

ROAN BRIDGE

COMMUNITY DEVELOPMENT DISTRICT

September 22, 2022

BOARD OF SUPERVISORS

PUBLIC HEARING AND

REGULAR MEETING

AGENDA

Roan Bridge Community Development District
OFFICE OF THE DISTRICT MANAGER
2300 Glades Road, Suite 410W•Boca Raton, Florida 33431
Phone: (561) 571-0010•Toll-free: (877) 276-0889•Fax: (561) 571-0013

September 15, 2022

Board of Supervisors
Roan Bridge Community Development District

Dear Board Members:

The Board of Supervisors of the Roan Bridge Community Development District will hold a Public Hearing and Regular Meeting on September 22, 2022, at 10:00 A.M., at the Hampton Inn & Suites by Hilton, 4971 Calypso Cay Way, Kissimmee, Florida 34746. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments
3. Administration of Oath of Office to Supervisor Chad Lee *(the following will be provided in a separate package)*
 - A. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees
 - B. Membership, Obligations and Responsibilities
 - C. Chapter 190, Florida Statutes
 - D. Financial Disclosure Forms
 - I. Form 1: Statement of Financial Interests
 - II. Form 1X: Amendment to Form 1, Statement of Financial Interests
 - III. Form 1F: Final Statement of Financial Interests
 - E. Form 8B: Memorandum of Voting Conflict
4. Public Hearing on the Adoption of the Fiscal Year 2022/2023 Budget
 - A. Proof/Affidavit of Publication
 - B. Consideration of Resolution 2022-36, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2022 and Ending September 30, 2023; Authorizing Budget Amendments; and Providing an Effective Date

ATTENDEES:

Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.

5. Consideration of Response from KPM Franklin to Request for Qualifications (RFQ) for Engineering Services
 - A. Affidavit of Publication
 - B. RFQ Package
 - C. Competitive Selection Criteria/Ranking
 - D. Award of Contract
6. Consideration of Resolution 2022-37, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2022/2023 and Providing for an Effective Date
7. Consideration of Resolution 2022-07, Designating the Primary Administrative Office and Principal Headquarters of the District; Designating the Location of the Local District Records Office; and Providing an Effective Date
8. Acceptance of Unaudited Financial Statements as of August 31, 2022
9. Approval of June 15, 2022 Public Hearings and Regular Meeting Minutes
10. Staff Reports
 - A. District Counsel: *Kutak Rock LP*
 - B. District Engineer (Interim): *CPH, Inc.*
 - C. District Manager: *Wrathell, Hunt and Associates, LLC*

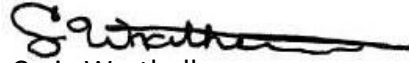
- NEXT MEETING DATE: TBD
 - QUORUM CHECK

SEAT 1	JAMES DICKS	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 2	SCOTT PREWITT	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 3	ROCKDALE SKAIR	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 4	TYLER BENZEL	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO
SEAT 5	CHAD LEE	<input type="checkbox"/> IN PERSON	<input type="checkbox"/> PHONE	<input type="checkbox"/> NO

11. Board Members' Comments/Requests
12. Public Comments
13. Adjournment

If you should have any questions or concerns, please do not hesitate to contact me directly at (561) 719-8675 or Ernesto Torres at (904) 295-5714.

Sincerely,



Craig Wrathell
District Manager

FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE

CALL-IN NUMBER: 1-888-354-0094

PARTICIPANT PASSCODE: 782 134 6157

ROAN BRIDGE
COMMUNITY DEVELOPMENT DISTRICT

4A

Osceola News-Gazette
22 W Monument Ave, Ste 5
(407) 846-7600

I, Pamela Bikowicz, of lawful age, being duly sworn upon oath, deposes and says that I am the Bookkeeper of Osceola News-Gazette, a publication that is a "legal newspaper" as that phrase is defined for the city of Kissimmee, for the County of Osceola, in the state of Florida, that this affidavit is Page 1 of 1 with the full text of the sworn-to notice set forth on the pages that follow, and that the attachment hereto contains the correct copy of what was published in said legal newspaper in consecutive issues on the following dates:

PUBLICATION DATES:
25 Aug 2022

1 Sep 2022

Notice ID: 49H4O0y8tdnptlcY0XG
Notice Name: ROAN BRIDGE CDD*Pub Hearing FY2023 Budget

PUBLICATION FEE: \$158.98

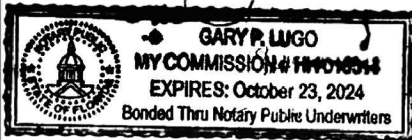

Bookkeeper

VERIFICATION

STATE OF FLORIDA
COUNTY OF OSCEOLA

Signed or attested before me on this

August 31, 2022




Notary Public
My Commission Expires: 10/23/2024

**ROAN BRIDGE COMMUNITY DEVELOPMENT DISTRICT
NOTICE OF PUBLIC HEARINGS TO CONSIDER THE
ADOPTION OF THE FISCAL YEAR 2022/2023 BUDGET;
AND NOTICE OF REGULAR BOARD OF SUPERVISORS'
MEETING.**

The Board of Supervisors ("Board") of the Roan Bridge Community Development District (the "District") will hold a public hearing on September 22, 2022 at 10:00 a.m., at the Hampton Inn & Suites at 4971 Calypso Cay Way, Kissimmee, Florida 34746 for the purpose of hearing comments and objections on the adoption of the proposed budget ("Proposed Budgets") of the District for the fiscal year beginning October 1, 2022 and ending September 30, 2023 ("Fiscal Year 2022/2023"). A regular board meeting of the District will also be held at that time where the Board may consider any other business that may properly come before it.

A copy of the agenda and Proposed Budget may be obtained by contacting the offices of the District Manager, Wrathell Hunt & Associates, 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431, (877) 276-0889 ("District Manager's Office"), during normal business hours.

The public hearing and meeting are open to the public and will be conducted in accordance with the provisions of Florida law. The public hearing and meeting may be continued to a date, time, and place to be specified on the record at the hearings or meeting.

Any person requiring special accommodations at this meeting and/or public hearing or requiring assistance connecting to any communications media technology because of a disability or physical impairment should contact the District Manager's Office at least forty-eight (48) hours prior to the meeting and public hearing. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Manager's Office.

Any person who decides to appeal any decision made by the Board with respect to any matter considered at the public hearing or meeting is advised that person will need a record of proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

Craig Wrathell
District Manager

August 25, 2022
September 1, 2022

ROAN BRIDGE
COMMUNITY DEVELOPMENT DISTRICT

4B

RESOLUTION 2022-36

THE ANNUAL APPROPRIATION RESOLUTION OF THE ROAN BRIDGE COMMUNITY DEVELOPMENT DISTRICT (“DISTRICT”) RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2022 AND ENDING SEPTEMBER 30, 2023; AUTHORIZING BUDGET AMENDMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager has, prior to the fifteenth (15th) day in June, 2022, submitted to the Board of Supervisors (“**Board**”) of the Roan Bridge Community Development District (“**District**”) proposed budget (“**Proposed Budget**”) for the fiscal year beginning October 1, 2022 and ending September 30, 2023 (“**Fiscal Year 2022/2023**”) along with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Section 190.008(2)(a), *Florida Statutes*; and

WHEREAS, at least sixty (60) days prior to the adoption of the Proposed Budget, the District filed a copy of the Proposed Budget with the local governing authorities having jurisdiction over the area included in the District pursuant to the provisions of Section 190.008(2)(b), *Florida Statutes*; and

WHEREAS, the Board set a public hearing thereon and caused notice of such public hearing to be given by publication pursuant to Section 190.008(2)(a), *Florida Statutes*; and

WHEREAS, the District Manager posted the Proposed Budget on the District’s website at least two days before the public hearing; and

WHEREAS, Section 190.008(2)(a), *Florida Statutes*, requires that, prior to October 1st of each year, the Board, by passage of the Annual Appropriation Resolution, shall adopt a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year; and

WHEREAS, the District Manager has prepared a Proposed Budget, whereby the budget shall project the cash receipts and disbursements anticipated during a given time period, including reserves for contingencies for emergency or other unanticipated expenditures during the fiscal year.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE ROAN BRIDGE COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. BUDGET

- a. The Board has reviewed the Proposed Budget, a copy of which is on file with the office of the District Manager and at the District’s Local Records Office, and hereby approves certain amendments thereto, as shown in Section 2 below.

- b. The Proposed Budget, attached hereto as **Exhibit A**, as amended by the Board, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), *Florida Statutes* (“**Adopted Budget**”), and incorporated herein by reference; provided, however, that the comparative figures contained in the Adopted Budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures.
- c. The Adopted Budget, as amended, shall be maintained in the office of the District Manager and at the District’s Local Records Office and identified as “The Budget for the Roan Bridge Community Development District for the Fiscal Year Ending September 30, 2023.”
- d. The Adopted Budget shall be posted by the District Manager on the District’s official website within thirty (30) days after adoption and shall remain on the website for at least 2 years.

SECTION 2. APPROPRIATIONS

There is hereby appropriated out of the revenues of the District, for Fiscal Year 2022/2023, the sum of \$104,990 to be raised by the levy of assessments and/or otherwise, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

TOTAL GENERAL FUND	<u>\$104,990</u>
TOTAL ALL FUNDS	<u>\$104,990</u>

SECTION 3. BUDGET AMENDMENTS

Pursuant to Section 189.016, *Florida Statutes*, the District at any time within Fiscal Year 2022/2023, or within 60 days following the end of the Fiscal Year 2022/2023, may amend its Adopted Budget for that fiscal year as follows:

- a. A line-item appropriation for expenditures within a fund may be decreased or increased by motion of the Board recorded in the minutes, and approving the expenditure, if the total appropriations of the fund do not increase.
- b. The District Manager or Treasurer may approve an expenditure that would increase or decrease a line-item appropriation for expenditures within a fund if the total appropriations of the fund do not increase and if either (i) the aggregate change in the original appropriation item does not exceed the greater of \$15,000 or 15% of the original appropriation, or (ii) such expenditure is authorized by separate disbursement or spending resolution.

- c. Any other budget amendments shall be adopted by resolution and consistent with Florida law.

The District Manager or Treasurer must ensure that any amendments to the budget under paragraph c. above are posted on the District's website within 5 days after adoption and remain on the website for at least 2 years.

SECTION 4. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 22ND DAY OF SEPTEMBER, 2022.

ATTEST:

**ROAN BRIDGE COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

Exhibit A: Fiscal Year 2022/2023 Budget

**ROAN BRIDGE
COMMUNITY DEVELOPMENT DISTRICT
PROPOSED BUDGET
FISCAL YEAR 2023**

**ROAN BRIDGE
COMMUNITY DEVELOPMENT DISTRICT
TABLE OF CONTENTS**

<u>Description</u>	<u>Page Number(s)</u>
General Fund Budget	1
Definitions of General Fund Expenditures	2

**ROAN BRIDGE
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND BUDGET
FISCAL YEAR 2023**

	Proposed Budget FY 2023
REVENUES	
Landowner contribution	\$ 104,990
Total revenues	104,990
EXPENDITURES	
Professional & administrative	
Management/accounting/recording	48,000
Legal	25,000
Engineering	2,000
Audit	5,000
Arbitrage rebate calculation	500
Dissemination agent	1,000
Trustee	6,000
Debt service fund accounting	7,500
Telephone	200
Postage	500
Printing & binding	500
Legal advertising	1,700
Annual special district fee	175
Insurance	5,500
Contingencies/bank charges	500
Website	
Hosting & maintenance	705
ADA compliance	210
Total expenditures	104,990
Net increase/(decrease) of fund balance	-
Fund balance - beginning (unaudited)	-
Fund balance - ending (projected)	\$ -

