

An aerial photograph of a long, multi-lane bridge spanning a wide river. The river is surrounded by lush greenery and palm trees. In the background, there are residential buildings and a parking lot. The sky is blue with some clouds.

# **E-RFP 20240153**

## **STRUCTURAL ENGINEERING CONSULTANT CONTINUING SERVICES CONTRACT**

**CITY OF PORT ST. LUCIE, FLORIDA**  
**October 31, 2024 at 2:30 PM**



2300 Maitland Center Parkway, Ste. 210  
Maitland, FL 32751  
Scott Hinrichs, PE - 407 / 659 6500  
scott.hinrichs@graef-usa.com  
[www.graef-usa.com](http://www.graef-usa.com)

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# TAB 1 - FIRM QUALIFICATIONS

## State of Florida Department of State

I certify from the records of this office that GRAEF - USA INC. is a Wisconsin corporation authorized to transact business in the State of Florida, qualified on November 7, 1985.

The document number of this corporation is P08036.

I further certify that said corporation has paid all fees due this office through December 31, 2024, that its most recent annual report/uniform business report was filed on January 9, 2024, and that its status is active.

I further certify that said corporation has not filed a Certificate of Withdrawal.

Given under my hand and the  
Great Seal of the State of Florida  
at Tallahassee, the Capital, this  
the Ninth day of January, 2024



*[Signature]*  
Secretary of State

Tracking Number: 577262015CC

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

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

RICK SCOTT, GOVERNOR

JONATHAN ZACHEM, SECRETARY

**STATE OF FLORIDA**  
**DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION**  
**BOARD OF PROFESSIONAL ENGINEERS**

THE ENGINEERING BUSINESS HEREIN IS AUTHORIZED UNDER THE  
PROVISIONS OF CHAPTER 471, FLORIDA STATUTES

**GRAEF USA INC.**  
ONE HONEY CREEK CORPORATE CENT  
125 SOUTH 84TH STREET, SUITE 401  
MILWAUKEE WI 53214-1469

**LICENSE NUMBER: CA4270**

This is your

**dbpr** Department of Business & Professional Regulation

**ONLINE SERVICES**

- Apply for a License
- Verify a License
- New Field & Lending Inspections for a Complaint
- Continuing Education Course Search
- New Application Status
- Find Exam Information
- Information Activity Search
- 2023 Complaint Vendor & Activity for Search

**LICENSEE DETAILS**

**Licensee Information**

Name: GRAEF USA INC. (Primary Name)  
Main Address: 275 W. WISCONSIN AVENUE  
SUITE 300  
MILWAUKEE Wisconsin 53203  
COUNTY: OUT OF STATE

**License Information**

License Type: Engineering Business Registry  
Rank: Registry  
License Number: 4270  
Status: Current  
License Date: 11/08/1985  
Expires:

12/41/20 PM 4/3/2023

HOME CONTACT US MY ACCOUNT

document.

Ron DeSantis, Governor

Melanie S. Griffin, Secretary

**STATE OF FLORIDA**

**BOARD OF PROFESSIONAL ENGINEERS**

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

**GRANADOS, VICTOR LEON**  
1773 PALMERSTON CIRCLE  
OCFEE FL 34761

**LICENSE NUMBER: PE37464**

**EXPIRATION DATE: FEBRUARY 28, 2025**

Always verify licenses online at MyFloridaLicense.com

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Ron DeSantis, Governor

Melanie S. Griffin, Secretary

**STATE OF FLORIDA**

**BOARD OF PROFESSIONAL ENGINEERS**

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PROVISIONS OF CHAPTER 471, FLORIDA STATUTES

**HINRICHS, SCOTT DANIEL**  
1434 CRANSTON ST  
WINTER SPRINGS FL 32708

**LICENSE NUMBER: PE67810**

**EXPIRATION DATE: FEBRUARY 28, 2025**

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Melanie S. Griffin, Secretary

**STATE OF FLORIDA**

**BOARD OF PROFESSIONAL ENGINEERS**

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**LOZANO, EUGENE F.**  
2914 TEMPLE TRAIL  
WINTER PARK FL 32789

**LICENSE NUMBER: PE20705**

**EXPIRATION DATE: FEBRUARY 28, 2025**

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Melanie S. Griffin, Secretary

**STATE OF FLORIDA**  
**DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION**

**BOARD OF PROFESSIONAL ENGINEERS**

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PROVISIONS OF CHAPTER 471, FLORIDA STATUTES

**SEIBERT, ROBIN SUZANNE**  
4105 FAIRVIEW VISTA POINT  
UNIT 123  
ORLANDO FL 32804

**LICENSE NUMBER: PE30290**

**EXPIRATION DATE: FEBRUARY 28, 2025**

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*Florida Department of Transportation*

RON DESANTIS  
GOVERNOR

605 Suwannee Street  
Tallahassee, FL 32399-0450

JARED W. PERDUE, P.E.  
SECRETARY

October 10, 2024

Scott Hinrichs, Principal, Vice President  
GRAEF-USA INC.  
2300 Maitland Center Parkway, Suite 210  
Maitland, Florida 32751

Dear Mr. Hinrichs:

The Florida Department of Transportation has reviewed your application for prequalification package and determined that the data submitted is adequate to technically prequalify your firm for the following professional services types of work per Rule 14-75, F.A.C.:

- 2.0 Project Development and Environmental (PD&E) Studies
  - 3.1 Minor Highway Design
  - 3.2 Major Highway Design
  - 3.3 Controlled Access Highway Design
- 4.1.1 Miscellaneous Structures
- 4.1.2 Minor Bridge Design
- 4.2.1 Major Bridge Design - Concrete
- 4.2.2 Major Bridge Design - Steel
- 5.1 Conventional Bridge Inspection
- 5.4 Bridge Load Rating
- 7.1 Signing, Pavement Marking and Channelization
- 7.2 Lighting
- 7.3 Signalization
- 10.1 Roadway Construction Engineering Inspection
- 10.4 Minor Bridge & Miscellaneous Structures CEI
- 14.0 Architect

Your firm is now technically prequalified with the Department for Professional Services in the above referenced work types. The overhead audit has been accepted, and your firm may pursue projects in the referenced work types with fees of any dollar amount. This status shall be valid until June 30, 2025, for contracting purposes.



## Firm History

GRAEF is a multi-discipline engineering, planning, and design firm dedicated to serving public and private clients throughout the United States. For over 63 years, our ability to excel has been driven by integrity, quality, and our commitment to customer service.

GRAEF began as an individual partnership founded as a structural engineering firm on July 1, 1961 in Milwaukee, Wisconsin. The fledgling company was named Graef, Anhalt, Schloemer-Consulting Engineers. In 1967, with a workforce of 15 employees, the company incorporated and expanded its services to include civil and municipal areas. In 1998, GRAEF completed the transition to a client-focused organization serving commercial, governmental, industrial, and municipal clients headquartered in downtown Milwaukee, Wisconsin.

GRAEF has continually grown its staff and capabilities through acquisitions in Green Bay and Madison, Wisconsin; Chicago, Illinois; Minneapolis, Minnesota; and three offices in Florida: Orlando, Miami, and Sarasota. We have also expanded internationally, with a civil, coastal and environmental firm located in Turks and Caicos Islands.

Today, with nearly 300 employees in 10 offices, GRAEF offers its clients a full range of engineering and design services. We are proud of the role our firm has played during the last 63 years. Looking over the cityscape and surrounding areas, you will undoubtedly view a building, facility, or recreational resource to which GRAEF has contributed.

GRAEF is ranked #369 in Engineering News-Record (ENR) Top 500 Largest Design Firms and is ranked #36 in Building Design + Construction's (BD+C) list of the nation's Top Engineering-Architecture firms.

Years in Business: 63 years

Annual Volume of Work (past 5 years):

2023 - \$47.3M

2022 - \$41.4M

2021 - \$35.9M

2020 - \$35.2M

2019 - \$36.4M

Company Ownership: Employee-Owned Corporation

Officers:

John Kissinger, P.E. - President

Ken Grebe, P.E. - COO/Secretary

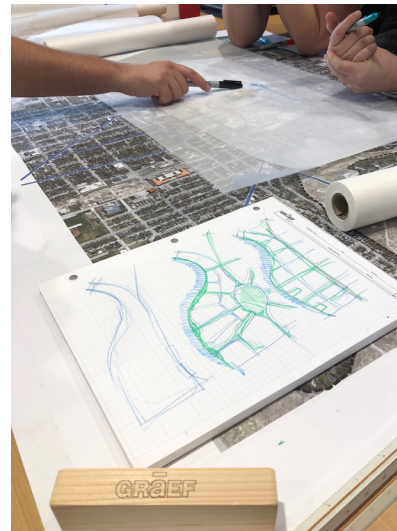
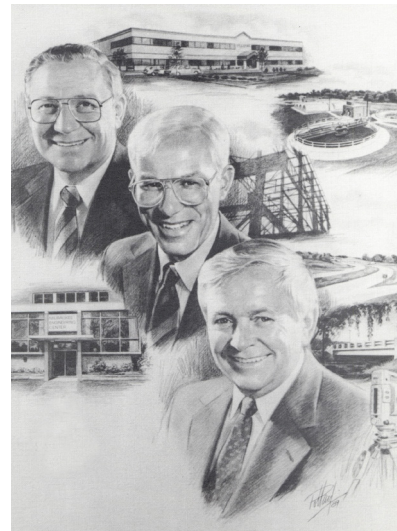
Scott Hinrichs, P.E. - Vice President

Brent Otto, CPA - Treasurer

Pat Kressin, RLA - Assistant Treasurer

**our core  
purpose**

To improve the  
physical environment  
for the benefit  
of society in a  
sustainable manner.



