



STATEMENT OF QUALIFICATIONS

E-RFP 20240153

Structural Engineering Consultant Continuing Services Contract

Prepared for City of Port St. Lucie

Submitted: Wednesday, October 31, 2024 at 2:30 pm

Firm Information:

Forefront Architecture and Engineering
1230 Oakley Seaver Dr.
Unit #100, Clermont, FL 34711
p. 888.850.3323

Contact Info:

Chris Smith, PE
VP of Engineering
chriss@ff-ae.com
p. 888.850.3323

Service Beyond Design

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1230 Oakley Seaver Dr
Unit 100
Clermont, FL 34711

ff-ae.com
tel: 888.850.3323

Wednesday, October 31, 2024

Alaina Knofla
Procurement Contracting Officer III
aknofla@cityofpsl.com

RE: E-RFP 20240153 Structural Engineering Consultant- Continuing Services

Dear Selection Committee:

Forefront Architecture and Engineering (Forefront) is pleased to submit our Statement of Qualifications in response to RFP No. 20240153 for the Structural Engineering Consultant - Continuing Services Contract for the City of Port St. Lucie.

We are enthusiastic about the opportunity to contribute our expertise to support the City's mission of maintaining and enhancing its infrastructure. Forefront has a proven track record of providing professional consulting services to several local municipalities, and we look forward to **establishing a new and collaborative relationship with the City of Port St. Lucie.**

OUR EXPERIENCE AND COMMITMENT: Forefront offers comprehensive structural engineering services and has extensive experience in aspects of structural design, analysis, and rehabilitation. Our dedication to quality and efficiency aligns with the City's high standards for project delivery and community service.

OUR TEAM: This contract will be led by **Chris Smith, PE**, and supported by our team of highly skilled professionals across the required disciplines. Chris brings years of experience in managing complex engineering projects, ensuring our approach and solutions are tailored to the City's objectives and operational needs.

COLLABORATION AND VALUE: We understand the importance of delivering projects on time and within budget. Our project management systems are designed to ensure efficient coordination, tracking, and documentation throughout all phases, from initial assessment to construction observation.

Thank you for considering Forefront's qualifications for this contract. We are excited about the opportunity to bring our expertise to your structural engineering needs and to foster a productive partnership with the City of Port St. Lucie. Please feel free to reach out with any questions or for additional information.

Respectfully Submitted,

A blue ink signature of Chris Smith, consisting of stylized initials 'CS'.

Chris Smith, PE
VP of Engineering, Authorized Signatory
888.850.3323 | chriss@ff-ae.com

A blue ink signature of Lennard Davis, featuring a cursive style with the first name clearly visible.

Lennard Davis, RA
VP of Architecture, Project Executive
888.850.3323 | lennardd@ff-ae.com

Structure of Business

Forefront
Architecture
and Engineering,
LLC

Team Location

1230 Oakley
Seaver Dr.
Unit 100,
Clermont, FL
p: 888-850-FFAE
(3323)
f. 888.850.3321

Years in Business

10 years
28 years (legacy
firm)

Full-Time Employees

50+

Authorized Personnel

Chris Smith, PE
chriss@ff-ae.com

Tab 1

Firms Qualifications

Tab 1 - Firms Qualifications



Forefront will get it done. ✓

History of Proposer

Time in Business

We have been serving our clients for 27 years, and like the built environment we design, the quality, sustainability and strength of our foundation is integral to our longevity and purpose. Originally starting back in 1994, Lindemann, Bentzon, and Bojack gained a reputation as one of the most highly respected firms earning a solid notoriety for completing projects ahead of schedule and below budget. **In 2014 Forefront arose from Lindemann, Bentzon, and Bojack and have continued on their legacy maintaining the old relationships while garnering new ones.**

Forefront understands that to holistically serve our clients, delivering innovative design solutions is not about the whole picture. We believe a firm must embody the core values of Flexibility, Ingenuity, Quality, and Integrity. However, without question, the most important factor in Forefront's success and longevity is the quality people that comprise the Forefront team. **As a multi services firm, developing our staff is integral to the cross utilization of resources and optimal efficiency and productivity of our team.**

Capabilities

Our team is comprised of both designers and engineers, giving us the unique ability to provide our clients with additional services. **Our unique ability to consistently provide top quality results and maintain 100% client satisfaction** is a direct reflection of the experts on our staff, the general contractor-firms we partner with, and our overall implementation of the Engineering and Design programs we also work under.

We create a relationship between Client, design members and the construction team.

Team members are encouraged to work together to solve issues between design and construction, thereby saving time and money. Contractor-directed change orders are minimized, if not completely eliminated by our constant communication.

Our approach for all projects is centered around teamwork with heavy client involvement. This approach emphasizes true teamwork between team members and sub-consultants.

Forefront currently has 50+ total employees based out of our Clermont and Fort Myers office. Our team has the current capacity and staffing to successfully manage this project. With a team of architects, engineers, project managers and designers, we have the foundation to lead your projects to both a successful and efficient completion.

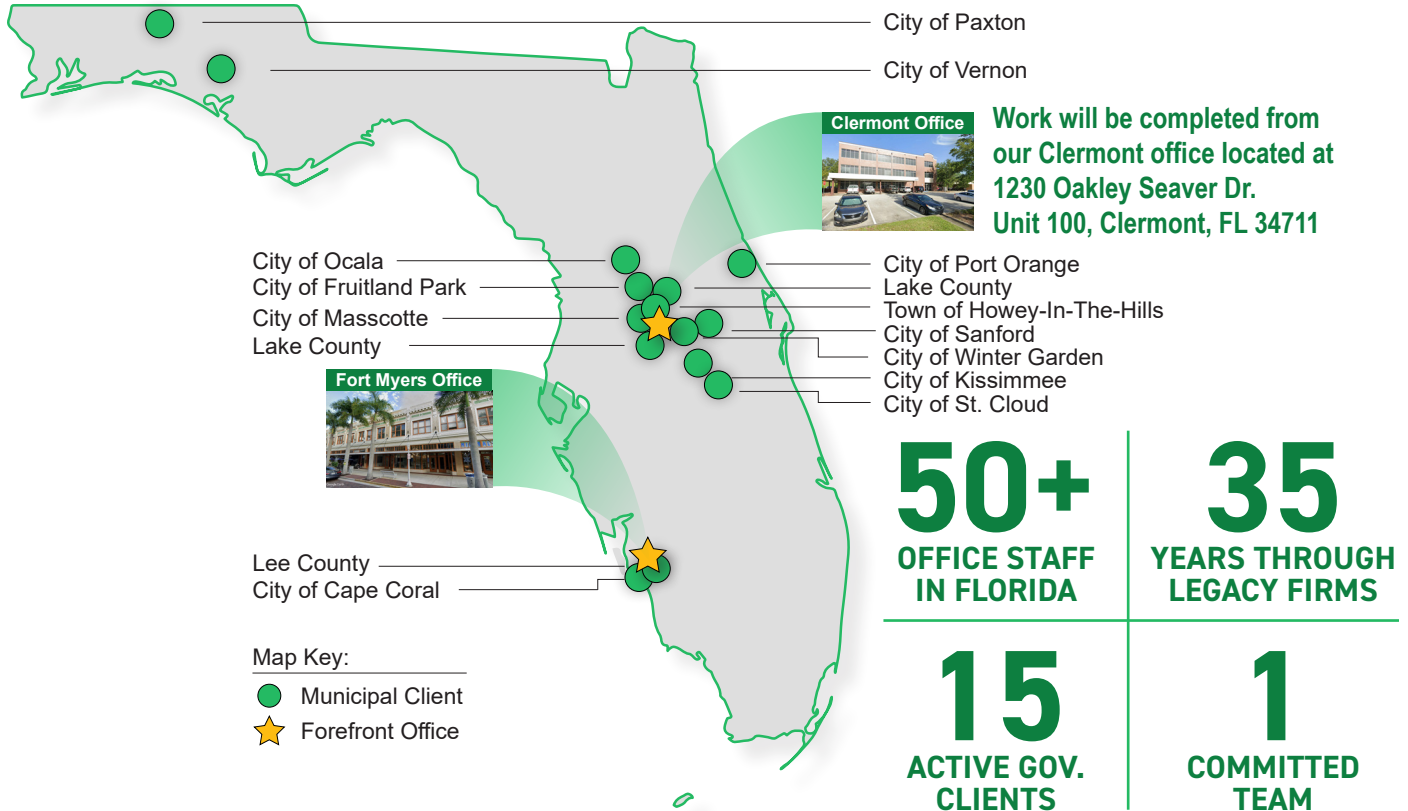
To ensure that your project is our top priority, our team is strategically assigned projects based on their current workload as well as the complexity and duration of each project. This allows us to focus our efforts on you, so that you are fully supported at all times. Prior to COVID-19, Forefront had already implemented a complete transition to remote work capabilities.

Full-Spectrum Services

Forefront offers a full spectrum of architectural services covering a diverse range of private and public sector experience. **The firm maintains on-going assignments for clients in the commercial and institutional marketplace as well as various Florida counties.**

Forefront Municipal Clients in Florida

We currently serve 14 municipal clients throughout Florida, offering a comprehensive array of services that include architectural design, structural engineering, MEP engineering, and interior design. Our engagement with these municipalities is not just about delivering projects; it's about creating relationships and understanding the fabric of each community to ensure our solutions are meaningful and impactful.



Our primary areas of expertise are as follows:

- Interior and Full Service Architecture
- Structural Engineering
- Value Engineering
- Technology Planning and Coordination
- Equipment Planning and Coordination
- Site Planning
- Recreational / Athletic Facility Planning
- Fire Protection and Life Safety Systems
- Project Master Planning
- Space Needs Programming & Space Planning
- Commercial Interior Design
- Mechanical, Electrical and Plumbing Engineering Services
- Conceptual Design and 2D/3D Graphics,
- Modeling and Animation
- Construction Drawings
- Contract Administration
- Construction Management
- Furniture Selection and Specification
- Consulting Corporate Finish Standards/Analysis
- Artwork, Framing and Accessories Retail Sales
- Professional Architectural Photography

Experience with Similar Projects



Highlighted Continuing Services Contracts

Contract Name	Client Name	Scope
Professional Engineering and Architectural Services	City of Winter Garden	Scope includes: data collection, planning and engineering studies, engineering design, architectural design and programming, preparation of construction plans and special provisions, and construction phase engineering and architectural services for rehabilitative or new construction. Typical assignments may include tasks like the following:
On-Call Architectural Services	Lake County, Florida	Various types and levels of design and engineering effort in support of new facility construction and renovation of existing structures. The design services include the stamping and certification of construction drawings. Other potential services include construction project admin./inspection.
Architectural & Engineering Consulting Services	Lake County Schools, Florida	The firm will provide professional services to the agency for projects in which the estimated construction cost of each individual project under the contract does not exceed \$4 million, and for study activity the fee for professional services for each individual study under the contract does not exceed \$500,000; or for work of a specified nature as outlined in the contract required.
Continuing Professional Architectural Services	City of St. Cloud, Florida	Provide licensed professional architectural services for various public facilities, which shall include, but not be limited to, the following components: Meet with City staff to develop programming and layout. Provide schematic floor plans indicating programming square footages. Provide preliminary elevation drawings. Provide preliminary specifications indicating construction types, material quality standards and finishes. Specify minimum requirements for mechanical, electrical, plumbing, fire protection, audio/visual and fire alarm systems. Provide complete construction documents. New buildings. Renovations of existing buildings. Upgrades to building infrastructure. Landscape architecture. Feasibility Studies. Permitting services. Cost estimating. Utilities associated with design plans. Establish architectural standards.
Professional Engineering and Surveying Services	City of Fruitland Park, Florida	Review development plan submittals received by the city by others, including but not limited to construction plans, site plans, preliminary and final plats, stormwater calculations, boundary and topographical surveys, lot splits, lot line deviations, on-site and off-site water and wastewater utilities plans. Design of municipal public works and utility facilities. Prepare boundary surveys, sketch of descriptions, and other specific purpose surveys as requested. Such other engineering and surveying services as may be needed from time to time.
Professional Architectural and Engineering Services	City of Kissimmee	The Scope of Services may include, but not be limited to, needs analysis, recommendations on modifications or additions to existing facilities or the construction of additional facilities, the planning and design for the construction of new facilities, and administration of construction projects, including on-site construction inspections, planning, design, environmental sciences, environmental permitting, utility coordination, utility design, railroad coordination, right-of-way acquisition, surveying and mapping, value engineering, geotechnical, historical, archaeological, and traffic operations.