**ROAN BRIDGE
COMMUNITY DEVELOPMENT DISTRICT
DEFINITIONS OF GENERAL FUND EXPENDITURES**

EXPENDITURES

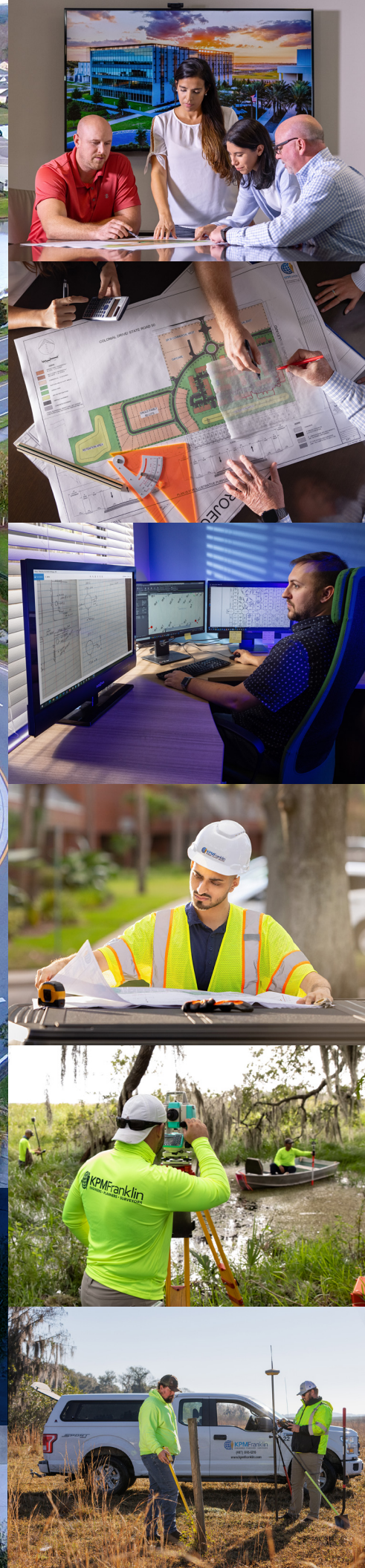
Professional & administrative

Management/accounting/recording	\$ 48,000
<p>Wrathell, Hunt and Associates, LLC (WHA), specializes in managing community development districts by combining the knowledge, skills and experience of a team of professionals to ensure compliance with all of the District's governmental requirements. WHA develops financing programs, administers the issuance of tax exempt bond financings, operates and maintains the assets of the community.</p>	
Legal	25,000
<p>General counsel and legal representation, which includes issues relating to public finance, public bidding, rulemaking, open meetings, public records, real property dedications, conveyances and contracts.</p>	
Engineering	2,000
<p>The District's Engineer will provide construction and consulting services, to assist the District in crafting sustainable solutions to address the long term interests of the community while recognizing the needs of government, the environment and maintenance of the District's facilities.</p>	
Audit	5,000
<p>Statutorily required for the District to undertake an independent examination of its books, records and accounting procedures.</p>	
Arbitrage rebate calculation	500
<p>To ensure the District's compliance with all tax regulations, annual computations are necessary to calculate the arbitrage rebate liability.</p>	
Dissemination agent	1,000
<p>The District must annually disseminate financial information in order to comply with the requirements of Rule 15c2-12 under the Securities Exchange Act of 1934. Wrathell, Hunt & Associates serves as dissemination agent.</p>	
Trustee	6,000
<p>Annual fee for the service provided by trustee, paying agent and registrar.</p>	
Debt service fund accounting	7,500
Telephone	200
<p>Telephone and fax machine.</p>	
Postage	500
<p>Mailing of agenda packages, overnight deliveries, correspondence, etc.</p>	
Printing & binding	500
<p>Letterhead, envelopes, copies, agenda packages, etc.</p>	
Legal advertising	1,700
<p>The District advertises for monthly meetings, special meetings, public hearings, public bids, etc.</p>	
Annual special district fee	175
<p>Annual fee paid to the Florida Department of Economic Opportunity.</p>	
Insurance	5,500
<p>The District will obtain public officials and general liability insurance.</p>	
Contingencies/bank charges	500
<p>Bank charges and other miscellaneous expenses incurred during the year.</p>	
Website	
Hosting & maintenance	705
ADA compliance	210
Total expenditures	<u><u>\$104,990</u></u>

ROAN BRIDGE

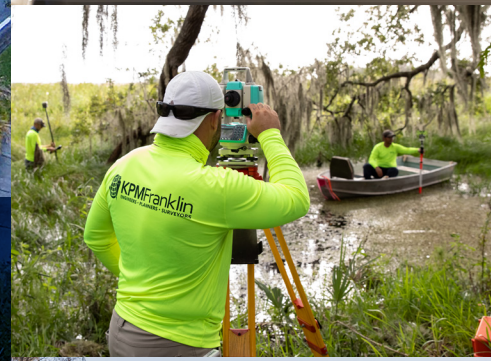
COMMUNITY DEVELOPMENT DISTRICT

5



Engineering Services for the Roan Bridge Community Development District (CDD)

July, 8, 2022



PROJECT NO.	36/PS 19-00001
DATE	03.1
DESIGNER	D. BROWN
PROJECT	R. MOON
SCALE	AS SHOWN

- GENERAL OFFICE = 2.5 SPACE / 100 SF
3,772 SF / 1000 SF * 2.5 = (3.43) 10 SPACES
- STORAGE WAREHOUSE = 0.25 SPACE / 1000 SF
3,000 SF / 1000 SF * 0.25 = (0.75) 1 SPACES
- MECHANIC SHOP = 1 SPACE / BAY
3 BAY = 3 SPACES
- 14 SPACES
- 26 SPACES (24 STANDARD, 2 HC)



KPMFranklin
ENGINEERS - PLANNERS - SURVEYORS
4330 HAZELTINE NATIONAL DR.
STE. 118 ORLANDO, FL 32832
PHONE (407) 19-9634 COA 32889

REVISION	NO.	DATE	DESCRIPTION
1	1	08/25/20	CONCEPTUAL PLAN
2	1		
3	1		
4	1		
5	1		
6	1		
7	1		
8	1		

STATUS: MINOR SITE PLAN APPLICATION

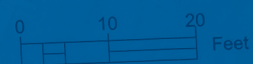
- 03** TAB 1 - ABILITY AND ADEQUACY OF PROFESSIONAL PERSONNEL
- 07** TAB 2 - CONSULTANT'S PAST PERFORMANCE
- 10** TAB 3 - GEOGRAPHIC LOCATION
- 14** TAB 4 - WILLINGNESS TO MEET TIME AND BUDGET REQUIREMENTS
- 16** TAB 5 - CERTIFIED MINORITY BUSINESS ENTERPRISE
- 18** TAB 6 - RECENT, CURRENT AND PROJECTED WORKLOADS
- 20** TAB 7 - VOLUME OF WORK PREVIOUSLY AWARDED TO CONSULTANT BY DISTRICT
- 22** TAB 8 - SF 330 FORM

ABILITY AND ADEQUACY OF PROFESSIONAL PERSONNEL

PROJECT NO.	19-00001
DATE	03/11/2019
DRAWN BY	D. BRINKMAN
CHECKED BY	R. MOON
SCALE	C3.1
PROJECT NO.	19-00001
DATE	03/11/2019

36 / PS 19-00001 PD19-00002

- GENERAL OFFICE = 2.5 SPACE / 100 SF
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- 14 SPACES
- 26 SPACES (24 STANDARD, 2 HC)



COURT SUBDIVISION
PG. 86)

OWNER: KAREN APARO

LOT 1

OWNER: KARA BORNHEIM

PROPOSED 6' HIGH CMU WALL

TYPE A BUFFER
252.68' (M&D)

WOOD BOARD FENCE



SANITARY MANHOLE

8,272 SF
OFFICE/PERSONAL
GYM/ MECHANIC
SHOP

SLIDING GATE
N. RIO GRANDE AVENUE
(RIO GRANDE ST-RT) (D)
RIGHT-OF-WAY WIDTH VARIES



REVISION	DATE	DESCRIPTION
1	06/25/20	CONCEPTUAL PLAN
2		
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STATUS: MINOR SITE PLAN APPLICATION

CONCEPT PLAN

RIO GRANDE GARAGE
N. RIO GRANDE AVE

CAUTION
IF THIS SCALE DOES NOT MEASURE THE DOCUMENT NOT TO SCALE

Capabilities and Experience

The following provides certification, training, education, affiliations, professional organization memberships for key KPM Franklin personnel.



John Kelly, P.E.

Principal in Charge

John is principal and CEO with more than 35 years of engineering experience and 30 years post-registration experience as a professional engineer. John is responsible for managing staff and projects for private and public projects, as well as performing quality control and quality assurance. He has been project manager and engineer of record for 200+ projects. He also has community development district (CDD) experience.

EDUCATION – Bachelor of Science, Civil Engineering, University of Central Florida, 1985

CERTIFICATIONS – Florida Professional Engineer No. 44011

PROFESSIONAL AFFILIATIONS – American Society of Civil Engineers



Murry Bullion, P.E.

Civil Engineering

Murry has more than 45 years of engineering experience overseeing land development and transportation projects in Central Florida. He has permitted and designed more than 25 miles of divided roadways and several hundred miles of residential streets. He has designed sanitary wastewater treatment, sewage and water transmission and distribution systems. He also has community development district (CDD) experience.

EDUCATION – Bachelor of Science, Agricultural Engineering, Texas Tech University, 1974

CERTIFICATIONS – Florida Professional Engineer No. 42340, GPS Theory & Practice

PROFESSIONAL AFFILIATIONS – American Society of Civil Engineers



Kevin White, P.E.

Civil Engineering

Kevin has more than 20 years of engineering experience overseeing commercial land development and government agency projects. He leads the Kissimmee engineering department. As a project manager, he has experience with site, grading, drainage and utility design, and local, state and federal planning, zoning and environmental permitting.

EDUCATION – Bachelor of Science, Civil Engineering, University of Florida, 2001

CERTIFICATIONS – Florida Professional Engineer No. 63912

PROFESSIONAL AFFILIATIONS – National Society of Professional Engineers, Society of American Military Engineers, Florida Engineering Society



Tom Franklin II

CDD Consultant

Tom has more than 50 years of surveying and mapping experience. He founded Franklin Surveying and Mapping in 1975, which became KPM Franklin in 2016 upon his retirement. He has community development district (CDD) experience.

EDUCATION – Washburn University, Territorial College of Guam, Dade Junior College

CERTIFICATIONS – Florida Professional Surveyor and Mapper, LS 5267

PROFESSIONAL AFFILIATIONS – Past Director-Kissimmee Osceola Chamber of Commerce, Past Member-Osceola County Board of County Commissioners, Past member-Florida Regional Planning Council, Past member-Osceola County Planning Commission, Past Member-American Congress Surveying & Mapping

Capabilities and Experience



Robert Butterfield, P.E.

Civil Engineering

Robert has more than 30 years of engineering experience. He specializes in drainage and stormwater management design. He has designed and permitted drainage systems for commercial land development projects and minor, major and limited access highway projects throughout Florida. He also has experience designing sidewalks and multiuse trails.

EDUCATION – Bachelor of Science, Civil Engineering, Florida Institute of Technology, 1986
 Master of Science, Civil Engineering, Florida Institute of Technology, 1988

CERTIFICATIONS – Florida Professional Engineer No. 44637

PROFESSIONAL AFFILIATIONS – American Society of Civil Engineers



Brian DeGirolmo, P.E.

Civil Engineering

Brian has more than 30 years of engineering experience with commercial land development and transportation projects. As a project manager, he has experience designing, permitting and providing construction management services for water, sewer, paving and drainage related infrastructure improvements. He also has community development district (CDD) experience.

EDUCATION – Bachelor of Science, Civil Engineering, University of Florida, 1983

CERTIFICATIONS – Florida Professional Engineer No. 40095

PROFESSIONAL AFFILIATIONS – American Society of Civil Engineers



Tonya Mellen, P.E.

Civil Engineering

Tonya has more than 30 years of experience as a civil engineer specializing in transportation. As a project manager, she develops and manages budgets and schedules, supervises engineers and consultants, manages permitting, develops construction cost estimates, performs quality assurance/quality control, reviews design plans and performs construction inspections. She has served as a project manager and engineer of record for public and private projects, including rural and urban roadways, four- and six-lane reconstructions, interchanges and utility improvements.

EDUCATION – Bachelor of Science, Civil Engineering, Georgia Institute of Technology, 1990

CERTIFICATIONS – Florida Professional Engineer No. 48204



James Brown, R.L.A.

Landscape Architect

James has more than 34 years of post-registration experience as a landscape architect specializing in the planning and design of residential, retail and roadway projects. He also has experience in land planning, preliminary study design and specifications, hardscape design and irrigation system design and installation. He has commercial and government project experience in residential, retail, education, multi-use development, healthcare and theme park market segments.

EDUCATION – Bachelor of Science, Landscape Architecture, Mississippi State University, 1985

CERTIFICATIONS – Florida Registered Landscape Architect, No. 1508

Capabilities and Experience



John Pulice, P.S.M.

Surveying and Mapping

John is principal and vice president, director of survey operations. He has 18 years of experience preparing topographic surveys, ALTA/NSPS surveys, boundary surveys, GPS, control surveys, plats, written legal descriptions, aerial targeting, aliquot sectional surveys, right-of-way surveys, construction staking surveys and serving as an expert witness. His project management experience includes multiple government agencies and large-scale roadway projects with Florida Department of Transportation.

EDUCATION – Bachelor of Science, Geography, Florida State University, 2009

CERTIFICATIONS – Florida Professional Surveyor and Mapper, LS 6811



Mitchel Hill, P.S.M.

Surveying and Mapping

Mitchel is a project manager with 7 years of surveying and mapping experience. He oversees projects from concept to completion, including client and subconsultant coordinating, planning, design and permitting to bidding, construction administration, site inspections and certification. He has commercial and government project experience in residential, retail, education, utilities, multi-use development, healthcare and theme park market segments.

