ORGANIZATION FOR WHICH THE INSURED HAS AGREED BY WRITTEN CONTRACT EXECUTED PRIOR TO LOSS TO FURNISH THIS WAIVER.

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TRAVELERS
ONE TOWER SQUARE
HARTFORD CT 06183

WORKERS COMPENSATION AND EMPLOYERS LIABILITY POLICY

ENDORSEMENT WC 99 06 R3 (00) - 001

POLICY NUMBER: UB-A6435131-26-43-G

NOTICE OF CANCELLATION TO DESIGNATED PERSONS OR ORGANIZATIONS

The following is added to PART SIX – CONDITIONS :

Notice Of Cancellation To Designated Persons Or Organizations

If we cancel this policy for any reason other than non-payment of premium by you, we will provide notice of such cancellation to each person or organization designated in the Schedule below. We will mail or deliver such notice to each person or organization at its listed address at least the number of days shown for that person or organization before the cancellation is to take effect.

You are responsible for providing us with the information necessary to accurately complete the Schedule below. If we cannot mail or deliver a notice of cancellation to a designated person or organization because the name or address of such designated person or organization provided to us is not accurate or complete, we have no responsibility to mail, deliver or otherwise notify such designated person or organization of the cancellation.

SCHEDULE

Name and Address of Designated Persons or Organizations:	Number of Days Notice
"ANY PERSON OR ORGANIZATION WITH WHOM YOU HAVE AGREED IN A WRITTEN CONTRACT THAT NOTICE OF CANCELLATION OF THIS POLICY WILL BE GIVEN, BUT ONLY IF: 1. YOU SEE TO IT THAT WE RECEIVE A WRITTEN REQUEST TO PROVIDE SUCH NOTICE, INCLUDING THE NAME AND ADDRESS OF SUCH PERSON OR ORGANIZATION, AFTER THE FIRST NAMED INSURED RECEIVES NOTICE FROM US OF THE CANCELLATION OF THIS POLICY; AND 2. WE RECEIVE SUCH WRITTEN REQUEST AT LEAST 14 DAYS BEFORE THE BEGINNING OF THE APPLICABLE NUMBER OF DAYS SHOWN IN THIS ENDORSEMENT." ADDRESS: "THE ADDRESS FOR THAT PERSON OR ORGANIZATION INCLUDED IN SUCH WRITTEN REQUEST FROM YOU TO US."	30

All other terms and conditions of this policy remain unchanged.

This endorsement changes the policy to which it is attached and is effective on the date issued unless otherwise stated.

(The information below is required only when this endorsement is issued subsequent to preparation of the policy.)

Endorsement Effective Policy No. Endorsement No.
Insured Premium $

Insurance Company Countersigned by _____

DATE OF ISSUE: 02-19-26 ST ASSIGN:

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Exhibit F

City Council Resolution Approval

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RESOLUTION No. 26-53

A RESOLUTION OF THE MAYOR AND THE CITY COUNCIL OF THE CITY OF DORAL, FLORIDA, AWARDING RFP #2026-04 "GENERAL PLANNING AND ZONING CONSULTING SERVICES"; AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND ENTER INTO PROFESSIONAL SERVICES AGREEMENTS WITH THE CORRADINO GROUP, INC.; CALVIN, GIORDANO & ASSOCIATES/SAFEBUILT; KEITH; CHEN MOORE & ASSOCIATES; AND MHCP COLAB FOR THE PROVISION OF GENERAL PLANNING AND ZONING SERVICES; AUTHORIZING THE CITY MANAGER TO EXPEND BUDGETED FUNDS ON BEHALF OF THE CITY; PROVIDING FOR IMPLEMENTATION; PROVIDING FOR INCORPORATION OF RECITALS; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, on February 10th, 2026, the City of Doral (the "City") issued a Request for Qualifications (RFQ) for general planning and zoning services (RFQ No. 2026-04); and

WHEREAS, on February 24th, 2026 a pre-bid meeting was held to review the RFQ and answer questions from the interested firms; and

WHEREAS, in response to RFQ No. 2026-04, titled "General Planning and Zoning Services", the City of Doral received nine (9) submittals by the March 11th, 2026 deadline; and

WHEREAS, on March 18th, 2026, the City of Doral held the Evaluation Committee meeting to score and rank each of the proposals; and

WHEREAS, the funding for the tasks assigned under these contracts will be budgeted each fiscal year under the General Fund, Planning and Zoning Professional Services Account No. 001.40005.500310; and

WHEREAS, staff recommends that the Mayor and City Council authorize the City Manager to negotiate and enter into Professional Services Agreements (PSAs) with Calvin Giordano & Associates/SafeBuilt, Chen Moore & Associates, KEITH, MHCP COLAB, and

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The Corradino Group, Inc., the five (5) highest ranking firms to provide general planning and zoning consulting services to the City of Doral.

NOW THEREFORE, BE IT RESOLVED BY THE MAYOR AND THE CITY COUNCIL OF THE CITY OF DORAL, FLORIDA, AS FOLLOWS:

Section 1. Recitals. The above recitals are true and correct and incorporated herein.

Section 2. Authorization. The City Manager is authorized to execute the Professional Services Agreements, in substantially the form attached hereto, and to take all administrative actions necessary to implement its terms.

Section 3. Implementation. The City Manager and City Attorney are authorized to take any additional actions necessary to implement this Resolution, including making any modifications, executing any documents and addendums as necessary to effectuate this Resolution, provided that such actions remain consistent with the Council's intent.

Section 4. Effective Date. This resolution shall take effect immediately upon adoption.

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The foregoing Resolution was offered by Councilmember Reinoso who moved its adoption. The motion was seconded by Councilmember Pineyro and upon being put to a vote, the vote was as follows:

Mayor Christi Fraga	Yes
Vice Mayor Digna Cabral	Yes
Councilman Rafael Pineyro	Yes
Councilwoman Maureen Porras	Yes
Councilwoman Nicole Reinoso	Yes

PASSED AND ADOPTED this 8 day of April, 2026.

CHRISTI FRAGA, MAYOR

ATTEST:

CONNIE DIAZ, MMC
CITY CLERK

APPROVED AS TO FORM AND LEGAL SUFFICIENCY
FOR THE USE AND RELIANCE OF THE CITY OF DORAL ONLY:

LORENZO COBIELLA
GASTESI, LOPEZ, MESTRE & COBIELLA, PLLC
CITY ATTORNEY

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Exhibit G

Proposer's Response to RFQ

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KEITH

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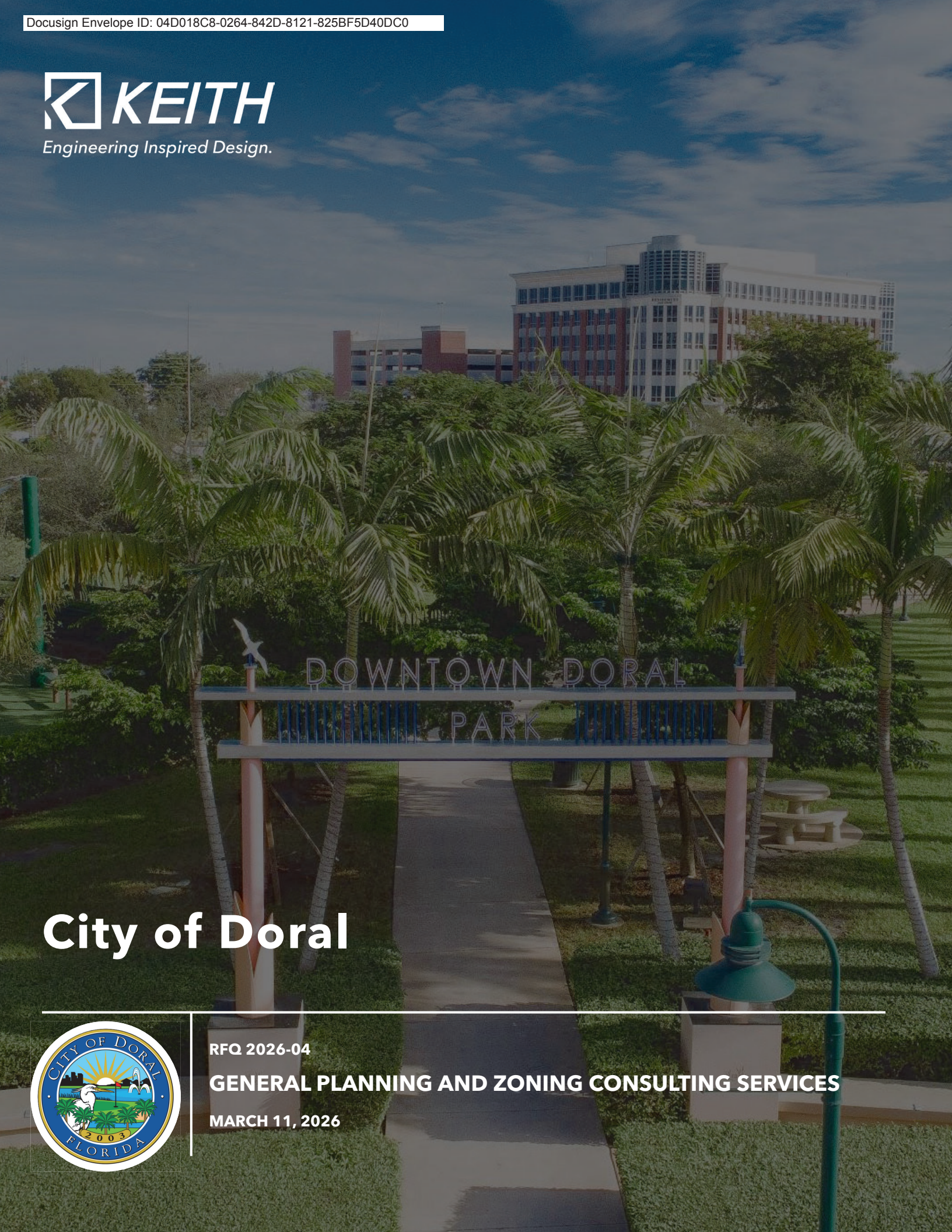

City of Doral

RFQ 2026-04

GENERAL PLANNING AND ZONING CONSULTING SERVICES

MARCH 11, 2026

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TITLE PAGE

KEITH
Engineering Inspired Design.

5805 Blue Lagoon Drive
Miami, FL 33126
305-667-5474

Contact Information:

Alex Lazowick, PE, PMP, ENV SP, President/CEO
ALazowick@KEITHteam.com
305-667-5474

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3.1

TRANSMITTAL LETTER

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City of Doral
General Planning and Zoning Consulting Services - RFQ 2026-04

Dear Evaluation Committee Members,

It is with great pleasure that Keith and Associates, Inc., dba KEITH provides our submittal for the General Planning and Zoning Consulting Services - RFQ 2026-04. We applaud the City of Doral for its ongoing efforts with enhancing the public realm. We understand that this contract may involve a variety of services and special projects, each of which the KEITH Team is committed to, including, but not limited to:

- Staff augmentation and surge capacity support
- Executive/Director-level advisory services
- Comprehensive Plan updates and implementation
- Short and long-term planning recommendations
- Development review and entitlements
- Quasi-judicial hearing support
- Annexation studies and support
- Special projects and emerging planning issues
- Deliverables and knowledge transfer

These initiatives align perfectly with KEITH's mission of "We create community".

We deliver on this mission with our transdisciplinary team which we go into detail in our response and is what we consider *Engineering Inspired Design*. This fusion of art and science, right and left-brain thinking, is what we believe makes KEITH truly unique in our approach to all our projects and services. We will further outline how the KEITH Team is the right team to partner with the City and its residents to provide the necessary professional and administrative support that will ultimately result in services and projects that are community focused, meet time constraints and budgets, and help elevate city services and projects for everyone to enjoy.

KEITH, a mid-size close-knit firm of over 200 professionals, has been helping communities for decades to implement their public realm concepts, and now is the time to bring insight to supplement the City of Doral's services and shepherd new projects into reality!

It is important that you have a team and team leaders that are veterans that have led communities through these processes before. It requires the ability to think and deliver on multiple levels from highly creative/inspirational design to hyper detailed/functional solutions as well as ensuring the future of operations and maintenance, sustainability, and resilience. KEITH is also able to meet and present with a wide range of stakeholders including city staff, Reviewing Agencies, Elected Officials, Contractors, and the Community at large. The team we have assembled has robust experience with each of the specialized skills required for the anticipated scopes of work.

I will serve as your Principal-in-Charge and will lead/facilitate all project elements. I have 39 years of local, national, and international experience in urban planning, zoning, and project management systems. Since 1986, my experience has included many phases of public and private sector land planning, site planning, and permitting services. I have directed project services from planning, design, and construction management throughout the United States, Caribbean, and Brazil. I have drafted numerous zoning text amendments for many cities throughout South Florida including new and revised residential, commercial, educational, mixed-use, and transit-oriented districts, density monitoring systems, and transfer of development rights. I also have extensive comprehensive

60+
Years in business

200 professionals

5 offices
Pompano Beach (HQ), Miami, West Palm Beach, Orlando, Port St. Lucie

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planning experience, Evaluation and Appraisal Reports and Comprehensive Plan updates and amendments. I am experienced with grant writing for which I have been awarded grants through various state and federal grant programs.

These services and projects will be supported by Andrea Harper, as Project Manager. Andrea brings 36 years of experience reviewing and processing land development applications for municipalities ensuring compliance with land development codes. Andrea was previously a Principal Planner for the Palm Beach County and the City of Riviera Beach. As an independent project manager, she successfully navigated new developments including industrial sites, commercial sites, and residential sites. She reviews all building permits for zoning compliance with the applicable codes on ongoing municipal contracts. Andrea prepares zoning verification letters and conducts zoning inspections. Independently researching various topics and drafting new ordinances and policies/procedures to address changing needs, Andrea prepares staff reports and presentations for board meetings to convey project information to City officials. Andrea has also served the Palm Beach County government for 16 years as Site Planner II/Permanent On-Call Planner. Together with Andrea we will guarantee these services and projects will run smoothly. You can also have confidence that these projects will receive the firm's highest level of resources.

This submittal is rendered independently and without collusion. The undersigned affirms that this response has been prepared without consultation, communication, or agreement with any other individual, firm, or entity submitting a proposal pursuant to this Planning and Zoning Consultant Services RFQ. No attempt has been made, or will be made, to influence the submission of any other proposer, and no information has been shared for the purpose of restricting competition.

KEITH has a proven track record, having been awarded more than 100 continuing services contracts throughout Florida. This extensive experience positions us as an extremely qualified partner. The KEITH Team would be honored to launch this journey and help the City of Doral in realizing its vision in the making of unique places where people come together to celebrate community, enjoy activity and wellness, and to be curious and discover the precious assets to be found throughout the city. Working in close conjunction with the city and its stakeholders to develop, repurpose, and activate city spaces, the KEITH Team will ensure success through application of our prior experiences. We welcome you to explore our response to understand our team of experts who have been carefully curated for these projects; as well as showcasing many of our ongoing and previously completed relevant projects. Together, let us unlock the value of the City of Doral and its community assets!

Best Regards,

Michael Vonder Meulen, AICP
Vice President of Planning
KEITH
5805 Blue Lagoon Drive, Suite 218
Miami, FL 33126
305-667-5474
MVonderMeulen@KEITHteam.com

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3.2

QUALIFICATIONS AND EXPERIENCE OF THE FIRM

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Qualifications and Experience of KEITH

KEITH believes in a context-based approach that considers multiple facets of the development process resulting in solutions that are curated for each authentic scenario. In addition to the traditional design approach, we believe careful consideration should be given to economic, ecological, and social factors. This cohesive approach to each project is engineered to enhance the opportunity for a resilient solution.

Our approach is categorized into the following three general phases:

- Exploration Phase – The process of becoming familiar with an area through extensive analysis.
- Inspiration Phase – The process of developing ideas emanating from the exploration process.
- Implementation Phase – The process of activating a decision or plan.

KEITH understands it is imperative to have senior staff members overseeing the planning, design, and permitting components of these projects. KEITH's corporate philosophy results in an extremely efficient and responsive project management approach. We are committed to providing our most highly qualified professionals for these work orders, which will provide effective and responsive service to the City of Doral.

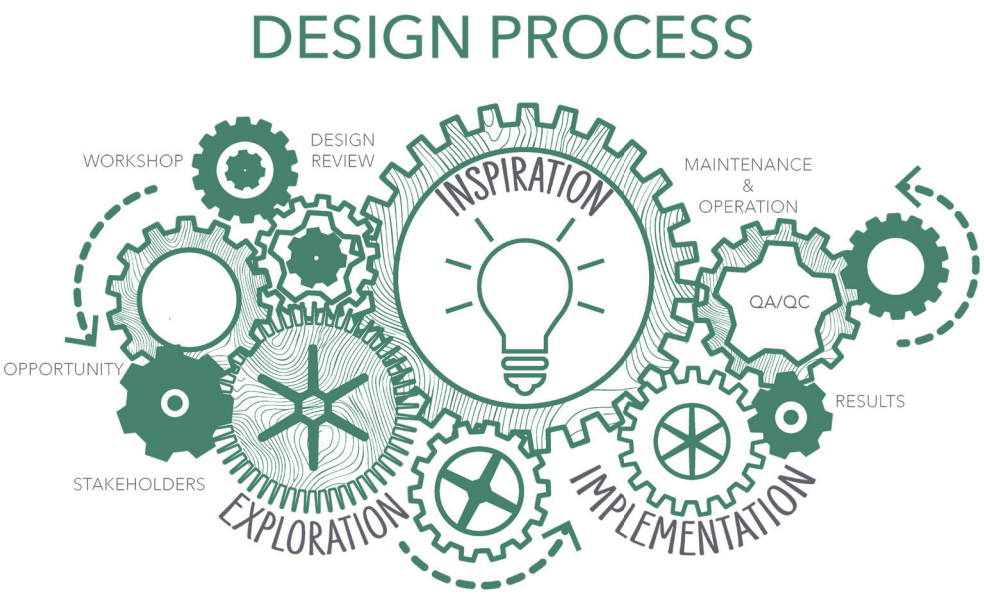
The KEITH Team provides a detailed approach to each work order. Upon completion of adequate and appropriate due diligence, we begin implementing the plan based upon specific project requirements, with a careful eye toward the project schedule, utilizing quality experienced professionals with a proactive approach.

We believe that our overall mission, coupled with our expertise and commitment to the City of Doral, will be key to the successful completion of deliverables. The following additional information is provided in support of our core belief that we are the best fit team for the City of Doral.

KEITH Continuing Service Experience

KEITH firmly acknowledges that our main responsibility in this contract is to deliver accurate and prompt services as work orders are issued by the City. Careful consideration of scopes and the assignment of a responsive point of contact are necessary components in developing innovative project solutions and procedures to complete each project most efficiently and to maximize the City of Doral's benefit.

At KEITH, we bring decades of experience in municipal task order-based contracts and provide the necessary leadership to effectively execute multiple work orders. The KEITH Team is curated to provide a balance between context and forward-thinking ideas, practical experience, and commitment to excellence. We bring to you the personal commitment of our entire team and our long-standing reputation for accountability, thoughtful, and sustainable design solutions.



