

**PARKVIEW AT  
LONG LAKE RANCH  
COMMUNITY DEVELOPMENT  
DISTRICT**

**October 23, 2023**

**BOARD OF SUPERVISORS  
REGULAR MEETING  
AGENDA**

**PARKVIEW AT LONG  
LAKE RANCH  
COMMUNITY DEVELOPMENT DISTRICT**

**AGENDA  
LETTER**

# Parkview at Long Lake Ranch 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

October 16, 2023

Board of Supervisors

Parkview at Long Lake Ranch Community Development District

Dear Board Members:

The Board of Supervisors of the Parkview at Long Lake Ranch Community Development District will hold a Regular Meeting on October 23, 2023 at 10:00 a.m., at the Hampton Inn & Suites by Hilton - Tampa/Wesley Chapel, 2740 Cypress Ridge Blvd., Wesley Chapel, Florida 33544. The agenda is as follows:

1. Call to Order/Roll Call
2. Public Comments
3. Consideration of Response(s) to Request for Qualifications (RFQ) for Engineering Services
  - A. Affidavit of Publication
  - B. RFQ Package
  - C. Respondent(s): Lighthouse Engineering, Inc.
  - D. Competitive Selection Criteria/Ranking
  - E. Award of Contract
4. Update: Board Transition
5. Consideration of Resolution 2024-01, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2023/2024 and Providing for an Effective Date
6. Consideration of Resolution 2024-02, Adopting Certain Amendments to the District's Record Retention Policy; Addressing Conflicts and Severability; and Providing for Severability and an Effective Date
7. Acceptance of Unaudited Financial Statements as of September 30, 2023
8. Approval of August 21, 2023 Public Hearing and Regular Meeting Minutes

### ATTENDEES:

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

9. Staff Reports

- A. District Counsel: *Kutak Rock LLP*
- B. District Engineer: *Clearview Land Design, P.E.*
- C. District Manager: *Wrathell, Hunt and Associates, LLC*

- NEXT MEETING DATE: November 20, 2023 at 10:00 AM

- QUORUM CHECK

SEAT 1	TIM MURRAY	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
SEAT 2	MAC McCRAW	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
SEAT 3	TOM GRIGGS	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
SEAT 4	CHAD WHALEY	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
SEAT 5	BILLY HIERLIHY	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO

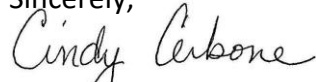
10. Board Members' Comments/Requests

11. Public Comments

12. Adjournment

If you should have any questions or concerns, please do not hesitate to contact me directly at (561) 346-5294 or Jamie Sanchez at (561) 512-9027.

Sincerely,



Cindy Cerbone  
District Manager

**FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE**

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

**PARTICIPANT PASSCODE: 131 733 0895**

**PARKVIEW AT LONG  
LAKE RANCH  
COMMUNITY DEVELOPMENT DISTRICT**

**3A**

**Tampa Bay Times**  
**Published Daily**

STATE OF FLORIDA  
COUNTY OF Pasco

} SS

Before the undersigned authority personally appeared **Carol Chewning** who on oath says that he/she is **Legal Advertising Representative** of the **Tampa Bay Times** a daily newspaper printed in St. Petersburg, in Pinellas County, Florida; that the attached copy of advertisement, being a Legal Notice in the matter **RE: RFQ for Engineering Services** was published in said newspaper by print in the issues of: **10/ 4/23** or by publication on the newspaper's website, if authorized, on

Affiant further says the said **Tampa Bay Times** is a newspaper published in **Pasco County, Florida** and that the said newspaper has heretofore been continuously published in said **Pasco County, Florida** each day and has been entered as a second class mail matter at the post office in said **Pasco County, Florida** for a period of one year next preceding the first publication of the attached copy of advertisement, and affiant further says that he/she neither paid not 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.

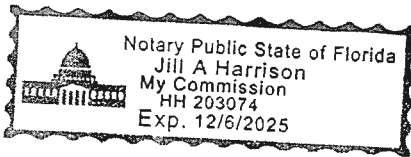
\_\_\_\_\_  
Signature Affiant

Sworn to and subscribed before me this **.10/04/2023**

\_\_\_\_\_  
Signature of Notary Public

Personally known       X       or produced identification

Type of identification produced \_\_\_\_\_



**REQUEST FOR QUALIFICATIONS FOR ENGINEERING SERVICES  
FOR THE PARKVIEW AT LONG LAKE RANCH COMMUNITY  
DEVELOPMENT DISTRICT**

**RFQ for Engineering Services**

The Parkview at Long Lake Ranch Community Development District ("**District**"), located in Pasco County, Florida, announces that professional engineering services will be required on a continuing basis for the District's roadway improvements, stormwater management system, amenity improvements, landscaping, hardscaping and irrigation system improvements, 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 geographic location of the Applicant's headquarters and offices; e) the recent, current and projected workloads of the Applicant; and f) 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) electronic copy of Standard Form No. 330 and the Qualification Statement by 12:00 p.m., on October 18, 2023 and to the attention of District Manager, Jamie Sanchez at [sanchezj@whhassociates.com](mailto:sanchezj@whhassociates.com).

The Board will review the Qualifications Statements and is anticipated to rank the Applicants during its regular meeting to be held on 10:00 a.m. on October 23, 2023, at the Hampton Inn & Suites by Hilton - Tampa/Wesley Chapel 2740 Cypress Ridge Blvd., Wesley Chapel, Florida 33544. **Proposers shall attend such meeting for the purpose of answering any questions related to their Qualifications Statement.**

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)  
10/04/2023 0000310085

**PARKVIEW AT LONG  
LAKE RANCH  
COMMUNITY DEVELOPMENT DISTRICT**

**3B**

**REQUEST FOR QUALIFICATIONS FOR ENGINEERING SERVICES  
FOR THE PARKVIEW AT LONG LAKE RANCH COMMUNITY DEVELOPMENT DISTRICT**

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**PARKVIEW AT LONG LAKE RANCH  
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; 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.

**PARKVIEW AT LONG  
LAKE RANCH  
COMMUNITY DEVELOPMENT DISTRICT**

**3C**

October 16, 2023

Jamie Sanchez, District Manager  
Parkview at Long Lake Ranch CDD  
19037 Long Lake Ranch Blvd.  
Lutz, FL 33558



**Re: Parkview at Long Lake Ranch Community Development District – Engineering Services**

Dear Selection Committee,

Lighthouse Engineering (LHE) submits this proposal for professional services with a strong interest in entering a partnership with The Parkview at Long Lake Ranch Community Development District (CDD) as your **District Engineer**. LHE is a multi-discipline civil/site engineering firm with three senior professional engineers and affiliates who are highly qualified for this work. One (1) electronic copie of Standard Form No. 330 and Letter of Interest are included in this proposal.

Lighthouse Engineering  
has professionals  
experienced with CDD  
operations.

Lighthouse Engineering (LHE) provided engineering services for Meadow Pointe II CDD in Wesley Chapel, Florida with Bob Nanni as the District Manager. We are currently serving as District Engineer for Harbor Bay Community Development District in Hillsborough County, Florida with Jordan Lansford as District Manager, and Asturia Community Development District in Pasco County, Florida with Tish Dobson as District Manager.

**WHY HIRE LHE? Quite simply, we offer the best value for our professional services. LHE is an engineering firm with very competitive overhead and the highest quality standards. Our engineers have a combined experience of over 100 years and this knowledge allows us to examine, evaluate and quickly solve both complex and minor tasks. We feel this knowledge provides the best value for our clients.**

LHE provides this value through having executive/ senior professionals that are highly qualified for their work. In addition, our operations run efficiently through purchasing and acquiring the same or greater IT infrastructure and office equipment utilized by our competitors and placing them in home offices. As the District Engineer, we would adopt a **safety-first approach**. We will protect the safety of the community first and foremost. We will support the **economic** interests of the community through adhering to capital budgeting requirements. For our part, we commit that we will provide the engineering services for the CDD in accordance with the budget.

**WHY IS THIS IMPORTANT TO THE CDD? It means that our engineering work is easily bid by contractors and produces regular low bids for work. Also, Design-Build projects typically have zero change orders. This allows the CDD to finish more work with fewer financial and management resources.**

If you wish to discuss our abilities further, we will welcome the opportunity to meet face to face with you.

If you have any additional questions, please let us know.

Sincerely,

A handwritten signature in blue ink that reads 'Bradley S. Foran'.

**Brad Foran, PE**  
**Lighthouse Engineering, Inc.**

Lighthouse Engineering, Inc.  
701 Enterprise Road East, Suite 410  
Safety Harbor, FL 34695  
727-726-7856 (office) 727-683-9848 (fax)

# ARCHITECT – ENGINEER QUALIFICATIONS

## PART I – CONTRACT SPECIFIC QUALIFICATIONS

### A. CONTRACT INFORMATION

1. TITLE AND LOCATION *(City and State)*  
**Parkview at Long Lake Rach Community Development District – Professional Engineering Services – continuous contract**

2. PUBLIC NOTICE DATE  
 October 16, 2023

3. SOLICITATION OR PROJECT NUMBER

### B. ARCHITECT – ENGINEER POINT OF CONTACT

4. NAME AND TITLE  
 Brad Foran, P.E., President

5. NAME OF FIRM  
**Lighthouse Engineering, Inc.**

6. TELEPHONE NUMBER  
 727.726.7856

7. FAX NUMBER  
 727.683.9848

8. E-MAIL ADDRESS  
 bforan@lighthouseenginc.com

### C. PROPOSED TEAM

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

	<i>(Check)</i>			9. FIRM NAME	10. ADDRESS	11. ROLE IN THIS CONTRACT
	PRIME	J-V PARTNER	SUBCON-TRACTOR			
a.	<input checked="" type="checkbox"/>			<b>Lighthouse Engineering, Inc.</b>  <input type="checkbox"/> CHECK IF BRANCH OFFICE	701 Enterprise Road East Suite 410 Safety Harbor, FL 34695	Project Management, Environmental Permitting, Drainage, Traffic, Design, QA/QC, Specifications
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

**[X]** *(Attached)*

# ORGANIZATIONAL CHART



X	A. Design Phase
X	B. Construction and Inspection Phase Services (Minor Projects Only)
X	C. Project Administration
X	D. General Civil/ Stormwater Engineering
X	E. Traffic Engineering
X	F. Water / Wastewater Engineering
X	G. Geotechnical Engineering
X	H. Pavement Management
X	I. Geographic Information Systems Services (GIS)
X	J. Grant Administration
X	K. General Engineering Consultation / Peer Review / Quality Assurance Review