EDUCATION – Bachelor of Science, Geography, Ball State University, 2014

CERTIFICATIONS – Florida Professional Surveyor and Mapper, LS 7374

CONSULTANT'S PAST PERFORMANCE

PROJECT NO.	19-00001
DATE	03/11/2019
DRAWN BY	D. BRINKMAN
CHECKED BY	R. MOON
SCALE	C3.1
PROJECT	36 / PS 19-00001 PD19-00002

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REVISION	DATE	DESCRIPTION
1	06/25/20	CONCEPTUAL PLAN
2		
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10		

STATUS: MINOR SITE PLAN APPLICATION

CONCEPT PLAN

RIO GRANDE GARAGE AVE

CAUTION

IF THIS SCALE DOES NOT MEASURE THE DOCUMENT NOT TO SCALE

Stoneybrook South at ChampionsGate CDD



Client Stoneybrook South at ChampionsGate CDD
Location Osceola County, FL
Duration 2008 to 2019

George S. Flint
Governmental Management Services Central Florida
219 E Livingston Street
Orlando, FL 32801
(407) 841-5524
gflint@gmscfl.com

KPM Franklin held the Stoneybrook South at ChampionsGate Community Development District (CDD) contract with the Governmental Management Services Central Florida from 2008 through 2019. Services provided by KPM Franklin over the life of the contract included improvements and management of stormwater management facilities, roadway improvements, water, sewer and reuse systems, amenities, hardscape and landscaping features, entrances and other projects. KPM Franklin acted in the general capacity as district engineer providing engineering services.

Shingle Creek CDD



Client Shingle Creek CDD
Location Osceola County, FL
Duration 2005 to 2019

George S. Flint
Governmental Management Services Central Florida
219 E Livingston Street
Orlando, FL 32801
(407) 841-5524
gflint@gmscfl.com

KPM Franklin held the Shingle Creek Community Development District (CDD) contract with the Governmental Management Services Central Florida from 2008 through 2019. The contract was for the Store Lake master development. Services provided by KPM Franklin over the life of the contract included improvements and management of stormwater management facilities, roadway improvements, water, sewer and reuse systems, amenities, hardscape and landscaping features, entrances and other projects. KPM Franklin acted in the general capacity as district engineer providing engineering services.

GEOGRAPHIC LOCATION

PROJECT NO.	36 / PS 19-00001 PD19-00002
DATE	10/08/20
DESIGNER	D. BRINKMAN
DRAWN BY	R. MOON
CHECKED BY	C3.1
SCALE	AS SHOWN

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COURT SUBDIVISION
(PG. 86)

OWNER: KAREN APARO

LOT 1

OWNER: KARA BORNHEIM

PROPOSED 6' HIGH CMU WALL

TYPE A BUFFER
252.68' (M&D)

WOOD BOARD FENCE

6" PVC FENCE



SANITARY MANHOLE

8,272 SF
OFFICE/PERSONAL
GYM/ MECHANIC
SHOP

SLIDING GATE

N. RIO GRANDE AVENUE
(RIO GRANDE ST-RT) (D)

RIGHT-OF-WAY WIDTH VARIES



4300 HAZELTINE NATIONAL DR.
STE. 118 ORLANDO, FL 32832
PHONE (407) 19-9834 COA 32089

REVISION	DATE	DESCRIPTION
1	08/25/20	CONCEPTUAL PLAN
2		
3		
4		
5		
6		
7		
8		

STATUS: MINOR SITE PLAN APPLICATION

CONCEPT PLAN

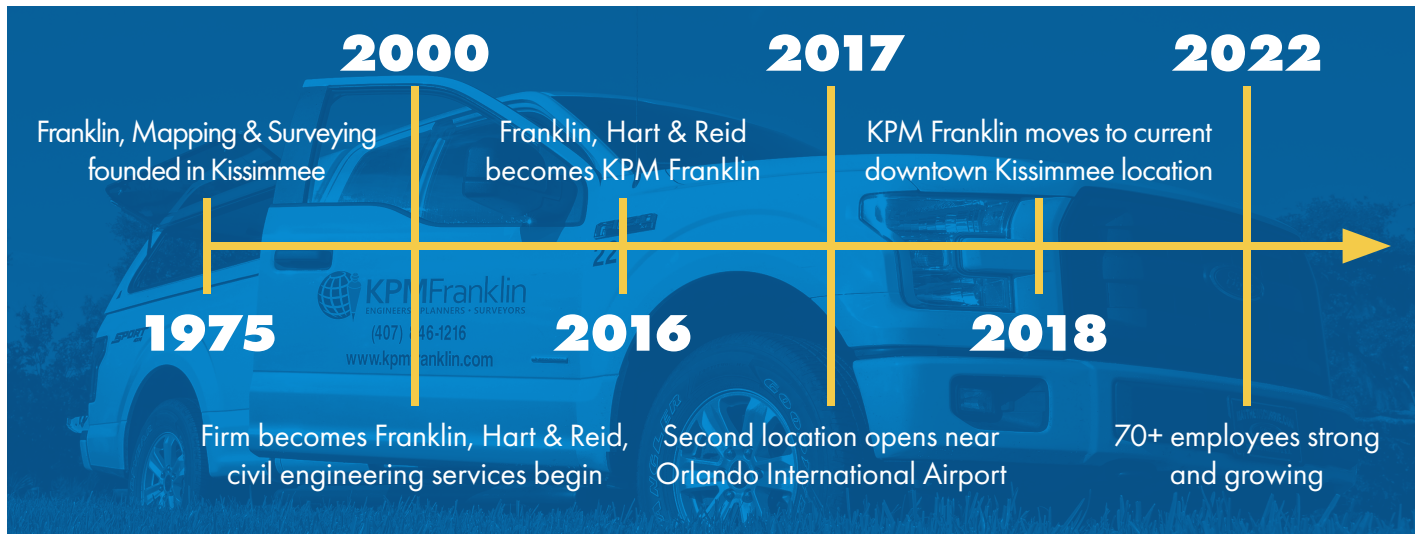
RIO GRANDE GARAGE AVE

CAUTION
IF THIS SCALE DOES NOT MEASURE THE DOCUMENT NOT TO SCALE

Four Decades of Experience in Central Florida

KPM Franklin is a Central Florida civil engineering and land surveying firm. We unite proven business management practices with emerging technologies to create value through innovative design.


Our firm was founded in Kissimmee in 1975 by Tom Franklin as Franklin Mapping & Surveying and known later as Franklin Hart & Reid. Since 2016, our firm has been KPM Franklin and is led by principals Robert M. Moon, CEO; John Kelly, president; John Pulice, vice president and director of surveying operations; and Tom Franklin III, vice president of builder survey services.




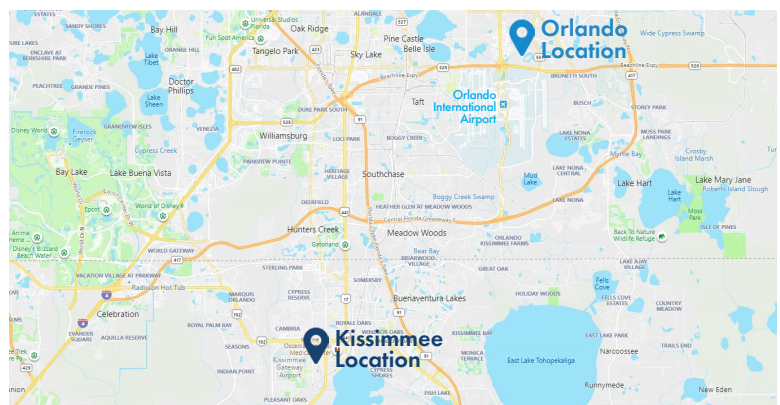
KPM Franklin is active in public and private sectors such as government, community development, education, healthcare, utilities, multi-family residential, single family residential, office/warehouse, multi-use development, transportation, military, hospitality and theme parks.

KPM Franklin has a diverse staff of more than 70 employees that includes licensed professional civil engineers, land surveyors and landscape architects who collaborate daily with AutoCAD technicians, quality assurance/quality control managers and field survey crews. Our bottom-up management approach allows all team members to contribute to every step of a project.

KPM Franklin's project manager, civil engineer and surveyor director will work from our firm's Kissimmee office, where more than 40 employees are based. KPM Franklin's project principal in charge and project stormwater drainage civil engineer will work from our firm's Orlando office, where 20 employees are based.

 **KPM Franklin**
1012 Emmett St. Suite A
Kissimmee, Florida 34741
(407) 846-1216

 **KPM Franklin**
6300 Hazeltine National Drive, Suite 118
Orlando, Florida 32822
(407) 410-8624



We Are Local with Roots in Osceola County

KPM Franklin is a Central Florida civil engineering and land surveying firm. We unite proven business management practices with emerging technologies to create value through innovative design.

Our firm has maintained an office in the City of Kissimmee for more than 45 years, and we know Osceola County. More than 40% of our employees are Osceola County residents.

KPM Franklin holds a Continuing Engineering Services on a Task Authorization Basis contract with Osceola County and recently completed a Continuing Surveying Services on a Task Authorization Basis contract for fiscal years 2017-2022, which had received multiple renewals. KPM Franklin also holds continuing service contracts for civil engineering and/or surveying and mapping with Polk County, the School District of Osceola County, City of Kissimmee and City of Oviedo.

KPM Franklin holds joint continuing services contracts for architectural and engineering services with several local architecture firms.

45+
years with an office
in Osceola County



State of Florida Business Registration

State of Florida Department of State

I certify from the records of this office that FRANKLIN SURVEYING & MAPPING, INC. is a corporation organized under the laws of the State of Florida, filed on January 12, 1995.

The document number of this corporation is P95000003349.

I further certify that said corporation has paid all fees due this office through December 31, 2020, that its most recent annual report/uniform business report was filed on January 15, 2020, and that its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Fifteenth day of January, 2020*



Ronald R. Bee
Secretary of State

Tracking Number: 8334805709CC

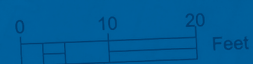
To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.

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

WILLINGNESS TO MEET TIME AND BUDGET REQUIREMENTS

PROJECT NO.	19-00001
DATE	03/11/2019
DRAWN BY	D. BRINKMAN
CHECKED BY	R. MOON
SCALE	C3.1
PROJECT NO.	19-00001
DATE	03/11/2019

- GENERAL OFFICE = 2.5 SPACE / 100 SF
- 3,772 SF / 1000 SF * 2.5 = (9.43) 10 SPACES
- STORAGE WAREHOUSE = 0.25 SPACE / 1000 SF
- 3,000 SF / 1000 SF * 0.25 = (0.75) 1 SPACES
- MECHANIC SHOP = 1 SPACE / BAY
- 3 BAY = 3 SPACES
- 14 SPACES
- 26 SPACES (24 STANDARD, 2 HC)



COURT SUBDIVISION
PG. 86)



KPMFranklin
ENGINEERS - PLANNERS - SURVEYORS

4330 HAZELTINE NATIONAL DR.
STE. 118 ORLANDO, FL 32832
PHONE (407) 19-9834 COA 33089

REVISION	DATE	DESCRIPTION
1	06/25/20	CONCEPTUAL PLAN
2		
3		
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8		
9		
10		

STATUS: MINOR SITE PLAN APPLICATION

CONCEPT PLAN

RIO GRANDE GARAGE AVE

CAUTION

IF THIS SCALE DOES NOT MEASURE THE DOCUMENT NOT TO SCALE

Willingness to Meet Time and Budget Requirements

KPM Franklin has the ability and desire to meet time and budget requirements including rates and staffing levels based upon current and past project performance. The following government agency contracts were won based on KPM Franklin's proven capabilities and reputation for completing task one time and within budget requirements based upon competitive rates and adequate staffing.

Our firm currently holds continuing services contracts with the following government agencies.

Continuing Planning, Engineering, Architecture and Design Services	Osceola County
Engineering Continuing Services on a Task Authorization Basis	Osceola County
Surveying Continuing Services on a Task Authorization Basis	Osceola County
Surveying Continuing Services Contract	City of Kissimmee
Continuing Contract for Civil Engineering Services	School District of Osceola County
Continuing Contract for Surveying & Mapping Services	School District of Osceola County
Continuing Service Contract for Architectural and Engineering Services	School District of Osceola County
Professional Survey & Mapping Continuing Services Contract	Polk County
Surveying Continuing Services Contract	City of Oviedo

KPM Franklin currently holds a professional services contract with the following government agency.

Jan Phyl Village Drainage Improvement	Polk County
---------------------------------------	-------------

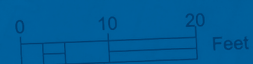
Our firm is currently a subconsultant on continuing services contracts with the following government agencies.