1. Lake County Historic Courthouse Structural Column Investigation

Lake County, Florida

MUNICIPAL PROJECT ☒

Firm Name

Forefront Architecture
and Engineering

Client Name

Lake County, FL

Client Reference

Don Glessner
Construction Program Manager
Office of Facilities Management
Contract Administration
32400 CR 473
Leesburg, FL 34788
p. 352-253-4973
donald.glessner@
lakecountyfl.gov

Dates of Service

Ongoing

Project Cost

\$2.4M

Scope of Work

Architectural Services
Engineering Services
MEP Services

Key Personnel Assigned

Mike Vitale
Robert Godin
Chris Smith
Todd Drennan
Nunzie Burzo

Litigation

None



Forefront Architecture and Engineering, operating under the Lake County Continuing On-Call Contract, embarked on a transformative endeavor to restore Lake County's Historic Courthouse as it commemorated its centennial year. This collaborative effort not only uncovers challenges but also charts a path to inspire both the present and the future.

In 2022, Lake County's Historic Courthouse marks a century of existence. However, time has revealed concerning wear in the form of cracks on its sandstone columns. To address this, an investigation commenced, demonstrating Forefront Architecture and Engineering's commitment under the Lake County Continuing On-Call Contract. Thorough inspections were vital. Using mechanical lifts and endoscope cameras, we gained essential perspectives on the columns.

Our team meticulously examined the columns to uncover reasons for the cracks, forming the basis of our investigation. We found that the columns were a veneer, leading to diverse crack causes. Each column's unique history contributed to varying deterioration. Our investigation culminated in a comprehensive report, guiding the courthouse's restoration. It outlines tailored solutions informed by history. Lake County's future involves our recommendations, balancing history and modern restoration techniques, ensuring this cherished building's rejuvenation.

In conclusion, the centenary milestone prompts reflection and restoration. Under the Lake County Continuing On-Call Contract, Forefront Architecture and Engineering conducted insightful inspections. This collaborative effort uncovers challenges and charts a way to honor history while inspiring the present and future.



2. Emergency Medical Services (EMS) Fleet and Logistics Relocation

Lake County, Florida

MUNICIPAL PROJECT ☒

Firm Name

Forefront Architecture
and Engineering

Client Name

Lake County, FL

Client Reference

Ivan Lespier, MBA.EMT
Construction Program Manager
Office of Facilities Management
Contract Administration
32400 CR 473
Leesburg, FL 34788
p. 352-253-4973
ivan.lespier@lakecountyfl.gov

Dates of Service

Ongoing

Project Cost

\$2.4M Total Project

Scope of Work

Architectural Services
Engineering Services
MEP Services

Key Personnel Assigned

Khine Pwint
Mike Vitale
Chris Smith
Lane Trawick
Todd Drennan
Nunzie Burzo

Litigation

None



Lake County is relocating their fleet services at a single campus. Forefront has been tasked with modification to an existing garage to accommodate the added services. Also, the project includes a new addition to another campus building. Forefront is proud to be part of the Lake County EMS-Fleet & Logistics Relocation project. This partnership underscores our commitment to efficient solutions, thorough planning, and adaptable execution.

Our role involves architectural, structural, and MEP services to facilitate Lake County's EMS operations' move to the existing Fleet Services location. Initially, we were tasked with renovating and expanding two buildings—Phase 1 and Phase 2—at the Fleet Services site. Phase 1, covering 40,000 square feet, was the focus of our dedicated efforts.



At 90% completion, Lake County decided to adjust the project's scope. This meant discontinuing Phase 2 and expanding Phase 1. This shift demonstrates our flexibility in addressing client needs. The Phase 1 expansion now spans 48,000 square feet, with a budget of \$2.4+ million. Our collaboration with Lake County ensures the project remains within budget while providing added value.

Throughout the project, we uphold our commitment to excellence. Our approach blends architectural and engineering techniques to meet Lake County's unique needs. By creating functional and visually appealing spaces, we enhance EMS operations and overall county efficiency. The Lake County EMS-Fleet & Logistics Relocation project exemplifies our adaptable approach and dedication to effective collaboration. Our work reflects architectural and engineering excellence, creating spaces that balance function, aesthetics, and fiscal responsibility. As we continue delivering quality solutions, we contribute to Lake County's infrastructure and community well-being.

3. Lake County Supervisor of Elections Buildings

Tavares, Florida

MUNICIPAL PROJECT ☒

Firm Name

Forefront Architecture
and Engineering

Client Name

Lake County, FL

Client Reference

D. Alan Hays, D.M.D, MFCEP
Supervisor of Elections
p. 352-253-1420

Dates of Service

January 2024 - Ongoing

Scope of Work

Full Service | Architecture,
Structural Engineering and MEP

Project Final Cost

\$14M (Construction anticipated)

Key Personnel Assigned

Lennard Davis
Khine Pwint
Patricia Mugnol
Minel Gonzalez
Mike Vitale
Chris Smith
Robert Godin
Roberto Bonet

Litigation

None



Forefront has been awarded the contract to design a new Supervisor of Elections (SOE) Administrative Office and Warehouse Facility in Lake County. This project encompasses comprehensive design and site development, integrating advanced security measures and ensuring compliance with all relevant codes and standards.

The project includes the design of two metal buildings, each measuring 100 feet in width and 200 feet in length. The Administration Building (B1) will have a 12-foot eave height, while the Warehouse Building (B2) will feature a 20-foot eave height and include up to four overhead doors for the loading dock area. The site will be developed to accommodate secure public, staff, and law enforcement parking, as well as secure vehicle access. The facility will also feature covered loading docks, surface parking, razor wire fencing, and electronic sliding secure vehicle gates. Inside, the facility will house various functional spaces such as offices, a reception area, lobby, break room, restrooms with showers, meeting rooms, and warehouse space. There will be secure separation of public areas, election staff areas, intake staging, transport, and storage areas, ensuring the integrity and security of election operations.

Security and Compliance: Security is a paramount concern for this project. The design includes sophisticated security surveillance and access control systems that limit access to authorized personnel only. Compliance with the Florida Supervisors of Elections and Federal Election Commission checklists, Florida Building Code, NFPA, NEC, and FBC Accessibility Code is a key aspect of the design. Additionally, the facility is designed to withstand winds up to 130 MPH, ensuring durability and operational continuity during emergencies. Integration of mechanical, electrical, plumbing, fire protection, fire alarm, security surveillance, access control, and communications systems is crucial for maintaining 24-hour operation during any emergency event.

Forefront will provide a wide range of professional services, including architectural services, structural and civil engineering, landscape architecture, environmental and land survey, geotechnical services, as well as mechanical, plumbing, fire protection, security surveillance, access control, and electrical engineering. Our team will work closely with the Supervisor of Elections and the contractor to ensure cost-effective solutions through value engineering. We will oversee the entire project from programming and master planning to schematic design and construction administration.

4. Haven on Vine, Affordable Housing Initiative

City of Kissimmee, FL

MUNICIPAL PROJECT ☒

Firm Name

Forefront Architecture
and Engineering

Client Name

City of Kissimmee

Client Reference

Robert T. Masiku, CFM, CGC
Public Works & Engineering
Assistant Director
City of Kissimmee
p.407.624.0269
robert.masiku@kissimmee.gov

Dates of Service

Ongoing

Project Cost

\$2M

Scope of Work

Architectural Services
Engineering Services
MEP Services

Key Personnel Assigned

Lennard Davis
Patricia Mugnol
Nunzie Burzo
Khine Pwint
Chris Smith
Roberto Bonet



Forefront has been selected as the design firm for the Haven on Vine project. This project involves the transformation of a former Super 8 Motel into a mixed-use affordable housing complex. The development aims to provide 123 units, including emergency housing and affordable apartments, to support the housing needs of low, very low, and moderate-income residents.



Scope and Challenges: The project involves multiple phases, each presenting unique challenges that require innovative solutions and close collaboration with the City:

- Phase 1A focuses on converting 43 existing hotel rooms into efficiency apartments. This phase requires careful consideration of the building's existing infrastructure, particularly in upgrading electrical systems and plumbing to modern standards. The replacement of outdated cast iron drain piping with PVC and copper water piping with CPVC ensures compliance with current building codes and enhances the longevity and safety of the units.
- Phase 1B involves facade upgrades to ten fourplex buildings. This aspect of the project not only improves the aesthetic appeal of the complex but also includes structural enhancements to ensure durability and energy efficiency.
- Phase 2A will see the conversion of an additional 40 hotel rooms into efficiency apartments, along with the renovation of existing commercial laundry facilities for tenant use. Upgrading the exterior facade and enhancing utility services are crucial to creating a welcoming and functional environment for future residents.
- Phase 2B includes designing a new fitness center in the existing utility building, providing residents with access to recreational amenities that promote a healthy lifestyle.

Forefront is working closely with the City of Kissimmee to navigate the complexities of this project. The collaboration involves regular communication with the City's Project Manager to ensure alignment on goals, adherence to timelines, and the highest quality.

“

We were genuinely impressed by the team's proactiveness and innovative thinking. We look forward to working with you to deliver another successful project for the residents of Kissimmee.”

Robert T. Masiku, CFM, CGC

5. Lake County Tax Collector

Tavares, Florida

MUNICIPAL PROJECT ☒

Firm Name

Forefront Architecture
and Engineering

Client Name

Lake County, FL

Client Reference

Randy Van Alstine
1800 David Walker Dr,
Tavares FL 32778
352.343.9622

Dates of Service

Completed 2019

Scope of Work

Full Service | Architecture,
Structural Engineering and MEP

Project Cost

\$4.6M (Construction)

Key Personnel Assigned

Todd Drennan
Mike Vitale
Chris Smith
Robert Godin
Roberto Bonet

Litigation

None



The following is a summary of the Lake County Tax Collector project life-cycle. Forefront's process for delivering this facility was implemented along with the Project Management Plan and Quality Assurance procedures.

