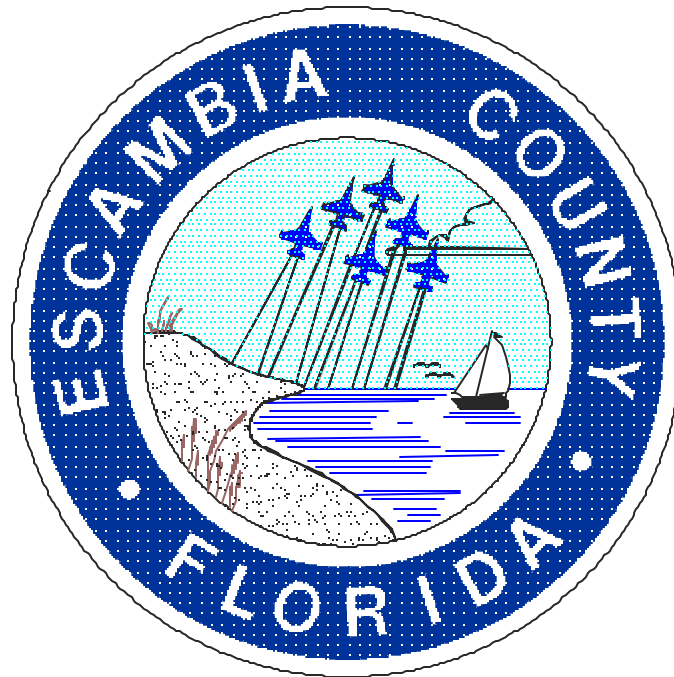


**PROFESSIONAL SERVICES AS GOVERNED
BY FLORIDA STATUTE 287.055
PD 02-03.79**



P.O. Box 17063 ♦ Pensacola, FL ♦ 32522-7063
4400 Bayou Boulevard ♦ Suite 26-B ♦ Pensacola, FL ♦ 32503
850-479-4155 ♦ FAX 850-479-9141
jma@mcguire-assoc.com

September 9, 2003

Escambia County Board of County Commissioners
1190 W. Leonard Street
Pensacola, FL 32501

**RE: Professional Services as Governed by Florida Statute 287.055
Specification Number PD 02-03.79**

Dear Commissioners:

Jerry W. McGuire & Associates, P.A. (JMA) is pleased to submit our proposal to provide professional services for Escambia County projects. Our firm has been in business in Northwest Florida for the past several years and our staff has experience in civil engineering work in this area for over twenty years. Several members of our staff have performed work on Escambia County projects while working at other local firms. The principal in charge of the projects will be Jerry W. McGuire, PE.

Our staff has extensive experience in civil engineering design, agency permitting and construction administration services. Our staffing for this project will provide Escambia County with personnel who are experienced in paving and drainage design, utility design and regulatory permitting on the local, state and federal level, if required. We have an excellent relationship with these agencies and feel this would be an asset to Escambia County. Because of this local presence, we can meet with the County on short notice.

Since our firm is based in Escambia County, we can provide quick response to the needs of the County. Our staff would be readily available for projects, and we will efficiently and effectively meet the needs of Escambia County. Our staff is keenly aware of budget and time schedules and always works to have projects completed on time and within budget. By doing this, we can ensure Escambia County receives a quality product.

As stated in your specifications, JMA carries current insurance coverage and, if awarded the job, the County will be additionally insured. The executed addenda are included with this package for the addendums issued.

We would appreciate the opportunity to work with Escambia County on the continuing engineering services. Should you have further questions, please feel free to call me.

Sincerely,

JERRY W. MCGUIRE & ASSOCIATES, P.A.