Design Services for Widening and Reconstruction of Partin Settlement Rd	Osceola County
Architectural and Engineering Services Continuing Services Contract	Osceola County
Municipal Advisor Services	Toho Water Authority
Continuing Planning and Landscape Architectural Services	City of St. Cloud
Continuing Professional Architectural Services	City of St. Cloud

CERTIFIED MINORITY BUSINESS ENTERPRISE

PROJECT NO.	19-00001
DATE	03/11/2019
DRAWN BY	D. BRINKMAN
CHECKED BY	R. MOON
SCALE	C3.1
PROJECT	36 / PS 19-00001 PD19-00002

- GENERAL OFFICE = 2.5 SPACE / 100 SF
- 3,772 SF / 1000 SF * 2.5 = (3.43) 10 SPACES
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- 3 BAY = 3 SPACES
- 14 SPACES
- 26 SPACES (24 STANDARD, 2 HC)



COURT SUBDIVISION
PG. 86)

OWNER: KAREN APARO

LOT 1

OWNER: KARA BORNHEIM

PROPOSED 6' HIGH CMU WALL

TYPE A BUFFER
252.68' (M&D)

WOOD BOARD FENCE

6" PVC FENCE



SANITARY MANHOLE

8,272 SF
OFFICE/PERSONAL
GYM/ MECHANIC
SHOP

SLIDING GATE

N. RIO GRANDE AVENUE
(RIO GRANDE ST-RT) (D)

RIGHT-OF-WAY WIDTH VARIES



4300 HAZELTINE NATIONAL DR.
STE. 118 ORLANDO, FL 32832
PHONE (407) 19-9834 COA 33089

NO. 1	CONCEPTUAL PLAN
NO. 2	
NO. 3	
NO. 4	
NO. 5	
NO. 6	
NO. 7	
NO. 8	
NO. 9	
NO. 10	

STATUS: MINOR SITE PLAN APPLICATION

CONCEPT PLAN

RIO GRANDE GARAGE
RIO GRANDE GARAGE AVE

CAUTION
IF THIS SCALE DOES NOT MEASURE THE DOCUMENT NOT TO SCALE

Certified Minority Business Enterprise

KPM Franklin is not a certified minority business enterprise.

RECENT, CURRENT AND PROJECTED WORKLOADS

PROJECT NO.	C3.1
DATE	12/15/2021
DRAWN BY	D. BRINKMAN
CHECKED BY	R. MOON
SCALE	AS SHOWN
PROJECT	36 / PS 19-00001 PD19-00002

- GENERAL OFFICE = 2.5 SPACE / 100 SF
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- 26 SPACES (24 STANDARD, 2 HC)



COURT SUBDIVISION
PG. 86)

OWNER: KAREN APARO

LOT 1

OWNER: KARA BORNHEIM

PROPOSED 6' HIGH CMU WALL

TYPE A BUFFER
252.68' (M&D)

WOOD BOARD FENCE

6" PVC FENCE

LOCATION MAP
NOT TO SCALE

N. RIO

18'

9' 12'

5'

24'

5'

176'

8,272 SF
OFFICE/PERSONAL
GYM/ MECHANIC
SHOP

47'

SANITARY MANHOLE



SLIDING GATE

8" PVC
N. RIO GRANDE AVENUE
(Rio Grande Str-8" (D)
RIGHT-OF-WAY WIDTH VARIES

110.74' (M)
110.78' (D)

8" PVC

8" PVC

8" PVC

8" PVC

8" PVC

8" PVC

8" PVC

8" PVC

8" PVC

8" PVC

CAUTION
IF THIS SCALE DOES NOT MEASURE THE DOCUMENT NOT TO SCALE

CONCEPT PLAN
RIO GRANDE GARAGE AVE

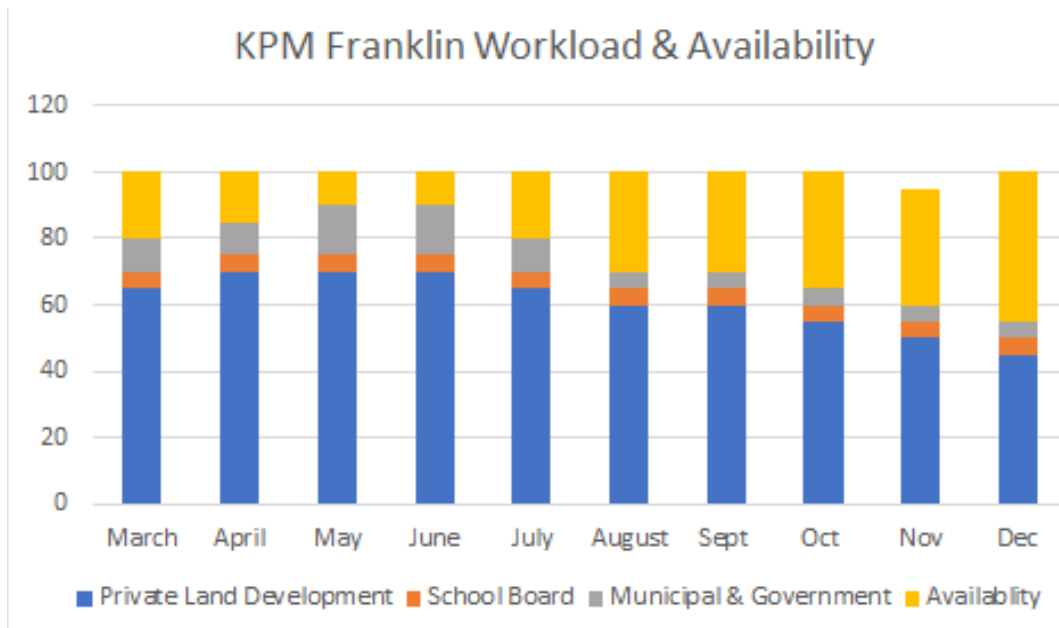
Sheet 6	CONCEPT PLAN
Sheet 7	MINOR SITE PLAN APPLICATION
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Sheet 100	

KPMFranklin
ENGINEERS - PLANNERS - SURVEYORS
4330 HAZELTINE NATIONAL DR.
STE. 118 ORLANDO, FL 32832
PHONE (407) 19-9834 COA 33089

Recent, Current and Projected Workloads

KPM Franklin has more than 70 dedicated employees, including 9 professional engineers and 5 professional survey and mappers supported by engineering interns, AutoCAD technicians, field survey crews and a proactive administrative staff. Our company headquarters is located in downtown Kissimmee with a second office located in Orlando.

KPM Franklin is diversely staffed and has the capacity and capability to manage and complete the work for this project on time and on budget. KPM Franklin will produce a quality completed product which will meet and exceed expectations.



The graph indicates the KPM Franklin team's availability to meet the assigned project requirements and maintain the necessary communication needed. KPM Franklin will work closely with the district to provide the best level of service by utilizing our quality and attentive personnel to meet all requirements in a timely manner.

Our team will have no issue traveling to project work sites and being available for all scope of services requirements. KPM Franklin owns a fleet of company vehicles that are at the ready to transport our staff to the sites and meetings.

Recent, Current and Projected Workloads

KPM Franklin has not been awarded any work by the Roan Bridge Community Development District.

SF 330 FORM

PROJECT NO.	19-00001
DATE	08/25/20
DRAWN BY	D. BRINKMAN
CHECKED BY	R. MOON
SCALE	C3.1
PROJECT NO.	19-00001
DATE	08/25/20
DRAWN BY	D. BRINKMAN
CHECKED BY	R. MOON
SCALE	C3.1

36 / PS 19-00001 PD19-00002

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- 26 SPACES (24 STANDARD, 2 HC)



COURT SUBDIVISION
PG. 86)

OWNER: KAREN APARO

LOT 1

OWNER: KARA BORNHEIM

PROPOSED 6' HIGH CMU WALL

TYPE A BUFFER
252.68' (M&D)

WOOD BOARD FENCE

18'

9' 12'

24'

5'

176'

8,272 SF
OFFICE/PERSONAL
GYM/ MECHANIC
SHOP

47'

8.0'

SANITARY MANHOLE



SLIDING GATE
N. RIO GRANDE AVENUE
(Rio Grande Str-81) (D)
RIGHT-OF-WAY WIDTH VARIES



KPMFranklin
ENGINEERS - PLANNERS - SURVEYORS
4330 HAZELTINE NATIONAL DR.
STE. 118 ORLANDO, FL 32832
PHONE (407) 619-9834 COA 32889

DATE	08/25/20
PROJECT NO.	19-00001
STATUS	MINOR SITE PLAN APPLICATION
CONCEPTUAL PLAN	

REVISION	NO.	DESCRIPTION
1	1	ISSUED FOR PERMITS
2	2	
3	3	
4	4	
5	5	
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9	9	
10	10	

CONCEPT PLAN

RIO GRANDE GARAGE
RIO GRANDE GARAGE AVE

CAUTION
IF THIS SCALE DOES NOT MEASURE THE DOCUMENT NOT TO SCALE

ARCHITECT-ENGINEER QUALIFICATIONS

PART I - CONTRACT-SPECIFIC QUALIFICATIONS

A. CONTRACT INFORMATION

1. TITLE AND LOCATION <i>(City and State)</i> Request for Qualifications for Engineering Services for the Roan Bridge Community Development District	
2. PUBLIC NOTICE DATE	3. SOLICITATION OR PROJECT NUMBER

B. ARCHITECT-ENGINEER POINT OF CONTACT

4. NAME AND TITLE John Kelly, Prinicipal in Charge and President		
5. NAME OF FIRM KPM Franklin		
6. TELEPHONE NUMBER 407-846-1216	7. FAX NUMBER	8. E-MAIL ADDRESS JKelly@KPMFranklin.com

C. PROPOSED TEAM

(Complete this section for the prime contractor and all key subcontractors.)

	(Check)			9. FIRM NAME	10. ADDRESS	11. ROLE IN THIS CONTRACT
	PRIME	J-V PARTNER	SUBCONTRACTOR			
a.	✓			Franklin Surveying and Mapping; DBA KPM Franklin <input type="checkbox"/> CHECK IF BRANCH OFFICE	222 Church Street Kissimmee, FL 34741	Prime, Professional Engineers and additional services
b.				 <input type="checkbox"/> CHECK IF BRANCH OFFICE		
c.				 <input type="checkbox"/> CHECK IF BRANCH OFFICE		
d.				 <input type="checkbox"/> CHECK IF BRANCH OFFICE		
e.				 <input type="checkbox"/> CHECK IF BRANCH OFFICE		
f.				 <input type="checkbox"/> CHECK IF BRANCH OFFICE		

D. ORGANIZATIONAL CHART OF PROPOSED TEAM

(Attached)

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME John Kelly, PE	13. ROLE IN THIS CONTRACT Principal in Charge	14. YEARS EXPERIENCE	
		a. TOTAL 36	b. WITH CURRENT FIRM 6
15. FIRM NAME AND LOCATION <i>(City and State)</i> KPM Franklin, Kissimmee, FL			
16. EDUCATION <i>(Degree and Specialization)</i> Bachelor of Science Civil Engineering University of Central Florida, 1985		17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> Professional Engineering No. 44011, Florida	
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i>			

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
Stoneybrook South North Parcel Phase 1 & 2; Osceola County, FL	2019	
a. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Quality Control and project oversite for projects from concept to completion, including client and subconsultant coordinating, planning, design and permitting to bidding, construction administration, site inspections and certification.		
Storey Lake Tract K; Osceola County, FL	2018	
b. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Quality Control and project oversite from concept to completion, including client and subconsultant coordinating, planning, design and permitting to bidding, construction administration, site inspections and certification for the residential mixed-use community for Lennar in Osceola County.		
LeeVista Center; Orange County, FL		
c. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm Project Manager of all design and consulting for this 1,800-acre, mixed use development since the early 1980s. DRMP has designed a large portion of all the development projects within LeeVista.		
Osceola Heritage Park; Osceola County, FL	2017	
d. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Quality Control for parking and hardscape renovations, including the replacement of existing asphalt parking lot with 60,000 SF concrete parking area to be used as a multi-use pad for various events held at the arena. The project required changes and additions to the stormwater drainage system and building hardscape.		
Camp Boggy Creek Welcome Center Addition; Lake County, FL		
e. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm Vice President-in-Charge for a 10,000 SF welcome center building addition to the Camp Boggy Creek with associated stormwater facility and parking improvements. Responsibilities include overseeing the plan preparation and design and coordinating with the Camp and Landscape Architect for permitting through the appropriate government agencies, inclu		

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER
21. TITLE AND LOCATION <i>(City and State)</i>	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
23. PROJECT OWNER'S INFORMATION		
a. PROJECT OWNER	b. POINT OF CONTACT NAME	c. POINT OF CONTACT TELEPHONE NUMBER
24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT <i>(Include scope, size, and cost)</i>		

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME KPM Franklin	(2) FIRM LOCATION <i>(City and State)</i> Kissimmee, FL	(3) ROLE
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

G. KEY PERSONNEL PARTICIPATION IN EXAMPLE PROJECTS

26. NAMES OF KEY PERSONNEL <i>(From Section E, Block 12)</i>	27. ROLE IN THIS CONTRACT <i>(From Section E, Block 13)</i>	28. EXAMPLE PROJECTS LISTED IN SECTION F <i>(Fill in "Example Projects Key" section below before completing table. Place "X" under project key number for participation in same or similar role.)</i>									
		1	2	3	4	5	6	7	8	9	10
John Kelly, P.E.	Principal in Charge										
Kevin White, P.E.	Contract Lead										
Robert Butterfield, P.E.	Senior Drainage Engineer										
Murry Bullion, P.E.	Senior Engineer										
Tonya Mellen, P.E.	Transportation Engineer										
John Pulice, P.S.M.	Director of Survey Operations										
Mitchel Hill, P.S.M.	Survey Project Manager										
James Brown, R.L.A	Landscape Architect										
Tom Franklin II	CDD Consultant										
Brian DeGirolmo, P.E.	Civil Engineer										

29. EXAMPLE PROJECTS KEY

NUMBER	TITLE OF EXAMPLE PROJECT <i>(From Section F)</i>	NUMBER	TITLE OF EXAMPLE PROJECT <i>(From Section F)</i>
1	Stoneybrook South CDD	6	
2	Shingle Creek CDD	7	
3		8	
4		9	
5		10	

H. ADDITIONAL INFORMATION

30. PROVIDE ANY ADDITIONAL INFORMATION REQUESTED BY THE AGENCY. ATTACH ADDITIONAL SHEETS AS NEEDED.

I. AUTHORIZED REPRESENTATIVE

The foregoing is a statement of facts.

