East 547 Community Development District

Meeting Agenda

December 9, 2021

AGENDA

East 547

Community Development District

219 E. Livingston St., Orlando, Florida 32801 Phone: 407-841-5524 – Fax: 407-839-1526

December 2, 2021

Board of Supervisors East 547 Community Development District

Dear Board Members:

The regular meeting of the Board of Supervisors of the East 547 Community Development District will be held Thursday, December 9, 2021 at 11:00 AM at the Offices of Highland Homes, 3020 S. Florida Ave., Suite 101, Lakeland, FL 33803.

Zoom Video Link: https://us06web.zoom.us/j/87690983668

Call-In Number: 1-646-876-9923

Meeting ID: 876 9098 3668

Following is the advance agenda for the meeting:

Audit Committee Meeting

- 1. Roll Call
- 2. Public Comment Period
- 3. Review of Proposals and Tally of Audit Committee Members Rankings
 - A. CRI
 - B. Grau & Associates
 - C. McDirmit Davis
- 4. Adjournment

Board of Supervisors Meeting

- 1. Roll Call
- 2. Public Comment Period (¹Speakers will fill out a card and submit it to the District Manager prior to the beginning of the meeting)
- 3. Approval of Minutes of the October 14, 2021 Board of Supervisors Meeting
- 4. Review and Ranking of Proposals Received for Engineering Services

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¹ Comments will be limited to three (3) minutes

- 5. Consideration of 2022 Data Sharing and Usage Agreement with Polk County Property Appraiser ADDED
- 6. Consideration of Contract Agreement with Polk County Property Appraiser **ADDED**
- 7. Staff Reports
 - A. Attorney
 - B. Engineer
 - C. District Manager's Report
 - i. Check Register
 - ii. Balance Sheet & Income Statement
 - iii. Ratification of Summary of Series 2021 (AA1) Requisitions #19 to #29
- 8. Other Business
- 9. Supervisors Requests and Audience Comments
- 10. Adjournment

Audit Committee Meeting



SECTION A

Professional Services Proposal for East 547 Community Development District

October 29, 2021

Proposer

Carr, Riggs & Ingram CPAs and Advisors 500 Grand Boulevard, Suite 210 Miramar Beach, FL 32550

Phone: 850.837.3141 Fax: 850.654.4619

Submitted by

K. Alan Jowers **Engagement Partner** AJowers@CRIcpa.com



CRIcpa.com



Dear East 547 Community Development District:

Carr, Riggs & Ingram, LLC (CRI) appreciates the opportunity to propose on auditing services to East 547 Community Development District. We are genuinely excited about the prospect of serving you and establishing a long-term relationship. We pride ourselves on getting to know our clients and illuminating solutions by providing innovative ideas to move them from compliance to providing them a competitive advantage.

Investment in You. We believe in developing long-term, mutually beneficial relationships and quickly demonstrating value with a fee structure and service solutions that provide immediate and continued savings. Our investment starts on "Day 1" as your assigned team begins with our proven, streamlined process that minimizes your time and disruption during the service provider change and continues throughout the relationship.

Dedicated Team. CRI's team consists of more than 1,900 professionals, which allows us to tailor your service team by aligning their industry, service, and specialty skills with your needs. Our dedicated teams deliver the highest level of business acumen and knowledge to your organization; our commitment to consistent staffing allows you to maximize savings and remain focused on your needs.

Equilibrium. CRI delivers big firm expertise with small firm service. Of approximately 45,000 public accounting firms in the United States, CRI currently ranks in the top 25. Additionally, as a part of PrimeGlobal, an association of independent accounting firms, we have access to international resources as - and when - needed. Leveraging these resources while maintaining local decision-making authority means that simplified solutions are only a phone call away. And we believe that's the best of both worlds for our clients.

Active Partner Participation. Collectively, our partners deliver expertise derived from more than 7,500 years of business experience. With this level of talent, we thoughtfully choose a partner that aligns with your business' needs and industry. Our hands-on, working partners "show up" to convey our genuine commitment to your success. They strive to earn trusted advisor roles by digging in, proactively learning your business, and producing long-term value for you.

Simplified Solutions. While our 500+ cumulative partner certifications is an impressive statistic, success is measured by translating complex concepts into client solutions. While accounting is the language of business, we're here to decipher the jargon and help you make educated decisions. CRInnovate embraces agility and invention.

Our CRI vSTAR™ process provides a transformational approach to client service by encompassing every service we offer in a completely virtual format. Regardless of physical location, our processes are designed to provide clients with increased efficiencies, reduced travel costs, and crisis-proofing for business functions.

We welcome the opportunity to demonstrate to you the same teamwork, expertise, innovation, and responsiveness that have made us one of the fastest growing public accounting firms in the United States. Again, we appreciate your consideration.

Sincerely,

K. Alan Jowers **Engagement Partner**

Carr, Riggs & Ingram, LLC

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UNDERSTANDING & MEETING YOUR NEEDS



From the RFP or during our recent visit with your team, we understood your team to express the following needs, requests, and/or issues. We've detailed our proposed solutions below and are happy to discuss other related projects as they arise and upon request.

	NEEDS & ISSUES	SOLUTIONS & SERVICES
Technical	The District is required to have independent audits performed on its financial statements.	Perform external audit services in accordance with auditing standards generally accepted in the United States of America (GAAS), in order to express an opinion on the East 547 Community Development District's financial statements.
Relational	The District's Board of Supervisors and management expect open and continuous communication with their CPA firm in order to avoid surprise findings at the end of the audit.	Communicate contemporaneously and directly with management regarding the results of our procedures.
		Anticipate and respond to concerns of management and/or the Audit Committee (if/when formed).

YOUR SERVICES AND FEES



We value creating mutually rewarding, long-term relationships with our clients. Our goal is to provide high quality, responsive service that yields returns far greater than your investment in our professional fees. Please find below our proposal of fees to provide the requested services for the upcoming fiscal years.

SERVICE	CRI FEES				
	2021	2022	2023	2024	2025
Perform external audit services in accordance with auditing standards generally accepted in the United States of America (GAAS)	\$11,000	\$11,300	\$11,750	\$12,000	\$12,300

If East 547 Community Development Districtrequests additional services outside of this proposal, professional fee hourly rates are as follows, but may be negotiated depending on the project request:

CLASSIFICATION	HOURLY RATE
Partner	\$325
Manager	\$225
Senior	\$150
Staff	\$110
IT Specialist	\$400
Fraud Specialist	\$400

Our professional fees are based on the key assumptions that East 547 Community Development District will:

- Ensure that the predecessor's work papers will be made available for timely review.
- Make available documents and work papers for review at East 547 Community Development District's headquarters location, although we may choose to review at alternate locations.
- Prepare certain schedules and analyses and provide supporting documents as requested.
- Assist us in obtaining an understanding of the accounting systems of East 547 Community Development District.
- Not experience a significant change in business operations or financial reporting standards.

CRI FIRM PROFILE



FOUNDED IN 1997 • 10 STATES • 25+ MARKETS





1900 +



300 +







CRI FIRM VALUES:

CLIENT SERVICE. RESPECT. INTEGRITY.



SERVICES

Accounting & Auditing Advisory **Business Support & Transactions Business Tax** Employee Benefit Plans Governance, Risk & Assurance Individual Tax & Planning IT Audits & Assurance

INDUSTRY EXPERTISE

Captive Insurance Construction Financial Institutions Governments Healthcare Institutional Real Estate Insurance Manufacturing & Distribution Nonprofits

CRI FAMILY OF COMPANIES



Auditwerx



CRI Advanced Analytics



CRI Capital Advisors



CRI Solutions Group



CRI TPA Services



Level Four Advisory Services



Paywerx



Preferred Legacy Trust



CRI'S GOVERNMENTAL EXPERTISE



Audit and Consulting Services for

500+ governmental entities with annual revenues totaling \$26 Billion



230+ single audits performed annually

Consulting and other agreed upon procedures engagements for 150+ government entities



Single Audit Resource Center's Award for Excellence in Knowledge, Value, and Overall Client Satisfaction



Member of AICPA's Government Audit Quality Center



Including: CPA, CGFM, CITP, CFE, CMA, CISA, CGEIT, CTGA, CFF, CGMA, and CGAP

CLIENTS WITH ANNUAL REVENUES UP TO:

80+ School Districts

\$1.1 Billion

110+ Municipalities \$1.8 Billion

75+ Agencies/Authorities \$3 Billion

RELEVANT EXPERIENCE



CRI delivers a depth of resources that ensures our understanding of your challenges and innovative solutions for overcoming them. Our team's combined experience is derived from providing audit, tax, consulting, and accounting outsourcing services. We parlay this vast experience and derived best practices into proven solutions that benefit you. Below we share specific, relevant client references; we encourage you to consult with them.