**CDD  
PROJECT MANAGER**

**PROJECT MANAGER  
Brad Foran, P.E.**

**OFFICE ADMINISTRATION AND  
MARKETING  
Amy Palmer**

**DESIGN TEAM**

**QAQC  
Frank Foran, P.E.**

**ASSISTANT PROJECT MANAGER  
Thomas Liu, P.E.**

**DESIGN ENGINEERING  
CEI  
PROJECT ADMINISTRATION**

**Brad Foran, PE  
Thomas Liu, PE  
Sandy Fabrizio**

**GEN CIV PLAN REVIEW, COST EST.  
PROJECT CONCEPTUALIZATION**

**Brad Foran, PE  
Frank Foran, PE  
Thomas Liu, PE**

**TRAFFIC ENGINEERING**

**Brad Foran, PE  
Frank Foran, PE  
Thomas Liu, PE**

**WATER/ WASTEWATER  
ENGINEERING**

**Thomas Liu, PE  
Frank Foran, PE**

**GEN CIV SURVEYING  
MAPPING**

**Geodata**

**PAVEMENT MANAGEMENT**

**Brad Foran, PE  
Thomas Liu, PE**

**GEOTECHNICAL ENGINEERING**

**Driggers**

**GRANT ADMINISTRATION**

**Renee Foran  
Sandy Fabrizio**

**E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT**

*(Complete one Section E for each key person.)*

12. NAME <b>Bradley S. Foran, P.E.</b>	13. ROLE IN THIS CONTRACT <b>Project Manager</b>	14. YEARS EXPERIENCE	
		a. TOTAL 27	b. WITH CURRENT FIRM 17
15. FIRM NAME AND LOCATION <i>(City and State)</i> <b>Lighthouse Engineering, Inc. Safety Harbor, FL</b>			
16. EDUCATION <i>(DEGREE AND SPECIALIZATION)</i> B.S.C.E. / Civil Engineering		17. CURRENT PROFESSIONAL REGISTRATION <i>(STATE AND DISCIPLINE)</i> Professional Engineer: Florida, 1998, #52634	
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i> FDOT Training / Contract Estimating System, Access Mgmt Guidelines for Project Development, Basic Lighting and Electricity, Advanced Work Zone Traffic Control Course, Specifications, Electronic Submittal			

**19. RELEVANT PROJECTS**

	(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If Applicable)
a.	<b>Meadow Pointe II CDD – Wesley Chapel, Florida</b>	2021	
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>EOR</b> for the gen. engineering consultant for this CDD community which contains 108 ponds, is home to almost 3500 residents and has almost 75 miles of roads. Over a 12-year period LHE was tasked to produce pavement evaluations, pond evaluations and evaluations of all the existing facilities that include the 2500 SF club house, pool, multipurpose courts and all of their existing wholly owned and operated infrastructure. As the GEC for the CDD we routinely interacted with the board and provided reports, evaluation, and financial guidance for current and future needs of the community. We engaged in the reissuance of bonds for the CDD that totaled more than ten million dollars and upgraded the existing infrastructure and produced monies for future expansion of the community facilities. As the GEC for the CDD, he was responsible to the CDD for all its engineering needs.		
b.	<b>City of Clearwater – Bayshore Blvd. multi-use path</b>	2016	
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Project Manager</b> for the design of a new 10-foot-wide multi use path on the east side of Bayshore Blvd. Beginning at the Ream Wilson Trail Crossing and continuing to Bayshore Blvd's Tee into SR 60. This new trail will be the final link between Pinellas and Hillsborough County. The Bayshore Trail will interconnect the Friendship Trail and the Pinellas Trail that extends throughout Pinellas County. Extensive permits were required with a full Southwest Florida Water Management District (SWFWMD) ERP and US Army Core of Engineering Nationwide #14 permits.		
c.	<b>City of Tampa – Hawthorne Road from MacDill to Bayshore Blvd. Improvements</b>	2021	
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Project Manager and EOR</b> for the design services for the Hawthorne Rd between Bayshore Blvd. and MacDill Ave. improvements. Project included saving the existing Oak trees, eliminating ponding on roadways, reprofiling of Hawthorne Road, removal of portions of the curb, and placement of curb inlets.		
d.	<b>City of Tampa – Howard Ave-Dekle Ave-De Soto Ave Improvements</b>	2015	2019
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Project Manager</b> and EOR for intersection redesign to improve the ADA access and operational maneuvering of this three-way intersection. Coordinated with the public and have assisted with the City for the Howard Ave corridor. (\$110,000)		
e.	<b>I-275 / SR 93 Bus on Shoulder from Alt US 19/SR595/5th Ave N to SR 694/ Gandy Blvd. – Pinellas County FL *AWARD WINNING*</b>	2019-2021	
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm <b>Project Manager/EOR</b> contracted to generate the Project System Engineering Plan (PSEMP) and the Requirement Traceability Verification Matrix (RTVM). Responsible for the installation of the RSS at the northbound and southbound ramps from 38th Ave. N. and 54th Ave. N. Also executed the removal and replacement of an ITS system components that are impacted by the Design-Build Firm's scope of work. Project also included paved shoulder widening, milling and resurfacing, drainage, signing and pavement markings, and lighting.		

**E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT**

*(Complete one Section E for each key person.)*

12. NAME <b>Thomas Liu, P.E.</b>	13. ROLE IN THIS CONTRACT <b>Project Engineering and Environmental Permitting</b>	11. YEARS EXPERIENCE	
		a. TOTAL 22	b. WITH CURRENT FIRM 12
15. FIRM NAME AND LOCATION <i>(City and State)</i> <b>Lighthouse Engineering, Inc., Safety Harbor, FL</b>			
16. EDUCATION <i>(DEGREE AND SPECIALIZATION)</i> B.S.C.E./1994/Civil Engineering		17. CURRENT PROFESSIONAL REGISTRATION <i>(STATE AND DISCIPLINE)</i> Professional Engineer: Florida, 2000, #58258	
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i> FDOT Training: Project Management, Drainage, HY-8, AdICPR, HydroCAD, erosion control, Advanced Traffic Control, Specifications, Electronic Submittals			

**19. RELEVANT PROJECTS**

	(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If Applicable)
a.	<b>FDOT District 7 – Withlacoochee Trail from Hernando County Line to Marion County Line – Citrus County, FL</b>	2020	
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <b>Project Engineer</b> responsible for roadway design, drainage analysis, signing and pavement marking, and Temporary Traffic Control Plans for this rehabilitation project. Also provided necessary documentation for the procurement and installation of the signalization and ITS system devices	<input checked="" type="checkbox"/> Check if project performed with current firm	
b.	<b>City of Clearwater, FL – Bayshore Blvd – Urban Multi Use Trail</b>	2015	
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <b>Project Engineer</b> for the design of a new 10 foot wide multi-use path on the east side of the Bayshore Boulevard. Extensive permits were required with a full SWFWMD ERP and US Army Core of Engineering Nationwide #14 permits	<input checked="" type="checkbox"/> Check if project performed with current firm	
c.	<b>Tampa Hillsborough Expressway Authority, Selmon Greenway – Tampa, FL</b>	2013	
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <b>Project Engineer</b> for design, permitting, construction and performing all other services necessary for a 15' on average (12' to 24' in some locations) multi-use trail to connect the City of Tampa's River Walk in the vicinity of Ashley Drive to the vicinity of 10 <sup>th</sup> Street.	<input checked="" type="checkbox"/> Check if project performed with current firm	
d.	<b>US 41/ SR45/S. 50<sup>th</sup> St from Denver St. to N. of 27<sup>th</sup> Ave. S., Pinellas County, FL</b>	2021	
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <b>Project Engineer</b> for the 3R project that includes milling and resurfacing, upgrading curb ramps to meet ADA standards, utility coordination, signing and pavement markings, signalization, traffic studies and lighting.	<input type="checkbox"/> Check if project performed with current firm	
e.	<b>City of Tampa General Engineering Services – Howard and Dekle Ave. Tampa, FL</b>	2020	
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <b>Project Engineer</b> for the redesign of an existing intersection that will accommodate the realignment of the intersection at Howard Ave and DeSoto/Dekle. The design included public involvement, utility relocation, roadway design, and signing and pavement markings.	<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 <b>Frank. Foran, P.E.</b>	13. ROLE IN THIS CONTRACT <b>Project Manager</b>	14. YEARS EXPERIENCE a. TOTAL 48	
15. FIRM NAME AND LOCATION <i>(City and State)</i> <b>Lighthouse Engineering, Inc. Safety Harbor, FL</b>		b. WITH CURRENT FIRM 17	
16. EDUCATION <i>(DEGREE AND SPECIALIZATION)</i> B.S.C.E. / Civil Engineering		17. CURRENT PROFESSIONAL REGISTRATION <i>(STATE AND DISCIPLINE)</i> Professional Engineer: Florida, #11635	
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i> Affiliations: Florida Engineering Society, American Society of Civil Engineers, American Society of Highway Engineers			

**19. RELEVANT PROJECTS**

	(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If Applicable)
a.	<b>FDOT District 7 – Withlacoochee Trail from Hernando County Line to Marion County Line – Citrus County, FL</b>	2020	
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <b>QC Manager</b> responsible for roadway design, drainage analysis, signing and pavement marking, and Temporary Traffic Control Plans for this rehabilitation project. Also provided necessary documentation for the procurement and installation of the signalization and ITS system devices.	<input checked="" type="checkbox"/> Check if project performed with current firm	
b.	<b>City of Clearwater, FL – Bayshore Blvd – Urban Multi Use Trail</b>	2015	
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <b>QC Manager</b> for the design of a new 10 foot wide multi-use path on the east side of the Bayshore Boulevard. Extensive permits were required with a full SWFWMD ERP and US Army Core of Engineering Nationwide #14 permits.	<input checked="" type="checkbox"/> Check if project performed with current firm	
c.	<b>Tampa Hillsborough Expressway Authority, Selmon Greenway – Tampa, FL</b>	2013	
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <b>QC Manager</b> for design, permitting, construction and performing all other services necessary for a 15' on average (12' to 24' in some locations) multi-use trail to connect the City of Tampa's River Walk in the vicinity of Ashley Drive to the vicinity of 10 <sup>th</sup> Street.	<input checked="" type="checkbox"/> Check if project performed with current firm	
d.	<b>US 41/ SR45/S. 50<sup>th</sup> St from Denver St. to N. of 27<sup>th</sup> Ave. S., Pinellas County, FL</b>	2021	
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <b>QC Manager</b> for the 3R project that includes milling and resurfacing, upgrading curb ramps to meet ADA standards, utility coordination, signing and pavement markings, signalization, traffic studies and lighting.	<input checked="" type="checkbox"/> Check if project performed with current firm	
e.	<b>City of Tampa General Engineering Services – Howard and Dekle Ave. Tampa, FL</b>	2020	
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <b>QC Manager</b> for the redesign of an existing intersection that will accommodate the realignment of the intersection at Howard Ave and DeSoto/Dekle. The design included public involvement, utility relocation, roadway design, and signing and pavement markings.	<input checked="" type="checkbox"/> Check if project performed with current firm	

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <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
Harbor Bay Community Development District, Apollo Beach FL		PROFESSIONAL SERVICES ongoing
		CONSTRUCTION <i>(If applicable)</i>
23. PROJECT OWNER'S INFORMATION		
a. PROJECT OWNER Harbor Bay Community Development District	b. POINT OF CONTACT NAME Jordan Lansford	c. POINT OF CONTACT TELEPHONE NUMBER 813-728-6062
24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT <i>(Include scope, size, and cost)</i>		

The Harbor Bay Community Development District consists of approximately 764 acres of mostly seaside properties which include town homes, villas, and single family homes. The community has 27 detention ponds, recreational facilities, three amenity centers, multiple playgrounds and parks; and the Mira Bay club which consists of a clubhouse, resort and lap pools, wading pools, grills and picnic area, sand volleyball court, boat docks and lifts, and a playground. As the District Engineers we are responsible for all of the engineering needs of the community. This includes all inspections, permitting, dock and lift applications, drainage reports and plans, community upkeep, seawall inspections, traffic reports with regards to MUTCD standards, and correspondence with the residents. As the GEC for the CDD we routinely interact with the board and provide reports, evaluation, and financial guidance for current and future needs of the community.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT			
a.	(1) FIRM NAME Lighthouse Engineering, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Safety Harbor, FL	(3) ROLE Consultant
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

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <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 2
21. TITLE AND LOCATION <i>(City and State)</i> BayShore Boulevard – Urban Multi-Use Trail City of Clearwater, FL		22. YEAR COMPLETED PROFESSIONAL SERVICES 2015 CONSTRUCTION <i>(If applicable)</i>

23. PROJECT OWNER'S INFORMATION		
a. PROJECT OWNER City of Clearwater	b. POINT OF CONTACT NAME Leroy chin	c. POINT OF CONTACT TELEPHONE NUMBER 727-562-4856

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

The project scope was for the design of a new multi-use path along the east side of Bayshore Boulevard with boardwalk and asphalt path from the Ream Wilson Trail to SR 60. The project included the removal and replacement of the existing sidewalk within the project limits and provided a new 10 foot wide multi-use path. It also required drainage design necessary to reroute drainage flow into an existing inlet which was located in the area that is not desirable, to a modified or new inlet that did not impede the physical travel lane. It also required addressing the sidewalk profile to raise the existing profile of the sidewalk and ensure positive stormwater conveyance into the existing open drainage system.