Jerry W. McGuire, PE
President

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STANDARD FORM (SF)

255

Architect-Engineer and Related Services Questionnaire for Specific Project

1. Project Name / Location for which Firm is Filing:
Professional Services as Governed by Florida Statute 287.055
Specification Number PD 02-03.79

2a. Commerce Business Daily Announcement Date, if any:

N/A

2b. Agency Identification Number, if any:

N/A

3. Firm (or Joint-Venture) Name & Address

JERRY W. MCGUIRE & ASSOCIATES, P.A.
4400 Bayou Boulevard, Suite 26-B
Pensacola, Florida 32503

3a. Name, Title & Telephone Number of Principal to Contact

Jerry W. McGuire, President (850) 479-4155

3b. Address of office to perform work, if different from Item 3

Same as above

4. Personnel by Discipline: (List each person only once, by primary function.) Enter proposed consultant personnel to be utilized on this project on line (A) and In-house personnel on line (B).

(A) _____	(B) <u>1</u> Administrative	(A) _____	(B) _____ Electrical Engineers	(A) _____	(B) _____ Oceanographers	(A) _____	(B) _____ Technician
(A) _____	(B) _____ Architects	(A) _____	(B) _____ Estimators	(A) _____	(B) _____ Planners: Urban/Regional	(A) _____	(B) _____ Party Chiefs
(A) _____	(B) _____ Chemical Engineers	(A) _____	(B) _____ Geologists	(A) _____	(B) _____ Sanitary Engineers	(A) _____	(B) _____ Instrument Men
(A) _____	(B) <u>2</u> Civil Engineers	(A) _____	(B) _____ Hydrologists	(A) _____	(B) _____ Soils Engineers	(A) _____	(B) _____
(A) _____	(B) _____ Construction Inspectors	(A) _____	(B) _____ Interior Designers	(A) _____	(B) _____ Specification Writers	(A) _____	(B) _____
(A) _____	(B) <u>4</u> Draftsmen	(A) _____	(B) _____ Landscape Architects	(A) _____	(B) _____ Structural Engineers	(A) _____	(B) _____
(A) _____	(B) _____ Ecologists	(A) _____	(B) _____ Mechanical Engineers	(A) _____	(B) _____ Surveyors	(A) _____	(B) _____
(A) _____	(B) _____ Economists	(A) _____	(B) _____ Mining Engineers	(A) _____	(B) _____ Transportation Engineers	(A) _____	(B) <u>7</u> Total Personnel

5. If submittal is by JOINT-VENTURE list participating firms and outline specific areas of responsibility (including administrative, technical and financial) for each firm: (Attach SF 254 for each if not on file with Procuring Office.)

N/A

5a. Has this Joint-Venture previously worked together?

yes

no

6. If respondent is not a joint-venture, list outside key Consultants/Associates anticipated for this project (Attach SF 254 for Consultants/Associates listed, if not already on file with the Contracting Office).

Name & Address	Specialty	Worked with Prime before (Yes or No)
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		

7. Brief resume of persons, specialists, and individual consultants anticipated for this project.	
a. Name & Title: Jerry W. McGuire, P.E. President	a. Name & Title: Mike Warnke, EI Project Manager
b. Project Assignment: Firm Principal	b. Project Assignment: Project Manager
c. Name of Firm with which associated: Jerry W. McGuire & Associates, P.A.	c. Name of Firm with which associated: Jerry W. McGuire & Associates, P.A.
d. Years experience: With This Firm: 7 With Other Firms: 15	d. Years experience: With This Firm: 3 With Other Firms: 3.5
e. Education: Degree(s) / Year / Specialization BSCE / 1981 / Civil Engineer	e. Education: Degree(s) / Year / Specialization BCE / 1996 / Civil Engineer
f. Active Registration: Year First Registered/Discipline Florida / 1988 / Civil Engineer Alabama / 1999 / Civil Engineer	f. Active Registration: Year First Registered/Discipline 1996 / Registered Engineer Intern
g. Other Experience and Qualifications relevant to the proposed project: Mr. McGuire has performed a multitude of engineering assignments during his twenty plus years of experience. His experience includes potable water and sanitary sewer design, stormwater system design, road and parking lot design, cost estimating, and inspections of projects. He has worked on extremely large projects as part of a team, as well as smaller individual projects.	g. Other Experience and Qualifications relevant to the proposed project: Mr. Warnke has performed engineering services for five years in Northwest Florida. During his career, he has performed design on water systems, sewer collection and treatment systems, roadway design, commercial site plans and drainage systems. Mr. Warnke provides design services using AutoCAD R14 and Softdesk 8. He also prepares submittals of FDOT, FDEP and County permitting packages, for the projects he designs.