RELATIONSHIP	TIMELINE	SERVICE DESCRIPTION	RELEVANT POINTS TO CONSIDER
Rizzetta & Company Shawn Wildermuth 3434 Colwell Avenue Suite 200 Tampa, FL 33614 813.933.5571	2006 – Present	Annual Financial Statement Audits of Multiple CDDs	 Client service experience Responsiveness to client needs Long-term relationship CDD management co.
GMS, LLC Dave DeNagy 14785 Old St. Augustine Road Suite 4 Jacksonville, FL 32258 904.288.9130	2006 – Present	Annual Financial Statement Audits of Multiple CDDs	 Client service experience Responsiveness to client needs Long-term relationship CDD management co.
Wrathell, Hunt & Associates, LLC Jeffrey Pinder 2300 Glades Road Suite 410W Boca Raton, FL 33431 561.571.0010	2006 – Present	Annual Financial Statement Audits of Multiple CDDs	 Client service experience Responsiveness to client needs Long-term relationship CDD management co.
PFM Group Consulting, LLC Jennifer Glasgow 12051 Corporate Blvd. Orlando, FL 32817 407.382.3256	2007 – Present	Annual Financial Statement Audits of Multiple CDDs	 Client service experience Responsiveness to client needs Long-term relationship CDD management co.



K. Alan Jowers Consulting Partner

AJowers@CRIcpa.com 850.337.3213 | Direct



Representative Clients

- Santa Rosa County
 District School Board
- Okaloosa Gas District
- Santa Rosa Island Authority
- Pasco County
- Okaloosa County District School Board
- Pinellas County School District
- Celebration Community Development District
- Hammock Bay Community Development District
- Amelia National Community Development District

Experience

Alan has over 25 years of experience in public accounting primarily with financial statement assurance engagements. His practice includes local governmental entities, condominium and homeowner associations, non-profit organizations, and nonpublic companies. He currently has direct engagement responsibility for a significant number of audits throughout the state of Florida.

Alan is licensed to practice as a certified public accountant in Florida and Georgia. He is a member of the Board of Directors of the Florida Institute of Certified Public Accountants (FICPA), has been an active member of the FICPA's State and Local Governmental Committee, and is a past chair of its Common Interest Realty Association Committee. He is also active in the Panhandle Chapter of the Florida Governmental Finance Officers Association (FGFOA) and is a former member of the FGFOA's statewide Technical Resource Committee.

Education, Licenses & Certifications

- Masters of Accountancy, University of Alabama
- BS, Accounting, Florida State University
- Certified Public Accountant

- American Institute of Certified Public Accountants (AICPA)
- Florida Institute of Certified Public Accountants (FICPA) member of the Board of Governors
- Governmental Finance Officers Association (GFOA)
- Florida Governmental Finance Officers Association (FGFOA)



Jonathan Hartness Consulting Partner

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Representative Clients

Districts

Condominium and Homeowner Associations

Experience

Community Development Jonathan has over 12 years of auditing and accounting experience with CRI. He is responsible for audits, reviews and compilations of governmental entities, condominium and homeowner associations, and non-public companies.

> Jonathan is licensed to practice as a Certified Public Accountant in Florida. He is a member of the American Institute of Certified Public Accountants and the Florida Institute of Certified Public Accountants. He exceeds all continuing professional education requirements related to Government Auditing Standards.

> Jonathan currently supervises engagements for many governmental entities in the State of Florida including community development districts. He is active in our firm's governmental industry line as well as our condominium and homeowner association practice. Jonathan is an integral part of our community development district practice.

Education, Licenses & Certifications

- MAcc, Accounting, University of West Florida
- Certified Public Accountant
- Community Association Manager (CAM), Licensed in Florida

- American Institute of Certified Public Accountants (AICPA)
- Florida Institute of Certified Public Accountants (FICPA)



Grace Hartness Senior Manager

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Representative Clients

- Community Development Districts
- Condominium and Homeowner Associations
- Utility Services
- · School Districts
- County and Local Governments
- Non-Profit Organizations

Experience

Grace has over 12 years accounting and audit experience with CRI. She has worked on several major construction companies, government entities, community development districts, condominium and homeowner associations and non-profit organizations. In addition, she has been involved in special audit projects for the Miami-Dade Airport Authority. Grace is licensed to practice as a certified public accountant in Florida and exceeds all continuing professional education requirements related to Government Auditing Standards. In addition, Grace fluently speaks several languages including French and Arabic. Grace currently supervises engagements for many special districts in the State of Florida including community development districts and school districts. She is active in our firm's condominium and homeowner association practice. Grace started with CRI in August 2006, upon completion of her master's degree, and was promoted to manager in 2011.

Education, Licenses & Certifications

- · MAcc, Accounting, University of West Florida
- Certified Public Accountant
- Community Association Manager (CAM), Licensed in Florida

- American Institute of Certified Public Accountants (AICPA)
- Florida Institute of Certified Public Accountants (FICPA)
- Accounting & Financial Women's Alliance (AFWA)



Chad Branson Senior Manager

CBranson@CRIcpa.com 850.337.3226 | Direct



Representative Service Areas

- Local Governments including Water and Sewer Organizations and Fire Districts
- School Districts including Foundations
- Nonprofit Organizations

Representative Clients (including previous clients)

- School Districts Pinellas County, Okaloosa County, Pasco County, Santa Rosa County
- Florida Office of Early Learning Coalition
- Florida Department of Elder Affairs
- Fire Districts -Destin,
 Ocean City, North Bay
- Utilities Regional Utilities, Midway Water Systems, Inc., Emerald Coast Utilities Authority
- Escambia County

Experience

Chad Branson has over 17 years of experience in public accounting, with practice concentrations in auditing governmental, nonprofit and for profit entities. Chad has accumulated experience throughout his career in Federal and Florida Single Audit Acts compliance monitoring and auditing. During his career he has supervised and managed audit engagements for a wide variety of governmental and nonprofit organization clients. In addition, he has performed internal audit work, information technology general controls testing, forensic investigations, and risk assessments for governmental entities.

Chad has been with Carr, Riggs and Ingram, LLC since 2005.

Education, Licenses & Certifications

- Bachelor and Master of Accountancy University of Mississippi, Oxford MS
- Certified Public Accountant (CPA) Licensed in Florida and Mississippi
- Community Association Manager (CAM) Florida
- Certified Information Technology Professional AICPA

- American Institute of Certified Public Accountants (AICPA)
- Florida Institute of Certified Public Accountants (FICPA)
- Emerald Coast Chapter (FICPA) Board
- Florida Governmental Finance Officers Association (FGFOA)



Lauren Villarreal Supervising Senior

LVillarreal@CRIcpa.com 850.337.3223 | Direct



Representative Service Areas

- Community Development Districts
- Condominium and Homeowner Associations
- Employee Benefit Plans
- County and Local Governments
- Non-Profit Organizations

Experience

Lauren has four years auditing and accounting experience in the Destin office of CRI. She is an audit supervising senior with primary responsibility for fieldwork and reporting on audits of clients in a variety of industries including local governmental and non-profit entities as well as employee benefit plans and commercial businesses. She is currently the in-charge auditor for over a dozen community development districts with several CDD management companies in the State of Florida.

Lauren is licensed to practice as a Certified Public Accountant in Florida. She is a member of the American Institute of Certified Public Accountants and the Florida Institute of Certified Public Accountants. She exceeds all continuing professional education requirements related to *Government Auditing Standards*.

Lauren currently supervises engagements for many governmental entities in the State of Florida including community development districts and other special governments. She is active in our firm's governmental industry line as well as the condominium and homeowner association practice. In addition, Lauren has accumulated experience in Federal and Florida Single Audit Acts compliance monitoring and auditing. Lauren has performed several single audits of federal grants under OMB Circular A-133.

Education, Licenses & Certifications

- · BS, Accounting, Florida State University
- BS, Business Administration, Florida State University
- · Certified Public Accountant
- · Community Association Manager (CAM), Licensed in Florida

- American Institute of Certified Public Accountants (AICPA)
- · Florida Institute of Certified Public Accountants (FICPA)

DELIVERING QUALITY TO YOU



AUDIT METHODOLOGY

Our audit, tax, consulting, and client accounting services documentation is maintained electronically. Compliance with our methodology is regularly reviewed and evaluated as part of our internal quality program, which is further discussed in this section under INTERNAL QUALITY CONTROL REVIEWS AND EXTERNAL REVIEWS. Comprehensive policies and procedures governing all of our practices and addressing professional and regulatory standards and implementation issues are constantly updated for new professional developments and emerging issues. See the table of contents to identify the relevant audit approach and methodology detailed description section.

ENGAGEMENT QUALITY REVIEW PARTNER (CONCURRING PARTNER)

Audit engagements are assigned engagement quality review (EQR) partner, as appropriate. This role is one of the most important elements of our quality assurance process, as it provides for a timely, independent review of key accounting and auditing issues. The EQR partner also reviews the financial statements and related supporting documentation—including the disclosures—to evaluate their fair presentation under accounting principles generally accepted in the United States of America (GAAP).

INTERNAL QUALITY CONTROL REVIEWS AND EXTERNAL REVIEWS

Experienced partners and professional staff of our firm conduct quality control reviews of our audits. Our partners' work is reviewed annually, and the inspection process includes periodic testing of the effectiveness of our quality controls and a continuous improvement program. This risk-based annual inspection is intended to mimic the triennial peer review described in the following paragraph and are performed on completed engagements. In addition to this inspection, we perform in-process, "pre-issuance" reviews of partners' work that are chosen for using a risk-based selection process; these reviews are performed by our corporate quality control team. The combination of the in-process and completed engagements is part of our continuous improvement processes.

Peer reviews are performed every three years by another independent public accounting firm. The most recent review of our firm was performed in 2019 by Brown Edwards, whose report was the most favorable possible "Pass".

