

**BONTERRA
COMMUNITY DEVELOPMENT DISTRICT**

**MAY 7, 2020
SPECIAL TELEPHONIC MEETING
AGENDA PACKAGE**

PARTICIPATION IS AVAILABLE AS FOLLOWS:

**DIAL 1-800-747-5150
ENTER ACCESS CODE 3098533#**

Bonterra Community Development District

Inframark, Infrastructure Management Services
210 North University Drive Suite 702, Coral Springs, Florida 33071
Phone: 954-603-0033 Fax: 954-345-1292

April 30, 2020

Board of Supervisors
Bonterra Community Development District

Dear Board Members:

A special telephonic meeting of the Board of Supervisors of the Bonterra Community Development District will be held **Thursday, May 7, 2020 at 6:00 p.m.** via teleconference at 800-747-5150, Access Code 3098533#. Following is the advance agenda for the meeting:

- 1. Call to Order and Roll Call**
- 2. Public Comments (Limited to 3 Minutes Per Speaker)**

The Audience Comment portion of the agenda is where individuals who are present may make remarks on matters that concern the District. Each individual is limited to three (3) minutes for such remarks. The Board of Supervisors or Staff are not obligated to provide an immediate response as some issues require research, discussion and deliberation. If the comment concerns a maintenance related item, it will need to be addressed with the Club Manager outside of the context of the meeting.

- 3. Consent Agenda**
 - A. Approval of the Minutes of the March 5, 2020 Budget Workshop and Meeting
 - B. Acceptance of the March 31, 2020 Financial Report
 - C. Acceptance of the Fiscal Year 2019 Independent Auditor's Report by Grau & Associates
- 4. Staff Reports**
 - A. District Attorney's Report
 - i. Consideration of Agreement with Miami-Dade County Property Appraiser for Access to Certain Exempt Information
 - B. Club and Field Manager's Report
 - i. Consideration of Termination of Copier Lease with Great America Financial Services & DEX Imaging
 - ii. Consideration of Proposals for A/C Duct Cleaning
 - iii. Consideration of Landscape Proposals
 - C. District Manager's Report
 - i. Consideration of Responses to the Request for Qualifications for Engineering Services
 - ii. Consideration of Resolution 2020-5, Amending Discretionary Spending Authority
 - iii. Discussion of Preliminary Fiscal Year 2021 Budget
- 5. New Business and Supervisor Requests**
- 6. Adjournment**

Enclosed are attachments available for the above agenda. Additional items may be provided under separate cover when they become available.

The balance of the agenda is routine in nature and staff will present and discuss their reports at the meeting. In the meantime, if you have any questions, please contact me at 954-603-0033, Extension 40592.

Sincerely,

Janice Eggleton Davis

Janice Eggleton Davis
District Manager

Third Order of Business

3A.

**MINUTES OF BUDGET WORKSHOP
BONTERRA
COMMUNITY DEVELOPMENT DISTRICT**

A Budget Workshop of the Board of Supervisors of the Bonterra Community Development District was held Thursday, March 5, 2020 and called to order at 5:15 p.m.at the Club Bonterra, located at 9501 West 35th Court, Hialeah, Florida.

Present were:

Christiane Diaz	Vice Chairperson
Frank Garcia	Assistant Secretary
Omer Zeyrek	Assistant Secretary
Emilio Izquierdo	Assistant Secretary
Janice Eggleton Davis	District Manager
Ayala Layen-Slann	Field & Clubhouse Manager
Alan Baldwin	Assistant Treasurer
Priscilla Lenzen	Senior Accountant

The following is a summary of the discussions held at the March 5, 2020 Bonterra Community Development District's Board of Supervisors Budget Workshop.

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

Ms. Davis called the Budget Workshop to order, and called the roll.

SECOND ORDER OF BUSINESS

Public Comments (Limited to 3 Minutes Per Speaker)

A resident commented on the following items:

- Amenities.
- Larger projects.

The record shall reflect Mr. Garcia joined the meeting.

THIRD ORDER OF BUSINESS

Discussion of the Fiscal Year 2021 Budget (Working Draft)

- Inframark staff worked with Ms. Layen-Slann on the field and clubhouse line items.

- One objective is to continue to maintain operating reserves for first quarter expenses to be able to start the year positively with funds to cover expenses until assessments start to come in, usually in November.
- The District now has significant assets, and Inframark recommends setting aside reserve funds for repair and replacement of these assets in the amount of \$80,000 in Field and \$80,000 in Clubhouse line items.
- Therefore, we propose to maintain the District's assessments at the same rate as for Fiscal Year 2020.
- Staff is not yet sure whether engineering expenses should increase. An RFQ was issued for a new engineer, but no responses were received.
- Field and Clubhouse were discussed. There is no Reserve Study at this time. The amount of \$80,000 for each department is an estimate for the time being.
- The amount of \$10,800 will go to *R&M-Lake & Pond Bank*.
- The amount of \$3,516.67 is charged for landscaping per month.
- Projects must be prioritized.
- Bond funds are drawn by a requisition prepared by and sealed by the District Engineer.
- Mulch is part of Landscape Maintenance.
- The contingency has been used for holiday lighting.
- Discussion ensued regarding the landscaping.
- Bond funds cover projects included in the Engineer's Report and cannot be used for Operations & Maintenance items.
- The Clubhouse department was discussed.
- The copier in the Clubhouse was discussed. The Board concurred it should be controlled by the Master Association and divided among the three Boards.
- Electricity was discussed. The figure will be adjusted.
- Inframark staff will incorporate the change to this version of the budget and continue to work with Ms. Layen-Slann.
- Fitness equipment was discussed.
- Property Insurance should be transferred back to the Clubhouse department.

- The Board discussed separating Repair and Maintenance.
- Another draft will be presented at a future meeting, with budget approval to take place at the June meeting.

FOURTH ORDER OF BUSINESS Adjournment

There being no further business, the Budget Workshop was adjourned at approximately 5:55 p.m.

Janice Eggleton Davis
Secretary

Christiane Diaz
Vice Chairperson

MINUTES OF MEETING BONTERRA COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Bonterra Community Development District was held Thursday, March 5, 2020, and called to order at 6:01 p.m., at Club Bonterra, located at 9501 West 35th Court, Hialeah, Florida.

Present and constituting a quorum were:

Maybel Peña	Chairperson
Christiane Diaz	Vice Chairperson
Frank Garcia	Assistant Secretary
Omer Zeyrek	Assistant Secretary
Emilio Izquierdo	Assistant Secretary

Also present were:

Janice Eggleton Davis	District Manager
Vanessa Steinerts, Esq.	District Counsel
Ayala Layen-Slann	Field & Clubhouse Manager
Alan Baldwin	Assistant Treasurer
Priscilla Lenzen	Senior Accountant
Residents	

The following is a summary of the discussions and actions taken at the March 5, 2020 Bonterra Community Development District's Board of Supervisors Meeting.

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

Ms. Davis called the meeting to order, and called the roll. A quorum was established.

SECOND ORDER OF BUSINESS

Public Comments (Limited to 3 Minutes Per Speaker)

A resident commented on the following item:

- Fitness equipment. He recommended leasing the fitness equipment.

THIRD ORDER OF BUSINESS

Consent Agenda

A. Approval of the Minutes of the February 6, 2020 Meeting

B. Acceptance of the January 31, 2020 Financial Report

Ms. Davis stated each Board member received a copy of the Consent Agenda, comprised of the Minutes of the February 6, 2020 Meeting and January 31, 2020 Financial Report, and requested any additions, corrections or deletions.

There being none,

On MOTION by Ms. Diaz, seconded by Mr. Izquierdo, with all in favor, the Consent Agenda, comprised of the Minutes of the February 6, 2020 Meeting, and acceptance of the January 31, 2020 Financial Report, were approved.

FOURTH ORDER OF BUSINESS

Reports

A. District Attorney's Report

There being no report, the next item followed.

B. Club and Field Manager's Report

Ms. Layen-Slann presented the Club and Field Manager's Report for discussion, a copy of which was included in the agenda package.

- Leasing of fitness equipment was discussed.
- Mr. Garcia asked Ms. Layen-Slann to investigate the possibility of purchasing cabanas for the pool.
- Ms. Layen-Slann discussed landscaping and distributed proposals, which are incorporated in the record hereby.
 - Upgrading of the landscaping is a possibility.
 - A proposal to upgrade the median was addressed.
 - The Master Association approved upgrading of landscaping in their areas.
 - The trunks of the Palms will be pressure cleaned.
 - Everything should be done by April, in time for the May CDD Meeting.
 - The Board may approve the proposals for landscaping, even though they were not part of the agenda package, as the work will benefit the District.
 - The work is for the entrance, not the clubhouse.
 - Budgetary concerns were addressed.

- Proposal #25562 from GRC/Grass Roots Complete in the amount of \$1,652, and Proposal #25632 in the amount of \$6,420 were read into the record. The total is \$8,072.
- Ms. Peña suggested the Board approve a not to exceed amount, and direct Ms. Layen-Slann to look at other companies.

On MOTION by Ms. Diaz, seconded by Mr. Garcia, with all in favor, Proposals from GRC/Grass Roots Complete for landscape upgrades to the entrance, in an amount not to exceed \$8,100 were approved, and the Community Manager was authorized to seek proposals from other landscape companies before proceeding.

- The playground will be discussed at the end of the meeting.
- C. District Manager's Report**
- i. Management Contract Modification**
- The Board previously approved a 5% increase retroactive to October 2019, amounting to \$1,750.
 - Inframark was asking for an additional \$750 to bring the contract increase up to the original \$2,500 requested.
 - The additional amount of \$750 would be retroactive only to January 1, 2020.
 - Ms. Davis and accounting staff are doing a large amount of work for the District.
 - The Board believes they were blindsided by the recent increase.
 - Ms. Layen-Slann previously did not have access to the Avid Exchange for approval of invoices.
 - Ms. Davis will have to discuss these issues with Mr. Koncar.
 - The Board basically agrees with the current increase, but not an increase every year.
 - Ms. Steinerts commented that on December 5, 2019 the Board agreed to an increase of 5% retroactive to October 1, 2019. At the time, the Board made a statement they would like to reevaluate this process around April 2020. Mr. Koncar indicated he would present this to Inframark staff. The agreement still needs to be memorialized in this regard. Ms. Davis needs direction regarding further negotiations for an amendment.
 - The additional \$750 still requires Board approval.

- Ms. Peña wants the contract amendment for the additional \$750 to include no further increases for five years, as well as a 90-day notification of any increases.

Let the record reflect Ms. Diaz exited the meeting momentarily.

On MOTION by Ms. Peña, seconded by Mr. Garcia, with all in favor, a counteroffer to amend the Inframark Contract for an additional \$750 retroactive to January 2020 was approved, with a contingency of a 90-day notice for any future increases, and no increase for at least five fiscal years, not including this fiscal year.

- Ms. Steinerts commented she will delay any revisions to the agreements until staff hears back from Inframark.
- ii. **Consideration of Resolution 2020-03, Adopting a Public Records Retention Policy**
- It is important for the District to adopt a policy in this regard, which can be changed in the future.
- Ms. Davis believes this policy is in the District's best interest.
- This policy meets the minimum State requirements, but also includes retainage of bond documents.

On MOTION by Mr. Izquierdo, seconded by Ms. Peña, with all in favor, Resolution 2020-03, Designating a Records Management Liaison Officer and Adopting a Records Retention Schedule, was adopted.

iii. Update on Request for Qualifications for Engineering Services

- No engineering firms responded to the Request for Qualifications.
- Ms. Davis recommended running the advertisement again, and for her to contact some engineering firms in the area to make them aware of the opportunity.

Let the record reflect Ms. Diaz rejoined the meeting.

FIFTH ORDER OF BUSINESS

Bond funds were addressed.

New Business and Supervisor Requests

- There was a \$50,000 receipt of funds from the developer which was deposited to the General Fund, and used. There were also several projects which may or may not be reflected on the engineer's report.
- Ms. Davis commented on the listing of projects.
- A requisition process is required for spending bond funds.
The playground was discussed.
- The HOAs are willing to build playgrounds in their areas, but are asking for the CDD's assistance with funding. They want it to remain as HOA property.
- The CDD does not own any land suitable for a playground to be built. Its land would need to be re-zoned for the CDD to build a playground.
- Ms. Steinerts commented that access to clubhouse recreational facilities are handled differently than access to a playground.
- The District may not use its public funds to improve private property. However, the District may become involved through an encroachment or easement agreement. The District would have to maintain the property.
- Anyone from the public would be able to use the playground.
- The bond issue was addressed. Ms. Steinerts advised the bond would cover only certain projects, which would have to be outlined by the District's Engineer.
- Mr. Garcia commented perhaps the playground should be left to the HOAs and the CDD can possibly fund a splash pad. Ms. Davis indicated a kids splash/pool was an improvement contemplated in the Series 2017 Bonds.

SIXTH ORDER OF BUSINESS

Adjournment

There being no further business,

On MOTION by Ms. Peña, seconded by Ms. Diaz, with all in favor, the meeting was adjourned at approximately 7:03 p.m.

Janice Eggleton Davis
Secretary

Maybel Peña
Chairperson

3B.

BONTERRA
Community Development District

Financial Report

March 31, 2020

(Unaudited)

Prepared by



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BONTERRA
Community Development District

Financial Statements

(Unaudited)

March 31, 2020

Balance Sheet
March 31, 2020

ACCOUNT DESCRIPTION	GENERAL FUND	SERIES 2015 (AREA 1) DEBT SERVICE FUND	SERIES 2016 (AREA 2) DEBT SERVICE FUND	SERIES 2017 (CLUBHOUSE) DEBT SERVICE FUND	SERIES 2015 (AREA 1) CAPITAL PROJECTS FUND	SERIES 2016 (AREA 2) CAPITAL PROJECTS FUND	SERIES 2017 (CLUBHOUSE) CAPITAL PROJECTS FUND	TOTAL
ASSETS								
Cash - Checking Account	\$ 610,987	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 610,987
Due From Other Funds	-	11,557	16,494	13,611	-	-	-	41,662
Investments:								
SBA Account	5,117	-	-	-	-	-	-	5,117
Construction Fund	-	-	-	-	17,926	153	-	18,079
Construction Fund (A-1)	-	-	-	-	-	-	208,390	208,390
Interest Fund (A-1)	-	91	-	22	-	-	-	113
Interest Fund (A-2)	-	-	27	5	-	-	-	32
Operations & Maintenance A-1	-	-	-	617	-	-	-	617
Prepayment Fund (A-1)	-	1,932	-	-	-	-	-	1,932
Principal Fund (A-1)	-	-	-	12	-	-	-	12
Reserve Fund (A-1)	-	253,701	-	253,688	-	-	-	507,389
Reserve Fund (A-2)	-	-	197,541	9,904	-	-	-	207,445
Revenue Fund (A-1)	-	467,214	-	569,030	-	-	-	1,036,244
Revenue Fund (A-2)	-	-	529,441	-	-	-	-	529,441
Sinking Fund (A-1)	-	7	-	-	-	-	-	7
Sinking Fund (A-2)	-	-	11	-	-	-	-	11
Deposits	5,026	-	-	-	-	-	-	5,026
TOTAL ASSETS	\$ 621,130	\$ 734,502	\$ 743,514	\$ 846,889	\$ 17,926	\$ 153	\$ 208,390	\$ 3,172,504
LIABILITIES								
Accounts Payable	\$ 13,985	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,985
Accrued Expenses	2,375	-	-	-	-	-	-	2,375
Due To Other Funds	41,662	-	-	-	-	-	-	41,662
TOTAL LIABILITIES	58,022	-	-	-	-	-	-	58,022
FUND BALANCES								
Nonspendable:								
Deposits	5,026	-	-	-	-	-	-	5,026
Restricted for:								
Debt Service	-	734,502	739,908	846,889	-	-	-	2,321,299
Capital Projects	-	-	-	-	17,926	153	208,390	226,469
Unassigned:	561,688	-	-	-	-	-	-	561,688
TOTAL FUND BALANCES	\$ 566,714	\$ 734,502	\$ 739,908	\$ 846,889	\$ 17,926	\$ 153	\$ 208,390	\$ 3,114,482
TOTAL LIABILITIES & FUND BALANCES	\$ 624,736	\$ 734,502	\$ 739,908	\$ 846,889	\$ 17,926	\$ 153	\$ 208,390	\$ 3,172,504

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending March 31, 2020

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	MAR-20 ACTUAL
<u>REVENUES</u>				
Interest - Investments	\$ 1,500	\$ 80	5.33%	\$ 6
Room Rentals	14,000	5,213	37.24%	300
Interest - Tax Collector	-	1,337	0.00%	-
Security FOB	3,000	1,040	34.67%	150
Special Assmnts- Tax Collector	907,858	861,653	94.91%	9,611
Special Assmnts- Discounts	(36,314)	(33,682)	92.75%	(105)
Other Miscellaneous Revenues	-	63	0.00%	-
Cleaning Fees	2,194	860	39.20%	50
Party Attendant Fees	4,500	2,270	50.44%	180
TOTAL REVENUES	896,738	838,834	93.54%	10,192
<u>EXPENDITURES</u>				
<u>Administration</u>				
P/R-Board of Supervisors	7,200	-	0.00%	-
FICA Taxes	551	-	0.00%	-
ProfServ-Arbitrage Rebate	1,800	600	33.33%	-
ProfServ-Dissemination Agent	5,250	-	0.00%	-
ProfServ-Engineering	12,500	700	5.60%	-
ProfServ-Legal Services	35,000	13,868	39.62%	3,523
ProfServ-Mgmt Consulting Serv	35,000	17,500	50.00%	2,917
ProfServ-Trustee Fees	14,000	10,606	75.76%	3,606
Auditing Services	7,100	3,000	42.25%	1,500
Website Compliance	1,500	3,112	207.47%	3,065
Communication - Telephone	50	-	0.00%	-
Postage and Freight	1,200	106	8.83%	56
Insurance - General Liability	35,797	33,883	94.65%	15,109
Printing and Binding	3,000	203	6.77%	-
Legal Advertising	1,250	582	46.56%	-
Miscellaneous Services	3,000	991	33.03%	-
Misc-Assessmnt Collection Cost	9,078	8,281	91.22%	96
Office Supplies	174	-	0.00%	-
Annual District Filing Fee	175	175	100.00%	-
Total Administration	173,625	93,607	53.91%	29,872

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending March 31, 2020

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	MAR-20 ACTUAL
<u>Field</u>				
Contracts-Janitorial Services	24,570	3,510	14.29%	585
Contracts-Pest Control	6,600	350	5.30%	-
Utility - Water	12,000	7,202	60.02%	2,356
Utility - Water & Sewer	7,200	-	0.00%	-
Utilities-Electric	26,600	1,448	5.44%	229
R&M-Irrigation	4,200	856	20.38%	-
R&M-Lift Station	2,200	-	0.00%	-
Lake Maintenance	10,800	3,360	31.11%	560
R&M Lake & Pond Bank	32,500	5,400	16.62%	900
Landscape Maintenance	42,200	21,100	50.00%	3,517
Landscape Replacement	5,000	1,507	30.14%	-
Misc-Holiday Lighting	12,500	9,477	75.82%	-
Misc-Contingency	3,549	843	23.75%	400
1st Quarter Operating Reserves	180,000	-	0.00%	-
Total Field	369,919	55,053	14.88%	8,547
<u>Clubhouse</u>				
Payroll- Manager & Attendant	150,215	75,284	50.12%	9,831
Contracts-Janitorial Services	24,570	12,285	50.00%	2,048
Contracts-On-Site Management	48,625	24,312	50.00%	4,052
Contracts-Security Alarms	2,500	1,122	44.88%	177
Contracts-Pest Control	2,880	1,440	50.00%	240
Postage and Freight	625	-	0.00%	-
Telephone, Cable & Internet Service	4,819	2,760	57.27%	291
Utility - Water	-	4,681	0.00%	732
Utility - Water & Sewer	-	1,812	0.00%	1,812
Utilities-Electric	-	7,609	0.00%	1,246
R&M-Air Conditioning	2,000	926	46.30%	125
R&M-Irrigation	2,400	-	0.00%	-
R&M-Fitness Equipment	5,000	2,582	51.64%	815
Repairs & Maintenance	11,500	4,208	36.59%	3,670
Landscape Maintenance	10,000	5,000	50.00%	833
Landscape Replacement	9,000	1,890	21.00%	-
Trash Collection/Recycling	3,360	1,779	52.95%	297
Pool & Spa Maintenance	24,000	13,500	56.25%	2,250
Pool & Spa Repairs	4,000	2,131	53.28%	45
Printing	3,500	2,799	79.97%	280
Misc-Special Events	6,000	-	0.00%	-
Misc-Contingency	30,000	1,614	5.38%	175

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending March 31, 2020

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	MAR-20 ACTUAL
Access Control	1,200	-	0.00%	-
Janitorial Supplies	5,000	1,725	34.50%	-
Office Supplies/Club House Supplies	1,000	225	22.50%	-
Pool Permits	1,000	75	7.50%	75
Total Clubhouse	353,194	169,759	48.06%	28,994
TOTAL EXPENDITURES	896,738	318,419	35.51%	67,413
Excess (deficiency) of revenues Over (under) expenditures	-	520,415	0.00%	(57,221)
<u>OTHER FINANCING SOURCES (USES)</u>				
Interfund Transfer - In	-	3,500	0.00%	-
TOTAL FINANCING SOURCES (USES)	-	3,500	0.00%	-
Net change in fund balance	\$ -	\$ 523,915	0.00%	\$ (57,221)
FUND BALANCE, BEGINNING (OCT 1, 2019)	42,799	42,799		
FUND BALANCE, ENDING	\$ 42,799	\$ 566,714		

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending March 31, 2020

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	MAR-20 ACTUAL
<u>REVENUES</u>				
Interest - Investments	\$ 2,000	\$ 3,412	170.60%	\$ 842
Special Assmnts- Tax Collector	517,043	490,727	94.91%	5,474
Special Assmnts- Discounts	(20,682)	(19,183)	92.75%	(60)
TOTAL REVENUES	498,361	474,956	95.30%	6,256
<u>EXPENDITURES</u>				
<u>Administration</u>				
Misc-Assessmnt Collection Cost	5,171	4,716	91.20%	55
Total Administration	5,171	4,716	91.20%	55
<u>Debt Service</u>				
Principal Debt Retirement	110,000	-	0.00%	-
Interest Expense	380,240	190,120	50.00%	-
Total Debt Service	490,240	190,120	38.78%	-
TOTAL EXPENDITURES	495,411	194,836	39.33%	55
Excess (deficiency) of revenues				
Over (under) expenditures	2,950	280,120	9495.59%	6,201
<u>OTHER FINANCING SOURCES (USES)</u>				
Contribution to (Use of) Fund Balance	2,950	-	0.00%	-
TOTAL FINANCING SOURCES (USES)	2,950	-	0.00%	-
Net change in fund balance	\$ 2,950	\$ 280,120	9495.59%	\$ 6,201
FUND BALANCE, BEGINNING (OCT 1, 2019)	454,382	454,382		
FUND BALANCE, ENDING	\$ 457,332	\$ 734,502		

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending March 31, 2020

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	MAR-20 ACTUAL
<u>REVENUES</u>				
Interest - Investments	\$ 2,000	\$ 3,121	156.05%	\$ 847
Special Assmnts- Tax Collector	576,605	547,259	94.91%	6,104
Special Assmnts- Discounts	(23,064)	(21,393)	92.75%	(67)
TOTAL REVENUES	555,541	528,987	95.22%	6,884
<u>EXPENDITURES</u>				
<u>Administration</u>				
Misc-Assessmnt Collection Cost	5,765	5,259	91.22%	61
Total Administration	5,765	5,259	91.22%	61
<u>Debt Service</u>				
Principal Debt Retirement	165,000	-	0.00%	-
Interest Expense	383,338	191,669	50.00%	-
Total Debt Service	548,338	191,669	34.95%	-
TOTAL EXPENDITURES	554,103	196,928	35.54%	61
Excess (deficiency) of revenues				
Over (under) expenditures	1,438	332,059	23091.72%	6,823
<u>OTHER FINANCING SOURCES (USES)</u>				
Operating Transfers-Out	-	(3,500)	0.00%	-
Contribution to (Use of) Fund Balance	1,438	-	0.00%	-
TOTAL FINANCING SOURCES (USES)	1,438	(3,500)	-243.39%	-
Net change in fund balance	\$ 1,438	\$ 328,559	22848.33%	\$ 6,823
FUND BALANCE, BEGINNING (OCT 1, 2019)	411,349	411,349		
FUND BALANCE, ENDING	\$ 412,787	\$ 739,908		

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending March 31, 2020

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	MAR-20 ACTUAL
<u>REVENUES</u>				
Interest - Investments	\$ 3,000	\$ 3,755	125.17%	\$ 970
Special Assmnts- Tax Collector	608,943	577,951	94.91%	6,447
Special Assmnts- Discounts	(24,358)	(22,592)	92.75%	(70)
TOTAL REVENUES	587,585	559,114	95.15%	7,347
<u>EXPENDITURES</u>				
<u>Administration</u>				
Misc-Assessmnt Collection Cost	6,089	5,554	91.21%	64
Total Administration	6,089	5,554	91.21%	64
<u>Debt Service</u>				
Principal Debt Retirement A-1	180,000	-	0.00%	-
Principal Debt Retirement A-2	20,000	-	0.00%	-
Interest Expense Series A-1	306,871	153,436	50.00%	-
Interest Expense Series A-2	69,250	34,625	50.00%	-
Total Debt Service	576,121	188,061	32.64%	-
TOTAL EXPENDITURES	582,210	193,615	33.26%	64
Excess (deficiency) of revenues Over (under) expenditures	5,375	365,499	6799.98%	7,283
<u>OTHER FINANCING SOURCES (USES)</u>				
Contribution to (Use of) Fund Balance	5,375	-	0.00%	-
TOTAL FINANCING SOURCES (USES)	5,375	-	0.00%	-
Net change in fund balance	\$ 5,375	\$ 365,499	6799.98%	\$ 7,283
FUND BALANCE, BEGINNING (OCT 1, 2019)	481,390	481,390		
FUND BALANCE, ENDING	\$ 486,765	\$ 846,889		

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending March 31, 2020

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	MAR-20 ACTUAL
<u>REVENUES</u>				
Interest - Investments	\$ -	\$ 145	0.00%	\$ 21
TOTAL REVENUES	-	145	0.00%	21
<u>EXPENDITURES</u>				
TOTAL EXPENDITURES	-	-	0.00%	-
Excess (deficiency) of revenues Over (under) expenditures	-	145	0.00%	21
Net change in fund balance	\$ -	\$ 145	0.00%	\$ 21
FUND BALANCE, BEGINNING (OCT 1, 2019)	-	17,781		
FUND BALANCE, ENDING	\$ -	\$ 17,926		

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending March 31, 2020

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	MAR-20 ACTUAL
<u>REVENUES</u>				
Interest - Investments	\$ -	\$ 1	0.00%	\$ -
TOTAL REVENUES	-	1	0.00%	-
<u>EXPENDITURES</u>				
TOTAL EXPENDITURES	-	-	0.00%	-
Excess (deficiency) of revenues Over (under) expenditures	-	1	0.00%	-
Net change in fund balance	\$ -	\$ 1	0.00%	\$ -
FUND BALANCE, BEGINNING (OCT 1, 2019)	-	152		
FUND BALANCE, ENDING	\$ -	\$ 153		

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending March 31, 2020

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	YTD ACTUAL AS A % OF ADOPTED BUD	MAR-20 ACTUAL
<u>REVENUES</u>				
Interest - Investments	\$ -	\$ 1,687	0.00%	\$ 243
TOTAL REVENUES	-	1,687	0.00%	243
<u>EXPENDITURES</u>				
TOTAL EXPENDITURES	-	-	0.00%	-
Excess (deficiency) of revenues Over (under) expenditures	-	1,687	0.00%	243
Net change in fund balance	\$ -	\$ 1,687	0.00%	\$ 243
FUND BALANCE, BEGINNING (OCT 1, 2019)	-	206,703		
FUND BALANCE, ENDING	\$ -	\$ 208,390		

BONTERRA
Community Development District

Supporting Schedules

March 31, 2020

**Non-Ad Valorem Special Assessments - Miami-Dade Tax Collector
(Monthly Collection Distributions)
For the Fiscal Year Ending September 30, 2020**

					ALLOCATION BY FUND			
Date Received	Net Amount Received	Discount / (Penalties) Amount	Collection Costs	Gross Amount Received	General Fund	Debt 2015 (Area 1) Service Fund	Debt 2016 (Area 2) Service Fund	Debt 2017 Clubhouse
Assessments Levied				\$ 2,610,449	\$ 907,858	\$ 517,042	\$ 576,605	\$ 608,943
Allocation %				100%	35%	20%	22%	23%
11/14/19	\$ 7,088	\$ 312	\$ 72	\$ 7,472	\$ 2,598	\$ 1,480	\$ 1,650	\$ 1,743
11/15/19	171,983	7,238	1,737	180,958	62,933	35,842	39,971	42,212
11/27/19	43,411	1,827	439	45,677	15,885	9,047	10,089	10,655
12/06/19	1,926,570	81,085	19,460	2,027,116	704,987	401,504	447,757	472,868
12/18/19	98,520	3,890	995	103,406	35,962	20,481	22,841	24,122
01/08/20	51,008	1,580	515	53,104	18,468	10,518	11,730	12,388
02/05/20	\$ 31,290	\$ 616	\$ 316	\$ 32,222	\$ 11,206	\$ 6,382	\$ 7,117	\$ 7,516
03/05/20	\$ 27,059	\$ 301	\$ 276	\$ 27,637	\$ 9,611	\$ 5,474	\$ 6,104	\$ 6,447
TOTAL	\$ 2,356,930	\$ 96,850	\$ 23,810	\$ 2,477,590	\$ 861,653	\$ 490,727	\$ 547,259	\$ 577,951
% COLLECTED					95%	95%	95%	95%
TOTAL OUTSTANDING				132,858	46,206	26,316	29,347	30,993

BONTERRA
Community Development District
Series 2015 Special Assessment Bonds

1. Recap of Capital Project Fund Activity Through March 31, 2020

Opening Balance in Construction Account	\$6,500,534
Source of Funds: Interest Earned	\$1,777
Developer Proceeds	\$0
Interfund Transfer	(\$617)
Use of Funds:	
Disbursements: Roadways	(\$118,983)
Stormwater/Drainage	(\$1,704,597)
Water System	(\$578,412)
Sewer System	(\$1,032,893)
Hard Costs	\$0
CDD Acquisition	(\$2,296,568)
Regulatory Costs	(\$357,070)
Professional Fees	(\$75,593)
Cost Of Issuance	(\$319,652)
Adjusted Balance in Construction Account at March 31, 2020	<u><u>\$17,926</u></u>

2. Funds Available For Construction at March 31, 2020

Book Balance of Construction Fund at March 31, 2020	\$17,926
Construction Funds available at March 31, 2020	<u><u>\$17,926</u></u>

3. Investments - Regions Bank

March 31, 2020	<u>Type</u>	<u>Yield</u>	<u>Due</u>	<u>Maturity</u>	<u>Principal</u>
Construction Fund:	Overnight	1.40%		\$17,926	\$17,926

Contracts Payable	\$0
Balance at 3/31/20	<u><u>\$17,926</u></u>

BONTERRA
Community Development District
Series 2016 Special Assessment Bonds

1. Recap of Capital Project Fund Activity Through March 31, 2020

Opening Balance in Construction Account	\$8,628,279
Source of Funds: Interest Earned	\$5,084
Use of Funds:	
Disbursements: Roadways	(\$1,591,283)
Stormwater/Drainage	(\$1,118,579)
Water System	(\$1,172,203)
Sewer System	(\$1,039,827)
Hard Costs	(\$85,491)
CDD Acquisition	(\$2,800,573)
Regulatory Costs	(\$332,654)
Professional Fees	(\$51,438)
Cost Of Issuance	(\$438,280)

Adjusted Balance in Construction Account at March 31, 2020	<u>\$153</u>
---	---------------------

2. Funds Available For Construction at March 31, 2020

Book Balance of Construction Fund at March 31, 2020	\$153
Construction Funds available at March 31, 2020	<u>\$153</u>

3. Investments - Regions Bank

March 31, 2020	Type	Yield	Due	Maturity	Principal
Construction Fund:	Overnight	1.40%		\$153	\$153

Contracts Payable	\$0
Balance at 3/31/20	<u>\$153</u>

BONTERRA
Community Development District
Series 2017 Special Assessment Bonds

1. Recap of Capital Project Fund Activity Through March 31, 2020

Opening Balance in Construction Account	\$9,614,734
Source of Funds: Interest Earned	\$8,477
Interfund Transfer	\$0
Use of Funds:	
Disbursements: Clubhouse Acquisition	(\$8,728,517)
Lake Fountain	\$0
Entrance Enhancements	(\$38,437)
Tower Lights	(\$1,050)
Tower Landscaping	\$0
Virtual Guard	\$0
Club Property Improvements	(\$10,000)
Professional Fees	(\$43,805)
Cost Of Issuance	(\$550,243)
Requisitions 23 - 31	(\$22,828)
Prior Years Adjustment	(\$19,941)
Adjusted Balance in Construction Account at March 31, 2020	<u><u>\$208,390</u></u>

2. Funds Available For Construction at March 31, 2020

Book Balance of Construction Fund at March 31, 2020	\$208,390
Construction Funds available at March 31, 2020	<u><u>\$208,390</u></u>

3. Investments - Regions Bank

March 31, 2020	Type	Yield	Due	Maturity	Principal
Construction Fund:	Overnight	1.40%		\$208,390	\$208,390

Contracts Payable	\$0
Balance at 3/31/20	<u><u>\$208,390</u></u>

**Cash and Investment Report
March 31, 2020**

<u>ACCOUNT NAME</u>	<u>BANK NAME</u>	<u>MATURITY</u>	<u>YIELD</u>	<u>BALANCE</u>
GENERAL FUND				
Operating Checking	WellsFargo	N/A	0.00%	\$ 610,987
Money Market Account	SBA Florida Prime	N/A	1.36%	5,117
Subtotal General Fund				616,104
DEBT SERVICE FUND				
Series 2015 A-1 Sinking Fund	Regions Bank	N/A	1.45%	7
Series 2015 A-1 Construction Fund	Regions Bank	N/A	1.40%	17,926
Series 2015 A-1 Interest	Regions Bank	N/A	1.40%	91
Series 2015 A-1 PrePayment	Regions Bank	N/A	1.40%	1,932
Series 2015 A-1 Reserves	Regions Bank	N/A	1.40%	253,701
Series 2015 A-1 Revenue	Regions Bank	N/A	1.40%	467,214
Series 2016 A-2 Construction Fund	Regions Bank	N/A	1.40%	153
Series 2016 A-2 Interest	Regions Bank	N/A	1.40%	27
Series 2016 A-2 Reserves	Regions Bank	N/A	1.40%	197,541
Series 2016 A-2 Revenue	Regions Bank	N/A	1.40%	529,441
Series 2016 A-2 Sinking Fund	Regions Bank	N/A	1.42%	11
Sereis 2017 A-2 Interest Account	Regions Bank	N/A	1.43%	5
Series 2017 A-2 Debt Service Reserve	Regions Bank	N/A	1.40%	9,904
Series 2017 A-1 Construction Fund	Regions Bank	N/A	1.40%	208,390
Series 2017 A-1 Interest Account	Regions Bank	N/A	1.40%	22
Series 2017 A-1 Operation & Maint	Regions Bank	N/A	1.40%	617
Series 2017 A-1 Debt Service Reserve	Regions Bank	N/A	1.40%	253,688
Series 2017 A-1 Revenue Fund	Regions Bank	N/A	1.40%	569,030
Sereis 2017 A-1 Principal Account	Regions Bank	N/A	1.40%	12
Subtotal Debt Service				2,509,712
Total				\$ 3,125,816

3C.

**BONTERRA
COMMUNITY DEVELOPMENT DISTRICT
CITY OF HIALEAH, FLORIDA
FINANCIAL REPORT
FOR THE FISCAL YEAR ENDED
SEPTEMBER 30, 2019**

**BONTERRA COMMUNITY DEVELOPMENT DISTRICT
CITY OF HIALEAH, FLORIDA**

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INDEPENDENT AUDITOR'S REPORT

To the Board of Supervisors
Bonterra Community Development District
City of Hialeah, Florida

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities and each major fund of Bonterra Community Development District, City of Hialeah, Florida ("District") as of and for the fiscal year ended September 30, 2019, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the District as of September 30, 2019, and the respective changes in financial position, thereof for the fiscal year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters*Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated April 27, 2020, on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.



April 27, 2020

MANAGEMENT'S DISCUSSION AND ANALYSIS

Our discussion and analysis of Bonterra Community Development District, City of Hialeah, Florida ("District") provides a narrative overview of the District's financial activities for the fiscal year ended September 30, 2019. Please read it in conjunction with the District's Independent Auditor's Report, basic financial statements, accompanying notes and supplementary information to the basic financial statements.

FINANCIAL HIGHLIGHTS

- The liabilities of the District exceeded its assets at the close of the most recent fiscal year resulting in a net position deficit balance of (\$1,539,571).
- The change in the District's total net position in comparison with the prior fiscal year was (\$111,760), a decrease. The key components of the District's net position and change in net position are reflected in the table in the government-wide financial analysis section.
- At September 30, 2019, the District's governmental funds reported combined ending fund balances of \$1,614,551, a decrease of (\$70,158) in comparison with the prior fiscal year. The total fund balance is restricted for debt service and capital projects, non-spendable for prepaid items and deposits and the remainder is unassigned fund balance which is available for spending at the District's discretion.

OVERVIEW OF FINANCIAL STATEMENTS

This discussion and analysis are intended to serve as the introduction to the District's basic financial statements. The District's basic financial statements are comprised of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

1) Government-Wide Financial Statements

The government-wide financial statements are designed to provide readers with a broad overview of the District's finances, in a manner similar to a private-sector business.

The statement of net position presents information on all the District's assets, deferred outflows of resources, liabilities, and deferred inflows of resources with the residual amount being reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the District is improving or deteriorating.

The statement of activities presents information showing how the government's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods.

The government-wide financial statements include all governmental activities that are principally supported by assessments. The District does not have any business-type activities. The governmental activities of the District include the general government (management), clubhouse and maintenance functions.

2) Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The District, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The District has one fund category: governmental funds.

OVERVIEW OF FINANCIAL STATEMENTS (Continued)

2) Fund Financial Statements (Continued)

Governmental Funds

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a District's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the District's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The District maintains three individual governmental funds. Information is presented separately in the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances for the general fund, debt service fund, and capital projects fund, all of which are considered to be major funds.

The District adopts an annual appropriated budget for its general fund. A budgetary comparison schedule has been provided for the general fund to demonstrate compliance with the budget.

3) Notes to the Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

As noted earlier, net position may serve over time as a useful indicator of an entity's financial position. In the case of the District, liabilities exceeded assets at the close of the most recent fiscal year.

Key components of the District's net position are reflected in the following table:

NET POSITION SEPTEMBER 30,		
	2019	2018
Current and other assets	\$ 1,655,471	\$ 1,723,368
Capital assets, net of depreciation	21,763,438	22,282,821
Total assets	23,418,909	24,006,189
Current liabilities	515,795	520,647
Long-term liabilities	24,442,685	24,913,353
Total liabilities	24,958,480	25,434,000
Net position		
Net investment in capital assets	(2,454,613)	(2,382,258)
Restricted	872,244	831,653
Unrestricted	42,798	122,794
Total net position	\$ (1,539,571)	\$ (1,427,811)

The District's net position reflects its investment in capital assets (e.g. land, land improvements, and infrastructure); less any related debt used to acquire those assets that is still outstanding. These assets are used to provide services to residents; consequently, these assets are not available for future spending. Although the District's investment in capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

GOVERNMENT-WIDE FINANCIAL ANALYSIS (Continued)

The restricted portion of the District's net position represents resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net position may be used to meet the District's other obligations.

The District's net position decreased during the most recent fiscal year. The majority of the decrease represents the extent to which the cost of operations and depreciation expense exceeded ongoing program revenues.

Key elements of the change in net position are reflected in the following table:

CHANGES IN NET POSITION FOR THE FISCAL YEAR ENDED SEPTEMBER 30,		
	2019	2018
Revenues:		
Program revenues		
Charges for services	\$ 2,201,932	\$ 2,206,762
Operating grants and contributions	32,727	70,622
Capital grants and contributions	4,582	2,833
General revenues		
Unrestricted investment earnings	5,753	3,329
Miscellaneous	27,338	27,291
Total revenues	<u>2,272,332</u>	<u>2,310,837</u>
Expenses:		
General government	127,090	134,849
Maintenance and operations	511,610	509,613
Clubhouse	586,824	508,494
Bond issue costs	-	340,000
Interest	1,158,568	1,166,098
Total expenses	<u>2,384,092</u>	<u>2,659,054</u>
Change in net position	<u>(111,760)</u>	<u>(348,217)</u>
Net position - beginning	<u>(1,427,811)</u>	<u>(1,079,594)</u>
Net position - ending	<u>\$ (1,539,571)</u>	<u>\$ (1,427,811)</u>

As noted above and in the statement of activities, the cost of all governmental activities during the fiscal year ended September 30, 2019 was \$2,384,092. The costs of the District's activities were funded by program revenues. Program revenues, comprised primarily of assessments, decreased during the fiscal year. In total, expenses, including depreciation, decreased from the prior fiscal year. The decrease is primarily the result of the cost of issuing Series 2017A-1 and 2017A-2 Bonds in prior year.

GENERAL BUDGETING HIGHLIGHTS

An operating budget was adopted and maintained by the governing board for the District pursuant to the requirements of Florida Statutes. The budget is adopted using the same basis of accounting that is used in preparation of the fund financial statements. The legal level of budgetary control, the level at which expenditures may not exceed budget, is in the aggregate. Any budget amendments that increase the aggregate budgeted appropriations must be approved by the Board of Supervisors. Actual general fund expenditures did not exceed appropriations for the fiscal year ended September 30, 2019.

CAPITAL ASSETS AND DEBT ADMINISTRATIONCapital Assets

At September 30, 2019, the District had \$23,213,377 invested in capital assets for its governmental activities. In the government-wide financial statements depreciation of \$1,449,939 has been taken, which resulted in a net book value of \$21,763,438. More detailed information about the District's capital assets is presented in the notes of the financial statements.

CAPITAL ASSETS AND DEBT ADMINISTRATION (Continued)

Capital Debt

At September 30, 2019, the District had \$24,700,000 in Bonds outstanding for its governmental activities. More detailed information about the District's capital debt is presented in the notes of the financial statements.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS

The District does not anticipate any major projects or significant changes to its infrastructure maintenance program for the subsequent fiscal year. In addition, it is anticipated that the general operations of the District will remain fairly constant.

CONTACTING THE DISTRICT'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, land owners, customers, investors and creditors with a general overview of the District's finances and to demonstrate the District's accountability for the financial resources it manages and the stewardship of the facilities it maintains. If you have questions about this report or need additional financial information, contact the Bonterra Community Development District's Finance Department at 210 N. University Drive, Suite 702, Coral Springs, Florida 33071.

**BONTERRA COMMUNITY DEVELOPMENT DISTRICT
CITY OF HIALEAH, FLORIDA
STATEMENT OF NET POSITION
SEPTEMBER 30, 2019**

	<u>Governmental Activities</u>
ASSETS	
Cash	\$ 43,163
Investments	34,855
Prepaid items and deposits	5,776
Restricted assets:	
Investments	1,571,677
Capital assets:	
Nondepreciable	5,097,142
Depreciable	16,666,296
Total assets	<u>23,418,909</u>
 LIABILITIES	
Accounts payable	40,920
Accrued interest payable	474,875
Non-current liabilities:	
Due within one year	475,000
Due in more than one year	23,967,685
Total liabilities	<u>24,958,480</u>
 NET POSITION	
Net investment in capital assets	(2,454,613)
Restricted for debt service	872,244
Unrestricted	42,798
Total net position	<u>\$ (1,539,571)</u>

See notes to the financial statements

**BONTERRA COMMUNITY DEVELOPMENT DISTRICT
CITY OF HIALEAH, FLORIDA
STATEMENT OF ACTIVITIES
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2019**

Functions/Programs	Expenses	Program Revenues			Net (Expense) Revenue and Changes in Net Position
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities
Primary government:					
Governmental activities:					
General government	\$ 127,090	\$ 127,090	\$ -	\$ -	\$ -
Maintenance and operations	511,610	450,573	-	4,582	(56,455)
Clubhouse	586,824	-	-	-	(586,824)
Interest on long-term debt	1,158,568	1,624,269	32,727	-	498,428
Total governmental activities	2,384,092	2,201,932	32,727	4,582	(144,851)
General revenues:					
		Unrestricted investment earnings			5,753
		Miscellaneous			27,338
		Total general revenues			33,091
		Change in net position			(111,760)
		Net position - beginning			(1,427,811)
		Net position - ending			<u>\$ (1,539,571)</u>

See notes to the financial statements

**BONTERRA COMMUNITY DEVELOPMENT DISTRICT
CITY OF HIALEAH, FLORIDA
BALANCE SHEET
GOVERNMENTAL FUNDS
SEPTEMBER 30, 2019**

	Major Funds			Total
	General	Debt Service	Capital Projects	Governmental Funds
ASSETS				
Cash	\$ 43,163	\$ -	\$ -	\$ 43,163
Investments	34,855	1,347,043	224,634	1,606,532
Due from other funds	-	76	-	76
Prepaid items and deposits	5,776	-	-	5,776
Total assets	<u>\$ 83,794</u>	<u>\$ 1,347,119</u>	<u>\$ 224,634</u>	<u>\$ 1,655,547</u>
LIABILITIES AND FUND BALANCES				
Liabilities:				
Accounts payable	\$ 40,920	\$ -	\$ -	\$ 40,920
Due to other funds	76	-	-	76
Total liabilities	<u>40,996</u>	<u>-</u>	<u>-</u>	<u>40,996</u>
Fund balances:				
Nonspendable:				
Prepaid items and deposits	5,776	-	-	5,776
Restricted for:				
Debt service	-	1,347,119	-	1,347,119
Capital projects	-	-	224,634	224,634
Unassigned	37,022	-	-	37,022
Total fund balances	<u>42,798</u>	<u>1,347,119</u>	<u>224,634</u>	<u>1,614,551</u>
Total liabilities and fund balances	<u>\$ 83,794</u>	<u>\$ 1,347,119</u>	<u>\$ 224,634</u>	<u>\$ 1,655,547</u>

See notes to the financial statements

**BONTERRA COMMUNITY DEVELOPMENT DISTRICT
CITY OF HIALEAH, FLORIDA
RECONCILIATION OF THE BALANCE SHEET – GOVERNMENTAL FUNDS
TO THE STATEMENT OF NET POSITION
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2019**

Fund balance - governmental funds \$ 1,614,551

Amounts reported for governmental activities in the
statement of net position are different because:

Capital assets used in governmental activities are not financial resources and, therefore, are not reported as assets in the governmental funds. The statement of net position includes those capital assets, net of accumulated depreciation, in the assets of the government as a whole.

Cost of capital assets	23,213,377	
Accumulated depreciation	<u>(1,449,939)</u>	21,763,438

Liabilities not due and payable from current available resources are not reported as liabilities in the governmental fund financial statements. All liabilities, both current and long-term, are reported in the government-wide financial statements.

Accrued interest payable	(474,875)	
Original issue discount/premium	266,647	
Amortization of original issue discount/premium	(9,332)	
Bonds payable	<u>(24,700,000)</u>	<u>(24,917,560)</u>
Net position of governmental activities		<u><u>\$ (1,539,571)</u></u>

See notes to the financial statements

**BONTERRA COMMUNITY DEVELOPMENT DISTRICT
CITY OF HIALEAH, FLORIDA
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2019**

	Major Funds			Total
	General	Debt Service	Capital Projects	Governmental Funds
REVENUES				
Assessments	\$ 577,663	\$ 1,624,269	\$ -	\$ 2,201,932
Interest	5,753	32,727	4,582	43,062
Miscellaneous	27,338	-	-	27,338
Total revenues	610,754	1,656,996	4,582	2,272,332
EXPENDITURES				
Current:				
General government	127,090	-	-	127,090
Maintenance and operations	141,102	-	-	141,102
Clubhouse	409,983	-	-	409,983
Debt service:				
Principal	-	480,000	-	480,000
Interest	-	1,156,349	-	1,156,349
Capital outlay	12,575	-	15,391	27,966
Total expenditures	690,750	1,636,349	15,391	2,342,490
Excess (deficiency) of revenues over (under) expenditures	(79,996)	20,647	(10,809)	(70,158)
OTHER FINANCING SOURCES (USES)				
Transfer in (out)	-	12,831	(12,831)	-
Total other financing sources (uses)	-	12,831	(12,831)	-
Net change in fund balances	(79,996)	33,478	(23,640)	(70,158)
Fund balances - beginning	122,794	1,313,641	248,274	1,684,709
Fund balances - ending	\$ 42,798	\$ 1,347,119	\$ 224,634	\$ 1,614,551

See notes to the financial statements

**BONTERRA COMMUNITY DEVELOPMENT DISTRICT
CITY OF HIALEAH, FLORIDA
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN
FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2019**

Net change in fund balances - total governmental funds	\$ (70,158)
Amounts reported for governmental activities in the statement of activities are different because:	
Governmental funds report capital outlays as expenditures; however, the cost of capital assets is eliminated in the statement of activities and capitalized in the statement of net position.	27,966
Depreciation on capital assets is not recognized in the governmental fund financial statements, but is reported as an expense in the statement of activities.	(547,349)
Repayment of long-term liabilities are reported as expenditures in the governmental fund financial statements, but such repayments reduce liabilities in the statement of net position and are eliminated in the statement of activities.	480,000
Amortization of Bond discounts/premiums is not recognized in the governmental fund financial statements, but is reported as an expense in the statement of activities.	(9,332)
The change in accrued interest on long-term liabilities between the current and prior fiscal year is recorded in the statement of activities but not in the governmental fund financial statements.	<u>7,113</u>
Change in net position of governmental activities	<u><u>\$ (111,760)</u></u>

See notes to the financial statements

**BONTERRA COMMUNITY DEVELOPMENT DISTRICT
CITY OF HIALEAH, FLORIDA
NOTES TO FINANCIAL STATEMENTS**

NOTE 1 – NATURE OF ORGANIZATION AND REPORTING ENTITY

Bonterra Community Development District ("District") was created on July 14, 2015 pursuant to the Uniform Community Development District Act of 1980, otherwise known as Chapter 190, Florida Statutes, by ordinance 15-61 of City of Hialeah, Florida. The Act provides among other things, the power to manage basic services for community development, power to borrow money and issue Bonds, and to levy and assess non-ad valorem assessments for the financing and delivery of capital infrastructure.

The District was established for the purpose of financing and managing the acquisition, construction, maintenance and operation of a portion of the infrastructure necessary for community development within the District.

The District is governed by the Board of Supervisors ("Board") which is composed of five members. The District conducts general elections based on property owners within the District. The Board of Supervisors of the District exercise all powers granted to the District pursuant to Chapter 190, Florida Statutes.