7. Brief resume of persons, specialists, and individual consultants anticipated for this project.	
a. Name & Title: David Barnhill AutoCAD Technician	a. Name & Title: Diana McGuire Vice-President
b. Project Assignment: AutoCAD Technician/Inspector	b. Project Assignment: Bookkeeper
c. Name of Firm with which associated: Jerry W. McGuire & Associates, P.A.	c. Name of Firm with which associated: Jerry W. McGuire & Associates, P.A.
d. Years experience: With This Firm: 1 With Other Firms: 13	d. Years experience: With This Firm: 3 With Other Firms: 5
e. Education: Degree(s) / Year / Specialization N/A	e. Education: Degree(s) / Year / Specialization N/A
f. Active Registration: Year First Registered/Discipline N/A	f. Active Registration: Year First Registered/Discipline N/A
g. Other Experience and Qualifications relevant to the proposed project: Mr. Barnhill has performed a multitude of engineering assignments during his fifteen plus years of experience. His experience includes structural detailing and shop drawing preparation, inspection of installed improvements, cost estimating. He has worked on extremely large projects as part of a team, as well as smaller individual projects.	g. Other Experience and Qualifications relevant to the proposed project: Ms. McGuire has performed costing and accounting work for the past several years. She is adept at pricing projects to cost centers, processing journal entries on accounts, working receivables and payables lists, and inventorying hours on projects. She is adept at project software to track charges to cost centers and maintaining project budgets. She is proficient in cost accounting and management software.

7. Brief resume of persons, specialists, and individual consultants anticipated for this project.	
a. Name & Title: Bryan Harper Engineering Technician	a. Name & Title: Laura Cline AutoCAD Technician
b. Project Assignment: Technician / Systems Administrator	b. Project Assignment: AutoCAD Technician
c. Name of Firm with which associated: Jerry W. McGuire & Associates, P.A.	c. Name of Firm with which associated: Jerry W. McGuire & Associates, P.A.
d. Years experience: With This Firm: 3 With Other Firms: 2	d. Years experience: With This Firm: 2 With Other Firms: 3
e. Education: Degree(s) / Year / Specialization AS / 1998 / Civil Engineering	e. Education: Degree(s) / Year / Specialization N/A
f. Active Registration: Year First Registered / Discipline N/A	f. Active Registration: Year First Registered / Discipline N/A
g. Other Experience and Qualifications relevant to the proposed project: As an engineering technician, Mr. Harper provides design services using AutoCAD R14 and Softdesk 8, to design plan and profiles, stormwater, potable water, and wastewater plans for subdivision and site plans in and around Escambia, Santa Rosa and Okaloosa counties. Mr. Harper also assists in preparation and submittals of FDOT, FDEP and County permitting packages. In addition, he conducts minor field surveys as needed. Mr. Harper also administers JMA=s local area network which consists of one Windows NT server, backup domain controller, six work stations and various peripheral devices that include plotters and printers.	g. Other Experience and Qualifications relevant to the proposed project: Being a responsible staff member of Jerry W. McGuire & Associates, P.A., Ms. Cline=s responsibilities include commercial and residential layouts, and permitting on federal, county, and city levels. Also, she has experience in detail parcel and use maps and assisting with computations for proven boundaries.