In addition, we are registered with the PCAOB and our 2018 PCAOB inspection report was also the most favorable possible—no audit deficiencies or quality control defects identified. The 2018 PCAOB report can be viewed at: https://pcaobus.org/Inspections/Reports/Documents/104-2019-029-Carr-Riggs-Ingram-LLC.pdf.

SHARING CRI'S VALUES WITH YOU



We are proud of our hands-on, service-centric, and results-oriented approach. Combining that approach with quality controls and superior talent allows us to help you achieve your goals and strengthen your management systems and processes. This approach is further emphasized through our three core values which guide our team's behavior and function as the foundation for interactions with our clients and each other.



CLIENT SERVICE

Defining our brand by meeting or exceeding the highest expectations of our clients

RESPECT

Building productive, longterm relationships with each other that are based on mutual respect, trust, and sharing

INTEGRITY

Living with sincerity, transparency, and honesty

TRANSITIONING YOU



When choosing to change firms, the time involved in working with new accounting professionals is often a concern. CRI's well-defined efficient, seamless transition process is designed to:

- · Provide you with value from the very first encounter,
- · Avoid interruption of service,
- · Minimize disruption and investment of management's time,
- · Raise the standard of service, and
- Establish ongoing channels of communication with East 547 Community Development District's management.

The transition plan is comprised of the following key activities and can occur within approximately two weeks, depending on the availability of the parties involved:

- Management approves the change in firms, pending new firm's completion of client acceptance procedures.
- CRI performs client acceptance procedures, such as:
 - Interview key service provider relationships
 - Interview predecessor firm.
 - Internal firm review and approval.

PRE-APPROVAL & ACCEPTANCE

PREDECESSOR FIRM COMMUNICATIONS

- Management notifies predecessor firm of decision to change service providers.
- CRI makes inquiries of and reviews predecessor firm workpapers related to your prior year's audit and tax services (as applicable).
- Predecessor firm provides copies of requested workpapers.

- CRI and management sign engagement letter.
- CRI and management develop communication plan protocol.
- CRI and management finalize timetable and key dates.
- CRI develops initial understanding of your business processes.
- CRI reports to management process review items subsequent to initial planning stage.

CLIENT UNDERSTANDING & PLANNING

CRI'S GLOBAL RESOURCES



Many businesses are expanding and/or evaluating their global reach, and they require assistance in order to comprehensively consider the various financial implications of growing in international markets. In addition to CRI's internal resources, we deliver the expertise and support of some of the world's most highly regarded accounting firms through shared alliance as members of PrimeGlobal.

WHO IS PRIMEGLOBAL?



HOW OUR PRIMEGLOBAL MEMBERS CAN BENEFIT YOU

We supplement our in-depth, industry knowledge and specialized services through our collaborations with other PrimeGlobal firms to help you evaluate your options globally. CRI's goal is to provide you with the information you need to make well-informed, smart business decisions.

4 KEY BENEFITS TO CRI CLIENTS FROM OUR PRIMEGLOBAL MEMBERSHIP



JOIN OUR CONVERSATION



We know that some information that makes perfect sense to a CPA may not be as clear to our clients. Therefore, we produce original content in the form of articles, videos, white papers, webinars, and more to provide timely, down-to-earth translations of complex subjects. We publish this original content on CRICPA.com and across all our many social channels.

FOLLOW CRI ON SOCIAL MEDIA @CRICPA











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IT FIGURES: THE CRI PODCAST

Created to provide insight into the latest developments and regulations in the accounting and finance space, It Figures is an accounting and advisory focused podcast for business and organization leaders, entrepreneurs, and anyone who is looking to go beyond the status quo.

Listen on Apple Podcasts, Spotify, iHeart Radio, and more. itfigurespodcast.com



CRI'S CEO ACTION FOR DIVERSITY AND INCLUSION

Carr, Riggs & Ingram is committed to fostering an inclusive and diverse place for all employees to work in and engage. When our managing partner and chairman, Bill Carr, signed the CEO Action for Diversity & Inclusion™ pledge, he made a public commitment to building a productive, diverse, and inclusive workplace. Learn more about CRI's commitment to Diversity and Inclusion.

CRI AUDIT FRAMEWORK

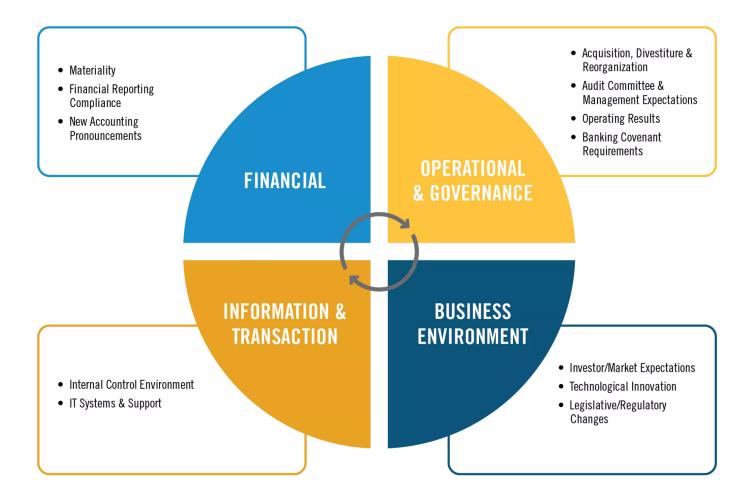


Our proposed services require a coordinated effort between us and East 547 Community Development District's team. Planning and continual communication are essential to developing the appropriate procedures, working collaboratively to resolve any identified issues, and meeting your timelines.

CRI's audit approach occurs within a framework of our client's business and industry; therefore, we assess risk by:

- Understanding management's perspectives and goals, and
- · Considering business conditions and threats that could prevent management from achieving its business objectives.

We assess risks in the following areas:



CRI AUDIT FRAMEWORK



Our ultimate intent is to drill down from these broad risks to specific financial reporting risks. We understand both these risks and management's processes and procedures for mitigating them (i.e. internal controls) in order to develop our procedures to carry out our audit responsibilities.

Although our audits are conducted through a structured, risk-based model, we focus on understanding the client's needs, requirements, and expectations. We work collaboratively with management and the Audit Committee (or similar function) to develop a communication and work plan to continuously improve client service, by doing so we help in moving your team from simple compliance to providing you with a competitive advantage.

In planning, we concentrate on "key risks," (items with a greater risk of a material misstatement, a material weakness in internal controls, or other matters resulting in the issuance of an inappropriate audit report). We focus on "material" items (i.e. those items that would be important to the user of your financial statements). When evaluating materiality of identified misstatements, certain quantitative and qualitative factors must be considered—which may include:

- Impact on operating trends (revenue/income, expenses, net income, etc).
- Nature of the misstatement (i.e., did the misstatement result from an unlawful transaction?).
- · Impact on liquidity, capital/surplus, earnings capacity, etc.
- Impact to loan covenants and contractual and regulatory requirements.

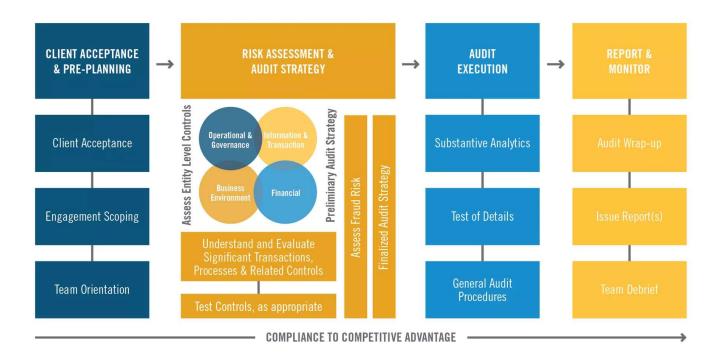
Consistent communication is a key to completion of the audit. By ensuring constant involvement, we are in a better position to respond to your issues timely and efficiently. Therefore, we plan to meet with your management to:

- Set-up the audit by reviewing the mapping of East 547 Community Development District's financial information (financial statements and notes) to significant processes and IT systems to ensure that all significant account balances, transactions, procedures, and systems are tested as deemed necessary.
- Discuss ongoing changes—specifically new accounting pronouncements and key business transactions in their early stages, enabling us to agree on the resolution of various complex business issues on a timely basis.

CRI AUDIT APPROACH



Our audit approach is a four stage approach, as depicted in the summary below. Our client acceptance and risk assessment procedures occur during detailed conversations and observations with your team. The results of those procedures allow us to tailor an audit program to your specific risks and needs. We then execute the audit, report the results, and evaluate continuous improvement opportunities for ongoing service and benefit to you.



CRI AUDIT APPROACH



STAGE 1: CLIENT ACCEPTANCE & PRE-PLANNING

- Perform client acceptance procedures.
- Collaborate with management to agree to expectations and scope.
- Assign appropriate staff based on client needs and assessed risk

STAGE 2: RISK ASSESSMENT & AUDIT STRATEGY

- Interview client personnel and others to understand client-specific objectives and risks.
- Assess following aspects of the organization for their impact on the audit plan:
 - environmental and other external risks,
 - management's fraud and IT risk assessment models,
 - entity level controls including:
 - control environment
 - · risk assessment,
 - information and communication,
 - and monitoring controls.
 - IT General Computer (ITGC) controls, such as
 - IT Environment
 - Developing and Delivering IT, and
 - Operating and Monitoring IT.
- · Determine materiality.
- Develop and document our understanding of and/or reliance on:
 - linkage of financial statements to:
 - significant transactions,
 - processes,
 - IT systems, and
 - related controls.
 - existence of/reliance on SOC entities and their reports,
 - internal audit, and
 - specialists (e.g. valuation, pension costs, etc.).
- If elected, test controls including ITGC, through a mix of:
 - inquiry,
 - observation
 - examination, and
 - re-performance.
- · Perform preliminary analytical procedures.
- Finalize risk assessments and develop a final audit strategy.