The Board has the responsibility for:

1. Assessing and levying assessments.
2. Approving budgets.
3. Exercising control over facilities and properties.
4. Controlling the use of funds generated by the District.
5. Approving the hiring and firing of key personnel.
6. Financing improvements.

The financial statements were prepared in accordance with Governmental Accounting Standards Board ("GASB") Statements. Under the provisions of those standards, the financial reporting entity consists of the primary government, organizations for which the District Board of Supervisors is considered to be financially accountable, and other organizations for which the nature and significance of their relationship with the District are such that, if excluded, the financial statements of the District would be considered incomplete or misleading. There are no entities considered to be component units of the District; therefore, the financial statements include only the operations of the District.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Government-Wide and Fund Financial Statements

The basic financial statements include both government-wide and fund financial statements.

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the non-fiduciary activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. *Program revenues* include 1) charges to customers who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment; operating-type special assessments for maintenance and debt service are treated as charges for services and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Other items not included among program revenues are reported instead as *general revenues*.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Measurement Focus, Basis of Accounting and Financial Statement Presentation

The government-wide financial statements are reported using the *economic resources measurement* focus and the *accrual basis of accounting*. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Assessments are recognized as revenues in the year for which they are levied. Grants and similar items are to be recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the *current financial resources measurement* focus and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be *available* when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures are recorded only when payment is due.

Assessments

Assessments are non-ad valorem assessments on benefited lands within the District. Assessments are levied to pay for the operations and maintenance of the District. The fiscal year for which annual assessments are levied begins on October 1 with discounts available for payments through February 28 and become delinquent on April 1. The District's annual assessments for operations and debt service are billed and collected by the County Tax Collector/Collector. The amounts remitted to the District are net of applicable discounts or fees and include interest on monies held from the day of collection to the day of distribution. For debt service assessments, amounts collected as advance payments are used to prepay a portion of the Bonds outstanding. Otherwise, assessments are collected annually to provide funds for the debt service on the portion of the Bonds which are not paid with prepaid assessments.

Assessments and interest associated with the current fiscal period are considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. The portion of assessments receivable due within the current fiscal period is considered to be susceptible to accrual as revenue of the current period.

The District reports the following major governmental funds:

General Fund

The general fund is the general operating fund of the District. It is used to account for all financial resources except those required to be accounted for in another fund.

Debt Service Fund

The debt service fund is used to account for the accumulation of resources for the annual payment of principal and interest on long-term debt.

Capital Projects Fund

This fund accounts for the financial resources to be used for the acquisition or construction of major infrastructure within the District.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements.

When both restricted and unrestricted resources are available for use, it is the government's policy to use restricted resources first for qualifying expenditures, then unrestricted resources as they are needed.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Assets, Liabilities and Net Position or Equity

Restricted Assets

These assets represent cash and investments set aside pursuant to Bond covenants or other contractual restrictions.

Deposits and Investments

The District's cash and cash equivalents are considered to be cash on hand and demand deposits (interest and non-interest bearing).

The District has elected to proceed under the Alternative Investment Guidelines as set forth in Section 218.415 (17) Florida Statutes. The District may invest any surplus public funds in the following:

- a) The Local Government Surplus Trust Funds, or any intergovernmental investment pool authorized pursuant to the Florida Interlocal Cooperation Act;
- b) Securities and Exchange Commission registered money market funds with the highest credit quality rating from a nationally recognized rating agency;
- c) Interest bearing time deposits or savings accounts in qualified public depositories;
- d) Direct obligations of the U.S. Treasury.

Securities listed in paragraph c and d shall be invested to provide sufficient liquidity to pay obligations as they come due.

The District records all interest revenue related to investment activities in the respective funds. Investments are measured at amortized cost or reported at fair value as required by generally accepted accounting principles.

Prepaid Items

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements.

Capital Assets

Capital assets which include property, plant and equipment, and infrastructure assets (e.g., roads, sidewalks and similar items) are reported in the government activities columns in the government-wide financial statements. Capital assets are defined by the government as assets with an initial, individual cost of more than \$5,000 (amount not rounded) and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized. Major outlays for capital assets and improvements are capitalized as projects are constructed.

Property, plant and equipment of the District are depreciated using the straight-line method over the following estimated useful lives:

<u>Asset</u>	<u>Years</u>
Infrastructure / Improvements	25
Clubhouse	50

In the governmental fund financial statements, amounts incurred for the acquisition of capital assets are reported as fund expenditures. Depreciation expense is not reported in the governmental fund financial statements.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Assets, Liabilities and Net Position or Equity (Continued)

Unearned Revenue

Governmental funds report unearned revenue in connection with resources that have been received, but not yet earned.

Long-Term Obligations

In the government-wide financial statements long-term debt and other long-term obligations are reported as liabilities in the statement of net position. Bond premiums and discounts are deferred and amortized ratably over the life of the Bonds. Bonds payable are reported net of applicable premiums or discounts. Bond issuance costs are expensed when incurred.

In the fund financial statements, governmental fund types recognize premiums and discounts, as well as issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

Deferred Outflows/Inflows of Resources

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time.

Fund Equity/Net Position

In the fund financial statements, governmental funds report non spendable and restricted fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Assignments of fund balance represent tentative management plans that are subject to change.

The District can establish limitations on the use of fund balance as follows:

Committed fund balance – Amounts that can be used only for the specific purposes determined by a formal action (resolution) of the Board of Supervisors. Commitments may be changed or lifted only by the Board of Supervisors taking the same formal action (resolution) that imposed the constraint originally. Resources accumulated pursuant to stabilization arrangements sometimes are reported in this category.

Assigned fund balance – Includes spendable fund balance amounts established by the Board of Supervisors that are intended to be used for specific purposes that are neither considered restricted nor committed. The Board may also assign fund balance as it does when appropriating fund balance to cover differences in estimated revenue and appropriations in the subsequent year's appropriated budget. Assignments are generally temporary and normally the same formal action need not be taken to remove the assignment.

The District first uses committed fund balance, followed by assigned fund balance and then unassigned fund balance when expenditures are incurred for purposes for which amounts in any of the unrestricted fund balance classifications could be used.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**Assets, Liabilities and Net Position or Equity (Continued)****Fund Equity/Net Position (Continued)**

Net position is the difference between assets and deferred outflows of resources less liabilities and deferred inflows of resources. Net position in the government-wide financial statements are categorized as net investment in capital assets, restricted or unrestricted. Net investment in capital assets represents net position related to infrastructure and property, plant and equipment. Restricted net position represents the assets restricted by the District's Bond covenants or other contractual restrictions. Unrestricted net position consists of the net position not meeting the definition of either of the other two components.

Other Disclosures**Use of Estimates**

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenditures during the reporting period. Actual results could differ from those estimates.

NOTE 3 – BUDGETARY INFORMATION

The District is required to establish a budgetary system and an approved Annual Budget. Annual Budgets are adopted on a basis consistent with generally accepted accounting principles for the general fund. All annual appropriations lapse at fiscal year-end.

The District follows these procedures in establishing the budgetary data reflected in the financial statements.

- a) Each year the District Manager submits to the District Board a proposed operating budget for the fiscal year commencing the following October 1.
- b) Public hearings are conducted to obtain comments.
- c) Prior to October 1, the budget is legally adopted by the District Board.
- d) All budget changes must be approved by the District Board.
- e) The budgets are adopted on a basis consistent with generally accepted accounting principles.
- f) Unused appropriation for annually budgeted funds lapse at the end of the year.

NOTE 4 – DEPOSITS AND INVESTMENTS**Deposits**

The District's cash balances were entirely covered by federal depository insurance or by a collateral pool pledged to the State Treasurer. Florida Statutes Chapter 280, "Florida Security for Public Deposits Act", requires all qualified depositories to deposit with the Treasurer or another banking institution eligible collateral equal to various percentages of the average daily balance for each month of all public deposits in excess of any applicable deposit insurance held. The percentage of eligible collateral (generally, U.S. Governmental and agency securities, state or local government debt, or corporate bonds) to public deposits is dependent upon the depository's financial history and its compliance with Chapter 280. In the event of a failure of a qualified public depository, the remaining public depositories would be responsible for covering any resulting losses.

NOTE 4 – DEPOSITS AND INVESTMENTS (Continued)**Investments**

The District's investments were held as follows at September 30, 2019:

	Amortized Cost	Credit Risk	Maturities
Fidelity Government Portfolio	\$ 1,571,677	S&P AAAM	Weighted average of 23 days
Florida Prime	34,855	S&P AAAM	Weighted average of the fund portfolio: 33 days
	<u>\$ 1,606,532</u>		

Credit risk – For investments, credit risk is generally the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. Investment ratings by investment type are included in the preceding summary of investments.

Concentration risk – The District places no limit on the amount the District may invest in any one issuer.

Interest rate risk – The District does not have a formal policy that limits investment maturities as a means of managing exposure to fair value losses arising from increasing interest rates.

However, the Bond Indenture limits the type of investments held using unspent proceeds.

Fair Value Measurement – When applicable, the District measures and records its investments using fair value measurement guidelines established in accordance with GASB Statements. The framework for measuring fair value provides a fair value hierarchy that prioritizes the inputs to valuation techniques.

These guidelines recognize a three-tiered fair value hierarchy, in order of highest priority, as follows:

- *Level 1:* Investments whose values are based on unadjusted quoted prices for identical investments in active markets that the District has the ability to access;
- *Level 2:* Investments whose inputs - other than quoted market prices - are observable either directly or indirectly; and,
- *Level 3:* Investments whose inputs are unobservable.

The fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the entire fair value measurement. Valuation techniques used should maximize the use of observable inputs and minimize the use of unobservable inputs.

Money market investments that have a maturity at the time of purchase of one year or less and are held by governments other than external investment pools should be measured at amortized cost. Accordingly, the District's investments have been reported at amortized cost above.

NOTE 5 – CAPITAL ASSETS

Capital asset activity for the fiscal year ended September 30, 2019 was as follows:

	Beginning Balance	Increases	Decreases	Ending Balance
<u>Governmental activities</u>				
Capital assets, not being depreciated				
Land and land improvements	\$ 5,097,142	\$ -	\$ -	\$ 5,097,142
Total capital assets, not being depreciated	5,097,142	-	-	5,097,142
Capital assets, being depreciated				
Improvements - roadways	1,877,072	-	-	1,877,072
Infrastructure - stormwater system	3,144,610	-	-	3,144,610
Infrastructure - water system	1,935,309	-	-	1,935,309
Infrastructure - sewer system	2,302,032	-	-	2,302,032
Infrastructure - Clubhouse	8,829,246	15,392	-	8,844,638
Improvements - Clubhouse	-	12,574	-	12,574
Total capital assets, being depreciated	18,088,269	27,966	-	18,116,235
Less accumulated depreciation for:				
Improvements - roadways	150,166	75,084	-	225,250
Infrastructure - stormwater system	251,568	125,784	-	377,352
Infrastructure - water system	154,824	77,412	-	232,236
Infrastructure - sewer system	184,162	92,081	-	276,243
Infrastructure - Clubhouse	161,870	176,841	-	338,711
Improvements - Clubhouse	-	147	-	147
Total accumulated depreciation	902,590	547,349	-	1,449,939
Total capital assets, being depreciated, net	17,185,679	(519,383)	-	16,666,296
Governmental activities capital assets, net	\$ 22,282,821	\$ (519,383)	\$ -	\$ 21,763,438

Depreciation was charged to the maintenance function/program.

NOTE 6 – INTERFUND TRANSFERS

Interfund transfers for the fiscal year ended September 30, 2019 were as follows:

Fund	Transfer in	Transfer out
Debt service fund	\$ 12,831	\$ -
Capital projects fund	-	12,831
Total	\$ 12,831	\$ 12,831

Transfer from the capital project fund to the debt service fund were made to transfer out the remaining Series 2017 cost of issuance account balance in accordance with the bond indenture.

NOTE 7 – LONG TERM LIABILITIES

Series 2015

On November 12, 2015 the District issued \$7,120,000 of Special Assessment Bonds, Series 2015 due on May 1, 2046 with a fixed interest rate of 5.60%. The bonds were issued to finance the cost of acquiring, constructing and equipping certain assessable improvements. Interest is to be paid semiannually on each May 1 and November 1. Principal on the Bonds is to be paid serially commencing May, 2017 through May 1, 2046.

The Series 2015 Bonds are subject to redemption at the option of the District prior to their maturity. The Bonds are subject to extraordinary mandatory redemption prior to their selected maturity in the manner determined by the Bond Registrar if certain events occurred as outlined in the Bond Indenture.

The Bond Indenture established a debt service reserve requirement as well as other restrictions and requirements relating principally to the use of proceeds to pay for the infrastructure improvements and the procedures to be followed by the District on assessments to property owners. The District agrees to levy special assessments in annual amounts adequate to provide payment of debt service and to meet the reserve requirements. The District was in compliance with the requirements at September 30, 2019.

Series 2016

On January 25, 2016 the District issued \$8,820,000 of Special Assessment Bonds, Series 2016 due on May 1, 2046 with fixed interest rates ranging from 3.50% to 4.750%. The bonds were issued to finance the cost of acquiring, constructing and equipping certain assessable improvements. Interest is to be paid semiannually on each May 1 and November 1. Principal on the Bonds is to be paid serially commencing May 1, 2017 through May 1, 2046.

The Series 2016 Bonds are subject to redemption at the option of the District prior to their maturity. The Bonds are subject to extraordinary mandatory redemption prior to their selected maturity in the manner determined by the Bond Registrar if certain events occurred as outlined in the Bond Indenture.

The Bond Indenture established a debt service reserve requirement as well as other restrictions and requirements relating principally to the use of proceeds to pay for the infrastructure improvements and the procedures to be followed by the District on assessments to property owners. The District agrees to levy special assessments in annual amounts adequate to provide payment of debt service and to meet the reserve requirements. The District was in compliance with the requirements at September 30, 2019.

Series 2017

On October 2, 2017 the District issued \$9,950,000 of Special Assessment Bonds, Series 2017 due on May 1, 2047 with interest ranging from 2% to 5%. The bonds were issued to finance purchasing the Clubhouse Property and funding a portion of certain capital improvements to the Clubhouse Property and other portions of the District. Interest is to be paid semiannually on each May 1 and November 1. Principal on the Bonds is to be paid serially commencing May 1, 2018 through May 1, 2047.

The Series 2016 Bonds are subject to redemption at the option of the District prior to their maturity. The Bonds are subject to extraordinary mandatory redemption prior to their selected maturity in the manner determined by the Bond Registrar if certain events occurred as outlined in the Bond Indenture.

The Bond Indenture established a debt service reserve requirement as well as other restrictions and requirements relating principally to the use of proceeds to pay for the infrastructure improvements and the procedures to be followed by the District on assessments to property owners. The District agrees to levy special assessments in annual amounts adequate to provide payment of debt service and to meet the reserve requirements. The District was in compliance with the requirements at September 30, 2019.

NOTE 7 – LONG TERM LIABILITIES (Continued)**Long-term debt activity**

Changes in long-term liability activity for the fiscal year ended September 30, 2019 were as follows:

	Beginning Balance	Additions	Reductions	Ending Balance	Due Within One Year
<u>Governmental activities</u>					
Series 2015	\$ 6,910,000	\$ -	\$ 120,000	\$ 6,790,000	\$ 110,000
Series 2016	8,515,000	-	160,000	8,355,000	165,000
Original Issuance Discount	(58,582)	-	(2,154)	(56,428)	-
Series 2017A-1	8,345,000	-	175,000	8,170,000	180,000
Original Issuance Discount	(208,065)	-	(7,178)	(200,887)	-
Series 2017A-2	1,410,000	-	25,000	1,385,000	20,000
Total	<u>\$ 24,913,353</u>	<u>\$ -</u>	<u>\$ 470,668</u>	<u>\$ 24,442,685</u>	<u>\$ 475,000</u>

At September 30, 2019, the scheduled debt service requirements on the long-term debt were as follows:

Year ending September 30,	Governmental Activities		
	Principal	Interest	Total
2020	\$ 475,000	\$ 1,139,699	\$ 1,614,699
2021	490,000	1,123,164	1,613,164
2022	510,000	1,105,889	1,615,889
2023	535,000	1,087,120	1,622,120
2024	560,000	1,065,265	1,625,265
2025-2029	3,165,000	4,946,745	8,111,745
2030-2034	3,970,000	4,166,008	8,136,008
2035-2039	5,025,000	3,138,804	8,163,804
2040-2044	6,385,000	1,804,944	8,189,944
2045-2047	3,585,000	293,123	3,878,123
Total	<u>\$ 24,700,000</u>	<u>\$ 19,870,761</u>	<u>\$ 44,570,761</u>

NOTE 8 – DEVELOPER TRANSACTIONS AND RELATED INFORMATION

The Developer owns a portion of land within the District; therefore, assessment revenues in the general and debt service funds include the assessments levied on those lots owned by the Developer.

NOTE 9 – MANAGEMENT COMPANY

The District has contracted with a management company to perform management advisory services, which include financial and accounting advisory services. Certain employees of the management company also serve as officers of the District. Under the agreement, the District compensates the management company for management, accounting, financial reporting, computer and other administrative costs.

NOTE 10 – RISK MANAGEMENT

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters. The District has obtained commercial insurance from independent third parties to mitigate the costs of these risks; coverage may not extend to all situations. There were no settled claims during the past three years.

NOTE 11 – CONCENTRATION

The District's activity is dependent upon the continued involvement of the Developers, the loss of which could have a material adverse effect on the District's operations.

**BONTERRA COMMUNITY DEVELOPMENT DISTRICT
CITY OF HIALEAH, FLORIDA
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN
FUND BALANCE - BUDGET AND ACTUAL – GENERAL FUND
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2019**

	Budgeted Amounts <u>Original & Final</u>	Actual Amounts	Variance with Final Budget - Positive (Negative)
REVENUES			
Assessments	\$ 575,346	\$ 577,663	\$ 2,317
Interest	1,000	5,753	4,753
Miscellaneous	9,000	27,338	18,338
Total revenues	<u>585,346</u>	<u>610,754</u>	<u>25,408</u>
EXPENDITURES			
Current:			
General government	128,422	127,090	1,332
Maintenance	163,250	141,102	22,148
Clubhouse	409,327	409,983	(656)
Capital outlay	-	12,575	(12,575)
Total expenditures	<u>700,999</u>	<u>690,750</u>	<u>10,249</u>
Excess (deficiency) of revenues over (under) expenditures	(115,653)	(79,996)	35,657
OTHER FINANCING SOURCES			
Use of fund balance	115,653	-	(115,653)
Total other financing sources	<u>115,653</u>	<u>-</u>	<u>(115,653)</u>
Net change in fund balances	<u>\$ -</u>	(79,996)	<u>\$ (79,996)</u>
Fund balance - beginning		<u>122,794</u>	
Fund balance - ending		<u>\$ 42,798</u>	

See notes to required supplementary information

**BONTERRA COMMUNITY DEVELOPMENT DISTRICT
CITY OF HIALEAH, FLORIDA
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION**

The District is required to establish a budgetary system and an approved Annual Budget for the general fund. The District's budgeting process is based on estimates of cash receipts and cash expenditures which are approved by the Board. The budget approximates a basis consistent with accounting principles generally accepted in the United States of America (generally accepted accounting principles).

The legal level of budgetary control, the level at which expenditures may not exceed budget, is in the aggregate. Any budget amendments that increase the aggregate budgeted appropriations must be approved by the Board of Supervisors. Actual general fund expenditures did not exceed appropriations for the fiscal year ended September 30, 2019.



**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT
OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH
GOVERNMENT AUDITING STANDARDS**

To the Board of Supervisors
Bonterra Community Development District
City of Hialeah, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities and each major fund of Bonterra Community Development District, City of Hialeah, Florida ("District") as of and for the fiscal year ended September 30, 2019, and the related notes to the financial statements, which collectively comprise the District's basic financial statements, and have issued our opinion thereon dated April 27, 2020.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in blue ink, appearing to read "B. Shaw & Associates".

April 27, 2020



Grau & Associates
CERTIFIED PUBLIC ACCOUNTANTS

Agenda Page #61
951 Yamato Road • Suite 280
Boca Raton, Florida 33431
(561) 994-9299 • (800) 299-4728
Fax (561) 994-5823
www.graucpa.com

**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE WITH THE
REQUIREMENTS OF SECTION 218.415, FLORIDA STATUTES, REQUIRED BY
RULE 10.556(10) OF THE AUDITOR GENERAL OF THE STATE OF FLORIDA**

To the Board of Supervisors
Bonterra Community Development District
City of Hialeah, Florida

We have examined Bonterra Community Development District, City of Hialeah, Florida's ("District") compliance with the requirements of Section 218.415, Florida Statutes, in accordance with Rule 10.556(10) of the Auditor General of the State of Florida during the fiscal year ended September 30, 2019. Management is responsible for District's compliance with those requirements. Our responsibility is to express an opinion on District's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. Those standards require that we plan and perform the examination to obtain reasonable assurance about whether the District complied, in all material respects, with the specified requirements referenced in Section 218.415, Florida Statutes. An examination involves performing procedures to obtain evidence about whether the District complied with the specified requirements. The nature, timing, and extent of the procedures selected depend on our judgment, including an assessment of the risks of material noncompliance, whether due to fraud or error. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion. Our examination does not provide a legal determination on the District's compliance with specified requirements.

In our opinion, the District complied, in all material respects, with the aforementioned requirements for the fiscal year ended September 30, 2019.

This report is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, management, and the Board of Supervisors of Bonterra Community Development District, City of Hialeah, Florida and is not intended to be and should not be used by anyone other than these specified parties.

Grau & Associates

April 27, 2020



Grau & Associates

CERTIFIED PUBLIC ACCOUNTANTS

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MANAGEMENT LETTER PURSUANT TO THE RULES OF THE AUDITOR GENERAL FOR THE STATE OF FLORIDA

To the Board of Supervisors
Bonterra Community Development District
City of Hialeah, Florida

Report on the Financial Statements

We have audited the accompanying basic financial statements of Bonterra Community Development District, City of Hialeah, Florida ("District") as of and for the fiscal year ended September 30, 2019, and have issued our report thereon dated April 27, 2020.

Auditor's Responsibility

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and Chapter 10.550, Rules of the Auditor General.

Other Reporting Requirements

We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of the Financial Statements Performed in Accordance with *Government Auditing Standards*; and Independent Auditor's Report on an examination conducted in accordance with *AICPA Professional Standards*, AT-C Section 315, regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in those reports, which are dated April 27, 2020, should be considered in conjunction with this management letter.

Purpose of this Letter

The purpose of this letter is to comment on those matters required by Chapter 10.550 of the Rules of the Auditor General for the State of Florida. Accordingly, in connection with our audit of the financial statements of the District, as described in the first paragraph, we report the following:

- I. **Current year findings and recommendations.**
- II. **Status of prior year findings and recommendations.**
- III. **Compliance with the Provisions of the Auditor General of the State of Florida.**

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies, as applicable, management, and the Board of Supervisors of Bonterra Community Development District, City of Hialeah, Florida and is not intended to be and should not be used by anyone other than these specified parties.

We wish to thank Bonterra Community Development District, City of Hialeah, Florida and the personnel associated with it, for the opportunity to be of service to them in this endeavor as well as future engagements, and the courtesies extended to us.

Grau & Associates

April 27, 2020

REPORT TO MANAGEMENT

I. CURRENT YEAR FINDINGS AND RECOMMENDATIONS

None

II. PRIOR YEAR FINDINGS AND RECOMMENDATIONS

None

III. COMPLIANCE WITH THE PROVISIONS OF THE AUDITOR GENERAL OF THE STATE OF FLORIDA

Unless otherwise required to be reported in the auditor's report on compliance and internal controls, the management letter shall include, but not be limited to the following:

1. A statement as to whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report.

There were no significant findings and recommendations made in the preceding annual financial audit report for the fiscal year ended September 30, 2018.

2. Any recommendations to improve the local governmental entity's financial management.

There were no such matters discovered by, or that came to the attention of, the auditor, to be reported for the fiscal year ended September 30, 2019.

3. Noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance.

There were no such matters discovered by, or that came to the attention of, the auditor, to be reported, for the fiscal year ended September 30, 2019.

4. The name or official title and legal authority of the District are disclosed in the notes to the financial statements.

5. The District has not met one or more of the financial emergency conditions described in Section 218.503(1), Florida Statutes.

6. We applied financial condition assessment procedures and no deteriorating financial conditions were noted as of September 30, 2019. It is management's responsibility to monitor financial condition, and our financial condition assessment was based in part on representations made by management and the review of financial information provided by same.

Fourth Order of Business

4Ai.

**AGREEMENT FOR ACCESS TO CERTAIN EXEMPT INFORMATION MAINTAINED
BY THE MIAMI-DADE COUNTY PROPERTY APPRAISER**

THIS AGREEMENT TO ACCESS CERTAIN EXEMPT INFORMATION MAINTAINED BY THE MIAMI-DADE COUNTY PROPERTY APPRAISER (AGREEMENT), made and entered into this 7th day of May, 2020, by and between the **Bonterra Community Development District** (hereinafter referred to as the “**CDD**”) and the **MIAMI-DADE COUNTY PROPERTY APPRAISER**, (hereinafter referred as the “**Property Appraiser**”).

WITNESSETH

WHEREAS, the CDD is an independent special purpose unit of local government that helps plan, finance, construct, operate and maintain infrastructure and services for the benefit of its residents,

WHEREAS, the CDD may finance infrastructure and services by levying ad valorem taxes or non-ad valorem assessments,

WHEREAS, the CDD has requested access to certain records maintained by the Property Appraiser relating to specific property owners, including name, home addresses, telephone numbers, dates of birth, and photographs, which are exempt from public disclosure under Section 119.071 of the Florida Statutes (“**Exempt Information**”),

WHEREAS, under Section 119.071 of the Florida Statutes, “home addresses” includes the physical address, mailing address, street address, parcel identification number, plot identification number, legal property description, neighborhood name and lot number, GPS coordinates, and any other descriptive property information that may reveal the home address,

WHEREAS, the CDD shall only request Exempt Information when there is a statutory or official need for the Exempt Information,

WHEREAS, the CDD shall take full responsibility for protecting all Exempt Information provided pursuant to this Agreement in accordance with Florida law,

NOW, THEREFORE, in consideration of the covenants herein provided, the CDD and the Property Appraiser agree as follows:

1. The foregoing recitals are incorporated herein.
2. Before the CDD requests any Exempt Information from the Property Appraiser, the CDD shall establish sufficient safeguards to ensure that Exempt Information will not be disclosed, whether intentionally or inadvertently, by the CDD or any of its agents or employees, except as authorized by Florida law.
3. The CDD shall only use Exempt Information to fulfill the official administration, duties, and responsibilities of the CDD and such Exempt Information may not be disclosed or shared for any other purpose other than as prescribed by Florida law.

4. When in receipt of Exempt Information from the Property Appraiser, the CDD acknowledges that its employees, successors and authorized agents are subject to the same requirements exempting such records from public disclosure and the same penalties for violation of those requirements as the Property Appraiser. The CDD accepts full responsibility for the actions of its employees, successors and authorized agents with regards to the Exempt Information, unless otherwise provided by Florida law and subject to the limitations of Section 768.28, Florida Statutes, to the extent applicable.
5. To the extent allowed by, and subject to the limitations of, Section 768.28 of the Florida Statutes, if applicable, the CDD does hereby agree to indemnify and hold the Property Appraiser, its officials, employees and instrumentalities, harmless from any and all liability for any damage, injury or claim that may arise by virtue of the Property Appraiser's disclosure of the Exempt Information to the CDD, or the exercise of any rights, obligations or actions under this Agreement, including, but not limited to, the CDD's failure to maintain the Exempt Information in accordance with Florida law.
6. The undersigned further agrees that these conditions shall be deemed a continuing obligation between the CDD and the Property Appraiser and shall remain in full force and effect and be binding on the CDD, and any permitted successors or assigns.
7. In the event that the CDD requests any third party to assume any of its responsibilities as it relates to the Exempt Information or this Agreement, the CDD must require the third party to agree in writing that it is subject to, and must comply with, all terms of this Agreement and that it must protect the Exempt Information from disclosure. Such agreement by the third party must be signed before the CDD allows the third party to access any Exempt Information. The CDD acknowledges that such assumption by a third party shall not relieve the CDD from any obligations or responsibilities hereunder. Any failure by any third party shall not subject the Property Appraiser to any liability for any damage, injury or claim that may arise. A failure of the CDD to comply with this Section shall be a breach of this Agreement and therefore a termination of the Agreement without the notice requirement in Section 9.
8. Nothing in this Agreement, expressed or implied, is intended to: (a) confer upon any entity or person other than the parties and any permitted successors or assigns, any rights or remedies under or by reason of the Agreement as a third party beneficiary or otherwise except as specifically provided in this Agreement; or (b) authorize anyone not a party to this Agreement to maintain an action pursuant to or based upon this Agreement. Additionally, nothing herein shall be deemed to constitute a waiver of any rights under Section 768.28 of the Florida Statutes, or as a waiver of the Property Appraiser's sovereign rights.
9. Either party to this Agreement may terminate the Agreement with seven (7) days' written notice to the other party. The CDD's obligation to protect the Exempt Information from disclosure shall remain in full force and effect following the termination of the Agreement.
10. The language agreed to herein expresses the mutual intent and agreement of the Property Appraiser and the CDD, and shall not, as a matter of judicial construction, be construed more severely against one of the parties from the other.

11. Any notices to be given hereunder shall be in writing and shall be deemed to have been given if sent by hand delivery, recognized overnight courier (e.g., Federal Express), or by written certified U.S. mail, with return receipt requested, addressed to the party for whom it is intended, at the place specified. The method of delivery shall be consistent among all of the persons listed herein. For the present, the CDD and Property Appraiser designate the following as the respective places for notice purposes:

Bonterra Community Development District: District Manager
Inframark, LLC
210 North University Drive, Suite 702
Coral Springs, Florida 33071

With a Copy to: District Counsel
Billing, Cochran, Lyles, Mauro & Ramsey, P.A.
515 East Las Olas Blvd., Sixth Floor
Fort Lauderdale, Florida 33301
Attn: Dennis E. Lyles, Esq.

Property Appraiser: Miami-Dade County
Office of the Property Appraiser
111 Northwest First Street, Suite 710
Miami, Florida 33128

With a Copy to: Miami-Dade County Attorney's Office
111 Northwest First Street, Suite 2810
Miami, Florida 33128

IN WITNESS WHEREOF, the Bonterra Community Development District has caused this instrument to be executed by its respective officials thereunto duly authorized, this the day and year above written.

BONTERRA COMMUNITY DEVELOPMENT DISTRICT

ATTEST:

By: _____
Secretary/Assistant Secretary

By: _____
Maybel Peña
Chairperson

APPROVED AS TO LEGAL FORM
AND CORRECTNESS:

Vanessa T. Steinerts, Esq.
CDD Attorney

MIAMI-DADE COUNTY PROPERTY APPRAISER

ATTEST:

By: _____
Property Appraiser/ Designee

Date
3

4B

COPIER

Pursuing the Budget workshop that took place on March 5th, The Board was presented by the manager with the copier lease and service. The manager recommended to remove the service and the lease from the CDD since it is not used for the CDD purposes and serves the HOA only.

Attached to this report is the buyout sheet from DEX imaging. The HOA Master Board already agreed and in the process of entering in agreement with a different vendor and agreed to pay for the buyout.

According to the attorney, to be able to issue a termination notice, the Board must motion first.



P.O. Box 609 • Cedar Rapids, IA 52406-0609

Quote For: Bonterra Community Development District

Agreement Number(s): 014-1289662-000

014-1289662-001

Quote Reference Number: 1565621

Quote Date: 3/30/2020

Quote Expiration Date: 4/29/2020

Quote Detail - by Quote Type

	Upgrade to Return
Receivable Balance	\$3,080.00
Purchase Option Amount	\$0.00
Sales Tax	WKGKK
Property Tax	\$145.80
Other Charges / Credits	WKGKK
Total	\$3,225.80

Important Messages

Quote(s) includes only the agreement(s) and equipment specifically listed below.

Return Quote amounts do not include the cost of shipping the equipment. Shipping Instructions will be provided when we receive the return quote amount listed above. Please keep in mind that it is the customer's responsibility to remove any confidential data/images stored on the equipment prior to its return.



If you are sending in your quote payment please include a copy of this quote, or detach the below portion and include with your check. Please remit your payment to the following:

GreatAmerica Financial Svcs., Ref #QT1565621
PO Box 609
Cedar Rapids, IA 52406-0609

Agreement Number(s)

014-1289662-000

Please call us if you have any questions.

Sincerely,

Account Support

866-313-3440

Agreement & Equipment Detail

Agreement 014-1289662-000

Customer Details

Customer Name:	Bonterra Community Development District	Contact Name:	Juliana Duque/Accounts Payable
Billing Address:	210 N UNIVERSITY DR STE 702 CORAL SPRINGS FL 33071-7320	Contact Number:	954-721-8681

Agreement Details

Original Term:	39	Term Date:	2/28/2021
Contract Balance:	\$2,585.00	Commencement Date:	11/28/2017
Billing Frequency:	Monthly	Billed Through Date:	4/28/2020
		Paid To Date:	4/28/2020

Standard Payment Details

Rental Payment:	\$235.00
Maintenance:	0
Other:	wK&KK
Total:	\$235.00

Equipment Details

Description	Model	Serial Number	Equipment Payment **	Asset Address
Canon Copier	imageRUNNER . DVANCE C5535i	WXF14124	\$235.00	9501 W 35th Ct Hialeah FL 33018-2021

****Equipment payment per asset does not include applicable sales tax, property tax, pass through vendor items (i.e. maintenance, service, supplies, meters, etc.) or any additional equipment not listed on the original lease. The Equipment Payment may contain Upfront Sales Tax when applicable.**

Agreement 014-1289662-001

Customer Details

Customer Name:	Bonterra Community Development District	Contact Name:	Juliana Duque/Accounts Payable
Billing Address:	210 N UNIVERSITY DR STE 702 CORAL SPRINGS FL 33071-7320	Contact Number:	954-721-8681

Agreement Details

Original Term:	<k	Term Date:	2/28/2021
Contract Balance:	\$495.00	Commencement Date:	2/28/2018
Billing Frequency:	Monthly	Billed Through Date:	4/28/2020
		Paid To Date:	4/28/2020

Standard Payment Details

Rental Payment:	\$45.00
Maintenance:	0
Other:	wK&KK
Total:	\$45.00

Equipment Details

Description	Model	Serial Number	Equipment Payment **	Asset Address
Canon Inner Finisher	imageRUNNER ADVANCE C5535i	WEW56928	\$45.00	9501 W 35th Ct Hialeah FL 33018-2021

****Equipment payment per asset does not include applicable sales tax, property tax, pass through vendor items (i.e. maintenance, service, supplies, meters, etc.) or any additional equipment not listed on the original lease. The Equipment Payment may contain Upfront Sales Tax when applicable.**

Quote Detail - by Asset

Upgrade to Return

Description (Serial)	Agreement Number	Receivable Balance	Purchase Option	Sales Tax	Property Tax	Charges / Credits	Total
Canon Copier (W XF14124)	014-1289662-000	\$2,585.00	wKCKK	wKCKK	\$123.04	wKCKK	\$2,708.04
Canon Inner Finisher (WEW56928)	014-1289662-001	\$495.00	wKCKK	wKCKK	\$22.76	wKCKK	wVHGK

ESTIMATED BUYOUT WORKSHEET

Customer: Bonterra Community Development District

Current Lease Company: Greater America Financial Services

Lease Number: 014-1289662-000 & 001

Model: Canon IR Advance C5535i

Serial Number: WXF14124

Current Lease Payment: \$280.00

Tax Rate: 0

Prepared On: April 24, 2020

Lease Begin Date: November 28, 2017

Lease Term (Months): 39

Lease End Date: February 28, 2021

REMAINING PAYMENTS

Number of Payments Left: 11

Remaining Balance = \$3,080.00

SALES TAX

☒ Non-profit (no tax)

Remaining Balance
x tax rate 0

Total Sales Tax = \$0.00

PROPERTY TAX

If lease ends in December of a year, one more payment is added because equipment may not be received until January of the following year.

☐ Current year excluded from property tax calculation

Number of years 1

Tax years: 2020 - 2021

Total Property Tax = \$145.80

Remaining Balance	\$ 3,080.00
Sales Tax	\$ 0.00
Property Tax	\$ 145.80
Lease Return Fee	\$ 0.00

(Copier & Printer \$415.00 / Fax \$200.00 per machine)

Total Estimated Buyout \$ 3,225.80

With Return Fee N/A

Without Return Fee \$ 3,225.80

Select One:

☒ Actual Buyout

☐ Stream of Payments

☐ Other

Copy of Lease Attached: ☐ Yes

☒ No

Copy of Invoice Attached: ☐ Yes

☒ No

Copy of Buyout Attached: ☐ Yes

☒ No

Notes:

\$415.00 Return Fee waived

GYM UPGRADE

At the last meeting, the manager informed the Board that she would look into gym equipment leasing companies. Being that the gym is the most used amenity in the club and most of the residents' requests are for upgraded equipment, the manager was looking for new layout as well as upgraded equipment in the market.

The manager contacted the following three companies:

- Fitness Solution (current vendor)- The vendor indicated that they do not have equivalent equipment.
- Gym Source- High end equipment. Warranty varies. Professionals. Financing, or Cash only.
- Matrix- High end technology. Warranty varies. Cash/Financing/Leasing.

The proposed new gym layout and the detailed proposals are available for the Board directly from the manager or at the next meeting.

See the attached

1. Summary sheet of costs/terms/financing.

Gym upgrade comparison sheet

	Matrix A	Warranty	Cost	Matrix B	Warranty	Cost	Gym Source	Warranty	Cost
CARDIO									
4 Treadmills	Matrix Treadmill - LED Console	10 year- Frame, 5 year- Parts.1 Year - Labor	\$21,980.00	Matrix Treadmill - 16" touchscreen display with FitTouch	10 year- Frame, 5 year- Parts.1 Year - Labor	\$27,980.00	R70 TREAD BASE	3 Years Parts/3 Years Labor	\$27,196.00
2 Ellipticals	Matrix Elliptical - LED Console	Frame Construction (excludes finish) - 10 Yrs, Brake & Drive System - 3 Yrs, Flywheel Assembly - 3 Years	\$7,790.00	Matrix Elliptical - 16" touchscreen display with FitTouch	Frame Construction (excludes finish) - 10 Yrs, Brake & Drive System - 3 Yrs, Flywheel Assembly - 3 Years	\$11,990.00	R70 TOTAL BODY ARC BASE	3 Years Parts/3 Years Labor	\$14,198.00
1 Recumbent bike	Matrix Recumbent Bike - LED Console	10 year- Frame . 5 year- Parts , 2 Year - Labor	\$2,450.00	Matrix Recumbent Bike - 16" touchscreen display with FITouch	10 year- Frame . 5 year- Parts , 2 Year - Labor	\$4,695.00	R70 RECUMBENT BIKE BASE	3 Years Parts/3 Years Labor	\$3,899.00
Data Connection equip	NA NA		NA NA	Matrix Asset Management Data Fee Broadcast/Vision Cable Adapter Boxes		\$483.00 \$1,603.00	NA NA		NA NA
STRENGTH									
1 Functional Trainer storage	Matrix Functional Trainer STD Stack, 18" Storage	Frame - 10 Yrs, Parts - 5 Yrs., Labor - 3Yrs., Upholstery/Cables/Springs/ Grips - 1Yr.	\$3,699.00	Matrix Functional Trainer STD Stack, 18" Storage	Frame - 10 Yrs, Parts - 5 Yrs., Labor - 3Yrs., Upholstery/Cables/Springs/ Grips - 1Yr.	\$3,699.00	8810-BRAVO DUAL ADJ. PULLEY W/EXT CHINUP	10 Years Frame/2 Years Mechanical Parts,4 Months Upholstery/Grip/Cables/Belts,1 Year Labor	\$5,585.00
				Matrix Aura G3-MSFT300 Functional Trainer @ \$5,499.00 Plus Freight / Delivery & Installation					
1 Tier Flat DB Rack Short	Matrix MG 3-tier Flat DB Rack Short	Frame - 10 Yrs, Parts - 5 Yrs., Labor - 3Yrs., Upholstery/Cables/Springs/ Grips - 1Yr.	\$1,275.00	Matrix MG 3-tier Flat DB Rack Short	Frame - 10 Yrs, Parts - 5 Yrs., Labor - 3Yrs., Upholstery/Cables/Springs/ Grips - 1Yr.	\$1,275.00	16255-THREE TIER DUMBBELL RACK		\$1,404.00
DB Pairs 55,60,65,70,75 lb	XULT Rubber Hex		\$1,062.28	XULT Rubber Hex		\$1,062.28	RUBBER ENCASED DB		\$1,337.84
1 Training Rig & Storage Rack- complete	XULT 2 Bay Functional Training Rig & Storage Rack with complete accessory	Frame - 10 Yrs, Parts - 5 Yrs., Labor - 3Yrs., Upholstery/Cables/Springs/ Grips - 1Yr. Frame Construction (excludes finish) - 10 Yrs, Brake & Drive System - 3 Yrs, Flywheel Assembly - 3 Years	\$4,899.00 \$6,750.00	XULT 2 Bay Functional Training Rig & Storage Rack with complete accessory	Frame - 10 Yrs, Parts - 5 Yrs., Labor - 3Yrs., Upholstery/Cables/Springs/ Grips - 1Yr. Frame Construction (excludes finish) - 10 Yrs, Brake & Drive System - 3 Yrs, Flywheel Assembly - 3 Years	\$4,899.00 \$6,750.00	X-CREATE WALL UNIT 8FT LONG INCLUDED ALL ACCESSORIES	15 Years Frame/10 Years Belt/3 Years Mechanical/1 Year Electronics & Labor,6 Months Wear Items	\$6,699.00 \$9,495.00
5 spinning bikes	Matrix Indoor Cycle CXC			Matrix Indoor Cycle CXC			INDOOR CYCLE W/ECOSCRN, POWER METER		
				OPTION: Matrix CXC Console @ \$199.00					
TRADE IN									
(3) Cybex 525 Treadmills (1) Cybex 525 ARC trainer (1) Cybex 525 Recumbent Bike (1) Cybex 325 Functional Trainer (1) Cybex Two Tier DB Rack			(\$1,800.00)						-\$2,050.00
MISC									
FREIGHT/DELIVERY/INSTALLATION			\$4,079.00			\$4,355.04			\$7,330.37
TOTAL			\$52,184.28			\$66,991.32			\$75,094.21

PAYMENT OPTIONS

Purchase Amount cash: \$55,184.28

Purchase Options (years): 12 24 36 48 60
Fair Market Value: \$4,332.64 - \$2,317.61 - \$1,660.08 - \$1,347.03 - \$1,156.88
Purchase Option (years): 12 24 36 48 60
Preferred Business: \$5,088.27 - \$2,647.20 - \$1,848.58 - \$1,451.19 - \$1,214.75
EFA/\$1 Buyout

Purchase Amount cash: \$70,799.00

Purchase Options (years): 12 24 36 48 60
Fair Market Value: \$5,565.51 - \$2,977.10 - \$2,132.47 - \$1,730.33 - \$1,486.07
Purchase Option (years): 12 24 36 48 60
Preferred Business: \$6,536.16 - \$3,400.48 - \$2,374.60 - \$1,864.14 - \$1,560.41
EFA/\$1 Buyout

Fixed interest rate for the three (3) year, four (4) year, and five (5) year terms.

OPTION 1

Acquisition Cost: \$75,094.21 Term: Three (3) years First Payment Due: At Closing
Down Payment: \$ 0.00 Payment Mode: Monthly in Advance Payment Amount: \$2,269.63
Trade In: \$ 0.00 Interest Rate: 5.890%
Principal Balance: \$75,094.21 Rate Factor: 0.030224

OPTION 2

Acquisition Cost: \$75,094.21 Term: Four (4) years First Payment Due: At Closing
Down Payment: \$ 0.00 Payment Mode: Monthly in Advance Payment Amount: \$1,731.62
Trade In: \$ 0.00 Interest Rate: 5.290%
Principal Balance: \$75,094.21 Rate Factor: 0.023059

OPTION 3

Acquisition Cost: \$75,094.21 Term: Five (5) years First Payment Due: At Closing
Down Payment: \$ 0.00 Payment Mode: Monthly in Advance Payment Amount: \$1,411.90
Trade In: \$ 0.00 Interest Rate: 5.020%
Principal Balance: \$75,094.21 Rate Factor: 0.018802

Preferred Business: EFA/\$1 Buyout

This plan should be selected if the company knows upfront that they want to own the equipment. At the end of the contract term the company financing the equipment owns it for \$1.00. This lease also is known as a

Fair Market Value:

A lease that provides the option to purchase the equipment being financed at the end of the lease term at its then fair market value. This purchase option offers the lowest monthly payment. At the end of the contract the business can decide

Note: Payments quoted do not include applicable taxes or fees.

A/C CLEANING



At a previous meeting, the A/C duct cleaning was brought up. The Board was presented with the importance and with a proposed cost of work from Cool Breez. The manager was asked to look for two more proposals for the job.

Attached are three proposals:

ADA (Specialist) - \$20,254

Cool Breeze (Current Vendor)- \$16,200

R&B(General Contractor)- \$15,850



PROPOSAL FOR HVAC SYSTEMS CLEANING AND REMEDIATION

Bonterra Community and HOA, 9501 W. 35th Court, Hialeah, FL 33018
 Miami Management – Ayala Layan-Slann
February 24th, 2020

Project Outline - Clubhouse

- Decontaminate approx. eight hundred forty nine lineal feet (849') of supply and return ductwork, including 52 branch runs. The ductwork includes all duct accessories including, but not limited to, supply diffusers, return grilles, turning vanes, terminals, reheat coils, etc. where required.
- Line item pricing to four (4) air handler units – Decontaminate HVAC components (cooling coils, blower wheel and assembly, condensate pan, drainline and insulation liner)
- Line item pricing to decontaminate approx. fifty nine lineal feet (59') of exhaust ductwork, including 7 branch runs.

Statement of Qualifications

Corporate:

- Membership of NADCA (National Air Duct Cleaners Association) since 1995
- Membership of IAQA (Indoor Air Quality Association) since 1999
- Membership of ACAC (American Indoor Air Quality Council) since 2000
- State of Florida, Class "A" Mechanical Contractor – CACO57550
- State of Florida, Licensed Mold Remediator – MRSR802
- State of Florida, Licensed Mold Assessor – MRSA1924
- **Certified Woman Minority Owned Company – Florida Office Of Supplier Diversity**
- **Palm Beach Schools – Certified Woman Minority Owned Company**
- **Broward Schools – Certified Woman Minority Owned Company**
- **DUNS #803424261**

Individuals (on Staff):

- Certified Air Systems Cleaning Specialists (A.S.C.S.)
- Certified Indoor Environmentalists (C.I.E.)
- Certified Microbial Remediators (C.M.R.)
- Certified Ventilation Systems Mold Remediators (V.S.M.R.)
- Certified Ventilation Inspectors (C.V.I.)
- Certified Microbial Consultants (C.M.C.)
- Certified Ventilation Maintenance Technicians (VMT)

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 CACO57550 – MRSA1924 – MRSR802

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PROPOSAL FOR HVAC SYSTEMS CLEANING AND REMEDIATION

Bonterra Community and HOA, 9501 W. 35th Court, Hialeah, FL 33018
 Miami Management – Ayala Layan-Slann
February 24th, 2020

Scope of Work

1. Decontaminate ductwork:

- **Qualifications:** A.D.A., Inc. (Air Duct Aseptics) shall provide an **Air Systems Cleaning Specialist (A.S.C.S.)** certified by N.A.D.C.A. and a **Certified Indoor Environmentalist (C.I.E.)** certified by A.C.A.C. as **Project Manager** for this project to perform all work by the best methods known to the trade and leave in perfect, complete and undamaged conditions, without exception. Work shall be done by skilled workmen and shall be of the highest class known to the trade.
- **Cleaning Standards:** A.D.A. will locate and mark air handlers and subsequent ductwork as directed on a system by system basis. A.D.A. to clean all ductwork to NADCA Standard ACR-2013. All work to exceed minimum requirements for Commercial HVAC system cleaning as specified by NADCA “General Specifications of the Cleaning of Commercial Heating, Ventilation and Air Conditioning Systems”
 - a. Cleaning verification shall be visual and, if required, the NADCA Gravimetric Analysis Test shall be the only applicable cleanliness verification instrument (as requested by customer at additional expense). Note: A “white glove” type test is not applicable to these standards and would change the air duct cleaning to a “hand wipe” job. The cost of post-remediation sampling by an independent third part consulting firm is not included in this pricing.
- **Air Duct Cleaning:** Decontaminate internal surfaces of supply and return ductwork including plenums, branch runs, turning vanes, mixing boxes, reheat coils and all other components which make contact with the processed air. Ductwork to be negatively pressurized using H.E.P.A. (High Efficiency Particulate Accumulator) filtration. Inside surfaces to be cleaned using any combination of industry recognized Push/Pull methods, including rotating brushes, purified high pressure air sweeps through self-propelling skipper valves and direct H.E.P.A. surface method. This process is called source contamination removal.
- **Negative Air Equipment:** Filter system shall be capable of maintaining a minimum of 0.8 inch lift as measured by a Water Gauge within the duct during the abatement process so as to keep particles which are agitated airborne for removal, to ensure proper containment of the microbiological contamination removed, protecting the surrounding areas from cross-contamination.
- **Cleaning Documentation:** A.D.A to provide one (1) set of photographic stills of representative before and after conditions of the internal portions of the HVAC air conveyance system.
- **Cleaning Methods:** Contractor to utilize industry recognized agitation tools including rotating brushes and/or air sweeps to perform the cleaning function while HVAC system is under negative pressure.

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PROPOSAL FOR HVAC SYSTEMS CLEANING AND REMEDIATION

Bonterra Community and HOA, 9501 W. 35th Court, Hialeah, FL 33018
 Miami Management – Ayala Layan-Slann
February 24th, 2020

- **Vacuum Equipment:** When exhausting equipment inside, only HEPA filtered vacuum systems shall be used by A.D.A.
- **Grills/Diffusers:** Remove (note: lineal diffusers to be cleaned in place), clean, sanitize and re-install supply grills; clean in place return registers. A.D.A. cannot accept any responsibility for paint chipping and peeling from access to supply or return grills/registers.
- **Trunkline:** Accesses to be made at intervals to allow access to clean all internal ductwork. Access to be made at turning vanes, reheat coils, VAV's and electric heat elements if applicable. All accesses (sheet metal) or patches (ductboard) to meet all state, local and S.M.A.C.N.A. codes (where applicable).
- **Personal Protective Equipment:** All employees are provided with PPE and all applicable industry, state and local regulations and recommendations will be observed.
- **Access doors:** Unless otherwise specified, access doors are excluded from this proposal, however are available at an additional cost if required.
- **Lifting Equipment:** Unless otherwise specified, lifting equipment rental is excluded from this proposal, however is available at an additional cost if required.