8. Work by firm or joint-venture members which best illustrates current qualifications relevant to this project (List not more than 10 Projects).

a. Project Name & Location	b. Nature of Firm=s Responsibility	c. Project Owner=s Name & Address and Project Manager=s Name & Phone Number	d. Completion Date (actual or estimated)	e. Estimated Cost (in thousands)	
				Entire Project	Work for Which Firm Was/Is Responsible
(1) Avalon Utilities Milton, Florida	Planning and design services for a sanitary sewer utility system.	Avalon Utilities, Inc. 3220 Avalon Boulevard Milton, FL 32570 Jane Miller, General Mgr. (850) 994-8200	2005	\$550	15%
(2) Maple Oaks Subdivision Phase 2 Ten-Mile Road	Design and inspection of roads, utilities, and drainage system for a 67 acre subdivision.	UIL Family Limited Partnership 4229 Highway 90 Pace, FL 32571 Mr. Edwin Henry (850) 994-0984	2004	\$1,250	12%
(3) Magnolia Lakes Estates Phase V East Kingsfield Road	Design and inspection of roads, utilities, and drainage system for an 84 lot subdivision.	UIL Family Limited Partnership 4229 Highway 90 Pace, FL 32571 Mr. Edwin Henry (850) 994-0984	2003	\$425	8%
(4) Camp O= The Pines Highway 29	Design and inspection of roads, utilities, parking lots, and drainage system for a 65 acre severely sloping site.	Pensacola Christian College 250 Brent Lane Pensacola, FL 32503 Mr. Robert Chappell (850) 969-1610	1998	\$12,000	2.5%
(5) Springdale Forest Community Drive Pensacola, Florida	Design and inspection of roads, utilities, and drainage system for a 159 lot subdivision.	UIL Family Limited Partnership 4229 Highway 90 Pace, FL 32571 Mr. Edwin Henry (850) 994-0984	1999	\$2,100	10%
(6) West Florida Hospital Parking Lot Expansion	Design permitting of 725 car parking lot, access and drainage.	West Florida Hospital 8383 North Davis Highway Pensacola, Florida 32514 Mr. Mike Barrow	2004	\$610	10%

		(850) 494-4000			
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8. Work by firm or joint-venture members which best illustrates current qualifications relevant to this project. **(Continued)**

a. Project Name & Location	b. Nature of Firm=s Responsibility	c. Project Owner=s Name & Address and Project Manager=s Name & Phone Number	d. Completion Date (actual or estimated)	e. Estimated Cost (in thousands)	
				Entire Project	Work for Which Firm Was/Is Responsible
(7) Lynn McGhee Drive Paving and Bridge Project	Design of roadway, drainage and bridge.	Bureau of Indian Affairs C/o Poarch Band of Creek Indians 5811 Jack Springs Road Atmore, Alabama 35622 (334) 968-3147	2004	\$300	9%
(8) Perdido Bay Country Club Estates Master Drainage Plan	Analysis of drainage system for 35 year old subdivision with recommendations for improvements to solve drainage problems.	Sportsman at Perdido 1 Doug Ford Drive Pensacola, FL 32507 Mr. Brian Stephenson (850) 492-1223	2003	\$185	100%
(9) Pace Mill Creek Pace, FL	Design of roads, utilities, and drainage system for a 300 lot subdivision	UIL Family Limited Partnership 4229 Highway 90 Pace, FL 32571 Mr. Edwin Henry (850) 994-0984	2003	\$1,500	10%
(10) Shoal Creek Drainage MSBU Pensacola, Florida	Analysis of existing stormwater system to bring into County compliance.	Escambia County 1190 West Leonard Street Pensacola, Florida 32501 Mr. Don Flota (850) 587-5538	2003	\$6.5	100%
(11) Bellview Site Plan	Design of parking lot for elementary school along with drainage, site utilities, etc.	Escambia County School Board J.E. Hall Center Facilities Management Mr. Ted Kircharr (850) 469-5657	2000	\$100	8.5%
(12) Milton High School Parking Lot and Drainage	Design of grading and drainage plan for school addition and 150 care parking lot.	Santa Rosa County Schools Facilities Management 4664 Firestone Road Milton, Florida 32570 Mr. Steve Ratliff (850) 9983-5123	2002	\$125	6.5%