STAGE 3: AUDIT EXECUTION

- Where possible to test as efficiently as possible:
 - develop detailed analytical procedures to use as substantive tests (benefit = reducing tests of details): Examples include:
 - ratio analysis,
 - regression analysis,
 - trend analysis,
 - predictive tests, or
 - reasonableness test,
 - utilize Computer-Assisted Audit Techniques (CAATs) (benefit = automation of testing for more coverage and less disruption to the client), and
 - perform targeted testing (also known as "coverage" testing) to test large portions of account balances (benefit = more coverage with smaller selections).
- · Perform tests of details, including sampling.
- Perform general audit procedures such as tests related to:
 - commitments and contingencies,
 - legal letters,
 - management representations,
 - reviews of Board minutes,
 - related party transactions,
 - debt covenants, and
 - going concern.
- Perform other tests for compliance such as Yellow Book or Single Audit tests.

STAGE 4: REPORT & MONITOR

- Continually monitor throughout the audit providing feedback as agreed during scoping.
- Conclude the audit (i.e. issue opinions and reports).
- Develop and present:
 - reports,
 - required communications,
 - management letter comments, and
 - other audit-related deliverables.
- Perform debriefings to identify opportunities for improvement with our:
 - engagement team, and/or
 - client's team.



EAST 547 COMMUNITY DEVELOPMENT DISTRICT REQUEST FOR PROPOSALS FOR ANNUAL AUDIT SERVICES

The East 547 Community Development District hereby requests proposals for annual financial auditing services. The proposal must provide for the auditing of the District's financial records for the fiscal year ending September 30, 2021, with an option for four (4) additional annual renewals. The District is a local unit of special-purpose government created under Chapter 190, *Florida Statutes*, for the purpose of financing, constructing, and maintaining public infrastructure. The District is located in the City of Davenport, Polk County, Florida. The District currently has an operating budget of approximately \$114,010. The final contract will require that, among other things, the audit for the fiscal year ending September 30, 2021, be completed no later than June 1, 2022.

Each auditing entity submitting a proposal must be authorized to do business in Florida; hold all applicable state and federal professional licenses in good standing, including but not limited to a license under Chapter 473, *Florida Statutes*, and be qualified to conduct audits in accordance with "Government Auditing Standards", as adopted by the Florida Board of Accountancy. Audits shall be conducted in accordance with Florida law and particularly section 218.39, *Florida Statutes*, and the rules of the Florida Auditor General.

Proposal packages, which include evaluation criteria and instructions to proposers, are available from the District Manager at the address and telephone number listed below.

Proposers must provide one (1) original hard copy and one (1) electronic copy of their proposal to Governmental Management Services – Central Florida, LLC, Attn: Jill Burns, District Manager, 219 East Livingston Street, Orlando, Florida 32801, in an envelope marked on the outside "Auditing Services – East 547 Community Development District." Proposals must be received by 5:00 p.m. on Friday, October 29, 2021, at the office address listed above. Proposals received after this time will not be eligible for consideration. Please direct all questions regarding this Notice to the District Manager who can be reached at (407) 841-5524.

Jill Burns, District Manager Governmental Management Services – Central Florida, LLC



EAST 547 COMMUNITY DEVELOPMENT DISTRICT REQUEST FOR PROPOSALS

District Auditing Services for Fiscal Year 2021

City of Davenport, Polk County, Florida

INSTRUCTIONS TO PROPOSERS

- SECTION 1. DUE DATE. Sealed proposals must be received no later than Wednesday, October 6, 2021 at 5:00 p.m., at the offices of Governmental Management Services Central Florida, LLC, Attn: Jill Burns, District Manager, 219 East Livingston Street, Orlando, Florida 32801. Proposals will be publicly opened at that time.
- **SECTION 2. FAMILIARITY WITH THE LAW.** By submitting a proposal, the Proposer is assumed to be familiar with all federal, state, and local laws, ordinances, rules and regulations that in any manner affect the work. Ignorance on the part of the Proposer will in no way relieve it from responsibility to perform the work covered by the proposal in compliance with all such laws, ordinances and regulations.
- SECTION 3. QUALIFICATIONS OF PROPOSER. The contract, if awarded, will only be awarded to a responsible Proposer who is qualified by experience and licensing to do the work specified herein. The Proposer shall submit with its proposal satisfactory evidence of experience in similar work and show that it is fully prepared to complete the work to the satisfaction of the District.
- SECTION 4. SUBMISSION OF ONLY ONE PROPOSAL. Proposers shall be disqualified, and their proposals rejected if the District has reason to believe that collusion may exist among the Proposers, the Proposer has defaulted on any previous contract or is in arrears on any previous or existing contract, or for failure to demonstrate proper licensure and business organization.
- SECTION 5. SUBMISSION OF PROPOSAL. Submit one (1) original hard copy and one (1) electronic copy of the Proposal Documents, and other requested attachments, at the time and place indicated herein, which shall be enclosed in an opaque sealed envelope, marked with the title "Auditing Services East 547 Community Development District" on the face of it.
- **SECTION 6. MODIFICATION AND WITHDRAWAL.** Proposals may be modified or withdrawn by an appropriate document duly executed and delivered to the place where proposals are to be submitted at any time prior to the time and date the proposals are due. No proposal may be withdrawn after opening for a period of ninety (90) days.
- SECTION 7. PROPOSAL DOCUMENTS. The proposal documents shall consist of the notice announcing the request for proposals, these instructions, the Evaluation Criteria Sheet and a proposal with all required documentation pursuant to Section 12 of these instructions (the "Proposal Documents").



SECTION 8. PROPOSAL. In making its proposal, each Proposer represents that it has read and understands the Proposal Documents and that the proposal is made in accordance therewith.

SECTION 9. BASIS OF AWARD/RIGHT TO REJECT. The District reserves the right to reject any and all proposals, make modifications to the work, and waive any informalities or irregularities in proposals as it is deemed in the best interests of the District.

SECTION 10. CONTRACT AWARD. Within fourteen (14) days of receipt of the Notice of Award from the District, the Proposer shall enter into and execute a Contract (engagement letter) with the District.

SECTION 11. LIMITATION OF LIABILITY. Nothing herein shall be construed as or constitute a waiver of District's limited waiver of liability contained in Section 768.28, *Florida Statutes*, or any other statute or law.

SECTION 12. MISCELLANEOUS. All proposals shall include the following information in addition to any other requirements of the proposal documents.

- A. List position or title of all personnel to perform work on the District audit. Include résumés for each person listed; list years of experience in present position for each party listed and years of related experience.
- B. Describe proposed staffing levels, including résumés with applicable certifications.
- C. Three references from projects of similar size and scope. The Proposer should include information relating to the work it conducted for each reference as well as a name, address and phone number of a contact person.
- D. The lump sum cost of the provision of the services under the proposal for Fiscal Year 2021, plus the lump sum cost of four (4) annual renewals.
- E. Provide a proposed schedule for performance of the audit.

SECTION 13. PROTESTS. In accordance with the District's Rules of Procedure, any protest regarding the Proposal Documents, must be filed in writing, at the offices of the District Manager, within seventy-two (72) calendar hours (excluding Saturday, Sunday, and state holidays) after the receipt of the Proposal Documents. 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 (including Saturday, Sunday, and state holidays) 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 the aforesaid Proposal Documents.



SECTION 14. EVALUATION OF PROPOSALS. The criteria to be used in the evaluation of proposals are presented in the Evaluation Criteria Sheet, contained within the Proposal Documents.



EAST 547 COMMUNITY DEVELOPMENT DISTRICT AUDITOR SELECTION EVALUATION CRITERIA

1. Ability of Personnel.

(20 Points)

(E.g., geographic location of the firm's headquarters or permanent office in relation to the project; capabilities and experience of key personnel; present ability to manage this project; evaluation of existing workload; proposed staffing levels, etc.)

2. Proposer's Experience.

(20 Points)

(E.g. past record and experience of the Proposer in similar projects; volume of work previously performed by the firm; past performance for other community development districts in other contracts; character, integrity, reputation of Proposer, etc.)

3. Understanding of Scope of Work.

(20 Points)

Extent to which the proposal demonstrates an understanding of the District's needs for the services requested.

4. Ability to Furnish the Required Services.

(20 Points)

Extent to which the proposal demonstrates the adequacy of Proposer's financial resources and stability as a business entity necessary to complete the services required.

5. Price. (20 Points)

Points will be awarded based upon the lowest total proposal for rendering the services and the reasonableness of the proposal.

TOTAL (100 Points)

SECTION B



Proposal to Provide Financial Auditing Services:

EAST 547

COMMUNITY DEVELOPMENT DISTRICT

Proposal Due: October 06, 2021 5:00PM

Submitted to:

East 547 Community Development District c/o District Manager 219 East Livingston Street Orlando, FL 32801

Submitted by:

Antonio J. Grau, Partner Grau & Associates 951 Yamato Road, Suite 280 Boca Raton, Florida 33431

Tel (561) 994-9299

(800) 229-4728

Fax (561) 994-5823 tgrau@graucpa.com www.graucpa.com



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October 06, 2021

East 547 Community Development District c/o District Manager 219 East Livingston Street Orlando, FL 32801

Re: Request for Proposal for Professional Auditing Services for the fiscal year ended September 30, 2021, with an option for four (4) additional annual renewals.