## Similar Project Experience and References

GRAEF has been responsible for successfully completing projects from evaluations to upgrades to new construction in Florida for 43 years. **We currently hold this continuing services contract with the City of Port St. Lucie.** Since 2016, GRAEF has been providing the City engineering design and evaluation services on a continuing services basis. Work includes routine inspection and maintenance of approximately 30 bridges (following City and FDOT rules and regulations), providing design plans associated with maintenance and improvements of various vehicular and pedestrian bridges and other structures, design/review/analysis services for traffic signal mast arms and associated strain poles, bridge and structure plan review, bidding and construction administration services, and bridge load rating, TSMA loading, and wind loading calculations on various structures. Our projects with the City have included:

- Bridge and Structural Review and Evaluations (multiple years)
- Pedestrian Bridge Inspections (multiple years)
- Mast Arm Analysis
- Approach Slab Analysis
- Southbend Bridge Sidewalk Evaluation
- Darwin Boulevard Bridge Rehab and Mast Arms
- Crosstown Expressway over Macedo Boulevard Bridge Hit Inspection
- Pineapple Snook Plaza
- Bayshore Boulevard Art Structural Review
- Floresta Drive Bridge Plans Review - 30%, 90%, Alternatives, Revised Plans
- Jennings Road and US 1 Mast Arms
- Riverland Boulevard Bridge 60% Plans Review
- SLW Boulevard EB Bridge Slopewall Repairs
- Bayshore Boulevard and Prima Vista/SLW Boulevard
- Village Parkway and Discovery Way Mast Arms
- Sea Jewel Boulevard Bridge Plans Review
- Tradition Parkway and Village Parkway Mast Arms
- NW Selvitz Road over C-108 Canal Bridge
- Hogpen Slough Trail Boardwalk
- Marshall Parkway Bridge Plans Review
- Port St. Lucie Boulevard over E84 Drainage R/W Bridge Review
- Bridges Hazardous Materials Coordination
- Jorgensen Road Bridge Slope Protection
- Bridge Maintenance Contract SOW & Bid List Development
- Paar Drive over C-73 Canal Bridge Repairs

Additionally, GRAEF has a long history of providing professional services to municipalities. Our other similar experience includes:

- GRAEF currently holds a continuing services contract with the City of Daytona Beach where we have performed numerous transportation projects involving inspections, evaluations, and designs related to rehabilitation and maintenance of bridges, pedestrian bridges, and their Main Street Pier.
- GRAEF currently holds a continuing contract with the City of Winter Park to provide continuing structural engineering services.
- GRAEF currently holds a continuing services contract with Brevard County to provide transportation engineering services.
- GRAEF has held a continuing contract with the Florida Department of Transportation District 2 to provide services for Minor Bridge Repair and is currently providing services for multiple bridge rehabilitation and replacement projects.
- GRAEF has provided inspection, evaluations, and design services on transportation-related projects for FDOT Districts 2, 3, 4, 5, 6, 7, and the Turnpike.
- GRAEF engineers pride themselves on producing detailed plans, technical and performance specifications as well as assisting owners with the bidding process and construction administration.
- Sustainability, quality, and creativity are integral parts of our designs.

GRAEF is prequalified with FDOT and will provide services for Group 2: Project Development and Environmental (PD&E), Group 3: Highway Design, Group 4: Highway Design-Bridges, Group 7: Traffic Operations Design. We have managed and completed numerous projects in these areas for FDOT, as well as other local government entities.

As requested, see below five project examples completed within the past five years with references.





# Bridge and Structural Review and Evaluations

CLIENT: CITY OF PORT ST. LUCIE | LOCATION: PORT ST. LUCIE, FLORIDA



Under an existing continuing contract to provide bridge structural engineering services for the City of Port St. Lucie, GRAEF has provided onsite evaluations of 32 different existing bridges within the City. These evaluations have taken place numerous years starting in 2016 and, most recently, in 2024.

The scope of work has involved a review of each of the existing bridge inspection reports provided by FDOT and performed by others, performing field observation for each of the existing bridges, and providing prioritized recommendations to the City based on the bridge inspection reports and findings.

## START/COMPLETION DATES

2016 to Present (ongoing)

## REFERENCE

Mr. Thomas Salvador, Manager CIP

Phone: 772-871-5187

Email: [tsalvador@cityofpsl.com](mailto:tsalvador@cityofpsl.com)

# Darwin Boulevard Bridge Rehabilitation and Mast Arms

CLIENT: CITY OF PORT ST. LUCIE | LOCATION: PORT ST. LUCIE, FLORIDA



Under an existing continuing contract to provide bridge structural engineering services for the City of Port St. Lucie, GRAEF provided structural engineering services for the rehabilitation of the Darwin Boulevard Bridge over the Canal E-84 (Bridge No. 945262) and analyzed two mast arms located on the NW and SE corners of St. Lucie West Boulevard and California Boulevard.

The scope of services included providing repair construction documents for the Darwin Boulevard Bridge over Canal E-84, addressing the ravel cracks along the asphalt overlay over the deck joints, slab spall/delaminations, and bent cap spall/delaminations indicated in the latest Bridge Inspection Report (BIR). GRAEF also analyzed two existing mast arms for the addition and reconfiguration of the signal heads.

GRAEF provided construction administration services for this project.

## START/COMPLETION DATES

January 2018 to February 2020

## REFERENCE

Mr. Thomas Salvador, Manager CIP  
Phone: 772-871-5187  
Email: [tsalvador@cityofpsl.com](mailto:tsalvador@cityofpsl.com)



# Continuing Professional Structural Engineering Services Contract

CLIENT: CITY OF DAYTONA BEACH | LOCATION: DAYTONA BEACH, FLORIDA



Since 2017, GRAEF has been providing the City of Daytona Beach engineering services on various transportation, bridge, and facility-related projects. The scope of work under this continuing services contract includes design, engineering, analysis, and inspection services for City buildings and other structures.

#### Projects include:

- Earnhardt Memorial Pedestrian Bridge Rehab
- Ballough Road Bridge Evaluation
- Manatee Island Bridge Evaluation
- Main Street Pier Evaluation
- Main Street Pier Vault Beam Evaluation
- Main Street Pier Partial Board Repairs
- Main Street Pier Railing Repairs
- Main Street Coquina Arch Assessment
- Main Street Coquina Arch Beam Repairs
- Main Street Coquina Arch Wall Repairs

- Daytona Municipal Stadium Cracks FRP Repair
- Halifax Harbor Deck Evaluation
- Emergency Timber Stair Design
- Bandshell Arch Assessment

#### START/COMPLETION DATES

2017 to Present (ongoing)

#### REFERENCE

Mr. Jim Nelson, P.E. - City Engineer

Phone: 386-671-8082

Email: NelsonJames@CODB.US



# FDOT District 2 District Wide Minor Bridge Repair Design & Investigations

CLIENT: FLORIDA DEPARTMENT OF TRANSPORTATION, DISTRICT 2 | LOCATION: FLORIDA



GRAEF has been providing design services for projects in FDOT District 2 since 2013. Work and responsibilities have included providing plans, specifications, special provisions and related maintenance of traffic details for various paint projects, fender system replacements including navigational lighting systems, scour revetment, pile jacket projects, structural steel repairs, pile replacements, saddle bents, bridge deck replacements, joint repairs, impact damage repair, and load ratings for structures.

Projects include:

- SR 115 NB over Ribault
- SR 25 over Wilson St
- Mayport Flyover LR
- SR 202 EB over ICW
- Bridges over ICW Paint
- SR 134 over Ortega River
- SR 211 over Fishweir
- I-95 over St. Johns River

- SR-111 (Edgewood Ave)
- CR 361B over Rocky Creek PD&E
- CR 361B over Rocky Creek Design
- SR 16 over S. Fork Black Creek
- SR 202 over ICWW Bridge Repair
- Main St over Pimple Creek PD&E
- Crandall Rd over McQueen PD&E
- 5th St over Six Mile Crk PD&E

## START/COMPLETION DATES

2013 to Present (ongoing)

## REFERENCE

Ms. Amy L. Williams, PE - Senior Project Manager

Phone: 386-961-7359

Email: amy.williams@dot.state.fl.us

# FDOT D2, SR 109A (Cesery Blvd.) Intersection Improvements

CLIENT: FLORIDA DEPARTMENT OF TRANSPORTATION, DISTRICT 2 | LOCATION: JACKSONVILLE, FLORIDA



GRAEF was the prime consultant providing engineering services to the Florida Department of Transportation District Two for the rebuild of mast arms and traffic signals (including pedestrian features) at the two intersections of Cesery Boulevard (SR 109) with the Arlington Expressway Service Roads. The scope of work included sidewalks, widening, signing and pavement markings, signals, mast arms, pedestrian upgrades and curb ramps, drainage enhancements as well as all necessary ADA upgrades.

## START/COMPLETION DATES

January 2019 / August 2022

## REFERENCE

Mr. Michael Carter, Project Manager

Phone: (386) 961-7021

Email: [michael.carter@dot.state.fl.us](mailto:michael.carter@dot.state.fl.us)





**Intertek** will provide field and forensic testing services as a subconsultant to GRAEF. Intertek has years of field testing experience, enabling them to serve a diverse clientele. Their thorough understanding of the applicability and execution of field testing standards assures architects, owners, consultants, and contractors that they are meeting contract obligations and specifications during new construction and renovation projects. Intertek has performed field testing on structures of all sizes and configurations. No project is too big or too small.