9. All work by firm or joint-venture members currently being performed directly for Federal agencies.

a. Project Name & Location	b. Nature of Firm=s Responsibility	c. Agency (Responsible Office) Name and Address and Project Manager=s Name & Phone Number	d. Percent Complete	e. Estimated Cost (in thousands)	
				Entire Project	Work for which Firm is Responsible

1.	Lynn McGhee Bridge Atmore, AL	Design of bridge	Bureau of Indian Affairs c/o Poarch Band of Creek Indians 5811 Jack Springs Road Atmore, Alabama Debbie Cook, Transportation Coord. (251) 368-9136	50 %	\$275	\$50
2.	Shoal Creek MSBU Pensacola, Florida	Drainage Analysis	Escambia County, Florida 1190 W. Leonard Street Pensacola, Florida 32501 Stephanie Holmes, Project Manager (850) 595-3434	100 %	\$6.5	\$6.5
3.	Perdido Bay Drainage Pensacola, Florida	Drainage Upgrade	Escambia County, Florida 1190 W. Leonard Street Pensacola, Florida 32501 David Neal, Project Manager (850) 595-3434	85 %	\$185	\$7.5

STANDARD FORM (SF)

254

Architect-Engineer and Related Services Questionnaire

1. Firm Name / Business Address
JERRY W. MCGUIRE & ASSOCIATES, P.A.
4400 Bayou Boulevard, Suite 26-B
Pensacola, Florida 32503

1a. Submittal is for : Parent Company Branch or Subsidiary Office

2. Year Present Firm Established:
1999

3. Date Prepared:
09/07/03

4. Specify type of ownership and check below, if applicable.
Corporation

- A Small Business
- B Small Disadvantaged Business
- C Woman-owned Business

5. Name of Parent Company, if any: **N/A**

5a. Former Parent Company Name(s), if any, and Year(s) Established:
 Bishop McGuire Engineering, Inc. / 1996

6. Names of not more than Two Principals to Contact: Title / Telephone

1) Jerry W. McGuire, PE President (850) 479-4155

7. Present Offices: City / State / Telephone / No. Personnel Each Office
 Pensacola, Florida / (850) 479-9101 / 7 Employees

7a. Total Personnel 7

8. Personnel by Discipline: (List each person only once, by primary function)

<input type="checkbox"/> 1 Administrative	<input type="checkbox"/> Electrical Engineers	<input type="checkbox"/> Oceanographers	_____
<input type="checkbox"/> Architects	<input type="checkbox"/> Estimators	<input type="checkbox"/> Planners: Urban/Regional	_____
<input type="checkbox"/> Chemical Engineers	<input type="checkbox"/> Geologists	<input type="checkbox"/> Sanitary Engineers	_____
<input checked="" type="checkbox"/> 2 Civil Engineers	<input type="checkbox"/> Hydrologists	<input type="checkbox"/> Soils Engineer	_____
<input type="checkbox"/> Construction Inspectors	<input type="checkbox"/> Interior Designers	<input type="checkbox"/> Specification Writers	_____
<input type="checkbox"/> 4 Draftsmen	<input type="checkbox"/> Landscape Architects	<input type="checkbox"/> Structural Engineers	_____
<input type="checkbox"/> Ecologists	<input type="checkbox"/> Mechanical Engineers	<input type="checkbox"/> Surveyors	_____
<input type="checkbox"/> Economists	<input type="checkbox"/> Mining Engineers	<input type="checkbox"/> Transportation Engineers	_____
		<u>6</u> TOTAL	

9. Summary of Professional Services Fees Received: (Insert index number)

	Last 5 Years (most recent year first)			
	<u>2002</u>	<u>2001</u>	<u>2000</u>	
				<u>19</u>
				<u>99</u>

Ranges of Professional Services Fees INDEX

1. Less than \$100,000
2. \$100,000 to \$250,000
3. \$250,000 to \$500,000
4. \$500,000 to \$1 million
5. \$1 million to \$2 million