31. SIGNATURE

32. DATE

07/06/2022

33. NAME AND TITLE

John Kelly, P.E., Principal in Charge and President

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME John Kelly	13. ROLE IN THIS CONTRACT Principal in Charge	14. YEARS EXPERIENCE	
		a. TOTAL 33	b. WITH CURRENT FIRM 6
15. FIRM NAME AND LOCATION <i>(City and State)</i> KPM Franklin; Kissimmee, FL			
16. EDUCATION <i>(Degree and Specialization)</i> Bachelor of Science, Civil Engineering, University of Central Florida, 1985		17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> Florida Professional Engineer No. 44011	
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i> American Society of Civil Engineers			

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION <i>(City and State)</i> ABC Fine Wine & Spirits Statewide Florida	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES Present	CONSTRUCTION <i>(If applicable)</i>
a. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Project Manager for all the ABC locations in Florida, from Pensacola in the panhandle to Jacksonville, Boca Raton, and Marco Island in South Florida	<input type="checkbox"/> Check if project performed with current firm	
(1) TITLE AND LOCATION <i>(City and State)</i> US 1 and Pineda Causeway Intersection Improvements, Brevard Co	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2022	CONSTRUCTION <i>(If applicable)</i>
b. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Quality Control for civil engineering services for intersection improvements	<input type="checkbox"/> Check if project performed with current firm	
(1) TITLE AND LOCATION <i>(City and State)</i> Wickham Road and I-95 Interchange Improvements, Brevard Co, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2022	CONSTRUCTION <i>(If applicable)</i>
c. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Quality Control for civil engineering services for ramp and signalization improvements	<input type="checkbox"/> Check if project performed with current firm	
(1) TITLE AND LOCATION <i>(City and State)</i> Stoneybrook South North Parcel Phase 1 & 2, Kissimmee, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2018	CONSTRUCTION <i>(If applicable)</i>
d. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Quality Control for projects from concept to completion	<input type="checkbox"/> Check if project performed with current firm	
(1) TITLE AND LOCATION <i>(City and State)</i> Storey Lake Tract K, Kissimmee, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2017	CONSTRUCTION <i>(If applicable)</i>
e. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Quality Control for projects from concept to completion	<input type="checkbox"/> Check if project performed with current firm	

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Murry Bullion	13. ROLE IN THIS CONTRACT Project Manager	14. YEARS EXPERIENCE	
		a. TOTAL 45	b. WITH CURRENT FIRM 5
15. FIRM NAME AND LOCATION <i>(City and State)</i> Franklin Surveying & Mapping, Inc. DBA KPM Franklin			
16. EDUCATION <i>(Degree and Specialization)</i> Bachelor of Science, Agricultural Engineering, Texas Tech University, 1974		17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> Florida Professional Engineer No. 42340 Expiration Date 2/28/2023	
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i>			

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
a. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Project Manager and Construction Administrator for tent slab and truck parking improvements, including stormwater management	2020	<input checked="" type="checkbox"/> Check if project performed with current firm
b. (1) TITLE AND LOCATION <i>(City and State)</i> Stoneybrook South at ChampionsGate Osceola County, FL	2020	<input checked="" type="checkbox"/> Check if project performed with current firm
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Project Manager and engineer of record for Fox Property Westside Blvd. four-lane divided arterial, including stormwater management of a 171 acre development. Project Manager and engineer of record for North Property Whistling Straits Blvd two-lane connector of a 197 acre development		
c. (1) TITLE AND LOCATION <i>(City and State)</i> Storey Lake Natures Ridge Drive Osceola County, FL	2020	<input checked="" type="checkbox"/> Check if project performed with current firm
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Project Manager and engineer of record for Nature's Ridge Drive two-lane connector, including stormwater box culverts		
d. (1) TITLE AND LOCATION <i>(City and State)</i> Campus Road Improvements, University of Florida Gainesville, Florida	2013	<input type="checkbox"/> Check if project performed with current firm
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Project Manager. Provided roadway, utility and drainage design services for the reconstruction of Museum Road and North South Drive on the University of Florida Campus. These projects included significant coordination issues with maintenance of traffic of both vehicles and pedestrians.		
e. (1) TITLE AND LOCATION <i>(City and State)</i> Cargo Road Improvements, Orlando International Airport Orlando, FL	2011	<input type="checkbox"/> Check if project performed with current firm
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Project Manager and Construction Administrator. Provided design and construction administration services for a six-lane and a four-lane roadway including major bridges over the entrance and exit roads to the airport. The design included expansion of the water and sanitary sewer services to undeveloped portions of the airport.		

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Kevin White, P.E.	13. ROLE IN THIS CONTRACT Contract Lead	14. YEARS EXPERIENCE	
		a. TOTAL 21	b. WITH CURRENT FIRM 1

15. FIRM NAME AND LOCATION *(City and State)*
KPM Franklin; Kissimmee, FL

16. EDUCATION <i>(Degree and Specialization)</i> Bachelor of Science Civil Engineering University of Florida, 2001	17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> Professional Engineering No. 63912, Florida
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18. OTHER PROFESSIONAL QUALIFICATIONS *(Publications, Organizations, Training, Awards, etc.)*
National Society of Professional Engineers; Society of American Military Engineers; Greater Orlando Builders Association; Florida Engineering Society

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION <i>(City and State)</i> Greenway Park Apts; Orange County, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
a. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm Project Manager and Engineer of Record (EOR) for 348-unit HUD multifamily residential development with utility, roadway and drainage infrastructure. As EOR, Kevin provided concept and final engineering plans to include onsite layout, grading, drainage and utility design.		
(1) TITLE AND LOCATION <i>(City and State)</i> Fed-Ex Distribution Facility; Miami-Dade County, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
b. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm Project Manager for due diligence of proposed 231,000 SF distribution facility on 50-acre site in Miami Dade County, FL. Services rendered included preparation of a Due Diligence report identifying site history, physical characteristics, on and off-site permitting requirements, explanation of permitting procedures, preliminary site plan and preliminary engineering.		
(1) TITLE AND LOCATION <i>(City and State)</i> Bellavida Subdivision - Phase 1 and 2; Osceola County, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2007	CONSTRUCTION <i>(If applicable)</i> 2009
c. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm Project manager for the widening of approximately 400 LF of local collector road. Work within section included grading and drainage improvements, as well as signing, pavement marking and channelization modifications. Project was permitted through the City of Kissimmee, FL; Osceola County, FL and the SFWMD		
(1) TITLE AND LOCATION <i>(City and State)</i> Waterside Vista, Narcoossee Road (CR 15); Osceola County, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
d. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm Project manager for the widening of approximately 800 LF of Narcoossee Road to accommodate right and left turn lanes into a residential subdivision development. Work included grading and drainage, as well as signing, pavement marking and channelization modifications.		
(1) TITLE AND LOCATION <i>(City and State)</i> Massachusetts Ave. Rehabilitation; St. Cloud, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
e. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm Project manager for the complete rehabilitation of 1,475 LF urban section, local road. Work included demolition and redesign of all pavement, driveway connections, utilities, and drainage conveyance. FDOT drainage connection and Utility Permitting. Project was permitted through the City of St. Cloud, FL; the SFWMD, FDEP and FDOT		

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Tom Franklin II	13. ROLE IN THIS CONTRACT CDD Consultant	14. YEARS EXPERIENCE	
		a. TOTAL 50+	b. WITH CURRENT FIRM 0

15. FIRM NAME AND LOCATION *(City and State)*
Consultant, Kissimmee, FL

16. EDUCATION <i>(Degree and Specialization)</i> Washburn University Territorial College of Guam, Dade Junior College	17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> Florida Professional Surveyor and Mapper, LS 5267
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18. OTHER PROFESSIONAL QUALIFICATIONS *(Publications, Organizations, Training, Awards, etc.)*
Past Director-Kissimmee Osceola Chamber of Commerce, Past Member-Osceola County Board of County Commissioners, Past member-Florida Regional Planning Council, Past member-Osceola County Planning Commission, Past Member-American Congr

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION <i>(City and State)</i> East Central Florida Regional Planning Council , Kissimmee, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2016	CONSTRUCTION <i>(If applicable)</i>

a. (3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE Check if project performed with current firm
Member of Project Review Committee, East Central Florida Regional Planning Council

(1) TITLE AND LOCATION <i>(City and State)</i> Member Osceola County Planning Commission , Kissimmee, F	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2016	CONSTRUCTION <i>(If applicable)</i>

b. (3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE Check if project performed with current firm
Member Osceola County Planning Commission - 22 Years

(1) TITLE AND LOCATION <i>(City and State)</i> Osceola County Board of Commissioners, Kissimmee, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2000	CONSTRUCTION <i>(If applicable)</i>

c. (3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE Check if project performed with current firm
Commissioner - Osceola County - Governor Appointee, 2000

(1) TITLE AND LOCATION <i>(City and State)</i> Osceola County Board of Commissioners, Kissimmee, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2006	CONSTRUCTION <i>(If applicable)</i>

d. (3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE Check if project performed with current firm
County Commissioner - Osceola County - Governor Appointee, 2006

(1) TITLE AND LOCATION <i>(City and State)</i> Osceola County Growth Management Committee, Kissimmee	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2022	CONSTRUCTION <i>(If applicable)</i>

e. (3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE Check if project performed with current firm
Osceola Counties Growth Management Committee

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Robert Butterfield, PE	13. ROLE IN THIS CONTRACT Drainage Engineer	14. YEARS EXPERIENCE	
		a. TOTAL 32	b. WITH CURRENT FIRM 5
15. FIRM NAME AND LOCATION <i>(City and State)</i> Franklin Surveying & Mapping, Inc. DBA KPM Franklin			
16. EDUCATION <i>(Degree and Specialization)</i> Masters of Science in Civil Engineering, Florida Institute of Technology, 1988 Bachelors of Science in Civil Engineering, Florida Institute of Technology, 1986		17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> Professional Engineer No. 44637 Expiration Date 2/28/2023	
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i>			

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION <i>(City and State)</i> SR 5 (US1) at SR 404 (Pineda Causeway), Brevard County, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2020	CONSTRUCTION <i>(If applicable)</i>
a. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Drainage Design and Permitting Engineer and Deputy Project Manager for roadway intersection safety improvements to add new signal for eastbound SR 404 ramps to US 1. Drainage design included cross drain extension, shoulder gutter with storm drain, and underdrains due to prevent roadway base strength issues due to ramp widening.	<input checked="" type="checkbox"/> Check if project performed with current firm	
(1) TITLE AND LOCATION <i>(City and State)</i> SR 9 (I-95) at Wickham Road Improvements, Brevard County, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2020	CONSTRUCTION <i>(If applicable)</i>
b. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Drainage Design and Permitting Engineer and Deputy Project Manager for roadway intersection safety improvements to convert single left turns to dual left turns on Wickham Road and widen entrance ramps to accept dual left turns.	<input checked="" type="checkbox"/> Check if project performed with current firm	
(1) TITLE AND LOCATION <i>(City and State)</i> County Road 532 and Interstate 4 Interchange Osceola County, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2020	CONSTRUCTION <i>(If applicable)</i>
c. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE stormwater management, new pond design and modifying existing ponds, SFWMD and USACE permitting	<input type="checkbox"/> Check if project performed with current firm	
(1) TITLE AND LOCATION <i>(City and State)</i> Shingle Creek Regional Trail Osceola County, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2016	CONSTRUCTION <i>(If applicable)</i>
d. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Deputy Project Manager and Civil Engineer for paved multi-use trail, including minor cross drains, dry detention areas, bridge hydraulics analysis, SFWMD and USACE permitting.	<input type="checkbox"/> Check if project performed with current firm	
(1) TITLE AND LOCATION <i>(City and State)</i> Boggy Creek Road Resurfacing Osceola County, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2010	CONSTRUCTION <i>(If applicable)</i>
e. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Drainage Engineer for 5.8-mile project, new box culvert, replacing cross drains, SFWMD and USACE permitting	<input type="checkbox"/> Check if project performed with current firm	

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Brian DeGirolmo, P.E.	13. ROLE IN THIS CONTRACT Civil Engineer	14. YEARS EXPERIENCE	
		a. TOTAL 37	b. WITH CURRENT FIRM 5
15. FIRM NAME AND LOCATION <i>(City and State)</i> Franklin Surveying & Mapping, Inc. DBA KPM Franklin			
16. EDUCATION <i>(Degree and Specialization)</i> Bachelor of Science in Civil Engineering, University of Florida, 1983		17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> Professional Engineer No. 40095, Florida	
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i>			