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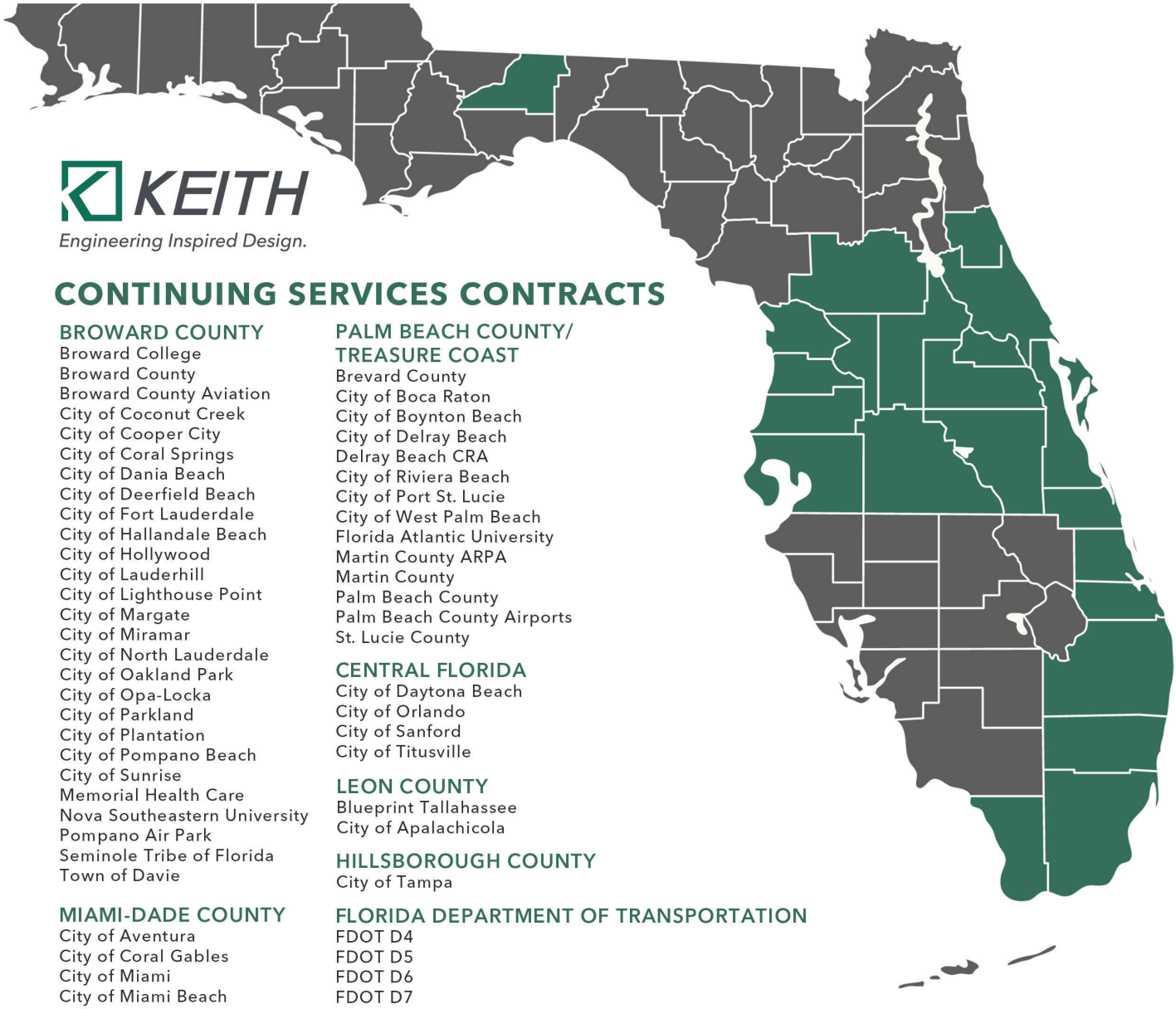

KEITH
Engineering Inspired Design.

CONTINUING SERVICES CONTRACTS

BROWARD COUNTY
Broward College
Broward County
Broward County Aviation
City of Coconut Creek
City of Cooper City
City of Coral Springs
City of Dania Beach
City of Deerfield Beach
City of Fort Lauderdale
City of Hallandale Beach
City of Hollywood
City of Lauderhill
City of Lighthouse Point
City of Margate
City of Miramar
City of North Lauderdale
City of Oakland Park
City of Opa-Locka
City of Parkland
City of Plantation
City of Pompano Beach
City of Sunrise
Memorial Health Care
Nova Southeastern University
Pompano Air Park
Seminole Tribe of Florida
Town of Davie

MIAMI-DADE COUNTY
City of Aventura
City of Coral Gables
City of Miami
City of Miami Beach
City of Sunny Isles Beach
Miami-Dade County
Town of Surfside
Village of Key Biscayne

PALM BEACH COUNTY/ TREASURE COAST
Brevard County
City of Boca Raton
City of Boynton Beach
City of Delray Beach
Delray Beach CRA
City of Riviera Beach
City of Port St. Lucie
City of West Palm Beach
Florida Atlantic University
Martin County ARPA
Martin County
Palm Beach County
Palm Beach County Airports
St. Lucie County

CENTRAL FLORIDA
City of Daytona Beach
City of Orlando
City of Sanford
City of Titusville

LEON COUNTY
Blueprint Tallahassee
City of Apalachicola

HILLSBOROUGH COUNTY
City of Tampa

FLORIDA DEPARTMENT OF TRANSPORTATION
FDOT D4
FDOT D5
FDOT D6
FDOT D7
FTE

WATER DISTRICTS
South Florida Water Management District

Delivering The Scope of Services

Our strategy is to assist the City in creating a team with the right skill sets and personalities ensuring the team has the proper tools to manage and communicate, understanding existing processes and augment those processes if needed; and finally, facilitating the alignment of the project team towards the common goal of project delivery.

People. The most important element and foundation of our strategy is to ensure that the right people with the correct skill sets are assigned to support the project team. In today's world of project delivery, it is not enough to have the correct skill set. We must consider how the team's diverse personalities complement and support each other to achieve team cohesiveness.

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Tools. The delivery team must also have the correct tools to manage projects and to communicate progress to stakeholders. These tools typically include scheduling, document controls, and collaborative websites. Establishing a web-based document control system is a critical element to foster transparency and to ensure important documents are available to the entire team when needed.

Processes. Task order delivery has changed over the years, but one thing remains consistent: Processes bring consistency and repeatability to project management. With efficient processes that are well-defined and communicated, the delivery team becomes more efficient with every task accomplished. These processes allow leadership to fine-tune the delivery to match the changing needs of the city. The delivery team's performance is directly tied to their understanding and ability to follow established processes. Since processes are an important part of the team's delivery strategy, a joint review of the existing processes is recommended. During this review, KEITH can assist the city in evaluating if modifications to any existing processes can be made to improve the efficiency of the project delivery team or if additional processes or forms are needed. This review can be done in parallel with project delivery to maintain the forward progress of the existing projects.

Alignment. It is not enough to have the right people with the right tools following efficient processes. They must be aligned towards a common vision/goal. One way to accomplish alignment is to communicate expectations and create a dialogue between the project delivery team and various key City staff/ stakeholders. Alignment can also be encouraged through the establishment of efficient processes and monitoring metrics that promote and encourage project delivery success.

KEITH prides itself on the communities with which we partner. As a transdisciplinary firm, KEITH is built around collaboration and is accustomed to working with various municipalities and City staff. We understand the complexity of working in the public realm and it has allowed us to play a key role in the development of South Florida's growing infrastructure.

Our mission has always been to curate a tenacious team to develop innovative solutions that elevate and preserve the built and natural environments. The KEITH Team is extremely proud of our accomplishments as a local business and truly believes our commitment and dedication to the success and progress of our neighbors makes KEITH the best choice for this contract.

Availability

KEITH has historically completed projects ahead of schedule and within budget parameters. Our hands-on project approach and dedicated team, as described in previous sections, have proven their ability to control the design process, expedite the permitting process, and move quickly into construction. Our budgets are based on historical costs for similar projects and estimated levels of effort anticipated for each project. Combining our local Miami-Dade County and City of Doral knowledge and input into the elements needed to plan and execute the project, we are confident the project can be completed within the time and budget allotted.

Workload Management

The KEITH Team is willing and confident we can meet anticipated project completion dates for the entire duration of this contract and will provide services to keep the total project cost below the project budget ceilings. Since KEITH has offices throughout the state, we can redistribute resources to accommodate regular and emergency workloads. We will work with the City staff to ensure individual work order schedules and budgets are properly identified and expectations are understood to deliver on-time projects while being good stewards of the City funds.

Staff Augmentation and Surge Capacity Support

KEITH is well positioned to provide the City of Doral with on-call planning support, including agile staff augmentation and surge capacity personnel. KEITH has the experienced personnel to meet the demands required for the City. Through an as needed staffing model, KEITH can deliver qualified planning professionals who seamlessly integrate with City staff to maintain workflow continuity, support development review activities, and assist with all planning tasks. This flexible structure ensures that the City has immediate access to experienced personnel whenever internal resources are constrained, allowing Doral to keep projects on schedule and maintain high levels of customer service for residents and applicants.

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In addition, KEITH can deploy planners to address sudden vacancies, peak workload periods, holiday/vacation vacancies or unexpected surges in applications. This includes the ability to provide senior planner–level expertise to uphold essential functions such as application review, public engagement support, and collaboration across other departments as needed. KEITH's services can be delivered remotely, in a hybrid format, or fully onsite based on the City's operational needs, providing maximum adaptability while ensuring consistency, professionalism, and responsiveness. This on-call model allows Doral to strengthen its planning capacity without long-term staffing commitments.

Executive/Director-Level Advisory Services

Our team members have worked as City Planners, Planning Directors, and City Planning Consultants for Miami-Dade County and other municipalities throughout South Florida. Through their time in public service, they gained valuable insight into the constraints, challenges, and opportunities public agencies encounter as they carry out their mandates. This understanding informs their approach when overseeing public agency contracts. As a result of academic training and practical experience in both the public and private sectors, our team looks forward to serving the City of Doral's needs. We are well-versed in managing the planning process for private development. This provides our team with a unique perspective, in that we appreciate the need to streamline processes to gain efficiencies and to provide timely service to clients who invest in development projects, that ultimately serve to increase the City's tax base.

KEITH has a vast amount of experience in providing professional planning services. This includes long-range planning services comprising of comprehensive planning, evaluation and appraisal reports, review for completion, and process of development applications including evaluation of site plans, subdivision plats, rezoning applications, right-of-way vacations and other land development proposals; we ensure applications conform with the City's development codes, master plans, planning principles, and the Comprehensive Plan. We consult with developers, architects, engineers, and outside agencies to address development questions and provide feedback regarding development compliance with zoning regulations and planning principles.

Our planners have experience representing planning departments in an advisory capacity at neighborhood, city departments, and outside agency meetings, as well as meetings of boards, committees, and the City Commission. We have the knowledge and expertise to meet the needs of a wide variety of general planning design and development services. We understand the necessity for continual input during the conceptual site planning design stages to ensure a satisfactory final community site plan.

Comprehensive Plan Updates and Implementation

With extensive experience developing and implementing Comprehensive Plans, our team understands that the Comprehensive Plan document is a key regulatory mechanism and guidance document for achieving a local government vision, which also provides a foundation for the LDRs and provides support for planning initiatives. Our

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project team understands the legal requirements and processes related to a local government's comprehensive plan.

KEITH has performed a variety of comprehensive planning assignments including collecting and updating data and analysis for comprehensive plans, conducting Evaluation and Appraisal Reports (EAR), and preparing EAR-based amendments, revising the policies that address singular issues and reviewing developer proposals for text or map compliance.

Short- Term and Long-Term Planning Recommendations

KEITH can offer the city a suite of planning and policy services designed to strengthen both short and longterm decision-making. With a multidisciplinary team experienced in municipal planning, KEITH can prepare detailed planning recommendations that address growth management, redevelopment opportunities, mobility needs, and alignment with the City's adopted goals and strategic vision. This includes evaluating emerging trends, reviewing development patterns, and crafting forward thinking solutions that support resilient and sustainable development. KEITH's approach ensures that policy guidance is not only technically sound but also customized to Doral's unique community character and regulatory environment.

Beyond planning recommendations, KEITH can provide experienced support for Land Development Code (LDC) amendments and related policy tasks. This includes the coordination and processing of land use plan amendment and rezoning applications, ensuring compliance with City's goals, objectives and policies. KEITH can also prepare formal zoning interpretation memos to clarify regulatory intent and assist staff with consistent interpretation of the code. KEITH is equipped to lead code cleanup efforts, resolve internal inconsistencies, modernize outdated code provisions, and recommend updates to related to various regulations as requested. KEITH is ready to assist Doral in maintaining clear, modern and functional regulatory framework that supports efficient development review.

Development Review and Entitlements

KEITH has the knowledge and proven abilities to coordinate and provide all necessary services for commercial and residential community site planning. At KEITH, we understand the development review process from initial conceptual design application submission to final approval. We can provide

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specialized planning studies, parking and corridor studies, state-mandated planning reports, urban design analysis, transfer of development rights, community liaison, and numerous types of feasibility studies.

Our project team of planners has experience reviewing and evaluating site plans for both large and small-scale development applications. During these reviews, our team worked to identify all inconsistencies with applicable regulations and plans quickly and accurately and provided timely comments to the applicant to expedite a final decision on applications. We are committed to efficiently conducting permit reviews promptly, ensuring that applications comply with development regulations and previous approvals, as well as communicating necessary changes to the applicant and working towards approval.

Our team has conducted inspections of development sites to ensure consistency with approved permits, plans, and other development orders including inspections of landscaping, signage, and site plan compliance. KEITH has reviewed development applications for clients such as the City of Miami, City of Miramar, City of Sunny Isles Beach, City of Oakland Park, City of Homestead, the Town of Pembroke Park, the City of Lighthouse Point, and the City of Parkland.

Quasi-judicial Hearing Support

KEITH is extremely familiar with the quasi-judicial hearing process and can provide support to the City of Doral, ensuring that all development items brought before recommending and decision-making bodies are thoroughly vetted with substantial and competent evidence and defensible. KEITH already prepares detailed staff reports articulating findings of fact, consistency with the Comprehensive Plan and Land Development Codes for other municipalities and can do the same for Doral. This includes organizing and preparing exhibits and presentations that clearly communicate project details, site conditions, and policy implications, ensuring that all materials are professionally and accurately presented.

In addition, our planners can support the City through every phase of the public hearing process, including preparation sessions, development of presentations, and providing testimony when requested. The team can collaborate closely with the City Attorney and outside counsel as necessary to ensure legal defensibility and best practices for all hearings. By offering this coordinated, end-to-end support, KEITH strengthens the City's ability to conduct transparent, structured and legally sound hearings that withstand scrutiny and uphold the integrity of the public decision making process.

Annexation Studies and Support

KEITH has processed several annexations for private clients. Through that experience, KEITH can assist the City of Doral with annexation planning and analysis to evaluate potential areas for incorporation. KEITH can assist with the data collection including fiscal impacts, service demands, infrastructure needs, land use implications and longterm community benefits. Based on the analysis KEITH can develop recommendations that support the City's strategic growth objectives. KEITH is well prepared to support the City with interlocal and intergovernmental coordination, particularly with Miami-Dade County and key regional entities. This support includes facilitating meetings, preparing supporting materials, and assisting with negotiations or documentation required for boundary adjustments, service agreements, or joint planning initiatives.

Special Projects and Emerging Planning Issues

KEITH has the capability to offer the City of Doral forward-looking support for a broad range of special projects and emerging planning issues. Whether the City requires corridor and mobility plans, redevelopment and economic revitalization studies, housing policy analysis, legislative impact reviews or grant writing assistance, our team can deliver expertise backed by multidisciplinary data analysis and experienced implementation. This support ensures Doral can respond proactively to community needs, development trends, and policy changes even when those needs are not fully identified at the time of this solicitation. KEITH's team is structured to mobilize and scale services to match project complexity, reinforcing the City's ability to advance strategic priorities.

Our planning team can also assist the City with planning initiatives as directed city staff, including incorporating emerging technologies such as AI enhanced tools for mapping, scenario modeling, public engagement analytics, and workflow optimization. By integrating responsible and data driven AI applications, KEITH can help streamline

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review processes, improve visualization of planning concepts, and support more informed policy decisions while always maintaining transparency, human oversight and accuracy. This innovation oriented approach ensures the City of Doral remains prepared for future challenges and positioned to leverage new opportunities as they arise.

Deliverables and Knowledge Transfer

KEITH's planning team is committed to providing the City with clear, well organized and professionally prepared work product. Every delivery, whether a staff report, technical memorandum, policy recommendation, or mapping product will be fully accessible and ready for public review. KEITH's internal QA/QC process ensures accuracy, clarity and consistency in supporting the City. To further support effective knowledge transfer, the planning team will ensure all data, GIS files, documents and work products are delivered in formats fully compatible with the City systems. When requested, KEITH can provide staff briefings to walk through findings, methodologies and/or policy implications. Through this approach, KEITH provides the City with high-quality deliverables and knowledge for longterm success.

Planning and Plan Review

Our team members have worked as City Planners, Planning Directors, and City Planning Consultants for Palm Beach County and various municipalities. Through their time in public service, they gained valuable insight into the constraints, challenges, and opportunities public agencies encounter as they carry out their mandates. This understanding informs their approach when overseeing public agency contracts. As a result of academic training and practical experience in both the public and private sectors, our team looks forward to serving the City of Doral's needs. We are well-versed in managing the planning process for private development. This provides our team with a unique perspective, in that we appreciate the need to streamline processes to gain efficiencies and to provide timely service to clients who invest in development projects, that ultimately serve to increase the City's tax base.

KEITH has a vast amount of experience in providing professional planning services. This includes long-range planning services comprising of comprehensive planning, evaluation and appraisal reports, review for completion, and process of development applications including evaluation of site plans, subdivision plats, rezoning applications, right-of-way vacations and other land development proposals; we ensure applications conform with City's development codes, master plans, planning principles and the Comprehensive Plan. We consult with developers, architects, engineers, and outside agencies to address development questions and provide feedback regarding development compliance with zoning regulations and planning principles.

Our planners have experience representing planning departments in an advisory capacity at neighborhood, city departments, and outside agency meetings, as well as meetings of boards, committees, and the City Commission. We have the knowledge and expertise to meet the needs of a wide variety of general planning design and development services. We understand the necessity for continual input during the conceptual site planning design stages to ensure a satisfactory final community site plan.

KEITH has the knowledge and proven abilities to coordinate and provide all necessary services for commercial and residential community site planning. At KEITH, we understand the development review process from initial conceptual design application submission to final approval. We can provide numerous planning studies including, but not limited to parking studies, corridor studies, state-mandated planning reports, urban design analysis, transfer of development rights, community liaison, and numerous types of feasibility studies.

Review of Building Permits

Our planning team has extensive experience in preparing and reviewing Zoning and Landscape permit applications for a range of developments. We bring our familiarity with the process and applicable land development and landscape code requirements to efficiently analyze the Zoning Permit and Landscape Permit documents for compliance and accuracy. Our team is experienced with digital and paper development permit reviews and processing, having worked for and within local planning departments throughout the area.

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Related Administrative Processes

Our familiarity with land use regulations, City regulations, and local conditions provides us with valuable insight into the City's needs and requirements. Our team has engaged in planning projects and studies that span a wide range of topics and geography, from larger area-wide studies to site-specific studies. These initiatives include, but are not limited to resiliency planning, mobility fee development, evaluating economic opportunities, transit-oriented development, food truck initiatives, and parking studies. KEITH Team members have worked directly for communities as planners, served as adjunct planners and planning department managers, and audited others for efficiency standards.

Public Involvement

KEITH recognizes that among the many contributing factors to a successful project, public involvement, and consensus building are critical elements and we strive to incorporate them into every project. Our public involvement program has been extremely successful in establishing lines of communication among the affected parties so that everyone has an opportunity to contribute towards the development of the project. We have facilitated charrettes for numerous municipal projects to gain awareness of community preferences and concerns on upcoming developments. On many sensitive projects, KEITH has established a community hotline staffed by our project engineers to assist in resolving community concerns in a timely and effective manner.

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We Know City Staff, Standards, and Procedures

The KEITH Team has performed a substantial amount of work for the City of Doral, other local municipalities, the state, and private entities. Our experience gives us thorough knowledge and practice of the City's standards, and how to apply practical and common-sense solutions. Our prior engagements allowed our team to "get connected" to the staff of the city and to understand their goals and objectives. We believe that building these relationships is what it takes to truly understand the concerns of the city and address them in a professional manner that is personal to the city and its residents.

KEITH is a 60 + year old, majority woman owned, transdisciplinary firm, based in Florida delivering a broad range of projects internationally. KEITH has office locations in Miami-Dade, Broward, Palm Beach, St Lucie, and Orange counties. Our team of over 200 professionals is working every day to deliver on our mission to create, expand upon, preserve, and enhance our communities. The KEITH Team has maintained multiple continuing service contracts throughout Florida serving both as a prime consultant and subconsultant for decades. Additionally, KEITH has successfully managed projects within the City of Doral including Jackson West Hospital, Doral Central Park, Trails and Tails, Doral Glades Park, Doral Country Club, Univision Main Campus, and John I. Smith K-8. This extensive experience has enabled KEITH to develop a deep understanding of Doral's unique needs and establish enduring, strong relationships with City Staff.