The Site Development went well and that the selected contractor performed well in attaining the pad needed for the building construction to occur. Drainage, civil design and landscape with the given topography all worked in a way that brought this site to the end state on time and within the anticipated budget. The project timing was crucial. Our team needed to guarantee that the building would be completed prior to the rented locations' lease expiration. The General Contractor team worked diligently to meet critical deadlines to ensure that our client could continue to provide services to the County. Weekly meetings were held with full stakeholder involvement, which allowed for sustainable project management.

Due to this high level of coordination, our team members were able to offer solutions to problems as soon as they occurred. The 14,000 SF building was designed to fit the demographics of Lake County, maintaining a residential scale while differentiating itself to be recognizable as a county building by incorporating architectural features such as the monumental porch entrance including the parking space, landscaping, flagpole, metal roof and large storefront openings. The goal was to get as much space as possible for the reception and service area. This was possible through the creation of two wings "Lobby A" and "Lobby B" that split from a central reception. The visitor enters the building, and is automatically directed to a central reception, after the attendance, he goes to the required service wing waiting area.

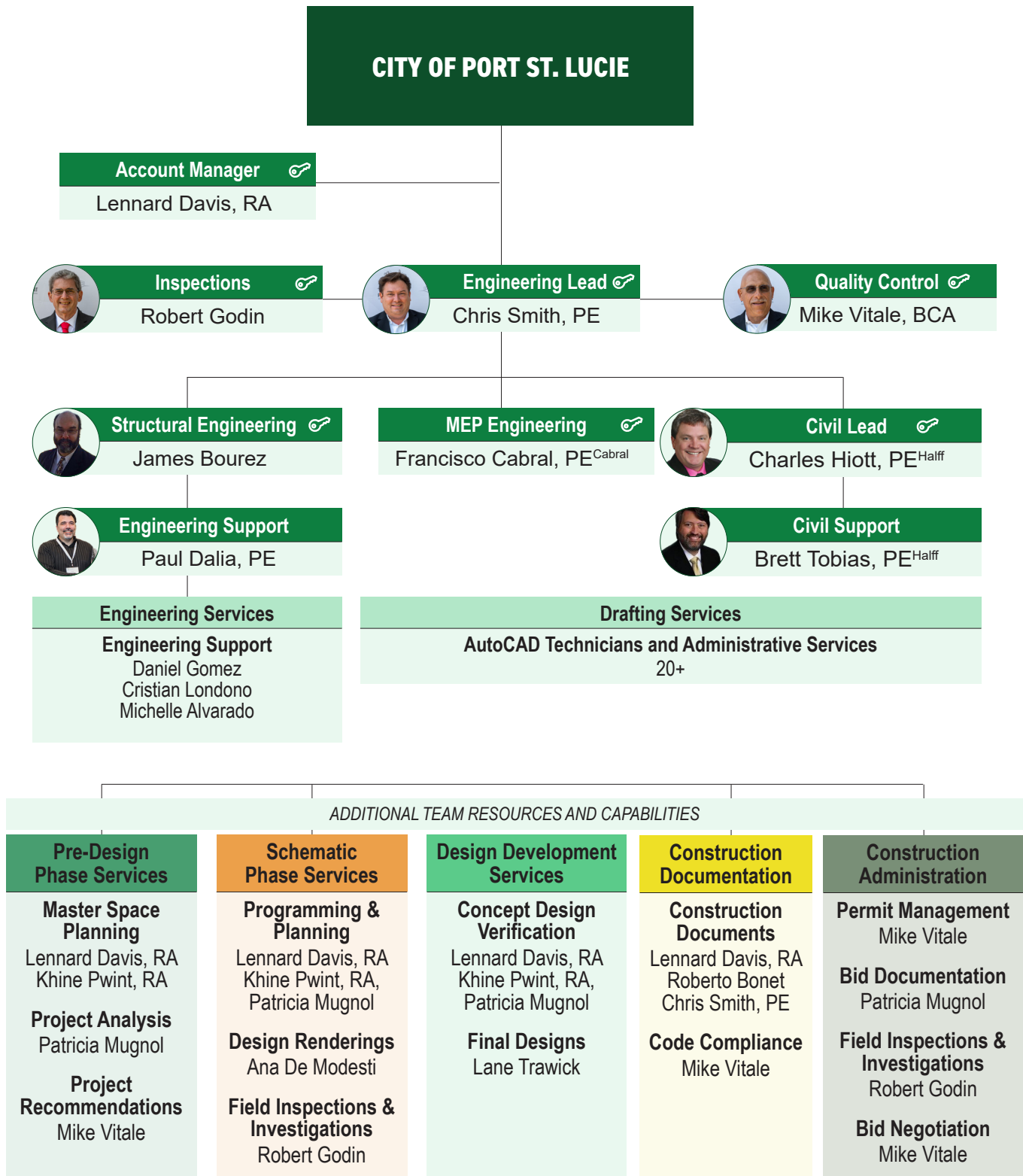


Tab 2

Personnel & Experience

Tab 2 - Personnel & Experience

Organizational Chart for Engineering Consulting



Proposed Project Staff and Functions

Key Personnel Assigned		Qualifications
	CHRIS SMITH, PE ENGINEERING TASK LEADER	
	 25 years of experience	<ul style="list-style-type: none"> ▪ Extensive Experience: Over 25 years in structural engineering, with a focus on residential, commercial, hospitality, institutional, and medical sectors, bringing a wealth of expertise to diverse projects. ▪ Professional Registrations: Licensed Professional Engineer in Florida (No. 62605) and multiple other states including CA, CO, NY, NC, OK, and VA, ensuring compliance with rigorous engineering standards across various regions.
	 Located in Clermont	
	 50% assigned to project	
	 ✓ BS, Civil Engineering, University of Delaware	
	JAMES A. BOUREZ, PE ENGINEERING SUPPORT	
	 25 years of experience	<ul style="list-style-type: none"> ▪ Extensive Experience: Over 25 years in structural engineering, with a focus on residential and commercial sectors, contributing to the design and evaluation of numerous high-impact projects. ▪ Key Projects: Engineering support for the Lake County Eight Story Parking Garage Traffic Modification, Paxton Senior Activity Center, The Awning Factory Warehouse Expansion, and Lake County Historic Courthouse Structural Column Investigation. ▪ Professional Registrations: Licensed Professional Engineer in Florida (No. 67835) and multiple other states including AZ, CO, GA, ID, KY, MD, MI, MO, NV, NC, OR, PA, SD, SC, TX, UT, VA, WA, and WY.
	 Remote (Texas)	
	 30% assigned to project	
	 ✓ AA, Construction Management, Valencia College	
	PAUL DALIA, PE ENGINEERING SUPPORT	
	 26 years of experience	<ul style="list-style-type: none"> ▪ Extensive Experience: Over 25 years in structural engineering with a specialization in cold-formed steel design, contributing to residential, commercial, hospitality, institutional, and medical sectors. ▪ Key Projects: Engineering support for the Electronic Arts Orlando Headquarters, The Awning Factory Warehouse Expansion, IMG Academy East Campus Main Gymnasium, and Louisiana Tech University JC Love Field. ▪ Leadership and Expertise: Member of the AISI Committee on Framing Standards, leveraging over 20 years of CFS design experience to deliver innovative and durable engineering solutions for high-impact projects across the United States.
	 Located in Clermont	
	 30% assigned to project	
	 ✓ MBA, Business Admin., University of Florida ✓ BS, Civil Engineering, University of Florida	
	MIKE VITALE, BCA QUALITY CONTROL & CODE COMPLIANCE/PLANS EXAMINER	
	 38 years of experience	<ul style="list-style-type: none"> ▪ Extensive Experience: Over 38 years in the construction industry, including 15 years as a Florida Licensed Building Inspector & Plans Examiner, and licensure as a Florida Licensed Building Code Administrator. ▪ Extensive Experience: Over 38 years in the construction industry, including 15 years as a Florida Licensed Building Inspector & Plans Examiner, and licensure as a Florida Licensed Building Code Administrator. ▪ Professional Registrations: Licensed as a Building Code Administrator (FL No. BU1939), Plans Examiner (FL No. PX2900), and Building Inspector (FL No. BN5181), leads compliance with rigorous standards in building code enforcement.
	 Located in Clermont	
	 60% assigned to project	
	 ✓ A.S. Construction Management University of Maryland	



Chris Smith, PE

Task Lead - Structural Engineering

A Licensed Professional Engineer, Christopher M. Smith uses his vast knowledge of engineering and design to create structures that will endure over the years, through all conditions, while maintaining their beauty and function. Designing multi-story residences, schools, government buildings and hotels are also part of Chris's far-reaching career experience.

Highlighted Project Experience

Lake County, Eight Story Parking Garage Traffic Modification, Tavares, FL: This was a renovation of an existing multi-level parking garage. The original scope was adding a new vehicle exit out of the garage. The scope expanded to add metal security gates for vehicles and persons on the 6th floor to separate the 7th and 8th floors above from public access for Lake County staff purposes. Forefront has been tasked with providing architecture and engineering drawings to provide a second vehicle exit route from the public garage. Chris serves as the Engineering task lead for this project.

City of Paxton, Senior Activity Center - New Facility, Paxton, FL: Chris served as the Engineering task lead for this project. Forefront was contracted by the City of Paxton to design a new senior activity center in Walton County. Forefront's approach to the design for this project was to create an inclusive design that all ages will feel comfortable and welcome. The single story, wood framed structure would sit on a municipal property chosen by the City of Paxton. Some specific requirements needed within the space are dining and activity area as well as handicapped accessible bathrooms, walk-in freezer, catering kitchen, and a covid testing and vaccination room. We are currently working with Walton County to obtain funding from the CDBG-CV Grant.

Lake County, Emergency Medical Services (EMS) Fleet and Logistics Relocation, Lake County, FL: Lake County is relocating their fleet services at a single campus. Forefront has been tasked with modification to an existing garage to accommodate the added services. Also, the project includes a new addition to another campus building. Our role involves architectural, structural, and MEP services to facilitate Lake County's EMS operations' move to the existing Fleet Services location. The Phase 1 expansion now spans 48,000 square feet, with a budget of \$2.4 million. Chris served as the Engineering task lead for this project.

Lake County, Historic Courthouse Structural Column Investigation, Tavares, FL: Chris served as the Engineering task lead for this project. Forefront operating under the Lake County Continuing On-Call Contract, embarked on a transformative endeavor to restore Lake County's Historic Courthouse as it commemorated its centennial year. This collaborative effort not only uncovers challenges but also charts a path to inspire both the present and the future. Our team meticulously examined the columns to uncover reasons for the cracks, forming the basis of our investigation. We found that the columns were a veneer, leading to diverse crack causes.