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION <i>(City and State)</i> Storey Lake - Natures Ridge Drive Extension Osceola County	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2020	CONSTRUCTION <i>(If applicable)</i>
a. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Civil engineer for Nature's Ridge Drive two-lane connector, including stormwater box culverts	<input checked="" type="checkbox"/> Check if project performed with current firm	
(1) TITLE AND LOCATION <i>(City and State)</i> Stoneybrook South at ChampionsGate Osceola County, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2020	CONSTRUCTION <i>(If applicable)</i>
b. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Civil engineer for Fox Property Westside Blvd. four-lane divided arterial, including stormwater management of a 171 acre development. Project Manager and engineer of record for North Property Whistling Straits Blvd two-lane connector of a 197 acre development	<input checked="" type="checkbox"/> Check if project performed with current firm	
(1) TITLE AND LOCATION <i>(City and State)</i> Solamar Osceola County, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2021	CONSTRUCTION <i>(If applicable)</i>
c. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Provide civil engineering design, permitting and construction services for development of 210 townhouse units on a 15-acre development parcel	<input checked="" type="checkbox"/> Check if project performed with current firm	
(1) TITLE AND LOCATION <i>(City and State)</i> Cove at Storey Lake III Osceola County, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2020	CONSTRUCTION <i>(If applicable)</i>
d. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Provided plat design and processing services for a 360-acre residential development project. Services provided included utilities coordinator with Toho Water Authority.	<input checked="" type="checkbox"/> Check if project performed with current firm	
(1) TITLE AND LOCATION <i>(City and State)</i> US-192 & Storey Lake Blvd Intersection Improvements Osceola County, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2021	CONSTRUCTION <i>(If applicable)</i>
e. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Provided service during construction and post construction to certify completion of improvements and certification and turnover of roadway and utilities (water, sewer and drainage) to utility service providers.	<input checked="" type="checkbox"/> Check if project performed with current firm	

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Tonya Mellen, PE	13. ROLE IN THIS CONTRACT Transportation Engineer	14. YEARS EXPERIENCE	
		a. TOTAL 31	b. WITH CURRENT FIRM 3
15. FIRM NAME AND LOCATION <i>(City and State)</i> Franklin Surveying & Mapping, Inc. DBA KPM Franklin			
16. EDUCATION <i>(Degree and Specialization)</i> Bachelor of Science Civil Engineering Georgia Institute of Technology, 1990		17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> Florida Professional Engineer License No. 48204 Expiration Date 2/28/2023	
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i>			

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
a. Interstate 95 (I-95) at Wickham Road Ramp, Brevard County, FL (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Transportation engineer for the widening of the existing on-ramps onto I-95 to accept a new dual left turning movement from Wickham Road in both the eastbound and westbound directions. Construction Cost: \$1.9 Million	Ongoing	<i>(If applicable)</i>
b. SR 5 (US 1) at SR 404 (Pineda Causeway), Brevard County, FL (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Transportation engineer for the modification of the existing westbound SR 404 to southbound US 1 ramp. Provided a dedicated auxiliary lane onto southbound US 1 through the intersection of the eastbound SR 404 ramps with US and the Installation of a new signal. Construction Cost: \$1.9 Million	Ongoing	<i>(If applicable)</i>
c. County Road (CR) 535, Segments D/D-1 Orange County, FL (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm Project Management and Maintenance of Traffic for readjustments of County Road (CR) 535 for Orange County Public Works.	2009	<i>(If applicable)</i>
d. Alafaya Trail Orange County, FL (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm Project Management and Maintenance of Traffic for readjustments of County Road (CR) 535 for Orange County Public Works.	2011	<i>(If applicable)</i>
e. US 1 (SR 5) Reconstruction Brevard County, FL (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm Transportation engineering, project managing the reconstruction of US 1 State Road within FDOT district 5 jurisdiction inside Brevard County.	2002	<i>(If applicable)</i>

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME James Brown	13. ROLE IN THIS CONTRACT Landscape Architect	14. YEARS EXPERIENCE	
		a. TOTAL 34	b. WITH CURRENT FIRM 4
15. FIRM NAME AND LOCATION <i>(City and State)</i> KPM Franklin, Orlando, FL			
16. EDUCATION <i>(Degree and Specialization)</i> Bachelor of Science BS, Landscape Architecture, Mississippi State University, 1985		17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> Florida Registered Landscape Architect No. 1508	
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i>			

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
Trailwinds Village Site Development; Wildwood, FL	2021	2021
a. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Landscape architect for an approximate 165-acre mixed-use development adjacent to the heart of The Villages in Wildwood, FL. Provided landscape design for multi-family housing, retail, healthcare facilities.		
ABC Fine Wine and Spirits; Various locations, FL		
b. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Landscape architect for multiple retail locations of ABC Fine Wine and Spirits. This includes landscape drawings, landscape architecture supervision, specifications, and landscape architecture design which included site visits and construction administration for ABC Liquor stores throughout the State of Florida.		
NeoCity Office Building; Kissimmee, FL	2017	2017
c. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Landscape architect for the conceptual/ planning phase of the 100,000 SF, four-story office building in NeoCity technology campus. Responsible consultation during the design process as well as design consideration on behalf of the site developer to get the obtain the best possible plan for both parties.		
West Melbourne Interchange City Shopping Center; Melbourne, FL	2019	2019
d. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Landscape Architect. Provided site planning, drawings, specifications, landscape architectural supervision, and landscape architectural design plans for the 35+ acres of the shopping center which borders Interstate 95 and Palm Bay Road in Melbourne, Florida. Total area of the building was approximately 200,000 square feet.		
Partin Village Shopping Center; Kissimmee, FL	2010	2011
e. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm Landscape Architect. Provided drawings, specifications, landscape architectural supervision, preliminary study design, original site planning services, landscape architectural design plans and supervised the irrigation plans and landscape installation for the shopping center. Total area of project is approximately 100,000 square feet.		

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME John Pulice, PSM	13. ROLE IN THIS CONTRACT Survey Director	14. YEARS EXPERIENCE	
		a. TOTAL 19	b. WITH CURRENT FIRM 2
15. FIRM NAME AND LOCATION <i>(City and State)</i> Franklin Surveying & Mapping, Inc. DBA KPM Franklin			
16. EDUCATION <i>(Degree and Specialization)</i> Bachelor of Science, Geography, Florida State University, 2009		17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> Florida Professional Surveyor and Mapper, LS 6811	
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i>			

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION <i>(City and State)</i> West Side Boulevard Champions Gate, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2019	CONSTRUCTION <i>(If applicable)</i> 2020
a. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Surveyor in charge for full topographic location of roadway along with 3d scanning. In addition to topographic location, parcel boundary & monumentation was re-established	<input type="checkbox"/> Check if project performed with current firm	
(1) TITLE AND LOCATION <i>(City and State)</i> Johns Lake Road Lake County, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2019	CONSTRUCTION <i>(If applicable)</i> 2020
b. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Surveyor in charge for full topographic location of roadway. Along with topographic location, parcel boundary & monumentation was re-established along with right-of-way alignment.	<input type="checkbox"/> Check if project performed with current firm	
(1) TITLE AND LOCATION <i>(City and State)</i> Transmission Line 55 Tallahassee, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2015	CONSTRUCTION <i>(If applicable)</i> NA
c. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Project Manager for C.O.T. - Trans 55 Survey, along the I-10 corridor, that included Right-of-way & alignment surveying, Geodetic Control surveying, Topographic surveying	<input type="checkbox"/> Check if project performed with current firm	
(1) TITLE AND LOCATION <i>(City and State)</i> I-10, Control Surveying (FDOT) Walton County, Florida	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2013	CONSTRUCTION <i>(If applicable)</i> NA
d. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Field Surveyor for a FDOT project along a 20-mile portion of I-10. Established aerial targeting.	<input type="checkbox"/> Check if project performed with current firm	
(1) TITLE AND LOCATION <i>(City and State)</i> Lafayette Street Leon County, FL	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2013	CONSTRUCTION <i>(If applicable)</i> NA
e. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Project Manager for full topographic location of Roadways. Along with topographic location, FDOT alignment and parcel boundary & monumentation was re-established.	<input type="checkbox"/> Check if project performed with current firm	

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Mitchel Hill, P.S.M.	13. ROLE IN THIS CONTRACT Professional Surveyor and Mapper	14. YEARS EXPERIENCE	
		a. TOTAL 7	b. WITH CURRENT FIRM 2
15. FIRM NAME AND LOCATION <i>(City and State)</i> KPM Franklin; Kissimmee, FL			
16. EDUCATION <i>(Degree and Specialization)</i> Bachelor of Science Geography, Ball State University, 2014		17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> Professional Surveyor and Mapper LS7374, Florida, 2021	
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i> Software Aptitude in AutoCAD Civil 3D; Trimble Business Center; Carlson; Pix4D; ESRI ArcGIS			

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
Canoe Creek Boundary, Tree, & Topographic Survey; Osceola County, FL	2021	2021
a. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Manager for a full design survey with future platting services for a property in Osceola County, Florida. Coordinated between several firms to meet deadlines and project goals for a ~185-acre site, implementing aerial LiDAR solutions.		
Cove at Storey Lake V Boundary Surveying & Platting; Osceola County, FL	2021	2021
b. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Manager for an existing project to coordinate and bring to completion a ~200-acre residential site. Began the project from its initial submittal stages through to completion to finalize this development site.		
Stoneybrook South North Parcel Boundary & Topographic Surveying; Osceola County, FL		
c. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Manager for an existing project to coordinate and bring to completion a ~50-acre residential site. Coordinated the project from initial submittal phases through to completion of the currently planned development.		
Kissimmee Airport Doma Hangar Boundary Survey; Kissimmee, FL	2021	
d. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Project Manager for a boundary survey on airport grounds for use leasing runway access space for construction of a new hangar at the airport.		
St. Cloud Regional Hospital Boundary & Topographic Surveying; Osceola County, FL	2016	
e. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm Crew Chief for a full topographic location and Boundary Survey of an existing hospital area for proposed additions. All above ground improvement and natural features were located as well as underground utilities. The Boundary survey was determined and relevant to all topographic data.		



Kissimmee

222 Church Street
Kissimmee, Florida 34741
(407) 846-1216

Orlando

6300 Hazeltine National Drive, Suite 118
Orlando, Florida 32822
(407) 410-8624

KPMFranklin.com • info@kpmfranklin.com

ROAN BRIDGE
COMMUNITY DEVELOPMENT DISTRICT

5A

PROOF OF PUBLICATION
From

OSCEOLA NEWS-GAZETTE

STATE OF FLORIDA
COUNTY OF OSCEOLA

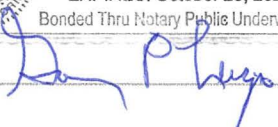
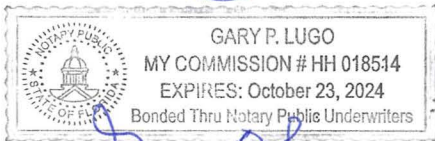
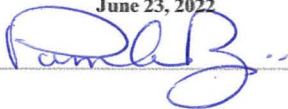
Before me, the undersigned authority, personally appeared Pamela Bikowicz, who on oath says that she is the Business Manager of the Osceola News-Gazette, a twice-weekly newspaper published at Kissimmee, in Osceola County, Florida; that the attached copy of the advertisement was published in the regular and entire edition of said newspaper in the following issues:

June 23, 2022.

Affiant further says that the Osceola News-Gazette is a newspaper published in Kissimmee, in said Osceola County, Florida, and that the said newspaper has heretofore been continuously published in said Osceola County, Florida, each week and has been entered as periodicals postage matter at the post office in Kissimmee, in said Osceola County, Florida, for a period of one year preceding the first publication of the attached copy of advertisement; and affiant further says that he has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

Sworn and subscribed before
me by Pamela Bikowicz, who is
personally known to me, this

June 23, 2022



In THE MATTER OF:
REQUEST FOR QUALIFICATIONS
ROAN BRIDGE CDD

REQUEST FOR QUALIFICATIONS
FOR ENGINEERING SERVICES
FOR THE ROAN BRIDGE
COMMUNITY DEVELOPMENT DISTRICT

The Roan Bridge Community Development District (the "District"), located in the City of St. Cloud, Florida, announces that professional engineering services will be required on a continuing basis for the District's stormwater management facilities, roadway improvements, water, sewer and re-use systems, amenities, entrances, hardscape and landscaping features, and other public improvements authorized by Chapter 190, Florida Statutes. The engineering firm selected will act in the general capacity of District Engineer and will provide District engineering services, as required.

Any firm or individual ("Applicant") desiring to provide professional services to the District must: 1) hold applicable federal, state and local licenses; 2) be authorized to do business in Florida in accordance with Florida law; and 3) furnish a statement ("Qualification Statement") of its qualifications and past experience on U.S. General Service Administration's "Architect-Engineer Qualifications, Standard Form No. 330," with pertinent supporting data. Among other things, Applicants must submit information relating to: a) the ability and adequacy of the Applicant's professional personnel; b) whether the Applicant is a certified minority business enterprise; c) the Applicant's willingness to meet time and budget requirements; d) the Applicant's past experience and performance, including but not limited to past experience as a District Engineer for any community development districts and past experience with the City of St. Cloud and Osceola County; e) the geographic location of the Applicant's headquarters and offices; f) the current and projected workloads of the Applicant; and g) the volume of work previously awarded to the Applicant by the District. Further, each Applicant must identify the specific individual affiliated with the Applicant who would be handling District meetings, construction services, and other engineering tasks.