___ Direct Federal contract work, including overseas	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	6. \$2 million to \$5 million
___ All other domestic work	<u>4</u>	<u>3</u>	<u>3</u>	<u>4</u>	<u>4</u>	7. \$5 million to \$10 million
___ All other foreign work*	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	8. \$10 million or greater

* Firms interested in foreign work, but without such experience, check here: **XX**

10. Profile of Firm=s Project Experience, Last 5 Years

Profile Code	Number of Projects	Total Gross Fees (in thousands)	Profile Code	Number of Projects	Total Gross Fees (in thousands)	Profile Code	Number of Projects	Total Gross Fees (in thousands)
1) 023	68		11) 011	1	40	21)		
2) 033	22	137	12)			22)		
3) 042	7	48	13)			23)		
4) 046	74	34	14)			24)		
5) 079	81	562	15)			25)		
6) 096	62	193	16)			26)		
7) 104	84	488	17)			27)		
8) 107	37	410	18)			28)		
9) 115	49	188	19)			29)		
10) 117	10	211	20)			30)		
	48							

11. Project Examples, Last 5 Years **(JERRY W. MCGUIRE & ASSOCIATES, P.A.)**

Profile Code	AP≡, AC≡, AJV≡, or AIE≡	Project Name and Location	Owner Name and Address	Cost of Work (in thousands)	Completion Date (Actual or Estimated)
011	C	Lynn McGhee Bridge Lynn McGhee Drive Atmore, AL	Poarch Band of Creek Indians 5811 Jack Springs Road Atmore, AL 32623	225	2004
023	C	Magnolia Lakes Estates Phase 5 Kingsfield Road Pensacola, Florida	UIL Family Limited Partnership 4229 Highway 90 Pace, Florida 32571	585	2003
033	C	Pace Mill Creek Phase 1 Report Pace, Florida	Bank of Pensacola W. Nine Mile Road Pensacola, Florida 32514	0.15	2002
042	C	Grand Navarre Canal Seawall Navarre Beach, Florida	Grand Navarre Homeowners Association Gulf Boulevard Navarre Beach, Florida	399	2003
042	C	Bahia Mar Marine Cypress Street Pensacola, Florida	Marine Management Corp. 804 Palafox Street Pensacola, Florida 32501	500	1999

046	C	Oaks by the Sea Boat Slips Pensacola, Florida	LN Bennett Land & Timber Company Shiloh Vimville Road Meridian, Mississippi	155	2003
046	C	Springdale Forest Community Drive Pensacola, Florida	UIL Family Limited Partnership 4229 Highway 98 Pace, Florida 32571	2,100	2000

079	C	Lynn McGhee Road Paving Project Jack Springs Road Atmore, Alabama	Bureau of Indian Affairs C/O Poarch Band of Creek Indians Atmore, Alabama 32623	125	2001
079	C	Pace Mill Creek Phase 2 Chumuckla Highway Pace, Florida	UIL Family Limited Partnership 4229 Highway 90 Pace, Florida 32571	435	2004
079	C	Ortega Park Subdivision Highway 98 Navarre, Florida	Pullum Estates 8494 Navarre Parkway Navarre, Florida	55	2001
096	C	Avalon Utilities Extensions Milton, Florida	Jane Miller 3220 Avalon Boulevard Milton, Florida 32583	525	2003
096	C	Maple Oaks Subdivision Phase 2 Ten Mile Road Pensacola, Florida	UIL Family Limited Partnership 4229 Highway 90 Pace, Florida 32571	370	2004
096	C	Garcon Utilities Sewer System Avalon Boulevard Milton, Florida	Ferral Brown 2203 N. Pace Boulevard Pensacola, Florida 32506	400	2000
096	C	Mackey Key Low Pressure Sewer Scenic Highway Pensacola, Florida	Tom Davis, Sr. 8873 Scenic Highway Pensacola, Florida 32504	100	1998
096	C	Avalon Utilities WWTP System Expansion Avalon Boulevard Milton, Florida	Jane Miller, General Manager Avalon Utilities, Inc. 3220 Avalon Boulevard Milton, Florida 32570	510	2005
104	C	Shoal Creek Drainage MSBU Davis Highway	Escambia County, Florida 1190 W. Leonard Street Pensacola, Florida 32501	6.5	2003
104	C	Perdido Bay Drainage Upgrade Pensacola, Florida	Escambia County, Florida 1190 West Leonard Street Pensacola, Florida 32501	185	2003