The Awning Factory, Warehouse Expansion, Orlando, FL: Chris served as the Engineering task lead for this project. The project incorporates a structural steel frame and cold-formed steel walls, supported by a shallow concrete foundation system. This strategic choice ensures a sturdy and durable structure, capable of accommodating the functional needs of The Awning Factory's operations. The shallow concrete foundation system supports the entire structure, distributing the load evenly to the ground. This approach minimizes the need for extensive excavation and simplifies the construction process, leading to efficient project management and cost savings.

Lake County, Tax Collector Facility, Tavares, FL: Chris served as the Engineering task lead for this project. Forefront successfully managed the Lake County Tax Collector project, adhering to the Project Management Plan and Quality Assurance protocols. The site development proceeded smoothly with the chosen contractor achieving the necessary pad for construction on time and within budget. The drainage, civil design, and landscaping integrated well with the site's topography.

Firm

Forefront Architecture and Engineering

Years of Experience

Total: 25
With Current Firm: 17

Education

BS, Civil Engineering,
University of Delaware

Registrations

Professional Engineer
FL, No. 62605

CA, CO, NY,
NC, OK, VA

Market Sectors

Residential
Commercial
Hospitality
Institutional
Medical



Mike Vitale

QA/QC, Building Code Compliance Administrator, Plans Examiner

Michael Vitale provides over 38 years of experience within the construction industry and had served as the Directorate of Engineering for the U.S. Army – Doha, Qatar. Michael has 15 years of experience as a Florida Licensed Building Inspector & Plans Examiner and has obtained licensure as a Florida Licensed Building Code Administrator. Michael is currently the Operations Manager at Forefront Architecture & Engineering which includes oversight of the Quality Control program, Inspections and Plans Review.

Firm

Forefront Architecture
and Engineering

Years of Experience

Total: 38
With Current Firm: 18

Education

A.S. Construction
Management
University of Maryland
U.S. Army

Registrations

Building Code
Administrator
FL, No. BU1939

Plans Examiner
FL, No. PX2900

Building Inspector
FL, No. BN5181

Market Sectors

Threshold Inspections
Structural Inspection
Residential Plans
Review

Highlighted Project Experience

Lake County, Eight Story Parking Garage Traffic Modification, Tavares, FL: This was a renovation of an existing multi-level parking garage. The original scope was adding a new vehicle exit out of the garage. The scope expanded to add metal security gates for vehicles and persons on the 6th floor to separate the 7th and 8th floors above from public access for Lake County staff purposes. Forefront has been tasked with providing architecture and engineering drawings to provide a second vehicle exit route from the public garage. Mike serves as the QA/QC lead and plans examiner on this project.

Lake County, Historic Courthouse Structural Column Investigation, Tavares, FL: Mike serves as the Project Manager for this project. Forefront operating under the Lake County Continuing On-Call Contract, embarked on a transformative endeavor to restore Lake County's Historic Courthouse as it commemorated its centennial year. This collaborative effort not only uncovers challenges but also charts a path to inspire both the present and the future. Our team meticulously examined the columns to uncover reasons for the cracks, forming the basis of our investigation. We found that the columns were a veneer, leading to diverse crack causes.

Lake County, Fire Station Hazard Mitigation Grant Program Improvements - Phase 1, Countywide, FL: Mike serves as the Project Manager for this project. Forefront has partnered with Lake County to enhance the resilience of its crucial fire stations as part of the Hazard Mitigation Grant Program (HMGP). This initiative demonstrates our commitment to public safety, innovative engineering, and proactive problem-solving. We initiated the project by conducting a thorough assessment of 19 strategically located fire stations across Lake County. This evaluation helped identify vulnerabilities that could hinder the stations' emergency response. These vulnerabilities included issues such as roofing problems and non-impact resistant components.

City of Paxton, Senior Activity Center - New Facility, Paxton, FL: Forefront was contracted by the City of Paxton to design a new senior activity center in Walton County. Forefront's approach to the design for this project was to create an inclusive design that all ages will feel comfortable and welcome. The single story, wood framed structure would sit on a municipal property chosen by the City of Paxton. Some specific requirements needed within the space are dining and activity area as well as handicapped accessible bathrooms, walk-in freezer, catering kitchen, and a covid testing and vaccination room. We are currently working with Walton County to obtain funding from the CDBG-CV Grant. Mike serves as the QA/QC lead and plans examiner on this project. Mike serves as the QA/QC lead and plans examiner on this project.

Lake County, Emergency Medical Services (EMS) Fleet and Logistics Relocation, Lake County, FL: Lake County is relocating their fleet services at a single campus. Forefront has been tasked with modification to an existing garage to accommodate the added services. Also, the project includes a new addition to another campus building. Our role involves architectural, structural, and MEP services to facilitate Lake County's EMS operations' move to the existing Fleet Services location. The Phase 1 expansion now spans 48,000 square feet, with a budget of \$2.4 million. Mike serves as the QA/QC lead and plans examiner on this project.

The Awning Factory, Warehouse Expansion, Orlando, FL: The project incorporates a structural steel frame and cold-formed steel walls, supported by a shallow concrete foundation system. This strategic choice ensures a sturdy and durable structure, capable of accommodating the functional needs of The Awning Factory's operations.



Robert Godin

Building Inspector, Plans Examiner

Robert is a seasoned professional with over 15 years of experience in architecture, engineering, and construction management. With a strong educational background and an impressive array of licenses and certifications, he has established himself as a trusted lead inspector at Forefront. Robert's expertise spans across various market sectors, including residential, commercial, hospitality, institutional, and medical projects. His hands-on involvement in high-impact projects showcases his proficiency in delivering innovative solutions while adhering to quality and safety standards. Robert's extensive experience, diverse skill set, and commitment to delivering exceptional results make him a valuable asset in the field of construction management.

Firm

Forefront Architecture
and Engineering

Years of Experience

Total: 15
With Current Firm: 10

Education

AA, Construction
Management,
Valencia College

Licenses & Certifications

Building Inspector,
FL,
No. BN4791

Plans Examiner, FL
No, PX2367

Level II Post-
Tensioning Inspector,
FL
No. 72609009

Plans Examiner,
National Board
on Fire Service
Professional
Qualifications
No. 287128

Certified General
Contractor, FL
No. CGC034863

Highlighted Project Experience

Lake County, Eight Story Parking Garage Traffic Modification, Tavares, FL: Robert served as the lead inspector on this project. This was a renovation of an existing multi-level parking garage. The original scope was adding a new vehicle exit out of the garage. The scope expanded to add metal security gates for vehicles and persons on the 6th floor to separate the 7th and 8th floors above from public access for Lake County staff purposes. Forefront has been tasked with providing architecture and engineering drawings to provide a second vehicle exit route from the public garage.

Lake County, Historic Courthouse Structural Column Investigation, Tavares, FL: Robert served as the lead inspector on this project. Forefront operating under the Lake County Continuing On-Call Contract, embarked on a transformative endeavor to restore Lake County's Historic Courthouse as it commemorated its centennial year. This collaborative effort not only uncovers challenges but also charts a path to inspire both the present and the future. Our team meticulously examined the columns to uncover reasons for the cracks, forming the basis of our investigation. We found that the columns were a veneer, leading to diverse crack causes.

Lake County, Fire Station Hazard Mitigation Grant Program Improvements - Phase 1, Countywide, FL: Robert served as the lead inspector on this project. Forefront Architecture and Engineering has partnered with Lake County to enhance the resilience of its crucial fire stations as part of the Hazard Mitigation Grant Program (HMGP). This initiative demonstrates our commitment to public safety, innovative engineering, and proactive problem-solving. We initiated the project by conducting a thorough assessment of 19 strategically located fire stations across Lake County. This evaluation helped identify vulnerabilities that could hinder the stations' emergency response. These vulnerabilities included issues such as roofing problems and non-impact resistant components.

Bennett Law Firm, All Nations Office Building, Groveland, FL: Robert served as the lead inspector on this project. Forefront played a pivotal role, handling every aspect of the project. From designing the central courtyard to implementing the block coursing structural system, our team ensured a comprehensive approach that balanced functionality, aesthetics, and innovation. Externally, the building showcases Miami Art Deco influences through its color palette and numerous windows, inviting ample natural light. The central core's design draws attention to the main entrance with elegance. Forefront's contributions extended beyond architecture, encompassing structural, mechanical, electrical, and plumbing engineering. Our expertise in interior design resulted in thoughtful office spaces, communal break areas, and flexible conference rooms, fostering collaboration and productivity.

Lake County, Tax Collector Facility, Tavares, FL: Robert served as the lead inspector on this project. Forefront successfully managed the Lake County Tax Collector project, adhering to the Project Management Plan and Quality Assurance protocols. The site development proceeded smoothly with the chosen contractor achieving the necessary pad for construction on time and within budget. The drainage, civil design, and landscaping integrated well with the site's topography. To meet a critical deadline before the lease expiration of the existing location, the General Contractor team diligently ensured the timely completion of the 14,000 SF building, holding weekly meetings with stakeholders for effective project management.



Khine Pwint, RA, NCARB

Architect, Role on this Contract: Project Manager

Firm

Forefront Architecture
and Engineering

Years of Experience

Total: 22
With Current Firm: <1

Education

BArch, New
York Institute of
Technology

AAS, Architectural
Technology, New York
City Technical College

Registrations

Registered Architect,
NY
No. 034118

Registered Architect,
FL
No. AR95482*
**pending reactivation*

National Council
of Architectural
Registration Boards
— NCARB

Market Sectors

Residential
Commercial
Municipal

Khine Pwint is a highly experienced architect with over 22 years of professional practice. She is currently part of the Forefront Architecture and Engineering team, where she brings her expertise to a variety of projects in the residential, commercial, and municipal sectors. Key project highlights in her career include her involvement in the relocation and expansion of Lake County's EMS fleet and logistics services, the design of an inclusive senior activity center in Paxton, Florida, and her contribution to a contemporary office building project in Orlando. Khine has also led significant projects like the vertical enlargement of a Bronx supermarket and the design of a luxury residence in Scarsdale, New York. Khine's dedication and innovative approach continue to make a significant impact in the field of architecture, enhancing the built environment and exceeding client expectations.

Highlighted Project Experience

Lake County, Design Supervisor of Elections Buildings, Tavares, FL:

Khine serves as a supporting project architect. Forefront is the prime consultant for the architectural and engineering design for a state-of-the-art Supervisor of Elections Facility, totaling 40,000 sq ft. Managing a comprehensive scope including site development, construction oversight, and integration of advanced security measures in line with federal and state election integrity guidelines. The Forefront team will coordinate multidisciplinary teams to deliver architectural, structural, civil, and landscape designs, alongside environmental, geotechnical, mechanical, electrical, and plumbing engineering services.

Lake County, Emergency Medical Services (EMS) Fleet and Logistics Relocation, Lake County, FL:

Khine serves as a supporting project architect on this project. Lake County is relocating their fleet services at a single campus. Forefront has been tasked with modification to an existing garage to accommodate the added services. Also, the project includes a new addition to another campus building. Our role involves architectural, structural, and MEP services to facilitate Lake County's EMS operations' move to the existing Fleet Services location. The Phase 1 expansion now spans 48,000 square feet, with a budget of \$2.4 million.