The District will review all Applicants and will comply with Florida law, including the Consultant's Competitive Negotiations Act, Chapter 287, Florida Statutes ("CCNA"). All Applicants interested must submit one (1) unbound hardcopy and one (1) electronic copy of Standard Form No. 330 and the Qualification Statement by 12:00 p.m., on July 8, 2022 to the attention of Craig Wrathell, Wrathell, Hunt and Associates, LLC, 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431 ("District Manager's Office").

The Board shall select and rank the Applicants using the requirements set forth in the CCNA and the evaluation criteria on file with the District Manager, and the highest ranked Applicant will be requested to enter into contract negotiations. If an agreement cannot be reached between the District and the highest ranked Applicant, negotiations will cease and begin with the next highest ranked Applicant, and if these negotiations are unsuccessful, will continue to the third highest ranked Applicant.

FIRST PUBLICATION: June 23, 2022
LAST PUBLICATION: June 23, 2022

The District reserves the right to reject any and all Qualification Statements. Additionally, there is no express or implied obligation for the District to reimburse Applicants for any expenses associated with the preparation and submittal of the Qualification Statements in response to this request.

Any protest regarding the terms of this Notice, or the evaluation criteria on file with the District Manager, must be filed in writing, within seventy-two (72) hours (excluding weekends) after the publication of this Notice. The formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days after the initial notice of protest was filed. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest with respect to aforesaid Notice or evaluation criteria provisions. Any person who files a notice of protest shall provide to the District, simultaneous with the filing of the notice, a protest bond with a responsible surety to be approved by the District and in the amount of Ten Thousand Dollars (\$10,000.00).

District Manager
June 23, 2022



Make remittance to: Osceola News-Gazette
22 W. Monument Ave., Suite 5
Kissimmee, FL 34741
Phone: (407) 846-7600 Fax: (321) 402-2946
Email: legalads@osceolanewsgazette.com
You can also view your Legal Advertising on
www.AroundOsceola.com or
www.FloridaPublicNotices.com
Ad#37327

ROAN BRIDGE
COMMUNITY DEVELOPMENT DISTRICT

5B

**REQUEST FOR QUALIFICATIONS FOR ENGINEERING SERVICES
FOR THE ROAN BRIDGE COMMUNITY DEVELOPMENT DISTRICT**

RFQ for Engineering Services

The Roan Bridge Community Development District (the “District”), located in the City of St. Cloud, Florida, announces that professional engineering services will be required on a continuing basis for the District’s stormwater management facilities, roadway improvements, water, sewer and re-use systems, amenities, entrances, hardscape and landscaping features, and other public improvements authorized by Chapter 190, *Florida Statutes*. The engineering firm selected will act in the general capacity of District Engineer and will provide District engineering services, as required.

Any firm or individual (“Applicant”) desiring to provide professional services to the District must: 1) hold applicable federal, state and local licenses; 2) be authorized to do business in Florida in accordance with Florida law; and 3) furnish a statement (“Qualification Statement”) of its qualifications and past experience on U.S. General Service Administration’s “Architect-Engineer Qualifications, Standard Form No. 330,” with pertinent supporting data. Among other things, Applicants must submit information relating to: a) the ability and adequacy of the Applicant’s professional personnel; b) whether the Applicant is a certified minority business enterprise; c) the Applicant’s willingness to meet time and budget requirements; d) the Applicant’s past experience and performance, including but not limited to past experience as a District Engineer for any community development districts and past experience with the City of St. Cloud and Osceola County; e) the geographic location of the Applicant’s headquarters and offices; f) the current and projected workloads of the Applicant; and g) the volume of work previously awarded to the Applicant by the District. Further, each Applicant must identify the specific individual affiliated with the Applicant who would be handling District meetings, construction services, and other engineering tasks.

The District will review all Applicants and will comply with Florida law, including the Consultant’s Competitive Negotiations Act, Chapter 287, *Florida Statutes* (“CCNA”). All Applicants interested must submit one (1) unbound hardcopy and one (1) electronic copy of Standard Form No. 330 and the Qualification Statement by 12:00 p.m., on July 8, 2022 to the attention of Craig Wrathell, Wrathell, Hunt and Associates, LLC, 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431 (“District Manager’s Office”).

The Board shall select and rank the Applicants using the requirements set forth in the CCNA and the evaluation criteria on file with the District Manager, and the highest ranked Applicant will be requested to enter into contract negotiations. If an agreement cannot be reached between the District and the highest ranked Applicant, negotiations will cease and begin with the next highest ranked Applicant, and if these negotiations are unsuccessful, will continue to the third highest ranked Applicant.

The District reserves the right to reject any and all Qualification Statements. Additionally, there is no express or implied obligation for the District to reimburse Applicants for any expenses associated with the preparation and submittal of the Qualification Statements in response to this request.

Any protest regarding the terms of this Notice, or the evaluation criteria on file with the District Manager, must be filed in writing, within seventy-two (72) hours (excluding weekends) after the publication of this Notice. The formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days after the initial notice of protest was filed. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest with respect to aforesaid Notice or evaluation criteria provisions. Any person who files a notice of protest shall provide to the District, simultaneous with the filing of the notice, a protest bond with a responsible surety to be approved by the District and in the amount of Ten Thousand Dollars (\$10,000.00).

ROAN BRIDGE COMMUNITY DEVELOPMENT DISTRICT

DISTRICT ENGINEER PROPOSALS COMPETITIVE SELECTION CRITERIA

- 1) Ability and Adequacy of Professional Personnel** (Weight: 25 Points)

Consider the capabilities and experience of key personnel within the firm including certification, training, and education; affiliations and memberships with professional organizations; etc.
- 2) Consultant's Past Performance** (Weight: 25 Points)

Past performance for other Community Development Districts in other contracts; amount of experience on similar projects; character, integrity, reputation, of respondent; etc.
- 3) Geographic Location** (Weight: 20 Points)

Consider the geographic location of the firm's headquarters, offices and personnel in relation to the project.
- 4) Willingness to Meet Time and Budget Requirements** (Weight: 15 Points)

Consider the consultant's ability and desire to meet time and budget requirements including rates, staffing levels and past performance on previous projects; etc.
- 5) Certified Minority Business Enterprise** (Weight: 5 Points)

Consider whether the firm is a Certified Minority Business Enterprise. Award either all eligible points or none.
- 6) Recent, Current and Projected Workloads** (Weight: 5 Points)

Consider the recent, current and projected workloads of the firm.
- 7) Volume of Work Previously Awarded to Consultant by District** (Weight: 5 Points)

Consider the desire to diversify the firms that receive work from the District; etc.

ROAN BRIDGE

COMMUNITY DEVELOPMENT DISTRICT

5C

**Roan Bridge Community Development District
Request for Qualifications – District Engineering Services**

Competitive Selection Criteria

	Ability and Adequacy of Professional Personnel	Consultant's Past Performance	Geographic Location	Willingness to Meet Time and Budget Requirements	Certified Minority Business Enterprise	Recent, Current and Projected Workloads	Volume of Work Previously Awarded to Consultant by District	TOTAL SCORE
<i>weight factor</i>	25	25	20	15	5	5	5	100
NAME OF RESPONDENT								
1 KPM Franklin								

Board Member's Signature

Date

ROAN BRIDGE

COMMUNITY DEVELOPMENT DISTRICT

6

RESOLUTION 2022-37

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ROAN BRIDGE COMMUNITY DEVELOPMENT DISTRICT DESIGNATING DATES, TIMES AND LOCATIONS FOR REGULAR MEETINGS OF THE BOARD OF SUPERVISORS OF THE DISTRICT FOR FISCAL YEAR 2022/2023 AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Roan Bridge Community Development District (“**District**”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*; and

WHEREAS, the District is required by Section 189.015, *Florida Statutes*, to file quarterly, semi-annually, or annually a schedule (including date, time, and location) of its regular meetings with local governing authorities; and

WHEREAS, further, in accordance with the above-referenced statute, the District shall also publish quarterly, semi-annually, or annually the District’s regular meeting schedule in a newspaper of general paid circulation in the county in which the District is located.

WHEREAS, the Board desires to adopt the Fiscal Year 2022/2023 meeting schedule attached as **Exhibit A**.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE ROAN BRIDGE COMMUNITY DEVELOPMENT DISTRICT:

1. **ADOPTING FISCAL YEAR 2022/2023 ANNUAL MEETING SCHEDULE.** The Fiscal Year 2022/2023 annual meeting schedule attached hereto and incorporated by reference herein as **Exhibit A** is hereby approved and shall be published in accordance with the requirements of Florida law and also provided to applicable governing authorities.

2. **EFFECTIVE DATE.** This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 22nd day of September, 2022.

ATTEST:

**ROAN BRIDGE COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

EXHIBIT "A"

ROAN BRIDGE COMMUNITY DEVELOPMENT DISTRICT		
BOARD OF SUPERVISORS FISCAL YEAR 2022/2023 MEETING SCHEDULE		
LOCATION <i>TBD</i>		
DATE	POTENTIAL DISCUSSION/FOCUS	TIME
October __, 2022	Regular Meeting	__:__ AM/PM
November __, 2022	Regular Meeting	__:__ AM/PM
December __, 2022	Regular Meeting	__:__ AM/PM
January __, 2023	Regular Meeting	__:__ AM/PM
February __, 2023	Regular Meeting	__:__ AM/PM
March __, 2023	Regular Meeting	__:__ AM/PM
April __, 2023	Regular Meeting	__:__ AM/PM
May __, 2023	Regular Meeting	__:__ AM/PM
June __, 2023	Regular Meeting	__:__ AM/PM
July __, 2023	Regular Meeting	__:__ AM/PM
August __, 2023	Regular Meeting	__:__ AM/PM
September __, 2023	Regular Meeting	__:__ AM/PM

ROAN BRIDGE

COMMUNITY DEVELOPMENT DISTRICT

7

RESOLUTION 2022-07

A RESOLUTION BY THE BOARD OF SUPERVISORS OF THE ROAN BRIDGE COMMUNITY DEVELOPMENT DISTRICT DESIGNATING THE PRIMARY ADMINISTRATIVE OFFICE AND PRINCIPAL HEADQUARTERS OF THE DISTRICT; DESIGNATING THE LOCATION OF THE LOCAL DISTRICT RECORDS OFFICE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Roan Bridge Community Development District (the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within the City of St. Cloud, Florida; and

WHEREAS, the District desires to designate its primary administrative office as the location where the District's public records are routinely created, sent, received, maintained, and requested, for the purposes of prominently posting the contact information of the District's Record's Custodian in order to provide citizens with the ability to access the District's records and ensure that the public is informed of the activities of the District in accordance with Chapter 119, *Florida Statutes*; and

WHEREAS, the District also desires to specify the location of the District's principal headquarters for the purpose of establishing proper venue under the common law home venue privilege applicable to the District; and

WHEREAS, the District is statutorily required to designate a local district records office location for the purposes of affording citizens the ability to access the District's records, promoting the disclosure of matters undertaken by the District, and ensuring that the public is informed of the activities of the District in accordance with Chapter 119 and Section 190.006(7), *Florida Statutes*.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE ROAN BRIDGE COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. The District's primary administrative office for purposes of Chapter 119, *Florida Statutes*, shall be located at 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431.

SECTION 2. The District's principal headquarters for purposes of establishing proper venue shall be located within Osceola County, Florida.

SECTION 3. The District's local records office shall be located at _____.

SECTION 4. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED this 22nd day of September, 2022.