The Board of Directors of KEITH includes Chairman, Dodie Keith-Lazowick, PSM, President/CEO and Treasurer, Alex Lazowick, PE, PMP, ENV SP, Chief Operating Officer, Paul Weinberg, PLA, ASLA, and Executive Vice President/ Secretary, Elizabeth Underwood. The primary markets served by KEITH include municipal agencies, the Florida Department of Transportation, and private-sector clients. Presently, KEITH employs 26 Professional Engineers, 8 Professional Surveyor and Mappers, 8 Registered Landscape Architects, and 9 Urban/Regional Planners.

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ALEX LAZOWICK, PE, PMP, ENV SP

President/CEO / Principal-In-Charge

EDUCATION

2010
BS, Civil Engineering, University of North Florida

YEARS OF EXPERIENCE

Industry: 16
KEITH: 16

PROFESSIONAL REGISTRATIONS

ENV SP, 50669, 2022

Professional Engineer, 78625, FL, 2015

PMP, 2554175, 2019

Project Management Professional

Temporary Traffic Control Certification, Intermediate

PROFESSIONAL AFFILIATIONS

Parkland Advisory Board, Member

American Society for Highway Engineering (ASHE), Member

American Council of Engineering Consultants, Florida (ACEC-FL), Member

American Public Works Association (APWA), Member

Planning and Zoning Advisory Board, Board Member

Florida Engineering Society (FES), Vice President

American Society of Civil Engineering (ASCE), Member

BIM Smart Foundation, Member

PROFILE

Alex Lazowick has over a decade of civil engineering and project management experience, primarily in the aviation industry. Alex has worked on large hub airports such as FLL, MIA, and PBI. He possesses the executive know-how and staff to manage both large and small work authorizations, ensuring top-quality delivery for aviation contracts. Alex is well-versed in aviation design and stays current with the latest FAA advisory circulars and FAARFIELD updates for pavement design. His experience and technical knowledge ensure that all projects meet FAA standards, as well as local airport and permitting agency requirements, consistently providing the most economical design solutions.

RELEVANT PROJECT EXPERIENCE

John Knox Village Parking Study: Project Manager. For the first phase of the study, KEITH produced documentation of the existing on-site parking, existing land uses, and code required parking spaces. Based on the proposed renovations to areas within the community, a phase II was required documenting the removal of spaces and an analysis based on demand to align with required code.

Dyer Federal Building and Courthouse, Miami, FL: Principal. KEITH assisted the Client in the development of this KEITH Campus/KEITH Life project including remodeling, renovation, and selective restoration and preservation of David W. Dyer U.S. Courthouse. Built in 1933, it was added to the National Register of Historic Places in 1983. The building closed in 2008 and has remained unoccupied. The building is three-stories with a partial basement and mezzanine. KEITH provided services to the Client including civil engineering, water and wastewater design and permitting and laser scanning given the historic nature of the building providing highly accurate images capturing visible reality. Conditions were documented with the data available to create accurate as-builts, as well as being incorporated into a Building Information Model (BIM). KEITH assisted the Client with the renovation/remodel into classrooms, event spaces, library, open student collaboration spaces, offices, and the modifications required to create new program spaces in this 162,250-GSF LEED v4 BD + C NC certified building.

The Wedge Master Plan, Parkland, FL: Principal. The City of Parkland intended to provide sufficient parks, recreation facilities, and open space to meet the needs and interests of the residents of Parkland. The map amendment included approximately 502-acres of land which had been annexed. KEITH was contracted to process a Map Amendment and Text Amendment to the City of Parkland's Comprehensive Plan. KEITH reviewed necessary documents and prepared Future Land Use Map and text amendment, attended and presented at all hearings, transmitted the required documents for expedited review pursuant to Chapter 163 of Florida State Statutes, attended and presented to appropriate boards, prepared and processed a recertification application for the Future Land Use Element through the Broward County Planning Council, and attended and presented at all necessary hearings.

Everglades Holiday Park Site Improvement, Fort Lauderdale, FL: Principal. KEITH assisted the Client in redeveloping a KEITH Play project involving a $12M expansion and site improvements of this 43-acre county park. The project included LEED "Green" design principles. KEITH provided the Client civil engineering, planning, landscape architecture, SUE, and construction program management services. The KEITH Team assisted the Client in comprehensive public outreach, conceptual design, permitting, and construction phase services associated with a two-phase development. Through constant coordination with Broward County and the concessionaire, the design and construction team were able to satisfy the needs of all stakeholders. In 2022, Everglades Holiday Park was named as the Trip Advisors Traveler's Choice award.

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VICTOR H. HERRERA, PE

Executive Vice President, Senior Municipal Relations

EDUCATION

2004
BS, Civil Engineering, Florida State University

YEARS OF EXPERIENCE

Industry: 23

PROFESSIONAL REGISTRATIONS

Professional Engineer, 71164, FL, 2010

Professional Engineer, 142487, TX, 2021

Professional Engineer, 28402, PR, 2023

Professional Engineer, 30849, AL, 2009

Professional Engineer, 47786, GA, 2021

PACP (Pipeline Assessment Certification Program)

PROFESSIONAL AFFILIATIONS

American Council of Engineering Consultants, Florida (ACEC-FL)

Zoo Miami Foundation

Scouting America South Florida Council

Florida Engineering Society (FES)

PROFILE

Victor Herrera is a senior engineering and construction management executive with more than 23 years of experience delivering complex civil infrastructure and utility systems across Florida and internationally. His expertise spans water, wastewater, stormwater, and mobility projects—including pump station upgrades, force main and gravity sewer rehabilitation, large-scale water main replacements, hydrologic and hydraulic modeling, and resilient stormwater system design. He has led capacity evaluations and infrastructure expansions in active port and urban environments, coordinating closely with agencies such as Miami-Dade WASD and DERM to ensure regulatory compliance, operational continuity, and long-term system reliability. In parallel, Victor has directed transformative roadway and pedestrian improvement programs, negotiated major contracts—including a $20 million CM@Risk GMP—and overseen RFQ/RFP development, grant-supported capital initiatives, and multidisciplinary teams. Known for combining technical depth with executive leadership, he builds strong client partnerships, drives strategic growth, and delivers resilient, community-focused infrastructure solutions. As Executive Vice President at KEITH, he leads municipal market expansion and advances operational excellence across all service lines.

RELEVANT PROJECT EXPERIENCE

Central Park CLOMAR Modeling and Mapping Support, Doral, FL: Contract Manager/Principal. The City of Doral retained the firm to conduct a floodplain study for the Central Park parcel. The intent of the analysis is to support the application process for the Conditional Letter of Map Revision (CLOMR), as required by the Federal Emergency Management Agency (FEMA). An evaluation of the pre-development drainage conditions was performed to establish the existing hydrologic and hydraulic characteristics of the site. In turn, the proposed project conditions were assessed and compared to the pre-development state to determine effects of the improvements on the existing regulatory floodway. For this analysis, a 1D/2D H&H ICPR4 model was developed for both pre-and post-development conditions. More specifically, the models were clipped from the regional SWMP models and a boundary condition around the perimeter of the park area was applied to account for interactions and water exchanges between the park and the adjacent land. To obtain the boundary conditions from the SWMP model, a weir was set up in ICPR4 along the perimeter of the park. Flood and inundation maps were then developed for the 100-year and 500-year, 3-day design storm events to represent the current and future flooding conditions throughout the City and the Central Park parcel.

Arthur Snyder Tennis Complex, North Miami Beach, FL: Engineer-of-Record/Lead Civil Engineer. The project involved providing full master planning services, architectural design for the clubhouse, landscape architecture, civil engineering, and ecological science services for the site development of the project. Cost estimating was also provided at the master plan level to support the city's effort with regard to budgetary and funding issues.

Pine Trails Park, Parkland, FL: Project Manager. Provided planning and design services for a 30-acre expansion on an undeveloped park property to add active recreation amenities within the existing Pine Trails Park. The improvements include four multi-purpose fields, two of which are specifically graded and designed for use by the Parkland Buddy Sports program, one baseball and three softball fields, concession building, restroom building, constructed wetland/stormwater area, pedestrian trails, and parking.

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GREG CHAVARRIA, PMP, CISSP

Vice President / QA/QC Officer

EDUCATION

2001
M.S., Management of Information Systems, Florida International University

1999
B.S., Civil Engineering, University of Miami

1999
B.S., Environmental Engineering, University of Miami

YEARS OF EXPERIENCE

Industry: 26
KEITH: 1

PROFESSIONAL REGISTRATIONS

Project Management Professional

PROFILE

Greg Chavarria has more than 26 years of municipal government experience and has supported numerous capital projects from vision to completion. As a former City Manager for two South Florida communities, he has a proven track record of advancing critical capital improvement programs, including infrastructure, public land development, housing, and resiliency initiatives. Notable recent projects include planning and launching of public private partnerships which include a 65 MGD Water Treatment Plant and completing stormwater infrastructure improvements for low-lying coastal areas. Greg has also contributed to various parks and master planning efforts, helping to shape vibrant, accessible public spaces that enhance community well-being and quality of life. A strong advocate for innovation, he is committed to strategic coordination that improves quality of life and fosters economic development.

RELEVANT PROJECT EXPERIENCE

Champlain Tower South Surfside Memorial, Surfside, FL: QA/QC Officer. KEITH is the prime consultant for the Town of Surfside leading the design and construction of the Memorial for the collapse of the Champlain Tower South from June 24, 2021. KEITH has lead extensive public outreach and stakeholder engagement throughout the life of this project. KEITH has been able to navigate the sensitive topic of the project and draw out the desires of the stakeholders to provide a memorial design that embodies the need to balance both chaos and order that is embodied in the memory and tragedy of this event. KEITH provided full services for this project and has also been working to manage the utilization of the Grant funds that support the development of the project. The project is located on the beach and also has requirements for coordination with multiple agencies including Miami-Dade.

Surfside GEC, Surfside, FL: QA/QC Officer. As part of the Town of Surfside's General Engineering Contract (GEC), KEITH provides the Town with civil services to support the development of various projects related to the Town's infrastructure.

Bella Vista Park, Sunny Isles Beach, FL: QA/QC Officer. The City of Sunny Isles Beach selected KEITH, as part of our continuing services agreement, to develop a new park at the Bella Vista Park site. The overall property is approximately 0.9-acres. KEITH is providing civil, survey, subsurface utility engineering, planning, and landscape architecture services. KEITH coordinated subconsultants for the provision of structural and environmental engineering, electrical engineering, and geotechnical engineering services completing the multi-disciplinary team. All phases from early development and design through final construction documents are being developed by this team of industry professionals.

MD-RER Sanitary Sewer Certification, Surfside, FL: QA/QC Officer. KEITH provided civil engineering services for the 5-Year Update certification required by Miami-Dade County. KEITH conducted reviews of the exisiting sanitary sewer and tranmission model and supplied information regarding upgrades of the Town.

Hoffman Gardens, Hialeah, FL: QA/QC Officer. KEITH assisted in the phased redevelopment of a 200-unit 13-acre site, providing landscape architecture and construction/project management services. The KEITH Team assisted in boundary and topographic survey including all phases, horizontal designation and location of utilities, due diligence and master plan, plat application, processing, and recordation, preliminary civil analysis, civil design, schematic design, and site plan/DRC, engineering permitting, final engineering and construction documents, traffic analysis, preliminary landscape design, schematic design, and site plan/DRC, tree inventory and appraisal by in-house arborist, final landscape and construction documents, and final inspection.

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MIKE VONDER MEULEN, AICP

Vice President of Planning / Project Manager

EDUCATION

1986
B.S., Urban Planning, University of Cincinnati

YEARS OF EXPERIENCE

Industry: 39
KEITH: 12

PROFESSIONAL REGISTRATIONS

AICP, 55937, 1991

AICP, 9153, 1991

PROFESSIONAL AFFILIATIONS

Urban Land Institute (ULI), Member

Broward Planning, American Planning Association (APA) Section Newsletter, Member

Urban Planner Representative for the City of Fort Lauderdale CRA Board, Board Member

American Planning Association, Member

PROFILE

Michael Vonder Meulen has 39 years of local, national, and international experience in urban planning, zoning and project management systems. Since 1986, Mike's experience has included many phases of public sector and private sector land planning, site planning, and permitting services. He has directed project services from planning, design, and construction management throughout the United States, Caribbean and Brazil. He has drafted numerous zoning text amendments for many cities throughout South Florida including new and revised residential, commercial, educational, mixed use and transit oriented districts, density monitoring systems (DMS) and transfer of development rights (TDRs). Mike also has extensive comprehensive planning experience preparing many Comprehensive Plans, Evaluation and Appraisal Reports and Comprehensive Plan updates and amendments. He also has experience with grant writing in which he was awarded grants for more than $9 million including Florida Recreation Development Assistance Program, Land and Water Conservation Fund, and Intermodel Surface Transportation Efficiency Act.

RELEVANT PROJECT EXPERIENCE

City of Miami Planning and Urban Design DRR Buildout Calculations, Miami, FL: Principal-in-Charge. KEITH is providing strategic planning and analytical support for the Miami Downtown and Southeast Overtown Park West Developments of Regional Impact (DRI). This project involves developing comprehensive spreadsheet models and methodologies to calculate key development thresholds—33%, 66%, and 100% for Miami Downtown, and 73% for Southeast Overtown Park West—based on net new development across various land use categories. These calculations will help the City determine when financial payouts to external agencies are triggered under the respective development orders. In addition to threshold analysis, KEITH is identifying unused carryover credits and projecting future payout dates, while also documenting procedures to guide similar evaluations in future development phases.

Parcview Townhomes, Miramar, FL: Principal-in-Charge. KEITH is assisting the Client in developing a KEITH Life project that includes a 46-home residential property located at 6801 SW 34th Street, Miramar, FL. KEITH is providing survey/SUE and planning services to the Client. The KEITH Team provided a boundary and topographic survey showing boundary lines and surface improvements, trees, storm and sanitary structures, and elevations at 50' intervals, plat survey, permitting, post-plat recordation and processing with jurisdictional agencies, processing of on-site and/or off-site engineering cost estimates, and title search/certificate and right-of-way report in accordance with Broward County Land Development Code.

Comprehensive Plan EAR-Based Amendments, Miramar, FL: Principal-in-Charge. KEITH is assisting the Client with planning services to prepare an EAR-based Amendment to its Comprehensive Plan. This amendment established a refreshed vision for future development, with planning horizons of 10 and 25 years. It reflected updated state requirements and addressed local changes such as population growth, limited undeveloped land, affordable housing needs, redevelopment opportunities in Historic Miramar and key corridors, economic diversification, infrastructure demands, multimodal transportation, and climate resilience. The project included two main stages. In Stage 1, KEITH collaborated with City staff and stakeholders to identify key land use issues, review existing documents, and develop a public involvement plan. A project advisory committee was formed with representatives from relevant City departments. Stage 2 produced a policy blueprint and integrated findings from related planning efforts. Public engagement included outreach meetings with the Planning and Zoning Board, City Commission, and three neighborhood sessions.

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ANDREA HARPER

Deputy Project Manager

EDUCATION

1988
B.A., Urban and Regional Planning,
University of Louisiana

YEARS OF EXPERIENCE

Industry: 36
KEITH: 5

PROFILE

Andrea Harper brings over 36 years of experience reviewing and processing land development applications for municipalities ensuring compliance with land development codes. Andrea was previously employed as a Principal Planner for the City of Riviera Beach. In this capacity, she performed a multitude of planning assignments customarily associated with a municipality having beachfront properties, a thriving port, and a diverse population. Andrea was an independent project manager for new developments including industrial sites, commercial sites, residential sites and a waterfront condominium. She reviewed all building permits for compliance with the applicable codes. Andrea prepared zoning verification letters and conducted zoning inspections. Independently researching various topics and drafting new ordinances and policies/procedures to address changing needs, she prepared staff reports and presentations for board meetings to convey project information to City officials. Andrea has also served Palm Beach County Government for 16 years as Site Planner II/Permanent On-Call Planner.

RELEVANT PROJECT EXPERIENCE

Champlain Tower South Surfside Memorial, Surfside, FL: Project Manager. KEITH is the prime consultant for the Town of Surfside leading the design and construction of the Memorial for the collapse of the Champlain Tower South from June 24, 2021. KEITH has lead extensive public outreach and stakeholder engagement throughout the life of this project. KEITH has been able to navigate the sensitive topic of the project and draw out the desires of the stakeholders to provide a memorial design that embodies the need to balance both chaos and order that is embodied in the memory and tragedy of this event. KEITH provided full services for this project and has also been working to manage the utilization of the Grant funds that support the development of the project. The project is located on the beach and also has requirements for coordination with multiple agencies including Miami-Dade, DERM, FDEP and FDOT.

Parcview Townhomes, Miramar, FL: Project Manager. KEITH is assisting the Client in developing a KEITH Life project that includes a 46-home residential property located at 6801 SW 34th Street, Miramar, FL. KEITH is providing survey/SUE and planning services to the Client. The KEITH Team provided a boundary and topographic survey showing boundary lines and surface improvements, trees, storm and sanitary structures, and elevations at 50' intervals, plat survey, permitting, post-plat recordation and processing with jurisdictional agencies, processing of on-site and/or off-site engineering cost estimates, and title search/certificate and right-of-way report in accordance with Broward County Land Development Code.

Town of Pembroke Park On-Call Planning Contract, Pembroke Park, FL: Planner. As the Prime consultant, KEITH was selected by the Town to provide planning services on an as need basis. KEITH acted as the Town's Consultant Planner in the last 4 years. Notable projects include various zoning text amendments like a new mixed-use entertainment district, quasi-judicial proceedings, signage, live local act; site plan review of major developments like Seneca Town Center (Wawa, hospital & Extra Storage), Magnolia Townhomes, Prologis, Pembroke Oakes, Public Storage, Pembroke Villas, 95 Warehouse, Ekos Pembroke; comprehensive plan amendments like SW 30th Avenue mixed-use/entertainment district, property right element, and Trinity Broadcasting.

Town Center Park Upgrades, Sunny Isles Beach, FL: Planner. KEITH assisted the Client in developing a project on a 3.5-acre space, known as Town Center Park, in downtown. KEITH provided services to the Client including civil engineering, planning, landscape architecture, and construction program management.

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MIKE AMODIO, AICP

Principal Planner

EDUCATION

2015
M.S., Public Administration, Florida Atlantic University

2011
B.A., Urban and Regional Planning, Florida Atlantic University

YEARS OF EXPERIENCE

Industry: 14
KEITH: 14

PROFESSIONAL REGISTRATIONS

AICP, 31355, 2018

Certification X

Testing Certifications

PROFESSIONAL AFFILIATIONS

Florida Atlantic Planning Society, Member

American Planning Association (APA) Florida Chapter, Member

BIM Smart Foundation, Member

US Green Building Council South Florida Chapter, Member

Palm Beach County Environmental Resource Management Volunteer, Member

BuildingSMART, Member

PROFILE

Michael Amodio is a planning professional who has coordinated with various Municipal and County departments in obtaining development approvals for many types of projects, including residential, commercial, industrial and institutional uses. His specialty is site planning and municipal code research. He possesses the team coordination skills necessary to meet strict deadlines for various size projects. He also has experience in the Public Sector as a planning assistant for the City of Boynton Beach, where he performed research tasks of various land development regulations within South Florida's many municipalities. Mike has extensive experience with many computer aided drafting programs to produce 2D and 3D products, as well as GIS applications. Specifically, his 3D design capabilities allow KEITH to help clients visually conceptualize how their project will take shape along every step of the planning process. He is affiliated with planning groups such as the American Planning Association, Florida Atlantic Planning Society and the U.S. Green Building Council.

RELEVANT PROJECT EXPERIENCE

Miami-Dade EDP – Pelican Harbor, Miami, FL: Principal Planner. KEITH, as subconsultant to Insight Design, assisted the Client with the development of a KEITH Life project including a new 20' x 48' restroom building at Pelican Harbor Marina. KEITH provided services to the Client including survey, SUE, civil engineering, landscape architecture, and construction program management. The KEITH Team assisted the Client with boundary and topographic survey, designation, location, and mapping of existing subsurface utilities, preliminary civil engineering design plans, civil construction documents, engineering permitting, landscape schematic design and construction documents, construction observation, as-built review, final inspection and certification.