2. Mold Resistant Coating

- Ductwork is externally wrapped sheet metal; coating is not required

3. Decontaminate HVAC components

- **Interior Liner (Insulation):** Air handling apparatus will be placed under negative pressure prior to initiating cleaning procedure and/or zoned off from the occupied space. Interior liner to be cleaned utilizing localized H.E.P.A. vacuum equipment and sanitized. Insulation found damaged beyond repair or contaminated with microbial growth may be recommended for replacement and this cost is not included in this proposal.
- **Evaporator / Chilled Water Coils:** Evaporator coils will be chemically cleaned using a commercial grade coil cleaner designed for this purpose. All coil cleaning will be performed while system is either under negative pressure with an air scrubber utilizing H.E.P.A. filters (carbon if necessary) or properly zoned off. Coils will be washed with water prior to placing equipment in operation.

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PROPOSAL FOR HVAC SYSTEMS CLEANING AND REMEDIATION

Bonterra Community and HOA, 9501 W. 35th Court, Hialeah, FL 33018
 Miami Management – Ayala Layan-Slann
February 24th, 2020

- **Condensate Drain Pan:** Condensate drain pan will be vacuumed clean of debris and visible microbial growth. After removal of debris, pan will be sanitized.
- **Blower Wheel:** Blower wheel fins and assembly to be mechanically and chemically cleaned.

4. Insurances

- **General Liability/Pollution/Professional Insurance:** Liability insurance of \$1 million per occurrence, \$3 million aggregate
- **Workers Compensation:** Workers compensation insurance of \$1 million
- **Automobile Insurance:** Automobile insurance of \$1 million
- **Waivers of Subrogation:** Waivers of subrogation are available at an additional charge of \$250 per project per year.

Time Requirements

- The time estimate for completion is approximately four to seven (4-7) work shifts (minimum 8 hour work windows required – off shift preferred).

Note: Time estimate is approximate only and specifics of job may require more or less time to complete. Estimated work shifts are meant for a guideline of approximate time and should not be used for establishing deadlines or set completion dates. A.D.A. will make every reasonable effort to complete all work in as timely and as professional a manner as possible.

Guarantee

- A.D.A. guarantees its labor for a period of 90 days from date of service. Parts and materials including chemicals or chemical solutions shall be installed or applied in accordance with the manufacturers instructions and are provided with the manufacturers' warranty/guarantee, if any.



PROPOSAL FOR HVAC SYSTEMS CLEANING AND REMEDIATION

Bonterra Community and HOA, 9501 W. 35th Court, Hialeah, FL 33018
 Miami Management – Ayala Layan-Slann
February 24th, 2020

Investment

For all work as specified in the scope of work regarding approx. eight hundred forty nine lineal feet (849') of supply and return ductwork, including 52 branch runs, as follows:

Investment	\$13,530
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Line Items

Decontaminate HVAC components for four (4) AHUs	\$5,412
Decontaminate approx. 59' of exhaust ductwork	\$1,312

Terms:

50% deposit is required for this project (upon receipt of purchase order/contract or signed proposal).
Progress billing will be applicable and due according to % of work completed during a calendar month.
 Balance due in full upon completion of work performed. No retainage is applicable to this work.

Acceptance:

The above prices, specifications and conditions are satisfactory and hereby accepted. You are authorized to do the work specified. Payment will be made as specified above.

Authorized Signature: _____ Date: _____

Printed: _____ PO#: _____



PROPOSAL FOR HVAC SYSTEMS CLEANING AND REMEDIATION

Bonterra Community and HOA, 9501 W. 35th Court, Hialeah, FL 33018
Miami Management – Ayala Layan-Slann
February 24th, 2020

General Terms and Conditions:

- Pricing is valid for 30 calendar days from proposal date. **Pricing is based on liability insurance of \$1 million per occurrence, \$3 million aggregate. We do not carry Umbrella policies or have PNC coverage (can be obtained for additional charge)**
- **Waivers of Subrogation are not included with this proposal however are available at an additional charge of \$250 per project per year.**
- This quotation is based on single mobilization; additional mobilizations for project will incur additional charges.
- Any hidden conditions not identified in this proposal and discovered during the course of remediation are additional to this proposal and not included.
- Note: when quoting from HVAC plans with no key to indicate internally lined versus externally wrapped, ADA will assume the ductwork is externally wrapped. Internally lined ductwork will be charged at a higher rate than externally wrapped. Pricing is based on mechanical plans provided by the customer. Any deviations from the estimated lineal footages will be credited or billed at standard rates.
- Customer must have power to building for HVAC systems cleaning to be performed (minimum 110V, 20amp). If power is not provided, additional charges will apply. In office environments, all items on desks and area surfaces should be removed and computers should be covered by the customer.
- A.D.A. assumes no hazardous materials, defined by the E.P.A. including asbestos, exists within the air duct systems and does not provide for removal of such materials. No responsibility is assumed for unseen or unknown obstacles such as cable wires, plumbing piping or similar items located in the duct system.
- All electrical equipment shall be plugged into extension cords that have ground fault circuit interrupter boxes. A.D.A. shall ensure that all OSHA and EPA requirements that are applicable to this type of project are fully followed, and A.D.A. shall be solely and completely responsible for any damages, illnesses, or injuries that arise out of, from, or can be related to this project.
- Any damage to ceiling tiles, carpet, finished surfaces, or building furnishings that result from any of A.D.A.'s activities shall be repaired at their expense and to the satisfaction of the CUSTOMER if reported to A.D.A. in writing within 5 calendar days. If A.D.A. receives any inquiries about this project, those people shall be courteously directed to the Customer. A.D.A. shall conduct its' business in a manner that is respectfully of other occupants of the building.
- Existing equipment parts, components or ductwork are not warranted. Items found to be in need of replacement or repair (damaged internally, externally or broken) shall be reported. Air conditioning heating or ventilation equipment shall be taken out of service during duct cleaning. It is the customers' responsibility to co-ordinate any shut down and protection of other equipment or relocate persons during duct cleaning or equipment cleaning work.

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PROPOSAL FOR HVAC SYSTEMS CLEANING AND REMEDIATION

Bonterra Community and HOA, 9501 W. 35th Court, Hialeah, FL 33018

Miami Management – Ayala Layan-Slann

February 24th, 2020

- A.D.A. will report any mechanical problems encountered during the work process. Any visibly damaged parts that are observed inside the air conditioning systems will be reported if they affect normal operation of the system.
- Duct cleaning will be performed in a workmanlike manner using source removal methods. Duct cleaning process shall remove debris to N.A.D.C.A. (National Air Duct Cleaners Association) Standard ACR2013. Duct discoloration may still be present after proper cleaning methods have taken place. Should staining occur, the application of a mold resistant coating is available, however is not part of this proposal.
- Registers, air diffusers, turning vanes or associated balancing devices shall be cleaned during remedial work, however components found damaged shall be reported to customer. Decorating, painting, or ceiling tile replacement will not be included in this contract. Air distribution and balancing devices shall be placed as to the best of our ability to the original position. Any test and balance of the system or re-adjustment to these components are not included in this proposal.
- Should duct accessibility require any access through walls or solid ceiling, A.D.A. will notify the CUSTOMER. The opening and closing of the walls and/or ceilings are not part of this agreement. If the customer should decide not to have access taken through a ceiling or wall, customer understands that may reduce A.D.A.'s abilities to reach 100% of the ductwork, which can have a direct impact on the results of the procedure. Should access be required through drywall, lead and/or asbestos testing may be required in some cases to obtain the required permits and this cost is not part of this proposal.
- CUSTOMER agrees to provide adequate access to the property for A.D.A.'s personnel and equipment, including adequate storage space and vehicle space necessary to complete this work.
- This proposal sets forth our entire agreement and no verbal statements by either party shall be allowed to alter any of the terms or provisions set forth in this contract. Any modifications to the scope of work shall be in writing and pricing shall be adjusted accordingly.
- In the event of legal action in the event of non-payment, all litigation is to be carried out in Broward County, regardless of the location of the project. Customer also agrees that all legal and court costs will be recovered and payable by Customer, in addition to late fees imposed. In the event that A.D.A. performs inspections and/or testing services, additional quotes should be obtained to avoid the perception of a conflict of interest.
- Variations in temperature, humidity, particulate and other contaminants, including carpeting and upholstery, may cause odors to reoccur. Due to these variables, we cannot possibly guarantee against the possibility of odor reoccurrence in the duct or air conditioning system. HVAC duct cleaning should be considered a maintenance task reducing air contaminants for the air conditioning system. Duct cleaning should not be considered a one step cure for sick building syndrome or building related illnesses; a proper evaluation by a qualified individual is recommended in this case. Air testing and diagnostics is available upon request.
- A.D.A. assumes no liability and offers no warranty with respect to equipment, parts and materials including chemicals and chemical solutions. There shall be not warranties expressed or implied, or guarantees with respect to this contract except as set forth in detail herein.

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**Mechanical Services**

13120 SW 130 Terrace Miami, FL 33186
(786) 553-2023 (Office)

PROPOSAL 10015

PROPOSAL SUBMITTED TO Ayala Slann - Bonterra		TODAY'S DATE 08/13/2019	DATE OF PLANS/PAGE #'S 04-28-2014 M-2
PHONE NUMBER 786-536-7350	FAX NUMBER	JOB NAME HVAC Cleaning	
ADDRESS, CITY, STATE, ZIP 9501 W 35th CT, Hialeah, FL 33018		JOB LOCATION Same	

We propose hereby to furnish material and labor necessary to clean the HVAC systems for the Club House Building in accordance with NADCA standards (National Air Duct Cleaners Association). A HEPA vacuum system will be used to prevent cross contamination to occupied spaces along with an agitation air compressor system to dislodge debris in the ductwork. Systems to be cleaned: Three (3) Large Split Systems serving the lobby, bar, gym, conference rooms, offices and one (1) small split system for the manager's office. There will be a negative air scrubber in our working space, at all times, to collect minor debris from the cleaning process.

Scope of Work

1. Remove diffusers and clean supply and return air plenum boxes.
2. Clean supply and return air diffusers for all systems within the building. Approximately 55 diffusers.
3. Seal off diffusers with grill mask tape to provide negative air pressure during vacuum and cleaning process
4. Clean supply and return ductwork for all four air handlers; offices, rooms, lobby and related hallways.
5. Access main duct branches, cut and seal fiberglass ductwork as needed to gain access to all areas.
6. Dry clean interior of Air Handling unit cabinet with vacuum brush
7. Filter all vacuumed air through 99.97% HEPA filtration to collect particles greater than 0.3 microns.
8. Chemically clean evaporator coils and blower wheels in place. Protect area from water damage.
9. Use fogger system to sanitize and deodorize interior of supply and return ductwork.
10. Repair damaged leaking ductwork on AHU-1. Repair Filter rack where air is bypassing filter on AHU-1.
11. Startup of all equipment and verify cleanliness of HVAC systems.

Included: Labor and Materials. Job Duration: Approximately 6-8 working days. Work Time: After regular working hours or Weekends as to not disrupt the office area.

Price for Duct Cleaning: \$16,200.00

Excluded: Any work not clearly outlined in this scope of work.

Note: Only ductwork that can be accessed will be cleaned. Risers, shafts, exhaust, dryer vent, kitchen ducts, grease ducts, and other ducts of sensitive nature or difficult to access by our cleaning methods will not be part of this service. Our cleaning process does not guarantee or intend to remove existing mold spores or prevent future occurrences of mold or bacteria growth.

We propose hereby to furnish material and labor – complete in accordance with above specifications for the sum of:
Sixteen thousand two hundred dollars dollars (\$ **16,200.00**)

Payment as follows: **50% deposit, Balance upon Completion**

All material is guaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to specifications submitted, per standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance. If either party commences legal action to enforce its rights pursuant to this agreement, the prevailing party in said legal action shall be entitled to recover its reasonable attorney's fees and costs of litigation relating to said legal action, as determined by a court of competent jurisdiction.

**Authorized
Signature** _____

Note: this proposal may be withdrawn by us
if not accepted within **30** days.

ACCEPTANCE OF PROPOSAL The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____
Signature _____
Date of Acceptance _____



Bonterra CDD
Hialeah FL

Ayala, we are pleased and appreciate the opportunity to provide you a proposal to complete the “Community clubhouse Duct Cleaning” project as described within. We are very committed with providing you with great service and dedication. We would truly be a great asset to your team and look forward to working together to complete this project.

Prepared by:
R&B General Contractors, Inc.
Brian E. Battle, President
7401 Wiles Rd. Ste 255
Coral Springs, FL 33067
PH: 954-688-9955
FX: 954-755-0354



7401 Wiles Road #255
Coral Springs, FL 33067
(954) 688-9955

Date:02/27/20

Quote To:CDD-Bonterra
Address:5385 Nobhill Rd
City: Sunrise, FL
Attention: Ayala

Job name: Bonterra
Job Address: 9105 W 35 Ct
City: Hialeah, FL
Job Number:

Scope of work: Duct Cleaning

1. Clean all of the HVAC ducts throughout the clubhouse 52 ducts and 59LF of exhaust duct
 1. Remove all of the supply and return vents for cleaning
 2. Decontaminate and sanitize/wash the 4 interior of the air handler units to rid the units of mildew
 3. Acid wash the evaporator coils and blowers wheels to rid the mildew and growth
 4. Sanitize the all of the duct to rid the mildew growth, spray a deodorizer to rid the bad smells
 5. Repair the leaking duct work at the 1st AHU
 1. Repair access areas needed for cleaning
 6. Equipment startup as we complete the cleaning of each system, we have 4 systems within the clubhouse.
 1. Supply and install new air filters

Not Considered in Contract:

- Any other work not specifically included above
- Storage for trades to store equipment
- Permit fees

The proposal total for the work described above as” is \$15,850

We hereby propose to furnish labor and materials as described within this proposal - complete in accordance with above specifications with payment to be made as follows: **Progress**

Payments: 50% deposit

All material is guaranteed to be as specified. All work to be completed in a workman like manner according to the standard practices. Any alterations or deviation from above specification involving extra costs, will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements are contingent upon no strikes, accidents or delays beyond our control. This estimate subject to acceptance within 30 days and is void thereafter at the option of the owner.

R&B General Contractors Inc.

Bonterra CDD

Brian Battle-CGC1522163

Accepted by:

Contract Price \$15,850

1st draw at signing of this agreement

\$7,925

2nd draw at completion

\$7,925

I-75 BUFFER BARE GROUND COVERAGE

At a previous meeting, the Board of Supervisors asked to get a compared cost of ground coverage (Mulch and plants) for the I-75 buffer. See the attached proposals:

Mulch- \$6,000

Plants- \$12,100 – Suggesting Philodendron, which covers much ground. As these plants mature, they require less maintenance.



97 AVE & 92 ST – SW CORNER - UPGRADE

The manager is asking for approval to upgrade the SW buffer corner (past Lennar sign) with long term colorful plants. The cost is \$1,570 and is not available within the filed line item for landscaping replacement.

**G R C **
GRASS ROOTS
COMPLETE
 2775 Burris Road Suite 7B
 Davie, FL 33314
 954-970-5252
 sales@grcservices.com

***NEW - BACKFLOW SERVICES**



PROPOSAL

ADDRESS

Bonterra CDD - Field-Lake
 9501 West 35th
 Hialeah, Florida 33026

SHIP TO

Bonterra CDD - Field-Lake
 9501 West 35th
 Hialeah, Florida 33026

PROPOSAL # 25857

DATE 04/16/2020

DESCRIPTION	QTY	RATE	AMOUNT
Install Brown mulch in beds and tree rings on the east I 75 berm behind wall	1	0.00	0.00
Install 100 cubic yds Brown mulch	100	60.00	6,000.00

Quantities may possibly need field adjustments when installed. 6 Months Warranty on all Trees & Palms 90 Days on Shrubs subject to sufficient Irrigation, Pest control, Fertilization & Maintenance. No Warranty on Sod, Podocarpus and relocated material. No Warranty on Material planted on Potted Containers. 50% Deposit on Acceptance - 50% Balance on Completion Site must be delivered within 1" - 2" of final grade and cleared of rocks and debris. Please note that reasonable on site Field Adjustments might be necessary on date of installation and invoice will be adjusted accordingly. GRC will not be held responsible for any damage to underground utilities or cable. Irrigation modification will be billed for T&M. Designs and plans indicated or represented by this proposal are the exclusive property of GRC Services. Stump Grinding, mitigation trees not included. GRC will not be liable for any cable, pipe or other damages that may result from digging underground on a client's property.

TOTAL

\$6,000.00

Accepted By

Accepted Date

**G R C **
GRASS ROOTS
COMPLETE
 2775 Burris Road Suite 7B
 Davie, FL 33314
 954-970-5252
 sales@grcservices.com

***NEW - BACKFLOW SERVICES**



PROPOSAL

ADDRESS

Bonterra CDD - Field-Lake
 9501 West 35th
 Hialeah, Florida 33026

SHIP TO

Bonterra CDD - Field-Lake
 9501 West 35th
 Hialeah, Florida 33026

PROPOSAL # 25892

DATE 04/21/2020

DESCRIPTION	QTY	RATE	AMOUNT
FILL IN ALONG I75			
Brown Mulch / Yard (Approximate Qty - will be measured and billed in field)	50	55.00	2,750.00
Philodendron Selloume - 3 gal	550	17.00	9,350.00

Quantities may possibly need field adjustments when installed. 6 Months Warranty on all Trees & Palms 90 Days on Shrubs subject to sufficient Irrigation, Pest control, Fertilization & Maintenance. No Warranty on Sod, Podocarpus and relocated material. No Warranty on Material planted on Potted Containers. 50% Deposit on Acceptance - 50% Balance on Completion Site must be delivered within 1" - 2" of final grade and cleared of rocks and debris. Please note that reasonable on site Field Adjustments might be necessary on date of installation and invoice will be adjusted accordingly. GRC will not be held responsible for any damage to underground utilities or cable. Irrigation modification will be billed for T&M. Designs and plans indicated or represented by this proposal are the exclusive property of GRC Services. Stump Grinding, mitigation trees not included. GRC will not be liable for any cable, pipe or other damages that may result from digging underground on a client's property.

TOTAL

\$12,100.00

Accepted By

Accepted Date

All past due invoices will accrue interest on the unpaid balance at the rate of eighteen percent (18%) per annum, or the highest rate permissible by law. Customer agrees to pay any and all costs of collection, whether through litigation or otherwise, including reasonable attorneys' fees incurred up through any appeal.

**G R C **
GRASS ROOTS
COMPLETE

2775 Burris Road Suite 7B
 Davie, FL 33314
 954-970-5252
 sales@grcservices.com

***NEW - BACKFLOW SERVICES**



PROPOSAL

ADDRESS

Bonterra CDD - Field-Lake
 9501 West 35th
 Hialeah, Florida 33026

SHIP TO

Bonterra CDD - Field-Lake
 9501 West 35th
 Hialeah, Florida 33026

PROPOSAL # 25786

DATE 04/02/2020

DESCRIPTION	QTY	RATE	AMOUNT
S.W Corner of property	1	0.00	0.00
Install back row 15-7gal copper leaf - Louisiana Red	15	38.00	570.00
Install 10-3gal Gold dust crotons	10	16.00	160.00
Install 40-3gal green island ficus for a border	40	15.00	600.00
Install 40 bags of Brown mulch	40	6.00	240.00

Quantities may possibly need field adjustments when installed. 6 Months Warranty on all Trees & Palms 90 Days on Shrubs subject to sufficient Irrigation, Pest control, Fertilization & Maintenance. No Warranty on Sod, Podocarpus and relocated material. No Warranty on Material planted on Potted Containers. 50% Deposit on Acceptance - 50% Balance on Completion Site must be delivered within 1" - 2" of final grade and cleared of rocks and debris. Please note that reasonable on site Field Adjustments might be necessary on date of installation and invoice will be adjusted accordingly. GRC will not be held responsible for any damage to underground utilities or cable. Irrigation modification will be billed for T&M. Designs and plans indicated or represented by this proposal are the exclusive property of GRC Services. Stump Grinding, mitigation trees not included. GRC will not be liable for any cable, pipe or other damages that may result from digging underground on a client's property.

TOTAL

\$1,570.00

Accepted By

Accepted Date

"PANDEMIC TIME" UPDATES

1. We took advantage of the "downtime" and had painted parts of the clubhouse. We also had the gym equipment fixed.
 2. We completed the landscaping pending project of the center median, Magnolia trees, and in the process of bringing the grass healthier at the entrance "green area." The parking lot seal coating was completed.
 3. We have suspended the TV services until the end of May (save costs) and will review reactivation when needed.
 4. We could negotiate unlimited access for residents to the virtual training "Wellbeats" from their homes. The benefit will be extended until May 31st.
 5. We disinfect daily the Terrace area and the bathroom as these spaces are open for the public and are being used.
 6. Two club attendants are working remotely, taking calls and emails addressed to the club. They fill out logs daily.
 7. The club admin and the manager are alternating attendance to handle vendors and residents coming to the office at the club.
 8. We had the annual sprinklers and backflow inspection. We needed to replace two backflows "stations" (small devices) that were rusted.
 9. Broken drainage was spotted in Bonterra North. The manager and Janice are working on purchasing the replacement and installing it.
- There is no projection as to when we can open the club for the public again. We follow the state EO and the CDC instructions while we are present on the property. In the meantime, we continue working and taking care of vendors, issues, and residents as needed.

4Ci.

Request for Qualifications for **Engineering Services** for Bonterra Community Development District



Prepared for
Bonterra Community
Development District

Prepared by
KCI Technologies Inc.
April 24, 2020

Primary Contact
José (Joe) L. Gómez, PE
5835 Blue Lagoon Drive, Suite 303
Miami, FL 33126

(305) 477-7667
Joe.Gomez@kci.com
www.kci.com

LETTER OF INTEREST

April 24, 2020

Ms. Janice Eggleton Davis - District Manager
Bonterra Community Development District
9501 W. 35th Court
Hialeah, FL 33018
DistrictManager@BonterraCDD.com

RE: REQUEST FOR QUALIFICATIONS FOR ENGINEERING SERVICES FOR BONTERRA COMMUNITY DEVELOPMENT DISTRICT

Dear Ms. Davis,

Founded in 1955, **KCI Technologies, Inc. (KCI)** is a 100-percent employee-owned engineering, consulting and construction firm serving clients throughout the United States. Our over 1,600 employee-owners operate out of 48 offices in 19 states—Colorado, Delaware, Florida, Georgia, Indiana, Maryland, New Hampshire, New Jersey, Nevada, New York, North Carolina, Ohio, Pennsylvania, South Carolina, Tennessee, Texas, Utah, Virginia, and Wisconsin—as well as the District of Columbia. The firm is headquartered in Sparks, Maryland. **Work will be executed from our Miami and Fort Lauderdale offices, with any specialty resource support that may be called upon from our network of offices.**

KCI currently has eight offices providing professional services throughout the State of Florida, and we have served more than 48 municipalities over the past 50 years. Our team has extensive experience working with Community Development Districts (CDD), as we currently serve as District Engineers for the Turtle Run CDD, located in Sunrise, FL. We have served Turtle Run CDD in this capacity for the past 20 years!

KCI is a premier, full-service engineering and consulting company. We offer multi-disciplinary expertise in the fields of engineering, land surveying, construction engineering and inspection (CEI), construction management, landscape architecture, planning, and environmental services. KCI has played a vital role in the development of Florida's growing environmental infrastructure. The depth and breadth of our technical knowledge and functional expertise is truly uncommon. Our practical understanding of regulatory requirements and diverse project experience has been developed over decades as a market leader in the industry. We take great pride in the fact that our work has influenced, shaped, and redefined the landscape of Florida. We will be fully dedicated and committed to the details of this contract.

OVERVIEW

Bonterra CDD was created on July 14, 2015 by Miami-Dade County with full support of the City of Hialeah. Its area is generally bound by NW 97th Avenue to the west, I-75 to the east, NW 146th Street to the south and NW 154th Street to the north. We are cognizant of the many infrastructure challenges that impact this area.

OUR COMMITMENT TO THE BONTERRA CDD

While any consultant can say that it is qualified to deliver the requested services under each category, the KCI team is not only skilled, but has completed and delivered the same services to other agencies and municipalities throughout south Florida, on time and within budget. Our resource availability of over 200 professionals in Florida is such that we have ample capacity to handle multiple assignments.

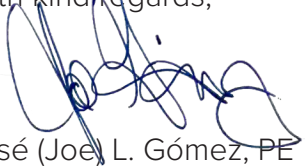
MANAGEMENT TEAM TO EFFICIENTLY EXECUTE WORK ORDERS

We have assembled a team of highly skilled and experienced professionals prepared to execute any projects that the City has programmed or envisioned. The team will be led by **Joe Gómez, PE**, an industry veteran with 42 years of experience in infrastructure projects, who is our designated Contract Manager, and will serve as the day-to-day contact for all continuing services. Other discipline task managers will support him and will be called to lead the efforts of their various disciplines and areas of expertise. Please see the *Key Personnel* section for all proposed staff and their cities of residency.

It is an immense honor to be considered for the responsibility of serving Bonterra CDD in its quest to design, develop, and prepare its community for current and future challenges. We believe we are uniquely qualified for this role and welcome the CDD to take advantage of our talents and experience.

Please feel free to contact me directly at (305) 477-7667 or Joe.Gomez@kci.com if you have any questions.

With kind regards,



José (Joe) L. Gómez, PE
CM/CEI Practice Leader
Contract Manager
5835 Blue Lagoon Drive, Suite 303
Miami, FL 33126

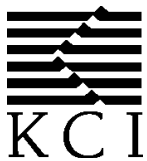




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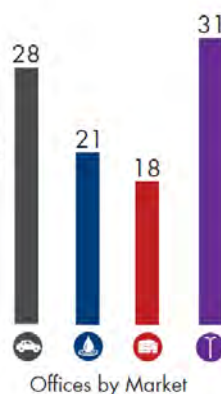
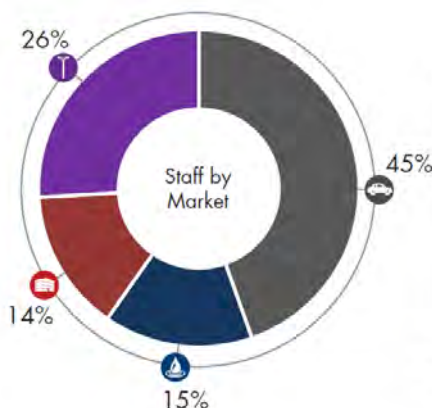
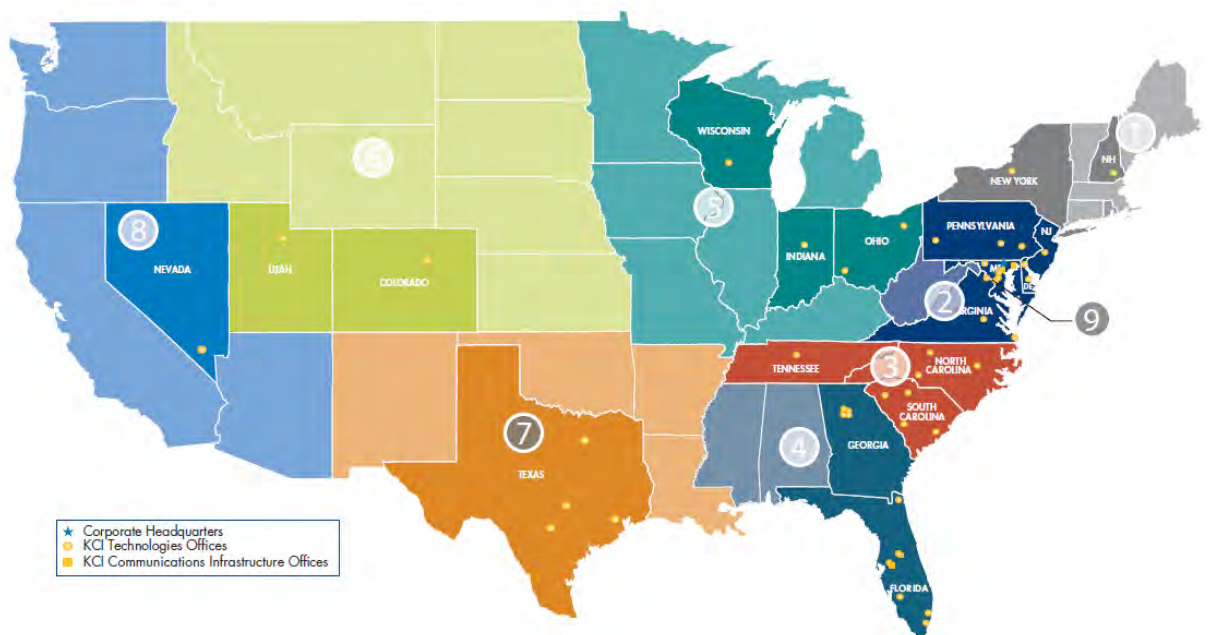
Past Performance

COMPANY PROFILE

KCI's professional staff of engineers, planners, scientists, surveyors, and construction managers offer a broad range of engineering services, including wireless/communications infrastructure, civil, structural, transportation, environmental, hazardous waste, mechanical, electrical, telecommunications, and soils. But engineering is not all we do. We also provide cultural and environmental resource management services, land planning and landscape architecture, geology, hydrology, ecology, surveying, and construction management and inspection.

At KCI, we apply knowledge, determination and skill to create a more interconnected, livable world—a society that connects us not only to our clients, but to each other. We relentlessly pursue solutions today to address tomorrow's infrastructure and environmental challenges.

Solving problems and enhancing functionality—this is what excites us. Our passion for the built and natural environment is surpassed only by our desire to make an impact—to improve, support, develop, implement and build—in order to meet societal needs. We strive for excellence in everything we do.



MARKETS

- Transportation**
 - Construction Management
 - Design-Build
 - Transportation Design North
 - Transportation Design South
- Water**
 - Environmental
 - Resource Management
- Site/Facilities**
- Utilities**
 - Communications Design
 - Communications Infrastructure
 - Power
 - SUE
 - Utility Services

REGIONS

1. Northeast
2. Mid Atlantic
3. South Atlantic
4. Southeast
5. Central
6. Midwest
7. Southwest
8. West
9. District of Columbia

CUSTOMER SERVICE PHILOSOPHY

The KCI team believes in driving change through the development and application of innovation with an adventurous spirit. Our employees have the freedom to take risks and explore opportunities to help our clients serve their constituents, enhance their communities, and achieve their goals. Exploration is encouraged, and an entrepreneurial mindset is at the foundation of our culture.

KCI has won countless major awards throughout the years, including many from esteemed national organizations. We are routinely ranked among the top engineering and design firms in the US by *ENR* and other recognized publications.

Our quality management system is ISO 9001:2015 certified, providing not just documentation of the process but also audits to ensure its compliance.

KNOWLEDGE OF ON-CALL CONTRACTS

Successful delivery for any on-call contract requires a team that has the expertise to address any project, meet all expectations and reach successful completion under any schedule needed, including multiple possible assignments at the same time. KCI has this expertise and is uniquely qualified to fulfill this contract. We have contributed to a wide range of projects throughout the state of Florida – from mega-construction endeavors, valued at over \$200M, to small culvert replacement, pavement rehabilitation, and bicycle/pedestrian facility designs.

We pride ourselves on being adaptable and responsive to the needs of our clients. We have the flexibility to fashion our approach to meet all technical and non-technical requests; the ability to immediately “pivot” when conditions change; and can call upon our vast resources to fit any scheduling commitment. Please see the Past Performance section of this proposal for KCI's specific contract experience.

AT KCI, THE SOLUTIONS YOU NEED ARE

DESIGNED, BUILT,

AND DELIVERED.

ON TIME.

WITHIN BUDGET.

DONE RIGHT.

OR WE’LL MAKE IT RIGHT.

WILLINGNESS TO MEET TIME AND BUDGET REQUIREMENTS

Regardless of the project scope, size, or complexity, there are common practices that move projects forward by coordinating and expediting elements while ensuring high-quality. KCI has invested significant time and energy in training project managers to value, learn, and apply these practices. That is the basis our project delivery system, which is what our project managers use to deliver successful, well-coordinated, and fast-paced projects

When a schedule changes or the scope of work changes but the schedule does not, there are consequences. Our staff are accustomed to juggling multiple assignments at once and thrives on working in a busy environment. Our staff are conditioned to recognize that peak production times may require longer work days, but we also recognize that working longer hours is not always the answer to efficient project delivery. Our workload management and forecasting tools—combined with our large staff pool and culture of flexibility and responsiveness—allow us to successfully respond to changing conditions to meet schedule while maintaining quality.

We understand that the efficient management of project costs is a priority to the CDD. We will use the process outlined below to ensure cost-effective project delivery under this contract.

Preparing Clear and Thorough Budgets – To start with, our budgets are established by experienced project managers and discipline leads who have extensive experience delivering multi-disciplined projects. Budgeted hours are clearly linked to scope tasks and a deliverable outcome. Drawing on our experience with other projects, we establish realistic budgets that are not over-inflated to hide internal contingencies or under-inflated due to inexperience in an area. Our project managers routinely work with our client's project managers to review the scope and budget for completeness and clarity of the tasks to be performed. At the end of our scoping/budgeting process, all parties have a clear understanding of the full scope of work and buy-in on the level of effort required.

Utilizing Our Deep Staffing Bench – KCI has competent staff at a variety of levels in all disciplines and a culture of task delegation. Senior staff sets the direction for junior staff to perform. We leverage our senior staff to use their time on tasks, while our junior staff perform the more transactional activities such as the day-to-day, on-site monitoring of geotechnical drilling exploration more efficiently.

Knowing Decision-Making Process – When an issue arises that moves beyond a simple technical solution, KCI has the expertise to create a fair and transparent decision-making process to quickly and efficiently reach a decision that leaves stakeholders, community members, and agencies satisfied with the outcome.

Communicating and Adding Oversight on Key Tasks – To be efficient, it is imperative to keep all disciplines and subconsultants from going down a wrong path. KCI's project managers provide clear direction to the team on a regular basis through scheduled project meetings, over-the-shoulder reviews of work progress, timely distribution of client meeting minutes, and other check-ins with team members to eliminate confusion and costly misdirection.

Budget Tracking – Other ways that KCI project managers provide cost-effective delivery is to conduct regular monitoring of project financials using robust project accounting tools such as Oracle. All project time and expense charging is recorded and uploaded by the end of each week. This provides project managers with up-to-date project information on a weekly basis regarding who is charging to projects and the ratio of percentage complete to budget spent. Project managers are also required to prepare monthly “estimates to completion” for projects so that project/budget issues can be identified early.

KCI's knowledge of construction costs and local market conditions will allow the provision of a highly accurate cost throughout the pre-bid period. Our proposed cost control methodology is summarized as follows:

Site Analysis and Preliminary Design – At this stage, the cost estimate will follow investigations into the various design solutions proposed for the project. We will prepare estimates based not only on the preliminary design and specifications, but on our knowledge of other recent similar projects where details were prepared and final costs were known. A detailed site analysis also helps reduce unforeseen conditions that can affect project costs in construction. The format of the estimate will show the individual costs for each functional element of the construction and will provide an “order of magnitude” comparison between each alternate scheme.

Detailed Design – At completion of the preliminary design stage, the approved solution will provide the costs of each element. As detailed design progresses, we will provide continuous cost control using the cost plan as a basis for checking the cost of the evolving design against the budget.

If the proposed design solution exceeds the budget, we will advise the client where saving in other areas can be made to compensate for the over expenditure, or investigate other design solutions to bring the cost of the element within the target cost.

Working Drawing Stage – We monitor the updated drawings and specifications on an on-going basis during the working drawings stage to ensure that the cost plan is being adhered to. At each progress submission, we will provide an updated cost control estimate complete with back-up sheets. When the contract documents are virtually complete, we evaluate the work and provide a final estimate, which allows an overall review of the project and takes into account any last minute changes in conditions that might prevail during the bidding period.

CERTIFIED MINORITY BUSINESS ENTERPRISE

KCI is not a Certified Minority Business Enterprise.

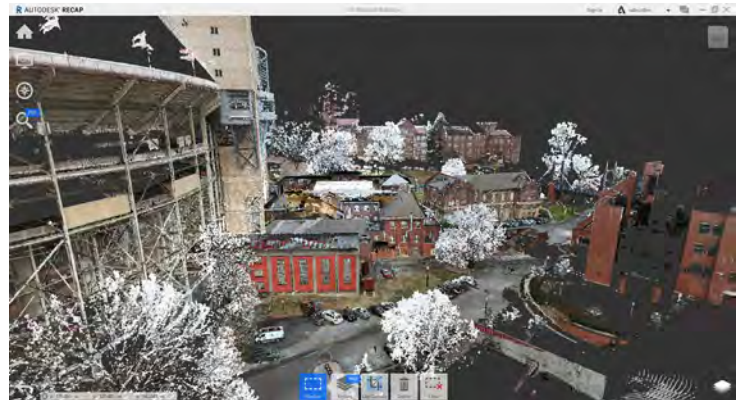
VOLUME OF WORK PREVIOUSLY AWARDED BY THE DISTRICT

KCI has not been awarded previous work from the District.

ADDITIONAL INFORMATION

LiDAR Mapping Systems

Developed in the military, a new technology called LiDAR (Light Detection and Ranging) has now become the “go-to” method to collect geospatial data. LiDAR is a pulse firing at up 500,000 points per second from powerful lasers mounted in aircraft. Soon after these systems were developed and became mainstream, members of the KCI survey department were using them to collect data all across the east coast, throughout Florida, and including projects out to Missouri and Texas.



An advantage of LiDAR is that it is much better at penetrating foliage and trees to map the ground. Continuing to improve over time, these systems are still one of the best ways to collect high-quality geospatial data. This method also requires ground control, but fewer targets than traditional aerial mapping systems need. With these systems, the density of the data collection is far superior.

The standard for collecting with LiDAR is to have 10 to 20 points per square meter on the ground. This process provides excellent results for topography. In addition to mapping thousands of acres of city, county, and state projects, these systems are excellent at mapping road corridors. They can precisely map 10 to 50-mile road projects. Heat maps are also a beneficial way to detect elevation changes and wet areas. This method is the workhorse of transportation departments across America.

LiDAR mapping systems are much more precise than traditional mapping systems. Using systems mounted on helicopters, dense data sets can be collected, and the quality of data is exceptional. In open areas and hard surfaces, ¼-inch to ½-inch accuracy is achievable using high-precision ground control. The advantage that KCI brings is our expertise and long experience working with LiDAR data. We are capable of producing data sets and manipulating the data to get excellent results on many different types of projects.

Three Dimensional (3D) Data Viewing Platform Such As Scene 2go or Equivalent

KCI's survey department can provide point clouds and other information in 3D data viewing platforms such as Leica JetStream and Autodesk ReCap. Both of these are viewing platforms that allow users to travel through the point cloud, view spherical photography, and take measurements. Thus, the user can virtually visit the scanned area at any time from the office. Both software platforms are free for basic use, but allow users to purchase subscriptions that unlock powerful advanced features, such as importing and exporting sections of the point cloud.

As these technologies advance, powerful new applications such as Cintoo allow end users to integrate 3D data, display and produce various deliverables, and collaborate in unprecedented ways. KCI can produce data that will seamlessly integrate into these platforms.

Mobile LiDAR

KCI owns and operates a state-of-the-art RIEGL VMX-2HA mobile LiDAR 3D laser scanner. The scanner is comprised of two RIEGL VUX-1HA High Accuracy LiDAR sensors and a high performance INS/GNSS unit. A camera system to complement LiDAR data with precisely georeferenced images employs up to nine cameras, which can be independently positioned to focus on the most important areas to capture. Additionally, a FLIR Ladybug 5+ panorama camera captures spherical photography at the same time, so that any area of the project can be viewed remotely from the office.



The benefits of mobile LiDAR are tremendous, including the following:

- Quick turnaround, capturing 10 or more miles of data per day
- Improved safety by decreasing the time crews spend within the project roadway
- Comprehensive coverage nearly eliminates costly return trips
- Great archival tool for later modifications
- Accurate locational data to 1/10 of a foot or better with use of survey grade control
- Data is generated in 3D, so there is no need for conversions from 2D.
- Collection of data up to highway speeds
- Collects 1,000 times more data in less than 10% of the time taken for traditional collection methods
- Collects both geographic information system (GIS) and survey data
- Can be used to quality control (QC) other sources (airborne LiDAR, GIS, orthoimagery)
- Can be used in emergency response for both emergency and tactical planning
- Obtains data under canopies or overhead obstructions, or low cloud ceiling which can interfere with aerial data capture

Workflow - Mobile LiDAR projects require advanced planning to ensure quality data capture. The steps involved in a successful project are typically as follows:

- Plan mobile LiDAR mission and determine optimal collection window, considering factors such as SV geometry, PDOP, and daily traffic volumes
- Mobilize to the project site
- Setup local GNSS GPS base stations on pre-established survey control.

- Collect mobile LiDAR data within the limits as established
- Provide quality assurance (QA)/QC on collected data
- De-mobilize from project site

Post Processing - Since the mobile unit captures an enormous amount of data, post processing for the optimum deliverables is critical. KCI employs experienced surveyors and technicians to apply strenuous QA/QC protocol on every project. The typical post processing workflow follows:

- Process all mobile LiDAR trajectories
- Process trajectories to CORS (if available) and local GNSS base stations for blunder detection and QA/QC
- Final trajectories will be processed to the local GNSS base stations
- Control trajectory to targets as laid out in the provided DC Targeting Plan.kml
- Complete the processing of all LiDAR and imagery data to the final trajectory solution to create 3D datasets
- Export the LiDAR to .LAS (1.2) file format
- Export the imagery to web-based index

Ultimately, KCI will produce the data in the format that the end user desires. The raw data, generated point cloud, photography, and videos collected by the mobile unit are all deliverables within themselves. However, KCI can generate planimetrics, contours, CAD/BIM files, and even augmented and virtual reality views of the areas scanned.

Terrestrial LiDAR

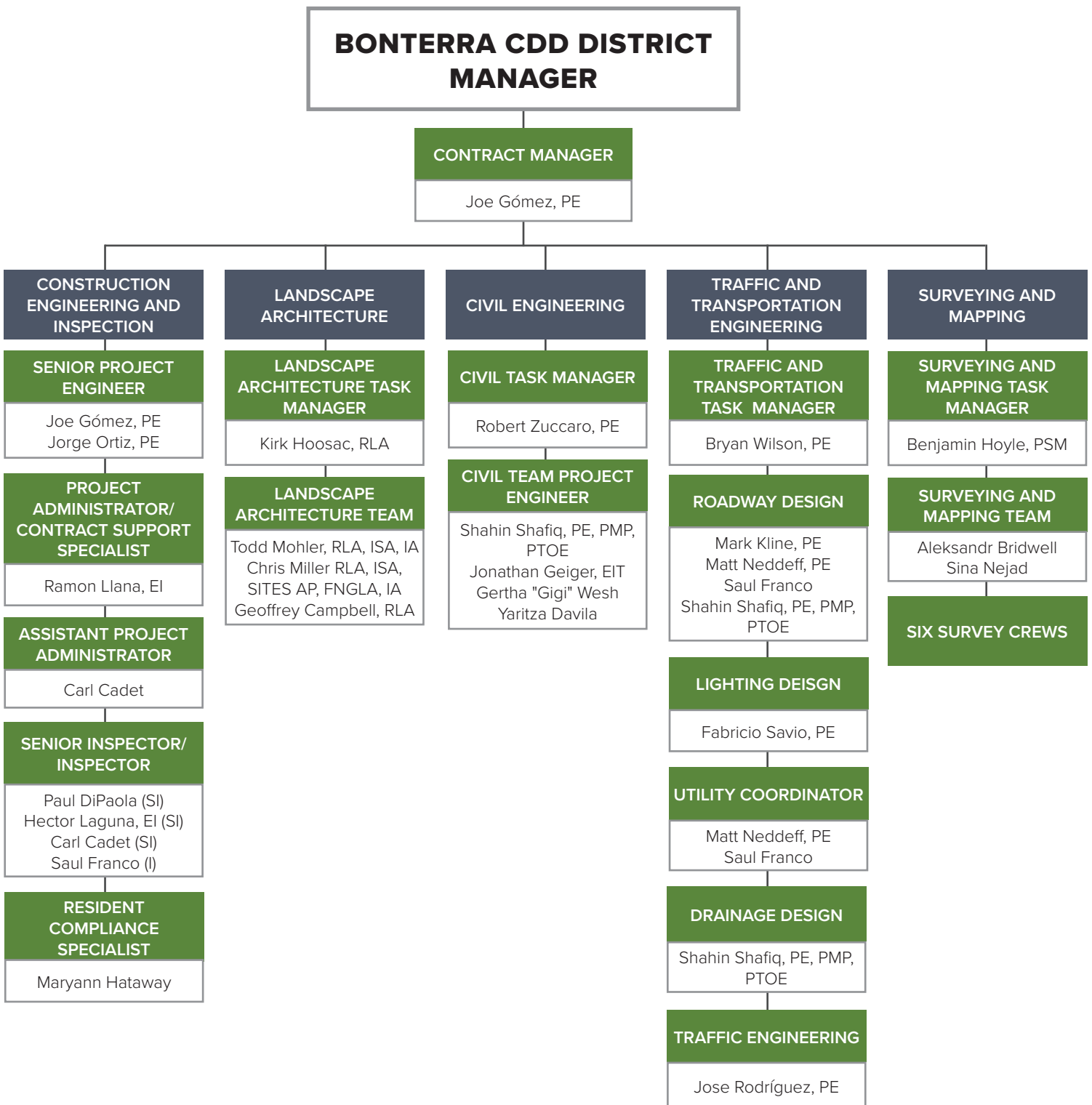
KCI currently has five terrestrial LiDAR systems. These use the same type of laser LiDAR collection as the mobile unit, but the system is typically mounted on a tripod. It allows us to go into highly-dense areas and map precisely. A typical use of this technology would be mapping significant intersections for engineering purposes. We can map in a few hours while traditional surveyors may take several days.

We bought our first system in 2005 and have traveled the United States working for many clients using the technology. Working with transportation departments, we have documented bridges all over the Southeast using this type of LiDAR. These systems were also used to document the failure sequence of bridge collapses in Miami and St. Louis.

CURRENT AND PROJECTED WORKLOAD

Project Name	Project Location	Project Status	Estimated Completion Date
Turtle Run Civil Engineering	Coral Springs, FL	Ongoing	N/A - Ongoing Services Since 2000
FDOT District 7 Landscape Continuing Services Contract	Various Counties, FL	Ongoing	2021
FDOT District 4 Districtwide Landscape Architectural Services	Various Counties, FL	Ongoing	2021
FDOT District 6 Landscape Districtwide Services Contract	Various Counties, FL	Ongoing	2021
Florida Turnpike Enterprise Landscape Inspections	Various Counties, FL	Ongoing	2023
CEI Hybrid Contract (sub to F&J Engineering Group)	Various Counties, FL	Ongoing	2024
CEI Broward Ops Contract (sub to Consor)	Broward County, FL	Ongoing	2024
CEI Treasure Coast Ops Contract (sub to The Corradino Group)	Palm Beach County, FL	Ongoing	2025
FDOT District 4 CEI Services Contract (sub to Creative)	Various Counties, FL	Ongoing	2021
Miscellaneous Survey and Mapping Services Contract	Miami, FL	Ongoing	2020
City of Riviera Beach Continuing Survey Services Contract	Riviera Beach, FL	Ongoing	2020
Florida Power and Light Solar Projects	Various Counties, FL	Ongoing	No Expiration
General Land & Engineering Surveying	Miami-Dade County, FL	Ongoing	2022
Miscellaneous Survey Services Contract	Miami Lakes, FL	Ongoing	2020

KEY PERSONNEL





JOE GÓMEZ, PE

CONTRACT MANAGER/CEI SENIOR PROJECT ENGINEER

Education

BS / Civil Engineering
Technology (CET) / Florida
International University

AA / Pre-Engineering / Miami-
Dade College

Registration

PE / FL / 35526

Earthwork Construction

Inspection Levels 1 & 2

QC Manager

MOT Advanced

Nuclear and Safety Training

HAZMAT Training

Auger Cast Pile

MSE Wall

Florida Engineering Society,
State Chapter Director, Miami

American Society of Civil
Engineers (ASCE), Member

Years of Experience

42 years

Residency

Miami, FL

Mr. Gómez has 42 years of diverse civil engineering, transportation planning and design, as well as CEI and construction management experience. He has managed and directed large-scale transportation studies including major multi-level interchanges, arterial corridors and bridge replacements. Mr. Gómez is also a construction dispute resolution expert, having served on several Dispute Review Boards (DRBs) for the Florida Department of Transportation (FDOT) and Miami-Dade Expressway Authority (MDX). He has significant experience in the areas of public and community involvement, inter-agency coordination and traffic management systems.

Norwegian Cruise Lines Terminal B New Construction, Miami, FL. Senior Project Engineer/Project Manager. Mr. Gómez performed CEI services for drainage, water, sewer, electrical duct bank and paving infrastructure for a new \$120 million state-of-the-art passenger terminal, replacing the obsolete existing Terminal B. He was responsible for all CEI inspections, inspection staff and performance of daily work reports (DWR).

NW 52nd Street/NW 102nd Avenue CEI Services, Doral, FL. Senior Project Engineer/Project Manager. Mr. Gómez provided CEI services for this \$3 million project for the City of Doral. The project, a Local Agency Program (LAP) off-highway system, includes the construction of a new French drain system, upgraded pedestrian improvements including Americans with Disabilities/Accessibility (ADA) detectable warning devices, pedestrian signal heads and solar powered rectangular rapid flashing beacons for added safety at crosswalks, milling and resurfacing and new bicycle lanes.

NE 13th Street CEI Services, Fort Lauderdale, FL. Senior Project Engineer/Project Manager. The project entailed reconstruction of NE 13th Street from NE 8th Avenue to the Florida East Coast (FEC) Railroad (R/R). It included adding bike lanes, removal of existing traffic signal and construction and new roundabout, bio-swales, new street lighting, milling and resurfacing.



JORGE ORTIZ, PE

CEI SENIOR PROJECT ENGINEER

Education

BS / Civil Engineering /
University of Florida

Registration

PE / FL / 37772

PE / MD / 14738

Asphalt Paving Technician
Levels 1 & 2

Quality Control Manager

MOT Advanced

FDEP Stormwater, Erosion
and Sedimentation Control
Inspector Training

FDOT Critical Structures
Construction Issues

Years of Experience

35 years

Residency

Miami, FL

Mr. Ortiz has 35 years of experience in the design, project management, construction engineering and inspection (CEI) of highway transportation projects throughout the State of Florida and Maryland. He has served as senior project engineer/administrator for FDOT projects in Districts 1, 4, and 6. His experience ranges from major interstate highway bridges to roadway projects and toll plazas. Mr. Ortiz has been responsible for contract management and administration, procurement, bid processing, cost estimating, and contract negotiation for various construction projects. He is also experienced in bridge design, load rating, inspection, and rehabilitation.