- City of Daytona Beach Municipal Stadium Raker Beams: As a sub-consultant to GRAEF, Intertek provided reinforcement location utilizing Ground Penetrating Radar (GPR) services to locate and document the thickness and spacing of the lower reinforcing bars and stirrups within the existing precast concrete raker beams on the home team's side of the stadium. Reference: Jim Nelson - NelsonJames@CODB.US - (386) 671-8082
- Conservation Florida D-Ranch Renovation: As a sub-consultant to GRAEF, Intertek provided Ground Penetrating Radar (GPR) services to determine existing foundation and reinforcement locations. Also performed core drilling to the existing concrete slab on grade and assumed foundations to determine existing thickness, concrete density, and reinforcement, and ultrasonic testing of the existing steel structure to determine yield strength. Project is currently in progress. Reference: Jorge Borrelli - jaborrelli@borrelliarchitects.com - (407) 418-1338



**Eastern Engineering Group** will provide certified Special Inspectors, if needed, as a sub-consultant to GRAEF under this contract. EEG is a woman-owned consulting firm that has been providing high-quality structural engineering services since 2005. They have extensive experience providing services to various government agencies, having successfully completed projects for municipal and state agencies, ensuring compliance with all regulatory standards and codes. Their work includes comprehensive evaluations of building plans, structural integrity, adherence to safety protocols, structural design, construction documents, and construction administration.

- City of Hialeah: Since 2009, EEG has been involved in various threshold projects with the City of Hialeah. Reference: Ruben Racet – rr21706@hialeahfl.gov – (305) 687-2620
- Miami Dade County: In 2021, EEG was contracted by Miami Dade County to perform building recertifications, inspections for signs of distress, and structural assessments in different cities within Miami Dade County. Reference: Santiago Jimenez – santiago.jimenez2@miamidade.gov – (786) 469-4125
- Miami Dade Aviation Department: EEG is currently collaborating with the Aviation Department of Miami-Dade County on multiple recertifications and structural inspections across various airport facilities. Reference: Abel Oporto – aoporto@flymia.com – (305) 869-3876



# TAB 2 - PERSONNEL & EXPERIENCE



Quality and creativity are integral parts of our designs. Our engineers provide a wide range of design and investigative services for all types of projects, with quality being the foundation of every project. Our commitment to creating high caliber, efficient designs is achieved through skilled personnel and personal attention during every phase of the project.

At GRAEF, we innovate to design long-lasting projects using our strong technical expertise. Bridges that are visual landmarks, signals and signing and pavement markings that ease traffic congestion and enhance safety, and roadways that enable commuters to travel efficiently are all the result of the design team's efforts. These facilities are used every day, and our innovative solutions help communities thrive by making trips from here to there a little bit easier.

## AREAS OF EXPERTISE

- Bridges
- Freeways
- Intersection Design & Studies
- Railroad Related
- Roadway Lighting
- Signalization and Signing
- Roundabouts
- Rural Roadways
- Site Development
- Traffic Impact Analysis
- Traffic Studies & Calming
- Urban Streets
- Curb and Gutter/Sidewalks
- Pavement
- Relocation and Reconstruction
- Right-of-Way Services
- GIS and Asset Management



## LOCAL EXPERIENCE

Having provided these services to the City of Port St. Lucie since 2016, we have strong connections and better understanding of the City's needs leading the effective solutions.

## COMPREHENSIVE SERVICES

With a full range of engineering services to fit your needs, we provide end-to-end solutions encompassing everything from evaluations, initial planning and design to construction management and beyond.

## WE KNOW BRIDGES AND STRUCTURES

Our expertise is unmatched, providing services tailored to meet client needs.



AS THE PRINCIPAL OF OUR FLORIDA OFFICES,  
SCOTT BRINGS A WEALTH OF EXPERIENCE,  
HAVING SUCCESSFULLY OVERSEEN  
NUMEROUS RELATED PROJECTS

## Scott Hinrichs PE

PRINCIPAL | PROJECT MANAGER | STRUCTURAL ENGINEER

### EDUCATION

MBA, Management, Roosevelt University,  
Chicago, IL  
B.S., Civil Engineering, Valparaiso University,  
Valparaiso, IN

### REGISTRATIONS

Professional Engineer - Florida No. 67810  
AL, GA, IL, KY, LA, MI, PR, SC TN, VT  
Structural Engineer - IL

### CERTIFICATIONS

Safety Inspection of In-Service  
Bridges - FHWA, National Highway  
Institute

### YEARS OF EXPERIENCE

Total: 28  
With GRAEF: 27

Scott has more than 28 years of professional engineering experience. Scott's responsibilities as Principal-in-Charge of GRAEF's Florida operations require the oversight of all technical aspects of engineering and maintaining a Quality Management Program including thorough QA/QC reviews. Scott is also responsible for assuring client satisfaction throughout a project.

### PROJECT EXPERIENCE (ALL GAINED WHILE AT GRAEF):

Port St. Lucie Bridge and Structural Review and Evaluations

Port St. Lucie Pedestrian Bridge Inspections

Port St. Lucie Mast Arm Analysis and Approach Slab Analysis

Port St. Lucie Southbend Bridge Sidewalk Evaluation

Port St. Lucie Darwin Boulevard Bridge Rehab and Mast Arms

Port St. Lucie Bridge Hit Inspection

Port St. Lucie Jennings Road & US 1 Mast Arms

Port St. Lucie Hogpen Slough Trail Boardwalk

Port St. Lucie Bridges Hazardous Materials Coordination

Port St. Lucie Jorgensen Road Bridge Slope Protection

City of Daytona Beach Earnhardt Memorial Pedestrian Bridge  
Rehabilitation and Lighting Replacement

City of Daytona Beach Manatee Island Bridge Evaluation

City of Daytona Beach Ballough Road Bridge Evaluation

Florida Department of Transportation District 2 District Wide Minor  
Bridge Repair, Design and Investigation, Florida

FDOT District 2, SR 207 at SR 312 Intersection Mast Arms Design, St.  
Augustine, Florida

FDOT D2, SR 109A (Cesery Blvd.) Intersections, Jacksonville, Florida



## Victor Granados PE

PROJECT ENGINEER

### EDUCATION

B.S., Civil Engineering, The Citadel,  
Charleston, SC

### REGISTRATIONS

Professional Engineer - Florida No. 57464,  
GA

### YEARS OF EXPERIENCE

Total: 28  
With GRAEF: 8

Victor is a senior structural engineer with design and management experience. His technical specialties include bridge design/analysis, load rating, bridge inspection, sign structure design, signal structure design, ITS structure design, hydraulic structures, foundation structures, retaining wall structures and CAD applications.

### PROJECT EXPERIENCE (ALL GAINED WHILE AT GRAEF):

Port St. Lucie Bridge and Structural Review and Evaluations

Port St. Lucie Pedestrian Bridge Inspections

Port St. Lucie Mast Arm Analysis and Approach Slab Analysis

Port St. Lucie Southbend Bridge Sidewalk Evaluation

Port St. Lucie Darwin Boulevard Bridge Rehab and Mast Arms

Port St. Lucie Village Parkway and Discovery Way Mast Arms

Port St. Lucie Bridge Hit Inspection

Port St. Lucie Jennings Road & US 1 Mast Arms

Port St. Lucie Hogpen Slough Trail Boardwalk

Port St. Lucie Bridges Hazardous Materials Coordination

Port St. Lucie Jorgensen Road Bridge Slope Protection

Port St. Lucie Bridge Maintenance Contract SOW & Bid List Development  
City of Daytona Beach Earnhardt Memorial Pedestrian Bridge  
Rehabilitation and Lighting Replacement

City of Daytona Beach Manatee Island Bridge Evaluation

City of Daytona Beach Ballough Road Bridge Evaluation

Florida Department of Transportation District 2 District Wide Minor  
Bridge Repair, Design and Investigation, Florida

FDOT District 2, SR 207 at SR 312 Intersection Mast Arms Design, St.  
Augustine, Florida

FDOT D2, SR 109A (Cesery Blvd.) Intersections, Jacksonville, Florida





## Eugene Lozano PE

PROJECT ENGINEER

### EDUCATION

B.S., Civil Engineering, Ohio State University,  
Columbus, OH

### REGISTRATIONS

Professional Engineer - Florida No. 20705,  
OH

### CERTIFICATIONS

ATSSA Certified Traffic Control Supervisor  
#00050692

Florida Utility Coordination Committee  
(FUCC) Training & Preparation of Module 4/  
Construction Coordination and Management  
of Module 1/Forms and Agreements for  
Florida Certification

### YEARS OF EXPERIENCE

Total: 43  
With GRAEF: 11

Gene has more than 43 years of professional engineering experience in Florida, most of which has been associated with roadway design and construction related projects for FDOT including controlled access design involving complex geometrics, substantial drainage evaluation and design features, traffic engineering, utility coordination, work schedules, agreements and utility relocation and adjustment plans, maintenance of traffic plans, and interchange design. He has also been responsible for the supervision of construction on numerous FDOT projects which included all aspects of transportation design and management ranging from preliminary planning and engineering (PD&E Studies) to final construction and maintenance.