Port Of Miami - Program Management, Miami, FL: Principal Planner. KEITH served as a subconsultant to AECOM on the Program Management Consultant (PMC) Services contract for the Capital Development Division of Port Miami, assisting with FEC Intermodal Rail Yard grant reporting and scheduling, multiple project follow-up coordination, contract support, and general administration, as well as consultant/contractor invoice/pay application reviews and assisting the finance department with bid submittals received for Port Miami. Additional services included document control and close-out services, including all as-built and warranty documents for all CIP projects for the Seaport Maintenance Department.

Parcview Townhomes, Miramar, FL: Principal Planner. KEITH is assisting the Client in developing a KEITH Life project that includes a 46-home residential property located at 6801 SW 34th Street, Miramar, FL. KEITH is providing survey/SUE and planning services to the Client. The KEITH Team provided a boundary and topographic survey showing boundary lines and surface improvements, trees, storm and sanitary structures, and elevations at 50' intervals, plat survey, permitting, post-plat recordation and processing with jurisdictional agencies, processing of on-site and/or off-site engineering cost estimates, and title search/certificate and right-of-way report in accordance with Broward County Land Development Code.

Comprehensive Plan EAR-Based Amendments, Miramar, FL: Principal Planner. KEITH is assisting the Client with planning services to prepare an EAR-based Amendment to its Comprehensive Plan. This amendment established a refreshed vision for future development, with planning horizons of 10 and 25 years. It reflected updated state requirements and addressed local changes such as population growth, limited undeveloped land, affordable housing needs, redevelopment opportunities in Historic Miramar and key corridors, economic diversification, infrastructure demands, multimodal transportation, and climate resilience.

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JOSELYN ALDAS, AICP CANDIDATE

Planner III

EDUCATION

2024
B.A., Architecture, Florida Atlantic University

2024
B.S., Urban Design, Florida Atlantic University

YEARS OF EXPERIENCE

Industry: 2
KEITH: 2

PROFESSIONAL AFFILIATIONS

American Planning Association (APA) Florida Chapter

PROFILE

Joselyn Aldas is a rising urban planner and architect, bringing a strong combination of skills to KEITH. Joselyn's skill set includes ArcGIS Productions, BIM modeling, 2D drafting in AutoCAD and Revit, Adobe Creative Cloud Programs and Bluebeam.

RELEVANT PROJECT EXPERIENCE

Champlain Tower South Surfside Memorial, Surfside, FL: Planner. KEITH is the prime consultant for the Town of Surfside leading the design and construction of the Memorial for the collapse of the Champlain Tower South from June 24, 2021. KEITH has lead extensive public outreach and stakeholder engagement throughout the life of this project. KEITH has been able to navigate the sensitive topic of the project and draw out the desires of the stakeholders to provide a memorial design that embodies the need to balance both chaos and order that is embodied in the memory and tragedy of this event. KEITH provided full services for this project and has also been working to manage the utilization of the Grant funds that support the development of the project. The beach project has requirements for coordination with multiple agencies including the City, Miami-Dade, DERM, FDEP and FDOT.

On-Call Planning Contract, Pembroke Park, FL: Planner. As the Prime consultant, KEITH was selected by the Town to provide planning services on an as need basis. KEITH acted as the Town's Consultant Planner in the last 4 years. Notable projects include various zoning text amendments like a new mixed-use entertainment district, quasi-judicial proceedings, signage, live local act; site plan review of major developments like Seneca Town Center (Wawa, hospital & Extra Storage), Magnolia Townhomes, Prologis, Pembroke Oakes, Public Storage, Pembroke Villas, 95 Warehouse, Ekos Pembroke; comprehensive plan amendments like SW 30th Avenue mixed-use/entertainment district, property right element, and Trinity Broadcasting.

Cypress Road Improvements, Plantation, FL: Planner. KEITH was selected by the City to provide professional services on an as-needed basis. KEITH is providing civil engineering, landscape architecture, planning, surveying, and subsurface utility engineering. Some projects under this contract include: Parcview Townhomes where KEITH is assisting the Client in developing a KEITH Life project that includes a 46-home residential property. The KEITH Team provided a boundary and topographic survey showing boundary lines and surface improvements, trees, storm and sanitary structures, and elevations at 50' intervals, plat survey, permitting, post-plat recordation and processing with jurisdictional agencies, processing of on-site and/or off-site engineering cost estimates, and title search/certificate and right-of-way report in accordance with Broward County Land Development Code. KEITH is also assisting with planning services to prepare an EAR-based Amendment to its Comprehensive Plan. This amendment established a refreshed vision for future development, with planning horizons of 10 and 25 years.

Calvary Chapel Fort Lauderdale, Fort Lauderdale, FL: Task Manager. KEITH is assisting the Client with the development of a KEITH Campus project including the development of an overall master plan and associated pilot projects for implementation in phases known as Calvary Chapel Fort Lauderdale Master Plan. KEITH provides services to the Client including civil engineering, planning, survey, landscape architecture, and transportation. The KEITH Team assists the Client with boundary and topographic surveys, utility mapping, planning due diligence, rezoning, site plan processing, engineering schematic design, engineering processing and permitting, traffic impact statement, landscape master site plan concept, landscape schematic design, and tree inventory and appraisal by in-house certified arborist.

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JP CHAPA

Planner III

EDUCATION

2022
B.A., Urban Design, Florida Atlantic University

YEARS OF EXPERIENCE

Industry: 3
KEITH: 3

PROFESSIONAL AFFILIATIONS

Crime Prevention Through Environmental Design, 2025

PROFILE

Juan Pablo Chapa is a rising talent in urban planning and design and brings a strong combination of skills. Juan's skill set combines the latest techniques and methodologies in planning and urban design with a high proficiency with state-of-the-art technologies. The technical skills Juan brings include Adobe (Illustrator, InDesign, & Photoshop), ArcGIS, AutoCAD, Microsoft (Word, Excel, Power Point, and Outlook), and Sketchup.

RELEVANT PROJECT EXPERIENCE

Town of Pembroke Park On-Call Planning Contract, Pembroke Park, FL: Planner. As the Prime consultant, KEITH was selected by the Town to provide planning services on an as need basis. KEITH acted as the Town's Consultant Planner in the last 4 years. Notable projects include various zoning text amendments like a new mixed-use entertainment district, quasi-judicial proceedings, signage, live local act; site plan review of major developments like Seneca Town Center (Wawa, hospital & Extra Storage), Magnolia Townhomes, Prologis, Pembroke Oakes, Public Storage, Pembroke Villas, 95 Warehouse, Ekos Pembroke; comprehensive plan amendments like SW 30th Avenue mixed-use/entertainment district, property right element, and Trinity Broadcasting.

36 Acre Park-Platting, Parkland, FL: Planner. KEITH, under its continuing services agreement with the City of Parkland, is assisting the Client in producing a plat for Beasley Park approximately 35.4 acres. KEITH is providing services to the Client including survey and planning. The KEITH Team is assisting the Client in boundary survey, plat application, post-plat recordation, and plat processing. The completed project will help build the foundation for future improvements to this community park.

Sheffield, Miami, FL: Planner. KEITH is assisting the Client in developing a KEITH Life project including redevelopment of an existing community complex at Sheffield Apartments. This includes a pool, amenity area, additional surface parking, updates to landscape adding street trees as required. KEITH provides services to the Client including civil, survey, SUE, planning, traffic, landscape architecture, and construction program management. The KEITH Team is assisting the Client in preliminary engineering, schematic design, site plan/DRC, paving and grading, water distribution and sanitary sewer, and erosion control plan, and more. Landscape architecture services include hardscape and paving, landscape design, irrigation plans, tree inventory and analysis, and the design of pools and water features. Sheffield Apartments is a multi-family community consisting of 44 single-story buildings with 316 units. A second floor is being added.

Bradford Marine, Davie, FL: Planner. KEITH is assisting the Client in developing a KEITH Access project including development of the overall master plan, and major site enhancements both above ground and below. KEITH provides full services to the Client including plzanning, landscape architecture, civil engineering, subsurface utility engineering, and construction program management. The KEITH Team is assisting the Client in horizontal designation, utility mapping, access management plan, plat processing and recordation, site plan preparation, coordination, and processing, preliminary engineering, schematic design, and site plan/DRC, engineering permitting, construction drawings, erosion control plans, landscape architecture conceptual design, schematic design, and construction documents, tree inventory and appraisal, construction observations and final certification. The project will revitalize one of the largest marine facilities in the United States improving access for the local community and the region.

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DANIEL GURFEL

Planning Technician

EDUCATION

2025
BS, Urban Design and Architecture,
New York University

YEARS OF EXPERIENCE

Industry: .5
KEITH: .5

PROFILE

Daniel Gurfel is a recent New York University graduate with dual majors in Urban Design and Architecture and International Relations. He has experience in construction operations, legal research, and design coordination. Daniel is a strong communicator with cross-disciplinary project experience and a background in both creative and technical work. He is fluent in English and Russian, and proficient in Spanish. Daniel is highly proficient with state-of-the-art technologies.

RELEVANT PROJECT EXPERIENCE

Live! Pompano, Pompano Beach, FL: Planning Technician. KEITH is assisting the Client in developing a KEITH Life project that includes the redevelopment of a 225-acre site including nearly $2 billion of investment into one of the last development parcels of this type in South Florida including entertainment venue, casino, offices, retail, industrial, and residential with 4,100 units integrated to the plan. KEITH is providing full services to the Client including geospatial, planning, civil, traffic, and transportation engineering, and landscape architecture. KEITH also provided public engagement, platting/plat note amendments, water and sewer modeling and planning, FEMA assessments, FDOT coordination, visioning, and utility coordination, roadway design, parking garage development, retail/grocery outlets, Live! entertainment venue and hotel, and the multi-family residential development. KEITH is actively involved in the design of all stages of development assisting the Client in navigating City, County, and State agencies.

36 Acre Park Platting, Parkland, FL: Planning Technician. KEITH, under its continuing services agreement with the City of Parkland, is assisting the Client in producing a plat for Beasley Park approximately 35.4 acres. KEITH is providing services to the Client including survey and planning. The KEITH Team is assisting the Client in boundary survey, plat application, post-plat recordation, and plat processing. The completed project will help build the foundation for future improvements to this community park.

Jackson West Health System Parking Lot, Doral, FL: Planning Technician. KEITH is assisting the Client in developing a KEITH Facility project including the expansion of a surface parking lot with the installation of a minimum of 100 additional parking spaces. KEITH provides services to the Client including civil engineering, planning, landscape architecture, and construction administration services.

Downtown Pompano, Pompano Beach, FL: Planning Technician. KEITH is assisting the Client, as prime consultant, including development of a KEITH Life project known as the Downtown Pompano Development or Innovation District. The overall project area is approximately 102.50 acres of land plus approximately +/- 30 acres of public right of way. The Client has divided the project into three general phases. KEITH assists the Client with services including civil engineering, survey, planning, and utility coordination.

Monthly Planning Services, Pembroke Park, FL: Planning Technician. KEITH has proudly served the Town of Pembroke Park under a continuing services contract, delivering comprehensive planning, engineering, and landscape architecture solutions. Our partnership reflects a shared commitment to enhancing infrastructure, promoting sustainable growth, and improving the quality of life for residents. Some notable projects include: Various Zoning Text Amendments: New Mixed-Use/ Entertainment District, Quasi-Judicial Proceedings, Signage, Live Local Act; Site Plan Review of Major Developments: Seneca Town Center (Wawa, Hospital), Magnolia Townhomes, Pembroke Oakes, Pembroke Villas, Ekos Pembroke; Comprehensive Plan Amendments: SW 30th Avenue Mixed-Use/Entertainment District.

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KELLI SCHUELER, PLA, LEED AP

Director of Landscape Architecture, Resilience

EDUCATION

2003
BS, Landscape Architecture,
Oklahoma State University

YEARS OF EXPERIENCE

Industry: 22
KEITH: 8

PROFESSIONAL REGISTRATIONS

Professional Landscape Architect, LA6667565, FL, 2021

Professional Landscape Architect, 2959, TX, 2014

Council of Landscape Architecture Registration Boards (CLARB) Certified, 00192756

LEED AP

PROFILE

An experienced landscape architect and dedicated project manager, Kelli Schueler provides planning, design and project management services for a wide variety of project types through all phases of the development process. Her knowledge of the local environment, innovative technologies and sustainable best practices is combined with a creative approach that is detail oriented, ensuring designs are implemented both efficiently and accurately. Kelli has a wide range of project experience, but is most motivated by the opportunity to create special moments within the urban environment where hardscape and architectural elements are thoughtfully combined with green space to create impactful places of respite and community within the urban core.

RELEVANT PROJECT EXPERIENCE

Jackson Health Systems West, Doral, FL: Landscape Architect. KEITH assisted the Client in the development of this KEITH Campus project including a new multi-phased 27-acre world-class regional medical campus encompassing a preserved and enhanced 8+ acre lake with wetlands. KEITH provided full services to the Client including survey, civil engineering, landscape architecture, and construction completion. The KEITH Team assisted the Client from the initial development phase including a 100-bed hospital totaling 215,000-GSF, a 500-car garage, and a 60,000-SF medical office building with ambulatory clinic. The project was constructed to meet LEED Silver requirements.

Charlotte Burrie Civic Center, Pompano Beach, FL: Landscape Architect. KEITH, under its continuing services contract with the city, and as subconsultant, assisted the Client in developing a KEITH Campus project that includes 8,712-SF of multi-purpose spaces for civic, social, and recreational activities, easy pedestrian ADA-compliant access, a porte-cochère entrance, 48 vehicular and 20 bicycle parking spaces. KEITH provided full services to the Client including civil engineering, permitting, landscape architecture, and construction administration and coordination for the new LEED v4 certified building. Landscape architecture services included tree inventory and appraisal, a tree disposition plan, landscape and irrigation plans, and landscape construction observation.

Fire and Emergency Operations Center, Pompano Beach, FL: Landscape Architect. KEITH assisted the Client, as subconsultant, in developing a KEITH Facility project that includes a new fire, rescue, and logistics complex to include administrative and emergency operations center, and a fire and EMS distribution center with storage for emergency apparatus. KEITH provided services to the Client including civil engineering, LEED consulting, survey, landscape architecture, and construction management.

Everglades Holiday Park Site Improvement, Fort Lauderdale, FL: Landscape Architect. KEITH assisted the Client in redeveloping a KEITH Play project involving a $12M expansion and site improvements of this 43-acre county park. The project included LEED "Green" design principles. KEITH provided the Client civil engineering, planning, landscape architecture, SUE, and construction program management services. The KEITH Team assisted the Client in comprehensive public outreach, conceptual design, permitting, and construction phase services associated with a two-phase development. Permitting was a challenge, as the park is located within the Florida Everglades and spans flood protection levees under the jurisdiction of the Army Corp of Engineers and the South Florida Water Management District. In 2022, Everglades Holiday Park was named as the Trip Advisors Traveler's Choice award, as well as the Florida ACEC Engineering Excellence award and the ASCE Broward Project of the Year.

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SARAH LANDUCCI, ISA

Project Manager, Certified Arborist

EDUCATION

2011
BS, Environmental Studies,
University of Central Florida

YEARS OF EXPERIENCE

Industry: 11
KEITH: 10

PROFESSIONAL REGISTRATIONS

ISA Certified Arborist, FL-10034A, 2023

PROFILE

Sarah Landucci, born and raised in South Florida, understands the flora and fauna, challenges, and nuances of the regional landscape. Sarah has a wide range of experience with landscape design, from working in botanical gardens to public parks and private sector projects. She has worked as a Landscape Designer and Project Manager at KEITH for more than nine years and been involved with projects from start to finish—from conceptual planning to design development and following through to construction. She has a passion for connecting people to the natural environment and strives to create sustainable designs to enhance our communities.

RELEVANT PROJECT EXPERIENCE

Jackson Health Systems West, Doral, FL: Task Manager. KEITH assisted the Client in the development of this KEITH Campus project including a new multi-phased 27-acre world-class regional medical campus encompassing a preserved and enhanced 8+ acre lake with wetlands. KEITH provided full services to the Client including survey, civil engineering, landscape architecture, and construction completion. The KEITH Team assisted the Client from the initial development phase including a 100-bed hospital totaling 215,000-GSF, a 500-car garage, and a 60,000-SF medical office building with ambulatory clinic. The project was constructed to meet LEED Silver requirements.

John Knox Village Woodlands Health Center: Project Manager. KEITH, as subconsultant, assisted the Client in developing a KEITH Campus project that includes a 7-story Green House skilled nursing facility for as many as 144 residents on the 65-acre property. KEITH provided full services to the Client including civil engineering, survey/SUE, landscape architecture, planning, and construction administration and management. The KEITH Team assisted the Client with site plan preparation and processing through City of Pompano Beach, including Development Review Committee, Architectural Appearance Committee, and Planning and Zoning Board. This LEED Silver certified development was one of the first of its kind in Florida carrying the Green House designation.

Charlotte Burrie Civic Center, Pompano Beach, FL: Project Manager. KEITH, under its continuing services contract with the city, and as subconsultant, assisted the Client in developing a KEITH Campus project that includes 8,712-SF of multi-purpose spaces for civic, social, and recreational activities, easy pedestrian ADA-compliant access, a porte-cochère entrance, 48 vehicular and 20 bicycle parking spaces. KEITH provided full services to the Client including civil engineering, permitting, landscape architecture, and construction administration and coordination for the new LEED v4 certified building. Landscape architecture services included tree inventory and appraisal, a tree disposition plan, landscape and irrigation plans, and landscape construction observation.

Heron Bay Tennis Courts/Pickleball Courts, Coral Springs, FL: Task Manager. KEITH is assisting the Client in redeveloping a KEITH Play project including a cohesive design that enhances owner and guest experience, creates an updated aesthetic, and revitalizes the community with the addition of three tennis courts, one hard surface and two clay. KEITH provides services to the Client including civil, survey/SUE, planning, landscape architecture, and construction management. Tree inventory and appraisal is provided by in-house Certified Arborist. The finished project will leave the community with a state-of-the-art facility for healthy activity.

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TOM GREEN, PE

Director of Municipal Services, Civil Engineer

EDUCATION

2003
BS, Civil Engineering, University of Florida

YEARS OF EXPERIENCE

Industry: 23
KEITH: 3

PROFESSIONAL REGISTRATIONS

Professional Engineer, 67558, FL, 2008

PROFILE

Tom Green, PE, brings 23 years of experience as a civil engineer, senior project manager, and capital improvement program manager. Tom has performed for both public and private clients as an esteemed colleague and as a valued consultant and advisor. As Project Manager, Lead Engineer, and team leader, Tom has successfully managed multi-million dollar projects throughout South Florida and the Caribbean. In addition to his skills gleaned from years of navigating municipal board rooms, he has a highly diversified depth of experience with the on-the-ground details of complex development projects keeping them on scope, schedule, and under budget. Tom is proficient in state-of-the-art technologies such as AutoCAD, Land Desktop, ICPR, Microsoft Project, and ProLog construction management software.

RELEVANT PROJECT EXPERIENCE

MPO-CSLIP Application Assistance, Lighthouse Point, FL: Task Manager. KEITH assisted the City with the required documents for the Broward Metropolitan Planning Organization CSLIP application for Grant Cycle 9. KEITH prepared typical sections throughout the project limits that show exisiting conditions versus proposed conditions. KEITH also provided cost estimates to provide a basis of understanding for the potential costs of the project.

Vulnerability Assessment Grant Application, Sunny Isles Beach, FL: Project Manager. KEITH is assisting the City with a Vulnerability Assessment and Adaptation Plan aimed at identifying, evaluating, and mitigating the City's exposure to coastal hazards. Funded by the Florida Department of Environmental Protection through the Resilient Florida Grant Program, this project is focused on protecting critical infrastructure from growing threats of sea level rise, storm surge, tidal flooding, and compound climate events. Through geospatial data analysis, sea level rise modeling, and scenario planning aligned with NOAA and FEMA standards, KEITH is delivering a robust assessment to help the City prioritize its vulnerable assets. The resulting Adaptation Plan will include customized strategies for resilience, supported by community input and aligned with the City's broader planning efforts, including capital improvements and the Local Mitigation Strategy.