City of Paxton, Senior Activity Center - New Facility, Paxton, FL: Khine serves as a supporting project architect on this project. Forefront was contracted by the City of Paxton to design a new senior activity center in Walton County. Forefront's approach to the design for this project was to create an inclusive design that all ages will feel comfortable and welcome. The single story, wood framed structure would sit on a municipal property chosen by the City of Paxton. Some specific requirements needed within the space are dining and activity area as well as handicapped accessible bathrooms, walk-in freezer, catering kitchen, and a covid testing and vaccination room. We are currently working with Walton County to obtain funding from the CDBG-CV Grant.

Schar Holdings, Inc., Sand Lake Vista Office Building, Orlando, FL: The design of the new office building, situated on the prestigious Sand Lake Vista Drive in Orlando, exemplifies a cutting-edge and versatile approach, seamlessly blending functionality with captivating aesthetics. The architectural style of the building exudes a sleek and contemporary vibe, beautifully harmonizing glass, stucco, and stone elements to create a visually striking composition. This project is currently still in the design phase and working towards 30% construction documents. Khine serves as a supporting project architect on this project.

DTRD Realty, LLC, 1050 Westchester Avenue Proposed Addition, Bronx, FL:

Khine was the architect of record of this vertical enlargement of a six story addition to an existing ground level supermarket retail space. The existing supermarket was 11,137 square feet and the proposed vertical extension was 55,628 square feet. The extension brought the total floor area to 66,765 square feet. Khine worked with subconsultants Mastrogiacono Engineering and City Consultant Engineers to develop the construction documents for this project. Construction was completed in late 2020. [Project completed prior to Forefront]



Nunzie Burzo

Construction Estimator

Nunzie joins Forefront with an extensive background in the AEC industry. He is results-driven, highly motivated professional with over 30 years of experience in process, procedure, and construction project management coupled with operational and management experience. His understanding of how 'change' impacts an organization and the ability to link change to the organization's perceived bottom line/growth strategies enables our teams to achieve our client's goals.

Highlighted Project Experience

Lee County, Design for New Facilities at Pine Island Commercial Marina, St. James City, FL:

Nunzie is currently serving as the Senior Client Account Manager. The project encompasses a diverse range of structures and amenities designed to support the marina's daily operations and provide essential services to the public. The scope of work included the following key components: a mobile county staff office trailer, a permanent storage shed for marina supplies, and a mobile public restroom trailer, alongside meticulously constructed concrete pads for accessibility and utility connections. Extending beyond mere functionality, the design also included extended areas for communal use, such as picnic setups, emphasizing the project's alignment with federal, state, and local standards.

City of Paxton, Senior Activity Center - New Facility, Paxton, FL: Nunzie serves as construction estimator for this project. Forefront was contracted by the City of Paxton to design a new senior activity center in Walton County. Forefront's approach to the design for this project was to create an inclusive design that all ages will feel comfortable and welcome. The single story, wood framed structure would sit on a municipal property chosen by the City of Paxton. Some specific requirements needed within the space are dining and activity area as well as handicapped accessible bathrooms, walk-in freezer, catering kitchen, and a covid testing and vaccination room. We are currently working with Walton County to obtain funding from the CDBG-CV Grant.

Lake County, Emergency Medical Services (EMS) Fleet and Logistics Relocation, Lake County, FL: Lake County is relocating their fleet services at a single campus. Forefront has been tasked with modification to an existing garage to accommodate the added services. Also, the project includes a new addition to another campus building. Our role involves architectural, structural, and MEP services to facilitate Lake County's EMS operations' move to the existing Fleet Services location. The Phase 1 expansion now spans 48,000 square feet, with a budget of \$2.4 million. Nunzie serves as construction cost estimator for this project.

Lake County, Historic Courthouse Structural Column Investigation, Tavares, FL: Nunzie serves as construction estimator for this project. Forefront operating under the Lake County Continuing On-Call Contract, embarked on a transformative endeavor to restore Lake County's Historic Courthouse as it commemorated its centennial year. This collaborative effort not only uncovers challenges but also charts a path to inspire both the present and the future. Our team meticulously examined the columns to uncover reasons for the cracks, forming the basis of our investigation. We found that the columns were a veneer, leading to diverse crack causes.

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Firm

Forefront Architecture
and Engineering

Years of Experience

Total: 30+
With Current Firm: 1

Education

BS, Architecture,
New York Institute
of Technology

Professional Memberships

FPA Member,
Sarasota Manatee
Counties

BEX Builder
Exchange FHBA

Areas of Expertise

Project Management
Construction

Market Sectors

Residential
Commercial
Hospitality
Institutional
Medical



Bill Spencer

Senior Project Manager / Designer

Bill is a highly experienced Designer and Project Manager with over 30 years of experience. He is currently part of the Forefront Architecture and Engineering team, where he brings his expertise to a variety of projects in the residential, commercial, and municipal sectors. His expertise in coordinating the design and implementation of detail for the Production Teams ensures that our projects are completed with the commitment to delivering high quality and innovative design solutions for our clients.

Highlighted Project Experience

Lee County, Design for New Facilities at Pine Island Commercial Marina, St. James City, FL:

Bill is currently serving as the Senior Project Manager. The project encompasses a diverse range of structures and amenities designed to support the marina's daily operations and provide essential services to the public. The scope of work included the following key components: a mobile county staff office trailer, a permanent storage shed for marina supplies, and a mobile public restroom trailer, alongside meticulously constructed concrete pads for accessibility and utility connections. Extending beyond mere functionality, the design also included extended areas for communal use, such as picnic setups, emphasizing the project's alignment with federal, state, and local standards. Bill is overseeing the coordination of all local and government municipalities including FEMA requirements. Bill will also manage both the commercial and residential access to the boat ramps and ensure they are fully operational during regular working hours during construction.

Lake County, Design Supervisor of Elections Buildings, Tavares, FL:

Bill serves as a supporting project manager. Forefront is the prime consultant for the architectural and engineering design for a state-of-the-art Supervisor of Elections Facility, totaling 40,000 sq ft. Managing a comprehensive scope including site development, construction oversight, and integration of advanced security measures in line with federal and state election integrity guidelines. The Forefront team will coordinate multidisciplinary teams to deliver architectural, structural, civil, and landscape designs, alongside environmental, geotechnical, mechanical, electrical, and plumbing engineering services.

R.A. Johnson Tire Service Centers, Southwest, FL: Bill was the Supporting Designer for the new Design Development and structural details of the proposed 8 location, 7,500 square foot each tire/service centers located throughout Southwest Florida. (Projects were completed prior to Forefront)

City Place at Celebration Pointe, Gainesville, FL: Bill served as the Design Liaison and Project Manager for these multi-unit, modern apartment buildings located close to the University of Florida. He worked with the local municipalities, communities and Project Architects to ensure that the design was functional for both families and students as well. (Project was completed prior to Forefront)

The Goddard Charter School, Charlotte County, FL: Bill served as the Senior Designer during Design development and then as the on-site Assistant Project Manager for an 8,900 square foot school renovation project. The design included updated classrooms with the newest visual technologies, a new technical training classroom, special education facility, ADA compliance update to auditorium with handicap ramps for access, added new ADA compliant restrooms and new teachers lounge with full kitchen. (Project was completed prior to Forefront)

Confidential, Private Single-Family Residence, Sarasota, Florida: Bill was the designer of a 2-story residential design for an 11,000 square foot private residence in Sarasota, Florida. The design included all structural details and sections for structural review. The single-family home was constructed on a 5-acre lot. The home contained 7 bedrooms and 6.5 bathrooms, an exercise room, cooled wine room and a Theater/Media Room. Construction of this custom home was completed in 2023. [Project was completed prior to Forefront]

Firm

Forefront Architecture and Engineering

Years of Experience

Total: 30+
With Current Firm: 1

Education

BS,
Architecture, Taubmann
College of Architecture
& Urban Planning
at the University of
Michigan

AS, Architecture
American Institute of
Design

Professional Memberships

FPA Member, Sarasota
Manatee Counties

Areas of Expertise

Project Management
Project Site
Management
Construction

Market Sectors

Residential
Commercial
Hospitality
Institutional
Medical



Patricia Mugnol, NCARB

Task Order Supporting Management

With a career spanning over 15 years, Patricia is a seasoned professional in the realm of Construction Management and Interior Design. As an instrumental part of the Forefront team, Patricia takes on the role of a Supporting Project Manager. Her expertise lies in seamlessly coordinating the design and production teams, ensuring that projects are executed with precision, creativity, and a commitment to excellence. Patricia's holistic approach, creative insights, and unwavering dedication make her an invaluable asset to our team and a cornerstone of our commitment to delivering projects that resonate with innovation and quality.

Firm

Forefront Architecture
and Engineering

Years of Experience

Total: 15
With Current Firm: 4

Education

M. Arch, Architecture,
Lutheran University
of Brazil, Canoas

BS, Architecture
University of Caxias
do Sul Caxias do Sul,
Brazil

Professional Affiliations

National Council
of Architectural
Registration Boards
— NCARB

Highlighted Project Experience

City of Paxton, Senior Activity Center - New Facility, Paxton, FL: Forefront was contracted by the City of Paxton to design a new senior activity center in Walton County. Forefront's approach to the design for this project was to create an inclusive design that all ages will feel comfortable and welcome. The single story, wood framed structure would sit on a municipal property chosen by the City of Paxton. Some specific requirements needed within the space are dining and activity area as well as handicapped accessible bathrooms, walk-in freezer, catering kitchen, and a covid testing and vaccination room. We are currently working with Walton County to obtain funding from the CDBG-CV Grant.

The Awning Factory, Warehouse Expansion, Orlando, FL: The project incorporates a structural steel frame and cold-formed steel walls, supported by a shallow concrete foundation system. This strategic choice ensures a sturdy and durable structure, capable of accommodating the functional needs of The Awning Factory's operations. The shallow concrete foundation system supports the entire structure, distributing the load evenly to the ground. This approach minimizes the need for extensive excavation and simplifies the construction process, leading to efficient project management and cost savings.

Bennett Law Firm, All Nations Office Building, Groveland, FL: Forefront played a pivotal role, handling every aspect of the project. From designing the central courtyard to implementing the block coursing structural system, our team ensured a comprehensive approach that balanced functionality, aesthetics, and innovation. Externally, the building showcases Miami Art Deco influences through its color palette and numerous windows, inviting ample natural light. The central core's design draws attention to the main entrance with elegance. Forefront's contributions extended beyond architecture, encompassing structural, mechanical, electrical, and plumbing engineering. Our expertise in interior design resulted in thoughtful office spaces, communal break areas, and flexible conference rooms, fostering collaboration and productivity.