Grau & Associates (Grau) welcomes the opportunity to respond to the East 547 Community Development District's (the "District") Request for Proposal (RFP), and we look forward to working with you on your audit. We are an energetic and robust team of knowledgeable professionals and are a recognized leader of providing services to Community Development Districts. As one of Florida's few firms to primarily focus on government, we are especially equipped to provide you an effective and efficient audit.

Special district audits are at the core of our practice: **we have a total of 360 clients, 329 or 91% of which are special districts.** We know the specifics of the professional services and work products needed to meet your RFP requirements like no other firm. With this level of experience, we are able to increase efficiency, to provide immediate and continued savings, and to minimize disturbances to client operations.

Why Grau & Associates:

Knowledgeable Audit Team

Grau is proud that the personnel we assign to your audit are some of the most seasoned auditors in the field. Our staff performs governmental engagements year round. When not working on your audit, your team is refining their audit approach for next year's audit. Our engagement partners have decades of experience and take a hands-on approach to our assignments, which all ensures a smoother process for you.

Servicing your Individual Needs

Our clients enjoy personalized service designed to satisfy their unique needs and requirements. Throughout the process of our audit, you will find that we welcome working with you to resolve any issues as swiftly and easily as possible. In addition, due to Grau's very low turnover rate for our industry, you also won't have to worry about retraining your auditors from year to year.

Developing Relationships

We strive to foster mutually beneficial relationships with our clients. We stay in touch year round, updating, collaborating and assisting you in implementing new legislation, rules and standards that affect your organization. We are also available as a sounding board and assist with technical questions.

Maintaining an Impeccable Reputation

We have never been involved in any litigation, proceeding or received any disciplinary action. Additionally, we have never been charged with, or convicted of, a public entity crime of any sort. We are financially stable and have never been involved in any bankruptcy proceedings.

Complying With Standards

Our audit will follow the Auditing Standards of the AICPA, Generally Accepted Government Auditing Standards, issued by the Comptroller General of the United States, and the Rules of the Auditor General of the State of Florida, and any other applicable federal, state and local regulations. We will deliver our reports in accordance with your requirements.

This proposal is a firm and irrevocable offer for 90 days. We certify this proposal is made without previous understanding, agreement or connection either with any previous firms or corporations offering a proposal for the same items. We also certify our proposal is in all respects fair, without outside control, collusion, fraud, or otherwise illegal action, and was prepared in good faith. Only the person(s), company or parties interested in the project as principals are named in the proposal. Grau has no existing or potential conflicts, and anticipates no conflicts during the engagement. Our Federal I.D. number is 20-2067322.

We would be happy to answer any questions or to provide any additional information. We are genuinely excited about the prospect of serving you and establishing a long-term relationship. Please do not hesitate to call or email either of our Partners, Antonio J. Grau, CPA (tgrau@graucpa.com) or Racquel McIntosh, CPA (rmcintosh@graucpa.com) at 561.994.9299. We thank you for considering our firm's qualifications and experience.

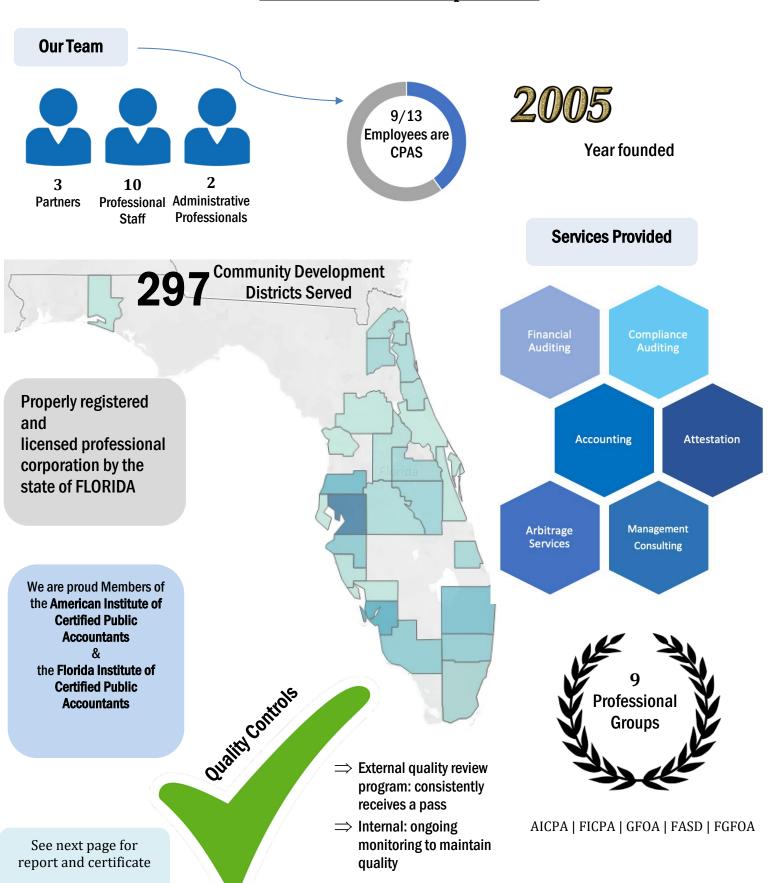
Very truly yours, Grau & Associates

Antonio J. Grau

Firm Qualifications



Grau's Focus and Experience









Peer Review Program

AICPA Peer Review Program Administered in Florida by the Florida Institute of CPAs

FICPA Peer Review Program Administered in Florida by The Florida Institute of CPAs

February 20, 2020

Antonio Grau Grau & Associates 951 Yamato Rd Ste 280 Boca Raton, FL 33431-1809

Dear Antonio Grau:

It is my pleasure to notify you that on February 20, 2020, the Florida Peer Review Committee accepted the report on the most recent. System Review of your firm. The due date for your next review is. December 31, 2022. This is the date by which all review documents should be completed and submitted to the administering entity.

As you know, the report had a peer review rating of pass. The Committee asked me to convey its congratulations to the firm.

Thank you for your cooperation.

Sincerely, FICPA Peer Review Committee

Peer Review Team FICPA Peer Review Committee paul@ficpa.org 800-342-3197 ext. 251

Florida Institute of CPAs

cc: Daniel Hevia, Racquel McIntosh

Firm Number: 900004390114 Review Number: 571202

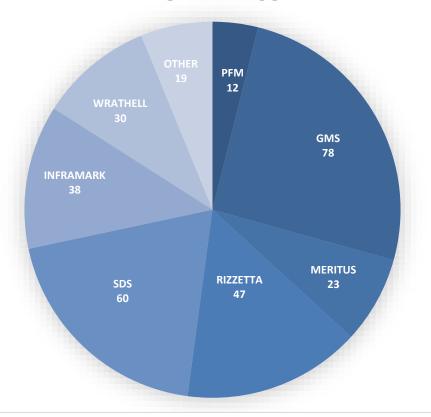
3800 Esplanade Way, Suite 210 | Tallahassee, FL 32311 | 800.342.3197, in Florida | 850.224.2727 | Fax: 850.222.8190 | www.ficpa.org



Firm & Staff Experience



GRAU AND ASSOCIATES COMMUNITY DEVELOPMENT DISTRICT EXPERIENCE BY MANAGEMENT COMPANY



Profile Briefs:

Antonio J GRAU, CPA (Partner)

Years Performing
Audits: 30+
CPE (last 2 years):
Government
Accounting, Auditing:
24 hours; Accounting,
Auditing and Other:
56 hours
Professional
Memberships: AICPA,
FICPA, FGFOA, GFOA

Racquel McIntosh, CPA (Partner)

Years Performing
Audits: 14+
CPE (last 2 years):
Government
Accounting, Auditing:
47 hours; Accounting,
Auditing and Other:
58 hours
Professional
Memberships: AICPA,
FICPA, FGFOA, FASD

"Here at Grau & Associates, staying up to date with the current technological landscape is one of our top priorities. Not only does it provide a more positive experience for our clients, but it also allows us to perform a more effective and efficient audit. With the every changing technology available and utilized by our clients, we are constantly innovating our audit process."

- Tony Grau

"Quality audits and exceptional client service are at the heart of every decision we make. Our clients trust us to deliver a quality audit, adhering to high standards and assisting them with improvements for their organization."

-Racquel McIntosh



YOUR ENGAGEMENT TEAM

Grau's client-specific engagement team is meticulously organized in order to meet the unique needs of each client. Constant communication within our solution team allows for continuity of staff and audit team.

An advisory consultant will Grau contracts with an be available as a sounding outside group of IT board to advise in those management consultants to areas where problems are assist with matters encountered. including, but not limited to; network and database security, internet security and vulnerability testing. Successful Audit **Audit Staff** The assigned personnel will The Engagement Partner will work closely with the partner participate extensively during and the District to ensure that the various stages of the the financial statements and all engagement and has direct other reports are prepared in responsibility for engagement accordance with professional policy, direction, supervision, standards and firm policy. quality control, security, Responsibilities will include confidentiality of information planning the audit; of the engagement and communicating with the client communication with client and the partners the progress personnel. The engagement of the audit; and partner will also be involved determining that financial directing the development of statements and all reports the overall audit approach issued by the firm are accurate, and plan; performing an complete and are prepared in overriding review of work accordance with professional papers and ascertain client standards and firm policy. satisfaction.