Critical Stormwater Infrastructure Condition Assessment Program, Fort Lauderdale, FL: Project Manager. KEITH is delivering this KEITH Water project for the City as part of a city-wide initiative to assess and improve critical stormwater infrastructure. Covering approximately 23,000 acres across ten watershed areas, the City's stormwater network is essential for long-term resilience and environmental compliance. KEITH is providing full in-house services for this project, ensuring seamless coordination across engineering, inspection, surveying, GIS, and program management disciplines.

General Engineering Continuing Services, Surfside, FL: Task Manager. As part of the Town's General Engineering Contract, KEITH provides civil services to support the development of various projects related to the Town's infrastructure. Projects include: **NPDES MS-4 Monitoring and Reporting:** KEITH is responsible for providing professional engineering services for National Pollutant Discharge Elimination Systems (NPDES) and Stormwater Regulatory Monitoring and Compliance Reporting to the Florida Department of Environmental Protection (FDEP). **Abbott Avenue Phase 1 and Phase 2 Drainage Improvements:** KEITH assisted with drainage improvements on Abbott Avenue. KEITH provided services including civil engineering and utility coordination. **MD-RER Sanitary Sewer Certification:** KEITH provided civil engineering services for the 5-Year Update certification required by Miami-Dade County. KEITH conducted reviews of the existing sanitary sewer and transmission model and supplied information regarding upgrades and modifications.

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KRIS MORY, CEC.D

Director of Community Development/Redevelopment

EDUCATION

1994
MA, Public Administration,
University of Massachusetts

1991
BA, University of Wisconsin

YEARS OF EXPERIENCE

Industry: 30
KEITH: 1

PROFESSIONAL AFFILIATIONS

International Council of Shopping Centers

Florida Economic Development Council

Florida Redevelopment Association

International Economic Development Council

Urban Land Institute (ULI)

PROFILE

Kris Mory has 30 years of experience in public sector economic development and redevelopment. Her career began at the Massachusetts Port Authority (Massport) in Western European trade development and later focused on industrial development and brownfield reuse as one of the first United States Environmental Protection Agency (USEPA) brownfield pilot projects. She has experience in private sector urban planning and redevelopment consulting and construction management. Kris served the City of Deerfield Beach for 15 years as Director of Economic Development, overseeing both the Community Redevelopment Agency and citywide economic development. Some signature Deerfield Beach development projects include the Deerfield Beach International Pier entrance buildings, Kirk Cottrell Pavilion, Sullivan Park and Marina, and the Marine Science Center. She created the City's Economic Development Strategy and managed public private partnership projects. She holds a B.A. in Political Science and French and a Masters Degree in Public Administration. Kris is a Florida Redevelopment Association Certified Redevelopment Administrator (RA) and earned her Certified Economic Developer (CEcD) certification from the International Economic Development Council.

RELEVANT PROJECT EXPERIENCE

Citywide Economic Development, Deerfield Beach, FL: Director of Economic Development. Kris administered a $1,500,000 annual budget, management of 3-person staff, annual grants, incentives, contracts and leases. She facilitated Public Private Partnerships for the City including large-scale project scoping, solicitation, marketing, deal-making, financing, and project oversight from concept to completion. Kris developed the City's Economic Development Strategy from creation through implementation of a strategy to address tax base expansion through business attraction, retention and expansion, entrepreneurship formation, small business and workforce development, and incentives. Kris administered Business Assistance programs using her working knowledge of all aspects of the business cycle from idea, business planning, financing, site selection, design, permitting, build-out, building, and operations. She executed a multi-media approach to communication using social media, video, print, radio, grassroots, and community engagement.

Community Redevelopment, Deerfield Beach, FL: Director. Kris administrated a $15,600,000 annual budget, 5- and10-year Capital Improvements Plans, CRA Plan Implementation, State of Florida statutory compliance, public procurement, report to a 5-member CRA Board, managed CRA staff, specialty consultants, and contractors. Capital projects included Sullivan Park Marine Science Center, Island Business District Utility Undergrounding and Streetscape Improvements, Sullivan Park and Marina, Deerfield Beach International Fishing Pier Entrance Buildings (Certified LEED Gold), Kirk Cottrell Pavilion, Cove Gardens Neighborhood Utility and Streetscape Improvements, Cove Shopping Center Parking Lot, Wayfinding Signage System, Turtle-Friendly Pedestrian and Streetlighting Pilot Project. Kris administered City programs including Real Estate Acquisition and Management, Public Art, Community Policing, Commercial Façade, Freebee Rideshare, Special Event Activations, Farmers Market. Grant facilitation included FIND, Broward County Cultural Affairs securing $4M in FY 2025.

Economic Development, Plantation, FL: Coordinator. Kris was charged with the creation and implementation of the City's first Economic Development Strategy, Midtown Plantation Redevelopment Plan, and Plantation Gateway CRA.

Economic Development, Montachusett Region, MA: Coordinator. Kris was charged with the creation of the Comprehensive Development Strategy (CEDS) for a region including 21 cities and towns in North Central Massachusetts.

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Licenses

Ron DeSantis, Governor — Melanie S. Griffin, Secretary — FBPE

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
BOARD OF PROFESSIONAL ENGINEERS
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LAZOWICK, ALEXANDER SCOTT
301 EAST ATLANTIC BLVD
POMPANO BEACH FL 33060

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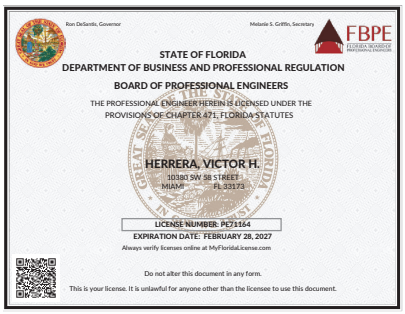
Ron DeSantis, Governor — Melanie S. Griffin, Secretary — FBPE

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
BOARD OF PROFESSIONAL ENGINEERS
THE PROFESSIONAL ENGINEER HEREIN IS LICENSED UNDER THE PROVISIONS OF CHAPTER 471, FLORIDA STATUTES

HERRERA, VICTOR H.
10380 SW 58 STREET
MIAMI FL 33173

LICENSE NUMBER: PE71164
EXPIRATION DATE: FEBRUARY 28, 2027
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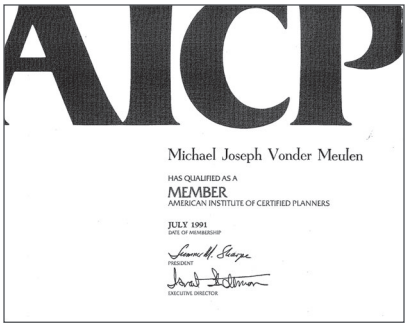

AICP

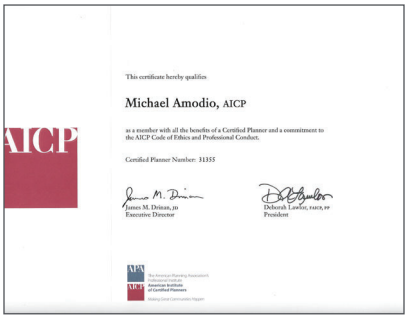
Michael Joseph Vonder Meulen

HAS QUALIFIED AS A
MEMBER
AMERICAN INSTITUTE OF CERTIFIED PLANNERS

JULY 1991
DATE OF MEMBERSHIP

PRESIDENT

EXECUTIVE DIRECTOR


This certificate hereby qualifies

Michael Amodio, AICP

as a member with all the benefits of a Certified Planner and a commitment to the AICP Code of Ethics and Professional Conduct.

Certified Planner Number: 31355

James M. Drinan, JD
Executive Director

Deborah Lawlor, FAICP, HP
President

Ron DeSantis, Governor — Melanie S. Griffin, Secretary — dbpr

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
BOARD OF LANDSCAPE ARCHITECTURE
THE LANDSCAPE ARCHITECT HEREIN HAS REGISTERED UNDER THE PROVISIONS OF CHAPTER 481, FLORIDA STATUTES

SCHUELER, KELLI BETH
3100 NW 51ST TER
MARGATE FL 33063

LICENSE NUMBER: LA6667565
EXPIRATION DATE: NOVEMBER 30, 2027
Always verify licenses online at MyFloridaLicense.com

ISSUED: 09/30/2025

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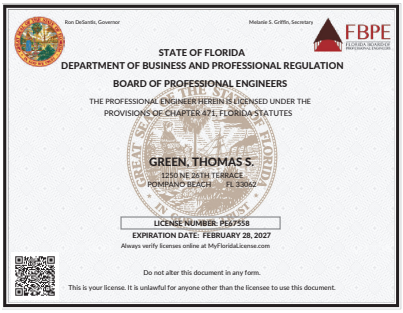
Ron DeSantis, Governor — Melanie S. Griffin, Secretary — FBPE

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
BOARD OF PROFESSIONAL ENGINEERS
THE PROFESSIONAL ENGINEER HEREIN IS LICENSED UNDER THE PROVISIONS OF CHAPTER 471, FLORIDA STATUTES

GREEN, THOMAS S.
1250 NE 26TH TERRACE
POMPANO BEACH FL 33062

LICENSE NUMBER: PE67558
EXPIRATION DATE: FEBRUARY 28, 2027
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Credential Verification

Certification ID search 'FL-10034A' returned 1 records

Back to Search

First Name	Last Name	City	State \ Province	Country	Credentials
Sarah	Landucci	Pompano Beach	FL	UNITED STATES	ISA Certified Arborist®

The U.S. Green Building Council
hereby certifies that

Kelli Schueler
has successfully demonstrated knowledge of the green building design and construction industry and the Leadership in Energy and Environmental Design (LEED®) v2 Green Building Rating System, Resources and Process required to be awarded the title of

LEED® v2 Accredited Professional

LEED

Kevin Hydes, Chairman

S. Richard Fedrizzi, President, CEO and Founding Chairman

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 02/18/2025

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

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

PRODUCER
Brown & Brown Insurance Services, Inc.
1201 W Cypress Creek Rd
Suite 130
Fort Lauderdale FL 33309

CONTACT NAME:
PHONE (A/C, No, Ext): (954) 776-2222 FAX (A/C, No): (954) 776-4446
E-MAIL ADDRESS: 053.certs@bbrown.com

INSURED
KEITH & Associates, Inc.
301 East Atlantic Blvd.
Pompano Beach FL 33060

INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A :	The Charter Oak Fire Insurance Company	25615
INSURER B :	St. Paul Protective Insurance Company	19224
INSURER C :	Travelers Property Casualty Company of America	25674
INSURER D :	Travelers Casualty and Surety Company	19038
INSURER E :	Lexington Insurance Company	19437
INSURER F :		

COVERAGES — CERTIFICATE NUMBER: 25-26 GL/BA/WC/Umb/ — REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY X PRO-JECT LOC OTHER:			P660A641173SCOF25	02/19/2025	02/19/2026	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 1,000,000 $ 300,000 $ 5,000 $ 1,000,000 $ 2,000,000 $ 2,000,000
B	AUTOMOBILE LIABILITY X ANY AUTO OWNED AUTOS ONLY X HIRED AUTOS ONLY SCHEDULED AUTOS X NON-OWNED AUTOS ONLY			810A6412989254 3G	02/19/2025	02/19/2026	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ 1,000,000 $ $ $
C	X UMBRELLA LIAB X OCCUR EXCESS LIAB CLAIMS-MADE DED X RETENTION $ 10,000			CUPA643643A2543	02/19/2025	02/19/2026	EACH OCCURRENCE AGGREGATE	$ 5,000,000 $ 5,000,000
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	UBA64351312543G	02/19/2025	02/19/2026	X PER STATUTE OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ 1,000,000 $ 1,000,000 $ 1,000,000
E	Professional Liability			015136483	02/19/2025	02/19/2026	Per Claim Aggregate	$2,000,000 $6,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER
Sample

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.

AUTHORIZED REPRESENTATIVE

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PLANNING AND URBAN DESIGN SERVICES

Miami, FL

CLIENT

City of Miami

CLIENT

City of Miami

PROJECT DURATION

2021 - 2025

REFERENCE

Joshua Gloster, JD, AICP
Planner II
Planning Department
444 SW 2nd Avenue,
Miami, FL 33130
305.416.1095
jgloster@miamigov.com

KEITH PRACTICE LINE

Life

FEE

$500,000 annually - CCNA limits

KEY PERSONNEL

Paul Weinberg, PLA, ASLA
Michael Vonder Meulen, AICP
Kelli Schueler, PLA, LEED AP

KEITH ROLE

Prime

KEITH was selected by the City of Miami to provide community planning and urban design services on an as-needed basis. Some projects under this contract include:

DRR/SEOPW DO Buildout Calculations: KEITH is providing strategic planning and analytical support for the Miami Downtown and Southeast Overtown Park West Developments of Regional Impact (DRI). This project involves developing comprehensive spreadsheet models and methodologies to calculate key development thresholds–33%, 66%, and 100% for Miami Downtown, and 73% for Southeast Overtown Park West–based on net new development across various land use categories. These calculations will help the City determine when financial payouts to external agencies are triggered under the respective development orders. In addition to threshold analysis, KEITH is identifying unused carryover credits and projecting future payout dates, while also documenting procedures to guide similar evaluations in future development phases.

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MIAMI-DADE EDP PARKS PROGRAM

Miami-Dade County, FL

OWNER

Miami-Dade County

CLIENT

Miami-Dade County Parks, Recreation and Open Spaces Department

PROJECT DURATION

2021 - 2024

REFERENCE

Sandy Suarez
Construction Manager II
305-755-6157
sandy.suarez@miamidade.gov

KEITH PRACTICE LINE

Play

FEE

$640,184.64

KEY PERSONNEL

Michael Vonder Meulen, AICP
Mike Amodio, AICP
Kelli Schueler, PLA, LEED AP
Sarah Landucci, ISA
Greg Chavarria, PMP, CISSP
Tom Green, PE

KEITH ROLE

Prime

KEITH assisted the Client in developing a series of KEITH Play projects. KEITH provided civil engineering, landscape architecture, survey, and construction management services to the Client. The parks include:

- Miami-Dade EDP Caribbean Park Playground
- Miami-Dade EDP Olinda Park Playground
- Miami-Dade EDP Southern Estates Park Playground
- Miami-Dade EDP Tropical Estates Park
- Miami-Dade EDP Millers Pond Park
- Miami-Dade EDP Country Village Park
- Miami-Dade EDP Arcola Lakes Park
- Miami-Dade EDP Ruben Dario Park
- Miami-Dade EDP Gwen Cherry Park
- Miami-Dade EDP Sargent Joseph Delancy Park
- Miami-Dade EDP West Perrine Park

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JACKSON HEALTH SYSTEMS WEST

Doral, FL

OWNER

Jackson Health System

CLIENT

Jackson Health System

PROJECT DURATION

2016 - 2022

REFERENCE

Jorge Garciga
Director Facilities Design and Construction
305-282-7969
jorge.garciga@jhsmiami.org

KEITH PRACTICE LINE

Campus

FEE

$1,027597.94

KEY PERSONNELL

Michael Vonder Meulen, AICP
Mike Amodio, AICP
Kelli Schueler, PLA, LEED AP
Sarah Landucci, ISA

KEITH ROLE

Subconsultant

KEITH assisted the Client in the development of this KEITH Campus project including a new multi-phased 27-acre world-class regional medical campus encompassing a preserved and enhanced 8+ acre lake with wetlands. KEITH provided full services to the Client including survey, civil engineering, landscape architecture, and construction completion. The KEITH Team assisted the Client from the initial development phase including a 100-bed hospital totaling 215,000-GSF, a 500-car garage, and a 60,000-SF medical office building with ambulatory clinic. KEITH provided complete site development, paving, grading and drainage system, potable water/sanitary sewer system (including design of a new gravity collection and 12" water main extension exceeding 2,500-LF), pavement marking/signage, and off-site improvements which included new turn lanes and coordination of traffic signalization. The project was constructed to meet LEED Silver requirements and is considered by the community to be a most-valued asset.

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SUNNY ISLES BEACH PROFESSIONAL SERVICES

Sunny Isles Beach, FL

OWNER

City of Sunny Isles Beach

CLIENT

City of Sunny Isles Beach

PROJECT DURATION

2021 - 2026

REFERENCE

Rick Labinksky
City Engineering
18070 Collins Avenue, 4th Floor,
Sunny Isles Beach, FL 33160
(305) 792-1769
rlabinsky@sibfl.net

KEITH PRACTICE LINE

Play
Water
Access

FEE

$500,000 annually - CCNA limits

KEY PERSONNELL

Michale Vonder Meulen, AICP
Mike Amodio, AICP
Greg Chavarria, PMP, CISSP
Andrea Harper
JP Chapa
Joselyn Aldas
Kelli Scheueler, PLA, LEED AP
Sarah Landucci, ISA
Tom Green, PE
Daniel Gurfel

KEITH ROLE

Prime

KEITH was selected to provide on-going geospatial engineering, planning, civil engineering, landscape architectural, construction management services on an as-needed basis for the City of Sunny Isles Beach. Projects under this contract include:

- Bella Vista Park
- Town Center Park
- A New Park at Ritz Carlton Center Site
- Skate Park
- Vulnerability Assessment Grant Application
- SR 826 / Sunny Isles Beach Blvd. Service Road Parking Lot
- Government Center Office Trailer
- Intracoastal Park

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PROFESSIONAL ENGINEERING SERVICES
Surfside, FL

OWNER
Town of Surfside

CLIENT
Town of Surfside

PROJECT DURATION
2021 - 2026

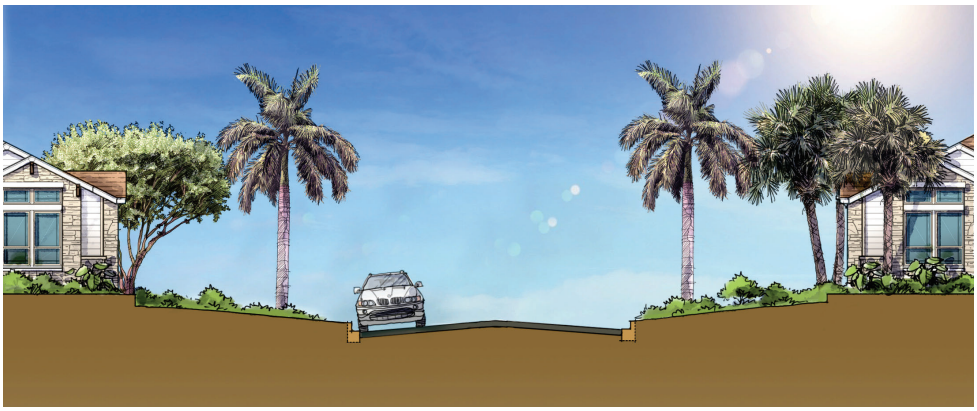
REFERENCE
Andre Eugent
CIP Director
305-861-4863
aeugent@townofsurfsidefl.gov

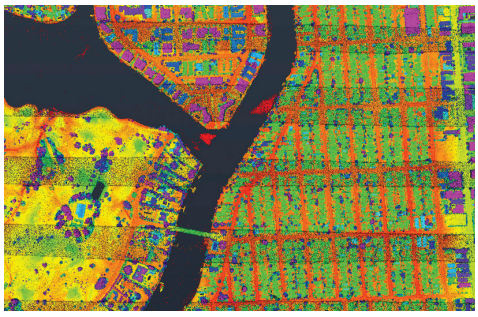
KEITH PRACTICE LINE
Water

FEE
$500,000 annually - CCNA limits

KEY PERSONNEL
Michael Vonder Meulen, AICP
Greg Chavarria, PMP, CISSP
Sarah Landucci, ISA
Kelli Schueler, PLA, LEED AP
Tom Green, PE

KEEITH ROLE
Prime





As part of the Town of Surfside's General Engineering Contract, KEITH provides the Town with civil services to support the development of various projects related to the Town's infrastructure. Projects under this contract include:

NPDES MS-4 Monitoring and Reporting: KEITH is responsible for providing professional engineering services for National Pollutant Discharge Elimination Systems (NPDES) and Stormwater Regulatory Monitoring and Compliance Reporting to the Florida Department of Environmental Protection (FDEP) on behalf of the Town. KEITH is responsible for processing the required annual reporting of the Town's current NPDES MS-4 Permit to FDEP.