12. The foregoing is a statement of facts				Date:
Signature: _____ Typed Name and Title: <u>Jerry W. McGuire, President</u>				

JERRY W. MCGUIRE & ASSOCIATES, P.A.

Insurance Requirements

1. Commercial General Liability

CNA- Transcontinental Insurance
\$1,000,000 per occurrence
\$1,000,000 policy aggregate limits

2. Professional Liability

Premium Assignment
\$1,000,000 per occurrence

3. Florida Statutory Workers' Compensation and Employers Liability

CNA- Transcontinental Insurance
\$1,000,000 each accident
\$5,000,000 policy limit
\$1,000,000 each employee

4. Automobile Liability

State Farm Insurance
\$100,000 each person
\$300,000 each accident

5. General Liability coverage shall name Escambia County as an additional insured.

All coverage shall be through carriers licensed to do business in the State of Florida. Carriers shall be "A" rated by A.M. Best Company. Certificates of Insurance shall provide for 30 days notice of cancellation. Certificates shall show the Board of County Commissioners as certificate holder. The contractor prior to commencement of work on this project shall provide certificates to the Board of County Commissioners.

CONFLICTS OF INTEREST STATEMENT

I, Jerry W. McGuire, President of Jerry W. McGuire & Associates, P.A., hereby certify that no member of this firm ownership, management or staff has vested interest in any aspect of any department of Escambia County. Furthermore, no conflicts of interest or property interests exist between the County and Jerry W. McGuire & Associates, P.A.

Jerry W. McGuire, PE
President

Date

STATE OF FLORIDA
COUNTY OF ESCAMBIA

The foregoing instrument was acknowledged before me this 9th day of September 2003 by Gerald W. McGuire, President of Jerry W. McGuire & Associates, P.A., a Florida corporation, on behalf of the corporation. Mr. McGuire is personally known to me/has shown identification in the form of a valid Florida driver's license.

Signature of Notary Public - State of Florida

(SEAL)

KEY PERSONNEL STATEMENT

I, Jerry W. McGuire, President of JERRY W. MCGUIRE & ASSOCIATES, P.A., hereby state that all listed personnel in this submittal will be available for this project.

Jerry W. McGuire, PE
President

Date

OTHER WORK/LITIGATION EXPERIENCE

I, Jerry W. McGuire, President of JERRY W. MCGUIRE & ASSOCIATES, P.A., do hereby state that JERRY W. MCGUIRE & ASSOCIATES, P.A., has never failed to complete work under contract, and further do hereby state that no officer of JERRY W. MCGUIRE & ASSOCIATES, P.A., or team members has failed to complete a project in the last five (5) years. Furthermore no lawsuits are on file or pending against JERRY W. MCGUIRE & ASSOCIATES, P.A.

Jerry W. McGuire, PE
President

Date

PROJECT APPROACH

The project consists of the preparation of construction documents for the repair and improvement of existing County infrastructure such as the possible paving, overlay and drainage of existing dirt and poorly conditioned roads in Escambia County, Florida. The County staff has identified the work required which will be funded from the Local Option Tax, or in some cases MSBU's.

Our basic approach to projects will first be to meet with the County staff to determine the needs and scope of services required to accommodate the County's goals. After this initial meeting, a subconsultant for surveying, will begin the collection of the field data necessary for the design. In the case of a road project, we will establish the right-of-way of the roads to be improved or paved, along with the baseline following the centerline of the existing roadway. We will do this subject to any recommendations the County staff may have or from information gathered from property owner's community meetings. We will ensure sufficient cross sections are obtained along the project route so as to ensure the proper design grade is achieved and driveways tie into the roadways with the proper alignment.