I-75/SR 93 from Broward County Line to East of SR-951, Collier County, FL. Senior Project Engineer. This was a 50-mile safety improvement project consisting of the installation of guardrails along the outside shoulders on both northbound and southbound. Some existing guardrails were upgraded to meet the current design standards and the maintenance service openings were improved to provide better delineated entry points. Mr. Ortiz was responsible for contract administration and construction management including quality control, resolution of project issues, contract negotiation, construction inspection and supervision.

SR A1A from Oakland Park Boulevard to Flamingo Avenue, Fort Lauderdale, FL. Senior Project Engineer. This was a greenway beautification enhancement project which included the reconstruction and restoration of approximately 1.04 miles of a four-lane roadway facility to add a bike lane in each direction and a raised median. The work also included major improvements to the existing drainage system, new curb and gutter, sidewalk, extensive hardscape, lighting, signalization, signage and pavement markings. Mr. Ortiz was responsible for the contract administration and construction management of this project including field staff supervision, overall construction project schedule monitoring, quality control of contractor operations and materials certifications.



RAMON LLANA, EI

CEI PROJECT ADMINISTRATOR / CONTRACT SUPPORT SPECIALIST

Education

BS / Civil
Engineering / Florida
International University
AA / Civil Engineering /
Miami-Dade College

Registration

Asphalt Paving Technician
Level 1
Earthwork Construction
Inspection Levels 1 & 2
Final Estimates Levels 1 & 2
Quality Control Manager
FDOT Tier 1 Illicit Discharge
Detection and Elimination
TROXLER Nuclear Training
and Safety
HAZMAT Training
MOT Advanced
IMSA Traffic Signal Inspector
ATSSA Worksite Traffic
Supervisor Certification
MSE Wall Certification

Years of Experience

35 years

Residency

Miami, FL

Mr. Llana has 35 years of CEI experience, and within those years he has worked on projects ranging from major roadway construction to bridge construction. He has served as both project administrator and contract support specialist on FDOT projects in Districts 4 and 6, as well as Tallahassee's Central Office and the Turnpike. Mr. Llana is responsible for various CEI projects to perform quality assurance of final estimates, documentation procedures and other critical CEI functions on an as-needed basis.

NE 13th Street from NE 4th Avenue to NE 8th Avenue, Fort Lauderdale, FL. Contract Support Specialist. Mr. Llana provided CEI services for the repurposing of NE 13th Street to add designated green-painted bikeways in both directions, bio-swales, milling and resurfacing, sidewalks, installation of decorative pavers, conversion of overhead wired street lights to underground and construction of a new roundabout with decorative art (Art in Public Places) at NE 6th Avenue, signage and pavement markings including handicap ramps.

NW 52nd Street/NW 102nd Avenue CEI Services, Doral, FL. Contract Support Specialist. Mr. Llana provided CEI services for this \$3 million project for The City of Doral. This project was a LAP off-highway system. The project included the construction of a new French drain system, upgraded pedestrian improvements including ADA-detectable warning devices, pedestrian signal heads and solar-powered rectangular rapid flashing beacons for added safety of pedestrians traversing crosswalks, milling and resurfacing and new bicycle lanes.

Reconstruction of NW 25th Street, Miami-Dade County, FL. Contract Support Specialist. This project included the reconstruction of NW 25th Street and the construction of the viaduct over the Palmetto Expressway. Mr. Llana was responsible for all project documentation, which included correspondence, construction contract changes (SAs, work orders, etc.), design issues and plans submittals, measurements and computations tracking, preparation of monthly estimates and final estimate package.



CARL CADET

CEI ASSISTANT PROJECT ADMINISTRATOR / SENIOR INSPECTOR

Education

BS / Construction
Management / Everglades
University Professional
School of Technology for
Business Accounting

Registration

Asphalt Paving Technician
Levels 1 & 2
Asphalt Plant Technician
Level 1
Earthwork Construction
Inspection Level 1
MOT Advanced
FDOT TROXLER Nuclear
Training and Safety
FDOT HAZMAT Training
FDEP Stormwater, Erosion
and Sedimentation Control
Inspector Training

Years of Experience

18 years

Residency

West Palm Beach, FL

Mr. Cadet has 18 years of experience in the CEI industry. He assists with all duties and is qualified to perform acceptance tests such as surface tolerance (rolling straightedge and cross slope), random sampling, core sampling, testing, and density calculations. Mr. Cadet has worked on many local and federal projects throughout the State of Florida. He is experienced with FAA, Marshall, Superpave procedures, bituminous materials, volumetric calculations, GTR mixes, and RAP mixes.

FDOT District 6, Districtwide In-House Consultant, Miami-Dade, FL. Assistant Project Administrator/Asphalt Coordinator. Mr. Cadet's responsibilities include overseeing the inspection for all plants and portion for the roadway. He prepares all asphalt packages for payment for final estimates, and finalized the quality of the asphalt pavement on numerous jobs with a final straightedge for the quality of the asphalt. He also controls the testing procedures for the asphalt plant.

Ranger Construction and East Coast Paving, Miami-Dade, FL. Quality Control Technician. Mr. Cadet was responsible for analysis and control of quality and product. He determined the coordination of production/paving operations, quality pay factors and understood the intent of statistically-based quality control specifications (consistency, variability, data interpretation and random sampling). Mr. Cadet was knowledgeable of the specification requirements, stockpiling, cold feeds, blending and adjustments, interpreting quality control charts, plant calibration/inspection/operation, temperature control and load out.

Ranger Construction, Miami-Dade, FL. Quality Control Technician. Mr. Cadet performed analysis and control of quality and product. He determined the coordination of production/paving operations, quality pay factors and understood the intent of statistically-based quality control specifications. Mr. Cadet was knowledgeable of the specification requirements, stockpiling, cold feeds, blending and adjustments, interpreting quality control charts, plant calibration/inspection/operation, temperature control and load out. He was qualified to sample hot mix, aggregates and/or asphalt cement and performed acceptance tests such as bulk specific gravity, max specific gravity, and gyratory compaction and calibration.



PAUL DIPAOLO

CEI SENIOR INSPECTOR

Education

State University of New York

Registration

Asphalt Paving Technician
Levels 1 & 2

Concrete Field Technician
Level 1

Earthwork Construction
Inspection Levels 1 & 2

Drilled Shaft Inspection

Pile Driving Inspection

Final Estimates Levels 1 & 2

MOT Intermediate

TROXLER Nuclear Training
and Safety

HAZMAT Training

FDEP Stormwater, Erosion
and Sedimentation Control
Inspector Training

IMSA Traffic Signal Inspector

MSE Wall Inspection

OSHA 30 Safety Training

Years of Experience

18 years

Residency

Tamarac, FL

Mr. DiPaola has 18 years of experience as a CEI senior construction inspector. Mr. DiPaola's duties are broad and include inspection of bridge construction, water distribution system installation, sanitary sewer collection system installation, roadway construction, milling and resurfacing, and drainage.

Seacrest Beautification Phase 1/NE 2nd Avenue from George Bush Boulevard to NE 13th Street, Delray Beach, FL. Senior Inspector. Mr. DiPaola provided CEI services for the widening of NE 2nd Avenue to add designated green-painted bikeways in both directions, repurposing of swales including removal of existing vegetation, milling and resurfacing, new sidewalks and valley gutters, reconstruction of driveways, installation of decorative pavers localized drainage improvements, signage and pavement markings.

Miami-Dade County Construction Inspection Services (CIS) for Canal and Culvert Cleaning, Miami-Dade County, FL. Senior Inspector. The project included FEMA-funded canal and culvert cleaning and restoration work for all County maintained canals and culverts throughout Miami-Dade County. Mr. DiPaola reviewed the contractor's excavation and clearing work, inspected all load tickets and prepared handwritten FEMA reports.

SR A1A from Oakland Park Boulevard to Flamingo Avenue, Fort Lauderdale, FL. Senior Inspector. Mr. DiPaola provided CEI services for the multi-phase reconstruction of subgrade, base and both structural and friction coarse asphalt, drainage installation, lighting, signalization, striping, new ADA ramps, brick paver sidewalks and Silva Cell installation.

Bear Lake Road Pond 1 Drainage Improvements, Seminole County, FL. Senior Inspector. The scope of this project is the construction of a new drainage retention pond with associated drainage structures. The scope items include excavation, drainage, sidewalk, landscaping and fencing, log book inspection, gauge comparison, verification density testing, comparison material sampling.



HECTOR LAGUNA

CEI SENIOR INSPECTOR

Education

BS / Civil
Engineering / Florida
international University

Registration

Asphalt Paving Technician
Levels 1 & 2
Concrete Field Technician
Level 1
Earthwork Construction
Inspection Levels 1 & 2
Drilled Shaft Inspection
Final Estimates Levels 1 & 2
ACI Concrete Field Testing
Technician Grade 1
Concrete Field
Inspector Specification

Years of Experience

27 years

Residency

Boca Raton, FL

Mr. Laguna is a construction inspector with 14 years of experience in all facets of highway construction including projects with large volumes of excavation and embankment placement, subbase and base construction and asphalt placement. He is also experienced with the quality control processes of projects.

SR A1A from Monroe Street to Sheridan Street, Hollywood, FL.

Senior Inspector. KCI is providing CEI services for improvements consisting of milling and resurfacing, monitoring of existing structures, drainage improvements including trench drains, installation of new structures, piping and flap gate valves, curb and gutter, concrete sidewalk and driveways, bus stop pads, detectable warnings, irrigation installation and repairs, signing and pavement markings (painted and thermoplastic), signalization, landscaping. Also included in the contract is cured-in-place pipe repair lining, and street and pedestrian lighting including conduits installed by trench and directional boring.

SR 811 (NE 4th Avenue) from SR 838 (Sunrise Boulevard) to NE 26th Street, Fort Lauderdale/Wilton Manors, FL. Inspector.

KCI is providing CEI services for improvements consisting of milling and resurfacing, monitoring of existing structures, drainage improvements including trench drains, curb and gutter, concrete sidewalk and driveways, bus stop pads, detectable warnings, fencing, irrigation repairs, signing and pavement markings (painted and thermoplastic) including green bike lanes, lighting, signalization, landscaping and tree removals.

SR 7 from Stirling Road to 200 feet North of SW 54th Court (Lucky Street), Hollywood Seminole Indian Reservation, FL. Inspector.

KCI provided CEI services for improvements consisting of milling and resurfacing, monitoring of existing structures, temporary, pre-formed and thermo plastic striping of Hard Rock Seminole Hotel (Hard Rock Guitar Building) section of SR 7.

Other Certifications: MOT Intermediate; TROXLER Nuclear Training and Safety; HAZMAT Training; FDEP Stormwater, Erosion and Sedimentation Control Inspector Training; IMSA Traffic Signal Inspector



SAUL FRANCO

CEI INSPECTOR/ROADWAY DESIGN/UTILITY COORDINATOR

Education

BS / Civil
Engineering / Florida
International University

Registration

Earthwork Construction
Inspection – Level 1
Asphalt Paving – Level 1
Final Estimates – Level 1
FDOT Concrete Field
Inspector Specifications
IMOT - Maintenance of
Traffic Intermediate
TROXLER – Nuclear Training
and Safety
HAZMAT Training
FDEP Stormwater, Erosion
and Sedimentation Control
Inspector Training

Years of Experience

5 years

Residency

Plantation, FL

Mr. Franco is a highly self-motivated communicator with strong interpersonal skills and a deep ability to achieve desired results in a fast-paced environment. Analytical problem solver that works well both independently and as part of a team. Mr. Franco has experience in roadway design services while working as an Inspector/Assistant Project Administrator with KCI.

NW 52nd St from NW 107th Ave to NW 97th Ave and NW 102nd Ave from NW 58th St to NW 41st St, Doral, FL. Roadway Inspector. Observe the installation of new drainage structures, installation of French drain, milling and resurfacing of existing asphalt pavement and new bike paths, replacement of existing pavement markings and new installation of RPM's, observe the forming and pouring of sidewalk and curb along the project site. Comply with all FDOT LAP document requirements including MOT for pedestrian, school zones, and vehicular traffic throughout project site. Attendance at various project progress meetings as required. Recorded all work performed and material used to provide a full accountability at projects end.

SR-A1A/Collins Avenue Utility Undergrounding from 158th Street to 186th Street Sunny Isles Beach, FL. Roadway Inspector. Oversee part one of a three part phase project, which will consist to move trench and install utility conduits from above to underground. This is a joint participation with Comcast, Atlantic Broadband, Hotwire Communications, FPL and the City of Sunny Isles Beach. Work includes nightly roadway closures and deviation in order for crews to access the current assigned area to removing existing road material, trench underground, install conduits, add allowable concrete or cement, and later asphalt to reopen the roadway for the visitors and citizens traveling through a main thoroughfare A1A/Collins Avenue Duties also include capturing the current conditions of the project and update post evening work accordingly to provide a final as built plan to project leaders.



MARYANN HATAWAY

CEI RESIDENT COMPLIANCE SPECIALIST

Education

High School Diploma /
Martin County High School /
Stuart, FL

Registration

Multi-Line Earthwork
MEW-Basic Various EEO/
Resident Compliance
Office Requirements

Years of Experience

24 years

Residency

Vero Beach, FL

Ms. Hataway has 24 years of experience working on FDOT projects. She is diligent in her pursuit to help and assist the Department in EDMS, administrative tasks, and EEO Compliance. Ms. Hataway currently supports the Treasure Coast Operations Contract Support Specialist II in managing document scanning, archiving, retention and fulfilling various administrative duties. Ms. Hataway's previous experience includes 16 years working on nuclear power stations under construction and operations, and a total of 29 years of diverse secretarial and administrative duties. She is proficient in the use of Microsoft Office and various FDOT mainframe systems, which includes being a Notary Public for the State of Florida.

FDOT District 4, Jensen Beach Causeway/Evans Crary Sr. Bridge, Stuart, FL. Resident Compliance Officer/Receptionist/Secretary. Ms. Hataway maintained field office files and employee timesheets, entered Construction Quality Reporting (CQR) data for the control of concrete reports. She recorded, prepared and distributed project meeting minutes; and assisted in walk-in inquiries and answered questions related to the construction operation, including concerns about traffic tie-ups and damage due to construction and construction progress. Ms. Hataway reviewed and evaluated all reports and acted upon documentation required for OJT and EEO compliance from the prime contractor and subcontractors.

FDOT District 4, Roadway Improvement Project on SR 5 (US 1), Martin County, FL. Resident Compliance Officer/Receptionist/Secretary. The project involves approximately three miles of roadway construction from Stuart to Salerno Road. Ms. Hataway's duties included maintaining field office files and employee timesheets and entry of CQR data for the control of concrete reports. She also recorded, prepared and distributed project meeting minutes; assisted in walk-in inquiries and answered questions related to the construction operation, including concerns about traffic tie-ups, damage due to construction and construction progress. Ms. Hataway reviewed and evaluated all reports and acted on documentation required for OJT and EEO compliance from the prime contractor and subcontractors.



KIRK HOOSAC, RLA

LANDSCAPE ARCHITECTURE TASK MANAGER

Education

BLA / Landscape Architecture /
University of Florida

Registration

RLA / FL / 6667091

Years of Experience

16 years

Residency

Oakland Park, FL

As the previous FDOT district landscape architect in District 6, Mr. Hoosac offers a wide range of experience in all phases of landscape architecture including plan development, concept generation, cost estimating, site inventory, site and master planning, landscape and irrigation design, project specifications, construction observation, landscape inspection and quality control. He has participated in a variety of project types including planning and design for transportation, commercial, residential and municipal projects. Mr. Hoosac is confident and skilled in performing his responsibilities, from dynamic presentations to disciplined project management, and he brings a positive and proactive approach to his projects.

Middle River Terrace – Old Dixie Highway, Fort Lauderdale, FL. Project Manager. Mr. Hoosac served as a project manager to this greenway bioswale project which included expanded space for bicycles and pedestrians, landscape, irrigation and signage. Custom sidewalk details were created to salvage the existing trees.

Totor Art Plaza, North Miami, FL. Project Manager. Mr. Hoosac was the project manager for this high-profile pocket-park located in the city of North Miami Beach. His duties were overseeing the field work, urban and landscape design, conceptual plan production, and photorealistic renderings. Additionally, he consulted and coordinated directly with the Assistant City Manager, providing design expertise for City Hall improvements.

SR A1A Beach Streetscape from Sunrise Boulevard to NE 18th Street, Fort Lauderdale, FL. Project Manager. Following a roadway reconstruction project, Mr. Hoosac oversaw the landscape and irrigation construction which conformed with the City's master plan.

SR 907/Alton Road from 5th Street to N Michigan Avenue, Miami Beach, FL. Project Manager. Mr. Hoosac provided project management for this one-mile stretch of Alton Road, requiring coordinated efforts with FDOT District 6 and the City of Miami Beach, including phased/modular design to allow seamless future retrofits by residents.



TODD MOHLER, RLA, ISA, IA

LANDSCAPE ARCHITECTURE TEAM

Education

BLA / Landscape Architecture /
Clemson University

Registration

RLA / FL / 0001594

Member of the International
Society of Arboriculture (ISA)

Professional Member of the
Irrigation Association (IA)

Years of Experience

24 years

Residency

Oakland Park, FL

Mr. Mohler is a skilled registered landscape architect (RLA) with a depth of knowledge developed through 21 years of professional experience. His project portfolio ranges broadly between public agency and private development. He has specific project experience in parks, streetscapes, hospitality, PUDs, and commercial development. Professional services on projects frequently include initial data collection and observation, site analysis, concept and design development, and complete site, landscape, and irrigation design including construction oversight and inspection services.

Hillsboro El Rio (Work Order #3), Boca Raton, FL. Project Manager.

Mr. Mohler directed the design of a 17-acre park developed on top of an abandoned landfill, including play features, sports courts, shade structures, passive recreation areas, and a non-motorized boat launch. Additionally, Mr. Mohler developed and produced the landscape and irrigation designs.

Doral Boulevard Landscape, Lighting and Irrigation Improvements (HEFT to NW 97 Ave), Doral, FL. Project Manager.

Mr. Mohler provided analysis of existing landscape materials, tree relocation plans, and landscape and irrigation design for the beautification of a commercial corridor. FDOT standards were applied on a County facility.

Other Registrations/Certifications: Certified Landscape Irrigation Auditor (CLIA) – Irrigation Association; Certified Irrigation Contractor (CIC) – Irrigation Association; Certified Golf Irrigation Auditor (CGIA) – Irrigation Association; Certified Irrigation Designer, Residential/Golf/Commercial (CID R/G/C) – Irrigation Association; Rain Water Catchment Systems Accredited Professional (RCS-AP) – ARCSA; Certified Arborist – International Society of Arboriculture (ISA); Florida Water Star Accredited Professional – Certifier (FWS-AP) – SJRWMD; FDOT LAP Design Criteria, Specifications & Construction Checklist Training Certification; FDOT Specifications Package Preparation Training for Consultants; Member of the American Society of Landscape Architects; Professional Member of the American Rainwater Catchment Systems Association (ARCSA); EPA Water Sense Partner



CHRIS MILLER RLA, ISA, SITES AP, FNGLA, IA

LANDSCAPE ARCHITECTURE TEAM

Education

BLA Studies / University
of Florida

Registration

RLA / FL / LA6666970

ISA Certified Arborist

ISA Tree Risk Assessor

LIAF Certified

Landscape Inspector

FNGLA Certified Horticultural
Professional

FNGLA Certified
Landscape Contractor

IA Certified
Irrigation Contractor

IA Certified
Irrigation Designer

LEED Accredited Professional
SITES

Accredited Professional

Years of Experience

24 years

Residency

Fort Lauderdale, FL

Mr. Miller is a highly qualified landscape architect with a keen interest in the Green Industry. His broad range of experience includes all phases of the design process from site analysis, concept generation and project planning to landscape, irrigation and amenity designs. He also has experience in final implementation. Mr. Miller is known for his innovative design solutions and immaculate attention to design details, construction specifications, plan reviews and hands-on construction inspection. Combined with the ability to recognize and solve the complex requirements of project integration, Mr. Miller's expertise includes a thorough understanding of Florida's ecosystems and critical water conservation principles. These strengths are complimented by his skill in photography and effective presentations. His extensive array of project experience includes planning, design and construction inspection of commercial developments, parks, municipal centers, streetscapes, FDOT roadway beautification projects and more. Mr. Miller currently holds 15 Green Industry Certifications.

Old Dixie Highway, Fort Lauderdale, FL. Landscape Architect. This was a greenway bioswale project, and included room for bicycles and pedestrians, landscape and lighting plans and signage and custom sidewalk details to protect existing trees.

Atlantic Boulevard, Pompano Beach, FL. Landscape Architect. This was a one-mile corridor redevelopment enhancement project. Mr. Miller developed streetscape concepts through construction drawings including hardscapes, site amenities, planting and irrigation plans, details and specifications and provided construction inspection.

Hillsboro El Rio (Work Order #3), Boca Raton, FL. Landscape Architect. A 17-acre park developed on top of an abandoned landfill, including play features, sports courts, shade structures, passive recreation areas, and a non-motorized boat launch, landscape and irrigation designs and construction specifications.

Other Registrations/Certifications: FDOT MOT Certified; FDEP Stormwater Certified; FDOT Illicit Discharge Training; F/IFAS Palm Management; GREEN Advantage Certified Practitioner; Florida Water Star Accredited Irrigation Professional; UF/IFAS Florida Master Naturalist; Native Areas Training Academy



GEOFFREY CAMPBELL,

RLA

LANDSCAPE ARCHITECTURE TEAM

Education

BLA / Landscape Architecture /
University of Georgia

Registration

RLA / FL / 6667219

RLA / MD / 3615

LEED, Building Design and
Construction / 10217830

ISA Certified Arborist / FL /
9509A

Years of Experience

12 years

Residency

Boynton Beach, FL

With a strong technical back ground and proactive multi-disciplinary approach to his projects, Mr. Campbell places an emphasis on sustainable design and current construction practices in his designs. From his experience as an in house FDOT consultant managing multiple projects, Mr. Campbell brings a wealth of knowledge in project management, plans production, quality control, design details and specification development. He is an ISA Certified Arborist, as well as an LEED Accredited professional, and has an in-depth understanding of design requirements from site analysis through constructability, installation requirements and establishment inspections.

Prospect Road from Commercial Boulevard to SR 811/North Dixie Highway, Broward County, FL. Landscape Architect. This urban project included minor widening and lane narrowing to incorporate bike lanes along this four lane divided highway. A tree inventory was conducted, a tree disposition created with detail for root and canopy pruning. An irrigation sleeving plan was included for a future beautification project on the six-lane section.

SR 806/Atlantic Avenue Tree Relocation, Delray Beach, FL. Landscape Architect. The proposed widening project displaces the existing irrigation system, along with numerous existing trees that were found to be desirable by the district landscape architect. In order to better conserve existing resources, and to improve public perception of how FDOT utilizes resources, district four has been relocating desirable vegetation where economically feasible. Mr. Campbell assisted with the inventory and analysis for all impacted vegetation and helped develop the tree relocation and irrigation replacement plans and notes for successful implementation.

I-75 at Fowler interchange, Tampa, FL. Landscape Architect. Standalone landscape project on the South East Quadrant of the interchange that includes land sculpting to provide visual interest at the large flat clearing. The landscape theme show the different ecosystems of Florida taking advantage of the modified terrain which also includes some decorative walls.



ROBERT ZUCCARO, PE

CIVIL ENGINEERING TASK MANAGER

Education

BS / Civil Engineering /
Clarkson University

Registration

PE / FL / 17931

NPDES Qualified Stormwater
Management Inspector /
7089

OSHA 40-Hour Hazardous
Materials Health and
Safety Certification

Annual 8-Hour
Refresher Course

Years of Experience

36 years

Residency

Boca Raton, FL

Mr. Zuccaro has 36 years of experience on a wide range of successful engineering projects by providing planning, design, permitting, construction phase services and final certifications. His experience is in land development, transportation and environmental projects. Mr. Zuccaro has been a project manager for a wide range of governmental and private sector clients. He has supervised the design, planning, platting, surveying, permitting, specifications, contract administration, construction observation, record drawings, final certifications for medical facilities, airports, roadways, water and sewer systems, lift and pump stations, sewage treatment plants and marinas.

Turtle Run Civil Engineering, Sunrise, FL. Project Manager. Mr. Zuccaro is the current project manager while KCI has served as District Engineer for the Turtle Run Community Development District (TRCDD) for more than 25 years. In the capacity of District Engineer, KCI attends all Board Meeting and coordinates closely with the District management team, Board Members and Council on a variety of projects within the district. KCI reviews engineering permit plans submitted for compliance with District Criteria and best engineering practices and techniques. In addition, KCI has also provided surveying, design, permitting, bidding and negotiation, construction management, and inspection services for various district projects.

Hillsboro El Rio Park, Boca Raton, FL. Engineer of Record. Mr. Zuccaro was the engineer of record for the civil design improvements and permitting associated with the new park to be constructed on an old landfill site to include sports courts, playground and picnic areas, pavilions and restrooms, and visitor parking. Due to the site's historical and past uses as a landfill, redevelopment required stormwater permitting through FDEP. ICPR Version 4 was used to model the Master Drainage System. Stormwater permitting submittals through FDEP were required and coordination with ACOE for wetland determination



SHAHIN SHAFIQ, PE, PMP, PTOE

CIVIL ENGINEERING TEAM/ROADWAY DESIGN/
DRAINAGE DESIGN

Education

MS / Civil Engineering /
Lamar University

MS / Computer Science /
Texas A&M

Registration

PE / FL / 65195

PE / TX / 96434

PTOE / 3238

Project Management
Institute-PMP / 1489731

MOT Advanced

FDOT CTQP Asphalt Level 1
& 2

IMSA Signal Design Level I

ICPR Version 4 Training

Years of Experience

16 years

Residency

Pembroke Pines, FL

Mr. Shafiq has over 16 years of responsible and diversified engineering experience in the transportation engineering projects. His primary areas of expertise are in highway design, PD&E, drainage, signing and pavement markings, signals and traffic engineering. He is proficient in the complete highway design process, hydraulics and hydrologic modeling (H&H), ICPR modeling, surface water management system design for residential/commercial/institutional/DRI/roadway projects, stormwater quality retrofit projects, roadway drainage design, culvert design, drainage report/calculations, nutrient loading analysis, drainage basin/watershed modeling and floodplain analysis, stormwater pump station design, pond siting and sizing, pipe sizing calculations/modeling and spread analysis, master drainage study, conceptual/master surface water management system design, FDOT drainage connection permitting, South Florida Water Management District ERP permitting, wateruse permitting/dewatering permitting, water distribution system and waste water collection system design, FDEP permitting for water and wastewater systems, construction plans development for diversified projects, construction specifications, permitting from different counties, cities, governmental agencies, project construction phase services, project due diligence, project management and coordination.

Hillsboro El Rio Park, Boca Raton, FL. Design Engineer. Mr. Shafiq designed drainage system with onsite detention facility for water quality and water quantity, prepared site plans with recreation trails and pathways, boat ramps and boat docks, designed water and sanitary sewer system. He secured construction permit from FDEP, FDOH, SFWMD and local agencies and jurisdictions.

SW 107th Avenue Drainage Design, Miami, FL. Project Engineer. Mr. Shafiq was involved with the drainage design for the widening of SW 107th Avenue from Flagler to Tamiami trail/SW 8th Street. He has modeled the existing and proposed systems using ICPR v3.02 stormwater modeling software in order to identify possible problem areas and develop an effective solution. He developed a drainage report and a bridge hydraulic report under this project.



JONATHAN GEIGER, EIT

CIVIL ENGINEERING TEAM

Education

BS / Civil Engineering /
University of Central Florida

Registration

EIT / FL / 1100018738

Years of Experience

7 years

Residency

Coral Springs, FL

Mr. Geiger worked in Virginia for two years as a civil project engineer for firms that provided ground improvement services and utility design before moving back to Florida and joining the KCI team in 2017. Mr. Geiger has worked as a Engineer-in-Training on both private and government projects in Broward County that have involved civil site & utilities design, permitting at both the state and local levels, and construction phase services. He has excellent organizational and time management skills, works with AutoCAD, and has experience working in-field in construction furthering his understanding of the engineer-contractor relationship.

Turtle Run Civil Engineering, Coral Springs, FL. Design Engineer.

Working closely under the district engineer Mr. Geiger provides engineer, project design, and permitting support for the Turtle Run Community Development District located in the City of Coral Springs. Mr. Geiger has prepared design and construction plans for roadway, amenity, and beautification improvements within the District. He has also provided support in surveying, bidding and negotiation, construction management, construction observation and inspection services for various district projects.

Commerce Center of Coconut Creek Lakes 5 and 6 Equalizer Pipe & Courtyard Drainage. Project Engineer.

Mr. Geiger identified the underlying problems with the Commerce Center's existing Surface Water Management system and designing and implementing improvements to correct the existing restrictions of Lake 5 (and other upstream lakes) from equalizing with Lake 6. Mr. Geiger provided assistance with the drainage basin model of the Commerce Center as required by the Broward County Environmental and Growth Management Division. He was also involved with the preliminary design and worked on final engineering plans for both the Lake 5 and 6 equalizer pipe improvements and the isolation of the Court Yard drainage. Work includes installing a new 48-inch equalizer pipe between Lakes 5 and 6 and a new headwall and 18-inch outfall pipe north of the Court Yard Drainage system to effectively isolate and relive the existing system.



GERTHA WESH

CIVIL ENGINEERING TEAM

Education

BSCE / Civil Engineering /
Florida Atlantic University

Years of Experience

5 years

Residency

Pompano Beach, FL

Ms. Wesh is an experienced design engineer and a graduate of Florida Atlantic University in Boca Raton, FL. She has participated in projects that studied traffic patterns, created roadway maintenance plans and conducted determinations of utility needs for various locations. Ms. Wesh has experience working on underground utilities for FP&L's camera installation project throughout parts of South Florida in addition to the structural design and analysis of various telecom superstructures in the United States and Europe. Ms. Wesh is currently a design engineer for KCI's civil and site facilities division. She has worked on several projects involving storm water management components.

Turtle Run Civil Engineering, Coral Springs, FL. Design Engineer.

As District Engineer for the Turtle Run Community Development District (TRCDD) for more than 25 years, KCI's civil engineering has been the lead when providing various professional services to the TRCDD including engineering design, survey, planning, landscape architecture, roadway and environmental services. Some of the notable projects include Turtle Run Boulevard Roundabout design, drainage modifications and pedestrian brick pave walkways, Turtle Run Boulevard Paver Improvements, and Creekside Drive and NW 41st Drive project including median turn lane, median widening and associated services. Ms. Wesh contributed to the production of CAD drawings, bid documents, engineers opinion of cost and final documents for agency submittals. She also performed traffic counts on site and street sign inventory.

DCOTA Office Center and Garage, Dania Beach, FL. Design Engineer.

Ms. Wesh was the design engineer for the preparation of site plan design and construction documents for two 10-story office buildings and an 11-story parking garage/office on the DCOTA property in Broward County, Florida. Her responsibilities include utility and easements research, water, sewer and drainage demand calculations, producing CAD drawings, coordination with government agencies about the permitting process.



YARITZA DAVILA

CIVIL ENGINEERING TEAM

Education

BS / Civil Engineering /
Polytechnic University of
Puerto Rico

AutoCAD Degree / Instituto
De Banca Y Comercio PR

Registration

OSHA 30-hrs. Training
Course in Construction
Safety and Health

Years of Experience

3 years

Residency

Miramar, FL

Ms. Davila has functioned as project design engineer on several projects providing review of traffic patterns and traffic counts, water, stormwater and sewer systems, utility undergrounding design and civil site work. Mrs. Davila provides engineering support to KCI's civil engineering and traffic engineering divisions on producing CAD drawings, permitting efforts with agencies, traffic field inspection and assisting on design and construction phase services. Mrs. Davila is fluent in both English and Spanish.

Victoria Park "A" (North) & "B" (South) Small Water Main Improvements, City of Fort Lauderdale, FL. Project Design Engineer.

This project involved the installation of over 53,000 linear feet of upgraded water mains, approximately 24,000 linear feet of six-inch water main to replace aging two-inch water mains within the City's residential neighborhoods north of NE 6th Street between NE 7th and NE 20th Avenues ("A" North), and 29,000 linear feet of six-inch water main to replace existing undersized two-inch water mains within the City's residential neighborhoods south of NE 6th Street between North Federal Highway and NE 17th Avenue ("B" South). Ms. Davila's responsibilities include coordinating proposed WM location, producing and revising CAD construction plans, generating an engineering estimate of probable cost, and completing permitting process at local and state level.

Hillsboro El Rio Park, Boca Raton, FL. Project Design Engineer.

The design of a 17-acre park developed on top of an abandoned landfill, including play features, sports courts, shade structures, passive recreation areas, a non-motorized boat launch, restrooms and parking. This development required extensive geotechnical investigations to probe for unsuitable soil and a cooperative effort between geotechnical, civil, and environmental engineers, as well as landscape architects. Mrs. Davila prepared cross sections of the entire site and the lake access for the set of plans. Mrs. Davila was also involved with permitting efforts at both the local and state level for water main extension and wastewater collection.



BRYAN WILSON, PE

TRAFFIC AND TRANSPORTATION ENGINEERING TASK MANAGER

Education

BS / Civil Engineering /
Auburn University

Registration

PE / FL / 43447

ATSSA – Advanced Work
Zone Traffic Control

Years of Experience

33 years

Residency

Parkland, FL

Mr. Wilson has 33 years of experience in the design and management of highway transportation projects in Florida. Mr. Wilson joined the consultant industry in 1994 after nine years with the FDOT. His project experience encompasses all aspects of highway design from pavement rehabilitation to limited access interchanges and managed lanes facilities delivered in both bid-build and design-build formats.

Paar Drive Sidewalk Construction from Savona Blvd to Daemon St, Port St. Lucie, FL. Project Manager. KCI is the lead design consultant tasked with the design and permitting to provide new sidewalk and ADA improvements on Paar Drive from Savona Blvd to Daemon St. in Port St Lucie, Florida. The design consists of sidewalk design, milling and resurfacing, updated signing and marking, drainage improvements and utility coordination and permitting.

Turtle Creek Drive Bike Lane Improvements, Broward County, FL. Project Manager. Mr. Wilson was the project manager for the design and permitting to provide on street bike lanes and ADA improvements on Turtle Creek Drive, NW 62nd Ave / NW 31st St. in the cities of Coral Springs and Margate, Florida. The project also provides sharrows markings and updated signing on east portion of corridor on NW31st St / NW 54th Ave from SR 7 to Sample Road. The design consists of roadway widening, milling and resurfacing, updated signing and marking, Drainage improvements and utility coordination.

Andrews Avenue Extension - Segment 5, Broward County, FL. Project Manager. Mr. Wilson was the project manager for the design and permitting of a new 0.5-mile four-lane divided roadway from Racetrack Road to Atlantic Boulevard in Pompano Beach, Florida. The project featured design and permitting of a new closed storm drainage system and retention pond system, two signalized intersections, signing and marking plans, landscape plans, and a new roadway lighting system and extensive utility coordination.



MARK KLINE, PE

ROADWAY DESIGN

Education

BS / Civil Engineering /
Ohio University

Registration

PE / FL / 44016

ATSSA - Advanced Work
Zone Traffic Control

Years of Experience

37 years

Residency

Fort Lauderdale, FL

Mr. Kline has 37 years of engineering design and management experience with projects involving roadway design, transportation planning and land development. Mr. Kline has become proficient in the engineering design aspects of roadway geometrics, drainage, signing and pavement marking, signalization, lighting and work zone traffic control. He has expertise in the use AASHTO design guidelines and manuals, the FDOT Plans Preparation Manual, the FDOT Design Standards, the FDOT Standard Specifications, the Florida Greenbook, the Manual on Uniform Traffic Control Devices (MUTCD) and other important design standards and criteria.

Design-Build Services for West Avenue Improvements, Miami Beach, FL. Designer/Engineer of Record. Mr. Kline is the lead designer and engineer of record for this design-build project which consists of the construction of West Avenue Bridge over Collins Canal, extension of West Avenue from 17th Street to West Collins Canal, and reconstruction of Dade Boulevard between Venetian Causeway and Alton Road. This project also includes construction of a pedestrian bridge over Collins Canal and associated side street reconstruction to tie in adjacent road construction that is being completed by others on Bay Road, West Avenue, and Sunset Harbor Drive.

Turtle Creek Drive Bike Lane Improvements, Broward County, FL. Design Engineer. Mr. Kline was the design engineer for the design and permitting to provide on street bike lanes and ADA improvements on Turtle Creek Drive, NW 62nd Ave / NW 31st St.. The project also provides sharrows markings and updated signing on east portion of corridor on NW31st St / NW 54th Ave from SR 7 to Sample Road. The design consists of roadway widening, milling and resurfacing, updated signing and marking, drainage improvements and utility coordination.

Paar Drive Sidewalk Construction from Savona Blvd to Daemon St, Port St. Lucie, FL. Design Engineer. KCI is the lead design consultant tasked with the design and permitting to provide new sidewalk and ADA improvements on Paar Drive from Savona Blvd to Daemon St. in Port St Lucie, Florida. The design consists of sidewalk design, milling and resurfacing, updated signing and marking, drainage improvements and utility coordination and permitting.



MATT NEDDEFF, PE

ROADWAY DESIGN/UTILITY COORDINATOR

Education

BS / Civil Engineering /
University of Florida

Registration

PE / FL / 71611

Specification Certified

Advanced MOT

Long Range Estimates (LRE)

Years of Experience

17 years

Residency

Deerfield Beach, FL

Mr. Neddeff is an engineering professional with 17 years of experience. He has provided roadway design services for various FDOT and municipal projects. Mr. Neddeff's involvement in roadway design includes flexible pavement design, development of typical section packages, design of horizontal and vertical geometry, signing and pavement marking design, signalization design, lighting design, utility coordination, work zone traffic control, computation of quantities, specification development, drainage design and scour analysis. He has developed expertise in the use of AASHTO, FDOT and municipality design standards. Mr. Neddeff is proficient with Microstation/Geopak, HEC-RAS, ICPR and other software that aids in the efficient design and production of roadway plans.

Sunny Isles Beach Utility Undergrounding, Sunny Isles Beach, FL.

Project Engineer. Mr. Neddeff was the lead engineer responsible for the maintenance of traffic (MOT) design for the utility underground project. Coordinated with the City, our design staff and the FDOT to develop a MOT plan that allowed the contractor to maintain their schedule while minimizing the impacts to the local community. This was accomplished through night work and careful phasing. The phasing was important to ensure that all properties had access throughout the project, at times access was provided through the use of temporary driveways.

Turtle Creek Drive Bike Lane Improvements, Coral Springs, FL.

Project Engineer. Mr. Neddeff had served as the project engineer on this project. He had provided oversight and aided in the design and permitting of plans to provide on street bike lanes and ADA improvements on Turtle Creek Drive, in the city of Coral Springs, Florida. .

Paar Drive Sidewalk Construction from Savona Blvd to Daemon St, Port St. Lucie, FL. Design Engineer.

KCI is the lead design consultant tasked with the design and permitting to provide new sidewalk and ADA improvements on Paar Drive from Savona Blvd to Daemon St. in Port St Lucie, Florida. The design consists of sidewalk design, milling and resurfacing, updated signing and marking, Drainage improvements and utility coordination and permitting.



FABRICIO SAVIO, PE

LIGHTING DESIGN

Education

BS / Civil
Engineering / Florida
International University

Registration

PE / FL / 77354

Years of Experience

18 years

Residency

Coconut Creek, FL

Mr. Savio is an engineer with over 18 years of engineering design and construction experience. His experience includes the development of roadway plans, signalization plans, signing and pavement marking plans, pavement design, typical section packages, review of drainage structures, and permitting.

Golden Glades Interchange Enhancement Project, Miami, FL. Lead Designer. Mr. Savio acted as the lead designer for the development of the signing and pavement marking plans and was also the lead roadway lighting designer. The Golden Glades project involves proposed enhancements to the Golden Glades Interchange including several miles of roadway and ramp realignment and reconstruction. The overall project will help increase the regional connectivity to this major interstate interchange. The project area consists of the intersection of five major facilities: State Road (SR) 9A/I- 95, SR 826/Palmetto Expressway, Florida's Turnpike, SR 9 and SR 7/US 441/NW 7 Avenue.

SR 916 / NW 135th Street from Cairo Lane to Sesame Street (FPID: 439522-1. Lead Designer. Mr. Savio served as the lead designer for the development of the signing and pavement marking plans, roadway lighting design and the signalization plans. The NW 135th Street project involves installation of pedestrian safety improvements including the installation of signalized mid-block pedestrian crossings.

SR 907 / Alton Road from Michigan Avenue to Ed Sullivan Drive, Miami Beach FL. Lead Designer. Mr. Savio acted as the lead designer for the development of the signing and pavement marking plans and was also the lead roadway lighting designer. The Alton Road project involves resurfacing, pavement restoration, ADA upgrades, and drainage improvements as well as upgrading the existing signage, striping and roadway lighting system to current standards.



JOSE RODRÍGUEZ, PE

TRAFFIC ENGINEERING

Education

MS / Transportation Engineering / University of Maryland

BS / Civil Engineering / University of Maryland

Transportation Systems Management Course, School of Engineering and Applied Sciences / Princeton University

Registration

PE / FL / 45596

Years of Experience

44 years

Residency

Coral Springs, FL

Mr. Rodríguez has 44 years of experience in transportation and traffic engineering. He has directed and actively participated in numerous and wide-ranging transportation studies and projects for both the public and private sectors. These projects have been concerned with traffic, transit, parking, environmental, and ports.

Plantation Traffic Consultant, Plantation, FL. Project Manager/Principal Engineer. Mr. Rodriguez performed the role of project manager/principal engineer, responsible for the coordination and review of traffic and/or parking reduction studies prepared by traffic consultants for project developments. His responsibilities included assurance of conformance to City Code transportation related regulations, project administration, review and approval of traffic, study methodologies, as well as traffic report reviews.

University of Miami Traffic Consultant, Coral Gables, FL. Traffic Engineer. Mr. Rodriguez was closely involved in providing as-needed traffic and transportation planning support for the University's campus planning. The projects included data collection and parking analyses, as well as continuous campus-wide traffic ingress and egress counts and analyses.

City of Parkland Traffic Engineering, Parkland, FL. Traffic Engineer. Mr. Rodriguez provided support for traffic engineering, and as-needed transportation services that included traffic control, operations analysis, traffic impact analysis, site plan review, comprehensive planning reviews, concurrency evaluations, and traffic safety studies.

Old Cutler Road Traffic Engineering Study, Miami-Dade County, FL. Project Manager. As project manager for this special study, with a limited budget and time frame, Mr. Rodríguez directed the engineering specialists of KCI in the conceptual design, cost estimates determination, roundabout design and traffic operations analyses and simulations.



BENJAMIN HOYLE, PSM

SURVEYING AND MAPPING TASK MANAGER

Education

BS / Engineering Technology /
University of Central Florida

Registration

PSM / FL / LS6769

CSX Safety Facilitator

OSHA 30

First Aid

Monitoring of Traffic Safety

Fall Protection Training

Years of Experience

20 years

Residency

Deerfield Beach, FL

Mr. Hoyle is a project surveyor with over 20 years of experience throughout the state of Florida. He is a graduate from the University of Central Florida Engineering Technology Program. His experience includes transmission line route surveys, preparation of easements via sketch and legal description, ALTA/NSPS surveys, boundary surveys, construction layout, topographic surveys, hydrographic surveys, bathymetric surveys, as-built surveys and 3D modeling. Mr. Hoyle has experience in today's newest state of the art software and equipment including AutoCAD, TDS collection, dual frequency/survey grade GPS, and terrestrial LiDAR scanning equipment and software

City of Miami Miscellaneous Survey Contract, Miami, FL. Project Surveyor. Mr. Hoyle has managed boundary and topographic surveys for City projects such as the ADA Homeless Remodel; Miami Fire Training Facility; Douglas Park; Stearns and Martell Areas; Little Haiti Soccer Park.; Fire Station #3 Boundary Survey; Fire Station #4 Boundary Survey; Fire Station #10 Boundary Survey; Fire Station #12 Boundary Survey; Marlins Park Monitoring Wells; Athalie Range Park Boundary and Topographic Survey; Lemon City Park Boundary and Topographic Survey; Communications Generator at Fire Headquarters; Police Headquarters Boundary Survey; Bay of Pigs Park Topographic Survey; 104 NW 1st Avenue Sketch and Description; Special Ops Command Center Boundary and Topographic Survey; FDOT Parcels 3831 & 4236 Sketch and Descriptions; Miamarina Parkway Drive Mitigation Area 3 Sketch and Description; James L. Knight Center Seawall Survey.

City of Port St. Lucie Southbound Boulevard Sidewalk Survey, Port St. Lucie, FL. Project Manager. This topographic survey was approximately 1200 linear feet from south of Eagle Drive to Floresta Drive. Services included the establishment of a survey baseline; the location and identification of the western road right of way; the location of above ground permanent improvements; obtaining elevations at 100 foot intervals that extend 10 feet beyond the western right of way, and elevations of intermediate highs and lows shall also be obtained. As-Builts of gravity utility lines (storm, sanitary sewer) and the location of underground utility designate were also be shown on the survey.



ALEKSANDR BRIDWELL

SURVEYING AND MAPPING TEAM

Education

BS / Geomatics Engineering /
Florida Atlantic University

Registration

Remote Pilot – Certificate
Number: 4269106

Member of Florida Surveying
and Mapping Society

Years of Experience

4 years

Residency

Plantation, FL

Mr. Bridwell is a survey technician with over four years of experience throughout the state of Florida. He is a graduate from Florida Atlantic University's Geomatics Program. He is a certified remote pilot and his experience includes transmission line route surveys, preparation of easements via sketch and legal description, ALTA/NSPS surveys, boundary surveys, construction layout, topographic surveys, bathymetric surveys, as-built surveys, and 3D modeling, LiDAR scanning and UAS flights. Mr. Bridwell has experience in today's newest state of the art software and equipment including AutoCAD, TDS collection, dual frequency/survey grade GPS, and LiDAR.

Bergeron Land Development, Inc. for South Florida Water Management District- STA 1 West Project, Palm Beach County, FL. Survey Technician. Mr. Bridwell served as the survey technician for this project. KCI provided project control, construction staking, as-built surveys, and laser scanning for the project. The purpose of the STA 1 W Expansion is to improve water quality discharges to the Everglades Protection Area by helping to balance flows and loads to meet the Water Quality Based Effluent Limit (WQBEL). The project generally consists of an approximate 4,600-acre expansion to the STA 1 W. This is being accomplished with the construction of new embankments, canals, water control structures, and other features.

City of Miami, Miscellaneous Survey and Mapping Services Contract: Miami-Dade County, FL. Survey Technician. Mr. Bridwell served as the survey technician on boundary & topographic survey of the James L. Knight Center Seawall Survey project. Services included the location of asphalt, concrete, buildings, surface features of utilities, and above ground permanent improvements. Elevations were obtained at approximate twenty-five foot intervals and at grade breaks (six-inches or greater). Intermittent highs and lows were also be obtained. Elevations were based on the Elevations shall be relative to the North American Vertical Datum of 1988 (NAVD '88).



SINA NEJAD

SURVEYING AND MAPPING TEAM

Education

BS / Geomatics Engineering /
University of Florida

Registration

Member of Florida Surveying
and Mapping Society

Years of Experience

3 years

Residency

Coconut Creek, FL

Mr. Nejad is a survey technician with over three years of experience throughout the state of Florida. He is a graduate from the University of Florida Geomatics Program. His experience includes transmission line route surveys, preparation of easements via sketch and legal description, ALTA/NSPS surveys, boundary surveys, construction layout, topographic surveys, bathymetric surveys, as-built surveys, and 3D modeling. Mr. Nejad has experience in today's newest state of the art software and equipment including AutoCAD, TDS collection, and the processing of dual frequency/survey grade GPS.

Big Span Structures, Pompano Beach Amphitheater, Pompano Beach, Florida. Survey Technician. Mr. Nejad served as survey technician on a topographic survey of a portion of the subject property. Services included the location of above ground permanent improvements such as buildings, asphalt, concrete, fences, and surface features of utilities. Elevations were obtained on a fifty foot grid with intermediate highs and lows also obtained and the elevations were relative to the National Geodetic Vertical Datum of 1929 (NGVD '29). Services also including the location of underground utilities as designated in the field and the preparation of an as-built survey of the new foundation.

Cohen Dania Beach Hotel, Dania Beach, Florida. Survey Technician. Mr. Nejad served as survey technician on an ALTA/NSPS Land Title Survey of the subject property. Mr. Nejad also worked closely with the Project Surveyor on the preparation of four boundary surveys to be used in a land swap project between the CLIENT and the Florida Department of Transportation. Services included the location of above ground permanent improvements such as buildings, asphalt, concrete, fences, surface features of utilities, and review of title search reports. Services also included the preparation of a FEMA Flood Elevation Certificate.

CONSTRUCTION ENGINEERING AND INSPECTION

While many firms consider construction services to be ancillary, we consider them indispensable. This group boasts work experience in municipal public works as well as private sector construction. Their experience includes public and private roadways, bridges, buildings, and infrastructure such as water treatment plants, and water and sewer mains. Every design team has an inspector embedded within it, providing quality control and construction expertise. The integration of our inspectors with our design team allows us to reduce project change orders and manage construction costs better than our competitors.

During project construction, our FDOT CTQP-certified personnel play a pivotal role by providing communication between contractors, design engineers, project proponents, and oftentimes, the public. Consistent with all of our service offerings, our construction management (CM)/CEI staff fosters respect among all parties on a construction site to achieve the common goals of an on-time and within budget project completion.

Specific services include:

- Construction document development
- Construction cost estimating
- Bidding assistance
- Resident engineering
- Project administration services
- Periodic site observation

Daily CEI Inspection Services

The proposed KCI team members for this project have been working in the local area for well over 10 years providing support for municipality projects. We have relationships with many of the local government entities, contractors, and consultants that will be involved in future work. We will draw upon these relationships and experiences to promote open communications among the many project stakeholders, therefore facilitating project success. Our team has tremendous knowledge of the local area, with a wealth of experience in local roadway construction. The key characteristics that set our team apart from others and that will enable us to overcome potential project challenges include:

- Extensive CEI experience with roadway, bridge, seawall, drainage, sidewalk, intersection improvements, utilities, signalization, ITS, and a variety of specialized inspection work such as coatings, cathodic protection, underwater inspection, and building structures.

- Local staff, living within the coverage area of the CDD sector, who are intimate with the area and have established relationships with key stakeholders. Our core team has a wealth of experience developing a rapport with adjacent property owners and businesses.
- Experience in managing and providing staff on CEI and task-driven contracts.
- Proven established financial systems to accurately bill and track numerous tasks at once.
- A sizeable and comprehensive team with a variety of skill sets which will allow us to draw upon redundant resources to meet any needs the District CDD team will require.

The KCI team will deliver cost-effective projects, with quality results, while maintaining the CDD's high standards of excellence. Also, the specialized skill sets of our teams' various member firms will greatly strengthen our performance.