Abbott Avenue Phase 1 and Phase 2 Drainage Improvements: KEITH assisted with drainage improvements on Abbott Avenue between 90th Street and 96th Street. KEITH provided services including civil engineering and utility coordination. The KEITH Team evaluated and assessed the existing stormwater drainage conditions, prepared reports and cost estimates from ICPR models and calculations for seven improvement options, and presented the conclusions for the selection of the best and most cost-effective solution. KEITH also evaluated existing land use development codes, stormwater ordinances, and MS-4 reporting with recommendations and ordinance revisions for compliance and exceedance of federal, state, and local requirements. Sea level rise projections in accordance with Southeast Florida Regional Climate Change Compact were considered in assessments. Phase II proceeded with the development of construction documents and permit processing. KEITH assisted in securing a 2022 FDEP Flooding and Sea Level Resiliency Grant to cover most of the estimated construction costs.

MD-RER Sanitary Sewer Certification: KEITH provided civil engineering services for the 5-Year Update certification required by Miami-Dade County. KEITH conducted reviews of the exisiting sanitary sewer and tranmission model and supplied information regarding upgrades and modifications to the Town.

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GENERAL PLANNING CONTINUING SERVICES

Homestead, FL

OWNER

City of Homestead

CLIENT

City of Homestead

PROJECT DURATION

2025 - Ongoing

REFERENCE

Zerry Ihekwaba
City Manager
305-224-4401
nihekwaba@homesteadfl.gov

KEITH PRACTICE LINE

Life

FEE

$500,000 annually - CCNA limits

KEY PERSONNEL

Michael Vonder Meulen, AICP
Mike Amodio, AICP
Andrea Harper
JP Chapa
Joselyn Aldas
Kris Mory
Tom Green, PE
Kelli Schueler, PLA, LEED AP

KEITH ROLE

Prime

KEITH, as prime consultant under this continuing services contract, assists the City of Homestead with professional, multi-disciplinary planning services on an as-needed basis. KEITH assists the Client with comprehensive planning services to advance current and long-range planning initiatives, review development applications, prepare planning studies and reports, conduct public outreach, and assist with zoning, land use, and comprehensive planning initiatives.

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GENERAL PLANNING CONTINUING SERVICES

Oakland Park, FL

OWNER

City of Oakland Park

CLIENT

City of Oakland Park

PROJECT DURATION

2018 - 2025

REFERENCE

Rick Buckeye, AICP
City of Oakland Park
954-630-4345
rickb@oaklandparkfl.gov

KEITH PRACTICE LINE

Life

FEE

$500,000 annually - CCNA limits

KEY PERSONNEL

Michael Voner Meulen, AICP
Mike Amodio, AICP
Andrea Harper
JP Chapa
Joselyn Aldas

KEITH ROLE

Prime

KEITH, as prime consultant under this continuing services contract, assists the Client with professional, multi-disciplinary planning services on an as-needed basis to proactively engage stakeholders in the City's decision-making process. KEITH assists the Client with comprehensive planning services including land use planning, project implementation, land development regulations, environmental planning, transportation planning, and economic analysis. KEITH has the proven availability and technical capabilities to successfully manage the scope in-house coordinating meetings with other municipalities, regulatory agencies, developers, and local and state governments; preparing communication strategies and/or protocols; and assist the City's staff coordinating events, project meetings, and formal presentations. Projects have included historic preservation consulting, monthly on-call planning services, and Mai Kai historic restaurant redevelopment, right of way dedications for the Sky Building, and miscellaneous plan review.

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MONTHLY PLANNING SERVICES
Pembroke Park, FL

OWNER
Town of Pembroke Park

CLIENT
Town of Pembroke Park

PROJECT DURATION
2023 - Ongoing

REFERENCE
Jeffrey Louis
Building & Facilities Manager
954-966-4600 ext 300
jlouis@tppfl.gov

KEITH PRACTICE LINE
Life

FEE
$500,000 annually - CCNA limits

KEY PERSONNEL
Michael Voner Meulen, AICP
Mike Amodio, AICP
Andrea Harper
Joselyn Aldas

KEITH ROLE
Prime

KEITH is proudly serving the Town of Pembroke Park under a continuing services contract, delivering comprehensive planning, engineering, and landscape architecture solutions. Our partnership reflects a shared commitment to enhancing infrastructure, promoting sustainable growth, and improving the quality of life for residents. Some notable projects under this contract include:

Various Zoning Text Amendments:
- Mixed-Use/Entertainment District
- Quasi-Judicial Proceedings
- Signage
- Off-Street Parking Accessory Structures

Site Plan Review of Major Developments:
- Seneca Town Center (Wawa, Hospital & Extra Storage)
- Magnolia Townhomes
- Prologis
- Pembroke Oakes
- Public Storage
- Pembroke Villas
- Home Depot
- Ekos Pembroke

Comprehensive Plan Amendments:
- SW 30th Avenue Mixed-Use/Entertainment District
- Property Right Element

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BROWARD HEALTH NORTH MASTER PLAN

Deerfield Beach, FL

OWNER

Broward Health

CLIENT

HKS Architects, Inc.

PROJECT DURATION

2024 - 2025

REFERENCE

Arthur Brito
Studio Practice Leader, Health
305-967-6028
abrito@hksinc.com

KEITH PRACTICE LINE

Campus

FEE

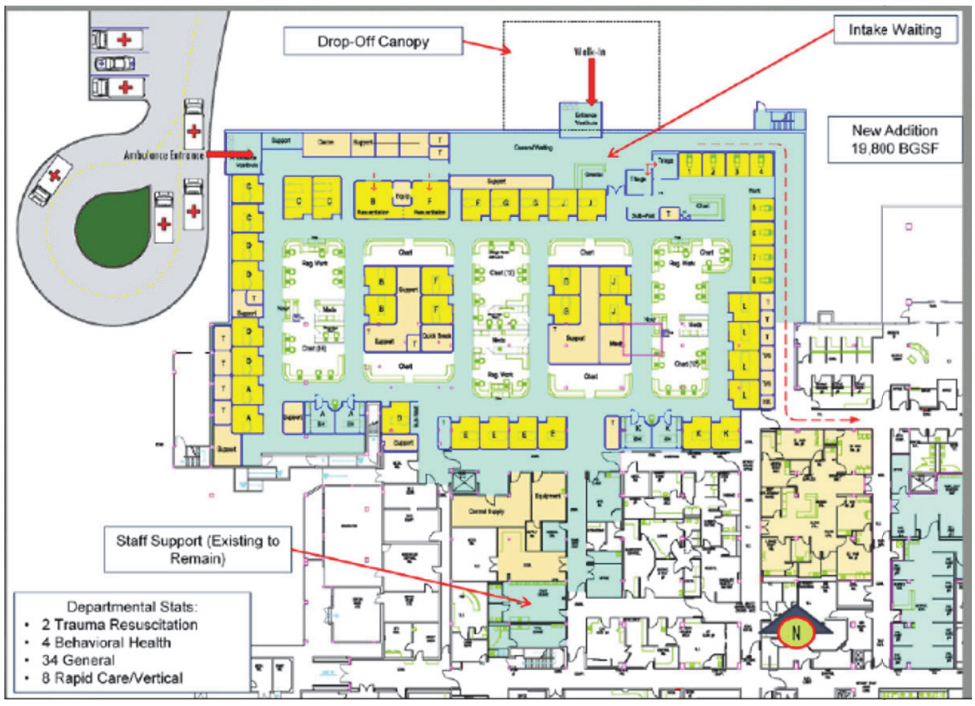
$500,000 annually - CCNA limits

KEY PERSONNEL

Michael Vonder Meulen, AICP
Mike Amodio, AICP
Andrea Harper
Joselyn Aldas
Tom Green, PE

KEITH ROLE

Subconsultant



KEITH, under this continuing services contract, as subconsultant, assists the Client with professional, multi-disciplinary planning services for the development and expansion of the North Campus. KEITH assists the Client with comprehensive planning services to advance the review and analysis of Land Use, Planning and Design Criteria, Stormwater Permitting Feasibility, Existing Conditions Analysis, Utility Providers and Service Availability, Land Development Costs, Platting and Zoning considerations, and Transportation Access Issues including access for large construction equipment. KEITH also provided review and analysis of all existing plat, permits and licenses for the site and how development of the site is impacted by the existing permits and licenses.

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CITY OF MIRAMAR AE CONSULTING SERVICES

Miramar, FL

OWNER

City of Miramar

CLIENT

City of Miramar

PROJECT DURATION

2023 - 2025

REFERENCE

Nixon Lebrun, AICP, EMBA, MPA, CFM
Director, Building, Planning & Zoning Department
954-602-3281
nlebrun@miramarfl.gov

KEITH PRACTICE LINE

Life

FEE

$500,000 annually - CCNA limits

KEITH KEY PERSONNEL

Mike Vonder Meulen, AICP
Mike Amodio, AICP
Andrea Harper
Joselyn Aldas
Greg Chavarria, PMP, CISSP

KEITH ROLE

Prime

KEITH was selected by the City of Miramar to provide professional services on an as-needed basis. KEITH is providing planning, civil engineering, landscape architecture, surveying, and subsurface utility engineering. Some projects under this contract include:

Parcview Townhomes: KEITH is assisting the City (Owner) and developer in developing a KEITH Life project that includes a 46-home residential property located at 6801 SW 34th Street, Miramar, FL. KEITH is providing survey/SUE and planning services to the Client. The KEITH Team provided a plat and process survey, permitting, post-plat recordation and processing with jurisdictional agencies, processing of off-site engineering cost estimates, in accordance with Broward County Land Development Code.

Comprehensive Plan EAR-Based Amendments: KEITH is assisting the Client with planning services to prepare an EAR-based Amendment to its Comprehensive Plan. This amendment established a refreshed vision for future development, with planning horizons of 10 and 25 years. It reflected u pdated s tate r equirements and addressed local changes such as population growth, limited undeveloped land, affordable housing needs, redevelopment opportunities in Historic Miramar and key corridors, economic diversification, infrastructure demands, multimodal transportation, and climate resilience. The project included two main stages. In Stage 1, KEITH collaborated with City staff and stakeholders to identify key land use issues, review existing documents, and develop a public involvement plan. A project advisory committee was formed with representatives from relevant City departments. Stage 2 produced a policy blueprint and integrated findings from related planning efforts. Public engagement included outreach meetings with the Planning and Zoning Board, City Commission, and three neighborhood sessions.

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DC ALEXANDER PARK

Fort Lauderdale, FL

OWNER

City of Fort Lauderdale

CLIENT

City of Fort Lauderdale

PROJECT DURATION

2018 - 2025

REFERENCE

Carl Williams
Parks and Recreation Director
954-828-7275
cwilliams@fortlauderdale.gov

KEITH PRACTICE LINE

Play

FEE

$735,190.95

KEY PERSONNEL

Alex Lazowick, PE, PMP, ENV SP
Michael Vonder Meulen, AICP
Kelli Schueler, PLA, LEED AP
Sarah Landucci, ISA
Tom Green, PE

KEITH ROLE

Prime

KEITH assisted the Client in developing a KEITH Play project that includes the visioning and redevelopment of an oceanfront park nestled in a unique 1+ acre spot on Fort Lauderdale's beachfront near the Fort Lauderdale Aquatic Center and International Swimming Hall of Fame. KEITH provided services to the Client including survey/SUE, planning, civil and traffic engineering, landscape architecture, and construction observation. The KEITH Team assisted the Client with public engagement, turtle-compliant lighting, carefully planned stormwater infrastructure, shoreline habitat analysis, and practical and creative applications of stormwater mitigation practices resulting in a design that reflects and embraces the social and economic needs of the community. This award-winning project through its context – historic and present, its users, and the needs of the community – balances 'design for people' and 'design with nature' and is a testament to the value of comprehensive research, exploration, and analysis phases.

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VULNERABILITY ASSESSMENT

Lighthouse Point, FL

OWNER

City of Lighthouse Point

CLIENT

City of Lighthouse Point

REFERENCE

Jennifer Oh, Grants Administrator
954-784-3407
joh@lighthousepoint.com

KEITH PRACTICE LINE

Water

FEE

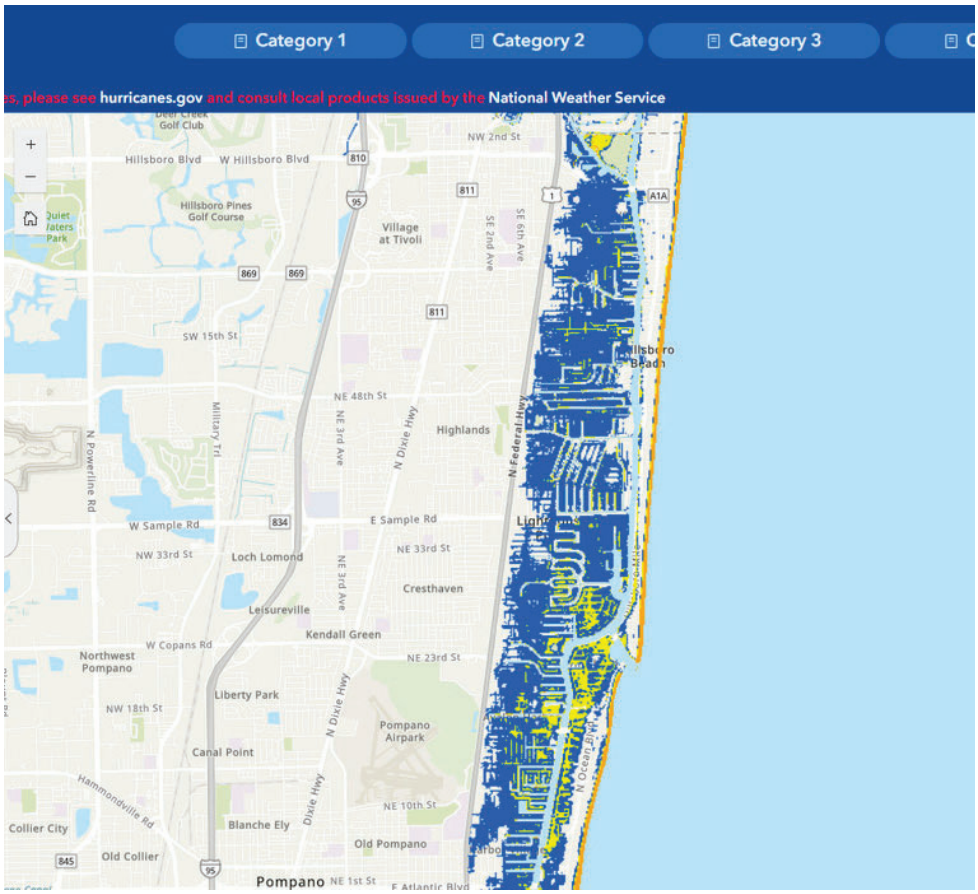
$250,000.00

KEY PERSONNEL

Greg Chavarria, PMP, CISSP
Michael Vonder Meulen, AICP
Mike Amodio, AICP
Tom Green, PE

KEITH ROLE

Prime



KEITH is assisting the City of Lighthouse Point with the development of a comprehensive Vulnerability Assessment and Adaptation Plan funded through the Florida Department of Environmental Protection's Resilient Florida Grant Program. This initiative evaluates the City's exposure and sensitivity to high tide flooding, storm surge, sea level rise, and compound flooding in accordance with Section 380.093, Florida Statutes. KEITH is leading the technical effort to identify at-risk public assets and infrastructure using advanced GIS tools, LiDAR data, and flood scenario modeling based on NOAA and FEMA projections. The assessment prioritizes infrastructure vulnerabilities and outlines strategic adaptation measures tailored to the City's most critical needs.

In addition to technical evaluations, KEITH is facilitating public engagement and community input to help shape the City's resilience strategies. The Adaptation Plan will offer implementable solutions, including integration with the City's stormwater master plan, capital improvement program, and Local Mitigation Strategy. KEITH is also supporting the City in updating its comprehensive plan to meet the state's Peril of Flood requirements, ensuring long-term sustainability and eligibility for future funding. This proactive, data-driven effort reflects KEITH's commitment to helping communities adapt to evolving climate conditions while protecting vital infrastructure and enhancing public resilience.

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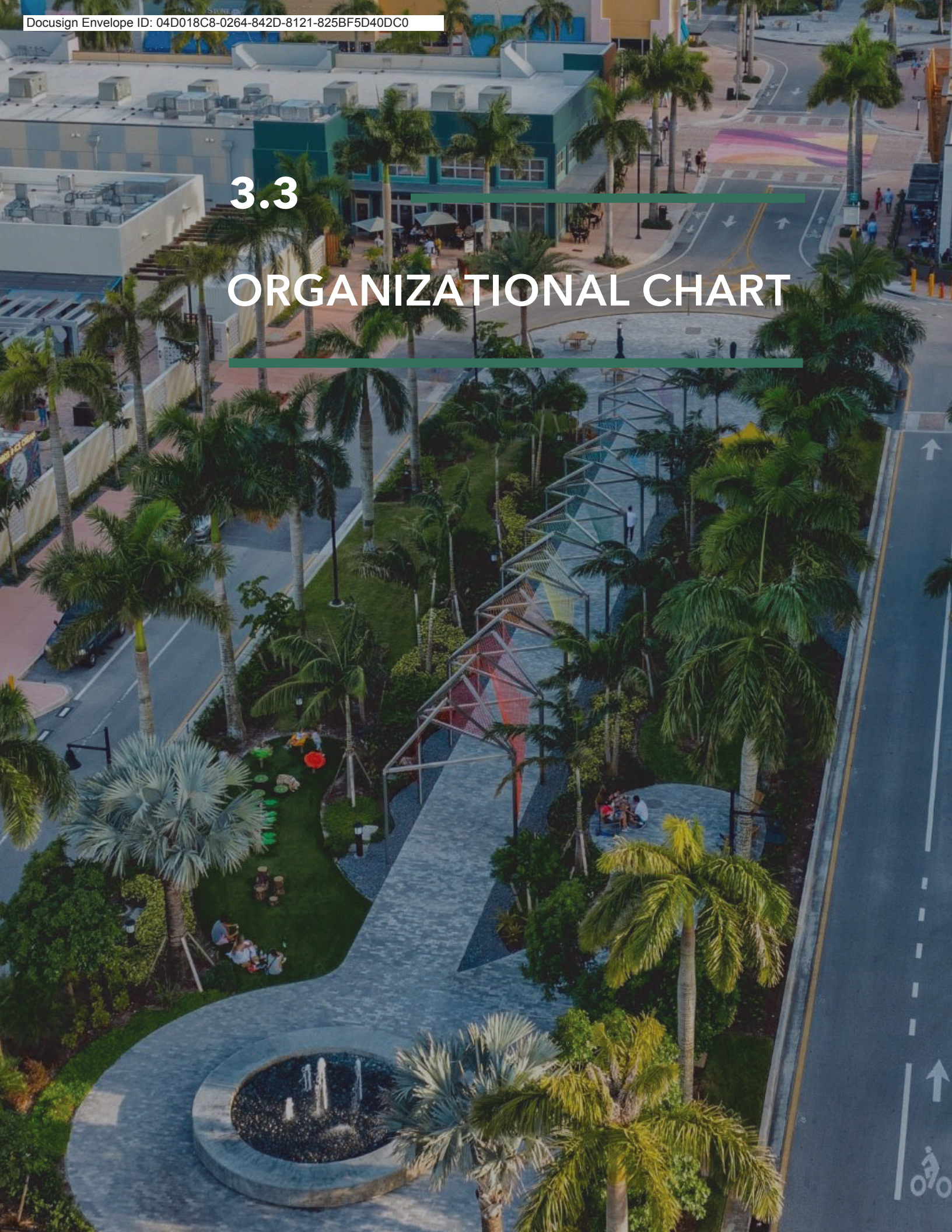