### PROJECT EXPERIENCE (ALL GAINED WHILE AT GRAEF):

Port St. Lucie Bridge and Structural Evaluations

Port St. Lucie Approach Slab Analysis

Port St. Lucie Darwin Boulevard Bridge Rehab and Mast Arms

Port St. Lucie Floresta Drive Plans Review

Port St. Lucie NW Selvitz Road over C-108 Canal Bridge

Port St. Lucie Paar Drive over C-73 Canal Bridge Repairs

FDOT District 2, SR 207 at SR 312 Intersection Mast Arms Design, St. Augustine, Florida

FDOT District 2, CR 361B over Rocky Creek PD&E, Perry, Florida

FDOT District 2, CR 361B over Rocky Creek Design, Perry, Florida

FDOT D2, SR 109A (Cesery Blvd.) Intersections, Jacksonville, Florida

FDOT District 2, SR-115 NB over Ribault River, Jacksonville, Florida

FDOT District 2, SR 16 over South Fork Black Creek Bridge Repairs, Clay County, Florida

FDOT District 2, SR 202 ICWW Bridge Design, Jacksonville, Florida



## Jackson Milner EIT

PROJECT ENGINEERING

### EDUCATION

M.S., Civil (Structural Engineering),  
University of Oklahoma, Norman, OK  
B.S., Civil Engineering, University of Oklahoma,  
Norman, OK

### REGISTRATION

Engineer-in-Training

### YEARS OF EXPERIENCE

Total: 3  
With GRAEF: 1

Jackson's project experience includes providing engineering services for projects that include bridges, culverts, retaining walls, and foundations. He has also designed, detailed, and drafted special design culverts, performed assessments of bridge structures, analyzed proposed turnpike alignments, and developed GIS databases and maps.

### PROJECT EXPERIENCE (ALL GAINED WHILE AT GRAEF):

Port St. Lucie Bridge Maintenance Contract Scope of Work and Bid List Development

Port St. Lucie Paar Drive over C-73 Canal Bridge Repairs

Port St. Lucie Pedestrian Bridge Inspections

FDOT District 2, 5th St over Six Mile Creek PD&E, Duval County, Florida

SR 263 over Munson Slough Utility Bridge, Tallahassee, Florida

FDOT District 2, Crandall Road over McQueen Swamp PD&E, Nassau County, Florida

FDOT District 2, Main Street over Pimple Creek PD&E, Taylor County, Florida

FDOT District 2, CR 361B over Rocky Creek Design, Perry, Florida

FDOT District 2, SR 16 over South Fork Black Creek Bridge Repairs, Clay County, Florida

FDOT District 2, SR 202 ICWW Bridge Design, Jacksonville, Florida

FDOT District 3, CR 268 over Little River, Gadsden County, Florida

FDOT District 3, Interstate Circle Eightmile Creek, Escambia County, Florida

FDOT District 3, Victoria Avenue over Tidal Branch, Gulf County, Florida



## Scott Kurtz

TRANSPORTATION DESIGNER

### EDUCATION

A.S. Civil Technology, Milwaukee Area Technical  
College, Milwaukee, WI  
Coursework in Pre-Engineering, University of  
Wisconsin-Milwaukee, Milwaukee, WI

### CONTINUING EDUCATION

Completed coursework for MicroStation 3D  
Completed coursework for Geopak Site  
Completed introduction to ArcGIS 1

### PROFESSIONAL AFFILIATIONS

GRAEF CADD Power User Member  
GRAEF Corporate CADD Standards Committee

### YEARS OF EXPERIENCE

Total: 35  
With GRAEF: 35

Scott brings significant experience using Microstation, Geopak, AutoCAD, and Civil3D for transportation and infrastructure projects at the firm. His experience includes technical drafting and design for transportation projects; topographic surveys; construction surveys; record drawings and construction planning for water mains, sanitary sewers, storm sewers, paving and repaving plans, treatment plants, well houses, site grading; and drainage plans.

### PROJECT EXPERIENCE (ALL GAINED WHILE AT GRAEF):

City of Daytona Beach Earnhardt Memorial Pedestrian Bridge  
Rehabilitation and Lighting Replacement

City of Daytona Beach Main Street Pier Evaluation

Port St. Lucie SLW Boulevard EB Bridge Slopewall Repairs

Port St. Lucie Darwin Boulevard Bridge Rehab and Mast Arms

Port St. Lucie Floresta Drive Plans Review

Port St. Lucie Hogpen Slough Boardwalk

Port St. Lucie NW Selvitz Road over C-108 Canal Bridge

Port St. Lucie Paar Drive over C-73 Canal Bridge Repairs

Del Prado Boulevard over Zurich Canal, Cape Coral, Florida

NE 17th Place & NE 14th Place over Jaguar Canal, Cape Coral, Florida

NE 16th Place over Zurich Canal, Cape Coral, Florida

Quarry Entry Bridge, Collier County, Florida

Quarry Interior Bridges, Collier County, Florida

FDOT D2, SR 109A (Cesery Blvd.) Intersections, Jacksonville, Florida

FDOT District 2, SR 202 ICWW Bridge Design, Jacksonville, Florida





## Kevin Wood PE

QUALITY ASSURANCE/QUALITY CONTROL ENGINEER

### EDUCATION

M.S., Civil Engineering, University of Wisconsin,  
Milwaukee, WI

B.S., Civil Engineering, Valparaiso University,  
Valparaiso, IN

### REGISTRATION

Professional Engineer - Florida No. 85961  
WI, Structural Engineer - IL

### YEARS OF EXPERIENCE

Total: 29  
With GRAEF: 29

Kevin is a Principal with the firm and maintains GRAEF's Quality Management Program for all Florida transportation work. Kevin assures that appropriate levels of review/checking is being carried out for each project. Kevin has also successfully managed and designed a variety of roadway and bridge projects utilizing steel and concrete structural systems for over 25 years. In addition to his design and management experience, Kevin has been involved in the inspection of multiple roadways and bridges.

### PROJECT EXPERIENCE (ALL GAINED WHILE AT GRAEF):

FDOT District 2, SR-115 NB over Ribault River, Jacksonville, Florida

FDOT District 2, SR 202 ICWW Bridge Design, Jacksonville, Florida

FDOT District 2, SR-10 EB to AIA NB (Mayport Flyover), Jacksonville, Florida

FDOT District 3, SR 263 over Munson Slough, Leon County, Florida

FDOT District 3, Bratt Road over Canoe Creek Bridge Replacement, Escambia County, Florida

FDOT District 3, Fannie Road Bridge over Dead Lake, Escambia County, Florida

FDOT District 3, SR 10 Bridge over Black Creek, Tallahassee, Florida

FDOT District 3, CR 268 over Little River, Gadsden County, Florida

FDOT Highway Signs Analysis, Florida



## T.R. HERNACKI, PE SENIOR CONSULTANT BUILDING SCIENCE SOLUTIONS

YEARS WITH INTERTEK: 4 / YEARS IN INDUSTRY: 31

T.R. is a Professional Engineer, Project Management Professional, and licensed building inspector with a thorough understanding of architecture, construction, contract administration, and building commissioning related to electrical, mechanical and enclosure systems. His expertise includes project management, code compliance, construction document review, and sustainability in both private and government sectors. T.R.'s experience includes specialty structural engineering, wind engineering, roof engineering, Building Enclosure Commissioning, functional performance test planning and execution, investigations and condition surveys of existing buildings, review of design documents, and construction phase project management for new and existing building enclosure projects. T.R. supports the Florida, Texas, Utah, Wyoming, and Colorado Building Science Solutions locations.

### Project Experience

#### Park Mayfair Structural Engineering Support, Denver, CO

- Worked with client on a variety of projects at the property; including parking garage evaluation after partial collapse of garage, reconstruction of collapsed garage area, re-enforcement of garage elements not damaged by collapse, annual maintenance repairs, interior structural repairs to apartment unit cracked floor adjacent to interior load bearing wall.

#### Tabor Center Support Engineering Services Lawrence St Bridge Repair, Denver, CO

- Performed structural assessment, created replacement engineering, and provided construction administration services to repair the Lawrence Street bridge located in downtown Denver between the 16th and 17th Street. This bridge flies over the parking structure built under the Weston Hotel and Tabor Center. Due to water intrusion, the bridge bearing support pads had to be completely replaced along with the roadway expansion joints on three locations. T.R. worked extensively with the Owner and contractor to assist in guiding the construction to the completion of a successful project. Due to the high pedestrian and vehicular traffic occurring around the bridge extensive coordination was required by various departments within the city of Denver. The project required that at all time one side of Lawrence Street had to have a public sidewalk open along with 2 travel lanes and the Weston Hotel taxi stand. Compound the logistics was also working with two foreign consulates that have parking on the bridge. The project was successfully completed two weeks ahead of schedule and on budget.

#### Westminster Penguin Building FCA, Westminster, CO

- Performed structural assessment and evaluation of the Historic Penguin Building and adjacent structures in Westminster, CO. The City of Westminster is desirous to redevelop the 1700 block of Lowell Avenue with the demolition of old retail buildings that are located on each side to the Penguin Building. FEA, under TR's direction, performed a visual assessment of the Penguin Building along with destructive evaluations of the structures to be demolished to assist the City of Westminster to develop the best scope of work for a demolition contractor to remove the selected building from the block without damaging the Penguin Building. The City of Westminster has successfully completed the demolition of the buildings that surrounded the Penguin Building with minimal damage to that private property.