SR 84 DRAINAGE IMPROVEMENTS, MILLING, RESURFACING, AND SIGNALIZATION

FLORIDA DEPARTMENT OF TRANSPORTATION DISTRICT 1

Project Description

This project entails the milling and resurfacing of approximately one-mile of roadway as well as widening for this four-lane facility, which includes a bike lane in each direction and a raised median. The work includes major improvements to the existing drainage system, new curb and gutter, sidewalk, and backfilling of existing median with a 12-inch top finished prepared layer for future landscape. Other major work activities include American Disability Act (ADA) compliance, lighting, signalization, signage and pavement markings. The scope of construction for this project is to restore the condition of the asphalt pavement, improve existing drainage, add bike lanes and sidewalk in compliance with ADA regulations, improve signalized intersections, and install new lighting. This project is set to be completed on time and within budget.

Project Location

Collier County, FL

Initial Contract Award

\$279,000

Initial Construction Cost

\$3,710,069

Change Orders/Value: N/A

Initial Design Fees

\$616,022

Change Orders/Value: N/A

Project Status

Completed 2017

Staff Team

Joe Gómez; Jorge Ortiz

Client Contact

Leighton Elliott, PE / (239) 985-7869



SR 82 FROM ALABAMA ROAD TO COLLIER COUNTY LINE

FLORIDA DEPARTMENT OF TRANSPORTATION DISTRICT 1

Project Description

The project entailed a total reconstruction of 6.6 miles of SR 82 from Alabama Road to the Hendry/Collier county line, widening from two lanes to a four to six lane divided highway. Work also included sampling and testing, inspection, installation of new drainage system, bridge improvements, de-mucking of unsuitable materials, installation of sidewalk and multi-use paths, and excavation and embankment construction of 2.75 miles of the Hendry Canal from SR 82 headed north. This project was completed on time and within budget.

Project Location

Collier County, FL

Initial Contract Award

\$3,600,000

Initial Construction Cost

\$44,539,372

Change Orders/Value: N/A

Initial Design Fees

\$5,519,394

Change Orders/Value: N/A

Project Status

In Progress

Staff Team

Joe Gómez; Jorge Ortiz

Client Contact

Leighton Elliott, PE / (239) 985-7869



SR A1A FROM SR 816/OAKLAND PARK BOULEVARD TO FLAMINGO AVENUE

FLORIDA DEPARTMENT OF TRANSPORTATION DISTRICT 4

Project Description

SR A1A was a full reconstruction from Oakland Park Boulevard to Flamingo Avenue wholly within the City of Fort Lauderdale. The project included new sidewalks curb and gutter, median reconstruction and new drainage system, and extensive coordination with area businesses and residents.

Project Location

Fort Lauderdale, FL

Initial Contract Award

\$1,239,633

Initial Construction Cost

\$9,297,344

Change Orders/Value: 3/\$735,636

Initial Design Fees

\$1,975,269

Change Orders/Value: N/A

Project Status

Completed 2017

Staff Team

Joe Gómez; Jorge Ortiz; Hector Laguna; Paul DiPaola

Client Contact

Yveins Jean-Pierre, PE / (954) 940-7611



NW 52ND STREET RESURFACING & BIKE LANES PROJECT

CITY OF DORAL

Project Description

CEI services for excavation and installation of new drainage structures, existing tree relocations, new landscaping, replacement of concrete sidewalk, curb and gutter, milling and resurfacing of existing pavement including new bike paths, upgrading of existing signalization and roadway lighting relocations, updating of existing school crossing beacon system at John I Smith K-8 School area on NW 52nd Street and NW 102nd Avenue area.

Project Location

Doral, FL

Initial Contract Award

\$142,600

Initial Construction Cost

\$3,000,000

Change Orders/Value: 3/\$126,000

Initial Design Fees

\$142,600

Change Orders/Value: N/A

Project Status

Completed 2017

Staff Team

Joe Gómez; Jorge Ortiz; Ramon Llana; Saul Franco; Hector Laguna

Client Contact

Carlos Arroyo, CFM / (305) 593-6740



13TH STREET CEI SERVICES FROM NE 4TH AVENUE TO NE 8TH AVENUE

CITY OF FORT LAUDERDALE

Project Description

CEI services for the repurposing of NE 13th Street to add designated green painted bike ways in both directions, bio-swales, milling and resurfacing, sidewalks, installation of decorative pavers, conversion of overhead wired street lights to underground and construction of a new roundabout with decorative art (Art in Public Places) at NE 6th Avenue, signage and pavement markings. Project was completed within approved time and budget.

Project Location

Fort Lauderdale, FL

Initial Contract Award

\$173,000

Initial Construction Cost

\$2,100,000

Change Orders/Value: 2/\$50,000

Initial Design Fees

\$237,880

Change Orders/Value: N/A

Project Status

Completed 2018

Staff Team

Joe Gómez; Ramon Llana; Hector Laguna

Client Contact

Christine Fanchi, PE, PTP / (954) 828-5526

LANDSCAPE ARCHITECTURE

By the virtue of our firm's multidisciplinary professional components, the landscape architecture division has been able to and continues to work on a wide variety of projects. Through this experience, they have emerged with a broad range of landscape architecture skills and expertise in unique areas. The landscape architecture division has remarkable experience and technical background in servicing governmental miscellaneous contracts from preliminary studies plan reviews to final construction observations. Our design work includes commercial facilities, municipal parks, streetscapes, traffic calming, residential communities, and institutional facilities. We have provided landscape architectural services for more than 30 parks and recreation projects, and also have extensive experience with transportation-related landscape enhancement projects which include the completion of over 150 designs. We have provided services on streetscapes, traffic calming, roadway landscape projects, complete streets, master planning and design projects from major gateways to neighborhood buffers, plans preparation, construction observation, and plan review for both state agencies and local municipalities.

Our staff's expertise includes a diverse set of professionals including five registered landscape architects, two certified irrigation designers, two LEED accredited professionals, eight certified landscape inspectors and eight certified arborists.

Our firm has provided miscellaneous landscape architectural services under continuing services contracts to the City of Coconut Creek, City of Doral, City of Miami, City of Miami Gardens, City Of Marathon, City of Fort Lauderdale, City of Parkland, City of Miami Beach, and the Florida Department of Transportation (FDOT) Districts 4 and 6 District-Wide Miscellaneous Landscape Architectural Services. This experience provides us with the knowledge and procedures to fill the project requirements and standards specific to the City of Plantation.

Additionally, KCI has successfully assisted several clients in obtaining grant awards from sources such as the Florida Highway Beautification Council, FDOT LAP, the Broward Beautiful Program and the Miami-Dade County Landscape Committee. We have also worked with the City of Fort Lauderdale (Florence Hardee Park), and the City of Miami Gardens (Bunche Park and Rolling Oaks Park) to obtain awards from the Florida Community Trust Land Acquisition, Florida Recreation Development Assistant and Broward County Land Acquisition Program. Our services included providing master planning, development costs, public involvement meetings, technical writing, and renderings.



HILLSBORO EL RIO PARK

CITY OF BOCA RATON

Project Description

KCI provided professional landscape architecture, engineering, survey, and environmental services to the City of Boca Raton for the design and site plan approval of a 17-acre park. The park was built on an abandoned landfill adjacent to a wetland, requiring significant additional permitting and geotechnical involvement. The park features will include entry signage, a grand pavilion and restroom, large and small pavilions with grills, a fitness path, large passive recreation areas, a non-motorized boat launch, sport courts, a large playground, shade structures, and a fitness station. Native plantings will be used to anchor the park features, provide shade and interest, screen the adjacent railway, and buffer the adjacent mangrove wetland. A pedestrian mid-block crossing connects the north and south portions of the park on opposite sides of SW 18th Street. The crossing provides a median refuge and utilized a pedestrian actuated beacon system.

Project Location

Boca Raton, FL

Initial Contract Award

\$5,600,000

Initial Construction Cost

\$6,800,000

Change Orders/Value: N/A

Initial Design Fees

\$604,000

Change Orders/Value: N/A

Project Status

Completed 2020

Staff Team

Bruce Reed; Kirk Hoosac; Todd Mohler; Chris Miller

Client Contact

Mike Dyko / (561) 416-3413



SR A1A BEACH STREETSCAPE

FLORIDA DEPARTMENT OF TRANSPORTATION DISTRICT 4

Project Description

KCI was retained by FDOT District 4 to design the reconstructed portion of SR A1A from Sunrise Boulevard to NE 18th Street. KCI designed and prepared construction plans for the landscape, irrigation, and hardscape. While most of the landscape improvements are in the newly constructed median, KCI also made improvements to the east sidewalk along the beach. The streetscape design lined SR A1A with stately palms placed in landscaped medians. The palms were spaced closely for dramatic visual impact and the wide sidewalks allowed for comfortable pedestrian passage. Coastal appropriate plant species were installed within plant beds throughout the project. KCI performed post design services; reviewing plant layouts and plant quality to ensure a quality product. KCI will continue to assist the department in monitoring the establishment period.

Project Location

Fort Lauderdale, FL

Initial Contract Award

\$650,000

Initial Construction Cost

\$1,200,000

Change Orders/Value: N/A

Initial Design Fees

\$86,865

Change Orders/Value: N/A

Project Status

Completed 2016

Staff Team

Bruce Reed; Kirk Hoosac; Chris Miller

Client Contact

Scott Peterson, PE / (954) 777-4416



TOTOR ART PLAZA

CITY OF NORTH MIAMI BEACH

Project Description

The City of North Miami Beach asked KCI to design a plaza in front of city hall to showcase a sculpture of a dog named Totor. KCI worked on this project very closely with City staff on a very expedited schedule. The project included hardscape design, including built-in concrete benches, landscape, and irrigation design. From conceptual plans to the final construction, which was handled by Public Works in coordination with KCI, the project was completed within four months. *KCI received the Partner of Year award for the assistance with the design and construction coordination for this park plaza.*

Project Location

North Miami, FL

Initial Contract Award

\$90,000

Initial Construction Cost

\$80,000

Change Orders/Value: N/A

Initial Design Fees

Pro Bono Design

Change Orders/Value: N/A

Project Status

Completed 2018

Staff Team

Bruce Reed; Kirk Hoosac

Client Contact

Esmond Scott / (305) 948-2900



SR 907/ALTON ROAD FROM 5TH STREET TO N MICHIGAN AVENUE

FLORIDA DEPARTMENT OF TRANSPORTATION DISTRICT 6

Project Description

This 1.5 mile section of Alton Road is an active commercial corridor in one of Florida's hottest destinations to visit, live, work or play - Miami Beach. The corridor is heavily traveled by locals and tourists either by foot, bicycle or automobile. In addition to being a complete roadway reconstruction project, FDOT's scope also includes highway beautification with landscape, hardscape, and irrigation plans. To soften the urban feeling of this metropolitan corridor, large shade trees were placed adjacent to on-street parking and in curbed bulb-outs; thus providing a shady walk for pedestrians, allowing them to linger along the corridor to enjoy the many shops and cafes that Miami Beach has to offer. Hardscape treatments were designed within the sidewalks to create ADA compliant walkways as well as provided root space for proposed street trees. Working with the City of Miami Beach, irrigation plans were tailored to the City's requests. Ultimately as a tree-lined street that will mature and grow, Alton Road will continue to develop as an asset for the community and its users to enjoy.

Project Location

Miami Beach, FL

Initial Contract Award

\$1,250,000

Initial Construction Cost

\$1,000,000

Change Orders/Value: N/A

Initial Design Fees

\$49,491

Change Orders/Value: N/A

Project Status

Completed 2016

Staff Team

Bruce Reed; Kirk Hoosac; Todd Mohler; Chris Miller; Shahin Shafiq; Jose Rodriguez; Fabricio Savio; Bryan Wilson

Client Contact

Paul Moss / (305) 470-5384



MIDDLE RIVER TERRACE – OLD DIXIE HIGHWAY

CITY OF FORT LAUDERDALE

Project Description

KCI worked in concert with the FDOT, The City of Fort Lauderdale, and the Middle River Terrace Neighborhood Association to develop the Old Dixie Highway roadway improvement as a complete streets project. The design included custom entry signage and special pervious sidewalk details to preserve existing trees along the corridor, bioswales on the shoulders, streets trees, tree relocations, irrigation, bike lanes, sidewalks, traffic calming and a roundabout to replace a traffic signal. KCI's services also included post design and construction oversight for this project.

Project Location

Fort Lauderdale, FL

Initial Contract Award

\$62,230

Initial Construction Cost

\$117,025

Change Orders/Value: N/A

Initial Design Fees

\$25,750

Change Orders/Value: N/A

Project Status

Completed 2018

Staff Team

Bruce Reed; Kirk Hoosac; Chris Miller

Client Contact

Brent Lee-Shue-Ling, PE / (954) 777-4075

CIVIL ENGINEERING

KCI has served clients in all aspects of civil engineering throughout its history. Our engineers work with clients to realize their vision from concept development through construction, with an understanding that each project and client is unique. Our site design work is completed by a collaborative team of engineers, landscape architects and environmental scientists. Each team brings a variety of experience to each project. We believe this has contributed to our outstanding reputation, which has been built and perfected over time. From large modeling and master plans to specific construction documents and inspection services, our full array of civil engineering services provides the versatility to meet the changing needs of our public clients.

Specific services include:

- Feasibility Studies
- Site Master Planning
- Site Planning and Design
- Hydrologic and Hydraulic Analysis
- Stormwater Management
- LEED Accredited Design
- Low Impact Design Solutions
- Erosion Control Plan Development
- Septic System Design and Permitting
- Structural Engineering and Design
- Land Use Permitting
- Flood Mitigation
- Coastal Structure Design
- Peer Review





HILLSBORO EL RIO PARK

CITY OF BOCA RATON

Project Description

KCI provided professional landscape architecture, engineering, survey, and environmental services to the City of Boca Raton for the design and site plan approval of a 17-acre park. The park was built on an abandoned landfill adjacent to a wetland, requiring significant additional permitting and geotechnical involvement. The park features will include entry signage, a grand pavilion and restroom, large and small pavilions with grills, a fitness path, large passive recreation areas, a non-motorized boat launch, sport courts, a large playground, shade structures, and a fitness station. Native plantings will be used to anchor the park features, provide shade and interest, screen the adjacent railway, and buffer the adjacent mangrove wetland. A pedestrian mid-block crossing connects the north and south portions of the park on opposite sides of SW 18th Street. The crossing provides a median refuge and utilized a pedestrian actuated beacon system.

Project Location

Boca Raton, FL

Initial Contract Award

\$5,600,000

Initial Construction Cost

\$6,800,000

Change Orders/Value: N/A

Initial Design Fees

\$604,000

Change Orders/Value: N/A

Project Status

Completed 2020

Staff Team

Bruce Reed; Robert Zuccaro; Shahin Shafiq; Jonathan Geiger; Gertha Wesh; Yartiza Davila

Client Contact

Mike Dyko / (561) 416-3413



LAKE RIDGE - SUNRISE BOULEVARD WATER MAIN PROJECT

CITY OF FORT LAUDERDALE

Project Description

Underground utility (water main) replacement of 4,200 linear feet of new eight inch water main for the City of Fort Lauderdale, Florida in the center of the westbound lane. KCI fast-tracked the design and permitting to enable the contract to be added to the FDOT milling and resurfacing contract, pending no impact on the FDOT contract amount and completion schedule. Project required expeditious contract negotiations with the FDOT contractor and coordination with the City Manager to place the approval on the City Commission Agenda, otherwise the project would have been delayed.

Project Location

Fort Lauderdale, FL

Initial Contract Award

\$1,041,868

Initial Construction Cost

\$799,945

Change Orders/Value: N/A

Initial Design Fees

\$66,790

Change Orders/Value: N/A

Project Status

Completed 2016

Staff Team

Robert Zuccaro; Shahin Shafiq

Client Contact

Jill Prizlee / (954) 828-5962



SW 8TH STREET WATER AND SEWER IMPROVEMENTS

CITY OF FORT LAUDERDALE

Project Description

KCI worked for the City of Fort Lauderdale in a 370 linear feet upgrade to their existing water and sewer system. The scope of this work involved existing utility research, plan and profile sheet creation, permitting, specification preparation, bidding, and construction administration for the installation of a new six inch water main and eight inch sanitary sewer main. Project involved close collaboration with City officials in the design review process and residents in the transfer of existing services to new facilities. The project is in the early stages of construction.

Project Location

Fort Lauderdale, FL

Initial Contract Award

\$283,564

Initial Construction Cost

\$295,000

Change Orders/Value: N/A

Initial Design Fees

\$32,010

Change Orders/Value: N/A

Project Status

Completed 2017

Staff Team

Robert Zuccaro; Shahin Shafiq; Jonathan Geiger; Gertha Wesh

Client Contact

Jill Prizlee / (954) 828-5962



VICTORIA PARK “A” – WATER MAIN IMPROVEMENTS

CITY OF FORT LAUDERDALE

Project Description

Utilizing the existing Continuing Contract for Civil Engineering Services awarded in 2012, KCI was engaged to assume the role of engineer of record (EOR) for the City’s Victoria Park ‘A’ (North) Small Water Main Improvements Project. We completed the design and construction documents the City began. The project included the installation of approximately 24,000 linear feet of eight-inch water main to replace aging, existing two-inch water mains within the City’s residential neighborhoods north of NE 6th Street between NE 7th and NE 20th Avenues in Fort Lauderdale. KCI reviewed design documents for alignment, profile, service and hydrant connections, conflicts, existing utilities and sufficiency of details. KCI addressed permitting for the updated plans, created specifications, prepared an estimated cost of construction and we are assisting the City with the bidding process. KCI provided construction phase services for the anticipated four phases of construction due to the size of the project and to minimize residential disruption. These phases will require four separate certifications from our professional engineer, including the final certification upon completion.

Project Location

Fort Lauderdale, FL

Initial Contract Award

\$10,182,620

Initial Construction Cost

\$9,049,400

Change Orders/Value: N/A

Initial Design Fees

\$108,560

Change Orders/Value: N/A

Project Status

Design and Permitting Completed 2018

Staff Team

Robert Zuccaro; Shahin Shafiq; Gertha Wesh; Yartiza Davila

Client Contact

Daniel Fisher / (954) 828-5850



SUNNY ISLE BEACH UTILITY UNDERGROUNDING

CITY OF SUNNY ISLES BEACH

Project Description

KCI provided design and construction management services to The City of Sunny Isles Beach necessary for the undergrounding of all overhead electric, and low voltage utilities within the city limits of Sunny Isles Beach. The overall scope of the contract included the coordination of design with all utility providers, utility design and negotiations, consolidated construction plans, required permitting (including FDOT right-of-way permits), providing design milestone cost estimates and budgets for approximately 4.1-miles of Collins Avenue (A1A) and one mile of Atlantic Boulevard.

Project Location

Sunny Isles Beach, FL

Initial Contract Award

\$524,500

Initial Construction Cost

\$4,500,000

Change Orders/Value: N/A

Initial Design Fees

\$524,500

Change Orders/Value: N/A

Project Status

Completed 2017

Staff Team

Design: Robert Zuccaro; Shahin Shafiq; Benjamin Hoyle; Matt Neddeff
CM/CEI: Joe Gómez; Paul DiPaola

Client Contact

Paul Abbott / (561) 630-8284



Before



After

LAS OLAS ISLES UNDERGROUND UTILITY IMPROVEMENTS

CITY OF SUNNY ISLES BEACH

Project Description

This \$7.5 million project consisted of the relocation of existing aerial utilities to underground facilities. The scope of this work involved existing utility research, utility design coordination and consolidated design plans for the conduit installation of existing utility providers including FPL, ATT and Comcast. Reconfiguration of residential roadway profiles resulted in a need to relocate existing City utilities including fire hydrants and sanitary sewer lift station equipment. Landscape reconstruction was also a substantial part of this project. The project involved close collaboration with resident HOA representatives, City officials and FPL to facilitate equipment placement and energizing. The project involved significant trenching along a very narrow right-of-way and in an extremely sensitive neighborhood. Public outreach and communication was a significant component.

Project Location

Fort Lauderdale, FL

Initial Contract Award

\$67,000

Initial Construction Cost

N/A

Change Orders/Value: N/A

Initial Design Fees

\$67,000

Change Orders/Value: N/A

Project Status

Design Completed 2019

Staff Team

Robert Zuccaro; Shahin Shafiq; Jonathan Geiger; Yartiza Davila

Client Contact

Hal Barnes, PE / (954) 828-5290



DCOTA OFFICE CENTER AND GARAGE

THE DESIGN CENTER OF THE AMERICAS

Project Description

KCI provided all site civil infrastructure design in support of a proposed seven level parking garage podium with three stories of office space above the podium that occupies approximately 3.5-acres of the existing DCOTA (Design Center of The Americas) site. Design drawings were prepared for site plan approval with the City of Dania Beach, FL. Design included paving, grading, drainage, water and sewer, fire line systems, pavement marking and signage. The challenge was to reroute major storm water drainage piping around a proposed tunnel connecting the garage podium located on the east side of the main entrance drive to the two new ten story high-rise office buildings on the west side of the main entrance drive. The tunnel also impacted the existing gravity sewer backbone system, resulting in the design of a new sanitary sewer lift station to service the proposed development, as well as the existing design center buildings

Project Location

Dania Beach, FL

Initial Contract Award

\$139,680

Initial Construction Cost

N/A

Change Orders/Value: N/A

Initial Design Fees

\$139,680

Change Orders/Value: N/A

Project Status

In Progress

Staff Team

Robert Zuccaro; Shahin Shafiq; Jonathan Geiger; Gertha Wesh; Yartiza Davila

Client Contact

Daniel Rosenberg / (954) 892-5737

TRAFFIC AND TRANSPORTATION ENGINEERING

KCI's roadway engineering division provides transportation engineering and related services on all types of highway and road projects, from access roads in residential areas, to multi-lane divided expressways with bridges, to tolls and interchanges for the FDOT, county, and municipal road departments. A typical project includes the design of signalized intersections, signing and marking plans, closed storm drainage and retention pond systems, sound barrier walls, landscape plans, new street lighting system, design survey, and utility location and coordination.

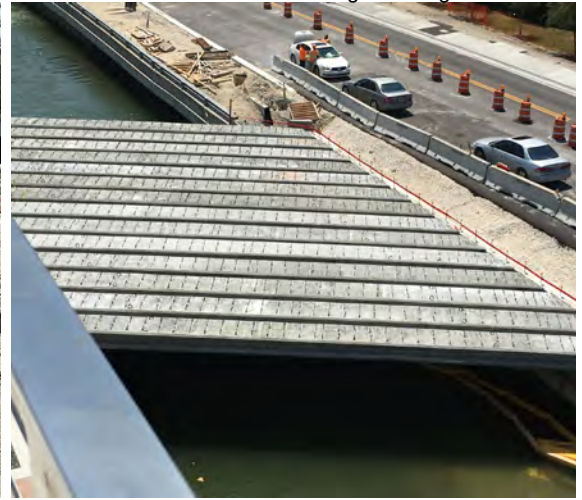
Specific services include:

- Geometric Design
- Signing and Pavement Marking
- Signal Design
- Lighting Design
- Drainage and Scour Analysis
- Interchange Design
- Control Plans
- Utility and Railroad Coordination
- Pavement Design and Safety Reviews

Furthermore, we have a long history of providing transportation planning and engineering services to numerous public sector clients throughout Florida. The team has participated in and/or managed every aspect of transportation improvement projects from traffic impact analysis and improvement recommendations through concept development and roadway/bridge design to construction administration. Services include preliminary and final design, permitting, utility coordination, right-of-way acquisitions, environmental assessments, remediation, and construction engineering inspection and administration. We work hand-in-hand with our clients to understand the existing conditions, and to develop solutions that exceed expectations. Whether we are widening an expressway, redesigning a complete street or engineering a pedestrian bridge, our engineering staff routinely collaborates with our in-house planners, landscape architects, and environmental scientists to satisfy the goals and objectives of our client.

Specific services include:

- Preliminary Engineering/PD&E Studies
- Corridor Planning and Feasibility Studies
- Traffic Studies and Analyses
- Traffic Calming Studies
- Transportation Alternative Development and Analysis
- Regional Network Traffic Modeling
- Transit-Oriented Development and Multimodal Planning
- Parking Studies and Design
- Traffic Control and Signal Design
- Roadway Planning



WEST AVENUE BRIDGE OVER COLLINS CANAL

CITY OF MIAMI BEACH / BERGERON LAND DEVELOPMENT, INC.

Project Description

KCI was the lead design consultant for the West Avenue Design Build project in the City of Miami Beach, Florida. Project scope was the design of a new bridge, crossing the Collins Canal from 17th Street and connecting to Dade Boulevard. The project included the complete reconstruction of Dade Boulevard, a new closed drainage system for the road and offsite drainage as well, to pick up flow near the local businesses. The work also includes new signals, signing and pavement markings, lighting, ADA upgrades, and a pedestrian walkway that crosses the canal at Bay Road. The multidisciplinary nature of the work required us to coordinate with geotechnical engineers as well as other roadway engineers and contractors to tie into the work currently in progress. Utility coordination was also performed to limit the impact to the existing utilities in the corridor.

Project Location

Miami Beach, FL

Initial Contract Award

\$9,200,000

Initial Construction Cost

\$9,200,000

Change Orders/Value: N/A

Initial Design Fees

\$821,600

Change Orders/Value: N/A

Project Status

Completed 2018

Staff Team

Bryan Wilson; Matt Neddeff; Mark Kline; Charles Newberry

Client Contact

Brian Landis, PE / (954) 680-6100



TURTLE CREEK DRIVE BIKE LANE IMPROVEMENTS

FLORIDA DEPARTMENT OF TRANSPORTATION DISTRICT 4

Project Description

KCI was the lead design consultant tasked with the design and permitting to provide on street bike lanes and ADA improvements on Turtle Creek Drive, NW 62nd Avenue in Coral Springs, Florida. The project also provides sharrows markings and updated signing on east portion of corridor on NW 31st Street/NW 54th Avenue from SR 7 to Sample Road. The design consists of roadway widening, milling and resurfacing, updated signing and marking, drainage improvements, and utility coordination.

Project Location

Coral Springs, FL

Initial Contract Award

Letting April 2020

Initial Construction Cost

\$1,500,000

Change Orders/Value: N/A

Initial Design Fees

\$726,100

Change Orders/Value: N/A

Project Status

Completed 2018

Staff Team

Bryan Wilson; Matt Neddeff; Mark Kline; Charles Newberry; Saul Franco

Client Contact

Brent Lee-Shue-Ling, PE / (954) 777-4075



ANDREWS AVENUE - SEGMENT 5

FLORIDA DEPARTMENT OF TRANSPORTATION DISTRICT 4

Project Description

KCI was the lead design consultant tasked with the development of complete construction plans and specifications. Andrews Avenue was reconstructed as a divided four-lane urban typical section, and required significant right-of-way acquisition. The project was constructed between SW 3rd Street and Atlantic Boulevard in Pompano Beach, FL. The project includes upgrading the signalized intersection at SW 3rd Street, ADA ramp improvements, sidewalk construction, drainage improvements, signing and pavement marking, utility coordination, permitting and landscape design.

Project Location

Pompano Beach, FL

Initial Contract Award

\$3,400,000

Initial Construction Cost

\$3,400,000

Change Orders/Value: N/A

Initial Design Fees

\$696,886

Change Orders/Value: N/A

Project Status

Completed 2016

Staff Team

Bryan Wilson; Matt Neddeff; Mark Kline; Charles Newberry; Chris Miller

Client Contact

Robert Lopes, PE / (954) 777-4425
Anson Sonnett, PE / (954) 777-4474



PAAR DRIVE SIDEWALK CONSTRUCTION FROM SAVONA BLVD TO DAEMON ST

FLORIDA DEPARTMENT OF TRANSPORTATION DISTRICT 4

Project Description	KCI is the lead design consultant tasked with the design and permitting to provide new sidewalk and ADA improvements on Paar Drive from Savona Boulevard to Daemon Street in Port St. Lucie, Florida. The design consists of sidewalk design, milling and resurfacing, updated signing and marking, drainage improvements and utility coordination and permitting.	
Project Location	Port St. Lucie, FL	
Initial Contract Award	N/A	
Initial Construction Cost	\$500,000	Change Orders/Value: N/A
Initial Design Fees	\$73,280	Change Orders/Value: N/A
Project Status	In Progress	
Staff Team	Bryan Wilson; Matt Neddeff; Mark Kline; Charles Newberry; Benjamin Hoyle; Aleksandr Bridwell	
Client Contact	Edie Majewski / (772) 344-4291	



CITY OF PARKLAND TRAFFIC ENGINEERING AND TRANSPORTATION PLANNING

CITY OF PARKLAND

Project Description

KCI has provided traffic planning to the City of Parkland. Tasks include serving as the City traffic engineer and development review committee (DRC) member for the City of Parkland. We provided as-needed traffic engineering and planning services including traffic impact and site plan review, traffic control recommendations, traffic conditions monitoring, traffic operations analysis, comprehensive planning, ordinance development, transportation concurrency, and intergovernmental coordination. Our team also provided representation on traffic engineering issues at City Commission meetings. We were also asked to conceptually design and evaluate a proposed realignment of County Line Road to minimize impacts to local property owners. This concept maintained the east-west traffic flow that is critical to the City. Results indicated that by connecting to Loxahatchee Road, only minor improvements would be necessary to Loxahatchee Road/County Line Road to ensure that sufficient traffic flow would be maintained with little or no impact to local land owners.

Other tasks included a traffic assessment at an elementary school area, a signal warrant study, and a citywide mobility needs assessment.

Project Location

Parkland, FL

Initial Contract Award

N/A - Task Order Based

Initial Construction Cost

N/A - Task Order Based

Change Orders/Value: N/A

Initial Design Fees

N/A - Task Order Based

Change Orders/Value: N/A

Project Status

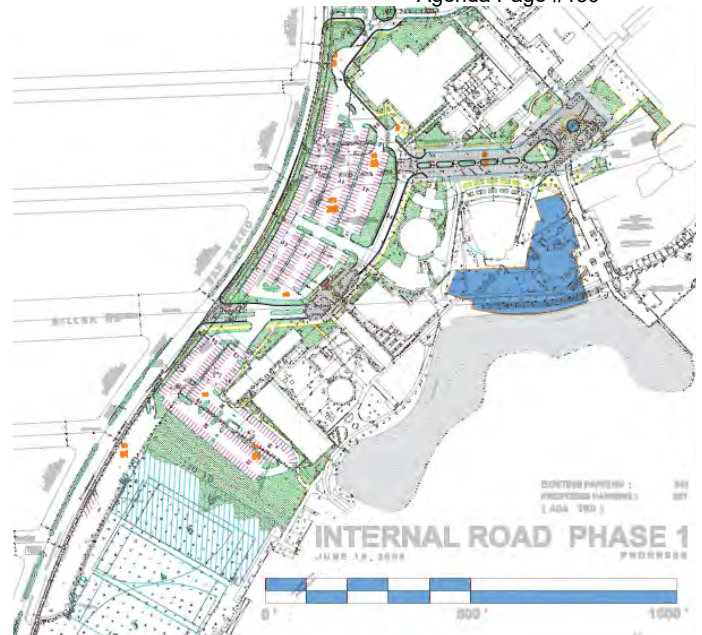
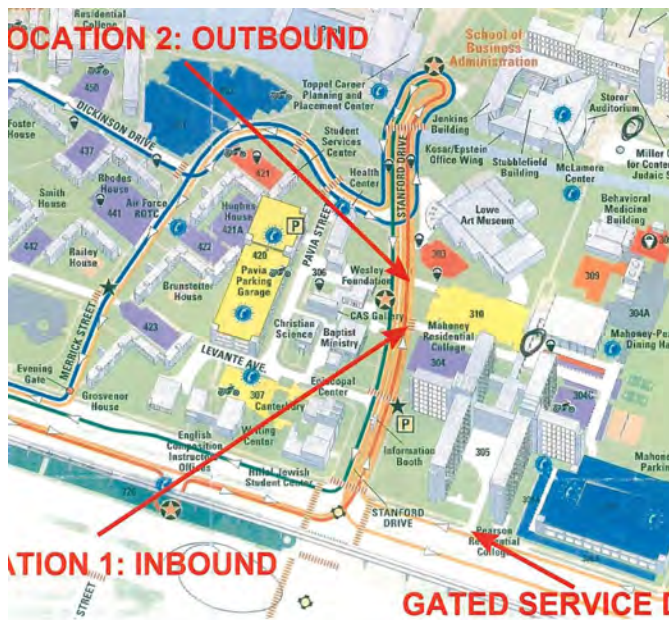
Completed 2019

Staff Team

Bryan Wilson; Jose Rodriguez

Client Contact

Caryn Gardner-Young / (954) 757-4112



UNIVERSITY OF MIAMI TRAFFIC ENGINEERING

UNIVERSITY OF MIAMI

Project Description

KCI has completed design improvements to areas both within and around the University of Miami's main campus in Coral Gables. Within the University, KCI redesigned 18 on-campus parking lots and improved each lot's lighting, pedestrian connectivity, and landscaping. KCI has also provided designs for the University's internal roadway. These designs are being implemented in six phases, thus allowing construction to take place during times of lower campus activity. KCI has also designed a new bridge/culvert (that will continue the internal roadway over a tidal canal) and a signature entryway into campus, which will result in an expanded intersection and new signalization.

External to the University, KCI has been involved in projects that resulted in the expanded capacity of local roadways, which are within FDOT and/or Miami-Dade County right-of-way. The construction costs for each project was under \$1 million. Each project's design has involved extensive public outreach, also negotiations with city, county, and state officials.

Project Location

Coral Gables, FL

Initial Contract Award

N/A - Task Order Based

Initial Construction Cost

\$1,000,000 per project

Change Orders/Value: N/A

Initial Design Fees

\$695,000

Change Orders/Value: N/A

Project Status

Completed 2019

Staff Team

Bryan Wilson; Jose Rodriguez; Saul Franco

Client Contact

Janet Gavarrete / (305) 284-6726

SURVEYING AND MAPPING

Our firm began as one of Florida's earliest surveyors, and has grown into one of the leading GPS survey firms in the state. We offer a full-range of land survey and mapping services, both in support of our design projects and as stand-alone services. We understand that successful design demands meticulous and accurate technical mapping. Our survey staff takes care in performing their work to ensure accuracy while maintaining efficiency. Our six full-time crews have received Maintenance of Traffic (MOT) training to ensure proficient and safe work practices, on and around south Florida's busy roadways.

KCI has extensive experience working in coastal areas from Texas, to Key West, and up the east coast to our corporate office in Maryland. With 24 professional surveyors in the firm working in states with coastal borders - five of them licensed in Florida - there is a wealth of experience with coastal construction. KCI has surveyed numerous projects involving the establishment and staking of coastal construction control lines and working with clients through permitting when needed, including consulting on littoral rights.

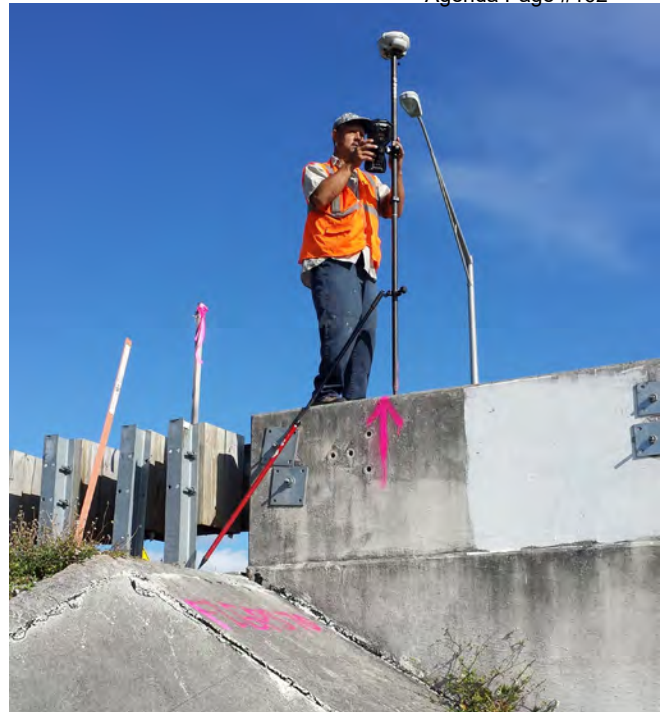
We use state-of-the-art technology, including total stations and global positioning equipment, when providing survey information and mapping services to our clients. Our field personnel are trained in advanced survey techniques, including those required for boundary delineations, bathymetric survey and the development of municipal GIS databases. Our GPS equipment includes modern Trimble Dual-Frequency Receivers, and mapping is prepared by our AutoCAD and GIS specialists.

Field surveys are carried out using the latest data collection equipment and procedures. This effort includes the utilization of total stations and electronic data collectors utilizing data collection programs. KCI's crews are fully proficient in utilizing field codes. All the data collectors used in the collection of field data possess the ability to send data via the internet. This allows the survey information, along with pictures and other data, to be sent and received from the field without trips to the local office. This helps in the troubleshooting and correction of unforeseen circumstances that may arise in the process of performing our survey work. This information, along with all office-produced sketches and files, can be shared on the KCI FTP website. The information can be viewed and discussed with the client in a quick and seamless manner. We believe these resources increase productivity and accuracy, and allow our high-quality product to be delivered on time.

Specific services include:

- As-Built/Record Surveys
- AutoCAD Drafting
- Construction Surveys/Staking Services
- Quantity Surveys
- Topographic Surveys
- Sketch and Legal Descriptions
- Easement Creation
- Permit Support
- GIS Support/GIS Mapping
- Platting Services per Florida Statute Chapter 177
- QA/QC Review of Survey Products
- Expert Witness Testimony
- Boundary Surveys
- Hydrographic/Bathymetric Surveys
- Specific Purpose Surveys
- Wetland/Mitigation Surveys
- ALTA/NSPS Surveys
- Site Surveys
- Design Surveys
- Utility Route Surveys
- Title Searches
- Digital Terrain Models (DTM)
- Wetland/Mitigation Surveys
- ALTA/NSPS Surveys
- Site Surveys
- Design Surveys
- Utility Route Surveys
- Title Searches
- Records Research and Review
- Field Investigation
- Cost Estimation and Budget Support
- 3D Laser Scanning
- Miscellaneous Calculations
- Engineering Design Surveys
- Differential Leveling
- Canal and Embankment Cross-sections and Profiles
- Right-of-Way Surveys
- Drainage Surveys
- Horizontal and Vertical Geodetic Control Surveys
- Volume Calculations
- Tree Surveys
- Monumentation of Right-of-Way Corridors
- Bridge Data Surveys





SURVEY CONSULTING SERVICES ON CONTINUING CONTRACT

CITY OF RIVERIA BEACH

Project Description

KCI prepared a topographic survey of approximately 5.67 miles of city streets. The survey included power/utility poles, overhead wires, asphalt, curbing, driveways, fences, trees/hedge lines, manholes, drainage structures including inverts, and surface features of utilities. KCI has performed a number of task orders on this ongoing contract for the following locations/projects:

Dan Calloway Boundary Survey; Barracuda Bay Fire Station Boundary Survey; New Library Boundary and Topographic Survey; Heron Lakes Senior Center Plat Review; Port of Palm Beach Plat Review; Harbor Point Singer Island Fire Station; 13th Street Sketch and Description Review; Riviera Cove Plat Review; 1649 Avenue L Plat Review; FPL Physical Distribution Center South Plat Review; FPL Physical Distribution Center North Plat Review

Project Location

Riviera Beach, FL

Initial Contract Award

N/A

Initial Construction Cost

N/A

Change Orders/Value: N/A

Initial Design Fees

N/A - Consultant Fees are \$266,646 to date

Change Orders/Value: N/A

Project Status

In Progress

Staff Team

Benjamin Hoyle

Client Contact

Terrence Bailey, LEED, PE / (561) 845-3472



MISCELLANEOUS SURVEY AND MAPPING SERVICES

CITY OF MIAMI

Project Description

KCI has performed a number of task orders on this ongoing contract for the following locations/projects:

ADA Homeless Remodel; Fire Training Facility; Douglas Park; Stearns & Martell Parks Boundary and Topographic Surveys; Little Haiti Soccer Park Boundary and Topographic Survey; Fire Station #3 Boundary Survey; Fire Station #4 Boundary Survey; Fire Station #10 Boundary Survey; Fire Station #12 Boundary Survey; Marlins Park Monitoring Wells; Athalie Range Park Boundary and Topographic Survey; Lemon City Park Boundary and Topographic Survey; Communications Generator at Fire Headquarters; Police Headquarters Boundary Survey; Bay of Pigs Park Topographic Survey; 104 NW 1st Avenue Sketch and Description; Special Ops Command Center Boundary and Topographic Survey; FDOT Parcels 3831 & 4236 Sketch and Descriptions; Miamarina Parkway Drive Mitigation Area 3 Sketch and Description; Miami Riverside Center Boundary Survey; OMNI CRA Amendment Legal Description Preparation; James L. Knight Center Seawall Survey

Project Location

Miami, FL

Initial Contract Award

N/A

Initial Construction Cost

N/A

Change Orders/Value: N/A

Initial Design Fees

N/A - Consultant Fees are \$173.917 to date

Change Orders/Value: N/A

Project Status

In Progress

Staff Team

Benjamin Hoyle; Aleksandr Bridewell

Client Contact

Andrew Schimmel / (305) 416-1457



MISCELLANEOUS SURVEY SERVICES

CITY OF MIAMI LAKES

Project Description

KCI has performed a number of task orders on this ongoing contract for the following locations/projects:

Topographic Survey Beautification Plan NW 67th Avenue Project; Lochness Tentative Plat Review; Dunwoody Tentative Plat Review; Topographic Survey Safe Route to School Miami Lakeway Trail Project; Maddens Hammock Deed Review; Boundary Survey FDOT Parcel 5072 Project; Lochness Final Plat Review; Dunwoody Final Plat Review; Miami Lakeway South Topographic Survey; NW 59th Avenue Extension Topographic Survey and Sketch and Descriptions

Project Location

Miami Lakes, FL

Initial Contract Award

N/A

Initial Construction Cost

N/A

Change Orders/Value: N/A

Initial Design Fees

N/A - Consultant Fees are \$107,131 to date

Change Orders/Value: N/A

Project Status

In Progress

Staff Team

Benjamin Hoyle

Client Contact

Darby Delsalle, AICP, LEED AP / (305) 512-7128



MISCELLANEOUS SURVEY AND MAPPING SERVICES

MIAMI-DADE COUNTY

Project Description

KCI has performed a number of task orders on this ongoing contract for the following locations/projects:

Stormwater Infrastructure Surveying Services to include the location, measurements, and status inspection of the following types of structures: catch basins, manholes, grease interceptors/structures, outfalls, and culverts on SW 130th Avenue (from SW 27th Street to SW 42nd Street).

Boundary Survey for Parcels 1 & 2; Boundary and Hydrographic Survey for Card Sound Road; Staff Gauge Installation; Topographic and Bathymetric Survey of Card Sound Road and Card Sound Canal; Topographic and Bathymetric Survey of Florida City Canal; Topographic and Hydrographic Survey of the Beaches; Topographic Survey Wagner Creek; Post-Construction Topographic and Hydrographic Survey at the Beaches; Stormwater Master Plan Basins

Project Location

Miami-Dade County, FL

Initial Contract Award

N/A

Initial Construction Cost

N/A

Change Orders/Value: N/A

Initial Design Fees

N/A - Consultant Fees are \$195,819 to date

Change Orders/Value: N/A

Project Status

In Progress

Staff Team

Benjamin Hoyle; Sina Nejad

Client Contact

Frank Velazquez, PSM / (305) 372-6490



MISCELLANEOUS SURVEY AND MAPPING SERVICES

CITY OF MIAMI BEACH

Project Description

KCI has performed a number of task orders on this ongoing contract for the following locations/projects:

Maurice Gibb Memorial Park Boundary and Topographic Survey; Bonita Drive Topographic Survey; 5th Street Monumentation Topographic Survey; Madeline Village Crespi Boulevard Boundary and Topographic Survey; Belle Isle Park Topographic Survey; MacArthur Pedestrian Bridge Topographic Survey; Allison Park Boundary & Topographic Survey

Project Location

Miami Beach, FL

Initial Contract Award

N/A

Initial Construction Cost

N/A

Change Orders/Value: N/A

Initial Design Fees

N/A - Consultant Fees are \$85,690 to date

Change Orders/Value: N/A

Project Status

In Progress

Staff Team

Benjamin Hoyle

Client Contact

Elizabeth Estevez / (305) 673-7272

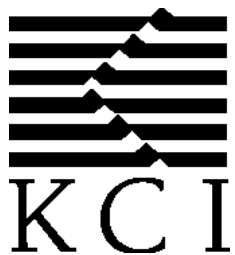
KCI Technologies, Inc.

5835 Blue Lagoon Drive

Suite 303

Miami, FL 33126

(305) 477-7667





April 24, 2020

VIA EMAIL

DistrictManager@BonterraCDD.com

Janice Eggleton Davis
District Manager

Request for Qualifications for Engineering Services for Bonterra Community Development District



Our Team Project Expertise:

- Permit applications and tracking
- Project review meetings
- Construction administration
- Water, sewer, paving and drainage plans
- Value engineering
- Contractor payments
- Agendas and reports
- Municipal meetings

- *Familiar with the role of District Engineer through our contract with Bonterra Community Development District for the past 16 years*
- *Unequaled Design, Permitting, Construction & Public Involvement Experience*
- *Portfolio of Representative Projects*
- *55 Years in South Florida*
- *Complete Team with proven Collective Experience on relevant projects*

Dear Ms. Davis:

Miller Legg is pleased to submit our qualifications for your consideration in the selection of Engineer Services for Bonterra Community Development District.

Joaquin Mojica, PE, will be your Engineer | Project Manager for this project. Joaquin has a distinguished record of 21 years designing and overseeing the construction of private and municipal civil engineering projects. He is well-suited for providing the services for all projects that may be issued under this Contract including visits to the District, acting as the District's representative or engineer on District operations, maintenance and construction projects; consultation and advice during construction, preparation of reports, attendance at board meetings, engineering assistance, preparation of construction drawings and specifications, assistance in preparation of forms and issuing certifications related to construction, as well as any additional work that may be requested by the District.

We understand the necessary steps required for successful development and requirements for design and administration of engineering services. Miller Legg's knowledge and valuable experience with infrastructure design, neighborhood improvement projects, site development design, and construction administration has been the reason **85% of Miller Legg clients are repeat clients.**

As a Principal-in-Charge for this Contract, I am authorized to make representations on behalf of the firm. I will ensure that Bonterra Community Development District will have the Miller Legg Team's corporate commitment of staff and resources for these projects. Should you require any additional information, please contact me at 305.599.6381 or at mkroll@millerlegg.com.

Sincerely,

Michael Kroll, RLA, FASLA
President | Principal-in-Charge

IMPROVING COMMUNITIES. CREATING ENVIRONMENTS.

Miami-Dade Office: 7743 NW 48th Street • Suite 140 • Miami, Florida 33166-5407

(305) 599-6381 • Fax: (305) 599-2797

www.millerlegg.com



COMPANY PROFILE

Miller Legg is a statewide award-winning consulting firm that brings together the elements of engineering, planning, landscape architecture and urban design, surveying, subsurface utility engineering (SUE), environmental wetlands consulting, and geographic information systems services.

Miller Legg works successfully to improve communities and create environments for a variety of clients. Client sectors include transportation, municipal and county government, healthcare, education, federal and international. This offers our clients a firm of seasoned professionals who are leaders in the Florida consulting industry.

Miller Legg, incorporated in the State of Florida, was established in 1965 and employs a staff of 53 professionals and technicians, and is wholly owned by its employees. The firm has locations in Miami, Fort Lauderdale, and Port St. Lucie.

The firm's **engineering services** include: site planning, utilities design and modeling (such as surface water management, drainage system design, water and sanitary sewer design and permitting, and pump station design), utility coordination, traffic engineering, complete streets and highways design, street lighting design, pavement marking and signage design, parks and recreation design, master planning, municipal engineering, construction monitoring and full Construction Engineering Inspection (CEI) and management services.

The firm's **landscape architecture services** include: planting, hardscape, irrigation, urban design, complete street design, recreational and commercial planning, project theming, signage design, graphic design, contract administration, construction observation services, plan review, horticultural consulting and arboriculture. In addition, the firm has inventoried more than 40,000 trees ranging from 28 to 20,000 trees per project.

The firm's **surveying services** include: land surveying such as boundary, land title, route, right-of-way, platting, design and control, topographic, Subsurface Utility Engineering (SUE), as-built, tree, and hydrographic surveys, construction layout, Construction Engineering Inspection (CEI) surveys, field monumentation, sketches and descriptions for acquisitions and easements, GPS data collection and LIDAR scanning. In addition, we provide quantity (earthwork) surveys, condominium surveys, title document analysis, plot plans, and expert witness testimony.

The firm's **GIS consulting services** include: GIS database design, data conversion and processing; GIS/GPS integration; GPS data collection and system design, map production, remote sensing application and digital image collection, environmental modeling, feasibility and implementation studies, and municipal asset management.

The firm's **environmental consulting services** include: habitat assessment and restoration planning, wetlands investigations and delineations, management plans, jurisdictional determinations, threatened and endangered species assessments and permitting, environmental due diligence, National Pollution Discharge Elimination System (NPDES) compliance, water quality monitoring and compliance, wildlife surveys, seagrass surveys, mitigation feasibility studies, mitigation design, planning and construction observation, mitigation banking, sovereignty submerged lands lease and easement processing, value ecological engineering, cost evaluation and scheduling, environmental permit processing, mitigation monitoring and compliance, protected upland and tree permitting, mangrove trimming oversight and arborist services, ecosystem analysis, grant writing and floodplain analysis and re-evaluation.



The firm has completed numerous municipal, county, state and federal projects ranging from neighborhood improvement and redevelopment projects, regional water and sewer utilities, educational facilities site planning, cemeteries, neighborhood parks, and golf course designs to aviation facilities, complete street projects, streetscapes, and streets and highways.

Additionally, the firm has successfully completed several thousand private sector projects including residential developments from two to 7,000 acres, industrial and office sites, hotels and theme park facilities, hospitals and medical office complexes, commercial properties, retail shopping centers and franchise properties.

The firm has been involved with more than 200,000 acres of project design development in Florida. Our approach to each project is best characterized by a "partnering relationship." We dedicate ourselves to learning the culture of our clients, and their specific concerns, desires and needs, much like an extension of their own offices. We consistently strive to maintain time schedules and to provide factual and frequent communication.

Miller Legg prides itself on its team approach to the interdisciplinary needs unique to the project and client. We provide responsive, personalized, quality service to value-conscious private clients and select government agencies, who desire the very best in planning and design.

PROFESSIONAL PERSONNEL

JOAQUIN MOJICA, PE, District Engineer | Senior Engineer, 21 Years of Experience

Mr. Mojica has extensive project design and permitting experience in Florida, Puerto Rico and the Caribbean. He has provided civil engineering design and management services to both private and public sector clients. As Regional Engineering Manager, Mr. Mojica's responsibilities include preparation of proposals, negotiation of engineering contracts, client relations, project reporting, scheduling, budgeting, management of technical staff and subconsultants, design, and permitting. He is highly skilled in CAD/Civil 3D, ICPR and POND software.