LHE provided contract administration, design, drainage improvements, erosion control, drainage studies, permitting mitigation impacts, management services, utility coordination, construction engineering inspection services, and quality acceptance reviews of all work associated with the development and preparation of the contract plans and construction of the improvements. Project cost was 1 million dollars.



Before



After

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
a.	Lighthouse Engineering, Inc.	Safety Harbor, FL	Consultant
b.			
c.			
d.			
e.			
f.			

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <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 3 Contract # E7R25
21. TITLE AND LOCATION <i>(City and State)</i> FDOT District 7 – Withlacoochee Trail from Hernando County Line to Marion County Line Citrus County - Florida		22. YEAR COMPLETED PROFESSIONAL SERVICES 2020 CONSTRUCTION <i>(If applicable)</i>
<b>23. PROJECT OWNER'S INFORMATION</b>		
a. PROJECT OWNER FDOT District 7	b. POINT OF CONTACT NAME Kevin Lee, P.E.	c. POINT OF CONTACT TELEPHONE NUMBER 813-975-6272
24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT <i>(Include scope, size, and cost)</i>		

The Withlacoochee State Trail is a shared use path that connects Pasco, Hernando and Citrus Counties. This trail is 46 miles long. The improvements proposed consisted of rehabilitating segment of the Trail that were experiencing pavement failure. Parts of the existing trail were raised approximately 1.5 to 3 inches to above existing grade to minimize standing water. Signing and pavement markings along with the installation of Rectangular Rapid Flashing Beacon (RRFB) was installed for pedestrian safety at the trail crossing at CR 48 East Orange Avenue.

Responsible for the coordination of survey, geotechnical investigation, design, preparation of all documentation related to the acquisition of all permits not acquired by the Department, maintenance of traffic, demolition, and construction on or before the Project completion date, and utility relocations. Also responsible for the compliance with Design and Construction Criteria regarding survey, design, construction, and maintenance of traffic during construction, project management, scheduling, and coordination with other agencies and entities such as state and local government, utilities and public.

**25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT**

a.	(1) FIRM NAME Lighthouse Engineering, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Safety Harbor, FL	(3) ROLE Consultant
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

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <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 4 21717
21. TITLE AND LOCATION <i>(City and State)</i> US 41 / SR 45/S. 50 <sup>th</sup> St. from Denver St to N. of 27 <sup>th</sup> Ave. S. Hillsborough, Florida		22. YEAR COMPLETED PROFESSIONAL SERVICES 2021 CONSTRUCTION <i>(If applicable)</i>
<b>23. PROJECT OWNER'S INFORMATION</b>		
a. PROJECT OWNER FDOT District 7	b. POINT OF CONTACT NAME Pia Cormier	c. POINT OF CONTACT TELEPHONE NUMBER 813-975-6176
24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT <i>(Include scope, size, and cost)</i>		

US 41/SR 45/S. 50th St., from Denver St. to north of 27th Ave. S., is classified as an urban principal arterial on the State Highway System with a context classification designated as C3C -Suburban Commercial roadway. Cracking was identified throughout the existing roadway. To extend the life of the existing pavement, the proposal called for the milling and resurfacing of US 41 from Denver St. to north of 27<sup>th</sup> Ave. S. for a total project length of 1.100 miles. The project also included upgrading curb ramps to meet current ADA standards and perform general safety modification works. There was an existing railroad crossing at US 41 that required coordination through the District Rail Office. Due to heavy truck traffic and narrow outside thru lane width of the roadway, the existing curb and gutter inlet tops were damaged. Structurally deficient drainage structures were evaluated for repair and/or replacement throughout the project limits.

LHE prepared contract documents including plans, specification, supporting engineering analysis, calculation and other technical documents.

**FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT**

<b>a.</b>	(1) FIRM NAME Lighthouse Engineering, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Safety Harbor, FL	(3) ROLE Prime Consultant
<b>b.</b>	(1) FIRM NAME Bala Consulting Services, LLC	(2) FIRM LOCATION <i>(City and State)</i> Tampa, FL	(3) ROLE Signing and pavement markings
<b>c.</b>	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
<b>d.</b>	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
<b>e.</b>	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
<b>f.</b>	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <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 5
21. TITLE AND LOCATION <i>(City and State)</i> I-275 / SR 93 Bus on Shoulder from ALT US 19 / SR 595 / 5 <sup>th</sup> Ave N. to SR 694 / Gandy Blvd. Pinellas County, Florida		22. YEAR COMPLETED PROFESSIONAL SERVICES 2020 CONSTRUCTION <i>(If applicable)</i>

23. PROJECT OWNER'S INFORMATION		
a. PROJECT OWNER FDOT District 7	b. POINT OF CONTACT NAME Craig Fox, P.E.	c. POINT OF CONTACT TELEPHONE NUMBER 813-975-6082

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

I-275/SR93 (from Alt. US19/SR595/5th Ave. N. to SR694/Gandy Blvd.) is an Urban Principal Arterial Interstate. Located in Pinellas County, the project corridor is a northbound and southbound interstate with existing three (3) 12-foot travel lanes in each direction, 12 foot outside shoulder, and 8 foot (median) inside shoulder. The total project length was 5.203 miles.

Due to increasing public demand for transit ridership, the Department partnered with Pinellas Suncoast Transit Authority (PSTA) to implement the I-275 Bus on Shoulder Pilot Project which consisted of widening and resurfacing the northbound and southbound outside paved shoulder of I-275 (from Alt. US19/SR595/5th Ave. N. to SR694/Gandy Blvd.) from 10 feet to 12 feet. The shoulder widening will allow for transit vehicles to travel along the shoulder when traffic congestions slowed down the travel lanes to 35 mph. The existing three (3) 12-foot travel lanes were maintained along the northbound and southbound of I-275.

Project improvements consisted of shoulder milling/resurfacing, and shoulder widening. Existing drainage structures, pavement markings, signs, guardrail, lighting, and other features impacted by the project were replaced or relocated. Furthermore, side slopes affected by the shoulder widening were regraded and stabilized.

This was a roadway milling and resurfacing project which included pavement evaluation, mainline cross slope correction, and utility coordination. Signing and pavement marking design, specifications and cost estimating were also included. Project cost was 5 million dollars.



**FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT**

<b>a.</b>	(1) FIRM NAME Lighthouse Engineering, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Safety Harbor, FL	(3) ROLE Consultant
<b>b.</b>	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
<b>c.</b>	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
<b>d.</b>	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
<b>e.</b>	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <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 6
21. TITLE AND LOCATION <i>(City and State)</i> FDOT District 7 – SR 39 from County Line to Bay Ave. Pasco County - Florida		22. YEAR COMPLETED PROFESSIONAL SERVICES 2020 CONSTRUCTION <i>(If applicable)</i>

**23. PROJECT OWNER'S INFORMATION**

a. PROJECT OWNER FDOT District 7	b. POINT OF CONTACT NAME Pia Cormier	c. POINT OF CONTACT TELEPHONE NUMBER 813-975-6176
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

The purpose of this RRR project was to preserve and extend the life of the existing pavement and perform general safety modification work. It included design of keyhole widening, cross slope correction, milling and resurfacing, signing and pavement markings, utility coordination, and permitting from SR 39 (Paul S. Buchman Hwy.) from Hillsborough County Line to South of Bay Ave. The segment of SR39 is classified as an urban principal arterial roadway with two typical sections. The first section consists of two lane undivided with 12' wide travel lanes, 8" wide shoulder (5' paved with bike lanes), and ditches on both sides. The second section is a two-lane divided with 12' wide travel lanes, 12' paved median, 8' shoulder (5' paved with bike lanes) and ditches on both sides. The project limit is from milepost 0.000 to milepost 0.679.

LHE provided drainage plans to accomplish the following goals:

- \*Identify existing drainage issues and provide the most cost-effective solutions.
- \*Enhance the safety level of the drainage structures
- \* Replace or repair structurally deficient drainage structures
- \*Ensure existing drainage features were not adversely impacted by the project
- \*Desilt all storm drain/side drain/cross drainpipes within the project limits.

**25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT**

a.	(1) FIRM NAME Lighthouse Engineering, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Safety Harbor, FL	(3) ROLE Consultant
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

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <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 7
21. TITLE AND LOCATION <i>(City and State)</i> City of Tampa – Himes and Azeele Signal Improvements Tampa, Florida	22. YEAR COMPLETED PROFESSIONAL SERVICES 2015 CONSTRUCTION <i>(If applicable)</i>	

**23. PROJECT OWNER'S INFORMATION**

a. PROJECT OWNER City of Tampa	b. POINT OF CONTACT NAME Vik Bhide	c. POINT OF CONTACT TELEPHONE NUMBER 813-274-3101
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

The project scope was for the design of signal and ADA upgrades of the subject intersection. The project included new pedestrian countdown signals, sidewalk, roadway improvements, and mast arms. Additional elements included public involvement, utility relocation, signing and pavement marking, and all project management to complete the design.

Our scope of services included the following tasks:

- \* The design accommodated 4 legs of the intersection. Survey was required.
- \* Survey included all utilities above and below ground as well as all other above ground entities.
- \* Underground utilities were located via Subsurface Utility Engineering (SUE) in the vicinity of proposed pole foundation.
- \* Geotechnical services were required for mast arm pole.
- \* The limits of the project were milled and resurfaced to remove conflicting pavement markings.
- \* Himes was crowned to remove the “bump” both north and south of Azeele and to drain to the inlets in all four corners of the intersection.
- \* Data collection including traffic data and count information, sewer, water, storm sewer data, other planned projects in the vicinity, and all utilities
- \* Field Review and Analysis of project site conditions.
- \* Design Survey/SUE/Utility Coordination
- \* Design and Construction Plan Preparation
- \* Quality Assurance / Quality Review

Project cost was \$200,000.



Before



After

**FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT**

a.	(1) FIRM NAME Lighthouse Engineering, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Safety Harbor, FL	(3) ROLE Consultant
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



<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <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 8 Contract #14-D-560
21. TITLE AND LOCATION <i>(City and State)</i> City of Tampa General Engineering Services – Palm Ave Tampa, Florida		22. YEAR COMPLETED PROFESSIONAL SERVICES CONSTRUCTION <i>(If applicable)</i>
23. PROJECT OWNER'S INFORMATION		
a. PROJECT OWNER City of Tampa	b. POINT OF CONTACT NAME Milton Martinez, P.E.	c. POINT OF CONTACT TELEPHONE NUMBER 813-274-8998
24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT <i>(Include scope, size, and cost)</i>		

The project scope included upgrades to the ADA facilities along Palm Ave (between Nuccio and 19th Ave), add detectable warnings surfaces, and/or reconstruct ADA ramps with modifications to the median to allow pedestrians to cross at mid-block locations. Design also included RRFB's for pedestrian mid-block crossings along Palm Ave. at 17th and North 19. We also provided utility coordination and project management services necessary to complete the design.  
 Project Cost was \$100,000.



**FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT**

a.	(1) FIRM NAME Lighthouse Engineering, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Safety Harbor, FL	(3) ROLE Consultant
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

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <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 9
21. TITLE AND LOCATION <i>(City and State)</i> City of Tampa General Engineering Services – Howard Ave at Dekle / DeSoto Ave. Tampa, Florida		22. YEAR COMPLETED PROFESSIONAL SERVICES 2020 CONSTRUCTION <i>(If applicable)</i>

**23. PROJECT OWNER'S INFORMATION**

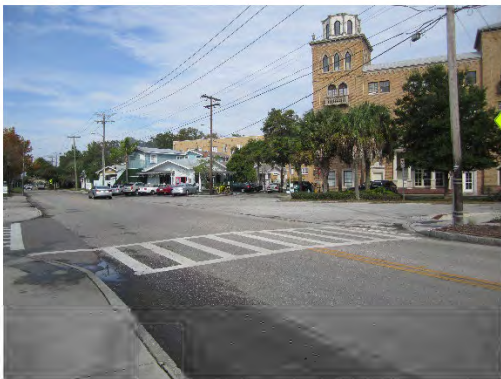
a. PROJECT OWNER City of Tampa	b. POINT OF CONTACT NAME Milton Martinez, P.E.	c. POINT OF CONTACT TELEPHONE NUMBER 813-274-8998
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

The project scope was for the redesign of the existing intersection that will accommodate the realignment of the intersection at Howard Ave. and DeSoto/Dekle Ave. The design included public involvement, utility relocation, roadway design, signing and pavement marking, and all project management to complete the design. Tasks to complete this project included the following:

- \*Update the design and concept plan to accommodate the additional parking spaces south on Dekle Ave. Additional meetings were required to gain the approval of the concept plan by the City and other design firms involved in the corridor study of the project area.
- \* Landscape and Irrigation plan for the green space between Dekle and De Soto.
- \* Obtained additional survey south on Dekle for the additional parking spaces.
- \* Provided utility coordination for the relocation of existing utilities within the project area as required as part of the new intersection configuration
- \* Provided a set of construction documents based on the concept plans.
- \* Provided construction phasing as part of the MOT

LHE provided utility coordination, design and construction plan preparation, pedestrian ramp/crosswalk design, design review, construction plans, quality assurance / quality review; as well as attended all field and coordination meetings. Project Cost was \$500,000.



Before



After

**25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT**

a.	(1) FIRM NAME Lighthouse Engineering, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Safety Harbor, FL	(3) ROLE Consultant
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

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <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 10
21. TITLE AND LOCATION <i>(City and State)</i> Meadow Pointe II Community Development District (CDD) General Engineering Consultant (GEC) – Wesley Chapel, Florida		22. YEAR COMPLETED PROFESSIONAL SERVICES 2021 CONSTRUCTION <i>(If applicable)</i>

**23. PROJECT OWNER'S INFORMATION**

a. PROJECT OWNER Meadow Pointe II CDD	b. POINT OF CONTACT NAME Bob Nanni	c. POINT OF CONTACT TELEPHONE NUMBER 813-991-1116 X105
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

LHE was the general engineering consultant for this CDD community which contains 108 ponds, is home to almost 3500 residents and has almost 75 miles of roads. Over a 12-year period, LHE was tasked to produce pavement evaluations, pond evaluations and evaluations of all of the existing facilities that included the 2500 SF club house, pool, multipurpose courts and all of their existing wholly owned and operated infrastructure. LHE was also tasked with the tree removal and replanting within the communities. As the GEC for the CDD we routinely interacted with the board and provided reports, evaluation, and financial guidance for current and future needs of the community. We were engaged in the reissuance of bonds for the CDD that totaled more than ten million dollars and were intended to upgrade the existing infrastructure and produce monies for future expansion of the community facilities. As the GEC for the CDD we were responsible to the CDD for all its engineering needs.

The project consisted of the milling and resurfacing of the existing roadway within eleven sub-divisions of Meadow Point II CDD including the clubhouse. The communities included are listed below:

- |                 |                |
|-----------------|----------------|
| 1. Charlesworth | 7. Long leaf   |
| 2. Colehaven    | 8. Manor Isle  |
| 3. Covina Key   | 9. Sedgwick    |
| 4. Glenham      | 10. Vermillion |
| 5. Iverson      | 11. Wrencrest  |
| 6. Lettingwell  |                |

The scope included the following requirements:

1. Mobilization
2. Maintenance of traffic
3. Prevent asphalt and/or debris from entering existing inlets during construction
4. Mill existing asphalt pavement
5. Resurface the milled roadway with asphalt
6. Pavement restriping
7. Clean up site

**FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT**

a.	(1) FIRM NAME Lighthouse Engineering, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Safety Harbor, FL	(3) ROLE Consultant
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



## H. ADDITIONAL INFORMATION

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

LHE's strong local presence in the Tampa Bay area is supported by local professionals with a spectrum of expertise, enabling us to provide our clients with the most effective project solutions on time and under budget.

### Introduction: The Lighthouse Engineering Team

Founded in 2006, LIGHTHOUSE ENGINEERING, INC. is a multi-disciplinary engineering firm located in Pinellas County and is a **Certified Statewide SBE and Small Local Business Enterprise (SLBE)**.

Over the past 17 years, Lighthouse Engineering (LHE) has advanced the concept of providing a total package of engineering services to public and private clients. We maintain a broad spectrum of expertise, including our primary service areas:

- Roadway Transportation Design, Planning
- Permitting
- Site/Civil Engineering and Planning
- Traffic Engineering
- Signing and Marking Design
- Signalization Design
- Lighting



This diversity enables our organization to offer a unified "in-house" team approach composed of highly skilled and experienced professionals in a variety of specialties. The result is high-quality consulting services provided in a professional and timely manner. **The advantage to selecting LHE is that our engineers are diverse and multi-disciplined.** As a small business, this is a unique advantage as we can service a project with as few as three professionals and deliver the project to you. By keeping the project team small, compact, and efficient, LHE can service this contract and provide immense value to the Parkview at Long Lake Ranch Community Development District. Logically, the Parkview at Long Lake Ranch CDD should see that when three multi-discipline engineers work together, the project is much more manageable when compared to the engineering team than the larger corporations need to finish this project.

Even though we have a small staff, we have a combined experience of over 100 years in the design of roadway transportation design, water, sewer, drainage, intersection improvements, permitting and other similar types of designs normally required by CDDs. We are familiar with and are experienced in design, construction inspection, project administration, and general civil support for any project that the CDD may undertake. We have designed, permitted, and performed construction phase services for hundreds of projects ranging from the most complex Interstate highways to projects as small as local traffic calming, park design or small parking lot additions.

### Local Knowledge

LHE has on staff several professionals who have a great deal of experience in roadway design. **Previous staff experience was obtained on City projects such as the Intersection Improvement Project for Dale Mabry and Kennedy Blvd, Himes and Azelee Signal upgrades, Palm Ave Improvements, and Intersection Improvement Project for Fowler Avenue and 50th Street.** In addition, our staff has extensive local experience in roadway, storm water and utility design projects for clients such as Hillsborough County, Pasco County, and the Florida Department of Transportation (FDOT), District Seven; as well as many private clients including Meadow Pointe II Community Development District (CDD), Harbor Bay Community Development District, and Asturia Community Development District.

In the past 17 years, LHE has completed over 70 roadway projects, solidifying an expertise that reduces project risk for our clients.

### Accelerated Schedules Resulting from Permitting Expertise

Our project staff knows the pitfalls that delay permitting and how to avoid them from both a design and timing standpoint. **Because of our competence and speed in obtaining permitting from Southwest Florida Water Management District (SWFWMD) and the US Army Corps of Engineers (USACE), and proactive coordination with the various utility companies in the area, we are able to accelerate project plans and production schedules.**

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## Comprehensive Transportation Expertise Provided by Local Professionals

LHE has assembled a qualified team of professionals with extensive transportation engineering experience. Our combined team of multi-disciplined personnel specifically designated for this project is highly skilled in the areas of roadway and drainage design as well as utility conflict avoidance, coordination, and permitting. Including support staff, the LHE Tampa Bay area office currently has 5 full time employees. Our team has relationships and workflow processes that are established within the group to efficiently complete work and deliver quality products to the City of Tampa.

### Capability and Ability to Deliver Project

We have a seasoned design team that is more than capable of delivering all the necessary components of a project and routinely handle larger scale projects with high dollar values. Our Project Manager completed an FDOT project in Pinellas County within the City of Tarpon Springs whereby the City will be reborn with a downtown revitalization of new sidewalk, utilities, lighting and upgraded pedestrian features. **This project was placed on an accelerated schedule and involved more than seven local utilities.** The utility work alone took almost a year to complete and the total cost of this exceeds more than 17 million dollars. We have the business tools, necessary design team, proper computer technology and a seasoned staff who are excited at the opportunity to serve the Westchase Community Development District.

### Exceptional Staff Competence from Continued Training and Education

LHE is committed to ensuring that every staff member affecting product quality is fully competent to perform their assigned tasks. All personnel assigned to production have recent experience in their respective areas of responsibility. Competency is established through education, training, experience, and demonstration of skills.

Continuing education of our technical and professional staff is strongly encouraged. Many of our employees are enrolled in continuing education seminars and conferences offered by FDOT and other professional associations. Examples of these courses include the FDOT Project Management Course, Quality Assurance/Quality Control Training, FDOT Project Engineer Training, Traffic Control Zone Certification, Cost Estimating, and Long-Range Estimates Systems. Many of our engineers attend national seminars, where a variety of engineering trends and innovations are presented. Keeping up to date with the latest in technology and management solutions allows us to provide more value to our clients.

### Proposed LHE Staff Members

The **accompanying resumes in Section E** present proposed staff members and their education, years of experience, role on this proposed contract, and specialized experience. The following paragraphs illustrate highlights of the qualifications and experience of our proposed project management team and key staff:

#### Project Manager

**Brad Foran, P.E.**, has a long history of working with both State and Local agencies and has helped many Cities, CDDs and Counties achieve their capital work programs. He was the Project Manager for the State's rehabilitation project in Tarpon Springs where new sidewalk, roadway, water and sewer upgrades as well as streetscaping improvements were constructed. In addition, he served as the Project Manager for the City of Safety Harbor's SR 590 improvements. He also possesses work experience that highlights his knowledge of highway design, permitting, and hydraulic analysis of existing and proposed facilities. He served as project manager and Engineer of Record for the Florida Department of Transportation on design contracts for Districts 1, 2, 3, 4, 6 and 7 and has worked on numerous major and minor roadway restoration projects. He designed the signalization improvement at Himes and Azeele for the City of Tampa and the enhancement project at Howard and Dekle. He is experienced in the evaluation, design, and permitting of existing and proposed facilities through either 3R or New Construction standards. He recently completed the Selmon Greenway Design Build Contract with Tampa-Hillsborough Expressway Authority (THEA) and will be coordinating with the City's TIGER grant project.