### Education

B.S. Mechanical Engineering, 1984  
Florida Institute of Technology

M.S. Engineering Management, 1993  
New School of Architecture and Design

### Professional Licensing/Certifications

Engineer Florida 41017, Colorado 48736, Texas 126547, & Wyoming 16075

Master American Society of Civil Engineers (M-ASCE)

Texas Department of Insurance Windstorm Inspector

Building Inspector Florida BN 4704

Project Management Professional (PMP)

Certified General Contractor Florida CGC45087 (inactive)

### Professional Associations

American Society of Civil Engineers (ASCE)

National Council of Engineers & Examiners (NCEES)

Project Management Institute (PMI)

International Institute of Building Enclosure Consultants (IIBEC)



1.800.WORLDBLAB



icenter@intertek.com



intertek.com/building/buildingscience

BUILDING SCIENCE SOLUTIONS





## Raissa R. Lopez, PE, SI, FRSE

President | Eastern Engineering Group

### EDUCATION

Polytechnic Institute JAE, Cuba  
Bachelor of Science Degree in  
Structural Engineering 1990

### YEARS OF EXPERIENCE

EGG: 19 | Total: 33

### AVAILABILITY

100%

### REGISTRATIONS / AFFILIATIONS

Florida PE 59399  
Florida SI 7014079  
Maryland PE 46718  
New York PE 99241  
Texas PE 136388  
Virginia PE 0402054606  
Georgia PE 037856  
Georgia SE 000385  
Maryland PE 46718  
New Jersey PE 24GE05243500  
Pennsylvania PE 083926  
Washington DC PE S40000125  
Connecticut PE 0036929  
Oregon PE 98782

Florida Recognized Structural  
Engineer

### AWARDS / RECOGNITIONS

Doral Women of Legacy  
Business Leader Award 2022



Ms. Lopez is a highly experienced and accomplished Structural Engineer, with over 30 years of expertise leading public and private projects across various sectors including commercial, residential, educational, assembly, airport control towers, and marinas. Ms. Lopez's engineering skills are comprehensive, covering the structural analysis and design of buildings and/or structural components using reinforced concrete, structural steel, masonry, timber, aluminum, and light gauge steel. She is highly proficient in computer modeling software such as Risa 3D and Enercalc, among others. Ms. Lopez has significant experience in generating project specifications, managing projects during construction, conducting threshold building inspections, and carrying out feasibility studies. As the President of her company, Ms. Lopez is a skilled manager with a strong focus on client relations, proposals, and employee management. She has an impressive track record of delivering high-quality work on time and within budget while maintaining excellent client relationships. In recognition of her outstanding contributions to her field, Ms. Lopez was selected by the City of Doral's Commission on the Status of Women to receive the prestigious Women of Legacy Women Business Leader Award in 2022.

### PROJECT EXPERIENCE

#### **Miami-Dade County Animal Shelter Renovations and Improvements** | *Doral, Florida* | *Role: Structural Engineer*

A 70,000 square foot warehouse renovation into a new animal shelter. Interior and exterior work included new administrative offices, 418 adoption cages, two operating rooms, two clinics and public gathering areas for educational and community service that withstand the rigors of daily abuse while promoting safety in design.

#### **Stadium Towers** | *Miami, Florida* | *Role: Structural Engineer/Threshold Inspector*

Eastern Engineering Group provided structural engineering services for the design of a new 7-story structure, approximately 155,000 square feet. In addition to the design, Eastern Engineering Group also performed construction administration threshold inspections, ensuring compliance with structural standards throughout the construction process.

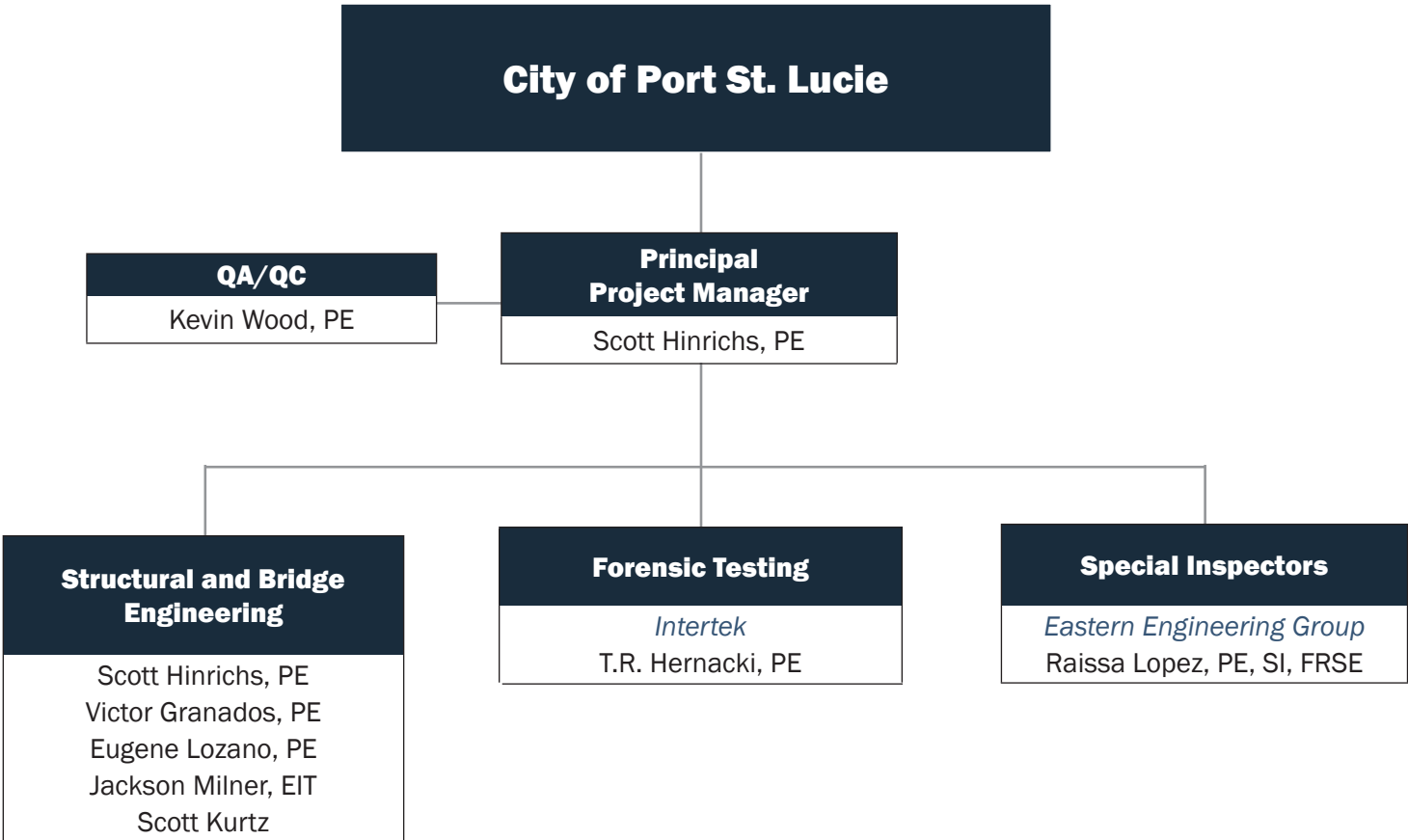
#### **Florida International University Trish & Dan Bell Chapel** | *Miami, Florida* | *Role: Structural Engineer*

A non-denominational chapel on the FIU campus which includes a 250-seat sanctuary, 100-seat multi-purpose room, counseling/support areas, and administrative office space. Gurrinatute created a surrounding area around the building that includes covered walkways, meditation pods, and an amphitheater. The building will be designed to meet LEED Silver certification.

#### **Metro at Edgewater** | *Miami, Florida* | *Role: Structural Engineer/Threshold Inspector*

Eastern Engineering Group performed the structural engineering design, structural analysis, threshold inspections, foundation engineering for this 32-story high-rise located at Edgewater. Metro is a mixed-use building (residential and commercial), 373 feet above ground. The building will include 279 residential units, 4,063 square feet of retail space, and 300 spaces at the parking garage.

Our team imparts a high level of expertise that is fueled by a genuine passion for our work. The services we provide can be confined to solve a specific problem or expanded to assume complete project responsibility. Our commitment is to bring together a team equipped to provide our client with quality services and dedicated to complete the project on time and within budget.





# TAB 3 - METHODOLOGY / APPROACH

GRAEF USES PROVEN METHODS TO BREAK DOWN COMPLEX PROJECTS INTO SMALL PIECES TO ENSURE EACH PIECE IS MANAGEABLE.

GRAEF has vast experience with this exact scope of work having provided the same structural and bridge engineering services required in this contract to the City of Port St. Lucie since 2016.

GRAEF knows local government and transportation-related design and assessment projects and the types of prompt responsiveness required to meet the urgent demands for these time-sensitive contracts. GRAEF can determine critical areas for immediate system upgrade and non-critical areas for future system upgrade and/or expansion, are excellent cost budget estimators, and provide construction administration services.

## Project Communication

In order to perform and achieve the scope of services anticipated to be included as part of this contract, GRAEF will implement a proven work plan that has been successfully administered on multiple projects. This work plan is anchored by communication.

GRAEF believes that communication is the key to any successful project. GRAEF takes pride in its commitment to communication and coordination. In order for a project to be successful, a project work plan must possess communications channels that are planned, established, nurtured, maintained, and have a return loop for feedback. For projects under this continuing contract, Principal-in-Charge and Project Manager Scott Hinrichs, PE will be the nucleus of communication and coordination between the City of Port St. Lucie and GRAEF. In addition to his engineering degree, Scott possesses a Master's Degree in Business Administration which further enhances his understanding of communication and its important role in a successful project.

To assure the City Project Manager and other interested parties are kept frequently aware of the status of the project, GRAEF will establish routine briefing meetings at intervals dictated by the project schedule or as directed by the City of Port St. Lucie. Additional communication between GRAEF and Port St. Lucie regarding key issues occurring between briefing meetings will be initiated by GRAEF to the City's Project Manager to keep knowledge of the project current.