PETER PELLERITO, PE, Senior Engineer, 30 Years of Experience

Mr. Pellerito has extensive experience and expertise in both small and large-scale municipal and private sector, high-complexity infrastructure projects. Under his leadership and expertise, Peter has successfully led multidisciplinary teams in planning and design on a wide range of civil engineering projects. His project experience encompasses soil and groundwater remediation; water treatment and wastewater pre-treatment systems; water and wastewater pump stations and transmission lines; site planning; earthwork; drainage systems; paving and grading; erosion control / stormwater pollution prevention; roadway design and specifications. Peter is a registered Professional Engineer, proficient in Civil 3D, TIS analysis, open channel flow modeling, and lift station design.

CHRISTOPHER ANDREONI, PE, Project Engineer, 7 Years of Experience

Mr. Andreoni is a Project Engineer working for a variety of clients such as municipalities, higher education and the private sector. His experience includes civil engineering services specifically in the preparation of site plans, paving, grading, and drainage plans, signing and marking plans, water and sewer plans, stormwater pollution prevention plans, and permitting. Prior to joining Miller Legg, he worked as a Project Manager/Engineer and Staff Engineer at materials testing and inspection firms in South Florida.

ENRIQUE GOMEZ, PE, Project Engineer, 11 Years of Experience

Mr. Gomez has worked as a Project Engineer for a variety of clients such as municipalities, higher education and the private sector. His experience includes civil engineering services specifically in the preparation of site plans, paving, grading, and drainage plans, signing and marking plans, water and sewer plans, stormwater pollution prevention plans, and permitting. Mr. Gomez is also a Surveyor in Training and has a working knowledge of boundary surveys, ALTA surveys and as-built surveys.



MICHAEL KROLL, RLA, FASLA, Senior Landscape Architect, 34 Years of Experience

Mr. Kroll, President of Miller Legg, has been actively involved in projects ranging from large scale habitat restoration to international urban redevelopment projects. His 30+/-year career has concentrated on planning, infrastructure, open space, transportation and redevelopment, principally in South Florida.

Mr. Kroll's diverse professional experience has led to projects that successfully integrate environmental, planning and landscape architectural services. Under his leadership, Miller Legg develops project solutions that respond to the natural environment, respect the social fabric and create sustainable aesthetic spaces.

MARTIN ROSSI, PSM, Senior Surveyor, 41 Years of Experience

Mr. Rossi is a Senior Project Surveyor with more than three decades of surveying and subsurface utility engineering (SUE) experience. His principal areas of experience include surveys such as boundary, topographic, ALTA/ACSM land title surveys, quantity, environmental and wetland, condominium, construction layout, as-built, right-of-way, specific purpose and subdivisions and platting, as well as subsurface utility engineering (SUE). He currently manages the survey department and the survey field crews in South Florida. Mr. Rossi is also an Associate with the firm.

WILLIAM MOHLER, III, CA, CLI, GIS Specialist / Biologist

Mr. Mohler is experienced in Geographic Information Systems (GIS) concepts, principles and practices, regularly analyzes GIS data. His GIS experience includes: digital map creation, geodatabase creation and utilization, geoprocessing, georeferencing and editing, digitizing, remote sensing, photo interpretation ground truthing and utilizing Arc Toolbox functions. He has experience with geographic/cartographic sciences, and has significant knowledge of coordinate system, projections and geo-referencing techniques.

He is skilled in using various types of equipment and software including ESRI Arc GIS Trimble Arc pad, Li-Cor, TREC, SPOT, GPS, LIDAR, Dynamax TDP Sap Flow systems, Decagon ProCheck soil moisture probes, HOBO and CRI000 environmental loggers, Photovoltaic cells, and Morningstar Solar power equipment, along with all associated off-loading programs.

As a Geographer, he has created thematic maps of the Everglades Water Conservation Areas, wetland and upland maps for mitigation projects, geographic distribution maps of exotic species in urban and non-urban settings, and designed subsequent additional data collection efforts based on mapped information. He has detailed data management skills and ensures the recording of clear and precise metadata.

In addition to GIS knowledge and experience, William has a comprehensive knowledge of Florida floral and faunal communities and their interactions. In addition, his training and practical experience includes lab and field experimentation, biological, water and soil sample collection and monitoring, taxonomy, plant physiology, wildlife catch and release, avifaunal surveys, experimental design and implementation, data management, and statistical and numerical analysis.

Mr. Mohler has exceptional field operations skills including preparing and calibrating field equipment and engineering specialized data collection field solutions. In addition, he has over 15 years of small boat and airboat piloting experience, and is a skilled engine mechanic. Mr. Mohler has excellent navigation skills and has personally piloted watercraft to over 300 tree islands in the Everglades. He has also led field crews into dangerous terrain and navigated throughout the Everglades.

DYLAN LARSON, CEP, PWS, CLI, GTA, Environmental Specialist, 27 Years of Experience

As a Principal of the Firm, Mr. Larson leads a variety of the firm's projects that involve environmental issues. He has significant experience in environmental consulting in Florida and is responsible for overseeing and performing studies and investigations on biological and ecological services. He also oversees operations and overall project management for the firm.



Specific responsibilities include: wetland jurisdictional determination, dredge and fill permitting, environmental permitting and mitigation; wetland mitigation design, mitigation monitoring, protected species surveys and permitting, habitat restoration design; seagrass studies; wetland and wildlife studies; management plans, threatened and endangered (T&E) species surveys; geographic information systems (GIS)/habitat mapping and analysis; land use/watershed planning and management; impact analysis; recommendations for maintenance procedures, coordination and oversight of environmental GIS applications, construction observation and monitoring compliance; national pollutant discharge elimination systems (NPDES) coordination and assistance with plan preparations.



SMALL BUSINESS ENTERPRISE

Miller Legg is a Small Business Enterprise in Miami-Dade County.



**Internal Services Department
Small Business Development**

111 NW 1 Street, 19th Floor
Miami, Florida 33128
T 305-375-3111
F 305-375-3160

February 19, 2019

Michael Kroll
Miller, Legg & Associates, Inc. DBA Miller Legg
7743 NW 48th St
Suite 140
Doral, FL 33166

Approval Date: October 31, 2018 - Small Business Enterprise - Architectural & Engineering (SBE-A&E)

Expiration Date: October 31, 2021

Dear Michael Kroll,

Miami-Dade County Small Business Development (SBD), a division of the Internal Services Department (ISD) has completed the review of your application and attachments submitted for certification. Your firm is officially certified as a Miami-Dade County Small Business Enterprise - Architectural & Engineering (SBE-A&E). The Small Business Enterprise (SBE) programs are governed by sections 2-8.1.1.1.1; 2-8.1.1.1.2; 2-10.4.01; 10-33.02 of Miami-Dade County's Codes.

This Small Business Enterprise - Architectural & Engineering (SBE-A&E) certification is valid for three years provided that you submit a "Continuing Eligibility Affidavit" on or before your anniversary date, October 31, 2019. The affidavit must indicate any changes or no changes in your firm pertinent to your certification eligibility. The submittal of a "Continuing Eligibility Affidavit" annually with specific supporting documents on or before your Anniversary Date is required to maintain the three-year certification. You will be notified of this responsibility in advance of the Anniversary Date. Failure to comply with the said responsibilities may result in immediate action to decertify the firm.

If at any time there is a material change in the firm including, but not limited to, ownership, officers, director, scope of work being performed, daily operations, affiliation(s) with other businesses or the physical location of the firm, you must notify this office in writing within (30) days. Notification should include supporting documentation. You will receive timely instructions from this office as to how you should proceed, if necessary. This letter will be the only approval notification issued for the duration of your firm's three years' certification. If the firm attains graduation or becomes ineligible during the three-year certification period, you will be properly notified following an administrative process that your firm's certification has been removed pursuant to the code.

Your firm's name and tier level will be listed in the directory for all SBE certified firms, which can be accessed through Miami-Dade County's SBD website: <http://www.miamidade.gov/smallbusiness/certification-lists.asp>. The categories as listed below affords you the opportunity to bid and participate on contracts with Small Business Enterprise measures.

It is strongly recommended that you register your firm as a vendor with Miami-Dade County. To register, you may visit: <http://www.miamidade.gov/procurement/vendor-registration.asp>. Thank you for your interest in doing business with Miami-Dade County. If you have any questions or concerns, you may contact our office at 305-375-3111 or via email at sbdcert@miamidade.gov.

Sincerely,

Claudious Thompson, Section Chief
Small Business Development

CATEGORIES: (Your firm may bid or participate on contracts only under these categories)

MDC-TCC-01-01: URBAN AREA AND REGIONAL TRANSPORTATION PLANNING



MDC-TCC 03-01: SITE DEVELOPMENT AND PARKING LOT DESIGN
MDC-TCC 03-02B: MINOR HIGHWAY DESIGN
MDC-TCC 03-04: TRAFFIC ENGINEERING STUDIES
MDC-TCC 03-09: SIGNING, PAVEMENT MARKING, AND CHANNELIZATION
MDC-TCC 05-01: ENGINEERING DESIGN
MDC-TCC 05-09: ENVIRONMENTAL DESIGN
MDC-TCC 06-01: WATER DISTRIBUTION AND SANITARY SEWAGE COLLECTION AND TRANSMISSION
MDC-TCC 06-02: WATER AND SANITARY SEWAGE PUMPING FACILITIES
MDC-TCC 10-01: STORMWATER DRAINAGE DESIGN ENGINEERING SERVICES
MDC-TCC 10-03: BIOLOGY SERVICES
MDC-TCC 15-01: SURVEYING AND MAPPING - LAND SURVEYING
MDC-TCC 15-03: UNDERGROUND UTILITY LOCATION
MDC-TCC 16: GENERAL CIVIL ENGINEERING
MDC-TCC 17: ENGINEERING CONSTRUCTION MANAGEMENT
MDC-TCC 20: LANDSCAPE ARCHITECTURE
MDC-TCC 21: LAND-USE PLANNING
NAICS 541320: LANDSCAPE ARCHITECTURAL SERVICES
NAICS 541330: ENGINEERING SERVICES
NAICS 541370: SURVEYING AND MAPPING (EXCEPT GEOPHYSICAL) SERVICES





PAST PERFORMANCE

Miller Legg has experience providing professional engineering services, on an as-needed and continuing basis, to Community Development Districts. Since 2004, Miller Legg has been providing civil engineering, landscape architecture, surveying and environmental consulting to Monterra Community Development District in Copper City. We are currently Monterra's District Engineer, and we continue to enjoy this relationship for the past 16 years.

Relevant projects performed for Monterra Community Development District:

- Monterra CDD Engineer Services
- Monterra Miscellaneous Surveying Services
- Estada at Monterra Phase I
- Monterra - S & L for Plat
- Estada @ Monterra Lot Fit
- Monterra Phase 2 Design Services
- Monterra Traffic Engineering Services
- Monterra Phase II Survey
- SR 817/University Drive @ Monterra Boulevard Roadway Improvements
- Monterra Spine Roads Phase II
- Monterra Greenway and Bike Path
- Monterra Development (Waldrep/TOUSA Homes Parcel)
- Monterra Master Drainage and Earthwork Plan
- Monterra Spine Roads Phase I
- Monterra Community Development District
- Monterra Master Water & Sewer Utilities
- Monterra - University Drive
- Sheridan Street Widening

On the following pages we have included additional projects with similar scope to yours as outlined in the RFQ.

Monterra Development (Waldrep/TOUSA Homes Parcel)

Cooper City, FL

This 526 acre parcel was one of the last large remaining tracts of vacant unincorporated land in southwest Broward County. The project involves the development of a residential community that includes apartments, townhomes, and single family units. In addition, the development includes a Town Center that will provide limited commercial, restaurant and retail uses.

Miller Legg provided a variety of design and consulting services which include: surveying, planning services (annexation into the City of Cooper City), Land Use Plan Amendment, platting and site planning, environmental services such as wetland determination, wildlife surveying, permitting, mitigation negotiation and construction services, traffic engineering including extensive analysis of traffic impacts of the project and mitigation plans to address Land Use Plan Amendment and plat requirements, and civil engineering services including the establishment of a community development district (CDD), earthwork, drainage, water and sewer, road permitting, paving and construction assistance.

Services provided include:

- surveying
- planning
- platting
- environmental
- traffic engineering
- civil engineering
- construction observation

Client(s):
CC Holmes



City of Fort Lauderdale Civil Engineering Continuing Services

Fort Lauderdale, FL

Miller Legg provided engineering services under a continuing contract to the City of Fort Lauderdale.

Projects included:

- City of Fort Lauderdale Mills Pond Park Environmental Construction Observation
- City of Fort Lauderdale Marina Lofts Traffic and Parking Reduction Studies
- City of Fort Lauderdale Aldi Foods Traffic and Parking Reduction Studies
- Las Olas Marina Environmental Feasibility Study
- City of Fort Lauderdale Bayview Drive Stormwater & Drainage Improvement
- City of Fort Lauderdale Sailboat Bend Traffic Calming Improvements
- Fort Lauderdale Executive Airport (FXE) Mitigation Services Parcel 21B

Services performed:

- Conservation easement
- Environmental mitigation
- Prepared preliminary documentation and conceptual drawings
- Developed traffic calming plans
- Modeling and calculations for the design of new stormwater drainage system
- Meeting with regulatory agencies at federal, state and local levels to determine feasibility and permitting requirements

Client(s):

City of Fort Lauderdale



City of Oakland Park A/E Services for Various Projects

Oakland Park, Florida

Miller Legg is currently providing engineering services under a continuing contract to the City of Oakland Park.

Projects include:

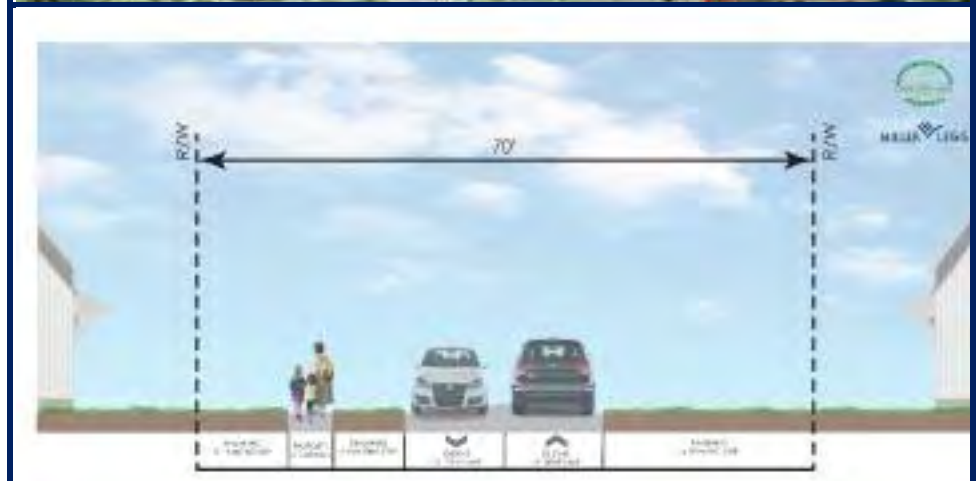
- City of Oakland Park Lakeside Sidewalks
- City of Oakland Park NE 12th Avenue SUE Services
- City of Oakland Park NW 27th St Engineering Design for Road Closure
- City of Oakland Park Safe Routes to Schools

Services performed:

- Engineering services for road closure
- Concept plans and cross sections
- Walkability memorandum
- SUE Services

Client(s):

City of Oakland Park



Seminole Tribe of Florida Professional Engineering Services for Miscellaneous Projects

Hollywood Reservation, Florida

Miller Legg is currently providing engineering services under a continuing contract to the Seminole Tribe of Florida.

Projects performed with Mr. Lefler include:

- Seminole Tribe of Florida (STOF) Brighton Reservation Flowing Well Housing
- Seminole Tribe of Florida (STOF) Seminole Park Housing Development

Projects performed for STOF:

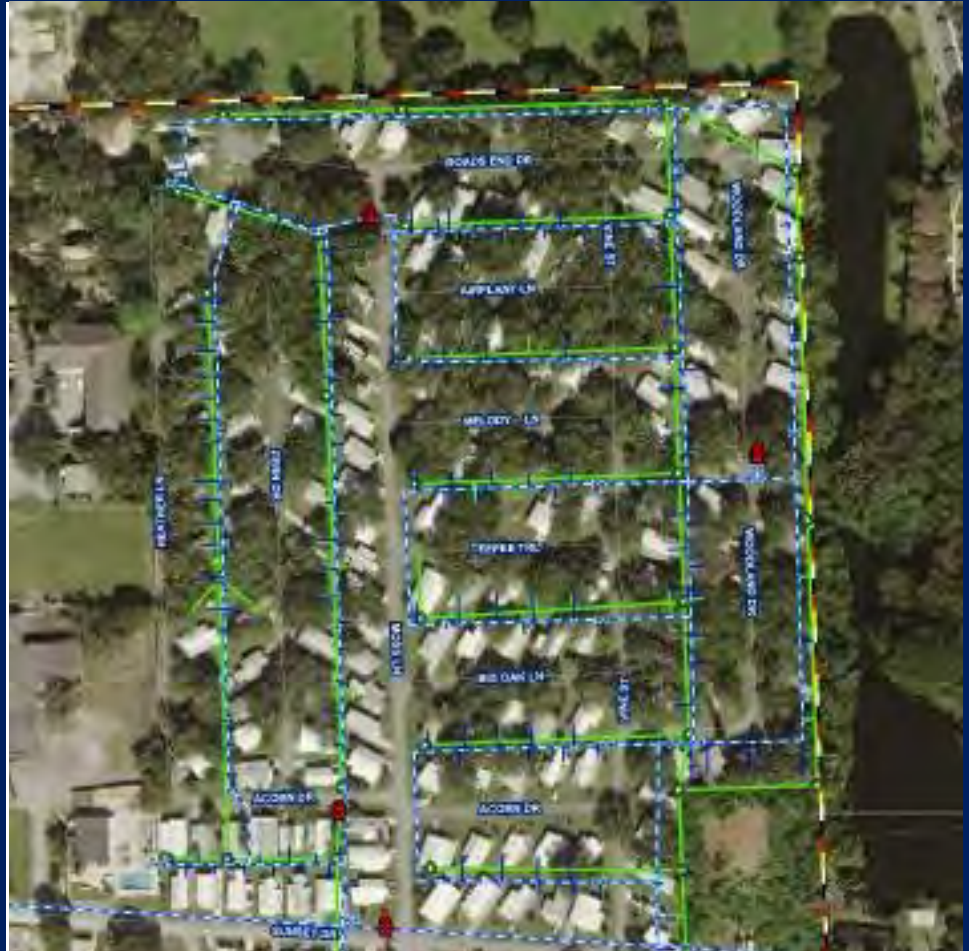
- 200+ Projects past 30+ years

Services performed:

- Conceptual engineering plans and permitting
- Stormwater engineering
- Water and sewer
- NEPA evaluation
- Environmental assessment
- Traffic study, circulation and permitting
- Single family and multi-family lot layout
- Site demolition observation
- Site development
- Construction inspections
- Contractor pay
- Applications review and approval
- Shop drawing review and approval
- As-built drawings review and approval.

Client(s):

Seminole Tribe of Florida



Broward College

Davie, Florida

Miller Legg has held continuing consulting services contracts for engineering services to the main and satellite Broward College campuses since 1996 without a lapse in contract. These services are provided by the firm on a work order basis. The current civil engineering and testing contract is scheduled to expire in 2022. Over the duration of these contracts, the firm has worked on a variety of projects involving civil, stormwater, drainage, parking, traffic and transportation, master planning, landscape architecture, survey and subsurface utility engineering at the Central, South, North and Miramar campuses.

Projects include:

- BC Water Use Permit Compliance
- BC North Stormwater
- BC N Campus Water Use Permit
- BC Cypress Creek Parking Modifications
- Building 3 & 4 ADA Deficiencies
- BC North Campus Drainage Inspection
- BC Back Flow Prevention
- BC Tigertail Water Sports Center
- BC Central Water Meter Services
- Stormwater Master Plan

Projects performed for Broward College:

- 150+ Projects past 14 years

Services performed:

- Paving
- Drainage
- Signing and marking
- Design
- Bid documents
- Construction observation
- Project review meeting with client
- Permitting

Client(s):

Broward College



City of Lauderhill Miscellaneous Professional Services (Civil & LA)

Lauderhill, Florida

Miller Legg is currently providing engineering and landscape architecture services under a continuing contract to the City of Lauderhill.

Projects include:

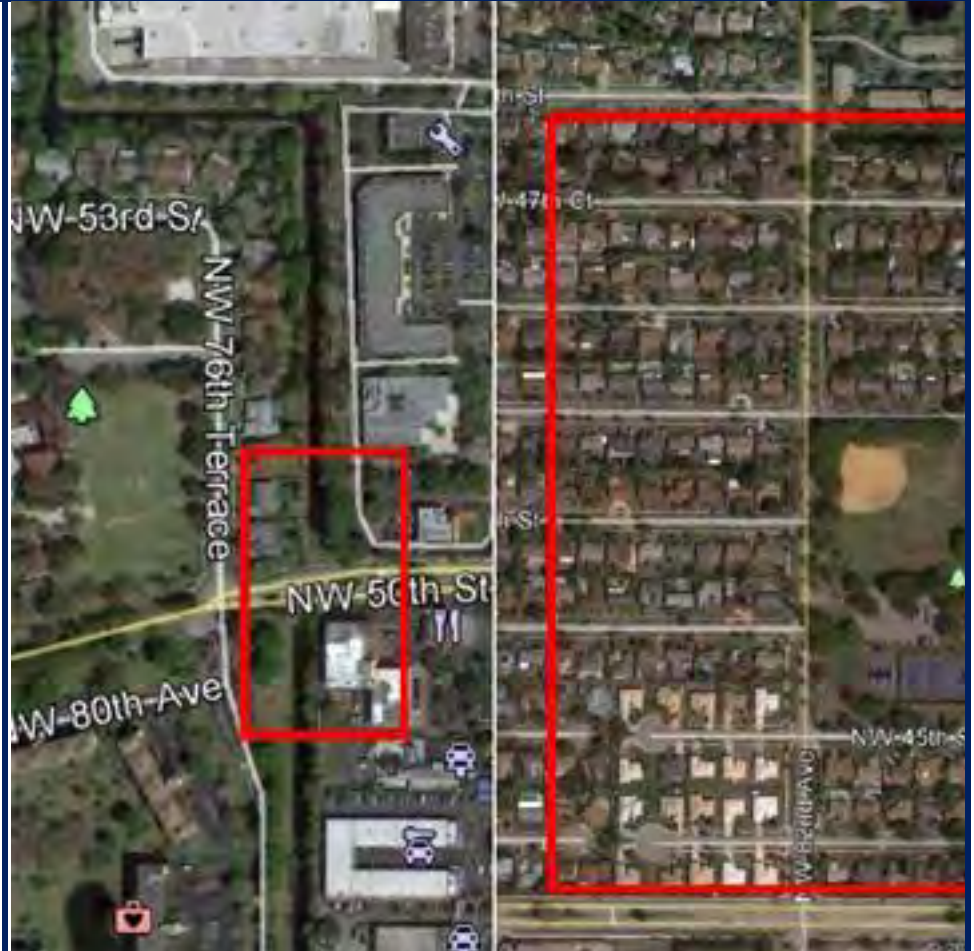
- City of Lauderhill Sports Park
- City of Lauderhill NW Quadrant Improvements

Services performed:

- Site civil engineering
- Preparation of materials
- Construction specifications on engineering plans
- Editing City front end documents
- Bidding assistance
- Stormwater permitting

Client(s):

City of Lauderhill



School Board of Broward County

Broward County, Florida

Miller Legg is currently providing engineering services in addition to landscape architecture, engineering plan review, environmental, land surveying, site engineering, environmental permitting consulting and landscape design management, under a continuing contract to the School Board of Broward County.

Projects include:

- Bethune Elementary School Lift Station
- Northeast High School Survey & Engineering
- Twin Lakes Maintenance Site Diesel Tank #2
- Everglades High School Turn Lane Removal
- Nova High School Drainage Improvements
- Boyd Anderson High School Water Main
- Everglades High School Parking Renovations
-

Projects performed for SBBC:

- 100+ Projects past 10+ years

Services performed:

- On-site engineering plans
- Agency permitting/coordination
- Bidding assistance
- Construction observation
- Water main plans
- Permitting
- Stormwater
- Sanitary sewer
- Force mains
- Domestic water
- Fire pump connections

Client(s):

School Board of Broward County



City of West Palm Beach General Engineering Services

West Palm Beach, Florida

Miller Legg is currently providing engineering services under a continuing contract to the City of West Palm Beach.

Projects include:

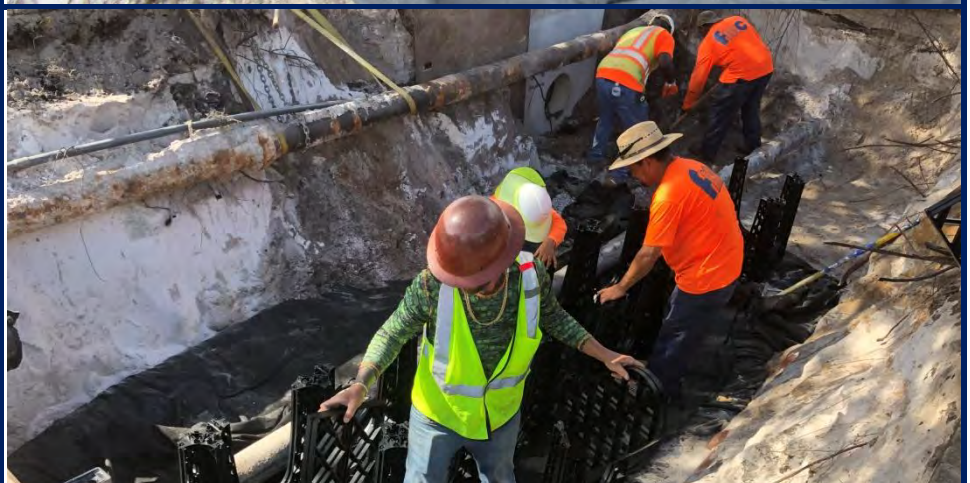
- City of West Palm Beach Gregory Road Green Streets LID Sanitary Sewer & Stormwater
- City of West Palm Beach 32nd/33rd St. Water Main Improvements
- City of West Palm Beach Congress Avenue Water Main Relocation

Services performed:

- Construction phase services
- Contractor change order responses
- Minor fieldwork changes
- Shop drawing and sample review
- Special inspections and testing
- As-built review and approval
- Contractor pay application recommendations
- Completion document review
- Public outreach

Client(s):

City of West Palm Beach



Town of Lauderdale-by-the-Sea Landscape Architecture and Engineering

Lauderdale-by-the-Sea, Florida

Miller Legg is currently providing engineering services under a continuing contract to the Town of Lauderdale-by-the-Sea.

Projects include:

- Town of Lauderdale-By-the-Sea Poinciana/ Bougainvillea Roadway and Parking Improvements

Services performed:

- Design services
- Permitting services
- Pre- and post-construction observation services
- Parking, roadway, and landscape architectural improvements

Client(s):

Town of Lauderdale-by-the Sea



University of Central Florida Professional Services for Civil Engineering

Orlando, FL

Miller Legg is currently providing engineering services under a continuing contract to the University of Central Florida.

Projects include:

- University of Central Florida (UCF) Temporary Arboretum Parking Lot
- University of Central Florida (UCF) Tennis Court Erosion
- University of Central Florida Chiller Plant Modifications

Services performed:

- Preliminary site evaluation
- Conceptual parking plan
- Opinion of probable construction cost
- Jurisdictional wetland determination
- Drainage design
- Rehabilitation improvements

Client(s):

University of Central Florida





WILLINGNESS TO MEET THE TIME AND BUDGET REQUIREMENTS

Miller Legg is committed to meeting your time and budget requirements. Miller Legg commits to the continuous availability of resources required to complete each task in accordance with the terms of the contract and project schedule. Our Team has the resources and experience to successfully undertake each task in a timely and cost-effective manner and achieve the expected outcome. The members of our professional Team will be made available, at all times, to contribute to the required tasks and will devote the necessary time needed to complete the project on time and within budget. Our staff will work extended hours as necessary to expedite emergency work assignments and keep tasks on schedule.

We realize that proper communication of expectations and progress throughout the life of each contract is the cornerstone to building trust. At the commencement of each task order, Miller Legg will provide Bonterra Community Development District with contact information for key personnel, including telephone numbers, cellular phone numbers and email addresses to allow the best possible access to the team members performing the work.

Commitment/ Scheduling

To ensure a thorough response, a kickoff meeting will be held upon notification to proceed. At that meeting, the task work order, work scope, schedule, and budget will be discussed with the District. Miller Legg will then prepare a detailed scope and the associated staff hours needed to meet the schedule to complete the task work order. This scope of services and schedule will be provided to the District for review and approval. Upon reaching a common understanding of these key issues, Miller Legg will assemble the most appropriate team members to carry out these tasks. Upon your approval, Miller Legg can execute the work order electronically, or come to your office to execute the task work order.

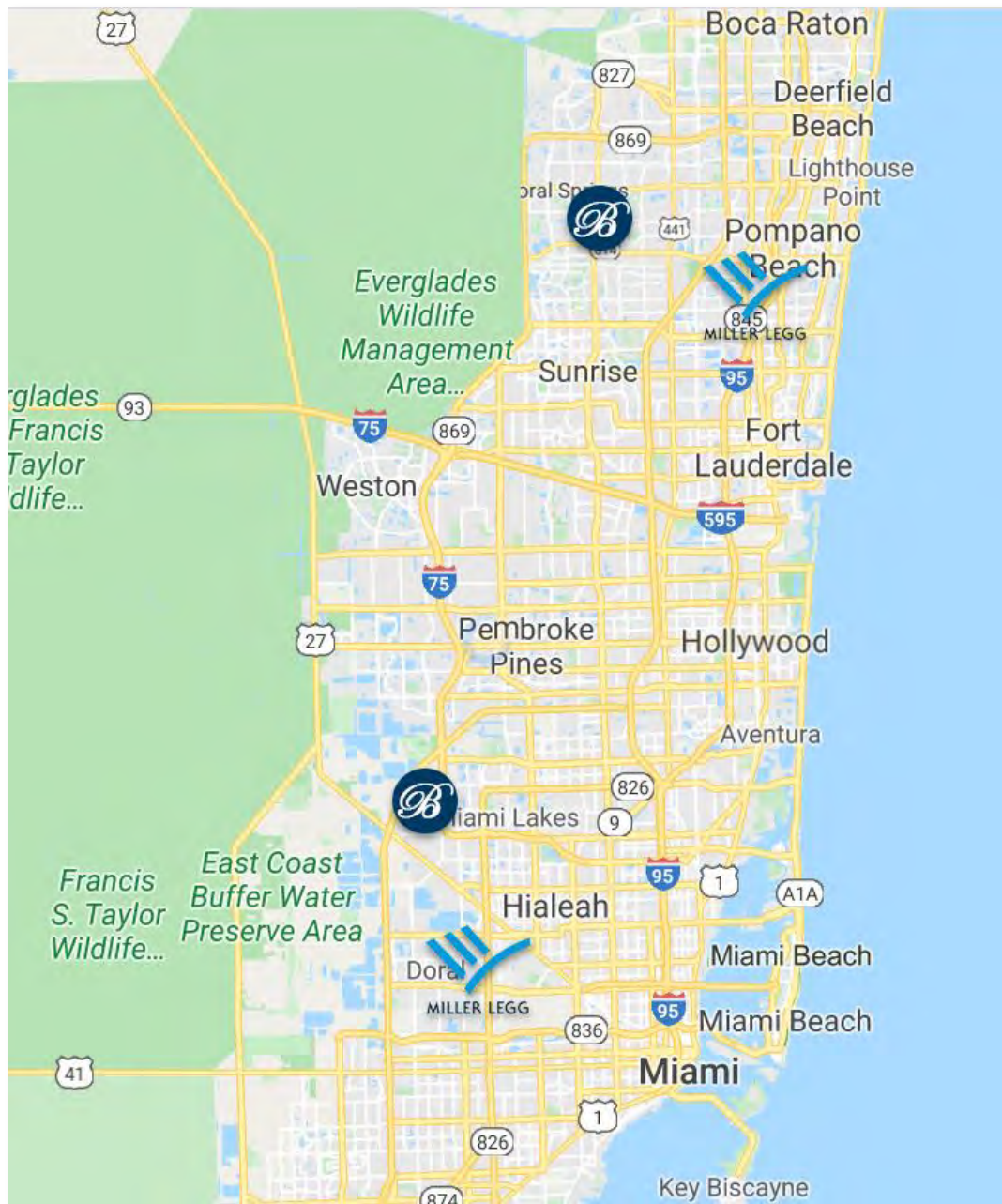
Budget

The budget is a critical element that needs to be adhered to. Through close communication with the District Project Manager and staff prior to finalization of a work order, a clear understanding of the project's budget, schedule and scope is defined by both the Miller Legg and the District Teams. By having this clear understanding and specifically defined scope of services, Miller Legg is able to develop a fee that is adequate and will not need to be modified to carry out the specific scope of work for the task work order. This clear scope of work also allows Miller Legg to provide the District with a very specific schedule establishing deliverable milestones. Periodic project reporting is utilized in order to insure that these milestones are met and that the project is on schedule and within budget.



OFFICE LOCATION

For your Engineering Services contract, Miller Legg has two offices conveniently located to not only your CDD, but to your Coral Springs office as well. Our Doral office is 8.5 miles from your property in Hialeah and our Fort Lauderdale office is 9.5 miles from your office in Coral Springs. Our office personnel have the ability to work from any of our offices in order to accommodate our clients.





WORKLOAD

The following chart is a representative list of recent, current and projected projects with components relevant to the scope of services outlined in this Engineering Services RFQ.

Project Name	Recent	Present	Future
Memorial Hospital West Bed Tower Expansion	✓		
City of Lauderdale NW Quadrant Drainage Improvements	✓		
Memorial Regional Hospital Parking Garage	✓		
Miami-Dade College Medical Building	✓		
Coral Springs Municipal Complex Master Plan	✓		
City of Miramar East Police Substation	✓		
Miramar Police Headquarters	✓		
Cypress Creek Parking Modifications	✓		
City of West Palm Beach Congress Ave Water Main	✓		
Miami Baywalk Phase 3		✓	
City of Fort Lauderdale Bayview Drive Stormwater and Drainage	✓		
Nicklaus Children's Hospital Campus Infrastructure and Future Master Planning		✓	
Miami-Dade County Water and Sewer Department (WASD) Pump Station #772		✓	
Broward College Las Olas Campus Chiller Plant Utility Relocation		✓	
Miami-Dade College North Campus Water Loop Phase II	✓		
Miami-Dade College InterAmerican Campus 7th Street Realignment		✓	
Florida Atlantic University Schmidt Family Complex	✓	✓	
City of Homestead Biscayne Everglades Greenway		✓	
City of Lauderdale Sports Park	✓		
Town of Lauderdale-By-the-Sea Poinciana/Bougainvillea Roadway and Parking Improvements	✓		
Royal Estates Site Development		✓	
City of West Palm Beach 32nd/33rd St. Water Main Improvements		✓	
Weston Community Center		✓	
City of Miramar Public Safety Complex		✓	
Hosmer Site Development		✓	
Ransom Everglades School		✓	
St. Paul the Apostle Catholic Church		✓	
Ft Lauderdale Las Olas Boulevard Improvements		✓	
Nicklaus Children's Hospital Sanitary Sewer Pinecrest Sanitary Sewer		✓	
Broward College Continuing Professional Services for Civil Engineering			✓
Florida International University Parkview Housing Phase II			✓
Seminole Tribe of Florida Big Cypress Reservation Rodeo Site and Stormwater			✓
Broward County Medical Examiner's Office			✓
FDOT District 6 I-75 from I78 to 201 St.			✓
FAU Jupiter Student Housing			✓
Pembroke Pines Engineering and Surveying Continuing Services			✓





VOLUME OF WORK PREVIOUSLY AWARDED

Miller Legg has not had any work awarded by the Bonterra Community Development District. We look forward to the opportunity to perform work for the District.





Request for Qualifications
**ENGINEERING SERVICES
FOR BONTERRA COMMUNITY
DEVELOPMENT DISTRICT**



Universal Engineering Sciences (UES) has provided professional geotechnical engineering services throughout the southeast since founder and CEO Seymour Israel first opened our doors in 1964. Headquartered in Orlando, Florida and led by Sy's son and company president, Mark Israel, UES' foundation of community, technical expertise, and the relentless pursuit of excellence remains stronger than ever.

Now in our sixth decade, UES has grown into one of the largest geotechnical firms of its kind in the country. Employing nearly 1,200 professionals from the DC Metro Area to Miami, UES has provided a broad range of geotechnical engineering services such as building code compliance, environmental engineering, construction materials testing, and threshold inspection on some of the most prominent and significant projects in the United States.

“If you take care of your employees and take care of your clients, the rest will take care of itself.”

—Mark Israel, President

CORPORATE HEADQUARTERS

Universal Engineering Sciences, Inc.
3532 Maggie Boulevard
Orlando, FL 32801

OFFICE IN CHARGE

9960 NW 116 Way, Suite 8
Medley, Florida 33178

ESTABLISHED

Corporation, 1964, Florida

AUTHORIZED IN FLORIDA

1964

OFFICERS

CEO/Chairman: Sy Israel
President: Mark Israel
Vice President: R. Kenneth Derick
Secretary: Melvin Rodriguez
VP of Finance: Melvin Rodriguez

FEIN

59-11178404

DUNS

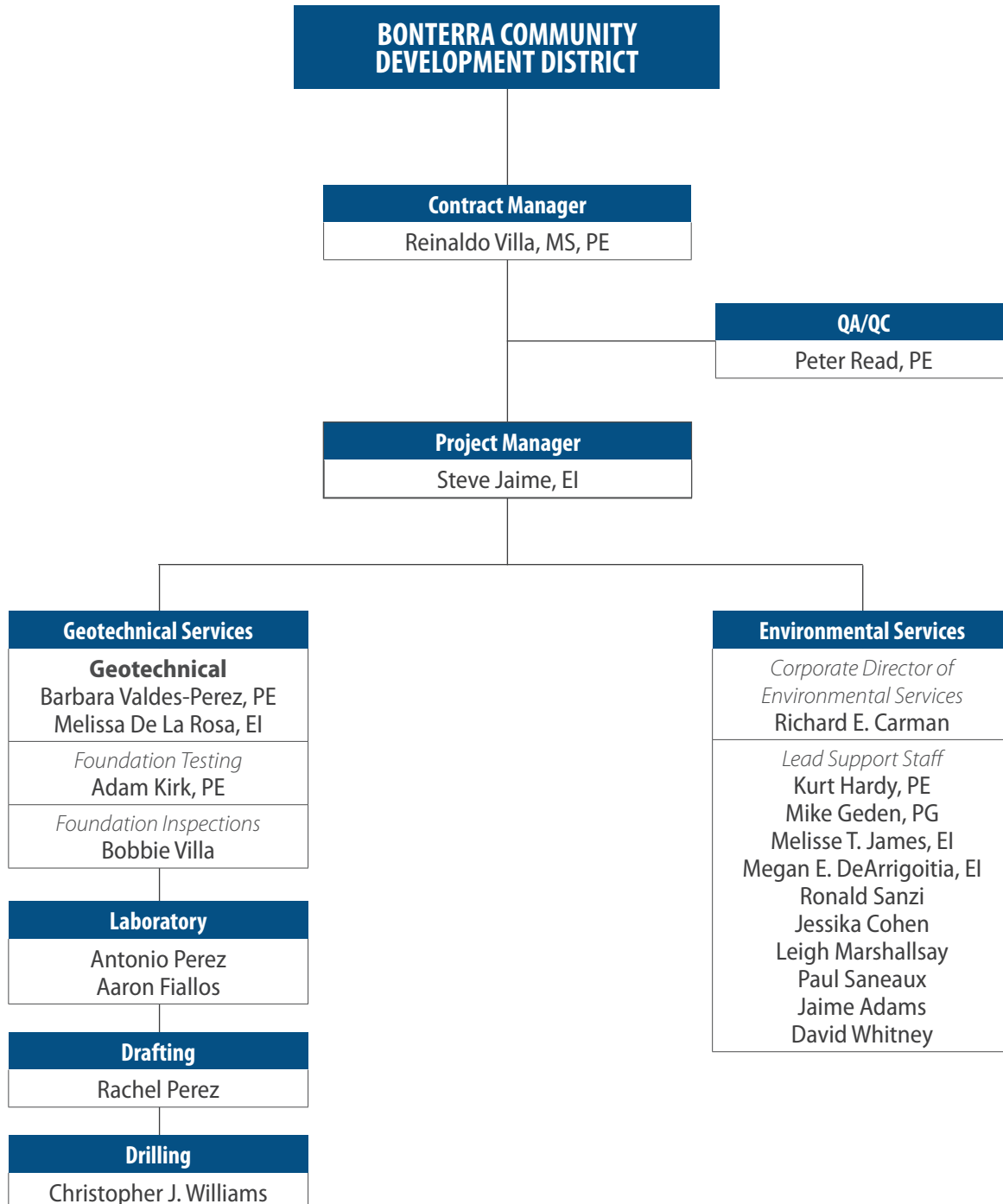
06-481-7562

LOCATIONS

Atlanta, GA	Orlando, FL
Charlotte, NC	Palm Coast, FL
Daytona, FL	Panama City, FL
DC Metro	Pensacola, FL
Fort Myers, FL	Rockledge, FL
Fort Pierce, FL	Sarasota, FL
Gainesville, FL	St. Petersburg, FL
Hagerstown, MD	Tampa, FL
Jacksonville, FL	Tifton, GA
Miami, FL	West Palm Beach, FL
Ocala, FL	



ORGANIZATIONAL CHART





Education

MS, Geotechnical Engineering, Missouri University of Science and Technology

BS, Civil Engineering, Florida International University

Years of Experience

16

Licenses

- Professional Engineer, FL

Reinaldo Villa, MS, PE

Miami Branch Manager, Senior Geotechnical Engineer

Reinaldo Villa has 16 years of project management, engineering analysis/design and field experience in the geotechnical industry and is responsible for client development, project proposals and geotechnical engineering activities. He currently serves as Universal's branch manager for the Miami office overseeing all aspects of geotechnical, environmental and materials engineering. Reinaldo has an extensive amount of experience with transportation-related projects, specifically design-build contracts with government agencies. He has been involved with designing shallow and deep foundations for bridges, retaining walls, buildings, noise walls, signs and lighting poles. He has experience inspecting and overseeing the installation of various foundation systems consisting of spread footings, driven piles, drilled shafts, auger-cast piles, steel piles, and other structural components. Additionally, he has gained experience providing practical and cost-effective solutions to deal with problematic soils encountered during roadway construction.

PROJECT EXPERIENCE

Turnpike Continuing Services Contract (C93K1) – 2015 to on-going

Miami-Dade County, Florida

Reinaldo is currently serving as the point of contact between our Miami Branch and our Contract Manager for this contract. To date, services have including soils, asphalt and concrete laboratory materials testing, vibration monitoring, and asphalt plant inspections.

SR 874 Reconstruction (MDX #87404) – 8/2008 to 7/2011

Miami-Dade County, Florida

Reinaldo previously served as project geotechnical engineer for support of the CEI contract on this project. Primary duties including overseeing all aspects of foundation installation, which included auger-cast pile installation for sound barrier walls, drilled shaft installation for miscellaneous structures, and driven pile foundations for bridge widening.

SR 836 Extension from NW 107th Avenue to NW 137th Avenue (MDX #83605) – 7/2005 to 12/2008

Miami-Dade County, Florida

Reinaldo served as staff engineer during both design and construction phases for bridges, retaining walls, roadway widening and miscellaneous items.

MDX Central Blvd. Widening and Reconstruction Design-Build – 7/2010 to 12/2012

Miami-Dade County, Florida

Reinaldo previously served as project geotechnical engineer during design and construction phases. He is responsible for field exploration and laboratory testing programs. He performed geotechnical engineering analyses and design for foundation elements of eight bridge widening/replacements, retaining walls, sign structures and mast arms. He prepared the geotechnical engineering reports containing recommendations for foundation design and construction for all foundations.

SR 836 Eastbound Auxiliary Lane Design-Build (MDX # 83622) – 7/2009 to 2/2012

Miami-Dade County, Florida

Reinaldo previously served as project geotechnical engineer for the design and construction phases. Project included providing geotechnical and foundation design services for bridge widening, retaining walls, roadway widening, sign structures, and more. Also, construction phase included inspection of foundation elements.

**Education**

BS, Civil Engineering,
Florida International
University

Years of Experience

8

Licenses

- Engineer Intern, FL

Certifications

- CTQP Drilled Shaft Inspector
- CTQP Pile Driving Inspector
- CTQP Auger-Cast Pile Inspector

Steve Jaime, EI**Staff Engineer**

Steve Jaime has eight years of field experience in the geotechnical industry and is responsible for helping project managers and project engineers prepare geotechnical reports for both public and private sector projects. He has experience inspecting and overseeing the installation of various foundation systems for bridges, walls, signs, buildings, lighting, and utilities. His foundation systems inspection and testing experience includes spread footings, driven piles, drilled shafts, auger-cast piles, helical piles, and other structural components. Steve also has experience with installation and recording data from geotechnical instrumentation, including piezometers, thermistors, inclinometers and extensometers.

PROJECT EXPERIENCE**MDX Central Blvd. Widening and Reconstruction Design-Build**

Miami-Dade County, Florida

Steve served as a staff geotechnical engineer during the design and construction phases. Primary duties included test boring layout, utility clearances, drafting, inspection of driven pile foundations and inspection of drilled shaft foundations.

Venetian Causeway Bridge Reconstruction

Miami-Dade County, Florida

The project includes construction of 32 54-inch diameter drilled shaft foundations for the new bridge. Steve is responsible for coordinating field drilled shaft inspections, reviewing paperwork for completeness and technical accuracy, tracking and reporting concrete cylinder breaks and coordinating CSL testing on drilled shafts.

Port of Miami Tunnel and Access Roadways – Overhead and Cantilever Sign Structures

Miami-Dade County, Florida

The project included installing several sign structures along roadways for the proposed tunnel construction. Steve was a senior drilled shaft inspector as well as responsible for oversight of all drilled shaft inspection operations, coordinating field drilled shaft inspections, reviewing

paperwork for completeness and technical accuracy, tracking and reporting concrete cylinder breaks and coordinating CSL testing on drilled shafts.

SR 826 Improvements Section 5

Miami-Dade County, Florida

The project includes complete reconstruction of the SR 836 and SR 826 interchange. Steve provided pile driving inspection services on an as-needed basis for bridge construction.

NW 36th Street Bridge Reconstruction over the Miami River

Miami-Dade County, Florida

The project includes complete reconstruction of the NW 36th Street bascule bridge over the Miami River. Steve provided pile driving inspection services on an as-needed basis for bridge construction.

Broward County Mast Arm Conversion (Group 1)

Broward County, Florida

The project included installation of mast arms for 20 intersections. Steve is responsible for coordinating field drilled shaft inspections and reviewing paperwork for technical accuracy.



Education

BS, Environmental
Engineering, University of
Central Florida

Years of Experience

4

Licenses

- Engineer Intern, FL

Melissa De La Rosa, EI

Staff Engineer

Melissa De La Rosa is a recent graduate who is responsible for coordinating all geotechnical field work and preparing geotechnical reports for both public and private sector projects. She also has experience with installation and recording data from geotechnical instrumentation, including vibration monitors.

Melissa has experience with geotechnical site reconnaissance and site surveys. She has deep foundation system and shallow foundation analysis capabilities, as well as knowledge with FB Deep and LPILE software. She has familiarity with rock coring, SPT boring methodology, and understanding of testing methods such as unconfined compression, sieve analysis, and thermal testing.

PROJECT EXPERIENCE

SR 916/NE 135th Street at Arch Creek, G-58 Gate Replacement and Refurbishment

Miami-Dade County, Florida

Melissa served as a staff geotechnical engineer during the design and construction phases. Primary duties included test boring layout, utility clearances, drafting, and geotechnical reporting.

E-6K77 I-95 (SR 9A) Roadway Reconstruction, CCTV Camera Poles

Miami-Dade County, Florida

Melissa served as a staff geotechnical engineer during the design and construction phases. Primary duties included test boring layout, utility clearances, drafting, and assisting with geotechnical reporting.

E-6K77 I-95 (SR 9A) Roadway Reconstruction, DMS & Sign Structures

Miami-Dade County, Florida

In this project, Melissa served as a staff geotechnical engineer during the design and construction phases. Primary duties included test boring layout, utility clearances, drafting, and assisting with geotechnical reporting.

T6338 SR 968 (East W. Flagler Street) Roadway Improvements

Miami-Dade County, Florida

Melissa served as a staff geotechnical engineer during the vibration monitoring services. Primary duties included scheduling and reporting.

T6337 SR 968 (W. Flagler Street) Roadway Improvements

Miami-Dade County, Florida

In this project, Melissa served as a staff geotechnical engineer during the vibration monitoring services. Primary duties included scheduling and reporting.



Education

BS, Civil Engineering,
Georgia Institute of
Technology

BS, Physics, University of
West Georgia

Years of Experience

12

Licenses

- Professional Engineer, FL

Certifications

- Pile Driving Inspection
- Drilled Shaft Inspection
- High-Strain Dynamic Pile Testing (HSDPT)
- EDC Certification
- GPR Certification in BridgeScan and StructureScan Optical Systems

Adam G. Kirk, PE

Deep Foundations, Geotechnical Engineer

Adam Kirk has 12 years experience in geotechnical, deep foundations testing and design, Pile Driving Analysis (PDA) on various sizes and shapes of concrete, steel, and timber piles, Cross-Hole Sonic Logging (CSL), Embedded Data Collector (EDC) services, and Ground Penetrating Radar (GPR) services. Adam has managed a wide range of projects throughout Florida including PDA for all types of driven pile foundations on FDOT projects and other numerous bridges, Pile Integrity Testing (PIT) of deep foundations, EDC data collection on concrete driven piles, CSL testing for drilled shaft foundations, vibration monitoring, settlement monitoring, pre-construction/post-construction surveys and geotechnical/deep foundation design for FDOT bridges and roadways.

Adam's primary focus is on the deep foundation and geotechnical side of construction. His responsibilities have included serving as project engineer and project manager. Duties have included providing various deep foundation testing services and analysis for both FDOT and private municipal clients throughout the state as well as subsurface evaluation, preparation of foundation and pavement design, surcharge settlement monitoring, resistivity testing and test pit evaluation.

He has also been responsible for geotechnical projects across the state. Geotechnical design services included deep foundations (driven piles, drilled shafts, auger cast piles, pile and drilled shaft inspection), Pile Integrity Testing (PIT), shallow foundation design, retaining wall design, roadway and pond/drainage design, stormwater management, settlement monitoring data interpretation/acquisition, soil resistivity data interpretation/acquisition, vibration monitoring data acquisition/interpretation, pre/post construction surveys, laboratory soil testing, test pits and unsuitable material estimation, miscellaneous geotechnical designs, and geotechnical construction design for various Florida Department of Transportation (FDOT), city, county, and private sector projects.