3.3 ORGANIZATIONAL CHART

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PRINCIPAL-IN-CHARGE

ALEX LAZOWICK, PE, PMP, ENV SP
President/CEO
Industry: 16 Years - KEITH 16 Years

QA/QC OFFICER

GREG CHAVARRIA, PMP, CISSP
Vice President
Industry: 26 Years - KEITH 2 years

CIVIL ENGINEER/MUNICIPAL SERVICES

TOM GREEN, PE
Director of Municipal Services
Industry: 23 Years - KEITH 4 Years

LANDSCAPE ARCHITECTURE/RESILIENCE

KELLI SCHUELER, PLA, LEED
Director of Landscape Architecture
Industry: 22 Years - KEITH 8 Years

SARAH LANDUCCI, ISA
Project Manager/Certified Arborist
Industry: 11 Years - KEITH 10 years

COMMUNITY REDEVELOPMENT

KRIS MORY, CEc.D
Director of Community Development
Industry: 30 Years - KEITH 1 Year

SENIOR MUNICIPAL RELATIONS

VICTOR H. HERRERA, PE
Executive Vice President
Industry: 22 Years - KEITH 1 Year

PROJECT MANAGER

MICHAEL VONDER MEULEN, AICP
Vice President of Planning
Industry: 39 Years - KEITH 12 years

DEPUTY PROJECT MANAGER

ANDREA HARPER
Director of Planning
Industry: 36 Years - KEITH 6 years

PLANNERS

MIKE AMODIO, AICP
Principal Planner
Industry: 15 Years - KEITH 14 years

JOSELYN ALDAS, AICP CANDIDATE
Planner III
Industry: 3 Years - KEITH 3 years

JP CHAPA
Planner III
Industry: 3 Years - KEITH 3 years

DANIEL GURFEL
Planning Technician
Industry: .5 Years - KEITH .5 Years

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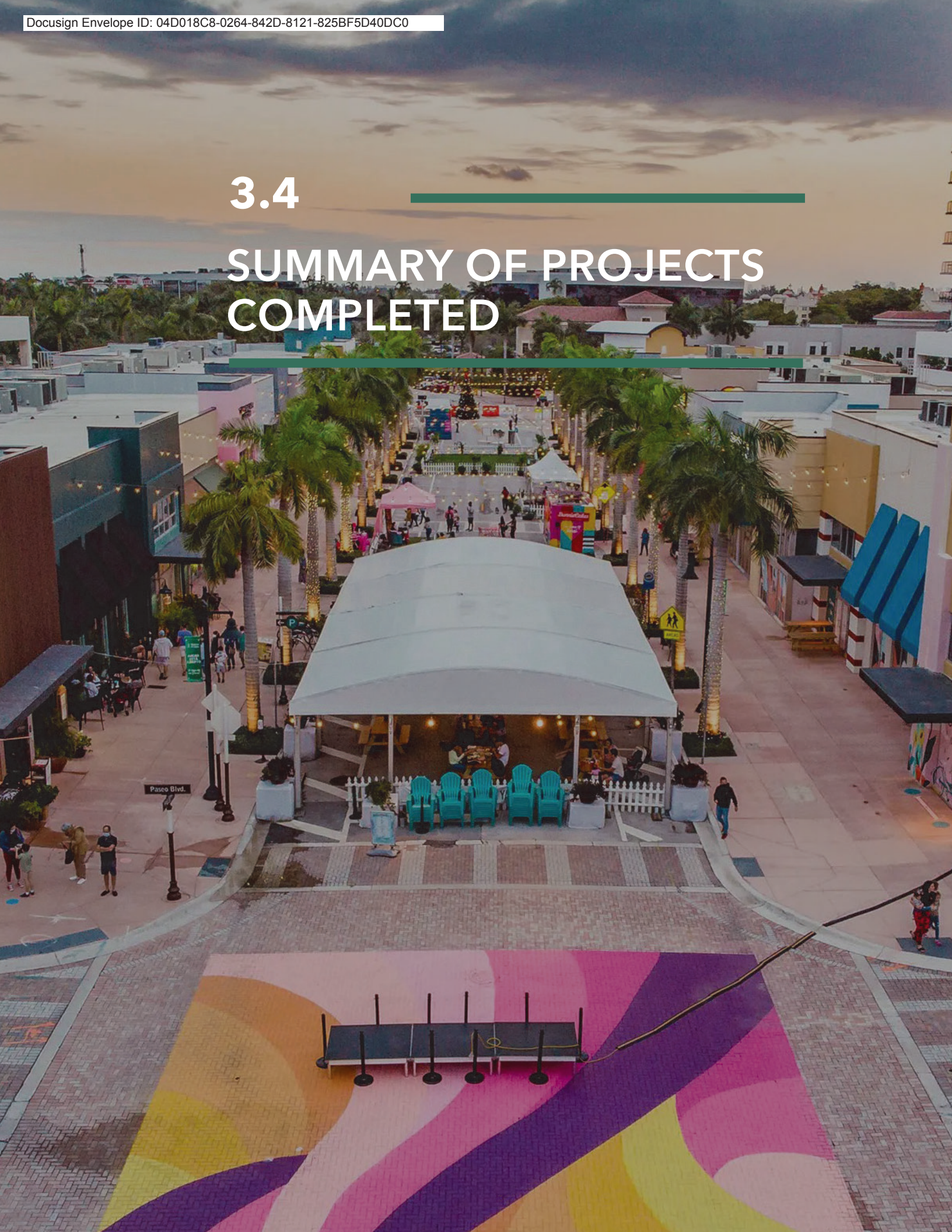
3.4

SUMMARY OF PROJECTS COMPLETED



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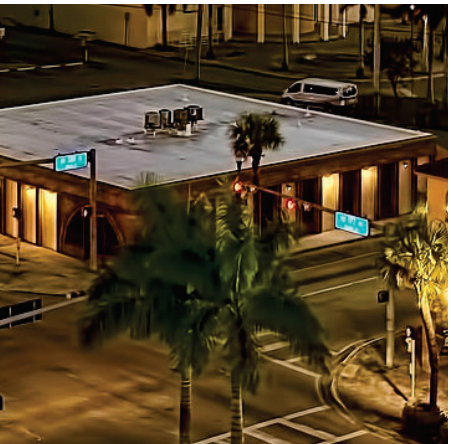

Similar continuing services contracts to this pursuit include City of Homestead General Planning Services, City of Miramar AE Consulting Services, and City of Miami Planning and Urban Design and Town of Pembroke Park AE consulting Services. Consultant Service Authorizations performed under each of the continuing service agreements have been consistently achieved within budget parameters and ahead of schedule.

City of Homestead General Planning Services projects where KEITH performed numerous development review/entitlement application reviews on time and under budget include: Baaama & Penco III, LLC, Sandero Landing Final Plat, HG Redevelopment Final Plat, Homestead Commerce Center Traffic Analysis, Hiram Landing, and Graceland Estates.

City of Miramar AE Consulting Services projects on time and under budget include: Parcview Townhomes Plat, Comprehensive Plan EAR-based Amendments, Updated Comprehensive Plan Data/Analysis, and Lift Station 44.

City of Miami Planning and Urban Design Services projects on time and under budget include updated data analysis for Miami Downtown and Southeast Overtown Park West Developments of Regional Impact Studies and Coastal High Hazard Area Amendment Technical Assistance.

Town of Pembroke Park AE Consulting Services include four years as the Consultant Town Planner handling all Town Planning services including but not limited to development review/entitlement applications, all zoning inquiries, permit review and inspections and processing of numerous text amendments including the Town's Mixed-Use Entertainment District, Sign code, Accessory Structures, Self-storage Facilities, and Data Centers regulations.

KEITH is committed to meeting the requirements identified under this agreement.

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3.5

AVAILABILITY

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KEITH has historically completed projects ahead of schedule and within budget parameters. Our hands on project approach and dedicated team, as described in previous sections, has proven their ability to control the design process, expedite the permitting process and move quickly into construction. Our budgets are based on historical costs for similar projects and estimated levels of effort anticipated for each individual project. We are confident these projects can be completed within the time and budget allotted. Yes, the KEITH Team is willing and confident we can meet anticipated project completion dates for the entire duration of this contract and will provide design and CA services to keep total project cost below the project budget ceilings. We will work with City staff to ensure individual work order schedules and budgets are properly identified and expectations are understood to deliver on-time projects while being good stewards of the City's funds.

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3.6

ADDITIONAL REQUIREMENTS

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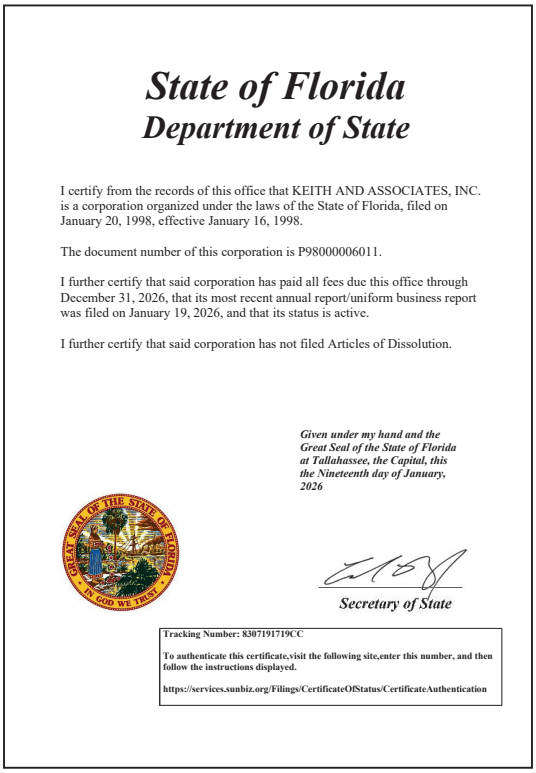
3.6.1 - Litigation Statement

In 2023, KEITH was named as a third-party defendant in a case.
No. CACE23012494
Circuit of the 17th Judicial Court in and for Broward County, Florida
Case between a client of ours and a local resident.
This case is dismissed.

In 2021, KEITH was named as a third-party defendant in a case.
No. CACE21007979
Circuit of the 17th Judicial Court in and for Broward County, Florida
Case between a client of ours and a group of residents.
This case is dismissed.

3.6.2 - Certification



State of Florida
Department of State

I certify from the records of this office that KEITH AND ASSOCIATES, INC. is a corporation organized under the laws of the State of Florida, filed on January 20, 1998, effective January 16, 1998.

The document number of this corporation is P98000006011.

I further certify that said corporation has paid all fees due this office through December 31, 2026, that its most recent annual report/uniform business report was filed on January 19, 2026, and that its status is active.

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

Given under my hand and the Great Seal of the State of Florida at Tallahassee, the Capital, this the Nineteenth day of January, 2026

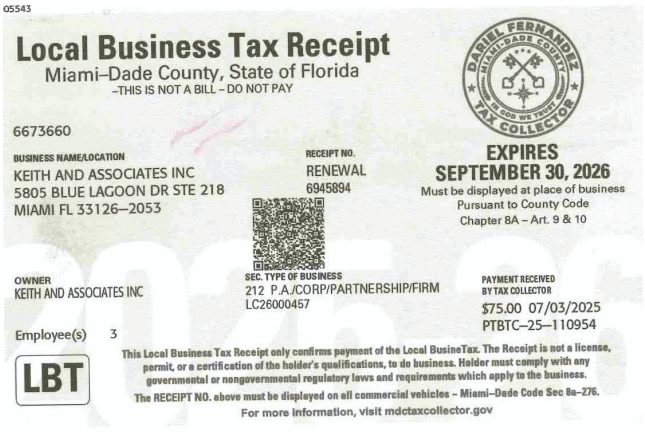
Secretary of State

Tracking Number: 8307191719CC

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

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

3.6.3 - Occupational License



05543

Local Business Tax Receipt
Miami–Dade County, State of Florida
–THIS IS NOT A BILL – DO NOT PAY

DARIEL FERNANDEZ MIAMI-DADE COUNTY IN GOD WE TRUST TAX COLLECTOR

6673660

BUSINESS NAME/LOCATION
KEITH AND ASSOCIATES INC
5805 BLUE LAGOON DR STE 218
MIAMI FL 33126–2053

RECEIPT NO.
RENEWAL
6945894

EXPIRES
SEPTEMBER 30, 2026
Must be displayed at place of business
Pursuant to County Code
Chapter 8A – Art. 9 & 10

OWNER
KEITH AND ASSOCIATES INC

SEC. TYPE OF BUSINESS
212 P.A./CORP/PARTNERSHIP/FIRM
LC26000457

PAYMENT RECEIVED BY TAX COLLECTOR
$75.00 07/03/2025
PTBTC–25–110954

Employee(s) 3

LBT

This Local Business Tax Receipt only confirms payment of the Local BusineTax. The Receipt is not a license, permit, or a certification of the holder's qualifications, to do business. Holder must comply with any governmental or nongovernmental regulatory laws and requirements which apply to the business.

The RECEIPT NO. above must be displayed on all commercial vehicles – Miami–Dade Code Sec 8a–276.

For more information, visit mdctaxcollector.gov

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FORMS

Docusign Envelope ID: 04D018C8-0264-842D-8121-825BF5D40DC0

N/A

LIST OF PROPOSED SUBCONTRACTORS (IF APPLICABLE)

☐	**Subcontractors are allowed for this Contract.**
☐	**Subcontractors are NOT allowed for this Contract.**

The Respondent must list all Proposed Subcontractors to be used on this project if they are awarded the contract.

SCOPE OF USE	SUBCONTRACTOR NAME, ADDRESS, & LICENSE NUMBER

If, prior to Notice of the Award, the City or the Contractor has a reasonable objection to and refuses to accept any Subcontractor, Supplier, person, or organization listed, the Contractor may, prior to Notice of Award, submit an acceptable substitute without an increase in their bid price.

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BUSINESS ENTITY AFFIDAVIT

(VENDOR / BIDDER DISCLOSURE)

I, Alex Lazowick, PE, PMP, ENV SP, being first duly sworn state:

The full legal name and business address of the person(s) or entity contracting or transacting business with the City of Doral ("City") are (Post Office addresses are not acceptable), as follows:

65-0806421

FEDERAL EMPLOYER IDENTIFICATION NUMBER (IF NONE, SOCIAL SECURITY NUMBER)

Keith and Associates, Inc.

Name of Entity, Individual, Partners, or Corporation

KEITH

Doing business as, if same as above, leave blank

5805 Blue Lagoon Drive	Suite 218	Miami	FL	33126
STREET ADDRESS	SUITE	CITY	STATE	ZIP CODE

OWNERSHIP DISCLOSURE AFFIDAVIT

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

Full Legal Name	Address	Ownership
Dodie Keith-Lazowick, PSM	5805 Blue Lagoon Drive, Miami, FL 33126	51 %
Alex Lazowick, PE, PMP, ENV SP	5805 Blue Lagoon Drive, Miami, FL 33126	49 %
		%

2. The full legal names and business address of any other individual (other than subcontractors, material men, suppliers, laborers, or lenders) who have, or will have, any

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interest (legal, equitable, beneficial or otherwise) in the contract or business transaction with the City are (Post Office addresses are not acceptable), as follows:

N/A

Signature of Affiant

March 5, 2026
Date

Alex Lazowick, PE, PMP, ENV SP - President/CEO
Printed Name of Affiant

Sworn to and subscribed before me this 5th day of March, 20 26.

Personally known X
OR
Produced identification

Notary Public-State of Florida

In Person
Type of Identification

My commission expires: 12/5/2026

Shekinah Weber
Printed, typed, or stamped commissioned name of Notary Public

SHEKINAH WEBER
Notary Public
State of Florida
Comm# HH338288
Expires 12/5/2026

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CONFLICT OF INTEREST DISCLOSURE

Business Name: Keith and Associates, Inc.

D.B.A.: KEITH Federal I.D. No.: 65-0806421

Business Address: 5805 Blue Lagoon Drive

City: Miami State: Florida Zip: 33126

Please note that all business entities interested in or conducting business with the City are subject to comply with the City of Doral's conflict of interest policies as stated within the certification section below. If a vendor has a relationship with a City of Doral official or employee, an immediate family member of a City of Doral official or employee, the vendor shall disclose the information required below.

1. No City official or employee or City employee's immediate family member has an ownership interest in vendor's company or is deriving personal financial gain from this contract.
2. No retired or separated City official or employee who has been retired or separated from the City for less than one (1) year has an ownership interest in vendor's Company.
3. No City employee is contemporaneously employed or prospectively to be employed with the vendor.
4. Vendor hereby declares it has not and will not provide gifts or hospitality of any dollar value or any other gratuities to any City employee or elected official to obtain or maintain a contract.

Conflict of Interest Disclosure*	
Name of City of Doral employees, elected officials, or immediate family members with whom there may be a potential conflict of interest: _____ _____ _____	( ) Relationship to employee ( ) Interest in vendor's company ( ) Other (please describe below) _____ _____ (X) No Conflict of Interest

**Disclosing a potential conflict of interest does not automatically disqualify vendors. In the event vendors do not disclose potential conflicts of interest and they are detected by the City, vendor will be exempt from doing business with the City.*

I certify that this Conflict-of-Interest Disclosure has been examined by me and that its contents are true and correct to my knowledge and belief and I have the authority to so certify on behalf of the Vendor by my signature below:		
Alex Lazowick	March 5, 2026	Alex Lazowick, PE, PMP, ENV SP
Signature of Authorized Representative	Date	Printed Name of Authorized Representative

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CERTIFICATE OF AUTHORITY

STATE OF Florida **SS: COUNTY OF** Miami-Dade

☒ **(IF CORPORATION):** I HEREBY CERTIFY that at a meeting of the Board of Directors of Keith and Associates, Inc., dba KEITH, a corporation existing under the laws of the State of Florida, held on March 2nd, 2026 , the following resolution was duly passed and adopted: Yes

RESOLVED, that Alex Lazowick, PE, PMP, ENV SP, as President of the Corporation, be and is hereby authorized to execute the bid dated March 11th, 2026, to the City of Doral on behalf of this Corporation, and that such execution, attested by the Secretary of the Corporation and with the corporate seal affixed, shall be the official act and deed of this Corporation.

☐ **(IF PARTNERSHIP):** I HEREBY CERTIFY that at a meeting of the Partners of _____, a partnership existing under the laws of the State of _____, held on _____, 2026, the following resolution was duly passed and adopted:

RESOLVED, that _____, as _____ of the Partnership, be and is hereby authorized to execute the bid dated _____, 2026, to the City of Doral on behalf of this Partnership, and that such execution, attested by _____, shall be the official act and deed of this Partnership.

☐ **(IF JOINT VENTURE):** I HEREBY CERTIFY that at a meeting of the principals of _____ , a corporation existing under the laws of the State of _____, held on _____, 2026, the following resolution was duly passed and adopted:

RESOLVED, that _____is hereby authorized to execute the proposal of the Joint Venture, dated _____, 2026, to the City of Doral, and to do all acts and deeds necessary on behalf of this Joint Venture in connection therewith.

I further certify that said resolution is now in full force and effect.

IN WITNESS WHEREOF, I have hereunto set my hand this 10th **day of** March**, 2026.**

Secretary: _____ **(SEAL)**

KEITH AND ASSOCIATES, INC. CORPORATE SEAL FLORIDA 1999

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AFFIDAVIT REGARDING UNAUTHORIZED ALIENS UNDER 448.095, FLORIDA STATUTES

In compliance with section 2(b)(1) of 448.095, Florida Statutes,

Keith and Associates Inc., dba KEITH

hereby affirms that it does not employ, contract with, or subcontract with an unauthorized alien.

Alex Lazowick, PE, PMP, ENV SP	President/CEO	
Printed Name of Affiant	Printed Title of Affiant	Signature of Affiant
Keith and Associates Inc., dba KEITH		March 5, 2026
Name of Entity		Date

5805 Blue Lagoon Drive, Miami	Florida	33126
Address of Entity	State	Zip Code

Notary Public Information

Notary Public State of Florida County of Miami-Dade

Subscribed and sworn to (or affirmed) before me this March 5th day of 20 26

By Alex Lazowick, PE, PMP, ENV SP President/CEO

He or she is personally known to me ☒ or has produced identification ☐

Type of identification produced

	HH338288
Signature of Notary Public	Serial Number

Shekinah Weber	12/5/2026	
Print or Stamp of Notary Public	Expiration Date	Notary Public Seal

SHEKINAH WEBER
Notary Public
State of Florida
Comm# HH338288
Expires 12/5/2026

Docusign Envelope ID: 04D018C8-0264-842D-8121-825BF5D40DC0

REQUIRED AFFIDAVIT REGARDING THE USE OF COERCION FOR LABOR AND SERVICES

Contractor Name: Keith and Associates Inc., dba KEITH

Contractor FEIN: 65-0806421

Contractor's Authorized Representative Name and Title: Alex Lazowick, PE, PMP, ENV SP President/CEO

Address: 5805 Blue Lagoon Drive

City: Miami State: Florida Zip: 33126

Phone Number: 305-667-5474

Email Address: ALazowick@KEITHteam.com

Section 787.06(13), Florida Statutes requires all nongovernmental entities executing, renewing, or extending a contract with a governmental entity to provide an affidavit signed by an officer or representative of the nongovernmental entity under penalty of perjury that the nongovernmental entity does not use coercion for labor or services as defined in that statute. The City of Doral, is a governmental entity for purposes of this statute.