Antonio 'Tony ' J. Grau, CPA Partner

Contact: tgrau@graucpa.com | (561) 939-6672

Experience

For over 30 years, Tony has been providing audit, accounting and consulting services to the firm's governmental, non-profit, employee benefit, overhead and arbitrage clients. He provides guidance to clients regarding complex accounting issues, internal controls and operations.

As a member of the Government Finance Officers Association Special Review Committee, Tony participated in the review process for awarding the GFOA Certificate of Achievement in Financial Reporting. Tony was also the review team leader for the Quality Review of the Office of Management Audits of School Board of Miami-Dade County. Tony received the AICPA advanced level certificate for governmental single audits.

Education

University of South Florida (1983) Bachelor of Arts Business Administration

Clients Served (partial list)

(>300) Various Special Districts, including:

Bayside Improvement Community Development District Dunes Community Development District Fishhawk Community Development District (I,II,IV) Grand Bay at Doral Community Development District Heritage Harbor North Community Development District St. Lucie West Services District Ave Maria Stewardship Community District Rivers Edge II Community Development District Bartram Park Community Development District Bay Laurel Center Community Development District

Boca Raton Airport Authority Greater Naples Fire Rescue District Key Largo Wastewater Treatment District Lake Worth Drainage District South Indian River Water Control

Professional Associations/Memberships

American Institute of Certified Public Accountants Florida Government Finance Officers Association Florida Institute of Certified Public Accountants Government Finance Officers Association Member City of Boca Raton Financial Advisory Board Member

Professional Education (over the last two years)

<u>Course</u>	<u>Hours</u>
Government Accounting and Auditing	24
Accounting, Auditing and Other	<u>56</u>
Total Hours	80 (includes of 4 hours of Ethics CPE)





Racquel C. McIntosh, CPA Partner

Contact: rmcintosh@graucpa.com | (561) 939-6669

Experience

Racquel has been providing government audit, accounting and advisory services to our clients for over 14 years. She serves as the firm's quality control partner; in this capacity she closely monitors engagement quality ensuring standards are followed and maintained throughout the audit.

Racquel develops in-house training seminars on current government auditing, accounting, and legislative topics and also provides seminars for various government organizations. In addition, she assists clients with implementing new accounting software, legislation, and standards.

Education

Florida Atlantic University (2004) Master of Accounting Florida Atlantic University (2003) Bachelor of Arts: Finance, Accounting

Clients Served (partial list)

(>300) Various Special Districts, including: Carlton Lakes Community Development District Golden Lakes Community Development District Rivercrest Community Development District South Fork III Community Development District TPOST Community Development District

East Central Regional Wastewater Treatment Facilities Indian Trail Improvement District Pinellas Park Water Management District Ranger Drainage District South Trail Fire Protection and Rescue Service District Westchase Community Development District Monterra Community Development District Palm Coast Park Community Development District Long Leaf Community Development District Watergrass Community Development District

Professional Associations/ Memberships

American Institute of Certified Public Accountants Florida Institute of Certified Public Accountants FICPA State & Local Government Committee FGFOA Palm Beach Chapter

Professional Education (over the last two years)

Course

Government Accounting and Auditing Accounting, Auditing and Other Total Hours

Hours

47

58

105 (includes of 4 hours of Ethics CPE)



References



We have included three references of government engagements that require compliance with laws and regulations, follow fund accounting, and have financing requirements, which we believe are similar to the District.

Dunes Community Development District

Scope of Work Financial audit **Engagement Partner** Antonio J. Grau

Dates Annually since 1998

Client Contact Darrin Mossing, Finance Director

475 W. Town Place, Suite 114 St. Augustine, Florida 32092

904-940-5850

Two Creeks Community Development District

Scope of Work Financial audit **Engagement Partner** Antonio J. Grau

Dates Annually since 2007

Client Contact William Rizzetta, President

3434 Colwell Avenue, Suite 200

Tampa, Florida 33614

813-933-5571

Journey's End Community Development District

Scope of Work Financial audit
Engagement Partner Antonio J. Grau

Dates Annually since 2004

Client Contact Todd Wodraska, Vice President

2501 A Burns Road

Palm Beach Gardens, Florida 33410

561-630-4922



Specific Audit Approach



AUDIT APPROACH

Grau's Understanding of Work Product / Scope of Services:

We recognize the District is an important entity and we are confident our firm is eminently qualified to meet the challenges of this engagement and deliver quality audit services. You would be a valued client of our firm and we pledge to commit all firm resources to provide the level and quality of services (as described below) which not only meet the requirements set forth in the RFP but will exceed those expectations. Grau & Associates fully understands the scope of professional services and work products requested. Our audit will follow the Auditing Standards of the AICPA, Generally Accepted Government Auditing Standards, issued by the Comptroller General of the United States, and the Rules of the Auditor General of the State of Florida and any other applicable Federal, State of Local regulations. We will deliver our reports in accordance with your requirements.

Proposed segmentation of the engagement

Our approach to the audit engagement is a risk-based approach which integrates the best of traditional auditing techniques and a total systems concept to enable the team to conduct a more efficient and effective audit. The audit will be conducted in three phases, which are as follows:



Phase I - Preliminary Planning

A thorough understanding of your organization, service objectives and operating environment is essential for the development of an audit plan and for an efficient, cost-effective audit. During this phase, we will meet with appropriate personnel to obtain and document our understanding of your operations and service objectives and, at the same time, give you the opportunity to express your expectations with respect to the services that we will provide. Our work effort will be coordinated so that there will be minimal disruption to your staff.

During this phase we will perform the following activities:

- » Review the regulatory, statutory and compliance requirements. This will include a review of applicable federal and state statutes, resolutions, bond documents, contracts, and other agreements;
- » Read minutes of meetings;
- » Review major sources of information such as budgets, organization charts, procedures, manuals, financial systems, and management information systems;
- » Obtain an understanding of fraud detection and prevention systems;
- » Obtain and document an understanding of internal control, including knowledge about the design of relevant policies, procedures, and records, and whether they have been placed in operation;
- Assess risk and determine what controls we are to rely upon and what tests we are going to perform and perform test of controls;
- » Develop audit programs to incorporate the consideration of financial statement assertions, specific audit objectives, and appropriate audit procedures to achieve the specified objectives;
- » Discuss and resolve any accounting, auditing and reporting matters which have been identified.



Phase II - Execution of Audit Plan

The audit team will complete a major portion of transaction testing and audit requirements during this phase. The procedures performed during this period will enable us to identify any matter that may impact the completion of our work or require the attention of management. Tasks to be performed in Phase II include, but are not limited to the following:

- » Apply analytical procedures to further assist in the determination of the nature, timing, and extent of auditing procedures used to obtain evidential matter for specific account balances or classes of transactions:
- » Perform tests of account balances and transactions through sampling, vouching, confirmation and other analytical procedures; and
- » Perform tests of compliance.

Phase III - Completion and Delivery

In this phase of the audit, we will complete the tasks related to year-end balances and financial reporting. All reports will be reviewed with management before issuance, and the partners will be available to meet and discuss our report and address any questions. Tasks to be performed in Phase III include, but are not limited to the following:

- » Perform final analytical procedures;
- » Review information and make inquiries for subsequent events; and
- » Meeting with Management to discuss preparation of draft financial statements and any potential findings or recommendations.

You should expect more from your accounting firm than a signature in your annual financial report. Our concept of truly responsive professional service emphasizes taking an active interest in the issues of concern to our clients and serving as an effective resource in dealing with those issues. In following this approach, we not only audit financial information with hindsight but also consider the foresight you apply in managing operations.

Application of this approach in developing our management letter is particularly important given the increasing financial pressures and public scrutiny facing today's public officials. We will prepare the management letter at the completion of our final procedures.

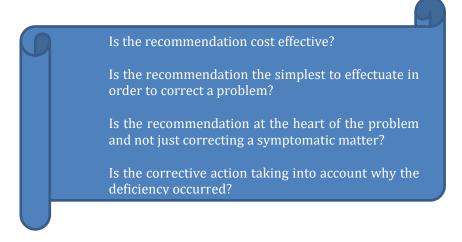
In preparing this management letter, we will initially review any draft comments or recommendations with management. In addition, we will take necessary steps to ensure that matters are communicated to those charged with governance.

In addition to communicating any recommendations, we will also communicate the following, if any:

- » Significant audit adjustments:
- » Significant deficiencies or material weaknesses;
- » Disagreements with management; and
- » Difficulties encountered in performing the audit.



Our findings will contain a statement of condition describing the situation and the area that needs strengthening, what should be corrected and why. Our suggestions will withstand the basic tests of corrective action:



To assure full agreement with facts and circumstances, we will fully discuss each item with Management prior to the final exit conference. This policy means there will be no "surprises" in the management letter and fosters a professional, cooperative atmosphere.

Communications

We emphasize a continuous, year-round dialogue between the District and our management team. We regularly communicate through personal telephone calls and electronic mail throughout the audit and on a regular basis.