PROJECT EXPERIENCE

Overland I-95

Jacksonville, Florida

Responsible for certifying foundations for driven piles and drilled shafts, performing field service verification testing including PDA, CSL, Thermal Integrity, Mini-SID, Vibration Monitoring, Post Grouting Monitoring, Statnamic Testing, and Osterberg Cells.

SR 415

Sanford, Florida

Vibration Monitoring for the contractor, pre/post condition surveys of surrounding structures.

SR 87

Navarre, Florida

Performed both PDA and EDC services for FDOT to correlate various methods of dynamic testing during pile driving operations.

Sunrail Sandlake Station

Orlando, Florida

Helped develop the instrumentation monitoring plan which included ground extensometers and inclinometers as well as both underground and surface vibration monitoring. The instrumentation was to monitor settlement on the existing rail lines during pile installation. In addition, provided dynamic testing and pile installation services.



Years of Experience

5

Certifications

- ACI Concrete Field Testing I
- Nuclear Gauge Safety
- Qualified Sampler Technician
- Aggregate Base Testing Tech

Antonio Perez

Lab Technician

Antonio Perez has over five years of field experience in the construction materials testing and inspections industry. Antonio's primary duties include performing field sampling and testing of soil for roadways and buildings. Additionally, he is tasked to perform earthwork observations and testing, sampling of aggregates for laboratory testing, laboratory testing of aggregates, obtaining asphalt pavement cores, performing rebar pull testing, Swiss hammer testing, vibration monitoring recording/reporting, demucking observations, and proof-rolling observations.

PROJECT EXPERIENCE

T6220 Krome Avenue Reconstruction, from SW 8th to SW 88th Streets

Miami-Dade County, Florida

NW 57th Avenue Roadway Improvements, From SW 62nd Street to SW 82nd Street, Engineering Technician

Miami-Dade County, Florida

T-6337 SR 968 (West Flagler) Improvements from W. 27th Avenue to W. 14th Avenue and Intersection Improvement at NW/SW 27th Avenue from SW 10th St. to NW 1st St. and at NW 7th St.

Miami-Dade County, Florida

E6K59 SR 968 (SW 1st Street) Roadway Improvements, From SW 17th Avenue to East of 6th Avenue

Miami-Dade County, Florida



Education

MS, Geology, Bowling
Green State University,
Bowling Green, OH

BS, Geology, The University
of Akron, Akron, OH

Years of Experience

27

Licenses

- Certified Underground
Storage Tank Installer/
Remover, OH

Certifications

- 40 Hour Hazardous
Waste Operations and
Emergency Response
Training

Richard E. Carman

Corporate Director of Environmental Services

Richard has more than 27 years of multidisciplinary experience as a manager of safety, remediation, facility management, and environmental services. He has conducted numerous underground storage tank (UST) closures, Phase I Environmental Site Assessments (ESAs), Phase II ESAs, soil gas surveys, landfill closures, and remedial activities at sites throughout Florida, Georgia, Ohio, Pennsylvania, Kentucky, Maryland, North Carolina, South Carolina, Alabama, and Tennessee. In addition, Richard has provided site investigation and remedial activities for a large acquisition firm for over 15 projects located throughout North America and Canada. He also has extensive experience in field activities involving the Florida Department of Environmental Protection (FDEP) Early Detection Incentive Program, FDEP Dry Cleaning Solvent Release Program, FDEP Voluntary Cleanup Agreement Program, Georgia Environmental Protection Division (GAEPD), Hazardous Site Response Act (HSRA) Program, Ohio Environmental Protection Agency (OEPA) Voluntary Action Program, the State of Ohio's Bureau of Underground Storage Tank Regulations program, the Pennsylvania Department of Environmental Protection (PADEP) Act 2 program, the Tennessee Department of Environment and Conservation (TDEC) Voluntary Cleanup, Oversight and Assistance Program (VOAP), and the South Carolina Department of Health and Environmental Control (SCDHEC) Voluntary Cleanup program.

Richard has served as a geologist/project manager for several large oil companies, numerous law firms, several large industrial facilities, a large retail pharmaceutical company, and over 30 voluntary action sites in Florida, Georgia, Ohio, South Carolina, Tennessee, Pennsylvania, and Canada. He has working knowledge of regulatory guidelines and requirements affecting health, safety, environmental management, and remediation, including the United States Environmental Protection Agency (USEPA), Toxic Substances Control Act (TSCA), Occupational Safety and Health Administration (OSHA), FDEP, GAEPD, OEPA, Canadian Environmental Assessment Agency (CEAA), PADEP, SCDHEC, North Carolina Department of Environment and Natural Resources (NCDENR), Alabama Department of Environmental Management (ADEM), and TDEC VOAP.

Richard has conducted more than 250 comprehensive health, safety, and environmental regulatory compliance audits, environmental risk and liability studies, facility closures, and due diligence/property transfer assessments at commercial sites, industrial manufacturing plants, and hazardous waste sites throughout North America and Canada.

PROJECT EXPERIENCE

Site Assessment Report Investigation and Remedial Design; Former Design and Manufacturing Facility

Tampa, Florida

Richard is worked with the former owner of a property that operated a design and manufactured decorative laminates

facility for the transportation industry. The site is being investigated for several documented releases associated with chlorinated solvents, heavy petroleum, and heavy metals. Current site activities include the investigation of a former solvent dumping pit, two former methyl-ethyl-ketone (MEK) USTs with



documented releases, an unauthorized on-site landfill, and a release of heavy oils from a former on-site boiler system. Richard is overseeing site investigation activities in order to submit a formal SAR investigation to the FDEP. Upon SAR approval, a Remedial Action Plan will be developed and submitted to the FDEP for approval. The anticipated corrective actions will include source removal, with associated risk-based closure controls and long-term groundwater monitoring. Richard has instituted numerous measures through the site investigation activities in order to control costs and work within the boundaries of an escrow account that has been established by a previous owner to address site investigation and corrective actions at the site.

Site Assessment Report Investigation and Soil Management Plan; Former Westview Country Club

Miami, Florida

Richard worked with a national development company and the Miami-Dade County Environmental Resources Management Department (DERM) to conduct subsurface investigation and corrective action activities for the redevelopment of a 180-acre former golf course site in Miami, Florida. Initial SAR activities included the advancement of over 150 soil borings and 35 permanent monitoring wells across the site. Initial findings indicated that several areas of the site contained soil and groundwater impacts above regulatory criteria for arsenic and pesticides. Several additional rounds of site assessment were completed and it was demonstrated the chemicals of concern were defined to the interior of the subject property boundaries. Based on the planned redeveloped of the site for large-box warehousing, a combined risk-based and engineering control corrective action plan was developed and submitted to the DERM. The corrective action plan consisted of three criteria: 1.) source removal and off-site disposal of impacted arsenic and pesticide soils near the former maintenance area and future location of a public park; 2.) soil management of arsenic impacted soils throughout the 180-acre site where impacted soils would be managed on-site by removal and relocation to areas beneath future building pads and planned undisturbed areas; and, 3.) additional monitoring well installation and long-term groundwater monitoring. In an effort to save the client money, the on-site soil management was designed to coincide with future construction activities to minimize the double-handling of soils. Upon DERM review, the plan was approved with minimal comments and needs for additional assessment activities. In addition the SAR was approved.

The implementation of the corrective actions is planned for early 2017, pending the overall development plan is approved by Miami-Dade County.

Phase I Environmental Site Assessment, Subsurface Investigation, Asbestos Abatement, and Site Decommissioning; PNC Bank

Deerfield Beach, Florida

Richard was retained by a national banking institution to assist with the foreclosure of a commercial property in Southeast Florida. Prior to the bank foreclosing, Richard conducted a Phase I Environmental Site Assessment for the site. The site consisted of an abandoned multi-story motel and associated restaurant. While conducting due diligence, a review of a historic aerial photograph depicted the presence of a former on-site filling station adjacent to the current on-site abandoned restaurant. Richard directed a subsurface investigation through the installation of soil borings/temporary monitoring wells and the deployment of a geophysical survey to evaluate for the presence of USTs and subsurface features associated with the former on-site filling station. Soil and groundwater analytical results indicated the presence of a petroleum release in the vicinity of the former filling station. In addition, the geophysical survey indicated the presence of three USTs in a single cavity and an associated product delivery line. It was determined that the extent of subsurface soil and groundwater impact was minimal, therefore the bank foreclosed on the property. Shortly after, Richard assisted the bank with a local government ordered site decommissioning of the on-site structures. Richard directed an asbestos survey and abatement of the two on-site buildings. Upon completion of the abatement activities, Richard directed the building demolition and off-site disposal of the materials. The site was graded and vegetated to assist with storm water control. The entire asbestos abatement and decommissioning project was completed within 60 days of authorization, which was in compliance with the local government requirements placed on the bank. Based upon these activities, the bank was able to sell the property to a regional development firm for redevelopment as a mixed residential-commercial use. Upon commission planning approval for the redevelopment project, the local developer will remove the existing USTs and perform a SAR investigation in accordance with FDEP regulations.



CONSTRUCTION MATERIALS TESTING

UES has been a leader in providing Construction Materials Testing and Inspection Services in Florida and southeast United States since our inception in 1964. We strive to ensure that every project (no matter the size) has the right people, resources, and tools to perform our services to the highest standard for our clients. We are known for providing quality service on a variety of projects—from large roadway construction, parking lots and multi-story buildings to single residential communities. A willingness to serve our clients with on-demand, part-time, and full-time staffing demonstrates our approach in meeting the specific needs of our clients.

Clients who choose to use UES for their construction services benefit from:

- Certified, Qualified, and Trained Technicians
- Reliable and Accurate Test Results
- Accredited and Full-Service Laboratories
- Timely and Quick Responsiveness

IN-HOUSE LABORATORIES

UES maintains full-service laboratory testing capabilities from each of our offices and performs testing services in the following fields of construction materials:

- Aggregate
- Asphalt and Bituminous Materials
- Corrosion Testing of Soil and Water
- Concrete and Cement
- Earthwork Soils Material
- Masonry Units
- Non-Destructive Testing

Well-trained and experienced field and laboratory technicians perform materials testing in accordance with local, state, and national test methods such as:

- American Association of State Highway and Transportation Officials (AASHTO)
- American Society for Testing and Materials (ASTM)
- American National Standards Institute (ANSI)
- Florida Department of Transportation (FM)
- Portland Cement Association (PCA)
- Underwriters Laboratories, Inc. (UL)



We have a Corporate Quality Systems Group (in-house) responsible for keeping our equipment calibrated and checked for accuracy. Also, our laboratories are qualified and accredited through outside agencies such as:

- AASHTO Materials Reference Laboratory
- Accreditation (AMRL)
- Cement/Concrete Reference Laboratory Accreditation (CCRL)
- Construction Materials Engineering Council (CMEC)
- Florida Department of Transportation (FDOT)
- US Army Corps of Engineers (USACE)

FIELD SERVICES

Soils

By conducting on-site tests and monitoring, UES can analyze the suitability of soils for structural fill, determine the need for moisture adjustment, and provide an overview of earthwork activities.

Concrete

Our inspection services also include sampling concrete for air content, slump, temperature and unit weight; making cylinders for compressive strength tests; and observing concrete placement.

Asphalt

Our asphaltic concrete inspection services are designed to ensure that our client's asphalt pavement system is constructed per project requirements. UES can provide field quality control to determine and monitor temperature, lift thickness, and compaction using core samples, as well as verification of aggregate gradation, asphalt content, bulk specific gravity, stability and flow.



UES also provides more advanced inspection services such as:

- Aggregate Mine and Terminal Evaluation
- Asphalt and Concrete Coring and Evaluation
- Asphalt and Concrete Batch Plant Inspection
- Contractor Quality Control (CQC)
- Drilled Shaft
- Floor Flatness/Levelness Evaluation
- Maturity and Relative Humidity of Concrete
- Pavement Marking
- Prestress/Precast
- Threshold Inspection
- Welding and Metals Fabrication



THRESHOLD INSPECTION

In order to assure structural component conformance of larger structures, the State of Florida Building Construction Standards enacted Chapter 553, which defines a threshold building as: "Any building which is greater than three stories or 50-feet in height, or which has an assembly occupancy classification that exceeds 5,000 sf in area and an occupant capacity of greater than 500 persons." This standard also specifies that a building of this size must have threshold inspector services.

On a typical threshold project, an agent of the licensed Special Threshold Inspector conducts a majority of the inspections. This agent is specially trained and qualified to perform structural element inspection. They perform their duties under the supervision and authority of the Special Inspector.

Because our threshold agents are trained in materials testing procedures, they have the ability to provide this service to supplement our field technicians.

This can reduce manpower requirements for staffing the project, thereby saving our clients money. When construction schedule dictates that the agent of the Special Inspector is needed for threshold inspection services, we are capable of supplying additional engineering technicians to perform the materials testing in coordination with the agent of the Special Inspector. *We have the staff ready and available.*

GEOTECHNICAL ENGINEERING

UES offers a full range of geotechnical engineering services designed to help architects, engineers, and developers meet local, state, national, and international environmental regulations.

Our world-class geotechnical team works in multiple sectors throughout the United States, including theme parks, hospitality, transportation, residential, higher education, healthcare, and retail.

UES' specialists are supported by a comprehensive set of resources, including one of the largest fleets of energy-efficient field vehicles, high-capacity drill rigs, and state-of-the-art laboratories performing AASHTO, ASTM, FM, and USACE accredited testing on soils, rock cores, and water samples.

We are pre-qualified with both the Florida DOT and Georgia DOT allowing us to conduct geotechnical and materials testing work related to highway design and construction in those states. Additionally, our engineers have worked on projects ranging from high-rise buildings, industrial developments, and commercial facilities, to solid and hazardous waste landfills and stormwater management systems.

LABORATORY SERVICES

We understand that both accurate and fast testing is critical to helping our clients achieve their goals. UES has two full-service labs conveniently located near this project.

All of our sample results are uploaded by the laboratory managers to track the progress of samples during all steps of sampling, testing and reporting. Utilizing our company-wide server will allow the UES Contract Manager to perform real-time oversight of laboratory testing flow for any sample delivered to our laboratories. Each of our laboratories follows the Quality Systems Manuals and have Quality Assurance oversight by our Quality Systems Manager.



With this type of in-house support, UES provides its clients with a multitude of capabilities ranging from preliminary investigations through to final design.

EFFICIENT BY DESIGN

Field Data Collection (FDC) is proprietary software used by UES technicians to gather testing data. Following a client's request for service, a work order will immediately be created, and a UES field technician will be scheduled and dispatched to the test site. With the use of remote devices in the field, the information gathered by the technicians is saved and transmitted to our office where, in conjunction with samples taken from the field, lab tests are performed and recorded. The resulting data is uploaded to our dispatch and scheduling application where reports are generated and reviewed by a project manager for quality. Once approved, the reports are then sent electronically to the client.



Using soil and groundwater test results, UES' geotechnical engineers can analyze existing site conditions and provide our clients with safe, cost-effective construction solutions. Our dedication to value engineering techniques, state-of-the-art site exploration, and our extensive exploration database consistently proves to be invaluable in both pre-design and pre-construction planning. The evaluation of the subsurface soils and groundwater conditions is important to the development and design of construction projects as these evaluations confirm the allowable capacities of foundations, settlement potential and groundwater conditions. Also, it is extremely important that the subsurface exploration program evaluates potential site development and long-term performance problems. That way, we can identify cost-effective remediation

alternatives for use by other members of the design team.

We also provide post-construction settlement investigations. These studies involve the determination of the cause(s) of settlement followed by remedial recommendations. Examples include sinkhole evaluation of commercial and residential structures, and consolidation of organic or soft clay deposits.

CIVIL DESIGN SUPPORT SERVICES

Quite often, civil engineering design requires special considerations for proper performance and economical construction. A few of the services that UES provides in this area are as follows:

- Exfiltration/Recovery Analysis and Permeability Evaluations
- Underdrain Evaluation and Design
- Pavement Design
- Borrow Pit Studies
- Dewatering Permitting
- Vibration and Noise Monitoring
- Pile Driving Analysis
- Structural Failure Analysis

DEVELOPMENT ACTIVITIES

The development of a new site requires several studies to ensure that the site is compatible with the intended use. These studies include characterizing soil and groundwater conditions, evaluating the potential for sinkhole activity on the site, and location of muck on the site that could adversely affect performance and construction costs of structure and pavement areas.

DEVELOPMENT ACTIVITY SERVICES

UES routinely performs soil investigations and geotechnical design services for construction projects where cost-effective design is essential to the successful performance of foundations, walls, dams and other structures that rely upon proper characterization of subsurface soil and groundwater conditions.



A list of our capabilities in this area is as follows:

- Site Feasibility and Due Diligence Studies
- Soil Mapping and Classification
- Sinkhole Evaluation
- Landfill Site Selection and Assessment
- Muck Probes and Mapping
- Subsurface Investigations
- Standard Penetration Testing (SPT)
- Cone Penetrometer Soundings
- Shallow and Deep Foundation Recommendations and Design
- Settlement and Stability Analysis
- Subsurface Improvement Recommendations
- Retaining Wall Design
- Seepage Analysis
- Sinkhole Remediation Design
- Value Engineering Analysis

GEOPHYSICAL SURVEYS

As part of the broad range of engineering services provided to clients, UES uses geophysics as a cost-effective, non-intrusive means to rapidly characterize subsurface conditions and man-made structures. Our experience spans from engineering investigations involving pre-design and pre-build geologic characterizations to forensic assessments of distressed property, and “cause of subsidence” evaluations.



Geophysical surveys are used to optimize drilling and sampling programs and to measure bulk physical properties that are complementary to conventional engineering sampling methods.

WHAT LIES BENEATH

Underground utilities can pose a variety of difficulties for construction and facilities management if their locations and depths are not accurately known. Drawings and utility maps are often inaccurate, or in many cases, utilities are not documented at all. In addition to geotechnical applications, geophysical surveys are cost-effective means to map underground utilities in the design phase or prior to start of new and remedial construction activities.

UES’ geophysicists, geologists and engineers draw from their experience to provide clients with optimal solutions to the most challenging of engineering problems. UES continually strives to research new techniques and methods which may further increase our ability to provide our clients with the most prompt and up-to-date services.

ENVIRONMENTAL SERVICES

UES offers a wide range of environmental services. These services include many services for property transfers including environmental site assessments, property condition assessments, wetlands and threatened and endangered species assessments for due diligence. We also offer contamination assessments, site remediation, indoor air quality, septic tank and drainfield design, and asbestos and lead-based paint services. We provide economical solutions for regulatory compliance for many types of projects and industries including condominium conversions, underground storage tanks, land development, building renovation and demolition, and evaluating indoor building environments.

Our environmental staff includes professional geologists, environmental engineers, environmental scientists and biologists to assist you with your environmental issues.

PRE-PURCHASE SITE ASSESSMENTS

Using common industry standards of care (ASTM), our environmental assessment personnel review the historical land use activities of a given property for the purpose of evaluating the possibility that the property has been environmentally impacted by past uses. Recognized environmental conditions (REC’s) associated with the current or planned use of a parcel are key determining factors which can impact a property investment. We directly assist any client with business environmental risks.



This category of potential risk can have an unexpected material cost impact on a business enterprise. The most common pre-purchase environmental assessment tasks are:

- Phase I Environmental Site Assessments (ESA's) assess for Recognized Environmental Conditions
- Phase II Environmental Site Assessments – assess soil and groundwater quality
- Transaction Screen Process (TSP)
- Water Resource Investigations, Aquifer Performance Tests

The data we gather assists the purchaser and lender in deciding whether or not to proceed with a given transaction based on the environmental condition of the site or potential risks that may be associated with the property.

BUSINESS ENVIRONMENTAL RISK SERVICES

These risks typically fall outside of the normal scope of business transactions and pre-purchase environmental assessments yet they can be a significant cost factor in a decision making process. UES can perform all of the environmental business risk assessment tasks that commonly include:

- Phase Asbestos Surveys, Demolition and Abatement Plans
- Lead-Based Paint Surveys, Demolition and Abatement Plans
- Regulatory Compliance Audits
- Lead in Drinking Water
- Radon Gas Evaluations
- Wetlands Evaluation, Threatened and Endangered Species
- Cultural and Historic Resources
- Groundwater Modeling and Monitoring Plans
- Spill Prevention, Control and Countermeasure Plan (SPCC)
- Stormwater Pollution Prevention Plans (SWPPP)
- Best Management Practices (BMP)
- Vapor Intrusion Assessment and Abatement Design

ADVANCED ENVIRONMENTAL SERVICES

After a pre-purchase assessment is completed and evidence of an environmental impact is discovered, it is sometimes necessary to perform advanced environmental services.



UES' staff has accumulated a very diverse experience and skill base. We offer excellent in-house, "turn-key" capabilities which can take an environmental problem from the initial discovery to final remediation using minimal outside resources. A few examples of our advanced capabilities are:

- Storage Tank Assessment & Management (UST/AST)
- Site Assessment Reports (SAR)
- Source Removal Reports (SRR) – In-house excavation services
- Remedial Action Plans & Site Remediation and Monitoring
- Remediation System Design, Construction, and Installation
- Remediation System Operation and Maintenance
- Specification and Bid Package Development

PETROLEUM CONTAMINATION AND OTHER CONTAMINANT WASTE

UES specializes in petroleum storage tank management services. This includes storage tank assessment, removal, abandonment, and post assessment remediation tactics for petroleum and mixed chemical storage vessels.

SPECIALTY ENVIRONMENTAL REMEDIATION SERVICES

UES' remediation group has advanced experience and capabilities to initiate, follow through, and complete groundwater and/or soil remediation projects. Remediation can be expensive; however, we have a distinct advantage because we have in-house technical equipment to facilitate the process and reduce the overall cost of remediation for our clients.



We own and maintain a mobile remediation trailer housing a large ozone sparge unit which can be deployed rapidly after the final design and regulatory approvals are obtained. In addition, we own and maintain a fleet of drill rigs and competent crews, a large mobile vacuum unit for SVE, a smaller footprint ozone generator, and numerous compressors and blowers that are used to construct many types of remediation systems. Some of our more advanced experience includes:

- Chemical Oxidation (permanganate, peroxide and/or ozone)
- Soil Vapor Extraction (SVE)
- Air Sparge (air and/or ozone)
- Biosparge
- Bioremediation (with microbes, oxygen enhancers, hydrogen release)
- Dual Phase Extraction
- Granulated Activated Carbon Treatment (organics)
- Activated Alumina Treatment or Ion Exchange (uses include arsenic and heavy metals)
- Groundwater Treatment via Dewatering of Large Tracts
- Other Technologies to Suit Client Specific Situations

BROWNFIELD REDEVELOPMENT

The DEP developed the Brownfield Redevelopment Program to assist property owners in remediating industrial property. Brownfield Properties are real properties where the expansion, redevelopment, or reuse of the land is complicated by actual or perceived contamination. The conversion of older blighted industrial property to usable urban residential, commercial, and/or mixed use property is a key mechanism in restoring the value and appearance of many parcels of land. The cooperation of the DEP, including tax breaks, assists in fast-tracking remediation and restoration so that redevelopment can take place without long term liability. UES has had great success working with the Brownfield Redevelopment program. Typical elements of a Brownfield Assessment include:

- Develop Various Types of Assessment Plans and Documentation for DEP Review and Approval
- Perform Soil and Groundwater Assessments
- Contaminated Soil Excavation and Disposal
- Innovative Use of Groundwater Cleanup Technology

PROPERTY CONDITION SURVEYS

We can help a client decide if the cost to renovate and replace building appurtenances is feasible. We are capable of completing the following tasks to assist in the decision making process:

- Complete Structural, Mechanical and Electrical Inspection
- Roofing Assessment
- Drainage Evaluations
- Building Envelope Evaluation
- Moisture Intrusion Assessment
- Field Verification of Civil Works
- Remediation, Retrofit, Rebuild Cost Estimates
- Remediation Oversight
- Punchlist Review and Bank Draw Services

AIR QUALITY

Many of UES' professionals perform Air Quality testing in a number of settings. Residential and commercial facilities are common venues for the performance of our work.



- Air Pollution Source Permitting (Title V)
- Indoor Air Quality and
- Industrial Hygiene
- Air Sampling (mold)
- HVAC Analysis (temperature, relative humidity, carbon dioxide, carbon monoxide)
- Filtration Assessment
- Post "Water Event" Moisture Mapping, Air Sampling, Remediation Management



BUILT FOR SUCCESS

UES strives to maintain focus on the following objectives for each project. First, we establish a clear understanding of a client's needs, goals, and contractual requirements.

Then, we seek to gain a clear understanding of a client's work philosophy and operational procedures. UES maintains an extensive amount of equipment and has a large resource pool of technicians readily available.

We also have a document control/record keeping system which allows expedited report preparation and retrieval of archived reports, drawings, and critical documentation related to the project. There is an integral Quality Assurance/Quality Control (QA/QC) system in place which helps UES maintain its level of quality.

A financial management system has been established with an invoicing system designed exclusively to service the client, enabling seamless processing of project costs. Finally, UES has an advanced level of detailed knowledge pertaining to regulatory agency mandates and guidelines governing a particular task or scope of work. UES has found this integrated project approach to be an important tool for accomplishing the objectives of a given project for a client.

QUALITY/COST CONTROL

UES employs strict quality control/quality assurance procedures in all aspects of our work. UES has a proven record for completing municipal projects on time and within budget. We realize that the quality of a product is not controlled by a review at the end. Instead, it must be built into the project from the beginning. As a result of our continued work with government agencies, our staff has an exceptional understanding of all scheduling and budget requirements and processes to successfully deliver each project.

Our experience in providing similar services provides us with a great basis for understanding the requirements of this project, and having the in-house resources to control the complete project with regard to our high standards for schedule commitment, budget control and quality. Because of these items, we can confidently state that we will successfully complete the projects on schedule and under budget. Every report prepared for clients is

authored by a qualified professional that has the experience and education to perform the required services. The final report is reviewed by a senior level reviewer with over 15 years experience.

SCHEDULE AND BUDGET CONTROLS TO ASSURE SUCCESSFUL PROJECTS

UES will utilize our standard proven control systems to manage the schedule and budget for this project. Through the Project Director's initial project setup, the weekly reports, and critical path project scheduling, UES has established a stellar record of successfully completing projects on time and within budget. The following controls will be utilized to maintain schedule and budget.

1. The Project Manager will conduct a project kick-off meeting with the project personnel, specialists, and the Project Director and will address:
 - The scope of services
 - The schedule for each element of the work
 - The budget for each element of the work
 - Responsibilities for each element of the work
2. A written work order will be distributed, which will include:
 - The scope of services
 - The schedule
 - The budget
 - Any special instructions
3. The Project Manager will communicate daily with the project personnel to make a comparison of actual progress to schedule
4. The Project Manager will review the work effort weekly for comparison with actual work progress
5. The Project Director also reviews all projects for budget status





CERTIFIED MINORITY BUSINESS ENTERPRISE

Universal Engineering Sciences is not a Minority Business Enterprise or DBE/SBE/MBE company.

We do however strive to include minority owned businesses on all of our projects whenever possible.

DIVERSITY IN STAFF

As more and more people of different ethnic backgrounds, cultures, religions, ages, physical and mental abilities join the workforce, companies must find ways to incorporate these diverse groups into their organizations. Universal Engineering Sciences is no exception as we recognize that diversity is vital to our success.

The diversity of UES' employees enriches our company with creativity, ideas, different abilities, experiences and personalities—all contributing to our culture. UES' commitment to developing employee diversity also allows the business to function competitively with its customers, suppliers, and subcontractors.

RECENT, CURRENT AND PROJECTED WORKLOADS

The UES team will be a reliable, trusted, and proven partner to the West Villages Improvement District. Our in-depth experience and ability to respond to the needs of a project by extending our own staff and resources results in a much more fiscally-lean and efficient project.

With decades of first-hand experience, unmatched regional expertise, and fully-accredited and capable local laboratories, UES is able to provide professional, accurate, and timely test results to our clients in a manner that benefits both the project schedule and budget.

We have proven that we know how to scale our business, staff, and resources to appropriately and responsibly meet the demands of our clients through countless successful contracts.

We are committed to providing ample resources to this contract (backed by the entire firm) to ensure timely and efficient responses to any task presented by West Villages Improvement District.

Our recent and current workload status has been steady resulting in healthy company-wide growth. UES has recently acquired GFA International, Inc., —a full-service Environmental and Geological consulting organization that has provided Environmental Consulting, Health & Safety, Geotechnical Engineering, Construction Materials Testing, Inspections, as well as Code Compliance services across a broad spectrum of industries since 1988.

This acquisition has bolstered our resources, expertise, and capabilities throughout Florida and has benefited our clients with added support.

Now, 300 personnel stronger, UES is able to provide immediate professional services to a host of on-going and upcoming projects and provide clients like the West Villages Improvement District with ample resources and undivided attention.



PAST PERFORMANCE

Miami Beach Convention Center Renovation, Expansion, and Park Pavilion

Miami Beach, Florida



The project includes the renovation and expansion of the existing Miami Beach Convention Center with the addition of a two-story ballroom and meeting space with parking located on the roof of the north and west addition. Additionally, the project includes the construction of a park pavilion just west of Convention Center Drive. The pavilion consist of a concrete structure that incorporates “umbrellas” that make up the roof and exterior shading spaces located in the City of Miami Beach, Florida.

GEOTECHNICAL SERVICES

UES served as Geotechnical Engineer of Record for all construction aspects, which included deep foundations for the structures and ground improvement for roadways with areas with difficult ground.

MATERIALS TESTING AND INSPECTIONS

UES is currently serving as the materials testing and inspections firm for the City of Miami Beach for the renovation. Services include welding inspections, concrete field and laboratory testing, field and laboratory testing, fireproofing inspections, deep foundation inspections, floor flatness testing, pull testing, and general earthwork observations and consulting. The aggressive schedule requires multiple experiences cross-disciplined staff members to meet the demands of the contractor and their subs.

Scope of Services:

Geotechnical Field Exploration, Sampling, and Laboratory Testing

Owner:

City of Miami Beach
305.673.7490

Contact Information:

Thais Vieira, RA, LEEP AP
305.673.7071
thaisvieira@miamibeachfl.gov

Project Manager:

Reinaldo Villa, MS, PE

Approximate Universal Fee:

\$1.4 million

Completion Date:

Ongoing



Indian Creek Drive ROW Infrastructure Improvements

Miami Beach, Florida



The City of Miami Beach Public Works Department retained UES to perform geotechnical services for the proposed infrastructure improvements. The project includes roadway, drainage, lighting and signalization improvements as well as replacement of a bulkhead wall along the existing canal. Additionally, the geotechnical services include providing design services for a Pump Station at 32nd Street, which included developing engineering recommendations for pump station foundation and excavation support.

UES's scope of services included performing subsurface exploration for design of the bulkhead wall system, perform laboratory soil/rock classification testing, and providing soil/rock parameters for use in bulkhead retaining wall design. The geotechnical field exploration program was a challenge in order to properly secure ROW permits and provide Maintenance of Traffic (MOT) during normal work hours.

Scope of Services:

Field and Laboratory Testing of Construction Materials

Owner:

City of Miami Beach
Public Works Department
305.673.7490

Contact Information:

Giancarlo Pena, PE,
Civil Engineer I
305.673.7071
GiancarloPena@miamibeachfl.gov

Project Manager:

Reinaldo Villa, MS, PE

Approximate Universal Fee:

\$42,000

Completion Date:

06/2016



Muss Park Pavilion

Miami Beach, Florida



UES served as Special Inspector during construction of the pavilion, playground and seawall restoration portions of the project. Materials testing services included in-place density testing, laboratory compaction testing, laboratory compressive strength testing of concrete cylinders, field concrete testing, and masonry grout testing.

UES also performed Special Inspection of all auger cast-in-place pile foundations supporting the proposed pavilion. UES also performed rebar and sheet pile wall inspection for the proposed bulkhead wall restoration. During construction, UES also monitored vibration activities with seismographs to ensure vibration levels were within tolerable limits.

UES coordinated services between West Construction (General Contractor for pavilion construction) and Kiewit Infrastructure South Co. (seawall contractor) for materials testing and inspection services on behalf of the City of Miami Beach.

Scope of Services:

Materials, Foundation and Structure Inspection

Owner:

City of Miami Beach
Capital Improvements
305.673.7490

Contact Information:

Eric Arencibia, PE
Capital Projects Coordinator
305.673.7071,
ericarencibia@miamibeachfl.gov

Project Manager:

Reinaldo Villa, MS, PE

Approximate Universal Fee:

\$15,000

Completion Date:

01/2018



Port of Miami Access Tunnel

Miami-Dade County, Florida



UES provided geotechnical exploration services to assist the design build contractor with their tunnel design in collecting supplemental subsurface soil data.

UES is providing construction materials testing laboratory services consisting of: earthwork and concrete testing services in accordance with FDOT standards and protocols, including supplying field and laboratory technicians certified by CTQP.

Also, UES is provided laboratory concrete testing services for the precast concrete plant which is casting the precast concrete segments to be used in the tunnel construction. Other laboratory testing services included: modified proctor, grain size analysis; LBR testing; corrosion series tests; organic content; and compressive strength tests on soil-cement used in the construction of the embankments and road base.

Scope of Services:

Field and Laboratory Testing of
Construction Materials

Owner:

Bouygues Civil Works Florida
305.613.8945

Contact Information:

Louis Brais, Project Director
305.894.1800
l.brais@bouygues-construction.
com

Project Manager:

Peter G. Read, PE

Approximate Universal Fee:

\$3,200,000.00

Completion Date:

2015



Westrec Haulover Marine Center

Miami Beach, Florida



The project consists of constructing a 108,350 square foot enclosed dry storage facility will replace an existing dry stack marina containing 260 open-rack dry storage units. The project also includes a pile-supported slab-on-grade for forklifts. Additionally, floating docks will be constructed in Biscayne Bay. The project also includes sheet piling to bring the site to grade. The project required the construction of site work, which included drainage, paved parking, lighting, irrigation, and landscaping. This project is being constructed at Haulover Beach Park, which is owned by Miami-Dade County Public Works Department.

UES was retained to serve as the Threshold Inspector for the construction of the building. UES is kept strict records of all deficiencies on the project. UES provided materials testing services for the complete project. Testing services included laboratory Proctor testing, soil classification, in-place density testing, backscatter testing, grout cylinder casting, concrete cylinder casting, and compressive strength testing.

Scope of Services:

Pile Inspections, Load Tests, Materials Testing, and Threshold

Owner:

Westrec Haulover Equities
678.618.0212

Contact Information:

Narvel Lassiter, Project Manager
678.618.0212
nlassiter@westrec.com

Project Manager:

Peter Read, PE

Approximate Universal Fee:

\$80,000.00

Completion Date:

08/2016



VOLUME OF WORK PREVIOUSLY AWARDED

UES has not been previously awarded any work from the District.



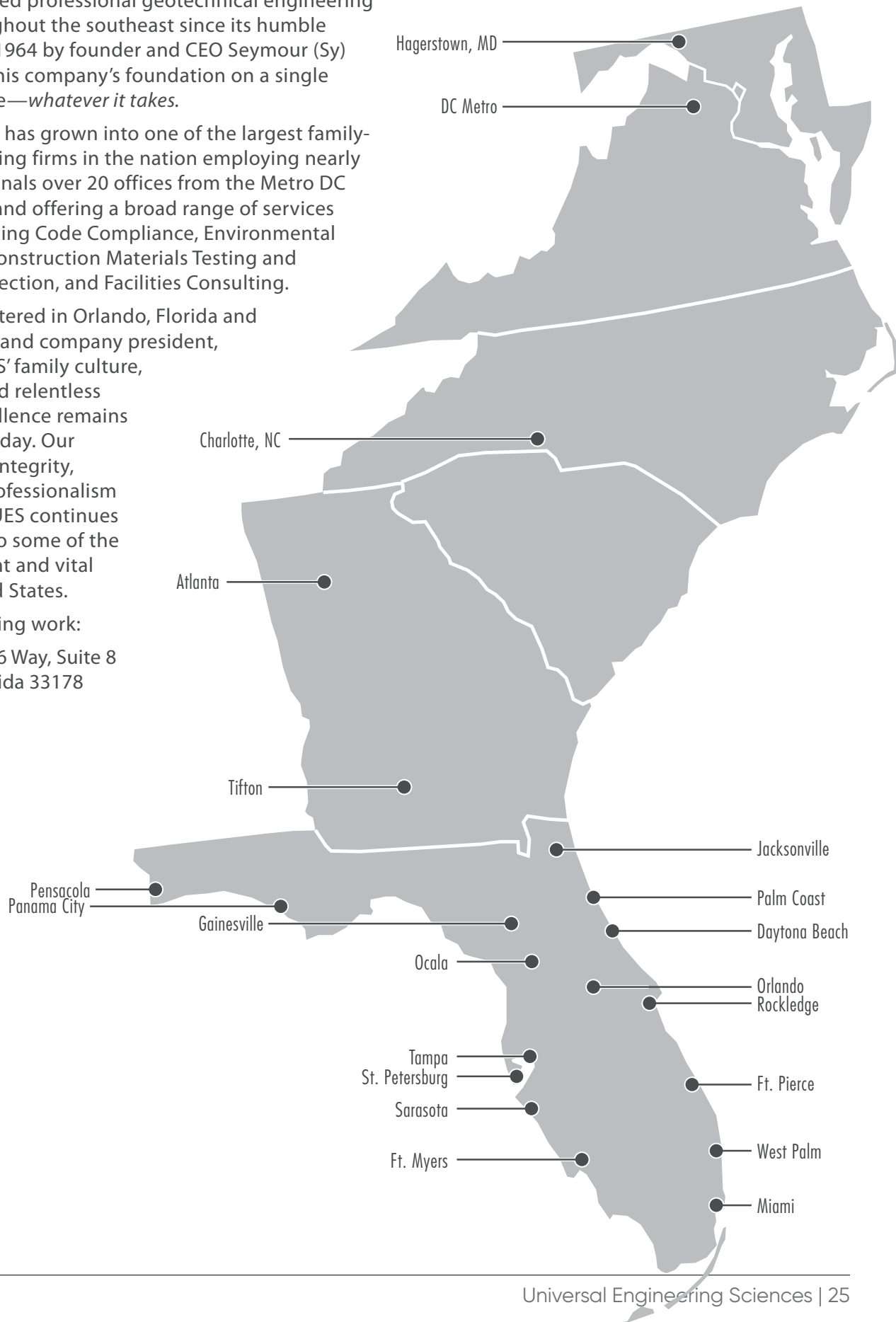
UES has provided professional geotechnical engineering services throughout the southeast since its humble beginnings in 1964 by founder and CEO Seymour (Sy) Israel. Sy built his company's foundation on a single driving premise—*whatever it takes*.

Since then UES has grown into one of the largest family-owned consulting firms in the nation employing nearly 1,000 professionals over 20 offices from the Metro DC area to Miami and offering a broad range of services including Building Code Compliance, Environmental Engineering, Construction Materials Testing and Threshold Inspection, and Facilities Consulting.

Now headquartered in Orlando, Florida and led by Sy's son and company president, Mark Israel, UES' family culture, core values, and relentless pursuit of excellence remains evident to this day. Our foundation of integrity, quality, and professionalism will persist as UES continues to contribute to some of the most prominent and vital projects United States.

Office performing work:

- 9960 NW 116 Way, Suite 8
Medley, Florida 33178





UNIVERSAL
ENGINEERING SCIENCES

universalengineering.com

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RESOLUTION 2018-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE BONTERRA COMMUNITY DEVELOPMENT DISTRICT, PROVIDING THE DISTRICT MANAGER AND THE CLUB MANAGER WITH DISCRETIONARY SPENDING AUTHORITY UNDER LIMITED CONDITIONS AS SPECIFIED HEREIN; AUTHORIZING THE DISTRICT MANAGER TO EXECUTE CERTAIN AGREEMENTS AND PROPOSALS ON BEHALF OF THE DISTRICT IN CONNECTION WITH SUCH AUTHORITY; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Bonterra Community Development District (the "District") is a local unit of special purpose government established pursuant to Chapter 190, Florida Statutes, and having those powers set forth in Chapter 190, Florida Statutes; and

WHEREAS, the Board of Supervisors of the District has determined that it is appropriate to provide both the District Manager and the Club Manager with certain discretionary authority to make certain expenditures and enter into certain agreements, contracts and proposals (collectively, "Agreements") with contractors, consultants, and vendors (each a "Service Provider") with respect to services benefiting the District and the District's clubhouse, Club Bonterra, or recreational facilities, provided that such expenditures do not exceed established thresholds and that the expenditure is contemplated or within the funding designated for such service, as reflected in the applicable fiscal year budget for the District; and

WHEREAS, the Board of Supervisors has determined that it is in the best interest of the public and the residents of the District, will provide for greater efficiency in the delivery of services required by the District, and will therefore benefit those residing within the boundaries of the District, to delegate such discretionary spending authority to the District Manager.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE BONTERRA COMMUNITY DEVELOPMENT DISTRICT, THAT:

Section 1. The above recitals true and correct and by this reference are hereby incorporated into and made an integral part of this Resolution.

Section 2. The District Manager of the District is hereby authorized to make certain expenditures and enter into Agreements with Service Providers with respect to services benefiting the District, provided that each of the following conditions is satisfied:

A. The amount to be paid to any particular Service Provider does not exceed **THREE THOUSAND FIVE HUNDRED AND 00/100 (\$3,500.00) Dollars**, annually.

B. The expenditure for such goods or services does not exceed that which is contemplated or designated for such goods or service in the applicable fiscal year budget

for the District. The recognized exception to this condition is if the District Manager determines that an emergency exists, which necessitates that a Service Provider be engaged immediately to prevent further damage or injury to persons or property for which the District would be responsible.

C. The expenditure is within the District's power as reflected in the District Charter and in Chapter 190, Florida Statutes, and is not contrary to any applicable statute, regulation, or District Rule of Procedure.

D. The term of any Agreement with a Service Provider does not exceed one (1) year.

E. Prior to the expenditure or execution of the Agreement or the engagement of the Service Provider, if applicable, the District Manager secures the approval, by e-mail, telephone, or in writing of the Chairman, Vice-Chairman or other Member of the District Board of Supervisors.

F. Prior to execution of any Agreement on behalf of the District, the legal form of the Agreement has been reviewed and approved by District Counsel.

Section 3. The Club Manager of the District is hereby authorized to make certain expenditures and enter into Agreements with Service Providers with respect to services benefiting the District, provided that each of the following conditions is satisfied:

A. The amount to be paid to any particular Service Provider does not exceed **FIVE HUNDRED AND 00/100 (\$500.00) Dollars**, annually.

B. The expenditure for such goods or services does not exceed that which is contemplated or designated for such goods or service in the applicable fiscal year budget for the District. The recognized exception to this condition is if the Club Manager determines that an emergency exists, which necessitates that a Service Provider be engaged immediately to prevent further damage or injury to persons or property for which the District would be responsible.

C. The expenditure is within the District's power as reflected in the District Charter and in Chapter 190, Florida Statutes, and is not contrary to any applicable statute, regulation, or District Rule of Procedure.

D. The term of any Agreement with a Service Provider does not exceed one (1) year.

E. Prior to the expenditure or execution of the Agreement or the engagement of the Service Provider, if applicable, the District Manager secures the approval, by e-mail, telephone, or in writing of the Chairman, Vice-Chairman or other Member of the District Board of Supervisors.

F. Prior to execution of any Agreement on behalf of the District, the legal form of the Agreement has been reviewed and approved by District Counsel.

G. Any expenditure made by the Club Manager pursuant to this Resolution shall be reported in writing to the District Manager within twenty-four (24) hours of the expenditure being made.

Section 3. Any Agreement entered into in accordance with this Resolution shall be reported to the Board of Supervisors at the following regularly scheduled meeting of the Board of Supervisors. A copy of the Agreement shall be provided with the agenda materials distributed to the Board of Supervisors for informational purposes. Members of the Board of Supervisors shall make every effort, individually, to direct any questions each individual Supervisor may have to the District Manager prior to the meeting of the Board of Supervisors in which the Agreement is reported. The failure to report an Agreement pursuant to this section shall not have the effect, nor shall it be construed, to invalidate or void such an Agreement.

Section 4. All resolutions or parts of resolutions in conflict herewith are hereby repelled to the extent of such conflict.

Section 5. If any clause, section or other part application of this Resolution is held by a court of competent jurisdiction to be unconstitutional or invalid, in part or as applied it shall not affect the validity of the remaining portions or the applications of the Resolution.

Section 6. This Resolution shall take effect immediately and shall terminate when so directed by resolution of the Board of Supervisors.

**PASSED AND ADOPTED BY THE BOARD OF SUPERVISORS OF THE BONTERRA
COMMUNITY DEVELOPMENT DISTRICT, THIS 4 DAY OF
January, 2018.**

ATTEST:

**BONTERRA COMMUNITY
DEVELOPMENT DISTRICT**

By: [Signature]
Secretary/Assistant Secretary

By: [Signature]
Chairman/Vice-Chairman

RESOLUTION 2020-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE BONTERRA COMMUNITY DEVELOPMENT DISTRICT, PROVIDING THE DISTRICT MANAGER AND THE CLUB MANAGER WITH DISCRETIONARY SPENDING AUTHORITY UNDER LIMITED CONDITIONS AS SPECIFIED HEREIN; AUTHORIZING THE DISTRICT MANAGER TO EXECUTE CERTAIN AGREEMENTS AND PROPOSALS ON BEHALF OF THE DISTRICT IN CONNECTION WITH SUCH AUTHORITY; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Bonterra Community Development District (the “District”) is a local unit of special purpose government established pursuant to Chapter 190, Florida Statutes, and having those powers set forth in Chapter 190, Florida Statutes; and

WHEREAS, the Board of Supervisors of the District has determined that it is appropriate to provide both the District Manager and the Club Manager with certain discretionary authority to make certain expenditures and enter into certain agreements, contracts and proposals (collectively, “Agreements”) with contractors, consultants and vendors (each a “Service Provider”) with respect to services benefiting the District and the District’s clubhouse, Club Bonterra, or recreational facilities, provided that such expenditures do not exceed established thresholds and that the expenditure is contemplated or within the funding designated for such service, as reflected in the applicable Fiscal Year budget for the District; and

WHEREAS, the Board of Supervisors has determined that it is in the best interest of the public and the residents of the District, will provide for greater efficiency in the delivery of services required by the District, and will therefore benefit those residing within the boundaries of the District, to delegate such discretionary spending authority to the District Manager; and

WHEREAS, the Board of Supervisors previously adopted Resolution No. 2018-05 on January 4, 2018, providing for the District Manager and the Club Manager to exercise discretionary authority to this effect; and

WHEREAS, the Board of Supervisors now desires to amend the discretionary spending authority thresholds as delegated to the District Manager and Club Manager by Resolution No. 2018-05.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE BONTERRA COMMUNITY DEVELOPMENT DISTRICT, THAT:

Section 1. The above recitals true and correct and by this reference are hereby incorporated into and made an integral part of this Resolution.

Section 2. The District Manager of the District is hereby authorized to make certain expenditures and enter into Agreements with Service Providers with respect to services benefiting the District, provided that each of the following conditions is satisfied:

A. The amount to be paid to any particular Service Provider does not exceed _____ **Dollars**
(\$ _____) per _____.

B. The expenditure for such goods or services does not exceed that which is contemplated or designated for such goods or service in the applicable Fiscal Year budget for the District. The recognized exception to this condition is if the District Manager determines that an emergency exists, which necessitates that a Service Provider be engaged immediately to prevent further damage or injury to persons or property for which the District would be responsible.

C. The expenditure is within the District's power as reflected in the District Charter and in Chapter 190, Florida Statutes, and is not contrary to any applicable statute, regulation, or District Rule of Procedure.

D. The term of any Agreement with a Service Provider does not exceed one (1) year.

E. Prior to execution of any Agreement on behalf of the District, the legal form of the Agreement has been reviewed and approved by District Counsel.

Section 3. The Club Manager of the District is hereby authorized to make certain expenditures and enter into Agreements with Service Providers with respect to services benefiting the District, provided that each of the following conditions is satisfied:

A. The amount to be paid to any particular Service Provider does not exceed _____ **Dollars**
(\$ _____) per _____.

B. The expenditure for such goods or services does not exceed that which is contemplated or designated for such goods or service in the applicable Fiscal Year budget for the District. The recognized exception to this condition is if the Club Manager determines that an emergency exists, which necessitates that a Service Provider be engaged immediately to prevent further damage or injury to persons or property for which the District would be responsible.

C. The expenditure is within the District's power as reflected in the District Charter and in Chapter 190, Florida Statutes, and is not contrary to any applicable statute, regulation, or District Rule of Procedure.

D. The term of any Agreement with a Service Provider does not exceed one (1) year.

E. Prior to execution of any Agreement on behalf of the District, the legal form of the Agreement has been reviewed and approved by District Counsel.

F. Any expenditure made by the Club Manager pursuant to this Resolution shall be reported in writing to the District Manager within twenty-four (24) hours of the expenditure being made.

Section 3. Any Agreement entered into in accordance with this Resolution shall be reported to the Board of Supervisors at the following regularly scheduled meeting of the Board of Supervisors. A copy of the Agreement shall be provided with the agenda materials distributed to the Board of Supervisors for informational purposes. Members of the Board of Supervisors shall make every effort, individually, to direct any questions each individual Supervisor may have to the District Manager prior to the meeting of the Board of Supervisors in which the Agreement is reported. The failure to report an Agreement pursuant to this section shall not have the effect, nor shall it be construed, to invalidate or void such an Agreement.

Section 4. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

Section 5. If any clause, section or other part application of this Resolution is held by a court of competent jurisdiction to be unconstitutional or invalid, in part or as applied it shall not affect the validity of the remaining portions or the applications of the Resolution.

Section 6. This Resolution shall take effect immediately and shall terminate when so directed by resolution of the Board of Supervisors.

PASSED AND ADOPTED BY THE BOARD OF SUPERVISORS OF THE BONTERRA COMMUNITY DEVELOPMENT DISTRICT, THIS 7TH DAY OF MAY, 2020.