To assure that all members of the GRAEF Team are continuously aware of the status of this project, GRAEF will establish frequent internal meetings at intervals deemed necessary by the project schedule. Additional communication among the GRAEF Team regarding key issues occurring between internal meetings will be coordinated by the GRAEF Project Manager and distributed to key personnel. All changes in schedule, budget, or decisions affecting the scope of work will be documented and communicated to the GRAEF Team using the most appropriate means. The City's Project Manager, along with other interested parties as directed, will be copied on all internal meeting minutes and formal correspondences.

Complementing these briefing meetings and the GRAEF Team internal meetings will be a secure cloud storage via Microsoft OneDrive that will allow anytime project status checks by the City as well as a location for the distribution and sharing of information. It is anticipated that this site will include original project design data, deliverables (reports, calculations, plans, specifications, etc.), and formal correspondences (meeting minutes, QA/QC documentation, etc.).

### Project Scope, Budget, and Schedule

Working with the City of Port St. Lucie, we will establish priorities, budgets, and expectations during the proposal phase of the project. As the design progresses, we work with the City to ensure we meet the project goals. Additionally, GRAEF has the capability to meet crucial time restraints for immediate and emergency-response type projects. Each project, regardless of the size, complexity, or scope, receives our high standard of quality service. To do this, we provide a budget estimate at the beginning of each project (usually in the proposal) and update these construction estimates as the project proceeds. If the scope changes such that we think the budget will be impacted, we immediately notify the City and work towards a solution.

### Project Kick-off

Upon selection and project assignment, GRAEF will organize a kick-off meeting between appropriate GRAEF staff including the Project Manager, Project Engineers, the City and other governmental agencies (as necessary) to introduce key players in the project to each other face-to-face and establish camaraderie among stakeholders. This meeting will ease common barriers that may hinder future communication and coordination.

### Investigation/Evaluation Phase

GRAEF engineers have extensive field experience for varieties of common issues. We have our own tools to pinpoint the cause of the problem and provide the most cost effective solution. Our Team will perform an onsite investigation and well as reviewing any documentation available. We can then prepare a written report with our findings, solutions, and recommendations, and present to the City and other governmental agencies (as necessary) ensuring all questions are answered in a face-to-face environment.

### Design Development and Construction Documents Phase

Our design development documents purpose is to define the project scope and how we recommend implementing the solution on a set of drawings. We will evaluate lead times of materials and estimate a schedule to meet the City's needs. If materials needs to be ordered in advance to meet deadlines, we can assist the City in preparing the necessary procurement package. We will

then meet with the City and review these documents so that details can be discussed. We will also provide an estimate of construction costs. GRAEF also tracks costs on all of our past projects and uses computerized cost estimating tools to model current expected costs.

GRAEF then takes the design development documents and the resulting discussions and quickly turns them into construction documents. Our CDs include extensive details and notes on the plans to show the installers what is expected during construction, including a schedule of observations.

### Bidding/Permitting Phase

GRAEF will assist the City of Port St. Lucie in the bidding/permitting phase by participating in a pre-bid meeting so that we can clearly explain the project. If any questions or clarifications are required, GRAEF will issue a written addendum to all bidders so that all bidders get the information.

Upon achieving the completion of 100% Construction Documents signed and sealed, GRAEF will quickly and assertively answer any permit questions or comments to maintain a project's critical path.

### Construction Administration

As part of our construction administration duties, GRAEF will quickly and thoroughly review shop drawings and answer any RFI's during construction in a prompt manner to keep construction moving. In addition to a preconstruction conference and the required observations, GRAEF staff will be available for any additional site visits, public meetings, or progress meetings that the City may deem necessary. Final punch lists and project closeout will be coordinated through the City and include close out documents and the preparation of as-built drawings as necessary. A final meeting after project closeout will be held with the staff to solicit feedback on project performance and discuss lessons learned for future projects.

### **PROJECT APPROACH (EVENT/EMERGENCY)**

GRAEF's engineers also have a wide range of experience dealing with emergency and/or post-storm situations. When the threat of a storm is imminent, the City will be contacted by our Principal-in-Charge and Principal



and Project Manager, Scott Hinrichs, PE with direct contact information to ensure communication lines are available, as needed, even if the physical office is not yet open. Once the storm has passed and we can safely assess the situation, the GRAEF team will take an in-person assessment of the situation and how to quickly and efficiently make repairs.

### **SCHEDULING, COST CONTROL, AND ABILITY TO WORK WITH CITY STAFF AND OTHER STAKEHOLDERS**

Staying “on schedule” and “within budget” is what is expected of a professional services firm. GRAEF has proven methods used to break down complex projects into small pieces that ensures that each piece is manageable. As each task of this project will have a schedule, the entire project schedule and cost will be met by meeting the individual task schedules and budgets.

The assessment and design development documents stages are used to define the project scope and how we recommend implementing the solution. Our approach to scheduling is based upon good planning, communication, and execution.

- Planning - Formulate our detailed project plan and identify tasks for each service. Then identify the people, schedule, and budget for each task and manage using a project planning program (MS Project).
- Communication - GRAEF meets with the City, including various representatives from applicable departments, to go over progress, information, and questions. After the assessment phase, GRAEF will provide a written report showing our findings and recommendations. We will meet with the City face-to-face to discuss this information. In design and during construction, we will have progress meetings with the necessary staff. If desired, we will also attend City Council or other meetings to provide an update on the progress.
- Execution - To get the project done quickly, our team members will be doing tasks concurrently, which we have identified in our Project Approach. Each task

will have a schedule and budget and be monitored as they are being completed.

Since we track costs on our past projects and use computerized cost estimating tools, our cost estimating abilities are excellent. We also evaluate lead times of system and estimate a schedule to meet your needs. If systems needs to be ordered in advance to meet deadlines, we can assist the City in preparing the necessary procurement package. Our Team will monitor schedule and budget throughout the life of the project to ensure it is completed within the specifications required by the City.

### **OTHER SIGNIFICANT COORDINATION ASPECTS**

GRAEF fosters and promotes strong channels of communication to provide a total team effort to ensure a successful project. Communication gaps between designers and contractors, or among contractors and sub-contractors, can produce deficiencies. GRAEF prepares an initial project plan which includes budget, schedule, and design requirements and forms the basis for all activities throughout the project. It is produced for all members of the project team so that they are fully aware of not only their responsibilities, but every team member's responsibilities. It also includes contact information for each member of the project team for a quick and easy reference.

### **QUALITY ASSURANCE AND COST CONTROL**

The main goal of the GRAEF Quality Management Plan (QMP) is to maximize client satisfaction and maintain technical excellence. The following information describes the QMP used at GRAEF.

#### Project Organization

Every GRAEF project is assigned a Project Manager (PM). The function of the PM is to manage the project process and interact directly with the client representative. The PM has access to, and is responsible for, all the resources necessary to accomplish the work required on a project. The PM is accountable for the overall management of the project, schedule of production, monitoring of the project budget, project coordination, and is the direct communication link between the client and the technical team, both internal and sub-consultants. Principal and

Project Manager Scott Hinrichs, P.E. will be the nucleus of communication and coordination between the City of Port St. Lucie, GRAEF, and other stakeholders.

#### Project Quality Management

Project quality is a continual monitoring of goals, technical excellence and objectives of each individual project.

GRAEF's Quality Management Plan will be utilized to outline and identify procedures that will be followed to verify project quality and completeness as shown in the three distinct sections identified below.

- Project Start-up
- Deliverable Review (Reports/Calculations/Plans/Specifications/Quantities)
- Project Close-out

The Project Start-up section includes the assembly of appropriate materials and dissemination of the scope and information to the GRAEF Team. A kick-off meeting will be conducted with the Team to discuss budget, schedule, and project requirements. The Quality Control Procedures will also be presented at the kick-off meeting.

The Deliverable Review section ensures that items being submitted to the City for review including reports, calculations, plans, specifications, and cost estimates have undergone a thorough internal review by senior staff in the appropriate discipline prior to submittal. These reviews will ensure that deliverables are complete, consistent, clear, conform to the City or other agency requirements, and include sufficient details and recommendations that are feasible and constructible. The Project Manager is responsible for assuring the deliverable reviews are completed. This review process will consist of five complete steps:

- Author/Designer Review: Prior to deliverable review, the Author/Designer will perform their own back-checking of completed work for conformance with specified templates and Port St. Lucie standards.
- Check: Upon completion of the Author/Designer Review, a Check Copy of the deliverable will be reviewed by a Checker (someone other than Author/

Designer). The Check Print will be clearly designated and identifiable by a Quality Control Tracking Stamp. The stamp is designed to document the Deliverable Review process.

<b>GRAEF</b>	
Project: _____	
By: _____	Date: _____
<b>CHECK PRINT</b>	
Checked: _____	Date: _____
Backchecked: _____	Date: _____
Corrected: _____	Date: _____
Verified: _____	Date: _____

- Correct: After the Checker has completed their review, the deliverable comments will be returned to the Author/Designer for correction.
- Verify: When revisions to the deliverable are necessary, the Checker will compare the Check Copy against the revised deliverable.
- Certify: GRAEF's Project Manager will review the Check Print and final updated deliverable to certify that the GRAEF Quality Management Plan (QMP) was properly executed. The PM will initial and date the Check Print and final updated deliverable and retain a hard copy in the PM's office.

The Project Close-out section includes procedures for closing the project. This section identifies specific project staff closeout roles and responsibilities. It also gives an outline for holding a project close-out meeting to discuss among Team members lessons learned including a summary of any issues that occurred during the project, their resolutions, and the adoption of procedures to eliminate the occurrence of these issues on other current projects and future projects.

#### **RESPONDING TO THE PUBLIC**

GRAEF offers public participation methods that afford the community the opportunity to identify and protect special places and share ideas, values and concerns that become integral to the plan development. Some of the options available for informing the public and obtaining input include:

- Workshops: Workshops provide a means of

introducing the consultant team; informing the public about the scope of the project; exploring community values and vision; and obtaining public input throughout the process. Workshops are often conducted as listening sessions that document the detailed concerns of residents and property owners.