University of Florida Health, The Villages Tri-County Medical Center Auxiliary Ye Old Thrift Shoppe, Lady Lake, FL: Forefront worked with the University of Florida Health, The Villages Medical Center Auxiliary Foundation to design the new Ye Olde Thrift Shoppe expansion. This project included Architectural, Engineering and MEP. The Ye Old Thrift Shoppe began operation in 2008 at 106 W. Lady Lake Blvd. The original home for the thrift shop was a two-story building that had served as the first general store in Lady Lake for nearly 100 years. This \$1.2M expansion and redesign resulted in over 7,500 square feet of retail space for everything from clothing to furniture to small items.

University of Central Florida, Flying Horse Studio, Orlando, FL: Forefront Architecture and Engineering was subcontracted to complete the project design and management through Schenkelshultz Inc. Forefront provided architectural/structural/MEP drawing set for a tenant improvement of approximately 7,000 SF of existing comedy club to be converted to gallery/art studio space. This project was a mix of reception space, gallery space, office and class room lecture areas. Forefront's management of this project is a great example of the types functionality projects from UCF could require. Patricia served as a project architect.



James A. Bourez, PE

Engineering Support

James is an accomplished engineer with a diverse and extensive background in various aspects of structural design, spanning over decades of professional experience. Throughout his career, he has consistently demonstrated his expertise, dedication, and innovative approach in enhancing structural integrity and design precision. At Forefront Architecture and Engineering, James has held the role of Staff Engineer for residential design since 2010. His responsibilities encompass a broad spectrum, including serving as the Engineer of Record for numerous projects. His expertise shines in evaluating truss calculations for loading, code compliance, and suitability, and sizing various structural components for both gravity and wind loads. He plays a vital role in optimizing structural capacity and economic value, and his involvement extends to overseeing permanent bracing and truss-to-structure connections.

Firm

Forefront Architecture
and Engineering

Years of Experience

Total: 25+
With Current Firm: 15

Education

BSCE, Engineering,
California State
University -
Sacramento

Registrations

Professional
Engineer,
FL, No. 67835

Also licensed in
AZ, CO, FL, GA, ID,
KY, MD, MI, MO, NV,
NC, OR, PA, SD, SC,
TX, UT, VA, WA, WY.

Market Sectors

Residential
Commercial

Highlighted Project Experience

Lake County, Eight Story Parking Garage Traffic Modification, Tavares, FL: James served as Engineering support on this project. This was a renovation of an existing multi-level parking garage. The original scope was adding a new vehicle exit out of the garage. The scope expanded to add metal security gates for vehicles and persons on the 6th floor to separate the 7th and 8th floors above from public access for Lake County staff purposes. Forefront has been tasked with providing architecture and engineering drawings to provide a second vehicle exit route from the public garage.

City of Paxton, Senior Activity Center - New Facility, Paxton, FL: James served as Engineering support on this project. Forefront was contracted by the City of Paxton to design a new senior activity center in Walton County. Forefront's approach to the design for this project was to create an inclusive design that all ages will feel comfortable and welcome. The single story, wood framed structure would sit on a municipal property chosen by the City of Paxton. Some specific requirements needed within the space are dining and activity area as well as handicapped accessible bathrooms, walk-in freezer, catering kitchen, and a covid testing and vaccination room. We are currently working with Walton County to obtain funding from the CDBG-CV Grant.

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Roberto Bonet

Production Manager, Senior CAD/Revit Technician

With 20 years of experience in design and construction document production, there are not many things in the industry that Roberto has not seen. As a manager of projects and personnel, Roberto is responsible for training staff and keeping them organized. He has worked for multiple firms and learned best practices from each of these firms. He has been managing production at Forefront and its predecessor firm for 15 years. Roberto is English/Spanish bi-lingual.

Firm

Forefront Architecture
and Engineering

Years of Experience

Total: 20
With Current Firm: 15

Education

AA, Architecture,
Inter-American University
of Puerto Rico

Certifications

AutoCAD
Revit

Market Sectors

Residential
Commercial
Hospitality
Institutional
Medical

Highlighted Project Experience

Lake County, Eight Story Parking Garage Traffic Modification, Tavares, FL: Roberto serves as Senior CAD/Revit Technician on this project. This was a renovation of an existing multi-level parking garage. The original scope was adding a new vehicle exit out of the garage. The scope expanded to add metal security gates for vehicles and persons on the 6th floor to separate the 7th and 8th floors above from public access for Lake County staff purposes. Forefront has been tasked with providing architecture and engineering drawings to provide a second vehicle exit route from the public garage.

City of Paxton, Senior Activity Center - New Facility, Paxton, FL: Roberto serves as Senior CAD/Revit Technician on this project. Forefront was contracted by the City of Paxton to design a new senior activity center in Walton County. Forefront's approach to the design for this project was to create an inclusive design that all ages will feel comfortable and welcome. The single story, wood framed structure would sit on a municipal property chosen by the City of Paxton. Some specific requirements needed within the space are dining and activity area as well as handicapped accessible bathrooms, walk-in freezer, catering kitchen, and a covid testing and vaccination room. We are currently working with Walton County to obtain funding from the CDBG-CV Grant.

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Lake County, Tax Collector Facility, Tavares, FL: Roberto served as Senior CAD/Revit Technician on this project. Forefront successfully managed the Lake County Tax Collector project, adhering to the Project Management Plan and Quality Assurance protocols. The site development proceeded smoothly with the chosen contractor achieving the necessary pad for construction on time and within budget. The drainage, civil design, and landscaping integrated well with the site's topography. To meet a critical deadline before the lease expiration of the existing location, the General Contractor team diligently ensured the timely completion of the 14,000 SF building, holding weekly meetings with stakeholders for effective project management. The building's design, tailored to Lake County's demographics, featured architectural elements like a distinctive porch entrance, landscaping, flagpole, metal roof, and large storefront openings. The layout prioritized ample reception and service space, achieved through the division of the building into "Lobby A" and "Lobby B" wings branching from a central reception area. Beyond service zones, the building encompassed a training room, break room, CIC room, supplies, and administration areas.

Electronic Arts, Orlando Headquarters - Creative Village, Orlando, FL: The new Electronic Arts building is a five-story office building built on a 1.8-acre parcel at the new Creative Village in downtown Orlando. The company is going to move its 700 employees to this \$62 million, 180,000 square-foot facility. Creative Village is an urban innovation district near downtown Orlando that currently houses the UCF and Valencia college downtown campuses, new housing and retail options.



Charles (Chuck) Hiott, PE

Civil Engineering Lead Project Manager

Chuck Hiott is highly experienced in the design and layout of municipal sites including all grading, drainage and geometry. He has extensive project management experience encompassing preliminary and final design, value engineering, cost estimating, specification writing, bidding and construction management for public and private land development. He also has extensive knowledge of permitting through various agencies including FDEP, SJRWMD and FDOT. His engineering skillset includes design, quality control, coordination of related disciplines, build-ready site plans.

Firm

Halff Associates

Years of Experience

Total: 25+

Education

BS, Civil Engineering,
Clemson University

Registrations

Professional
Engineer,
FL #54813, NC
#34011,
SC #26265

FDEP Stormwater
Inspector: #29659

Market Sectors

Residential
Commercial
Governmental
Hospitality

Highlighted Project Experience

City of Tavares Emergency Operations Center, Tavares, FL: Halff provided boundary and topographic survey, prepared and designed the preliminary plan and final engineering plans, executed all necessary permitting with SJRWMD, City of Tavares, Lake County and FDEP as well as providing bidding assistance and construction administration. Engineer of Record.

Astor County Library Demolition and Reconstruction, Lake County, FL: Provided engineering services to design and permit a county library and parking lot.

Fire Station #82, Lake County, FL: Halff provided land surveying, site design and permitting, bid assistance and construction oversight for a new Lake County Fire Station located on CR 561 in Astatula, Florida. Halff also permitted both potable water and sewer facilities to serve the station.

Fire Station #71- Lake County, FL: Provided design and permitting services for a +/- 2,400 SF fire station situated on 3.46 acres. Halff provided civil engineering, surveying and environmental site assessment, included preparation of construction documents, calculations, exhibits and permitting. Surveys for this project included boundary, topographic, right of way, tree, and utility designations.

Fire Station #110, Lake County, FL: Halff provided engineering design services for stormwater drainage system improvements and erosion control. Stormwater runoff was routed into an expanded retention pond/swale system. BESH also provided permitting services with Lake County for site plan and driveway.

Sumter County Public Safety Complexes, Bushnell & Wildwood, FL: Halff provided topographic survey, prepared the conceptual plan of each site, prepared final engineering plans, construction drawings for the CR 142 road extension and all necessary permitting for the sites. Halff also provided construction administration/bidding assistance and as-builts of facilities after construction was completed.



Brett Tobias, PE

Task Lead - Engineering Design/Stormwater

Brett Tobias has significantly experienced in stormwater, roadway, regional parks, flood studies, and commercial and residential site design. He has extensive project management experience encompassing preliminary and final design, value engineering, cost estimating, specification writing, bidding and construction management for public and private land development. He is highly experienced in the permitting process through various agencies including FDEP, SJRWMD and FDOT. His engineering skillset includes commercial and industrial sites, large-scale residential and multifamily projects, roadway design, community and regional parks, water and wastewater infrastructure.

Firm

Halff Associates

Years of Experience

Total: 15+

Education

BS, Civil Engineering,
University of Central
Florida

Registrations

Professional
Engineer,
FL #69071

Market Sectors

Residential
Commercial
Governmental
Hospitality

Highlighted Project Experience

City of Mascotte MS4 Annual Reports, Mascotte, FL: The City had a Phase II Municipal Separate Storm Sewer System Permit (MS4). As required by the permit, the City has to implement its approved MS4 Stormwater management plan and provide FDEP with annual reports detailing implementation milestones. Halff assisted the City with phased activities to ensure compliancy as well as the required annual reports to FDEP.

Lake Florence Stormwater Improvements, Town of Montverde, FL: Halff, under our continuing stormwater engineering services agreement with the Town of Montverde, provided boundary and topographic surveys as well as tree locations. BESH Halff coordinated with the baffle box manufacturer to procure baffle box specifications and drawings, and also provided the civil design construction drawings to the Town as well as bid documents, bidding assistance and construction administration.

Lake Yale Marsh Park Enhancement, Umatilla, FL: Halff, under our continuing stormwater engineering services provider agreement with Lake County BOCC, designed and permitted a wet swale system to improve the nutrient discharge, including elements with biofiltration BESH Halff also prepared the site plan design, provided permitting services with SJRWMD and construction administration

CDBG Road and Stormwater Improvements, Clermont, FL: Halff, under our continuing stormwater engineering services agreement with the City of Clermont, provided civil engineering and surveying services for the City's CDBG Road and Stormwater Improvement Project which involved a variety of stormwater improvements. Halff redesigned the road section, put in standard F curb, ADA compliant sidewalks, improved driveways, and tied it all into a storm collection system on Bloxam Avenue to take the water to a permitted pond at the bottom of the hill. Plans also included the design and permitting of the removal of an existing 2" watermain and replacing with a 6-inch watermain on for approx. 2,000 LF of the project. Halff also provided CDBG Grant Funding assistance. This project was constructed and placed into operation just prior to Hurricane Irma and it functioned flawlessly.