ATTEST:

**BONTERRA COMMUNITY
DEVELOPMENT DISTRICT**

By:_____

Secretary/Assistant Secretary

By:_____

Chairperson/Vice-Chairperson

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BONTERRA
Community Development District

Annual Operating and Debt Service Budget

Fiscal Year 2021

Proposed Budget
(Meeting 5/720, Rev. 3)

Prepared by:



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BONTERRA
Community Development District

Operating Budget
Fiscal Year 2021

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2021 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2018	ACTUAL FY 2019	ADOPTED BUDGET FY 2020	ACTUAL THRU MAR-2020	PROJECTED APR- SEP-2020	TOTAL PROJECTED FY 2020	ANNUAL BUDGET FY 2021
REVENUES							
Interest - Investments	\$ 3,329	\$ 5,029	1,500	\$ 80	\$ 80	\$ 160	\$ 500
Room Rentals	16,200	15,423	14,000	\$ 5,213	\$ 5,213	\$ 10,426	\$ 15,000
Interest - Tax Collector	-	724	-	\$ 1,337	\$ -	\$ 1,337	\$ -
Security FOB	3,530	3,840	3,000	\$ 1,040	\$ 1,040	\$ 2,080	\$ 3,000
Special Assmnts- Tax Collector	578,515	577,663	907,858	\$ 861,653	\$ 46,205	\$ 907,858	\$ 907,858
Developer Contribution	50,000	-	-	\$ -	\$ -	\$ -	\$ -
Special Assmnts- Discounts	-	-	(36,314)	\$ (33,682)	\$ -	\$ (33,682)	\$ (36,314)
Other Miscellaneous Revenue	56	-	-	\$ 63	\$ -	\$ 63	\$ -
Cleaning Fees	2,630	2,900	2,194	\$ 860	\$ 860	\$ 1,720	\$ 2,194
Party Attendant Fees	4,875	5,175	4,500	\$ 2,270	\$ 2,270	\$ 4,540	\$ 4,500
TOTAL REVENUES	659,135	610,754	896,738	838,834	55,668	894,502	896,738
EXPENDITURES							
<i>Administrative</i>							
P/R-Board of Supervisors	3,000	400	7,200	-	-	-	6,000
FICA Taxes	230	31	551	-	-	-	459
ProfServ-Arbitrage Rebate	1,200	-	1,800	600	1,200	1,800	1,800
ProfServ-Dissemination Agent	5,350	1,313	5,250	-	5,250	5,250	5,250
ProfServ-Engineering	12,916	17,654	12,500	700	14,300	15,000	15,000
ProfServ-Legal Services	45,078	43,355	35,000	13,868	29,132	43,000	40,000
ProfServ-Mgmt Consulting Serv	39,500	35,602	35,000	17,500	19,250	36,750	39,375
ProfServ-Trustee Fees	10,500	7,000	14,000	10,606	-	10,606	10,500
Auditing Services	5,000	7,100	7,100	3,000	4,100	7,100	7,100
Website Compliance	500	-	1,500	3,112	1,088	4,200	2,650
Communication - Telephone	-	-	50	-	50	50	50
Postage and Freight	856	1,005	1,200	106	1,094	1,200	1,200
Telephone, Cable & Internet Service	103	-	-	-	-	-	-
Insurance - General Liability	5,610	7,126	35,797	33,883	-	33,883	6,171
Printing and Binding	2,542	1,258	3,000	203	2,297	2,500	2,500
Legal Advertising	1,168	1,826	1,250	582	918	1,500	1,500
Miscellaneous Services	947	3,170	3,000	991	993	1,984	3,000
Misc-Assessmnt Collection Cost	-	-	9,078	8,281	923	9,204	9,079
Office Supplies	174	76	174	-	100	100	100
Annual District Filing Fee	175	175	175	175	-	175	175
Total Administrative	134,849	127,091	173,625	93,607	80,694	174,301	151,908

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2021 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2018	FY 2019	BUDGET	THRU	APR-	PROJECTED	BUDGET
			FY 2020	MAR-2020	SEP-2020	FY 2020	FY 2021
Field							
Contracts-Janitorial Services	8,255	7,020	24,570	3,510	3,510	7,020	7,020
Contracts-Lake Maintenance	4,020	11,778	10,800	3,360	3,360	6,720	7,380
Contracts-Landscape Maintenance	51,270	60,638	42,200	21,100	21,100	42,200	52,196
Pest Control	6,450	1,050	6,600	350	585	935	1,000
Utility-Water	11,423	22,338	12,000	7,202	10,803	18,005	21,000
Utility-Water & Sewer	-	-	7,200	-	-	-	-
Utilities-Electric	3,357	2,519	26,600	1,448	1,447	2,895	3,600
R&M-Irrigation	8,280	1,296	4,200	856	2,334	3,190	4,000
R&M-Lift Station	-	-	2,200	-	1,100	1,100	2,200
Repairs & Maintenance	1,940	-	-	-	-	-	-
R&M-Lake & Pond Bank	32,416	10,560	32,500	5,400	16,090	21,490	-
Landscape Replacement	3,817	6,003	5,000	1,507	8,843	10,350	12,000
Misc-Holiday Lighting	500	15,030	12,500	9,477	3,023	12,500	7,000
Misc-Property Taxes	7,525	-	-	-	-	-	-
Misc-Contingency	-	2,870	3,549	843	3,022	3,865	18,210
Pressure Cleaning	-	-	-	-	-	-	1,600
1st Quarter Operating Reserves	-	-	180,000	-	-	-	-
Reserves - Other	-	-	-	-	-	-	80,000
Total Field	139,253	141,102	369,919	55,053	75,217	130,270	217,206
Clubhouse							
Payroll-Manager & Attendant	102,774	154,859	150,215	75,284	76,947	152,231	152,231
Contracts-Janitorial Services	16,380	24,931	24,570	12,285	12,285	24,570	24,570
Contracts-Landscape Maintenance	19,984	19,586	10,000	5,000	5,000	10,000	10,000
Contracts-On-Site Management	-	47,681	48,625	24,312	24,313	48,625	48,625
Contracts-Fire Alarms	1,929	199	2,500	1,122	1,248	2,370	2,500
Contracts-Pest Control	2,880	2,880	2,880	1,440	1,440	2,880	2,880
Postage and Freight	-	-	625	-	-	-	-
Telephone, Cable & Internet Service	4,630	5,586	4,819	2,760	2,060	4,820	4,820
Utility-Water	-	-	-	4,681	4,679	9,360	-
Utility-Water & Sewer	-	12,937	-	1,812	1,813	3,625	14,000
Electricity	16,889	12,588	-	7,609	7,391	15,000	15,000
Liability Property Insurance	23,292	25,416	-	-	-	-	27,958
R&M-Air Conditioning	1,535	7,304	2,000	926	924	1,850	2,920
R&M - Irrigation	-	1,755	2,400	-	1,200	1,200	1,500
R&M-Fitness Equipment	3,596	4,336	5,000	2,582	1,868	4,450	6,600
Repairs & Maintenance	22,508	7,252	11,500	4,208	10,672	14,880	20,000
Landscape Replacement	6,468	12,752	9,000	1,890	4,720	6,610	6,000
Trash Collection/Recycling	3,575	3,187	3,360	1,779	1,781	3,560	3,660
Pool Maintenance	23,293	27,595	24,000	13,500	13,500	27,000	31,000
Pool Repairs	-	10,598	4,000	2,131	2,129	4,260	-
Printing	3,232	5,233	3,500	2,799	2,801	5,600	5,500
Misc-Property Taxes	2,200	-	-	-	-	-	-

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2021 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2018	ACTUAL FY 2019	ADOPTED BUDGET FY 2020	ACTUAL THRU MAR-2020	PROJECTED APR- SEP-2020	TOTAL PROJECTED FY 2020	ANNUAL BUDGET FY 2021
Misc-Special Events	1,431	3,742	6,000	-	-	-	-
Holiday Decoration	-	-	-	-	-	-	5,553
Pressure Cleaning	-	-	-	-	-	-	700
Misc-Contingency	-	12,841	30,000	1,614	4,806	6,420	52,917
Access Control	732	-	1,200	-	1,000	1,000	2,500
Office Supplies	528	-	-	-	-	-	-
Payroll - other	-	-	-	-	-	-	389
Janitorial Supplies	5,112	5,904	5,000	1,725	1,725	3,450	5,000
Office Supplies/Club House Supplies	-	572	1,000	225	225	450	500
Annual District Filing Fee	1,834	-	-	-	-	-	-
Pool Permits	-	250	1,000	75	250	325	300
Capital Outlay	-	12,574	-	-	-	-	-
Reserves - Other	-	-	-	-	-	-	80,000
Total Clubhouse	346,625	422,558	353,194	169,759	184,777	354,536	527,624
TOTAL EXPENDITURES	620,727	690,751	896,738	318,419	340,688	659,107	896,738
Excess (deficiency) of revenues							
Over (under) expenditures	38,408	(79,997)	-	520,415	(285,020)	235,395	-
OTHER FINANCING SOURCES (USES)							
Interfund Transfer - In	60,318	-	-	3,500	-	-	-
Contribution to (Use of) Fund Balance	-	-	-	-	(285,020)	235,395	-
TOTAL OTHER SOURCES (USES)	60,318	-	-	3,500	(285,020)	235,395	-
Net change in fund balance	98,726	(79,997)	-	523,915	-	235,395	-
FUND BALANCE, BEGINNING	24,070	122,796	42,799	42,799	42,799	42,799	278,194
FUND BALANCE, ENDING	\$ 122,796	\$ 42,799	\$ 42,799	\$ 566,714	\$ 42,799	\$ 278,194	\$ 278,194

Exhibit "A"
Allocation of Fund Balances

AVAILABLE FUNDS

	<u>Amount</u>
Beginning Fund Balance - Fiscal Year 2021	\$ 278,194
Net Change in Fund Balance - Fiscal Year 2021	-
Reserves Other - Fiscal Year 2021 Additions	160,000
Total Funds Available (Estimated) - 9/30/2021	438,194

ALLOCATION OF AVAILABLE FUNDS

Assigned Fund Balance

Operating Reserve - First Quarter Operating Reserves		184,184 ⁽¹⁾
Reserves - FY21 Other (Field)	80,000	-
Reserves - FY21 Other (Clubhouse)	80,000	160,000
	Subtotal	344,184
Total Allocation of Available Funds		344,184

Total Unassigned (undesignated) Cash	\$ 94,010
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Notes

(1) Represents funds available for operating expenses.

REVENUES

Interest – Investments

The District earns interest on their operating accounts and other investments.

Room Rentals

The District earns revenue from room rentals.

Security FOB

The District earns revenue from FOB sales to help defray the expense.

Special Assessments – Tax Collector

The District will levy a Non-Ad Valorem assessment on all parcels (using the uniform method) within the District in order to pay for the operating expenditures during the Fiscal Year.

Special Assessments – Discounts

Per Section 197.3632 and Section 197.162 of the Florida Statutes, discounts are allowed for early payments of assessments collected by the Tax Collector and only when the Tax Collector is using the uniform methodology. The budgeted amount for the fiscal year is calculated at 4% of the anticipated Non-Ad Valorem assessments.

Cleaning Fees

The District earns revenue from cleaning charges on rentals to help defray the cost of staff.

Party Attendant Fees

The District earns revenue from Party Attendants on rentals to help defray the additional cost of staff.

EXPENDITURES - *Administrative*

P/R Board of Supervisors

Chapter 190 of the Florida Statutes allows for members of the Board of Supervisors to be compensated \$200 per meeting in which they attend.

FICA Taxes

Payroll taxes on Board of Supervisor's compensation. The budgeted amount for the fiscal year is calculated at 7.65% of the total Board of Supervisor's payroll expenditures.

Professional Services - Arbitrage Rebate

The District will contract with an independent certified public accountant to annually calculate the District's Arbitrage Rebate Liability on the Series 2015, 2016, and 2017 Special Assessment Bonds. The budgeted amount for the fiscal year is based on standard fees charged for this service.

EXPENDITURES - Administrative (cont'd)**Professional Services - Dissemination Agent**

The District is required by the Securities and Exchange Commission to comply with rule 15c2-12(b)-(5), which relates to additional reporting requirements for unrelated bond issues. The budgeted amount for the fiscal year is based on standard fees charged for this service.

Professional Services - Engineering Fees

The District's engineer will be providing general engineering services to the District, i.e., attendance and preparation for Board meetings, project oversight.

Professional Services - Legal Services

The District's legal counsel will be providing general legal services to the District, i.e., attendance and preparation for meetings, review and preparation of operating and maintenance contracts.

Professional Services - Management Services

The District receives Management, Accounting and Administrative services as part of a Management Agreement with Inframark Infrastructure Management Services.

Professional Services Trustee Fees

The District pays Regions Bank an annual fee for trustee services on the Series 2015, 2016, 2017 Special Assessment Bond. The budgeted amount for the fiscal year is based on standard fees charged plus any out-of-pocket expenses.

Auditing Services

The District is required to conduct an annual audit of its financial records by an Independent Certified Public Accounting Firm.

Website Compliance

Annual contract with Campus Suite/Innersync Studio Ltd. to maintain the District's website and fees for email hosting and archiving.

Communication - Telephone

Telephone and fax machine.

Postage and Freight

Actual postage and/or freight used for District mailings including agenda packages, vendor checks and other correspondence.

Insurance - General Liability

The District's General Liability & Public Officials Liability Insurance policy is with Florida Insurance Alliance (FIA). FIA Insurance specializes in providing insurance coverage to governmental agencies.

EXPENDITURES - Administrative (cont'd)

Printing & Binding

Copies used in the preparation of agenda packages, administrative tasks, required mailings, and other special projects

Legal Advertising

The District is required to advertise various notices for Board meetings, public hearings, solicitations, etc. in a newspaper of general circulation.

Miscellaneous Services

Bank charges and any other miscellaneous expenditures that are incurred throughout the fiscal year.

Misc. - Assessment Collection Costs

The District reimburses the Miami-Dade County Tax Collector for applicable necessary administrative costs. Per Florida Statutes, administrative costs shall include, but not be limited to, those costs associated with personnel, forms, supplies, data processing, computer equipment, postage, and programming. The District also compensates the Tax Collector for the actual cost of collection **or 1%** on the amount of special assessments collected and remitted, whichever is greater. The budget for collection costs is based on a maximum of 1% of the anticipated assessment collections.

Office Supplies

Miscellaneous office supplies.

Annual District Filing Fee

The District is required to pay an annual fee to the Department of Community Affairs of \$175.

EXPENDITURES - Field

Contracts - Janitorial Services

The District has contracted with Miami Management to provide trash pickup services throughout the common areas in the District.

Contracts - Lake Maintenance

The District currently has a contract with Solitude for the lakes and aquatic maintenance areas of the District.

Contracts - Landscape Maintenance

The District currently has a contract with Grass Roots Complete to provide landscape management and maintenance of the lake and pond bank of the common areas within the District.

Pest Control

Services to include special treatments such as bees/wasps, termites, and rodents that are not included in landscaping contract.

EXPENDITURES (<i>Field cont'd</i>)

Utility-Water

Water service provided by the City of Hialeah for the common area irrigation.

Utilities-Electric

Electric Service provided by Florida Power & Light and the City of Hialeah, Department of Public Works, for the common area irrigation and lift stations for the District.

R&M-Irrigation

Repairs of the irrigation system in the common areas of the District.

R&M-Lift Station

Preventive maintenance and inspection of sewage pump station located at the lift station address 3511 West 95th Place, Hialeah, FL 33018.

Landscape Replacement

Replacement of annuals and other landscaping throughout the common areas of the District, as well as mulching once a year.

Misc.-Holiday Lighting

Outside holiday lighting only.

Misc.-Contingency

Represents the potential excess of unscheduled maintenance expenses not included in budget categories or not anticipated in specific line items.

Pressure Cleaning

Quarterly pressure cleaning for the field only.

Reserves-Other

To establish reserve funds for future repairs and maintenance in the common areas.

BONTERRA
Community Development District

General Fund

EXPENDITURES – Clubhouse

Payroll-Manager & Attendant

Salary and cost associated with the payroll for the following, plus extra hours for special events.

	<u>MONTHLY</u>	<u>ANNUALLY</u>
ADMINISTRATIVE MANAGEMENT	\$ 1,170.00	\$ 14,040.00
CLUB ADMINISTRATIVE ASSISTANT	\$ 1,625.00	\$ 19,500.00
GREETERS	\$ 5,822.92	\$ 69,875.04
POOL ATTENDANT	\$ 3,900.00	\$ 46,800.00
HANDYMAN	\$ 168.00	\$ 2,016.00
TOTAL	<u>\$ 12,685.92</u>	<u>\$ 152,231.04</u>

Contracts- Janitorial Services

Miami Management will provide janitorial (housekeeping) services to the clubhouse 28 hours per week.

Contracts- Landscape Maintenance

Replacement of annuals and other landscaping for the clubhouse only.

Contracts- On-Site Management

Onsite management fees for the clubhouse and field.

Contracts – Fire Alarms

This line item is for services, as needed, cost for monitoring of the fire alarm system for the Clubhouse.

Contracts – Pest Control

Preventative maintenance for bugs and rodents for indoor club and outdoor pool area only.

Telephone, Cable & Internet Service

Estimated cost of cable TV, telephone service, and internet for the Club.

Utility – Water & Sewer

Water and sewer cost provided by the City of Hialeah for the Club.

Utility - Electric

Estimated cost of electricity with the City of Hialeah, Department of Public Works, for Clubhouse accounts associated only at the address location 9501 W 35 Ct., Hialeah, FL.

Liability Property Insurance

The Clubhouse Liability Property Insurance policy is with Florida Insurance Alliance (FIA). FIA Insurance specializes in providing insurance coverage to governmental agencies.

EXPENDITURES – <i>Clubhouse (cont'd)</i>

R&M-Air Conditioning

Estimated cost to maintain the air conditioning system.

R&M – Irrigation

Irrigation system within the clubhouse areas, which includes monthly wet check and irrigation system repair materials.

R&M – Fitness Equipment

Estimated cost to maintain and make repairs to the fitness equipment, including equipment replacement.

Repairs & Maintenance

Maintenance expenditures required to repair and maintain the Club.

Landscape Replacement

Plant replacement and mulching once a year.

Trash Collection/Recycling

Cost of trash and recycling removal.

Pool Maintenance

Cost to maintain the pool, including repairs.

Holiday Decoration

Holiday lighting and decorations for clubhouse only.

Pressure Cleaning

Quarterly pressure cleaning for clubhouse only.

Misc.- Contingency

Any unscheduled repairs and maintenance that the District should incur during the fiscal year.

Access Control

Access cards, Access equipment and repairs.

Office Supplies/Club House Supplies

Office supplies needed for the clubhouse only.

Payroll - other

For cleaning events and other expense charges.

Janitorial Supplies

Include additional janitorial supplies not provided by contract.

EXPENDITURES – <i>Clubhouse (cont'd)</i>

Pool Permits

Required annual licenses from the Florida Department of Health for the pool.

Reserves – Other

To establish reserve funds for future repairs, upgrades and maintenance in the common areas.

BONTERRA
Community Development District

Debt Service Budget
Fiscal Year 2021

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2021 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2018	ACTUAL FY 2019	ADOPTED BUDGET FY 2020	ACTUAL THRU MAR-2020	PROJECTED APR- SEP-2020	TOTAL PROJECTED FY 2020	ANNUAL BUDGET FY 2021
REVENUES							
Interest - Investments	\$ 6,267	\$ 10,395	\$ 2,000	\$ 3,412	\$ 2,412	\$ 5,824	\$ 5,000
Interest - Tax Collector	-	268	-	-	-	-	-
Special Assmnts- Tax Collector	493,895	493,169	517,043	490,727	26,316	517,043	517,042
Special Assmnts- Discounts	-	-	(20,682)	(19,183)	-	(19,183)	(20,682)
TOTAL REVENUES	500,162	503,832	498,361	474,956	28,728	503,684	501,361
EXPENDITURES							
<i>Administrative</i>							
Misc-Assessmnt Collection Cost	-	-	5,171	4,716	526	5,242	10,341
Total Administrative	-	-	5,171	4,716	526	5,242	10,341
<i>Debt Service</i>							
Principal Debt Retirement	115,000	105,000	110,000	-	110,000	110,000	115,000
Principal Prepayments	-	15,000	-	-	-	-	-
Interest Expense	393,400	386,540	380,240	190,120	190,120	380,240	374,080
Total Debt Service	508,400	506,540	490,240	190,120	300,120	490,240	489,080
TOTAL EXPENDITURES	508,400	506,540	495,411	194,836	300,646	495,482	499,421
Excess (deficiency) of revenues Over (under) expenditures	(8,238)	(2,708)	2,950	280,120	(271,918)	8,202	1,940
OTHER FINANCING SOURCES (USES)							
Operating Transfers-Out	-	(2,161)	-	-	-	-	-
Contribution to (Use of) Fund Balance	-	-	2,950	-	-	-	-
TOTAL OTHER SOURCES (USES)	-	(2,161)	2,950	-	-	-	-
Net change in fund balance	(8,238)	(4,869)	2,950	280,120	(271,918)	8,202	-
FUND BALANCE, BEGINNING	1	459,251	454,382	454,382	-	454,382	462,584
FUND BALANCE, ENDING	\$ 459,251	\$ 454,382	\$ 457,332	\$ 734,502	\$ (271,918)	\$ 462,584	\$ 462,584

Debt Amortization Schedule
Series 2015 Special Assessment Revenue Bonds

DATE	BALANCE	RATE	PRINCIPAL	INTEREST	TOTAL
11/01/20	\$ 6,680,000	5.60%	\$ -	\$ 187,040.00	
05/01/21	\$ 6,680,000	5.60%	\$ 115,000.00	\$ 187,040.00	\$ 489,080.00
11/01/21	\$ 6,565,000	5.60%	\$ -	\$ 183,820.00	
05/01/22	\$ 6,565,000	5.60%	\$ 125,000.00	\$ 183,820.00	\$ 492,640.00
11/01/22	\$ 6,440,000	5.60%	\$ -	\$ 180,320.00	
05/01/23	\$ 6,440,000	5.60%	\$ 130,000.00	\$ 180,320.00	\$ 490,640.00
11/01/23	\$ 6,310,000	5.60%	\$ -	\$ 176,680.00	
05/01/24	\$ 6,310,000	5.60%	\$ 140,000.00	\$ 176,680.00	\$ 493,360.00
11/01/24	\$ 6,170,000	5.60%	\$ -	\$ 172,760.00	
05/01/25	\$ 6,170,000	5.60%	\$ 145,000.00	\$ 172,760.00	\$ 490,520.00
11/01/25	\$ 6,025,000	5.60%	\$ -	\$ 168,700.00	
05/01/26	\$ 6,025,000	5.60%	\$ 155,000.00	\$ 168,700.00	\$ 492,400.00
11/01/26	\$ 5,870,000	5.60%	\$ -	\$ 164,360.00	
05/01/27	\$ 5,870,000	5.60%	\$ 165,000.00	\$ 164,360.00	\$ 493,720.00
11/01/27	\$ 5,705,000	5.60%	\$ -	\$ 159,740.00	
05/01/28	\$ 5,705,000	5.60%	\$ 175,000.00	\$ 159,740.00	\$ 494,480.00
11/01/28	\$ 5,530,000	5.60%	\$ -	\$ 154,840.00	
05/01/29	\$ 5,530,000	5.60%	\$ 185,000.00	\$ 154,840.00	\$ 494,680.00
11/01/29	\$ 5,345,000	5.60%	\$ -	\$ 149,660.00	
05/01/30	\$ 5,345,000	5.60%	\$ 195,000.00	\$ 149,660.00	\$ 494,320.00
11/01/30	\$ 5,150,000	5.60%	\$ -	\$ 144,200.00	
05/01/31	\$ 5,150,000	5.60%	\$ 205,000.00	\$ 144,200.00	\$ 493,400.00
11/01/31	\$ 4,945,000	5.60%	\$ -	\$ 138,460.00	
05/01/32	\$ 4,945,000	5.60%	\$ 215,000.00	\$ 138,460.00	\$ 491,920.00
11/01/32	\$ 4,730,000	5.60%	\$ -	\$ 132,440.00	
05/01/33	\$ 4,730,000	5.60%	\$ 230,000.00	\$ 132,440.00	\$ 494,880.00
11/01/33	\$ 4,500,000	5.60%	\$ -	\$ 126,000.00	
05/01/34	\$ 4,500,000	5.60%	\$ 245,000.00	\$ 126,000.00	\$ 497,000.00
11/01/34	\$ 4,255,000	5.60%	\$ -	\$ 119,140.00	
05/01/35	\$ 4,255,000	5.60%	\$ 255,000.00	\$ 119,140.00	\$ 493,280.00
11/01/35	\$ 4,000,000	5.60%	\$ -	\$ 112,000.00	
05/01/36	\$ 4,000,000	5.60%	\$ 270,000.00	\$ 112,000.00	\$ 494,000.00
11/01/36	\$ 3,730,000	5.60%	\$ -	\$ 104,440.00	
05/01/37	\$ 3,730,000	5.60%	\$ 290,000.00	\$ 104,440.00	\$ 498,880.00
11/01/37	\$ 3,440,000	5.60%	\$ -	\$ 96,320.00	
05/01/38	\$ 3,440,000	5.60%	\$ 305,000.00	\$ 96,320.00	\$ 497,640.00
11/01/38	\$ 3,135,000	5.60%	\$ -	\$ 87,780.00	
05/01/39	\$ 3,135,000	5.60%	\$ 320,000.00	\$ 87,780.00	\$ 495,560.00
11/01/39	\$ 2,815,000	5.60%	\$ -	\$ 78,820.00	
05/01/40	\$ 2,815,000	5.60%	\$ 340,000.00	\$ 78,820.00	\$ 497,640.00
11/01/40	\$ 2,475,000	5.60%	\$ -	\$ 69,300.00	
05/01/41	\$ 2,475,000	5.60%	\$ 360,000.00	\$ 69,300.00	\$ 498,600.00
11/01/41	\$ 2,115,000	5.60%	\$ -	\$ 59,220.00	
05/01/42	\$ 2,115,000	5.60%	\$ 380,000.00	\$ 59,220.00	\$ 498,440.00
11/01/42	\$ 1,735,000	5.60%	\$ -	\$ 48,580.00	
05/01/43	\$ 1,735,000	5.60%	\$ 400,000.00	\$ 48,580.00	\$ 497,160.00
11/01/43	\$ 1,335,000	5.60%	\$ -	\$ 37,380.00	
05/01/44	\$ 1,335,000	5.60%	\$ 420,000.00	\$ 37,380.00	\$ 494,760.00
11/01/44	\$ 915,000	5.60%	\$ -	\$ 25,620.00	
05/01/45	\$ 915,000	5.60%	\$ 445,000.00	\$ 25,620.00	\$ 496,240.00
11/01/45	\$ 470,000	5.60%	\$ -	\$ 13,160.00	
05/01/46	\$ 470,000	5.60%	\$ 470,000.00	\$ 13,160.00	\$ 496,320.00
Total			\$ 6,680,000.00	\$ 6,181,560.00	\$ 12,861,560.00

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2021 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2018	ACTUAL FY 2019	ADOPTED BUDGET FY 2020	ACTUAL THRU MAR-2020	PROJECTED APR- SEP-2020	TOTAL PROJECTED FY 2020	ANNUAL BUDGET FY 2021
REVENUES							
Interest - Investments	\$ 7,062	\$ 9,896	\$ 2,000	\$ 3,121	\$ 2,121	\$ 5,242	\$ 4,000
Interest - Tax Collector	-	299	-	-	-	-	-
Special Assmnts- Tax Collector	550,795	549,982	576,605	547,259	29,346	576,605	576,605
Special Assmnts - CDD Collected	1,359	-	-	-	-	-	-
Special Assmnts - Delinquent	36,852	-	-	-	-	-	-
Special Assmnts- Discounts	-	-	(23,064)	(21,393)	-	(21,393)	(23,064)
TOTAL REVENUES	596,068	560,177	555,541	528,987	31,467	560,454	557,541
EXPENDITURES							
<i>Administrative</i>							
Misc-Assessmnt Collection Cost	-	-	5,765	5,259	587	5,846	5,766
Total Administrative	-	-	5,765	5,259	587	5,846	5,766
<i>Debt Service</i>							
Principal Debt Retirement	155,000	160,000	165,000	-	165,000	165,000	170,000
Interest Expense	394,363	388,938	383,338	191,669	191,669	383,338	377,563
Total Debt Service	549,363	548,938	548,338	191,669	356,669	548,338	547,563
TOTAL EXPENDITURES	549,363	548,938	554,103	196,928	357,256	554,184	553,329
Excess (deficiency) of revenues							
Over (under) expenditures	46,705	11,239	1,438	332,059	(325,789)	6,270	4,213
OTHER FINANCING SOURCES (USES)							
Operating Transfers - Out	(318)	-	-	(3,500)	-	-	-
Contribution to (Use of) Fund Balance	-	-	1,438	-	-	-	4,213
TOTAL OTHER SOURCES (USES)	(318)	-	1,438	(3,500)	-	-	4,213
Net change in fund balance	46,387	11,239	1,438	328,559	(325,789)	6,270	4,213
FUND BALANCE, BEGINNING	(2)	400,110	411,349	411,349	-	411,349	417,619
FUND BALANCE, ENDING	\$ 400,110	\$ 411,349	\$ 412,787	\$ 739,908	\$ (325,789)	\$ 417,619	\$ 421,832

**Debt Amortization Schedule
Series 2016 Special Assessment Revenue Bonds**

DATE	BALANCE	PRINCIPAL	INTEREST	TOTAL
11/01/20	\$ 8,190,000	\$ -	\$ 188,781.25	
05/01/21	\$ 8,190,000	\$ 170,000.00	\$ 188,781.25	\$ 547,562.50
11/01/21	\$ 8,020,000	\$ -	\$ 185,806.25	
05/01/22	\$ 8,020,000	\$ 175,000.00	\$ 185,806.25	\$ 546,612.50
11/01/22	\$ 7,845,000	\$ -	\$ 182,743.75	
05/01/23	\$ 7,845,000	\$ 185,000.00	\$ 182,743.75	\$ 550,487.50
11/01/23	\$ 7,660,000	\$ -	\$ 178,581.25	
05/01/24	\$ 7,660,000	\$ 195,000.00	\$ 178,581.25	\$ 552,162.50
11/01/24	\$ 7,465,000	\$ -	\$ 174,193.75	
05/01/25	\$ 7,465,000	\$ 200,000.00	\$ 174,193.75	\$ 548,387.50
11/01/25	\$ 7,265,000	\$ -	\$ 169,693.75	
05/01/26	\$ 7,265,000	\$ 210,000.00	\$ 169,693.75	\$ 549,387.50
11/01/26	\$ 7,055,000	\$ -	\$ 164,968.75	
05/01/27	\$ 7,055,000	\$ 220,000.00	\$ 164,968.75	\$ 549,937.50
11/01/27	\$ 6,835,000	\$ -	\$ 160,018.75	
05/01/28	\$ 6,835,000	\$ 230,000.00	\$ 160,018.75	\$ 550,037.50
11/01/28	\$ 6,605,000	\$ -	\$ 154,843.75	
05/01/29	\$ 6,605,000	\$ 240,000.00	\$ 154,843.75	\$ 549,687.50
11/01/29	\$ 6,365,000	\$ -	\$ 149,443.75	
05/01/30	\$ 6,365,000	\$ 250,000.00	\$ 149,443.75	\$ 548,887.50
11/01/30	\$ 6,115,000	\$ -	\$ 143,818.75	
05/01/31	\$ 6,115,000	\$ 265,000.00	\$ 143,818.75	\$ 552,637.50
11/01/31	\$ 5,850,000	\$ -	\$ 137,856.25	
05/01/32	\$ 5,850,000	\$ 275,000.00	\$ 137,856.25	\$ 550,712.50
11/01/32	\$ 5,575,000	\$ -	\$ 131,668.75	
05/01/33	\$ 5,575,000	\$ 290,000.00	\$ 131,668.75	\$ 553,337.50
11/01/33	\$ 5,285,000	\$ -	\$ 125,143.75	
05/01/34	\$ 5,285,000	\$ 300,000.00	\$ 125,143.75	\$ 550,287.50
11/01/34	\$ 4,985,000	\$ -	\$ 118,393.75	
05/01/35	\$ 4,985,000	\$ 315,000.00	\$ 118,393.75	\$ 551,787.50
11/01/35	\$ 4,670,000	\$ -	\$ 110,912.50	
05/01/36	\$ 4,670,000	\$ 330,000.00	\$ 110,912.50	\$ 551,825.00
11/01/36	\$ 4,340,000	\$ -	\$ 103,075.00	
05/01/37	\$ 4,340,000	\$ 345,000.00	\$ 103,075.00	\$ 551,150.00
11/01/37	\$ 3,995,000	\$ -	\$ 94,881.25	
05/01/38	\$ 3,995,000	\$ 365,000.00	\$ 94,881.25	\$ 554,762.50
11/01/38	\$ 3,630,000	\$ -	\$ 86,212.50	
05/01/39	\$ 3,630,000	\$ 380,000.00	\$ 86,212.50	\$ 552,425.00
11/01/39	\$ 3,250,000	\$ -	\$ 77,187.50	
05/01/40	\$ 3,250,000	\$ 400,000.00	\$ 77,187.50	\$ 554,375.00
11/01/40	\$ 2,850,000	\$ -	\$ 67,687.50	
05/01/41	\$ 2,850,000	\$ 420,000.00	\$ 67,687.50	\$ 555,375.00
11/01/41	\$ 2,430,000	\$ -	\$ 57,712.50	
05/01/42	\$ 2,430,000	\$ 440,000.00	\$ 57,712.50	\$ 555,425.00
11/01/42	\$ 1,990,000	\$ -	\$ 47,262.50	
05/01/43	\$ 1,990,000	\$ 460,000.00	\$ 47,262.50	\$ 554,525.00
11/01/43	\$ 1,530,000	\$ -	\$ 36,337.50	
05/01/44	\$ 1,530,000	\$ 485,000.00	\$ 36,337.50	\$ 557,675.00
11/01/44	\$ 1,045,000	\$ -	\$ 24,818.75	
05/01/45	\$ 1,045,000	\$ 510,000.00	\$ 24,818.75	\$ 559,637.50
11/01/45	\$ 535,000	\$ -	\$ 12,706.25	
05/01/46	\$ 535,000	\$ 535,000.00	\$ 12,706.25	\$ 560,412.50
Total		\$ 8,190,000	\$ 6,169,500	\$ 14,359,500

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2021 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL FY 2018	ACTUAL FY 2019	ADOPTED BUDGET FY 2020	ACTUAL THRU MAR-2020	PROJECTED APR- SEP-2020	TOTAL PROJECTED FY 2020	ANNUAL BUDGET FY 2021
REVENUES							
Interest - Investments	\$ 7,292	\$ 11,554	\$ 3,000	\$ 3,756	\$ 3,756	\$ 7,512	\$ 5,000
Interest - Tax Collector	-	316.00	-	-	-	-	-
Special Assmnts- Tax Collector	581,974	581,118	608,943	577,951	30,992	608,943	608,943
Special Assmnts- Discounts	-	-	(24,358)	(22,592)	-	(22,592)	(24,358)
TOTAL REVENUES	589,266	592,988	587,585	559,115	34,748	593,863	589,585
EXPENDITURES							
<i>Administrative</i>							
Misc-Assessmnt Collection Cost	-	-	6,089	5,554	620	6,174	12,179
Total Administrative	-	-	6,089	5,554	620	6,174	12,179
<i>Debt Service</i>							
Principal Debt Retirement A-1	170,000	175,000	180,000	-	180,000	180,000	185,000
Principal Debt Retirement A-2	25,000	25,000	20,000	-	20,000	20,000	20,000
Interest Expense Series A-1	175,189	310,371	306,871	153,436	153,436	306,872	303,271
Interest Expense Series A-2	40,060	70,500	69,250	34,625	34,625	69,250	68,250
Total Debt Service	410,249	580,871	576,121	188,061	388,061	576,122	576,521
TOTAL EXPENDITURES	410,249	580,871	582,210	193,615	388,680	582,295	588,700
Excess (deficiency) of revenues							
Over (under) expenditures	179,017	12,117	5,375	365,500	(353,932)	11,568	885
OTHER FINANCING SOURCES (USES)							
Interfund Transfer-In	-	14,992	-	-	-	-	-
Debt Proceeds	9,253,458	-	-	-	-	-	-
Operating Transfers - Out	(8,978,192)	-	-	-	-	-	-
Contribution to (Use of) Fund Balance	-	-	5,375	-	-	-	885
TOTAL OTHER SOURCES (USES)	275,266	14,992	5,375	-	-	-	885
Net change in fund balance	454,283	27,109	5,375	365,500	(353,932)	11,568	885
FUND BALANCE, BEGINNING	(2)	454,281	481,390	481,390	-	481,390	492,958
FUND BALANCE, ENDING	\$ 454,281	\$ 481,390	\$ 486,765	\$ 846,890	\$ (353,932)	\$ 492,958	\$ 493,843

**Debt Amortization Schedule
Series 2017 A-1 Special Assessment Revenue Bonds**

DATE	BALANCE	PRINCIPAL	INTEREST	TOTAL
11/01/20	\$ 7,990,000.00	\$ -	\$ 151,635.63	\$ 485,071.25
05/01/21	\$ 7,990,000.00	\$ 185,000.00	\$ 151,635.63	\$ -
11/01/21	\$ 7,805,000.00	\$ -	\$ 149,693.13	\$ 486,328.75
05/01/22	\$ 7,805,000.00	\$ 185,000.00	\$ 149,693.13	\$ -
11/01/22	\$ 7,620,000.00	\$ -	\$ 147,496.25	\$ 482,189.38
05/01/23	\$ 7,620,000.00	\$ 190,000.00	\$ 147,496.25	\$ -
11/01/23	\$ 7,430,000.00	\$ -	\$ 145,121.25	\$ 482,617.50
05/01/24	\$ 7,430,000.00	\$ 195,000.00	\$ 145,121.25	\$ -
11/01/24	\$ 7,235,000.00	\$ -	\$ 142,440.00	\$ 482,561.25
05/01/25	\$ 7,235,000.00	\$ 200,000.00	\$ 142,440.00	\$ -
11/01/25	\$ 7,035,000.00	\$ -	\$ 139,440.00	\$ 481,880.00
05/01/26	\$ 7,035,000.00	\$ 210,000.00	\$ 139,440.00	\$ -
11/01/26	\$ 6,825,000.00	\$ -	\$ 136,158.75	\$ 485,598.75
05/01/27	\$ 6,825,000.00	\$ 215,000.00	\$ 136,158.75	\$ -
11/01/27	\$ 6,610,000.00	\$ -	\$ 132,665.00	\$ 483,823.75
05/01/28	\$ 6,610,000.00	\$ 220,000.00	\$ 132,665.00	\$ -
11/01/28	\$ 6,390,000.00	\$ -	\$ 128,925.00	\$ 481,590.00
05/01/29	\$ 6,390,000.00	\$ 230,000.00	\$ 128,925.00	\$ -
11/01/29	\$ 6,160,000.00	\$ -	\$ 124,756.25	\$ 483,681.25
05/01/30	\$ 6,160,000.00	\$ 240,000.00	\$ 124,756.25	\$ -
11/01/30	\$ 5,920,000.00	\$ -	\$ 120,406.25	\$ 485,162.50
05/01/31	\$ 5,920,000.00	\$ 250,000.00	\$ 120,406.25	\$ -
11/01/31	\$ 5,670,000.00	\$ -	\$ 115,875.00	\$ 486,281.25
05/01/32	\$ 5,670,000.00	\$ 255,000.00	\$ 115,875.00	\$ -
11/01/32	\$ 5,415,000.00	\$ -	\$ 110,775.00	\$ 481,650.00
05/01/33	\$ 5,415,000.00	\$ 270,000.00	\$ 110,775.00	\$ -
11/01/33	\$ 5,145,000.00	\$ -	\$ 105,375.00	\$ 486,150.00
05/01/34	\$ 5,145,000.00	\$ 280,000.00	\$ 105,375.00	\$ -
11/01/34	\$ 4,865,000.00	\$ -	\$ 99,775.00	\$ 485,150.00
05/01/35	\$ 4,865,000.00	\$ 290,000.00	\$ 99,775.00	\$ -
11/01/35	\$ 4,575,000.00	\$ -	\$ 93,975.00	\$ 483,750.00
05/01/36	\$ 4,575,000.00	\$ 300,000.00	\$ 93,975.00	\$ -
11/01/36	\$ 4,275,000.00	\$ -	\$ 87,975.00	\$ 481,950.00
05/01/37	\$ 4,275,000.00	\$ 315,000.00	\$ 87,975.00	\$ -
11/01/37	\$ 3,960,000.00	\$ -	\$ 81,675.00	\$ 484,650.00
05/01/38	\$ 3,960,000.00	\$ 325,000.00	\$ 81,675.00	\$ -
11/01/38	\$ 3,635,000.00	\$ -	\$ 74,971.88	\$ 481,646.88
05/01/39	\$ 3,635,000.00	\$ 340,000.00	\$ 74,971.88	\$ -
11/01/39	\$ 3,295,000.00	\$ -	\$ 67,959.38	\$ 482,931.25
05/01/40	\$ 3,295,000.00	\$ 355,000.00	\$ 67,959.38	\$ -
11/01/40	\$ 2,940,000.00	\$ -	\$ 60,637.50	\$ 483,596.88
05/01/41	\$ 2,940,000.00	\$ 370,000.00	\$ 60,637.50	\$ -
11/01/41	\$ 2,570,000.00	\$ -	\$ 53,006.25	\$ 483,643.75
05/01/42	\$ 2,570,000.00	\$ 385,000.00	\$ 53,006.25	\$ -
11/01/42	\$ 2,185,000.00	\$ -	\$ 45,065.63	\$ 483,071.88
05/01/43	\$ 2,185,000.00	\$ 400,000.00	\$ 45,065.63	\$ -
11/01/43	\$ 1,785,000.00	\$ -	\$ 36,815.63	\$ 481,881.25
05/01/44	\$ 1,785,000.00	\$ 420,000.00	\$ 36,815.63	\$ -
11/01/44	\$ 1,365,000.00	\$ -	\$ 28,153.13	\$ 484,968.75
05/01/45	\$ 1,365,000.00	\$ 435,000.00	\$ 28,153.13	\$ -
11/01/45	\$ 930,000.00	\$ -	\$ 19,181.25	\$ 482,334.38
05/01/46	\$ 930,000.00	\$ 455,000.00	\$ 19,181.25	\$ -
11/01/46	\$ 475,000.00	\$ -	\$ 9,796.88	\$ 483,978.13
05/01/47	\$ 475,000.00	\$ 475,000.00	\$ 9,796.88	\$ 484,796.88
Total	\$ 7,990,000.00	\$ 5,219,500.00	\$ 13,542,935.63	

Debt Amortization Schedule
Series 2017 A-2 Special Assessment Revenue Bonds

DATE	BALANCE	RATE	PRINCIPAL	INTEREST	TOTAL
11/01/20	\$ 1,365,000.00	5.000%	\$ -	\$ 34,125.00	\$ 88,750.00
05/01/21	\$ 1,365,000.00	5.000%	\$ 20,000.00	\$ 34,125.00	\$ -
11/01/21	\$ 1,345,000.00	5.000%	\$ -	\$ 33,625.00	\$ 87,750.00
05/01/22	\$ 1,345,000.00	5.000%	\$ 25,000.00	\$ 33,625.00	\$ -
11/01/22	\$ 1,320,000.00	5.000%	\$ -	\$ 33,000.00	\$ 91,625.00
05/01/23	\$ 1,320,000.00	5.000%	\$ 30,000.00	\$ 33,000.00	\$ -
11/01/23	\$ 1,290,000.00	5.000%	\$ -	\$ 32,250.00	\$ 95,250.00
05/01/24	\$ 1,290,000.00	5.000%	\$ 30,000.00	\$ 32,250.00	\$ -
11/01/24	\$ 1,260,000.00	5.000%	\$ -	\$ 31,500.00	\$ 93,750.00
05/01/25	\$ 1,260,000.00	5.000%	\$ 30,000.00	\$ 31,500.00	\$ -
11/01/25	\$ 1,230,000.00	5.000%	\$ -	\$ 30,750.00	\$ 92,250.00
05/01/26	\$ 1,230,000.00	5.000%	\$ 30,000.00	\$ 30,750.00	\$ -
11/01/26	\$ 1,200,000.00	5.000%	\$ -	\$ 30,000.00	\$ 90,750.00
05/01/27	\$ 1,200,000.00	5.000%	\$ 35,000.00	\$ 30,000.00	\$ -
11/01/27	\$ 1,165,000.00	5.000%	\$ -	\$ 29,125.00	\$ 94,125.00
05/01/28	\$ 1,165,000.00	5.000%	\$ 35,000.00	\$ 29,125.00	\$ -
11/01/28	\$ 1,130,000.00	5.000%	\$ -	\$ 28,250.00	\$ 92,375.00
05/01/29	\$ 1,130,000.00	5.000%	\$ 35,000.00	\$ 28,250.00	\$ -
11/01/29	\$ 1,095,000.00	5.000%	\$ -	\$ 27,375.00	\$ 90,625.00
05/01/30	\$ 1,095,000.00	5.000%	\$ 35,000.00	\$ 27,375.00	\$ -
11/01/30	\$ 1,060,000.00	5.000%	\$ -	\$ 26,500.00	\$ 88,875.00
05/01/31	\$ 1,060,000.00	5.000%	\$ 40,000.00	\$ 26,500.00	\$ -
11/01/31	\$ 1,020,000.00	5.000%	\$ -	\$ 25,500.00	\$ 92,000.00
05/01/32	\$ 1,020,000.00	5.000%	\$ 45,000.00	\$ 25,500.00	\$ -
11/01/32	\$ 975,000.00	5.000%	\$ -	\$ 24,375.00	\$ 94,875.00
05/01/33	\$ 975,000.00	5.000%	\$ 40,000.00	\$ 24,375.00	\$ -
11/01/33	\$ 935,000.00	5.000%	\$ -	\$ 23,375.00	\$ 87,750.00
05/01/34	\$ 935,000.00	5.000%	\$ 45,000.00	\$ 23,375.00	\$ -
11/01/34	\$ 890,000.00	5.000%	\$ -	\$ 22,250.00	\$ 90,625.00
05/01/35	\$ 890,000.00	5.000%	\$ 50,000.00	\$ 22,250.00	\$ -
11/01/35	\$ 840,000.00	5.000%	\$ -	\$ 21,000.00	\$ 93,250.00
05/01/36	\$ 840,000.00	5.000%	\$ 55,000.00	\$ 21,000.00	\$ -
11/01/36	\$ 785,000.00	5.000%	\$ -	\$ 19,625.00	\$ 95,625.00
05/01/37	\$ 785,000.00	5.000%	\$ 55,000.00	\$ 19,625.00	\$ -
11/01/37	\$ 730,000.00	5.000%	\$ -	\$ 18,250.00	\$ 92,875.00
05/01/38	\$ 730,000.00	5.000%	\$ 60,000.00	\$ 18,250.00	\$ -
11/01/38	\$ 670,000.00	5.000%	\$ -	\$ 16,750.00	\$ 95,000.00
05/01/39	\$ 670,000.00	5.000%	\$ 60,000.00	\$ 16,750.00	\$ -
11/01/39	\$ 610,000.00	5.000%	\$ -	\$ 15,250.00	\$ 92,000.00
05/01/40	\$ 610,000.00	5.000%	\$ 65,000.00	\$ 15,250.00	\$ -
11/01/40	\$ 545,000.00	5.000%	\$ -	\$ 13,625.00	\$ 93,875.00
05/01/41	\$ 545,000.00	5.000%	\$ 65,000.00	\$ 13,625.00	\$ -
11/01/41	\$ 480,000.00	5.000%	\$ -	\$ 12,000.00	\$ 90,625.00
05/01/42	\$ 480,000.00	5.000%	\$ 70,000.00	\$ 12,000.00	\$ -
11/01/42	\$ 410,000.00	5.000%	\$ -	\$ 10,250.00	\$ 92,250.00
05/01/43	\$ 410,000.00	5.000%	\$ 75,000.00	\$ 10,250.00	\$ -
11/01/43	\$ 335,000.00	5.000%	\$ -	\$ 8,375.00	\$ 93,625.00
05/01/44	\$ 335,000.00	5.000%	\$ 75,000.00	\$ 8,375.00	\$ -
11/01/44	\$ 260,000.00	5.000%	\$ -	\$ 6,500.00	\$ 89,875.00
05/01/45	\$ 260,000.00	5.000%	\$ 85,000.00	\$ 6,500.00	\$ -
11/01/45	\$ 175,000.00	5.000%	\$ -	\$ 4,375.00	\$ 95,875.00
05/01/46	\$ 175,000.00	5.000%	\$ 85,000.00	\$ 4,375.00	\$ -
11/01/46	\$ 90,000.00	5.000%	\$ -	\$ 2,250.00	\$ 91,625.00
05/01/47	\$ 90,000.00	5.000%	\$ 90,000.00	\$ 2,250.00	\$ 92,250.00
Total			\$ 1,365,000.00	\$ 1,160,500.00	\$ 2,580,125.00

REVENUES**Interest – Investments**

The district earns interest on the monthly average collected balance for their money market accounts.

Special Assessments – Tax Collector

The District will levy a Non-Ad Valorem assessment on all parcels (using the uniform method) within the District in order to pay for the operating expenditures during the Fiscal Year.

Special Assessments – Discounts

Per Section 197.62 and Section 197.3632 of the Florida Statutes, discounts are allowed for early payments of assessments collected by the Tax Collector and only when the Tax Collector is using the uniform methodology. The budgeted amount for the fiscal year is calculated at 4% of the anticipated Non-Ad Valorem assessments.

EXPENDITURES**Administrative****Miscellaneous-Assessment Collection Costs**

The District reimburses the Miami-Dade County Tax Collector for necessary administrative costs. Per the Florida Statutes, administrative costs shall include, but not be limited to, those costs associated with personnel, forms, supplies, data processing, computer equipment, postage, and programming. The District also compensates the Tax Collector for the actual cost of collection or 1% on the amount of special assessments collected and remitted, whichever is greater. The assessment collection cost is based on a maximum of 1% of the anticipated assessment collections.

Debt Service**Principal Debt Retirement**

The District pays regular principal payments annually in order to pay down/retire the debt.

Interest Expense

The District makes semi-annual interest payments on the outstanding debt.

BONTERRA
Community Development District

Supporting Budget Schedules
Fiscal Year 2021

**Comparison of Assessment Rates
Fiscal Year 2021 vs. Fiscal Year 2020**

Product & Phase	General Fund 001			2015 Debt Service			2016 Debt Service			2017 Debt Service			Total Assessments per Unit			Units
	FY 2021	FY 2020	% Change	FY 2021	FY 2020	% Change	FY 2021	FY 2020	% Change	FY 2021	FY 2020	% Change	FY 2021	FY 2020	% Change	
Area 1 SF	\$1,058.11	\$1,058.11	0.0%	\$1,315.63	\$1,315.63	0.0%	\$0.00	\$0.00	n/a	\$709.72	\$709.72	0.0%	\$3,083.46	\$3,083.46	0.0%	394
Area 2 SF	\$1,058.11	\$1,058.11	0.0%	\$0.00	\$0.00	n/a	\$1,359.28	\$1,359.28	0.0%	\$709.72	\$709.72	0.0%	\$3,127.11	\$3,127.11	0.0%	93
Area 2 TH	\$1,058.11	\$1,058.11	0.0%	\$0.00	\$0.00	n/a	\$1,250.53	\$1,250.53	0.0%	\$709.72	\$709.72	0.0%	\$3,018.37	\$3,018.37	0.0%	118
Area 2 Villa	\$1,058.11	\$1,058.11	0.0%	\$0.00	\$0.00	n/a	\$1,196.16	\$1,196.16	0.0%	\$709.72	\$709.72	0.0%	\$2,964.00	\$2,964.00	0.0%	253
																858