- Charrettes: Charrettes are “hands-on” public workshops held during the planning process with the general public to further discuss issues such as community visioning, market findings, survey results, and land use planning opportunities. In these workshops local citizens draw and diagram (with professional assistance) the ideas and concepts they would like to see realized. These procedures are conducted in an open “fish-bowl” atmosphere. After the charrette is completed, the ideas are reviewed, summarized, and used as input in subsequent planning decisions.
- Exhibits: Graphic displays can be used to inform and generate interest in the planning process. GRAEF’s exhibits are often used in press conferences and stand-alone displays in public venues such as city halls.
- One-On-One Interviews: Stakeholder interviews are used to find key issues. Results of these in-person interviews are kept confidential. Typically, our project team meets with stakeholders identified by the client as key persons in resolving conflicts and promoting solutions.

- Plan Documents: GRAEF will prepare final plan documents (graphics, maps, reports) in formats suitable to a range of public audiences, as specified by the client. Typically we provide documents in digital format, in PDFs, and in hard copy.





# TAB 4 - CERTIFIED MINORITY BUSINESS ENTERPRISE



GRAEF is not a certified minority business enterprise.

# TAB 5 - ADDITIONAL REQUIRED PROPOSAL SUBMITTAL FORMS

**CONSULTANT'S GENERAL INFORMATION WORK SHEET**  
**E-RFP #20240153**

It is understood and agreed that the following information is to be used by the City to determine the qualifications of prospective Consultant to perform the work required. The Consultant waives any claim against the City that might arise with respect to any decision concerning the qualifications of the Consultant.

The undersigned attests to the truth and accuracy of all statements made on this questionnaire. Also, the undersigned hereby authorizes any public official, Engineer, Surety, bank, material or equipment manufacturer, or distributor, or any person, firm or corporation to furnish the City any pertinent information requested by the City deemed necessary to verify the information on this questionnaire.

Dated at Maitland, Florida, this 30th day of October, 2024  
(Location)

Name of Organization/Consultant: Graef-USA Inc.

By: Scott Hinrichs, P.E. - Principal/VP  
Name and Title

1. Corporation, Partnership, Joint Venture, Individual or other? Corporation

2. Firm's name and main office address, telephone, and fax numbers

Name: Graef-USA Inc.

Address: 275 W. Wisconsin Ave, Suite 300, Milwaukee, WI 53203 (HQ)

2300 Maitland Center Parkway, Suite 210, Maitland, FL 32751 (Local Office)

Telephone Number: 407-659-6500

Fax Number: 407-659-0609

3. Contact person: Scott Hinrichs, P.E. Email: scott.hinrichs@graef-usa.com

4. Firm's previous names (if any). \_\_\_\_\_

5. **ADDENDUM ACKNOWLEDGMENT** - Bidder acknowledges that the following addenda have been received and are included in its proposal/bid:

Addendum Number	Date Issued	Addendum Number	Date Issued
1	10/8/2024		
2	10/8/2024		
3	10/17/2024		
4	10/17/2024		
5	10/24/2024		
6	10/24/2024		

6. List any lawsuits pending or completed within the past five (5) years involving the corporation, partnership or individuals with more than ten percent (10 %) interest:



See attached

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(N/A is not an acceptable answer - insert lines if needed)

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7. List any judgments from lawsuits in the last five (5) years:  
See attached
- 

(N/A is not an acceptable answer - insert lines if needed)

---

8. List any criminal violations and/or convictions of the Proposer and/or any of its principals:  
There have been no criminal violations and/or conviction of GRAEF or any of our Principals.
- 

(N/A is not an acceptable answer - insert lines if needed)

---



Signature

10/30/2024

Title

## Litigation/Arbitration Summary Past 5 Years

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Pending or completed lawsuits for Graef-USA Inc.

*Maria and Thomas Murphy v. Palos Community Hospital, et. al.*, Cook County Illinois Case No. 2015-L-066052. This civil action lawsuit against multiple parties arises from a slip/fall in a parking lot. This case was settled in May 2022.

*Zurich American Insurance Company v. Terra Engineering & Construction et. al.*, Milwaukee County Wisconsin Circuit Case No. 17-CV-11048. 2017. This civil action against multiple parties arises from damage to an adjacent property during construction. This case was settled in December 2019.

*Robin Matchett-Schmidt v. City of Oak Creek, et. al.*, Milwaukee County Wisconsin Circuit Court Case No. 19-CV-4295. This civil action against multiple parties arises from a slip/fall on a splash pad. This case was settled in May 2021.

*Blue Skies of Texas, Inc. v. Skanska USA Building, Inc. et. al.*, Bear County Texas, 438th Judicial District. Case No. 2019-CI-19689. This is a civil action against multiple parties for alleged building deficiencies. This case was settled in August 2022.

*Gran Paraiso Condominium Association, Inc. v. PRH Paraiso Two, LLC, et al.*, Miami-Dade County Florida 11th Judicial Circuit Court, Case No. 2023-015927-CA-01 (CA44). This is a civil action against multiple parties for alleged building deficiencies.



### **NOTICE TO ALL PROPOSERS:**

To ensure fair consideration is given for all Proposers, it must be clearly understood that upon release of the proposal and during the proposal process, firms and their employees of related companies as well as paid or unpaid personnel acting on their behalf shall not contact or participate in any type of contact with City employees, department heads or elected officials, up to and including the Mayor and City Council. The "Cone of Silence" is in effect for this solicitation from the date the solicitation is advertised on OpenGov, until the time an award decision has been approved by City Council and fully executed by all parties. Information about the Cone of Silence can be found under the City of Port St. Lucie Ordinance 20-15, Section 35.13. Contact with anyone other than the Issuing Officer may result in the vendor being disqualified. All contact must be coordinated through (Alaina Knofla) Issuing Officer, for the procurement of these services.

All questions regarding this Solicitation are to be submitted in writing to Alaina Knofla Procurement Contracting Officer III with the Procurement Management Department via OPENGOV.COM

All questions, comments and requests for clarification must reference the Solicitation number on all correspondence to the City. Any oral communications shall be considered unofficial and non-binding.

Only written responses to written communication shall be considered official and binding upon the City. The City reserves the right, at its sole discretion, to determine appropriate and adequate responses to the written comments, questions, and requests for clarification.

\*NOTE: All addendums and/or any other correspondence before bid close date (general information, question and responses) to this solicitation will be made available exclusively through the OpenGov's Website for retrieval. All notice of intent to award documentation will be published on the City Clerk's Website. Proposers are solely responsible for frequently checking these websites for updates to this solicitation.

**I understand and shall fully comply with all requirements of City of Port. St. Lucie Ordinance 20-15, Section 35.13.**

Typed Name: Scott Hinrichs, P.E.

Signed: [Signature]

Company and Job Title: Graef-USA Inc. / Principal, Vice President

Date: 10/30/2024





**e-BID #20240153**  
**CONSULTANT'S CODE OF ETHICS**

The City of Port St Lucie ("City), through its Procurement Management Department ("Procurement Management Department") is committed to a procurement process that fosters fair and open competition, is conducted under the highest ethical standards and enjoys the complete confidence of the public. To achieve these purposes, Procurement Management Department requires each vendor who seeks to do business with the City to subscribe to this Contractor's Code of Ethics.

- ◆ A Contractor's bid or proposal will be competitive, consistent and appropriate to the bid documents.
- ◆ A Contractor will not discuss or consult with other Vendors intending to bid on the same contract or similar City contract for the purpose of limiting competition. A Vendor will not make any attempt to induce any individual or entity to submit or not submit a bid or proposal.
- ◆ Contractor will not disclose the terms of its bids or proposal, directly or indirectly, to any other competing Vendor prior to the bid or proposal closing date.
- ◆ Contractor will completely perform any contract awarded to it at the contracted price pursuant to the terms set forth in the contract.
- ◆ Contractor will submit timely, accurate and appropriate invoices for goods and/or services actually performed under the contract.
- ◆ Contractor will not offer or give any gift, item or service of value, directly or indirectly, to a City employee, City official, employee family member or other vendor contracted by the City.
- ◆ Contractor will not cause, influence or attempt to cause or influence, any City employee or City Official, which might tend to impair his/her objectivity or independence of judgment; or to use, or attempt to use, his/her official position to secure any unwarranted privileges or advantages for that Vendor or for any other person.
- ◆ Contractor will disclose to the City any direct or indirect personal interests a City employee or City official holds as it relates to a Vendor contracted by the City.
- ◆ Contractor must comply with all applicable laws, codes or regulations of the countries, states and localities in which they operate. This includes, but is not limited to, laws and regulations relating to environmental,

occupational health and safety, and labor practices. In addition, Contractor must require their suppliers (including temporary labor agencies) to do the same. Contractor must conform their practices to any published standards for their industry. Compliance with laws, regulations and practices include, but are not limited to the following:

- Obtaining and maintaining all required environmental permits. Further, Contractor will endeavor to minimize natural resource consumption through conservation, recycling and substitution methods.
- Providing workers with a safe working environment, which includes identifying and evaluating workplace risks and establishing processes for which employee can report health and safety incidents, as well as providing adequate safety training.
- Providing workers with an environment free of discrimination, harassment and abuse, which includes establishing a written antidiscrimination and anti-bullying/harassment policy, as well as clearly noticed policies pertaining to forced labor, child labor, wage and hours, and freedom of association.

Name of Organization/Proposer Graef-USA Inc.