ATTEST:

**ROAN BRIDGE COMMUNITY DEVELOPMENT
DISTRICT**

Secretary/Assistant Secretary

Chair/Vice Chair, Board of Supervisors

ROAN BRIDGE
COMMUNITY DEVELOPMENT DISTRICT

UNAUDITED
FINANCIAL
STATEMENTS

**ROAN BRIDGE
COMMUNITY DEVELOPMENT DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
AUGUST 31, 2022**

**ROAN BRIDGE
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
AUGUST 31, 2022**

	General Fund	Debt Service Fund	Total Governmental Funds
ASSETS			
Undeposited funds	\$ 48,813	\$ -	\$ 48,813
Due from general fund	-	6,794	6,794
Total assets	\$ 48,813	\$ 6,794	\$ 55,607
 LIABILITIES AND FUND BALANCES			
Liabilities:			
Accounts payable	\$ 33,651	\$ 6,794	\$ 40,445
Due to Developer	-	6,794	6,794
Due to debt service fund	6,794	-	6,794
Accrued wages payable	2,200	-	2,200
Accrued taxes payable	168	-	168
Landowner advance	6,000	-	6,000
Total liabilities	48,813	13,588	62,401
 Fund balances:			
Restricted			
Debt service	-	(6,794)	(6,794)
Total fund balances	-	(6,794)	(6,794)
 Total liabilities and fund balances	\$ 48,813	\$ 6,794	\$ 55,607

**ROAN BRIDGE
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
FOR THE PERIOD ENDED AUGUST 31, 2022**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>% of Budget</u>
REVENUES				
Landowner contribution	\$ 36,019	\$ 36,019	\$ 67,832	53%
Total revenues	<u>36,019</u>	<u>36,019</u>	<u>67,832</u>	53%
EXPENDITURES				
Professional & administrative				
Supervisors	-	2,368	-	N/A
Management/accounting/recording	4,000	20,000	24,000	83%
Legal	-	13,098	25,000	52%
Engineering	-	-	2,000	0%
Dissemination agent**	-	-	167	0%
Debt service fund accounting**	-	-	1,250	0%
Telephone	16	83	100	83%
Postage	-	52	500	10%
Printing & binding	42	208	250	83%
Legal advertising	-	-	6,500	0%
Annual special district fee	-	-	175	0%
Insurance	-	-	5,500	0%
Contingencies/bank charges	-	-	500	0%
Website				
Hosting & maintenance	-	-	1,680	0%
ADA compliance	-	210	210	100%
Total professional & administrative	<u>4,058</u>	<u>36,019</u>	<u>67,832</u>	53%
Excess/(deficiency) of revenues over/(under) expenditures	31,961	-	-	
Fund balances - beginning	<u>(31,961)</u>	-	-	
Fund balances - ending	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	

**These items will be realized when bonds are issued.

**ROAN BRIDGE
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND
FOR THE PERIOD ENDED AUGUST 31, 2022**

	<u>Current Month</u>	<u>Year To Date</u>
REVENUES	<u>\$ -</u>	<u>\$ -</u>
Total revenues	<u>-</u>	<u>-</u>
 EXPENDITURES		
Cost of issuance	<u>-</u>	<u>6,794</u>
Total debt service	<u>-</u>	<u>6,794</u>
 Excess/(deficiency) of revenues over/(under) expenditures	 - -	 (6,794)
 Fund balances - beginning	 (6,794)	 -
Fund balances - ending	<u><u>\$ (6,794)</u></u>	<u><u>\$ (6,794)</u></u>

ROAN BRIDGE
COMMUNITY DEVELOPMENT DISTRICT

MINUTES

DRAFT
MINUTES OF MEETING
ROAN BRIDGE
COMMUNITY DEVELOPMENT DISTRICT

The Board of Supervisors of the Roan Bridge Community Development District held Multiple Public Hearings and a Regular Meeting on June 15, 2022 at 10:00 a.m., at the Hampton Inn & Suites by Hilton, 4971 Calypso Cay Way, Kissimmee, Florida 34746.

Present at the meeting were:

James Dicks (via telephone)	Chair
Scott Prewitt	Vice Chair
Rockdale Skair	Assistant Secretary
Tyler Benzel	Assistant Secretary

Also present were:

Ernesto Torres	Wrathell, Hunt and Associates, LLC (WHA)
Wes Haber (via telephone)	District Counsel
Javier E Omana (via telephone)	District Engineer

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Torres called the meeting to order at 10:00 a.m. Supervisors Prewitt, Benzel and Skair were present. Supervisor Dicks attended via telephone. Supervisor-Elect Chad Lee was not present.

SECOND ORDER OF BUSINESS

Public Comments

No members of the public spoke.

THIRD ORDER OF BUSINESS

Administration of Oath of Office to Supervisors Tyler Benzel and Chad Lee (*the following will be provided in a separate package*)

Mr. Torres, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Benzel. The Oath of Office would be administered to Mr. Lee at another time. Mr. Torres provided and explained the following items:

- A. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- B. Membership, Obligations and Responsibilities**

42 C. Chapter 190, Florida Statutes

43 D. Financial Disclosure Forms

44 I. Form 1: Statement of Financial Interests

45 II. Form 1X: Amendment to Form 1, Statement of Financial Interests

46 III. Form 1F: Final Statement of Financial Interests

47 E. Form 8B: Memorandum of Voting Conflict

48

49 **FOURTH ORDER OF BUSINESS**

**Public Hearing to Hear Public Comments
and Objections to the Adoption of the
Rules of Procedure, Pursuant to Sections
120.54 and 190.035, Florida Statutes**

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52

53

54 **A. Affidavits of Publication**

55 The affidavits of publication were included for informational purposes.

56 **B. Consideration of Resolution 2022-34, Adopting Rules of Procedure; Providing a
57 Severability Clause; and Providing an Effective Date**

58 Mr. Haber stated that the Rules of Procedure are primarily based on Florida Statutes
59 and set forth how the CDD operates and conducts its day-to-day business and operations. The
60 CDD must follow very specific procedures in connection with competitive purchases for goods
61 and services. He discussed the Request for Proposals (RFP) and Request for Qualifications (RFQ)
62 processes for various types of goods or services, awarding of contracts, contract protests, etc.

63

64 **On MOTION by Mr. Prewitt and seconded by Mr. Benzel, with all in favor, the
65 Public Hearing was opened.**

66

67

68 No member of the public spoke.

69

70 **On MOTION by Mr. Prewitt and seconded by Mr. Benzel, with all in favor, the
71 Public Hearing was closed.**

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74 Mr. Torres presented Resolution 2022-30.

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On MOTION by Mr. Dicks and seconded by Mr. Prewitt, with all in favor, Resolution 2022-34, Adopting Rules of Procedure; Providing a Severability Clause; and Providing an Effective Date, was adopted.

FIFTH ORDER OF BUSINESS

Public Hearing on the Adoption of the Fiscal Year 2021/2022 Budget

A. Proof/Affidavit of Publication

The affidavit of publication was included for informational purposes.

B. Consideration of Resolution 2022-35, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2021 and Ending September 30, 2022; Authorizing Budget Amendments; and Providing an Effective Date

On MOTION by Mr. Benzel and seconded by Mr. Dicks, with all in favor, the Public Hearing was opened.

No members of the public spoke.

On MOTION by Mr. Prewitt and seconded by Mr. Benzel, with all in favor, the Public Hearing was closed.

Mr. Torres presented Resolution 2022-35. He reviewed the proposed Fiscal Year 2022 budget, which will be Landowner-funded.

Mr. Dicks asked about the funding process. Mr. Haber stated the CDD typically enters into a Funding Agreement with the Landowner/Developer, whereby actual expenses are funded month-to-month, as they arise. Mr. Dicks asked when the Landowner/Developer-funded expenses are reimbursable to the Landowner/Developer. Mr. Haber stated some expenses, such as for day-to-day operations, are not be reimbursable but those related to capital improvements, bond issuance, etc., will be reimbursable from bond proceeds, once bonds are issued. Mr. Dicks asked when the CDD will levy assessments. Mr. Haber stated it depends on the Landowner/Developer. Once the decision is made to levy assessments, the assessments must be paid in full, based on the budget, rather than the Landowner/Developer funding just the actual expenses. Generally, before transitioning to assessments, consideration should be

113 given to when there will be enough homeowners or builders for it to make sense to assess to
 114 fund the entire budget, as opposed to having the flexibility to only pay the actual expenses as
 115 they are incurred. Mr. Dicks stated the majority of the property will likely be sold to builders in
 116 the fourth quarter of calendar year 2022, which would be in Fiscal Year 2023. Mr. Haber stated,
 117 if so, it might make sense to consider levying assessments for the Fiscal Year 2023 budget. Mr.
 118 Dicks asked if the funds received from the Landowner/Developer to fund the actual expenses
 119 are treated as "income" by the CDD. Mr. Haber stated the funds are treated as "income" for the
 120 purpose of paying the ongoing O&M expenses of the CDD.

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On MOTION by Mr. Prewitt and seconded by Mr. Skair, with all in favor, Resolution 2022-35, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2021 and Ending September 30, 2022; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

127

128

129 **SIXTH ORDER OF BUSINESS**

Public Hearing on the Adoption of the Fiscal Year 2022/2023 Budget

130

131

132 **A. Proof/Affidavit of Publication**

133 The affidavit of publication was included for informational purposes.

134 **B. Consideration of Resolution 2022-36, Relating to the Annual Appropriations and**
 135 **Adopting the Budget for the Fiscal Year Beginning October 1, 2022 and Ending**
 136 **September 30, 2023; Authorizing Budget Amendments; and Providing an Effective**
 137 **Date**

138 Mr. Torres presented the proposed Fiscal Year 2023 budget. Based on the earlier
 139 discussion, Mr. Haber stated that the Board needs to determine whether to amend the
 140 proposed Fiscal Year 2023 budget to reflect both Landowner contributions and assessments
 141 and, if assessments will be imposed for maintenance services, then those services must also be
 142 included in the budget. Mr. Dicks stated that the specifics are not known but so there will be
 143 improvements, as all infrastructure will be completed in Fiscal Year 2023. Based on Mr. Dicks'
 144 comments, Mr. Haber's recommendation was to open the Public Hearing and continue it so
 145 that the Fiscal Year 2023 budget can be finalized with regard to Landowner funding, imposing
 146 assessments, administrative expenses and O&M expenses.

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On MOTION by Mr. Prewitt and seconded by Mr. Benzel, with all in favor, the Public Hearing was opened.

No members of the public spoke.

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On MOTION by Mr. Dicks and seconded by Mr. Prewitt, with all in favor, continuing the Public Hearing to August 17, 2022 at 10:00 a.m., at the Hampton Inn & Suites by Hilton, 4971 Calypso Cay Way, Kissimmee, Florida 34746, was approved.

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SEVENTH ORDER OF BUSINESS

Update: Request for Proposals (RFP) for Annual Audit Services

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161
162

A. Affidavit of Publication

164

B. RFP Package

165

These items were included for informational purposes.

166

C. Respondents

167

I. Berger, Toombs, Elam, Gaines & Frank

168

II. Grau & Associates

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Mr. Torres stated both firms are well-qualified. He reviewed the pricing and noted that, for both, the fee increases if bonds are issued. Berger, Toombs, Elam, Gaines & Frank (BTEGF) proposed \$3,175 for the first year, with an option for additional renewals. Grau & Associates (Grau) proposed \$3,000 for the first year, and \$3,200 and \$3,400 for the second and third years, respectively. The Board preferred not to enter into a three-year contract.

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D. Auditor Evaluation Matrix/Ranking

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The scores and ranking were as follows:

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#1 BTEGF 100 points

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#2 Grau 99 points

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E. Award of Contract

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On MOTION by Mr. Benzel and seconded by Mr. Prewitt, with all in favor, ranking Berger, Toombs, Elam, Gaines & Frank as the #1 ranked respondent to the RFP for Annual Audit Services, and awarding the contract for Annual Audit Services to Berger, Toombs, Elam, Gaines & Frank, was approved.

185 EIGHTH ORDER OF BUSINESS

Update: Request for Qualifications (RFQ) for Engineering Services [No Responses Received]

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189 • Affidavit of Publication

190 Mr. Haber stated there were no responses to the RFQ for Engineering Services by the
191 due date. CPH, Inc., will remain the Interim District Engineer and the RFQ will be re-published.

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193 NINTH ORDER OF BUSINESS

Consideration of Resolution 2022-37, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2022/2023 and Providing for an Effective Date

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200 This item was deferred.

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202 TENTH ORDER OF BUSINESS

Consideration of Resolution 2022-07, Designating the Primary Administrative Office and Principal Headquarters of the District; Designating the Location of the Local District Records Office; and Providing an Effective Date

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209 This item was deferred.

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211 ELEVENTH ORDER OF BUSINESS

Consideration of Resolution 2022-14, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2021/2022 and Providing for an Effective Date

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218 This item was deferred.

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220 TWELFTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of April 30, 2022

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224 Mr. Torres presented the Unaudited Financial Statements as of April 30, 2022

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On MOTION by Mr. Prewitt and seconded by Mr. Skair, with all in favor, the Unaudited Financial Statements as of April 30, 2022, were approved.

THIRTEENTH ORDER OF BUSINESS **Approval of Minutes**

- A. May 17, 2022 Landowners’ Meeting**
- B. May 17, 2022 Public Hearings and Regular Meetings**

On MOTION by Mr. Skair and seconded by Mr. Prewitt, with all in favor, the May 17, 2022 Landowners’ Meeting and May 17, 2022 Public Hearings and Regular Meeting Minutes, as presented, were approved.

FOURTEENTH ORDER OF BUSINESS **Staff Reports**

- A. District Counsel: *Kutak Rock LP***
There was no report.
 - B. District Engineer (Interim): *CPH, Inc.***
Mr. Omana stated they are working on plans and waiting on information from the City.
 - C. District Manager: *Wrathell, Hunt and Associates, LLC***
 - **NEXT MEETING DATE: TBD**
 - **QUORUM CHECK**
- A Continued Public Hearing will be held on August 17, 2022.

FIFTEENTH ORDER OF BUSINESS **Board Members’ Comments/Requests**

There were no Board Members’ comments or requests.

SIXTEENTH ORDER OF BUSINESS **Public Comments**

No members of the public spoke.

SEVENTEENTH ORDER OF BUSINESS **Adjournment**

On MOTION by Mr. Prewitt and seconded by Mr. Benzel, with all in favor, the meeting adjourned at 10:38 a.m.

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Secretary/Assistant Secretary

Chair/Vice Chair