Upon receipt of the collected survey data, we will begin design of construction plans for the road paving work. We will recommend having owner's input if additional right-of-way is needed, and if so, we will prepare drawings for acquiring the necessary right-of-way. We anticipate most designs will consist of 22 or 24 foot roadway sections with curb and gutter, but there may be instances where drainage swales are optimal and would help to minimize overall project costs.

Drainage will be one of the major issues to address during the design of most projects. JMA's staff is well versed in all aspects of stormwater, and is acutely aware of the County's and FDOT's requirements for stormwater management system design. We see stormwater management areas (retention ponds) required on most any project, and with this being the case, it could result in the County's need to acquire additional rights-of-way. The location of these areas will be determined as early as possible in the design process so the County can begin work on the right-of-way acquisition.

Toward the end of the design process, JMA's will assist the County with submitting and obtaining the necessary permits from the Florida Department of Environmental Protection (FDEP) and possibly the U.S. Environmental Protection Agency for an NPDES permit. If wetland jurisdictional areas are encountered during the survey/design process, a subconsultant, will be used to obtain the necessary permits from the appropriate regulatory agencies. Permitting is a strength of the team, and JMA has collaborated on receiving numerous dredge and fill permits from the State and Federal regulatory agencies.

Throughout the design process, itemized construction costs will be provided to the County to give them assurances the projects are staying at or near construction budget. Unknowns do occur during projects, and our experienced staff has the ability to identify potential problems early on, recommend probable solutions, and is able to accurately cost out these items. Our goal is to figure construction costs per individual roadway so the County can select the roads to pave and stay within their allotted budget.

We will assist Escambia County in advertising the project, and furnish the prospective bidders with sets of plans and necessary contract documents. Our project manager and principal-in-charge will attend any pre-bid conference to answer questions bidders may have concerning the design of the project. We will recommend to the County regarding the award of bid after we have determined the low and responsive bidder is qualified for the project.

The engineers at JMA are very experienced in construction administration, and once construction begins, our Project Engineer will make periodic visits to the site to review the progress of the work and ensure the work is proceeding on schedule and according to the plans. We will also maintain updated schedules in the format the County desires. We recommend scheduling reports be distributed weekly for review and tracking of projects.

The above approach should result in the County receiving a project which comes in on time and within budget. Throughout the process, JMA will continually keep the County staff advised on any potential problems that may arise and offer recommendations on how to handle the situation. Using this approach, the County will receive a quality project.

Due to our present workload, our firm has the technically qualified and experienced personnel to begin work on County projects immediately. JMA will devote all the resources and time to ensure the County's needs are always met.

BUDGET CONTROL

During the initial stage of all projects, budgets and schedules will be established with County Staff concurrence so that projects start out in the proper direction. JMA, being a private business, understands the need for strong budget control and accurate budget projections. From our years of experience on civil engineering projects, we tend to see projects that move along in an organized manner generally stay within budget and are completed on time. Our staff has excellent experience in managing multifaceted projects, and will endeavor to perform in the same manner on County projects.

While controlling projects is one sure way to keep budgets within limits, alternative scenarios to the project approach need to be considered early on during initial project startup. There may be ways to save money on projects due to lessons learned from previous projects. The staff of JMA prides themselves on being able to adapt to changes for the good of the client.

Finally, JMA's numerous years of experience allows them to be especially effective in foreseeing potential problems before they occur. Foreseeing a problem before it occurs makes for less costly change orders. Overall, our experience will result in an orderly project that closely tracks the project schedule and budgets.

**PROFESSIONAL SERVICES AS GOVERNED
BY FLORIDA STATUTE 287.055**

SPECIFICATION NUMBER PD 02-03.79

SPECIFIC SERVICES TO BE OFFERED:

ENGINEERING SERVICES: CIVIL