Signature 

Printed Name and Title Scott Hinrichs, PE - Principal, Vice President

Date 10/30/2024

DISCLAIMER: This Code of Ethics is intended as a reference and procedural guide to contractors. The information it contains should not be interpreted to supersede any law or regulation, nor does it supersede the applicable contractor contract. In the case of any discrepancies between it and the law, regulation(s) and/or contractor contract, the law, regulatory provision(s) and/or vendor contract shall prevail.



### E-Verify Form

#### Supplier/Consultant acknowledges and agrees to the following:

1. Shall utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the Supplier/Consultant during the term of the contract; and
2. Shall expressly require any subcontractors performing work or providing services pursuant to the state contract to likewise utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the subcontractor during the contract term.
3. The Contractor hereby represents that it is in compliance with the requirements of Sections 448.09 and 448.095, Florida Statutes. The Contractor further represents that it will remain in compliance with the requirements of Sections 448.09 and 448.095 Florida Statutes, during the term of this contract and all attributed renewals.
4. The Contractor hereby warrants that it has not had a contract terminated by a public employer for violating Section 448.095, Florida Statutes, within the year preceding the effective date of this contract. If the Contractor has a contract terminated by a public employer for any such violation during the term of this contract, it must provide immediate notice thereof to the City.

**E-Verify Company Identification Number** 200150

**Date of Authorization** 10/30/2024

**Name of Contractor** Graef-USA Inc.

**Name of Project** Structural Engineering Consultant - Continuing Services Contract

**Solicitation Number  
(If Applicable)** 20240153

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on October, 30, 2024 in Maitland (city), FL (state).

Signature of Authorized Officer

**Scott Hinrichs, PE - Principal/VP**

Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME

ON THIS THE 30th DAY OF October, 2024.

NOTARY PUBLIC Amy M. Zimmerman

My Commission Expires: July 17, 2026



AMY M. ZIMMERMAN  
Notary Public  
State of Florida  
Comm# HH250211  
Expires 7/17/2026



**CITY OF PORT ST. LUCIE, FLORIDA**  
**eRFP No. #20240153**  
**PROJECT TITLE: Structural Engineering Consultant-**  
**Continuing Services**

**CERTIFICATION REGARDING LOBBYING**

The undersigned Contractor certifies, to the best of his or her knowledge and belief, that:

- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for making lobbying contacts to an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form – LLL, “Disclosure Form to Report Lobbying,” in accordance with its instructions [as amended by “Government wide Guidance for New Restrictions on Lobbying”, 61 Fed. Reg. 1413 (1/19/96). Note: Language in paragraph (2) herein has been modified in accordance with Section 10 of the Lobbying Disclosure Act of 1995 (P.L. 104-65, to be codified at 2 U.S.C. 1601, *et seq.*)]
- (3) The undersigned shall require that the language of this certification be included in the awards documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31, U.S.C. 1352 (as amended by the Lobbying Disclosure Act of 1995). Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

[Note: Pursuant to 31 U.S.C. 1352 (1)-(2)(A), any person who makes a prohibited expenditure or fails to file or amend a required certification or disclosure form shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such expenditure or failure]

The Contractor, certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. A 3801, *et seq.*, apply to this certification and disclosure, if any.

Company Name: Graef-USA Inc.

Authorized By:  Scott Hinrichs, PE  
(Sign) (Print Name)

Title: Principal, Vice President Date: 10/30/2024

**\*\*\*ALL SUBCONTRACTORS ARE REQUIRED TO FILL OUT THIS FORM AND SUBMIT WITH BID PACKAGE\*\*\* This is a mandatory document. No exceptions will be made.**



State of Florida }

County of Orange }

Scott Hinrichs, PE, being first duly sworn, disposes and says that:  
(Name/s)

1. They are Principal/VP of Graef-USA Inc, the Proposer that  
(Title) (Name of Company)

has submitted the attached PROPOSAL;

2. He is fully informed respecting the preparation and contents of the attached proposal and of all pertinent circumstances respecting such PROPOSAL;


3. Such Proposal is genuine and is not a collusive or sham Proposal;

4. Neither the said Proposer nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other Proposer, firm or person to submit a collusive or sham Proposal in connection with the contract for which the attached proposal has been submitted or to refrain from proposing in connection with such Contract or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Proposer, firm or person to fix the price or prices in the attached Proposal or of any other Proposer, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the City of Port St. Lucie or any person interested in the proposed Contract; and

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



"A City for All Ages"

(Signed) 

(Title) Principal, Vice President

STATE OF FLORIDA }  
COUNTY OF ~~ST. LUCIE~~ SS: Orange County

The foregoing instrument was acknowledged before me this (Date) 10/30/2024

by: Scott Hinrichs, P.E. who is personally known to me or who has produced  
personally known as identification and who did (did not) take an oath.

Commission No. HH250211

Notary Print: Amy M. Zimmerman

Notary Signature: 



AMY M. ZIMMERMAN  
Notary Public  
State of Florida  
Comm# HH250211  
Expires 7/17/2026

# DRUG-FREE WORKPLACE FORM

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

Graef-USA Inc.

does:

(Name of Business)

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

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



Bidder's Signature

10/30/2024

Date



## VENDOR CERTIFICATION REGARDING SCRUTINIZED COMPANIES' LISTS

Vendor Name:	Graef-USA Inc.
Vendor FEIN:	39-1083592
Authorized Representative's Name:	Scott Hinrichs, P.E.
Authorized Representative's Title:	Principal, Vice President
Address:	2300 Maitland Center Pkwy, Suite 210
City, State and Zip Code:	Maitland, FL 32751
Phone Number:	407-659-6500
Email Address:	scott.hinrichs@graef-usa.com

Sections 287.135 and 215.473, Florida Statutes, prohibit Florida municipalities from contracting with companies, for goods or services over \$1,000,000 that are on either the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or to engage in any Business operations with Cuba or Syria. Sections 287.135 and 215.4725 also prohibit Florida municipalities from contracting with companies, for goods or services in any amount that are on the list of Scrutinized Companies that Boycott Israel.

The list of "Scrutinized Companies" is created pursuant to Section 215.473, Florida Statutes. A copy of the current list of "Scrutinized Companies" can be found at the following link:  
<https://www.sbafla.com/fsb/FundsWeManage/FRSPensionPlan/GlobalGovernanceMandates/QuarterlyReports.aspx>

As the person authorized to sign on behalf of the Respondent Vendor, I hereby certify that the company identified above in the section entitled "Respondent Vendor Name" is not listed on either the Scrutinized Companies with Activities in Sudan List; or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List; is not participating in a boycott of Israel; and does not have any business operations with Cuba or Syria. I understand that pursuant to Sections 287.135 and 215.473, Florida Statutes, the submission of a false certification may subject the Respondent Vendor to civil penalties, attorney's fees, and/or costs.

I understand and agree that the City may immediately terminate any contract resulting from this solicitation upon written notice if the company referenced above are found to have submitted a false certification or any of the following occur with respect to the company or a related entity: (i) for any contract for goods or services in any amount of monies, it has been placed on the Scrutinized Companies that Boycott Israel List, or is engaged in a boycott of Israel, or (ii) for any contract for goods or services of one million dollars (\$1,000,000) or more, it has been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or it is found to have been engaged in business operations in Cuba or Syria.

**Authorized Signature**

Scott Hinrichs, P.E.  
Print Name \_\_\_\_\_  
Signature \_\_\_\_\_

**TRUTH-IN-NEGOTIATION CERTIFICATE AND AFFIDAVIT**

STATE OF FLORIDA           §  
COUNTY OF ~~ST. LUCIE~~   § Orange

Before me, the undersigned authority, personally appeared affiant Scott Hinrichs, P.E.,  
who being first duly sworn, deposes and says:

1. That the undersigned firm is furnishing this Truth in Negotiation Certificate pursuant to Section 287.055(5)(a) of the Florida Statutes for the undersigned firm to receive an agreement for professional services with the City of Port St. Lucie, St. Lucie County, Florida.
2. That the undersigned firm is a corporation which engages in furnishing professional engineering services and is entering into an agreement with the City of Port St. Lucie, St. Lucie County, Florida to provide professional services for a project known as Structural Engineering Consultant- Continuing Services Contract #20240153.
3. That the undersigned firm has furnished the City of Port St. Lucie, St. Lucie County, Florida a detailed analysis of the cost of the professional services required for the project.
4. That the wage rate information and other factual unit cost, which the undersigned firm furnished, were accurate, complete and current at the time the undersigned firm and the City of Port St. Lucie entered into the agreement for professional services on the project.
5. That the agreement which the undersigned firm and the City of Port St. Lucie entered into on this job contained a provision that the original agreement price and any additions thereto shall be adjusted to include any significant sums by which the City of Port St. Lucie determines the agreement price was increased due to inaccurate, incomplete or non-current wage rates or other factual unit cost and that all such agreement adjustments shall be made within one (1) year following the end of the agreement.

FURTHER AFFIANT SAYETH NAUGHT

Graef-USA Inc.

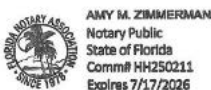
\_\_\_\_\_  
Name of Firm

Scott Hinrichs, P.E.

By: President Principal, Vice President

The foregoing instrument was acknowledged before me by Scott Hinrichs, P.E.  
who has produced personally known as identification or is personally known to me.

WITNESS my hand and official seal in the State of County last aforesaid this 30th day of  
October, 2024.  
(SEAL)



Amy M. Zimmerman  
Signature

Amy M. Zimmerman  
Notary Name (typed or printed)

Marketing Coordinator/Admin  
Title or Rank