As the person authorized to sign on behalf of the Contractor, I certify that the Contractor identified does not:

- Use or threaten to use physical force against any person;
- Restrain, isolate, or confine or threaten to restrain, isolate, or confine any person without lawful authority and against her or his will;
- Use lending or other credit methods to establish a debt by any person when labor or services are pledged as a security for the debt, if the value of the labor or services as reasonably assessed is not applied toward the liquidation of the debt, the length and nature of the labor or services are not respectively limited and defined;
- Destroy, conceal, remove, confiscate, withhold, or possess any actual or purported passport, visa, or other immigration document, or any other actual or purported government identification document, of any person;
- Cause or threaten to cause financial harm to any person;
- Entice or lure any person by fraud or deceit; or
- Provide a controlled substance as outlined in Schedule I or Schedule II of s. 893.03 to any person for the purpose.

Under penalties of perjury, I declare that I have read the foregoing document and the facts stated in it are true.

By: Alex Lazowick
Authorized Signature

Print Name and Title: Alex Lazowick, PE, PMP, ENV SP President/CEO

Date: March 5, 2026

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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 PRESENSE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted to City of Doral
by Alex Lazowick, PE, PMP, ENV SP - President/CEO
[Print individual's name and title]
for Keith and Associates, Inc., dba KEITH
[Print name of submitting sworn statement]
whose business address is 5805 Blue Lagoon Drive, Miami, FL 33126
and (if applicable) its Federal Employer Identification Number (FEIN) is 65-0806421.
If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: _____.
[Social Security Number]

2. I understand that a "public entity crime" as defined in Paragraph Section 287.133 (1)(g), Florida Statutes, means
5805 Blue Lagoon Drive, Miami, FL 33126
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 misrepresentation.

3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133 (1)(b), Florida Statutes, means a finding of guilt or 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 nolo contendere.

4. I understand that an "affiliate" as defined in Paragraph 287.133 (1)(a), Florida Statutes, means:

   A predecessor or successor of a person convicted of a public entity crime; or

   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

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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 the 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, partners, shareholders, employees, members, and agents who are active in the management of an entity.

6. Based on information and belief, the statement, which I have marked below, is true in relation to the entity submitting this sworn statement. [Initial next to statement which applies.]

X 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 against 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]

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I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) 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.

Alex Lazowick

[Signature]

Sworn to and subscribed before me this 5th day of March, 2026 personally known OR produced identification.

Notary Public – State of Florida

My commission expires 12/5/2026

(Type of Identification) In Person

Shekinah Weber

(Printed typed or stamped commission name of notary public.)

SHEKINAH WEBER
Notary Public
State of Florida
Comm# HH338288
Expires 12/5/2026

Docusign Envelope ID: 04D018C8-0264-842D-8121-825BF5D40DC0

KEITH

Alex Lazowick, PE, PMP, ENV SP
President/CEO

5805 Blue Lagoon Drive
Miami, FL 33126

305-667-5474
ALazowick@KEITHteam.com

KEITHteam.com

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AFFIDAVIT REGARDING UNAUTHORIZED ALIENS UNDER 448.095, FLORIDA STATUTES

In compliance with section 2(b)(1) of 448.095, Florida Statutes,

Keith and Associates Inc., dba KEITH

hereby affirms that it does not employ, contract with, or subcontract with an unauthorized alien.

Alex Lazowick, PE, PMP, ENV SP	President/CEO	
Printed Name of Affiant	Printed Title of Affiant	Signature of Affiant
Keith and Associates Inc., dba KEITH		March 5, 2026
Name of Entity		Date
5805 Blue Lagoon Drive, Miami	Florida	33126
Address of Entity	State	Zip Code

Notary Public Information

Notary Public State of Florida County of Miami-Dade

Subscribed and sworn to (or affirmed) before me this March 5th day of 20 26

By Alex Lazowick, PE, PMP, ENV SP President/CEO

He or she is personally known to me ☒ or has produced identification ☐

Type of identification produced

	HH338288
Signature of Notary Public	Serial Number

Shekinah Weber	12/5/2026	
Print or Stamp of Notary Public	Expiration Date	Notary Public Seal

FLORIDA NOTARY ASSOCIATION • SINCE 1978 •

SHEKINAH WEBER
Notary Public
State of Florida
Comm# HH338288
Expires 12/5/2026

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BIDDER QUALIFICATION STATEMENT

The Proposer must have been actively engaged in providing general planning and zoning consulting services to local, regional, or state governments within the past five (5) consecutive years

Respondent	Keith and Associates, Inc., dba KEITH
Years in Business	Incorporated 1998

Reference 1			
Project Name:	City of Miami Planning and Urban Design services		
Description of Services:	Ongoing planning and urban design consultant services.		
Budget/Cost:	$500,000 annually	Contract Dates:	2021 - 2025
Owner/Client Name:	City of Miami	Reference Name:	Joshua Gloster
Reference Phone No.:	305-416-1095	Reference Email:	jgloster@miamigov.com
Reference 2			
Project Name:	City of Miramar AE Consulting Services		
Description of Services:	Ongoing planning, civil engineering, landscape architecture, surveying, and subsurface utility engineering services.		
Budget/Cost:	$500,000 annually	Contract Dates:	2023 - 2025
Owner/Client Name:	City of Miramar	Reference Name:	Nixon Lebrun, AICP, EMBA, MPA, CFM
Reference Phone No.:	954-602-3281	Reference Email:	nlebrun@miramarfl.gov
Reference 3			
Project Name:	City of Homestead General Planning Continuing Services		
Description of Services:	Ongoing multi-disciplinary planning services.		
Budget/Cost:	$500,000 annually	Contract Dates:	2025 - Ongoing
Owner/Client Name:	City of Homestead	Reference Name:	Zerry Ihekwaba
Reference Phone No.:	305-224-4401	Reference Email:	nihekwaba@homesteadfl.gov

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BUSINESS ENTITY AFFIDAVIT

(VENDOR / BIDDER DISCLOSURE)

I, Alex Lazowick, PE, PMP, ENV SP, being first duly sworn state:

The full legal name and business address of the person(s) or entity contracting or transacting business with the City of Doral ("City") are (Post Office addresses are not acceptable), as follows:

65-0806421

FEDERAL EMPLOYER IDENTIFICATION NUMBER (IF NONE, SOCIAL SECURITY NUMBER)

Keith and Associates, Inc.

Name of Entity, Individual, Partners, or Corporation

KEITH

Doing business as, if same as above, leave blank

Keith and Associates, Inc., dba KEITH

STREET ADDRESS SUITE CITY STATE ZIP CODE

OWNERSHIP DISCLOSURE AFFIDAVIT

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

Full Legal Name	Address	Ownership
Dodie Keith-Lazowick, PSM	5805 Blue Lagoon Drive, Miami, FL 33126	51 %
Alex Lazowick, PE, PMP, ENV SP	5805 Blue Lagoon Drive, Miami, FL 33126	49 %
		%

2. The full legal names and business address of any other individual (other than subcontractors, material men, suppliers, laborers, or lenders) who have, or will have, any

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interest (legal, equitable, beneficial or otherwise) in the contract or business transaction with the City are (Post Office addresses are not acceptable), as follows:

N/A

Signature of Affiant

March 5, 2026
Date

Alex Lazowick, PE, PMP, ENV SP - President/CEO
Printed Name of Affiant

Sworn to and subscribed before me this 5th day of March, 2026.

Personally known X
OR
Produced identification _____

Notary Public-State of Florida

In Person
Type of Identification

My commission expires: 12/5/2026

Shekinah Weber
Printed, typed, or stamped commissioned name of Notary Public

SHEKINAH WEBER
Notary Public
State of Florida
Comm# HH338288
Expires 12/5/2026

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CERTIFICATE OF AUTHORITY

STATE OF Florida **SS: COUNTY OF** Miami-Dade

☒ **(IF CORPORATION):** I HEREBY CERTIFY that at a meeting of the Board of Directors of Keith and Associates, Inc., dba KEITH, a corporation existing under the laws of the State of Florida, held on March 2nd, 2026 , the following resolution was duly passed and adopted: Yes

RESOLVED, that Alex Lazowick, PE, PMP, ENV SP, as President of the Corporation, be and is hereby authorized to execute the bid dated March 11th, 2026, to the City of Doral on behalf of this Corporation, and that such execution, attested by the Secretary of the Corporation and with the corporate seal affixed, shall be the official act and deed of this Corporation.

☐ **(IF PARTNERSHIP):** I HEREBY CERTIFY that at a meeting of the Partners of _____, a partnership existing under the laws of the State of _____, held on _____, 2026, the following resolution was duly passed and adopted:

RESOLVED, that _____, as _____ of the Partnership, be and is hereby authorized to execute the bid dated _____, 2026, to the City of Doral on behalf of this Partnership, and that such execution, attested by _____, shall be the official act and deed of this Partnership.

☐ **(IF JOINT VENTURE):** I HEREBY CERTIFY that at a meeting of the principals of _____ , a corporation existing under the laws of the State of _____, held on _____, 2026, the following resolution was duly passed and adopted:

RESOLVED, that _____is hereby authorized to execute the proposal of the Joint Venture, dated _____, 2026, to the City of Doral, and to do all acts and deeds necessary on behalf of this Joint Venture in connection therewith.

I further certify that said resolution is now in full force and effect.

IN WITNESS WHEREOF, I have hereunto set my hand this 10th **day of** March**, 2026.**

Secretary: Elizabeth Wadsworth **(SEAL)**

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REQUIRED AFFIDAVIT REGARDING THE USE OF COERCION FOR LABOR AND SERVICES

Contractor Name: Keith and Associates Inc., dba KEITH

Contractor FEIN: 65-0806421

Contractor's Authorized Representative Name and Title: Alex Lazowick, PE, PMP, ENV SP President/CEO

Address: 5805 Blue Lagoon Drive

City: Miami State: Florida Zip: 33126

Phone Number: 305-667-5474

Email Address: ALazowick@KEITHteam.com

Section 787.06(13), Florida Statutes requires all nongovernmental entities executing, renewing, or extending a contract with a governmental entity to provide an affidavit signed by an officer or representative of the nongovernmental entity under penalty of perjury that the nongovernmental entity does not use coercion for labor or services as defined in that statute. The City of Doral, is a governmental entity for purposes of this statute.

As the person authorized to sign on behalf of the Contractor, I certify that the Contractor identified does not:

- Use or threaten to use physical force against any person;
- Restrain, isolate, or confine or threaten to restrain, isolate, or confine any person without lawful authority and against her or his will;
- Use lending or other credit methods to establish a debt by any person when labor or services are pledged as a security for the debt, if the value of the labor or services as reasonably assessed is not applied toward the liquidation of the debt, the length and nature of the labor or services are not respectively limited and defined;
- Destroy, conceal, remove, confiscate, withhold, or possess any actual or purported passport, visa, or other immigration document, or any other actual or purported government identification document, of any person;
- Cause or threaten to cause financial harm to any person;
- Entice or lure any person by fraud or deceit; or
- Provide a controlled substance as outlined in Schedule I or Schedule II of s. 893.03 to any person for the purpose.

Under penalties of perjury, I declare that I have read the foregoing document and the facts stated in it are true.

By: Alex Lazowick
Authorized Signature

Print Name and Title: Alex Lazowick, PE, PMP, ENV SP President/CEO

Date: March 5, 2026

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CONFLICT OF INTEREST DISCLOSURE

Business Name: Keith and Associates, Inc.

D.B.A.: KEITH Federal I.D. No.: 65-0806421

Business Address: 5805 Blue Lagoon Drive

City: Miami State: Florida Zip: 33126

Please note that all business entities interested in or conducting business with the City are subject to comply with the City of Doral's conflict of interest policies as stated within the certification section below. If a vendor has a relationship with a City of Doral official or employee, an immediate family member of a City of Doral official or employee, the vendor shall disclose the information required below.

1. No City official or employee or City employee's immediate family member has an ownership interest in vendor's company or is deriving personal financial gain from this contract.
2. No retired or separated City official or employee who has been retired or separated from the City for less than one (1) year has an ownership interest in vendor's Company.
3. No City employee is contemporaneously employed or prospectively to be employed with the vendor.
4. Vendor hereby declares it has not and will not provide gifts or hospitality of any dollar value or any other gratuities to any City employee or elected official to obtain or maintain a contract.

Conflict of Interest Disclosure*	
Name of City of Doral employees, elected officials, or immediate family members with whom there may be a potential conflict of interest: _____ _____ _____	( ) Relationship to employee ( ) Interest in vendor's company ( ) Other (please describe below) _____ _____ (X) No Conflict of Interest

**Disclosing a potential conflict of interest does not automatically disqualify vendors. In the event vendors do not disclose potential conflicts of interest and they are detected by the City, vendor will be exempt from doing business with the City.*

I certify that this Conflict-of-Interest Disclosure has been examined by me and that its contents are true and correct to my knowledge and belief and I have the authority to so certify on behalf of the Vendor by my signature below:

Alex Lazowick	March 5, 2026	Alex Lazowick, PE, PMP, ENV SP
Signature of Authorized Representative	Date	Printed Name of Authorized Representative

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KEITH
Engineering Inspired Design.

Keith and Associates, Inc., dba KEITH is not a Veteran Certified Business.
Subsequently, there is no certificate to include here.

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Form **W-9**
(Rev. March 2024)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Go to *www.irs.gov/FormW9* for instructions and the latest information.

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

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See *Specific Instructions* on page 3.

1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)

Keith and Associates, Inc.

2 Business name/disregarded entity name, if different from above.

dba KEITH

3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor ☑ C corporation ☐ S corporation ☐ Partnership ☐ Trust/estate

☐ LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) . . . . .

Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner.

☐ Other (see instructions)

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any)

Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any)

(Applies to accounts maintained outside the United States.)

3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions . . . . . ☐

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

301 East Atlantic Boulevard

Requester's name and address (optional)

6 City, state, and ZIP code

Pompano Beach, FL 33060

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

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

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

Social security number

			–			–				

or

Employer identification number

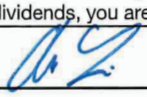
6	5	–	0	8	0	6	4	2	1

Part II Certification

Under penalties of perjury, I certify that:

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

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

Sign Here **Signature of U.S. person**  **Date** 1/14/2026

General Instructions

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

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

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

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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 PRESENSE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted to City of Doral
by Alex Lazowick, PE, PMP, ENV SP - President/CEO
[Print individual's name and title]
for Keith and Associates, Inc., dba KEITH
[Print name of submitting sworn statement]
whose business address is 5805 Blue Lagoon Drive, Miami, FL 33126
and (if applicable) its Federal Employer Identification Number (FEIN) is 65-0806421.
If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: _____.
[Social Security Number]

2. I understand that a "public entity crime" as defined in Paragraph Section 287.133 (1)(g), Florida Statutes, means

5805 Blue Lagoon Drive, Miami, FL 33126

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 misrepresentation.

3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133 (1)(b), Florida Statutes, means a finding of guilt or 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 nolo contendere.

4. I understand that an "affiliate" as defined in Paragraph 287.133 (1)(a), Florida Statutes, means:

A predecessor or successor of a person convicted of a public entity crime; or

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

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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 the 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, partners, shareholders, employees, members, and agents who are active in the management of an entity.

6. Based on information and belief, the statement, which I have marked below, is true in relation to the entity submitting this sworn statement. [Initial next to statement which applies.]

X 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 against 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]

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I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) 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.

Alex Lazawick
_____
[Signature]

Sworn to and subscribed before me this 5th day of March, 2026 personally known _____ OR produced identification _____.

Notary Public – State of Florida

My commission expires 12/5/2026

(Type of Identification) In Person

Shekinah Weber
(Printed typed or stamped commission name of notary public.)

FLORIDA NOTARY ASSOCIATION • SINCE 1978 •

SHEKINAH WEBER
Notary Public
State of Florida
Comm# HH338288
Expires 12/5/2026

RESOLUTION No. 26-53

A RESOLUTION OF THE MAYOR AND THE CITY COUNCIL OF THE CITY OF DORAL, FLORIDA, AWARDING RFP #2026-04 "GENERAL PLANNING AND ZONING CONSULTING SERVICES"; AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND ENTER INTO PROFESSIONAL SERVICES AGREEMENTS WITH THE CORRADINO GROUP, INC.; CALVIN, GIORDANO & ASSOCIATES/SAFEBUILT; KEITH; CHEN MOORE & ASSOCIATES; AND MHCP COLAB FOR THE PROVISION OF GENERAL PLANNING AND ZONING SERVICES; AUTHORIZING THE CITY MANAGER TO EXPEND BUDGETED FUNDS ON BEHALF OF THE CITY; PROVIDING FOR IMPLEMENTATION; PROVIDING FOR INCORPORATION OF RECITALS; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, on February 10th, 2026, the City of Doral (the "City") issued a Request for Qualifications (RFQ) for general planning and zoning services (RFQ No. 2026-04); and

WHEREAS, on February 24th, 2026 a pre-bid meeting was held to review the RFQ and answer questions from the interested firms; and

WHEREAS, in response to RFQ No. 2026-04, titled "General Planning and Zoning Services", the City of Doral received nine (9) submittals by the March 11th, 2026 deadline; and

WHEREAS, on March 18th, 2026, the City of Doral held the Evaluation Committee meeting to score and rank each of the proposals; and

WHEREAS, the funding for the tasks assigned under these contracts will be budgeted each fiscal year under the General Fund, Planning and Zoning Professional Services Account No. 001.40005.500310; and

WHEREAS, staff recommends that the Mayor and City Council authorize the City Manager to negotiate and enter into Professional Services Agreements (PSAs) with Calvin Giordano & Associates/SafeBuilt, Chen Moore & Associates, KEITH, MHCP COLAB, and

The Corradino Group, Inc., the five (5) highest ranking firms to provide general planning and zoning consulting services to the City of Doral.

NOW THEREFORE, BE IT RESOLVED BY THE MAYOR AND THE CITY COUNCIL OF THE CITY OF DORAL, FLORIDA, AS FOLLOWS:

Section 1. Recitals. The above recitals are true and correct and incorporated herein.

Section 2. Authorization. The City Manager is authorized to execute the Professional Services Agreements, in substantially the form attached hereto, and to take all administrative actions necessary to implement its terms.

Section 3. Implementation. The City Manager and City Attorney are authorized to take any additional actions necessary to implement this Resolution, including making any modifications, executing any documents and addendums as necessary to effectuate this Resolution, provided that such actions remain consistent with the Council's intent.

Section 4. Effective Date. This resolution shall take effect immediately upon adoption.

The foregoing Resolution was offered by Councilmember Reinoso who moved its adoption. The motion was seconded by Councilmember Pineyro and upon being put to a vote, the vote was as follows:

Mayor Christi Fraga	Yes
Vice Mayor Digna Cabral	Yes
Councilman Rafael Pineyro	Yes
Councilwoman Maureen Porras	Yes
Councilwoman Nicole Reinoso	Yes

PASSED AND ADOPTED this 8 day of April, 2026.

CHRISTI FRAGA, MAYOR

ATTEST:

CONNIE DIAZ, MMC
CITY CLERK

APPROVED AS TO FORM AND LEGAL SUFFICIENCY
FOR THE USE AND RELIANCE OF THE CITY OF DORAL ONLY:

LORENZO COBIELLA
GASTESI, LOPEZ, MESTRE & COBIELLA, PLLC
CITY ATTORNEY