Francisco Cabral, PE

ELECTRICAL ENGINEER



CONTACT

934 Magnolia Ave
Suite 326
Orlando FL 32803
P: 321-246-4041
E: Francisco@cabralengineering.com

LICENSES

Registered Professional Engineer
Florida #68670
Mississippi #20860
North Carolina #049262
South Carolina #29492E
Texas # 128206

EDUCATION

North Carolina State University
Bachelor of Science
Electrical Engineering

North Carolina State University
Master of Science
Electrical Engineering

North Carolina State University
Graduate Certificate in Renewable Electric Energy System

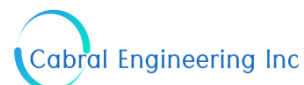
YEARS EXPERIENCE

14 years

Fourteen years of experience in the construction industry primarily focused on the design, construction, and commissioning of technically complex commercial, industrial projects, and telecommunications. His experience covers his early days as a telecom splicer through his design and power systems studies as an electrical engineer. Project experience includes commercial buildings, central utility plants, data centers, pharmaceutical, manufacturing, and healthcare facilities.

KEY PROJECTS

- Creative Village Roadway Improvements, Orlando, FL. Engineer of Record for the street lighting redesign for the improvements around Amelia St.
- Lake Ave Relocation, Orlando, FL. Electrical Engineer of Record for the street lighting and electrical distribution design for the relocation of lake Ave.
- The Bentley site lighting and site electrical distribution. Orlando, FL. Electrical Engineer of Record for the site electrical and lighting design of the mixed-use shopping center.
- Orlando Science Middle School- Orlando, FL – Electrical design for new motorized gates and new area lighting.
- Fire Stations 15, 39, 91, 109 - Lake County, FL - Electrical Engineer of Record for a new fire stations.
- Orange County Courthouse Lighting Renovation - Orlando FL - Electrical Design for LED conversion project across all three Orange County Court House buildings in Downtown Orlando.
- Lake County Fire Station #91 Renovation- Lake County, FL - Electrical Design for Fire Station renovation.
- Polk South and Central County Jail Renovations - Polk County FL. - Electrical Design for renovation of attorney booths.
- Christ the King Community Church – Port Orange, FL- Electrical Design.
- Daytona Head Start – Daytona, FL – Electrical Design for renovation.



Farshad Antikchi, PE

MECHANICAL ENGINEER



CONTACT

618 E South Street
Suite 500
Orlando FL 32801
P: 407-383-6560
E: Farshad@cabralengineering.com

LICENSES

Registered Professional Engineer
Florida #72998
Georgia #PE036946
Alabama #34446
Louisiana #43634

EDUCATION

Iran University of Science and Technology, Tehran
Iran- Bachelor of Science degree in Mechanical Engineering. (1990)

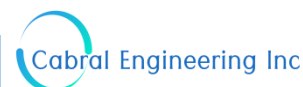
YEARS EXPERIENCE

30 years

Over 30 years of diversified engineering and management experience in all aspects of permitting, design, and construction of large-scale projects in private and public sectors both in the US and outside the US. His Experience covers system design and project management of Health Care facilities and controlled units, Clean Rooms, Pharmaceutical, Religious facilities, Educational, Residential, Commercial, Museums, Sports venues, Hospitality, Restaurants, and LEED project requirements.

KEY PROJECTS

- The St. Cloud, Kissimmee Health Care facilities
- Robert Guevara Community Center.
- Modification to Kissimmee & St. Cloud Police stations.
- Rydon Manufacturing Facilities, (100,000 sq ft) in Port Orange
- Teledyne Manufacturing phase II (50,000 sq ft) Daytona Beach
- San peck manufacturing, (60,000 sq ft) in Deland
- Pace Analytical, (12,000 sq ft) testing laboratory in Ormond Beach
- A.O. Precision manufacturing, (60,000 sq ft) in Daytona Beach
- Fish Hospital New MRI clinic (AHCA compliance)
- Express Clean Room Addition, in Orlando
- Renovation of Orlando resort (Delta hotel) 135 Room
- New Addition to Margaritaville Hotel in Kissimmee (75 Room)
- Margaritaville Condominium in Kissimmee 90,000 sq. ft each (9 buildings)
- Ocean walk Condominium in Daytona Beach
- Vidya Herb Manufacturing -ISO 8 cleanroom and offices (20,000 sq.ft)
- The Daewoo Car Factory in Bam City (250,000 sq ft)
- Bam Airport in Bam City (100,000 sq ft)
- Soha Pharmaceutical factory (540,000 sq ft)
- Tehran pharmaceutical Drug Factory (100,000 sq ft)
- Sina Tile Industrial Factory (200,000 sq ft)
- Winsa P.V.C window Industrial Factory (160, 000 sq ft)
- Omid-2 Intelligent High rise multi-use building (430,000 sq ft)
- Utilized a combination of variable air volume system and variable air terminal unit with fresh air handling units.



Tab 3

Methodology and Approach

Tab 3 - Methodology and Approach

Approach to Meeting the City's Requirements

Availability of Personnel and Resources

Forefront is well-prepared to render and successfully complete the services needed for a Task Work Order. Our firm has a robust team of experienced professionals, including architects, engineers, project managers, and support staff, all of whom are readily available to dedicate their expertise to this project. **Our Project Manager, Chris Smith, PE, will lead the team, ensuring that all necessary resources are allocated efficiently to meet the project timeline.** We have a proven track record of managing multiple projects concurrently without compromising on quality or deadlines, demonstrating our capability to handle fast-paced schedules effectively.

We Have the Resources to Deliver

Our experienced team, bolstered by professionals with diverse skill sets, confirms that we can effectively allocate resources across various disciplines without compromising on quality or timeliness. This balance allows us to support to the City at all levels. Forefront's approach is supported by strategic planning that spans both short-term projects and long-term commitments.

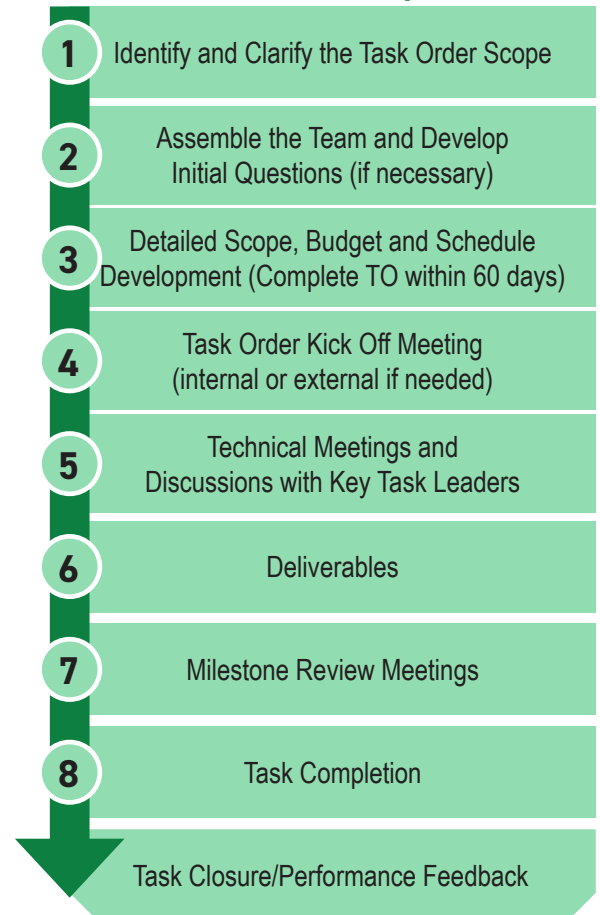
Roberto Bonet's role as a Production Manager requires a keen understanding of project demands and available drafting talent. With his 20 years of experience, he navigates the intricacies of workload management ensuring that every project receives the attention it deserves without overburdening the team.

Delivery and Communication Strategy Plan

Forefront will implement a structured delivery plan to ensure timely and budget-compliant completion of the project. **Our plan includes:**

- Initial Kick-Off Meeting: We will conduct a detailed kick-off meeting with the City to align on project objectives, deliverables, and timelines.
- Detailed Scheduling: Utilizing project management software, we will develop a comprehensive schedule outlining key milestones, deliverables, and deadlines.

Task Order Process Example Workflow



Communication Plan

- **Regular Updates:** We will provide bi-weekly progress reports to keep informed about the project status, upcoming milestones, and any potential issues.
- **Responsive Coordination:** Our team will maintain open lines of communication through regular meetings, emails, and a dedicated project management platform, ensuring quick responses to your requests.
- **Stakeholder Engagement:** Forefront will facilitate stakeholder meetings to gather feedback and incorporate it into the project workflow, ensuring all parties are aligned.

Proactive Schedule Management

In addition to cost management, Forefront prioritizes effective schedule management for timely project delivery and minimize potential delays. Our project controls for schedule management are grounded in best practices and proactive strategies to optimize project timelines and mitigate schedule risks. We develop detailed project schedules outlining critical milestones, deliverables, and dependencies for each phase of project.

Project Management Controls — Forefront is committed to implementing project controls for cost and schedule management, for this project. By leveraging advanced tools, proactive strategies, and collaborative approaches, we strive to optimize project outcomes, minimize risks, and **exceed the expectations of our clients and the community served.**

Cost Estimation and Monitoring — We begin by conducting detailed cost estimations based on a comprehensive analysis of project requirements, scope, and market conditions. Throughout the project life cycle, we utilize advanced cost monitoring tools and techniques to track expenditures, identify variances, and address potential cost overruns proactively. **Our meticulous cost management processes enable us to maintain financial discipline and optimize resource allocation to maximize project value.**

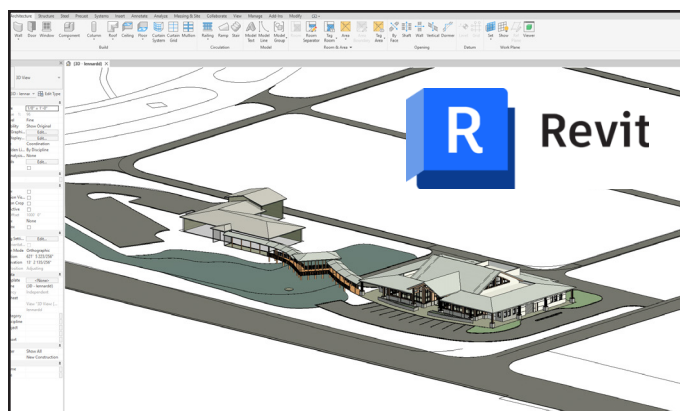
- We will use cost-tracking software to monitor expenses in real-time, ensuring that the project remains within budget.
- Schedule Adherence: Our team will closely monitor the project timeline, adjusting resources as needed to stay on track and avoid delays.

Innovative Approaches

Forefront leverages several innovative approaches to enhance project delivery:

Software and Programs (BIM)

AutoDesk is our go-to for crafting precise designs, while Adobe amps up our visual storytelling. Google Workspace keeps us all synced up, streamlining collaboration and idea sharing.