His most recent projects have focused on Florida Department of Transportation's 3R criteria and work with local agencies throughout Tampa Bay. These projects have included the complete evaluation of the enhancement projects new design projects criteria including the hydraulic analysis, pavement design, and variance approval for urban and rural projects. He is experienced in taking the design plans to completion and subsequently toward the construction phase of the project. **Mr. Foran brings to this project a wealth of experience and has the resources to assign and address design issues, ensure compliance with schedules, and provide a successful contract for the Parkview at Long Lake Ranch CDD. Mr. Foran was the former Florida Engineering Society's (FES) Pinellas Chapter President and was a member of its Board of Directors.**

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## Assistant Project Manager/ Roadway Design / Drainage Design

**Thomas Liu, P.E.** Mr. Liu has over 20 years of roadway design and drainage experience on City, Florida Department of Transportation, County, and Private Development projects in Florida. Mr. Liu has served as Project Engineer on several projects in the Tampa Bay Area. Mr. Liu's drainage experience includes design of stormwater treatment systems including treatment and attenuation requirements for SWFWMD and SFWMD permits. Mr. Liu also has both design and project management experience in traffic operations (signalization, signing and marking, highway lighting). He has extensive experience in transportation engineering including design for rural and urban highways, limited access expressways, and rural and urban interchanges. Technical aspects of design include horizontal and vertical geometry, development of traffic control plans, drainage design, utility conflicts, and permitting. His expertise also includes basin delineation, pond siting reports, inlet locations, pavement drainage, hydraulic calculation for storm sewer networks, cross-drain analysis, stormwater routing, floodplain analysis, water quality, optional culvert material, dredge and fill impacts, coordination with water management agencies for permitting, and formulating technical stormwater reports.

*"We have a long-standing relationship with LHE and have collaborated on multiple jobs together. We can always depend on Brad and his team to be knowledgeable of all design aspects of the project, be innovative with their approach, dependable with deadlines and communication, and responsive to any challenges that may arise. When anyone asks for a recommendation for an engineer, I do not hesitate to put them in touch with Brad and Lighthouse."*

**Jeff Nelson, President  
Nelson Construction**

## Principal-In-Charge, Quality Assurance/Quality Control

**Frank Foran, P.E.**, LHE's Vice President for Southeast Transportation with oversight responsibility of the Florida operations, is a Highway Design Engineer with more than 40 years of experience in the Tampa Bay Area. He will provide the direction for our **Quality Control** program out of our Tampa Bay area office located in Safety Harbor. Mr. Foran is certified with the Florida Department of Transportation (FDOT) in the preparation of traffic control plans and has also received training from the Department in cost estimating and long-range estimating systems. In addition to writing Quality Control Plans for various assignments at LHE,

Mr. Foran has performed quality assurance plan reviews for other consulting firms

## Customer Centric Focus Yields Repeat Business

The LHE Team understands that adherence to schedule, quality, and budget standards are not the only measures of past performance. We also measure the quality of our services through customer satisfaction and the level of business-like concern for governmental client interests.

We pride ourselves on a reputation for reasonable and cooperative behavior from proposal and initial negotiations through contract modifications and final delivery. The LHE project team members take great pride in both their individual and team record of service for our clients. We recognize that the **quality of service provided to a client is directly related to the potential for repeat business.**

The number of letters of appreciation, repeat clients, and repeat contracts we have been awarded reflects our product quality and consistent history of preparing innovative and realistic design solutions that are consistently within four (4) percent of the competitive low bid and meet the client's most demanding schedules. **Repeat business now constitutes roughly ninety (90) percent of our business.**

LHE seeks to continually improve our job performance, quality of products and services, and responsiveness. We have formally interviewed both private and public sector clients to determine how our staff could better fill their needs. We have implemented many of their suggestions and will provide you with a top team of experienced professionals ready to respond to every need.

## Recent, Current and Projected Workload

The following information is provided to demonstrate specifically that the LHE team has the personnel and experience to best provide the requested services.

The current workload of LHE will allow us to begin work immediately. Our available design staff can provide more than 250 staff hours per month from our office in Safety Harbor. LHE routinely handles a multitude of projects involving various disciplines. We utilize subconsultants with experience in specialized areas such as SUE, land surveying and mapping, geotechnical engineering, and right of way acquisition, while employing our own engineers in other areas such as CEI, pavement evaluation, asset management, bridge inspection, and structure repairs.

We recently completed several significant projects including a Design-Build Project for FDOT District 1 at SR 789 from Longboat Club Road to SR 64. We are also scheduled to finish a Design-Build Project at SR 25 (US 27) in the next month. Currently, we are

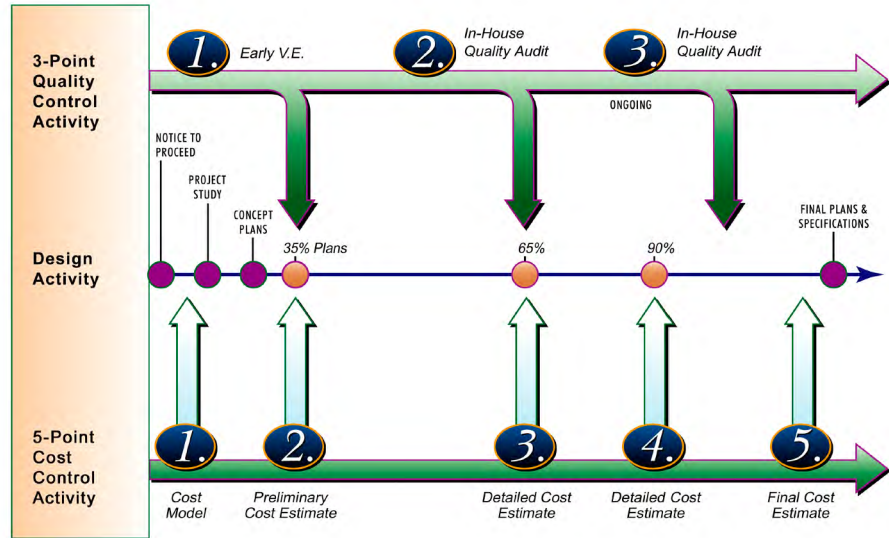
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working on a Sidewalk Gap Project for FDOT District 7 and a few smaller projects for private clients, which puts our projected workload critically low. We are in the process of finishing up the contract to begin work on TWO 10.2023 for the City of Pinellas Park. This project is for the plan preparation for the elimination of ten abandoned driveway aprons at various locations along Park Boulevard, including FDOT permitting.

Our projected workload falls within the capacity of our staff. As with any firm, our workload is not always constant, but has peaks and valleys. The dedication of our staff enables LHE to meet our clients' goals by working overtime during peaks and improving our technical skills during slower periods. LHE and our entire team will pull together to ensure that we meet the CDD's needs.

## Successful Projects Result from Our Quality Assurance Program

*Lighthouse Engineering believes that leadership in our industry can be achieved only through quality. Meeting quality goals at Lighthouse Engineering means commitment to the full satisfaction of every internal and external client. We continuously improve our management and technical processes in order to meet client requirements the first time, every time. Every team member of Lighthouse Engineering is dedicated to continuous improvement.*



LHE Construction Cost and Quality Control Process.

The head of the QA/QC Team for this contract will be Frank Foran. Mr. Foran, P.E. will serve as the Management Representative responsible for implementing and maintaining the quality system and for regularly reporting system, process, or product failures with a view to continually improving the quality system. LHE recognizes that a quality product is the key to the successful performance of a contract, having maintained QA/QC standards and procedures since the company was founded in 2006. LHE has embraced the philosophy of Six Sigma Quality Management, which focuses on constantly monitoring performance and anticipating and preventing future problems by changing processes rather than merely reacting to mistakes. Our Six Sigma Program is client-and-product focused and is an established part of our corporate culture. The QA Program provides the controls and continuity necessary to perform a project in a defined, systematic manner and includes adequate provisions for changes. Our subcontractors are briefed on this process and fully comply with all procedures.

### I. AUTHORIZED REPRESENTATIVE

The foregoing is a statement of facts.

31. SIGNATURE

*Bradley S. Foran*

32. DATE

10/16/2023

33. NAME AND TITLE

Bradley S. Foran, P.E., President







# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

04/15/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Hiscox Inc. 520 Madison Avenue 32nd Floor New York, New York 10022	<b>CONTACT NAME:</b> <b>PHONE (A/C, No, Ext):</b> (888) 202-3007 <b>FAX (A/C, No):</b>		
	<b>E-MAIL ADDRESS:</b> contact@hiscox.com		
<b>INSURED</b> LIGHTHOUSE ENGINEERING 701 enterprise road east suite 410 safety harbor, FL 34695	<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
	<b>INSURER A:</b> Hiscox Insurance Company Inc		10200
	<b>INSURER B:</b>		
	<b>INSURER C:</b>		
	<b>INSURER D:</b>		
	<b>INSURER E:</b>		
<b>INSURER F:</b>			

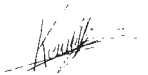
**COVERAGES****CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	<b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED    RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> Y / <input type="checkbox"/> N <input type="checkbox"/> N / A					<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liability			P100.294.958.7	05/30/2023	05/30/2024	Each Claim: \$ 1,000,000 Aggregate: \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

**CERTIFICATE HOLDER****CANCELLATION**

	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

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Ron DeSantis, Governor

Melanie S. Griffin, Secr



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FLORIDA BOARD OF  
PROFESSIONAL ENGINEERS

## STATE OF FLORIDA

### BOARD OF PROFESSIONAL ENGINEERS

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

**FORAN, BRADLEY SCOTT**

701 ENTERPRISE ROAD E  
SUITE 410  
SAFETY HARBOR FL 34695

**LICENSE NUMBER: PE52634**

**EXPIRATION DATE: FEBRUARY 28, 2025**

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Ron DeSantis, Governor

Melanie S. Griffin, Secretary



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## STATE OF FLORIDA

### BOARD OF PROFESSIONAL ENGINEERS

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**LIU, THOMAS**

8509 W. HANNA AVE.  
TAMPA FL 33615

**LICENSE NUMBER: PE58258**

**EXPIRATION DATE: FEBRUARY 28, 2025**

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*Florida Department of Transportation*

RON DESANTIS  
GOVERNOR

605 Suwannee Street  
Tallahassee, FL 32399-0450

JARED W. PERDUE, P.E.  
SECRETARY

July 17, 2023

Bradley Foran, President  
LIGHTHOUSE ENGINEERING, INC. d/b/a LHE  
701 Enterprise Road East, Suite 410  
Safety Harbor, Florida 34695

Dear Mr. Foran:

The Florida Department of Transportation has reviewed your application for prequalification package and determined that the data submitted is adequate to technically prequalify your firm for the following types of work:

- Group 3 - Highway Design - Roadway
  - 3.1 - Minor Highway Design
  - 3.2 - Major Highway Design
  - 3.3 - Controlled Access Highway Design

- Group 6 - Traffic Engineering and Operations Studies
  - 6.3.1 - Intelligent Transportation Systems Analysis and Design
  - 6.3.2 - Intelligent Transportation Systems Implementation

- Group 7 - Traffic Operations Design
  - 7.1 - Signing, Pavement Marking and Channelization
  - 7.2 - Lighting
  - 7.3 - Signalization

Your firm is now technically prequalified with the Department for Professional Services in the above referenced work types. The overhead audit has been accepted, and your firm may pursue projects in the referenced work types with fees of any dollar amount. This status shall be valid until June 30, 2024, for contracting purposes.