Our clients have the ability to transmit information to us on our secure client portal with the ability to assign different staff with separate log on and viewing capability. This further facilitates efficiency as all assigned users receive electronic mail notification as soon as new information has been posted into the portal.



Cost of Services



Our proposed all-inclusive fees for the financial audit for the fiscal years ended September 30, 2021-2025 are as follows:

Year Ended September 30,	Fee
2021	\$4,200
2022	\$4,400
2023	\$4,600
2024	\$4,800
2025	<u>\$5,000</u>
TOTAL (2021-2025)	<u>\$23,000</u>

The above fees are based on the assumption that the District maintains its current level of operations. Should conditions change or additional Bonds are issued the fees would be adjusted accordingly upon approval from all parties concerned.



Supplemental Information



PARTIAL LIST OF CLIENTS

SPECIAL DISTRICTS	Governmental Audit	Single Audit	Utility Audit	Current Client	Year End
Boca Raton Airport Authority	✓	√		✓	9/30
Captain's Key Dependent District	✓			✓	9/30
Central Broward Water Control District	✓			✓	9/30
Collier Mosquito Control District	✓			✓	9/30
Coquina Water Control District	✓			✓	9/30
East Central Regional Wastewater Treatment Facility	✓		✓		9/30
Florida Green Finance Authority	✓				9/30
Greater Boca Raton Beach and Park District	✓			✓	9/30
Greater Naples Fire Control and Rescue District	✓	✓		✓	9/30
Green Corridor P.A.C.E. District	✓			✓	9/30
Hobe-St. Lucie Conservancy District	✓			✓	9/30
Indian River Mosquito Control District	✓				9/30
Indian Trail Improvement District	✓			✓	9/30
Key Largo Waste Water Treatment District	✓	✓	✓	✓	9/30
Lake Padgett Estates Independent District	✓			✓	9/30
Lake Worth Drainage District	✓			✓	9/30
Lealman Special Fire Control District	✓			✓	9/30
Loxahatchee Groves Water Control District	✓				9/30
Old Plantation Control District	✓			✓	9/30
Pal Mar Water Control District	✓			✓	9/30
Pinellas Park Water Management District	✓			✓	9/30
Pine Tree Water Control District (Broward)	✓			✓	9/30
Pinetree Water Control District (Wellington)	✓				9/30
Ranger Drainage District	✓	✓		✓	9/30
Renaissance Improvement District	✓			✓	9/30
San Carlos Park Fire Protection and Rescue Service District	✓			✓	9/30
Sanibel Fire and Rescue District	✓			✓	9/30
South Central Regional Wastewater Treatment and Disposal Board	✓			✓	9/30
South-Dade Venture Development District	✓			✓	9/30
South Indian River Water Control District	✓	✓		✓	9/30
South Trail Fire Protection & Rescue District	✓			✓	9/30
Spring Lake Improvement District	✓			✓	9/30
St. Lucie West Services District	✓		√	✓	9/30
Sunshine Water Control District	✓			✓	9/30
West Villages Improvement District	✓			✓	9/30
Various Community Development Districts (297)	✓			✓	9/30
TOTAL	333	5	3	328	



ADDITIONAL SERVICES

CONSULTING / MANAGEMENT ADVISORY SERVICES

Grau & Associates also provide a broad range of other management consulting services. Our expertise has been consistently utilized by Governmental and Non-Profit entities throughout Florida. Examples of engagements performed are as follows:

- Accounting systems
- Development of budgets
- Organizational structures
- Financing alternatives
- IT Auditing

- Fixed asset records
- Cost reimbursement
- Indirect cost allocation
- Grant administration and compliance

ARBITRAGE

The federal government has imposed complex rules to restrict the use of tax-exempt financing. Their principal purpose is to eliminate any significant arbitrage incentives in a tax-exempt issue. We have determined the applicability of these requirements and performed the rebate calculations for more than 150 bond issues, including both fixed and variable rate bonds.

73 Current
Arbitrage
Calculations

We look forward to providing East 547 Community Development District with our resources and experience to accomplish not only those minimum requirements set forth in your Request for Proposal, but to exceed those expectations!

For even more information on Grau & Associates please visit us on www.graucpa.com.



SECTION C

Proposal to Provide Auditing Services

East 547 Community Development District

For the Fiscal Year Ending
September 30, 2021
With the Option of 4 Additional Annual Renewals

Submitted by:

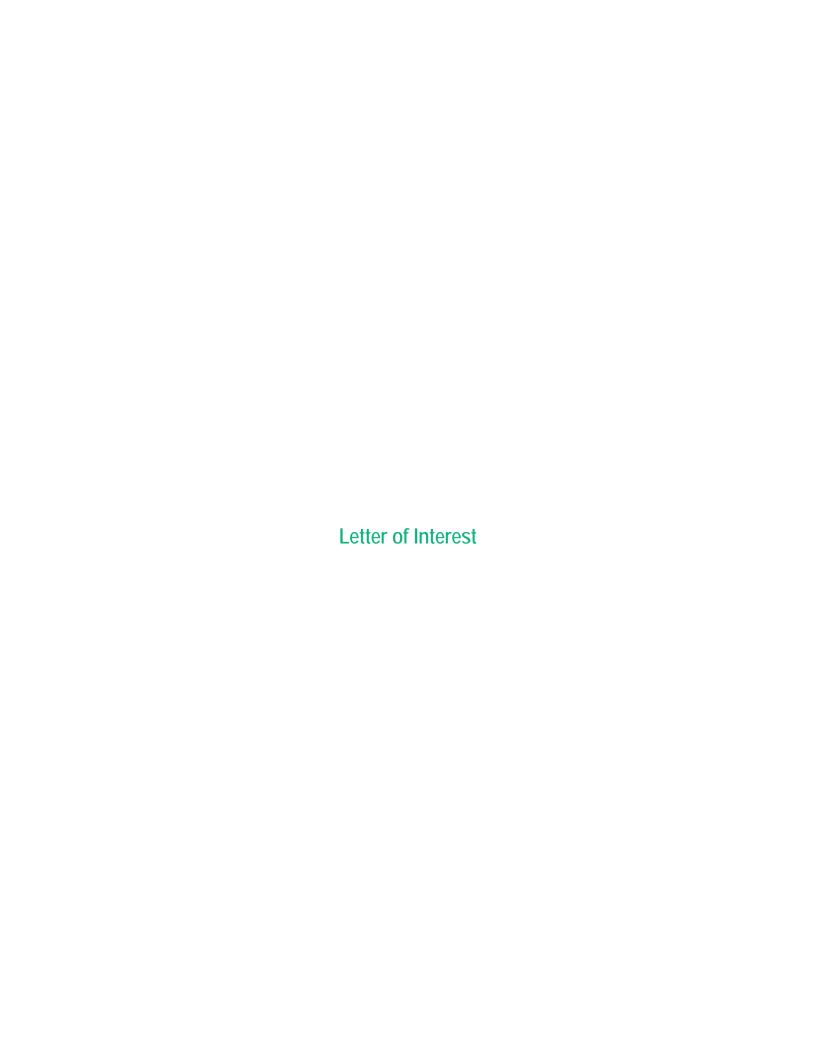


934 North Magnolia Avenue Suite 100 Orlando, Florida 32803 (407) 843-5406

CONTACT: Tamara Campbell, C.P.A.

tcampbell@mcdirmitdavis.com www.mcdirmitdavis.com

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October 29, 2021

Jill Burns, District Manager *East 547 Community Development District*219 E. Livingston St.

Orlando, FL 32801

Thank you for the opportunity to submit our qualifications and experience to serve as independent auditors of *East 547 Community Development District*. The accompanying proposal will provide you detailed information regarding the scope of services to be provided, as well as a profile of the firm, the individuals who will serve you, our qualifications and experience, and representative clients, including specific references.

It is our understanding that we will provide the following services:

- 1. Financial audit of the basic financial statements of *East 547 Community Development District* for the fiscal year ending September 30, 2021, with the option of four additional annual renewals.
- We will commit to maintain staff required to conclude the audits within the time constraints indicated in the RFP.
- 3. The audit will be performed in accordance with generally accepted auditing standards, *Governmental Auditing Standards* and the Rules of the Auditor General of the State of Florida.
- 4. The audit for the fiscal year ending September 30, 2021 will be completed no later than June 30, 2022.

We believe we are the best-qualified firm to perform the engagement for the following reasons:

- We presently audit over fifty Community Development Districts, fourteen municipalities and one special water district and have an excellent working knowledge of generally accepted accounting principles related to governmental entities.
- We assist in the preparation of the financial statements for most of these governmental entities.
- We have assisted nine municipalities in receiving the GFOA "Certificate of Achievement for Excellence in Financial Reporting". Most of these municipalities have been receiving the "Certificate of Achievement" between ten and twenty years. Tamara Campbell is active as a national review team member of the GFOA's "Certificate of Achievement for Excellence in Financial Reporting" program. As a review team member, Ms. Campbell reviews and evaluates financial reports submitted by cities and counties to determine whether the financial reports meet the stringent requirements to receive the GFOA'S prestigious award. Participating as a review team member, Ms. Campbell has demonstrated her expertise in governmental accounting and auditing.
- We have strong information technology ability and will input the District's general ledger balances into our ProSystem fx Engagement software and perform a virtually "paperless" audit. The District's Financial Statements are linked to the general ledger; therefore, the likelihood of errors on the financial statements is reduced.
- We have recent and continuous experience and have devoted a great deal of our continuing education to the governmental auditing and accounting field. Our firm meets the independence and education requirements of the Government Auditing Standards issued by the Comptroller General of the United States. Our firm is independent of *East 547 Community Development District* as defined by Government Auditing Standards.