▲ Example of Revit model for Lake County, FL

We expect to design this project using AutoDesk Revit. Revit is more than a drafting and modeling program, it is a dynamic 'Building Information Management' (BIM) platform that can be used during construction and after construction completion to manage the building over its lifetime. Forefront will leverage the advanced capabilities of AutoDesk Revit for precision, efficiency, and collaboration throughout the project's lifecycle.

Our approach will utilize Revit's robust BIM tools to create a unified, detailed model of the community center, which will serve as a central source of truth for all project stakeholders.

Document Control

Forefront utilizes Deltek products to ensure **meticulous document control throughout the project lifecycle.**

Deltek's integrated project management software enables us to effectively manage project documentation, ensuring that all team members have access to the most current and accurate information. This system supports seamless collaboration, enhances transparency, and maintains compliance with industry standards and client requirements.

Our document control process includes the use of Deltek's secure and organized repository for storing and managing all project documents, including plans, specifications, correspondence, and change orders.

Forefront can maintain a high level of oversight and quality assurance, ensuring that projects are delivered on time, within budget, and to the highest standards of excellence.

Deltek

Scope of Services

Forefront is prepared to support the City of Port St. Lucie with a full suite of structural engineering services as outlined in the Scope of Services. Our team will provide comprehensive solutions across all required areas, including project design, forensic studies, cost estimates, survey development, and permitting. **We are committed to maintaining compliance with local, state, and federal codes, aligning our work with regulatory standards and the City's expectations**

Tasks and Capabilities

We are equipped to perform individual tasks or manage multiple services collectively, adapting to the City's needs. While Forefront provides direct expertise in structural design, testing, and project management, we may engage specialized consultants for enhanced forensic and technical analyses when required. Our offerings include:

Structural Design and Testing

From conceptual drawings and engineering assessments to construction drawings and specifications, we bring a high standard of structural integrity to every project phase.

Forensic Engineering and Specialized Studies

Our experts are ready to conduct forensic engineering studies, condition assessments, failure investigations, and specialized testing to provide insights and actionable recommendations.

Supporting consultants may be utilized for advanced analyses where needed.

Bridge Inventory Management

We support the City in inspecting and maintaining its thirty vehicular and pedestrian bridges. Our approach includes reviewing FDOT inspection reports, compiling findings, and recommending maintenance strategies, along with preparing structural design plans as needed.

Traffic Signal Mast Arm Support

We handle structural design, analysis, and review for the City's traffic signal mast arms and strain poles, keeping these essential structures safe and optimized. Forefront's experience in construction engineering, threshold inspections, permitting coordination, and project reporting provides the City with comprehensive support across all facets of the contract, fostering a successful and efficient partnership

Why Choose Forefront?

- **Proven Expertise with Municipal Projects:** Forefront has successfully partnered with several municipalities, bringing specialized experience in complex infrastructure and structural rehabilitation. Our familiarity with public sector standards allows us to meet and exceed the City's expectations in a streamlined, effective manner.
- **Comprehensive Service Offering:** Our team brings a full range of structural engineering services. We have the capability to handle diverse aspects of the contract, reducing the need for multiple vendors and simplifying project management.
- **Commitment to Regulatory Compliance:** Forefront is diligent in upholding all local, state, and federal codes, ensuring projects are conducted with maximum safety and compliance. This attention to detail helps minimize risks and sets a high standard for quality and accountability.
- **Adaptability and Collaborative Approach:** Forefront recognizes the unique needs of the City and is prepared to bring on specialized consultants when necessary, ensuring the highest level of expertise for every aspect of the project.

Tab 4

Certified Minority Business Enterprise

Tab 4 - Certified Minority Business Enterprise

Certified Minority Business

Forefront Architecture and Engineering is not a Certified Minority Business Enterprise (MBE); however, we partner with diverse firms to bring a range of expertise to our projects. For this contract, we are pleased to collaborate with Cabral Engineering, a certified minority-owned firm specializing in Mechanical, Electrical, and Plumbing (MEP) engineering.

Established in 2019 and based in Orlando, Cabral Engineering has a dedicated team with over 15 years of experience in MEP design, utility coordination, and project management. Led by Francisco Cabral, PE, an experienced electrical engineer, the firm has successfully delivered complex projects across commercial, industrial, and government sectors. Francisco’s qualifications include a BS and MS in Electrical Engineering, alongside certifications in Renewable Electric Energy Systems, with licenses across multiple states including Florida, Texas, and North Carolina.

Cabral Engineering’s project portfolio includes notable assignments such as the Creative Village Roadway Improvements, lighting for the Orlando Science Middle School, and renovations at the Orange County Courthouse, showcasing their ability to handle diverse and technically challenging projects.

View Vendor Detail

General Vendor Information

Vendor Status:	Active /	Vendor 1099 Name:	cabral engineering inc (NOT CONTESTED)
Vendor Name:	cabral engineering inc	W9 Status:	Valid W-9 on file
Short Name (Doing business as):		DFS W9 Last Update Date:	Apr 22, 2019
Dun and Bradstreet Number (DUNS):		Business Designation	US Corporation
Website:	https://cabralengineering.com/	Primary Place of Business	FL

Certified Business Enterprise (CBE)

Minority-Owned Business Designation: Hispanic American Owned	Woman-Owned Designation: Non-Woman Owned	Veteran-Owned Designation: Non-Veteran Owned
Certification Date: 03/29/2023	Expiration Date: 03/29/2025	

Tab 5

Additional Required Proposal Forms



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

2323115

Date of Authorization

October 31, 2024

Name of Contractor

Forefront Architecture & Engineering

Name of Project

Structural Engineering Consultant - Continuing Services Contract

Solicitation Number
(If Applicable)

E-RFP 20240153

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

Executed on October, 31, 2024 in Clermont (city), FL (state).

Signature of Authorized Officer

Christopher Smith, VP

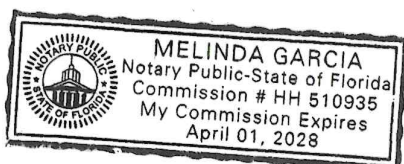
Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME

ON THIS THE 31st DAY OF October, 2024

NOTARY PUBLIC Melinda Garcia

My Commission Expires: 4/1/2028



CITY OF PORT ST. LUCIE, FLORIDA
eRFP No. #20240127
PROJECT TITLE: Professional Engineering Design Services for
Village Green Drive Corridor Improvements

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: Forefront Architecture & Engineering

Authorized By:  Christopher Smith
(Sign) (Print Name)

Title: Vice President Date: 10/31/2024

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



PORT ST. LUCIE
HEART OF THE TREASURE COAST

NON-COLLUSION AFFIDAVIT

EBID#20230107

Mowing & Trimming Services at City Park Lands

State of Florida }

County of Lake }

Christopher Smith, being first duly sworn, disposes and says that:
(Name/s)

1. They are VP of Forefront Architecture & Engineering 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.

(Signed) [Signature]

(Title) Vice President



"A City for All Ages"

STATE OF FLORIDA }
COUNTY OF ST. LUCIE } SS:

The foregoing instrument was acknowledged before me this (Date) 10/31st/2024

by: Christopher Smith who is personally known to me or who has produced
_____ as identification and who did (did not) take an oath.

Commission No. HH 510935

Notary Print: Melinda Garcia

Notary Signature: Melinda Garcia





SUPPLIER LOCATION CERTIFICATION

The undersigned, as a duly authorized representative of the Supplier listed herein, certifies to the best of their knowledge and belief, that the Supplier's location is correctly reflected based upon the below information. For purposes of this section, "Location" shall mean a business which:

- a) How far is the Supplier's fixed office or distribution point located from City Hall; and
137 miles, 2 hrs drive time
- b) Is the principal offeror who is a single offeror; a business which is the prime contractor and not a subcontractor; or a partner or joint venturer submitting an offer in conjunction with other businesses. NO

Complete the following and upload this document and the Google Maps print out to the required sourcing platform:

Business Name: <u>Forefront Architecture & Engineering</u>	
Current Local Address: <u>1230 Oakley Seaver Dr, Ste 100, Clermont, FL 34711</u>	Phone: <u>888-850-3323</u>
Length of time at this address: <u>8 years</u>	Fax: <u>888-850-3321</u>
Please provide your prior business address if the above address has been for less than one (1) year, prior to the issuance of this solicitation. <u>N/A</u>	
Length of time at this address:	
Home Office Address:	Phone:
Length of time at this address:	Fax:

(Signed) [Signature]

(Title) Vice President

STATE OF FLORIDA }
COUNTY OF ST. LUCIE} SS:

The foregoing instrument was acknowledged before me this (Date) 10/31/24

by: Christopher Smith who is personally known to me or who has produced

[Signature] as identification and who did (did not) take an oath.

Melinda Garcia
Notary (print & sign name)

Commission No. HH 510935





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 DemandStar, 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 e-mail aknofla@cityofpsl.com, or by phone 772-872-7612 Please reference the Solicitation number on all correspondence to the City.

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 DemandStar'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: Christopher Smith
Signed: [Signature]
Company and Job Title: Forefront Architecture & Engineering / VP
Date: 10/31/2024

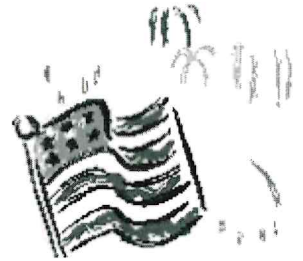
E-Bid 2024067 - Attachment "E"

CITY OF PORT ST. LUCIE, FLORIDA

Replacement of the Emergency Generator at Building B


BUY AMERICA CERTIFICATE OF COMPLIANCE

CERTIFICATE OF COMPLIANCE



COMPLIANCE

The Bidder hereby certifies that it will comply with the requirements of 23 C.F.R. 635.410, as amended, and utilize only iron or steel manufactured in the United States, or components made with iron or steel that meet the Buy America requirements. Bidder acknowledges that it will be required to produce Buy America certification(s) from the producer(s) of the steel or iron or components prior to incorporating any such materials into the work or project.

Company Name: Forefront Architecture & Engineering
Authorized By:  Christopher Smith
(Sign) (Print Name)
Title: Vice President Date: 10/31/2024

TRUTH-IN-NEGOTIATION CERTIFICATE AND AFFIDAVIT

STATE OF FLORIDA §
COUNTY OF ST. LUCIE §

Before me, the undersigned authority, personally appeared affiant _____,
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

Forefront Architecture & Engineering
Name of Firm

Christopher Smith
By: President

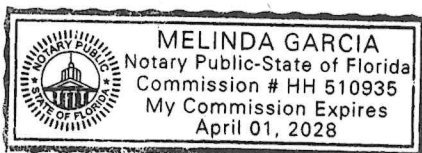
The foregoing instrument was acknowledged before me by Christopher Smith
who has produced N/A as identification or is personally known to me.

WITNESS my hand and official seal in the State of County last aforesaid this 31st day of October, 2024.
(SEAL)

Melinda Garcia
Signature

Melinda Garcia
Notary Name (typed or printed)

Administrative Assistant
Title or Rank



Forefront Architecture and Engineering

Forefront is an architectural and engineering firm that brings together the talents of registered design professionals to offer exceptional services.