Approved Rates

Home/ Branch Overhead	Facilities Capital Cost of Money	Premium Overtime	Reimburse Actual Expenses	Home Direct Expense
201.28%	4.458%	Reimbursed	No	0.03%

**Per Title 23, U.S. Code 112, there are restrictions on sharing indirect cost rates. Refer to Code for additional information.**

Should you have any questions, please feel free to contact me by email at [carliayn.kell@dot.state.fl.us](mailto:carliayn.kell@dot.state.fl.us) or by phone at 850-414-4597.

Sincerely,



Carliayn Kell  
Professional Services  
Qualification Administrator

## Licensee Details

### Licensee Information

Name: **LIGHTHOUSE ENGINEERING INC. DBA LHE, INC. (Primary Name)**

Main Address: **701 ENTERPRISE ROAD EAST  
SUITE 410  
SAFETY HARBOR Florida 34695**

County: **PINELLAS**

License Mailing:

LicenseLocation:

### License Information

License Type: **Registry**

Rank: **Registry**

License Number: **28576**

Status: **Current**

Licensure Date: **05/15/2009**

Expires:

**Special Qualifications**                      **Qualification Effective**

### Alternate Names

### [View Related License Information](#)

### [View License Complaint](#)

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**2601 Blair Stone Road, Tallahassee FL 32399** :: Email: **Customer Contact Center** :: Customer Contact Center: 850.487.1395

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However email addresses are public record. If you do not wish to supply a personal address, please provide the Department with an email address which can be made available to the public.



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## Detail by Entity Name

Florida Profit Corporation  
LIGHTHOUSE ENGINEERING INC.

### Filing Information

<b>Document Number</b>	P06000152907
<b>FEI/EIN Number</b>	20-8032896
<b>Date Filed</b>	12/12/2006
<b>State</b>	FL
<b>Status</b>	ACTIVE
<b>Last Event</b>	REINSTATEMENT
<b>Event Date Filed</b>	05/01/2009

### Principal Address

701 ENTERPRISE ROAD EAST  
SUITE 410  
SAFETY HARBOR, FL 34695

Changed: 03/31/2016

### Mailing Address

701 ENTERPRISE ROAD EAST  
SUITE 410  
SAFETY HARBOR, FL 34695

Changed: 03/31/2016

### Registered Agent Name & Address

FABRIZIO, SANDRA K, MRS.  
701 ENTERPRISE ROAD  
SUITE 410



SAFETY HARBOR, FL 34695

Name Changed: 03/07/2014

Address Changed: 03/07/2014

**Officer/Director Detail****Name & Address**

Title PTD

FORAN, BRADLEY S  
 65 TURNSTONE DR  
 SAFETY HARBOR, FL 34695

**Annual Reports**

<b>Report Year</b>	<b>Filed Date</b>
2020	01/22/2020
2021	03/08/2021
2022	03/08/2022

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# CITY OF SAFETY HARBOR

ACCOUNT NO: 2023-13802

BRAD FOLAN  
701 ENTERPRIDE RD E  
SAFETY HARBOR, FL 34695

ISSUED: 12/06/2022  
EXPIRES: 09/30/2023

## BUSINESS TAX RECEIPT FOR FISCAL YEAR 2022-2023

KEEP CONSPICUOUSLY POSTED AT THE PLACE OF BUSINESS SHOWN

### INDIVIDUAL/BUSINESS NAME AND ADDRESS

LIGHTHOUSE ENGINEERING  
701 ENTERPRISE RD E 410  
SAFETY HARBOR, FL 34695

### OWNER NAME AND ADDRESS

BRAD FOLAN  
701 ENTERPRISE RD E 410  
SAFETY HARBOR, FL 34695

THE PERSON OR FIRM NAMED ABOVE IS HEREBY REGISTERED TO ENGAGE  
IN THE BUSINESS, PROFESSION OR TRADE LISTED BELOW IN THE CITY OF  
SAFETY HARBOR, FLORIDA.

<u>FEE DESCRIPTION(S)</u>	<u>AMOUNT PAID</u>
PROFESSIONAL STATE OR BOARD CERTIFIED	\$190.00
FIRE INSPECTION FEE	\$25.00
PENALTY	\$19.00
PENALTY	\$9.50
<b>TOTAL:</b>	<b>\$243.50</b>

### SPECIAL CONTINGENCIES

PLEASE NOTIFY THE BUILDING DEPT IF YOU GO OUT OF BUSINESS OR HAVE  
CHANGES TO YOUR BUSINESS INFORMATION



From: Pinellas County Economic Development, Small Business Enterprise Program  
April 27, 2022  
Subject: Pinellas County Small Business Enterprise Program Renewal Application Approved

Dear Bradley Foran, P.E.:

Congratulations! Your [Renewal]application for designation as a Small Business Enterprise in the SBE Program is approved. The approval is contingent upon your firm successfully completing the eligibility listed below. We have designated Lighthouse Engineering, Inc. DBA LHE as eligible to [continue to] participate in the SBE program, and sheltered market program with an effective date of 4/8/2022. This certificate is specific to Pinellas County and covers only the company that is listed in this letter, not any other company with which you may be associated. Your firm will appear on the list of approved registered vendors.

As part of our SBE program, **we do require you to register your business** in our SBDC system as well. This registration will make it easier to sign up for classes and any time you need one-on-one free counseling for questions with procuring contracts with Government (County or Federal). Please visit our website, at <https://www.pced.org/page/Consulting>, to register and learn more or call 727-453-7200 for your consultation. During the registration process it will ask for nature of "counseling requested", select from any of the boxes you wish and then scroll down to the bottom and in the additional area please indicate "*Pinellas County SBE*" in the text box.

No additional eligibility. You are successfully registered. We encourage your firm to view our list of workshops to assist your business with getting the most out of working with Pinellas County. Please visit our website, at <https://pinellas.obsres.com/economic/Info.aspx?EventID=3005>, to register and learn more. These workshops are not mandatory, however, recommended.

Please visit our website, at <https://pinellas.obsres.com/economic/Info.aspx?EventID=3005>, to register and learn more or call 727-453-7200 for your consultation.

Form Name: Pinellas County Small Business Enterprise Program Renewal Application  
Business: Lighthouse Engineering, Inc. DBA LHE  
Contact: Bradley Foran, P.E.  
Submission Date: 4/8/2022  
Review Date: 4/12/2022  
Expiration Date: 4/11/2025

Your approved Pinellas County Small Business Enterprise Program Renewal Application will expire 4/11/2025. If there are changes to your business, please contact staff to ensure the most accurate representation of your business. This includes changes to your company contacts, products, or services.


Thank you for your continued interest in participating with Pinellas County and the SBE Program. If you have any additional questions please email us at [Businesshelp@pinellascounty.org](mailto:Businesshelp@pinellascounty.org) or call 727-453-7200.

PINELLAS COUNTY  
SMALL BUSINESS ENTERPRISE  
PROGRAM

THIS CERTIFICATE IS AWARDED TO

**Lighthouse Engineering, Inc. DBA  
LHE**

HAS SUCCESSFULLY COMPLETED THE  
SBE Certification Requirements for:  
Construction  
Professional, Scientific, and Technical Services  
Certification Expires:  
4/11/2025

Approved: 

**4/12/2022**

SIGNED, Corey McCaster





## **Minority and Small Business Development**

Certification Program

This is to certify that in accordance with City of Tampa Ordinance 2008-89

**Lighthouse Engineering, Inc. DBA LHE**

is hereby certified as a

**Small Local Business Enterprise (SLBE)**

In the following specialty(ies)

**Construction-Related Services**

**The certification is valid from October 19, 2022 to January 15, 2025**

---

Updates for recertification are required prior to the expiration date listed above. If at any time changes are made in the firm that are not in concert with our eligibility requirements, you agree to report those changes to us for evaluation. The City of Tampa reserves the right to terminate this certification at anytime it determines eligibility requirements are not being met.

**Gregory K. Hart, Manager**  
**Minority and Small Business Manager**



**Board of County Commissioners  
Economic Development Department  
Minority and Disadvantaged Business Development**

## **Small Business Registration**

Lighthouse Engineering, Inc. DBA LHE

HC-1873/22

Valid from March 2, 2022 - March 2, 2024

### **Approved Lines of Business:**

**Engineering - Civil, Construction-Related Services**

A handwritten signature in black ink, appearing to read "Theresa Kempa".

Theresa Kempa  
Minority and Disadvantaged Business Manager  
Economic Development Department



**PORT TAMPA BAY™**

## ***Small Business Enterprise Certification***

***Lighthouse Engineering Inc.***

***Federal ID #20-8032896***

***Services Provided: Architect-Engineer & Other Professional  
Design Services; Consulting Services***

***Valid from 04/25/2022 to 04/24/2023***

***Donna L. Casey***

---

***SBE & Contracts Manager***

***Please note this certificate is valid only with Port Tampa Bay.  
It is not reciprocal with the City of Tampa or Hillsborough County and may not be reciprocal with any other local governmental agency.***

***Member since 2023***



# The City of St. Petersburg Small Business Enterprise Certification

*This certificate is awarded to*  
**Lighthouse Engineering, Inc. DBA LHE**

**SBE Certification Number: 124586**

*This certificate is applicable in*  
**Engineering - Civil, Construction-Related Services, The City of St. Petersburg**

*Certified: April 4, 2022*

*Expires: March 2, 2024*

A handwritten signature in black ink that reads "Stephanie Swinson".

Stephanie Swinson, Esq.  
Contracts Compliance Manager  
727-893-4109  
[Stephanie.Swinson@stpete.org](mailto:Stephanie.Swinson@stpete.org)

In accordance with the City of St. Petersburg's Small Business Enterprise Ordinance #789-G, your business is certified as a Small Business Enterprise by the City of St. Petersburg. You will need to show proof of your new Occupational License each year, as well as renew your certification with this agency every three years. If at anytime the composition of the SBE status of your firm changes, you need to complete another SBE affidavit. The City of St. Petersburg Government reserves the right to terminate or cancel this certification at anytime when it is found that the composition of the Organization has changed and no longer meets the definition established for SBE certification.



**PARKVIEW AT LONG  
LAKE RANCH  
COMMUNITY DEVELOPMENT DISTRICT**

**3D**

**Parkview at Long Lake Ranch 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 <b>Lighthouse Engineering, Inc.</b>								
2								

\_\_\_\_\_  
Board Member's Signature

\_\_\_\_\_  
Date

**PARKVIEW AT LONG  
LAKE RANCH  
COMMUNITY DEVELOPMENT DISTRICT**

**5**

**RESOLUTION 2024-01**

**A RESOLUTION OF THE PARKVIEW AT LONG LAKE RANCH  
COMMUNITY DEVELOPMENT DISTRICT DESIGNATING DATES,  
TIMES AND LOCATIONS FOR REGULAR MEETINGS OF THE BOARD  
OF SUPERVISORS OF THE DISTRICT FOR FISCAL YEAR 2023/2024  
AND PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS**, the Parkview at Long Lake Ranch Community Development District (“District”) is a local unit of special-purpose government created by, and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within Pasco County, Florida; and

**WHEREAS**, the Board of Supervisors of the District (“Board”) is statutorily authorized to exercise the powers granted to the District; and

**WHEREAS**, all meetings of the Board shall be open to the public and governed by the provisions of Chapter 286, *Florida Statutes*; and

**WHEREAS**, the Board is statutorily required to file annually, with the local governing authority and the Florida Department of Economic Opportunity, a schedule of its regular meetings.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF  
SUPERVISORS OF THE PARKVIEW AT LONG LAKE RANCH  
COMMUNITY DEVELOPMENT DISTRICT:**

**SECTION 1. ADOPTING REGULAR MEETING SCHEDULE.** Regular meetings of the District’s Board shall be held during Fiscal Year 2023/2024 as provided on the schedule attached hereto as **Exhibit A**.

**SECTION 2. FILING REQUIREMENT.** In accordance with Section 189.015(1), *Florida Statutes*, the District’s Secretary is hereby directed to file a schedule of the District’s regular meetings annually with Pasco County and the Florida Department of Economic Opportunity.

**SECTION 3. EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

**PASSED AND ADOPTED** this 23rd day of October, 2023.

Attest:

**PARKVIEW AT LONG LAKE RANCH  
COMMUNITY DEVELOPMENT DISTRICT**

---

Secretary/Assistant Secretary

---

Chair/Vice Chair, Board of Supervisors

**Exhibit A**

<b>PARKVIEW AT LONG LAKE RANCH COMMUNITY DEVELOPMENT DISTRICT</b>		
<b>BOARD OF SUPERVISORS FISCAL YEAR 2023/2024 MEETING SCHEDULE</b>		
<b>LOCATION</b>		
<i>Hampton Inn &amp; Suites by Hilton – Tampa/Wesley Chapel 2740 Cypress Ridge Boulevard, Wesley Chapel, Florida 33544</i>		
<b>DATE</b>	<b>POTENTIAL DISCUSSION/FOCUS</b>	<b>TIME</b>
<b>October 19, 2023</b> <i>rescheduled to October 23, 2023</i>	<b>Regular Meeting</b>	<b>10:30 AM</b>
<b>October 23, 2023</b>	<b>Regular Meeting</b>	<b>10:00 AM</b>
<b>November 20, 2023</b>	<b>Regular Meeting</b>	<b>10:00 AM</b>
<b>December 18, 2023</b>	<b>Regular Meeting</b>	<b>10:00 AM</b>
<b>January 15, 2024*</b>	<b>Regular Meeting</b>	<b>10:00 AM</b>
<b>February 19, 2024</b>	<b>Regular Meeting</b>	<b>10:00 AM</b>
<b>March 18, 2024</b>	<b>Regular Meeting</b>	<b>10:00 AM</b>
<b>April 15, 2024</b>	<b>Regular Meeting</b>	<b>10:00 AM</b>
<b>May 20, 2024</b>	<b>Regular Meeting</b>	<b>10:00 AM</b>
<b>June 17, 2024</b>	<b>Regular Meeting</b>	<b>10:00 AM</b>
<b>July 15, 2024</b>	<b>Regular Meeting</b>	<b>10:00 AM</b>
<b>August 19, 2024</b>	<b>Regular Meeting</b>	<b>10:00 AM</b>
<b>September 16, 2024</b>	<b>Regular Meeting</b>	<b>10:00 AM</b>

**\*Exception**

*NOTE: The January meeting date is on the Martin Luther King Jr. Holiday.*

**PARKVIEW AT LONG  
LAKE RANCH  
COMMUNITY DEVELOPMENT DISTRICT**

**6**

## RESOLUTION 2024-02

### A RESOLUTION OF THE BOARD OF SUPERVISORS OF PARKVIEW AT LONG LAKE RANCH COMMUNITY DEVELOPMENT DISTRICT ADOPTING CERTAIN AMENDMENTS TO THE DISTRICT'S RECORD RETENTION POLICY; ADDRESSING CONFLICTS AND SEVERABILITY; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

**WHEREAS**, Chapter 190, Florida Statutes, authorizes the Parkview at Long Lake Ranch Community Development District ("**District**") to adopt rules to govern the administration of the District and to adopt resolutions as may be necessary for the conduct of district business; and

**WHEREAS**, on May 29, 2020, the Board of Supervisors of the Parkview at Long Lake Ranch Community Development District ("**Board**"), adopted Resolution 2020-09 providing for the adoption of the District's Record Retention Policy ("**Policy**"); and

**WHEREAS**, the Policy requires the District "retain all public records relating to District business until the Board of Supervisors amends the Records Retention Policy to address the disposition of the same"; and

**WHEREAS**, the Board finds that it is in the best interest of the District to amend the Record Retention Policy as described in more detail in paragraph 2 below; and

### NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF PARKVIEW AT LONG LAKE RANCH COMMUNITY DEVELOPMENT DISTRICT:

**1. CONFLICTS.** This Resolution is intended to amend, in part, Resolution 2020-09, which remains in full force and effect except as otherwise provided herein. All terms of Resolution 2020-09 that are not amended by this Resolution apply as if those terms were fully set forth herein. All District resolutions or parts thereof in actual conflict with this Resolution are, to the extent of such conflict, superseded and repealed.

**2. AMENDMENT.** The Records Retention Policy is hereby amended by inserting the language indicated in single underlined text (indicated textually in the same manner as the following example: underlined text) and by deleting the language indicated by strikethrough text (indicated textually in the same manner as the following example: ~~stricken text~~) as set forth herein:

The District hereby adopts as its Records Retention Policy the applicable provisions of Section 257.36(5), *Florida Statutes*, the rules adopted by the Division of Library and Information Services of the Department of State ("Division") pursuant to Section 257.36, *Florida Statutes*, and the General Records Schedules established by the Division. However, the District hereby extends the minimum

retention guidelines contained in the General Records Schedules so that the District will retain all public records relating to District business until the Board of Supervisors amends the Records Retention Policy to address the disposition of the same. Notwithstanding the foregoing, the District shall retain Transitory Messages until the Transitory Message is obsolete, superseded or administrative value is lost in accordance with the General Records Schedule for State and Local Government Agencies, Item #146, as incorporated by reference in Rule 1B-24.003(1)(a), Florida Administrative Code. The District hereby determines the electronic record shall be considered the official record of all public records relating to District business and any paper originals are designated as duplicates which may be disposed of unless prohibited by any law, rule or ordinance. To the extent the above statute, rules, or schedules are amended or supplemented in the future, the District's Records Retention Policy shall automatically incorporate such amendment or supplement provided that such automatic amendment does not permit the disposition of District records without further action of the Board. The Records Retention Policy shall remain in full force and effect until such time as the Board amends the Policy.

**3. SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

**PASSED AND ADOPTED** this 23rd day of October, 2023.

ATTEST:

**PARKVIEW AT LONG LAKE RANCH COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chair/Vice Chair, Board of Supervisors



**PARKVIEW AT LONG  
LAKE RANCH  
COMMUNITY DEVELOPMENT DISTRICT**

**UNAUDITED  
FINANCIAL  
STATEMENTS**

**PARKVIEW AT LONG LAKE RANCH  
COMMUNITY DEVELOPMENT DISTRICT  
FINANCIAL STATEMENTS  
UNAUDITED  
SEPTEMBER 30, 2023**

**PARKVIEW AT LONG LAKE RANCH  
COMMUNITY DEVELOPMENT DISTRICT  
BALANCE SHEET  
GOVERNMENTAL FUNDS  
SEPTEMBER 30, 2023**

	General Fund	Debt Service Fund Series 2020	Capital Projects Fund Series 2020	Total Governmental Funds
<b>ASSETS</b>				
Cash	\$ 60,359	\$ -	\$ -	\$ 60,359
Investments				
Revenue	-	134,332	-	134,332
Reserve	-	178,978	-	178,978
Construction	-	-	2	2
Total assets	<u>\$ 60,359</u>	<u>\$ 313,310</u>	<u>\$ 2</u>	<u>\$ 373,671</u>
<b>LIABILITIES AND FUND BALANCES</b>				
Liabilities:				
Landowner advance	\$ 6,000	\$ -	\$ -	\$ 6,000
Total liabilities	<u>6,000</u>	<u>-</u>	<u>-</u>	<u>6,000</u>
Fund balances:				
Restricted for:				
Debt service	-	313,310	-	313,310
Capital projects	-	-	2	2
Assigned:				
Working capital	11,846	-	-	11,846
Unassigned	42,513	-	-	42,513
Total fund balances	<u>54,359</u>	<u>313,310</u>	<u>2</u>	<u>367,671</u>
Total liabilities and fund balances	<u>\$ 60,359</u>	<u>\$ 313,310</u>	<u>\$ 2</u>	<u>\$ 373,671</u>

**PARKVIEW AT LONG LAKE RANCH  
COMMUNITY DEVELOPMENT DISTRICT  
GENERAL FUND  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
FOR THE PERIOD ENDED SEPTEMBER 30, 2023**

	Current Month	Year to Date	Budget	% of Budget
<b>REVENUES</b>				
Assessment levy: on-roll	\$ -	\$ 105,902	\$ 105,818	100%
Miscellaneous	-	-	-	N/A
Total revenues	<u>-</u>	<u>105,902</u>	<u>105,818</u>	100%
<b>EXPENDITURES</b>				
<b>Professional &amp; administrative</b>				
Management/accounting/recording	4,000	48,000	48,000	100%
Legal	-	3,511	20,000	18%
Engineering	-	-	3,000	0%
Audit	-	4,500	4,500	100%
Arbitrage rebate calculation	-	750	750	100%
Dissemination agent	83	1,000	1,000	100%
Trustee	-	4,031	4,500	90%
Telephone	17	200	200	100%
Postage	-	152	500	30%
Printing & binding	42	500	500	100%
Legal advertising	387	925	1,500	62%
Annual special district fee	-	175	175	100%
Insurance	-	5,563	5,822	96%
Contingencies/bank charges	12	126	500	25%
Website hosting & maintenance	705	1,410	705	200%
Meeting room	-	258	1,600	16%
Website ADA compliance	-	-	210	0%
Property appraiser	-	-	150	0%
Appraisal	-	150	-	N/A
Tax collector	-	2,117	2,205	96%
Total expenditures	<u>5,246</u>	<u>73,368</u>	<u>95,817</u>	77%
Excess/(deficiency) of revenues over/(under) expenditures	(5,246)	32,534	10,001	
Fund balances - beginning	<u>59,605</u>	<u>21,825</u>	<u>1,845</u>	
Fund balance - ending (projected)				
Assigned				
Working capital	11,846	11,846	11,846	
Unassigned	42,513	42,513	-	
Fund balances - ending	<u>\$ 54,359</u>	<u>\$ 54,359</u>	<u>\$ 11,846</u>	

**PARKVIEW AT LONG LAKE RANCH  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
DEBT SERVICE FUND SERIES 2020  
FOR THE PERIOD ENDED SEPTEMBER 30, 2023**

	<u>Current Month</u>	<u>Year To Date</u>	<u>Budget</u>	<u>% of Budget</u>
<b>REVENUES</b>				
Assessment levy: on-roll	\$ -	\$ 365,824	\$ 365,571	100%
Interest	1,306	12,687	-	N/A
Total revenues	<u>1,306</u>	<u>378,511</u>	<u>365,571</u>	104%
<b>EXPENDITURES</b>				
<b>Debt service</b>				
Principal	-	125,000	125,000	100%
Interest	-	230,831	230,831	100%
Total debt service	<u>-</u>	<u>355,831</u>	<u>355,831</u>	100%
<b>Other fees &amp; charges</b>				
Tax collector	-	7,315	7,616	96%
Total other fees and charges	<u>-</u>	<u>7,315</u>	<u>7,616</u>	96%
Total expenditures	<u>-</u>	<u>363,146</u>	<u>363,447</u>	100%
Excess/(deficiency) of revenues over/(under) expenditures	1,306	15,365	2,124	
Fund balances - beginning	<u>312,004</u>	<u>297,945</u>	<u>294,940</u>	
Fund balances - ending	<u><u>\$ 313,310</u></u>	<u><u>\$ 313,310</u></u>	<u><u>\$ 297,064</u></u>	

**PARKVIEW AT LONG LAKE RANCH  
COMMUNITY DEVELOPMENT DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
CAPITAL PROJECTS FUND SERIES 2020  
FOR THE PERIOD ENDED SEPTEMBER 30, 2023**

	<u>Current Month</u>	<u>Year To Date</u>
<b>REVENUES</b>	<u>\$ -</u>	<u>\$ -</u>
Total revenues	<u>-</u>	<u>-</u>
<b>EXPENDITURES</b>	<u>-</u>	<u>-</u>
Total expenditures	<u>-</u>	<u>-</u>
Excess/(deficiency) of revenues over/(under) expenditures	-	-
Fund balances - beginning	<u>2</u>	<u>2</u>
Fund balances - ending	<u><u>\$ 2</u></u>	<u><u>\$ 2</u></u>

**PARKVIEW AT LONG  
LAKE RANCH  
COMMUNITY DEVELOPMENT DISTRICT**

**MINUTES**

**DRAFT**  
**MINUTES OF MEETING**  
**PARKVIEW AT LONG LAKE RANCH**  
**COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Parkview at Long Lake Ranch Community Development District held a Public Hearing and Regular Meeting on August 21, 2023 at 10:00 a.m., at the Hampton Inn & Suites by Hilton - Tampa/Wesley Chapel, 2740 Cypress Ridge Blvd., Wesley Chapel, Florida 33544.

**Present were:**

Tim Murray	Chair
Tom Griggs	Assistant Secretary
Billy Hierlihy	Assistant Secretary

**Also present, were:**

Cindy Cerbone	District Manager
Jamie Sanchez	Wrathell, Hunt and Associates, LLC (WHA)
Lindsay Whelan (via telephone)	District Counsel
Bennett Davenport (via telephone)	Kutak Rock LLP

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Ms. Sanchez called the meeting to order at 10:05 a.m. Supervisors Murray, Griggs and Hierlihy were present, in person. Supervisors McCraw and Whaley were not present.

**SECOND ORDER OF BUSINESS**

**Public Comments**

There were no public comments.

**THIRD ORDER OF BUSINESS**

**Public Hearing on Adoption of Fiscal Year  
2023/2024 Budget**

**On MOTION by Mr. Griggs and seconded by Mr. Murray, with all in favor, the Public Hearing was opened.**

No members of the public spoke.



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**On MOTION by Mr. Murray and seconded by Mr. Griggs, with all in favor, the Public Hearing was closed.**

- A. Affidavit of Publication**
- B. Consideration of Resolution 2023-03, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2023 and Ending September 30, 2024; Authorizing Budget Amendments; and Providing an Effective Date**

Ms. Sanchez presented Resolution 2023-03 and the proposed Fiscal Year 2024 budget.

**On MOTION by Mr. Murray and seconded by Mr. Griggs, with all in favor, Resolution 2023-03, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2023 and Ending September 30, 2024; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.**

**FOURTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-04, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2023/2024; Providing for the Collection and Enforcement of Special Assessments, Including but Not Limited to Penalties and Interest Thereon; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date**

Ms. Sanchez presented Resolution 2023-04.

**On MOTION by Mr. Murray and seconded by Mr. Griggs, with all in favor, Resolution 2023-04, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2023/2024; Providing for the Collection and Enforcement of Special Assessments, Including but Not Limited to Penalties and Interest Thereon; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date, was adopted.**

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-05, Designating Dates, Times and Locations for**

85 Regular Meetings of the Board of  
 86 Supervisors of the District for Fiscal Year  
 87 2023/2024 and Providing for an Effective  
 88 Date

89  
 90 This item was deferred.

91  
 92 **SIXTH ORDER OF BUSINESS** Presentation of Audited Financial Report  
 93 for the Fiscal Year Ended September 30,  
 94 2022, Prepared by Grau & Associates

95  
 96 Ms. Sanchez presented the Audited Financial Report for the Fiscal Year Ended  
 97 September 30, 2022. There were no findings, recommendations, irregularities or instances of  
 98 noncompliance; it was an unmodified opinion, otherwise known as a clean audit.

99  
 100 **SEVENTH ORDER OF BUSINESS** Consideration of Resolution 2023-06,  
 101 Hereby Accepting the Audited Financial  
 102 Report for the Fiscal Year Ended  
 103 September 30, 2022

104  
 105  
 106 **On MOTION by Mr. Murray and seconded by Mr. Griggs, with all in favor**  
 107 **Resolution 2023-06, Hereby Accepting the Audited Financial Report for the**  
 108 **Fiscal Year Ended September 30, 2022, was adopted.**

109  
 110  
 111 **EIGHTH ORDER OF BUSINESS** Consideration of Resolution 2023-07,  
 112 Adopting Certain Amendments to the  
 113 District’s Record Retention Policy;  
 114 Addressing Conflicts and Severability; and  
 115 Providing for Severability and an Effective  
 116 Date

117 This item was deferred.

118  
 119  
 120 **NINTH ORDER OF BUSINESS** Consideration of Project Construction  
 121 Matters

122  
 123 **A. Consideration of Resolution 2023-08, Accepting the Certificate of the District Engineer**  
 124 **Certifying the Project Complete; Declaring the Project Complete; Finalizing the Special**  
 125 **Assessments Securing the District’s Special Assessment Bonds, Series 2020; Providing**

126 for a Supplement to the Improvement Lien Book; and Providing for Severability,  
127 Conflicts and an Effective Date

128 Ms. Sanchez presented Resolution 2023-08. Ms. Whelan stated the Construction Fund  
129 remaining balance is \$1.65; the amount will be updated in Resolution 2023-08.

130

131 **On MOTION by Mr. Griggs and seconded by Mr. Murray, with all in favor**  
132 **Resolution 2023-08, as amended, Accepting the Certificate of the District**  
133 **Engineer Certifying the Project Complete; Declaring the Project Complete;**  
134 **Finalizing the Special Assessments Securing the District’s Special Assessment**  
135 **Bonds, Series 2020; Providing for a Supplement to the Improvement Lien Book;**  
136 **and Providing for Severability, Conflicts and an Effective Date, was adopted.**

137

138

139 **B. Consideration of Phase 2A Acquisition Documents**

140 Ms. Whelan presented the Phase 2A Acquisition Documents.

141

142 **On MOTION by Mr. Griggs and seconded by Mr. Murray, with all in favor, the**  
143 **Phase 2A Acquisition Documents, were approved.**

144

145

146 **TENTH ORDER OF BUSINESS**

147

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152

**Consideration of Resolution 2023-09,  
Canvassing and Certifying the Results of  
the Landowners’ Election of Supervisors  
Held Pursuant to Section 190.006(2),  
Florida Statutes, and Providing for an  
Effective Date**

153 Ms. Sanchez presented Resolution 2023-09 and the Landowners’ Election results:

154 Seat 3 Tom Griggs 222 votes 4-Year Term

155 Seat 4 Chad Whaley 221 votes 2-Year Term

156 Seat 5 Billy Hierlihy 222 votes 4-Year Term

157

158 **On MOTION by Mr. Griggs and seconded by Mr. Murray, with all in favor,**  
159 **Resolution 2023-09, Canvassing and Certifying the Results of the Landowners’**  
160 **Election of Supervisors Held Pursuant to Section 190.006(2), Florida Statutes,**  
161 **and Providing for an Effective Date, was adopted.**

162

163

164 **ELEVENTH ORDER OF BUSINESS**

165

**Acceptance of Unaudited Financial  
Statements as of June 30, 2023**

166  
167 This item was not addressed.

168  
169 **TWELFTH ORDER OF BUSINESS** **Approval of April 17, 2023 Regular Meeting**  
170 **Minutes**

171  
172  
173 **On MOTION by Mr. Murray and seconded by Mr. Griggs, with all in favor, the**  
174 **April 17, 2023 Regular Meeting Minutes, as presented, were approved.**

175  
176  
177 **THIRTEENTH ORDER OF BUSINESS** **Staff Reports**

178  
179 **A. District Counsel: Kutak Rock LLP**

180 Ms. Whelan discussed the new requirement for CDD Board Members to take a four-  
181 hour ethics training course annually. Updates will be provided at or before the next meeting.

182 **B. District Engineer: Clearview Land Design, P.E.**

183 There was no report.

184 **C. District Manager: Wrathell, Hunt and Associates, LLC**

185 Discussion ensued regarding finding residents interested in serving on the CDD Board.  
186 The property Manager will send an e-blast to residents.

- 187 • **236 Registered Voters in District as of April 15, 2023**
- 188 • **NEXT MEETING DATE: September 18, 2023 at 10:00 AM**
- 189 ○ **QUORUM CHECK**

190  
191 **FOURTEENTH ORDER OF BUSINESS** **Board Members' Comments/Requests**

192  
193 There were no Board Members' comments or requests.

194  
195 **FIFTEENTH ORDER OF BUSINESS** **Public Comments**

196  
197 There were no public comments.

198  
199 **SIXTEENTH ORDER OF BUSINESS** **Adjournment**

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201  
202 **On MOTION by Mr. Murray and seconded by Mr. Griggs, with all in favor, the**  
203 **meeting adjourned at 10:14 a.m.**

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Secretary/Assistant Secretary

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Chair/Vice Chair

**PARKVIEW AT LONG  
LAKE RANCH  
COMMUNITY DEVELOPMENT DISTRICT**

**STAFF  
REPORTS**

<b>PARKVIEW AT LONG LAKE RANCH COMMUNITY DEVELOPMENT DISTRICT</b>		
<b>BOARD OF SUPERVISORS FISCAL YEAR 2023/2024 MEETING SCHEDULE</b>		
<b>LOCATION</b>		
<i>Hampton Inn &amp; Suites by Hilton – Tampa/Wesley Chapel 2740 Cypress Ridge Boulevard, Wesley Chapel, Florida 33544</i>		
<b>DATE</b>	<b>POTENTIAL DISCUSSION/FOCUS</b>	<b>TIME</b>
<b>October 19, 2023</b> <i>rescheduled to October 23, 2023</i>	<b>Regular Meeting</b>	<b>10:30 AM</b>
<b>October 23, 2023</b>	<b>Regular Meeting</b>	<b>10:00 AM</b>
<b>November 20, 2023</b>	<b>Regular Meeting</b>	<b>10:00 AM</b>
<b>December 18, 2023</b>	<b>Regular Meeting</b>	<b>10:00 AM</b>
<b>January 15, 2024*</b>	<b>Regular Meeting</b>	<b>10:00 AM</b>
<b>February 19, 2024</b>	<b>Regular Meeting</b>	<b>10:00 AM</b>
<b>March 18, 2024</b>	<b>Regular Meeting</b>	<b>10:00 AM</b>
<b>April 15, 2024</b>	<b>Regular Meeting</b>	<b>10:00 AM</b>
<b>May 20, 2024</b>	<b>Regular Meeting</b>	<b>10:00 AM</b>
<b>June 17, 2024</b>	<b>Regular Meeting</b>	<b>10:00 AM</b>
<b>July 15, 2024</b>	<b>Regular Meeting</b>	<b>10:00 AM</b>
<b>August 19, 2024</b>	<b>Regular Meeting</b>	<b>10:00 AM</b>
<b>September 16, 2024</b>	<b>Regular Meeting</b>	<b>10:00 AM</b>

**\*Exception**

*NOTE: The January meeting date is on Martin Luther King Jr. Holiday.*