- We are members of the American and Florida Institutes of Certified Public Accountants and an Associate member of the Governmental Finance Officers Association. Our firm is active in governmental organizations throughout Central Florida and serves on governmental committees of the Florida Institute of CPA's.
- We are a local firm with personnel committed to quality and professional performance, accustomed to providing a high level of client satisfaction. We believe that our firm is part of a team effort to assist the District in developing the best financial reporting possible.
- We have a history of continuity of personnel assigned to the engagement. Our single office firm and low personnel turnover assures uninterrupted services from our partners and staff. We have a staff of 28 people and 8 of those are governmental audit staff.

McDirmit Davis, LLC has not colluded with any of the Proposers, and we have not defaulted on any previous contract, and are not in arrears on any previous or existing contract and are properly licensed.

Because of our unique qualifications and a philosophy based on complete dedication to client service, we feel confident that we can provide you with responsiveness and a range of experience that will best serve your needs.

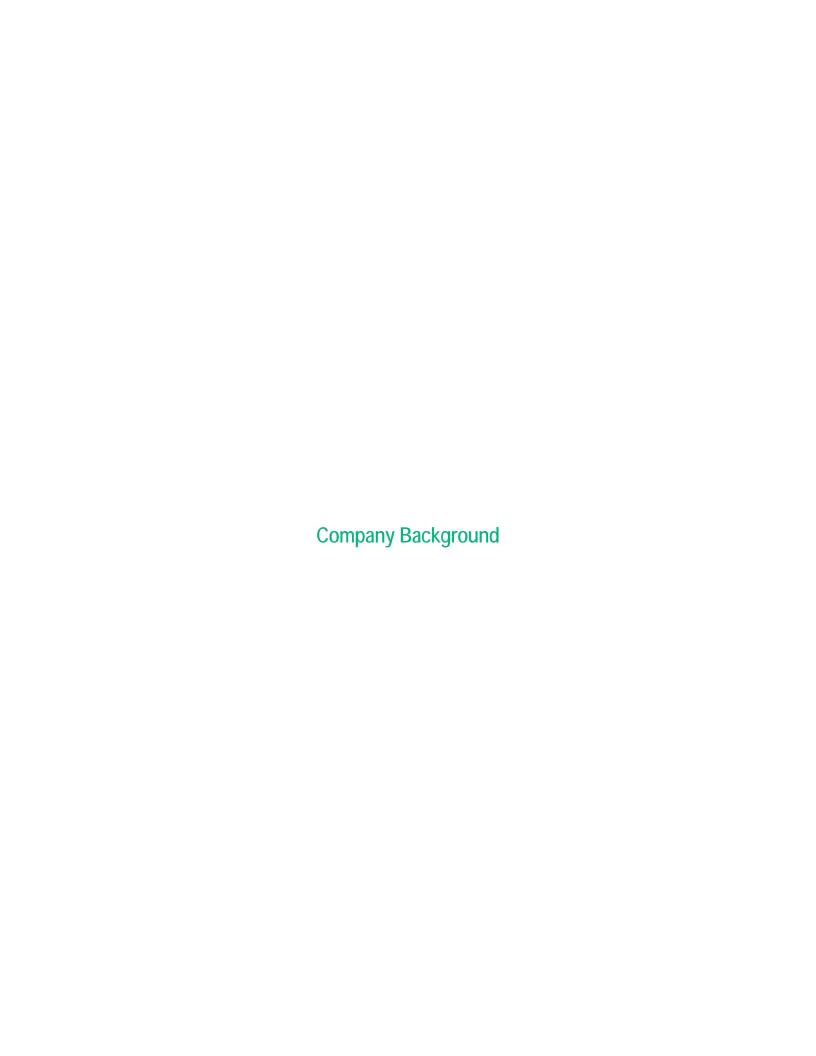
Ms. Tamara Campbell, partner, is authorized to represent the firm and may be contacted at 934 North Magnolia Avenue, Suite 100, Orlando, Florida 32803, or phone (407) 843-5406.

We would consider it a privilege to serve as independent auditors for East 547 Community Development District.

Sincerely,

McDirmit Davis, LLC

Tamara Campbell, CPA



MCDIRMIT DAVIS AT GLANCE



Established 1984



Ranked Top 10 in Central Florida

HIGHEST PASSING RATING IN OUR 2020 PEER REVIEW



Over 100 years of combined experience

MEMBERSHIPS









About Us:

McDirmit Davis, LLC was incorporated in the State of Florida in August 1984 and serves Central Florida from its centrally located office in Orlando, Florida. The partners and managers have over 100 years of combined experience in public accounting, and our firm has grown to be ranked as one of the top 10 accounting firms in Central Florida by the Orlando Business Journal.



When considering whether to hire our firm, you will find that McDirmit Davis can be differentiated from our competitors in several areas, such as:

- <u>Local, Experienced and Involved Partners:</u> Our partners and managers have over 100 years of combined experience in public accounting. Tammy has over fifteen (15) years of governmental accounting and auditing experience, including municipalities, airport authorities and over **50 community development districts**.
- <u>Commitment to Quality:</u> McDirmit Davis has received a "pass" audit opinion by our peer reviewers regarding our firm's Quality Control Standards.
- <u>Timely Audits:</u> Our commitment is to meet all audit deadlines, all of our audits have been performed according to agreed audit schedules.

Our firm has a wide range of clients providing both goods and services in the Central Florida area. Our practice encompasses auditing, accounting, management advisory and tax services. A list of all governmental clients audited by us for the fiscal years 2015-2019 is as follows:

- Over Fifty Community Development Districts
- City of Belle Isle, Florida *
- City of Clermont, Florida *
- City of Fruitland Park, Florida
- City of Groveland, Florida
- City of Inverness, Florida*
- City of Lake Mary, Florida*
- City of Longwood, Florida *
- City of Mascotte, Florida
- City of Minneola, Florida

- City of Ocoee, Florida *
- City of Orange City, Florida*
- City of Tavares, Florida *
- City of Umatilla, Florida *
- City of Winter Springs, Florida *
- Homosassa Special Water
- Sun'n Lake of Sebring Improvement District
- Town of Montverde, Florida
- Town of Windermere, Florida
- These entities are presently clients of McDirmit Davis, LLC

^{*}These entities participate in the Certificate of Achievement for Excellence in Financial Reporting program.



General Information about McDirmit Davis

License to Practice in Florida

Our Firm and all key professional staff are properly licensed to practice in the state of Florida. In addition, our Firm and all assigned key personnel are in good standing with the Florida Board of Accountancy. We can provide a copy of actual License, if requested.

Independence

McDirmit Davis, LLC is independent of the District as defined by auditing standards contained in *Government Auditing Standards*.

Governmental Audit Quality Center

McDirmit Davis, LLC is a member of the AICPA's Governmental Audit Quality Center which is dedicated to establishing the highest standards of audit quality in the governmental accounting and audit sector.

External Quality Control Review

Our Firm understands the importance of developing a formal quality control program, and therefore have been a member of the Private Companies Practice Section of the American Institute of Certified Public Accountants since 1985. Member firms are required to adhere to quality control standards established by the AICPA Quality Control Standards Committee and to submit to peer reviews of the firm's accounting and audit practice. Peer reviews are intensive reviews of a firm's quality control system by an independent CPA firm. Our firm has had seven peer reviews performed by the American Institute of Certified Public Accountants. Each peer review has included a review of a local governmental entity.

On our most recent peer review performed in 2020, we received a peer review rating of "pass", which is the highest rating that a firm can receive under the revised peer review standards. We have <u>never</u> been subject to any litigation or disciplinary actions by a client, the State or any professional organization for substandard field work. A copy of our firm's most recent peer review report follows this section. These peer reviews included a review of at least two governmental engagements, and it should be noted that there were no findings as a result of this review. We have never withdrawn from an engagement prior to the agreed expiration date.

Size and Organization

McDirmit Davis LLC has 28 employees, the total number of governmental audit staff is 8; the professional staff of our firm has been conducting governmental audits in the Central Florida area for the past thirty years. We are experienced auditors in a variety of industries and offer experience in auditing federal grants under the Single Audit Act and performing compliance audits of state grants.

Our experience in governmental auditing has led to the development of efficient procedures that provide various client benefits. Our services provide our clients with a wide range of knowledge, confidence, and helpful management advice.



Below is a listing of the type of other services that we have provided to governmental clients:

- 1. Assistance in preparation of Comprehensive Annual Financial Reports for recognition by the Government Finance Officers Certificate of Achievement Program.
- 2. Issuance of Comfort Letters and Consent Letters in conjunction with the issuance of tax-exempt bonds.
- 3. Assistance on early implementation of new GASB Statements.
- Assisting in compiling historical financial data for first-time submissions for GFOA Certificate of Achievement for Excellence in Financial Reporting.
- 5. Detailed internal control studies and evaluations of accounting systems.

Engagement Team

The following table lists the names of firm accounting personnel assigned to the audit:

Name	Audit Role
Tamara Campbell, CPA	Engagement Partner
Michelle Sorbello, CPA	Engagement Manager
Matthew Lee, CPA	Engagement Manager

All of the above people have considerable experience on governmental audit engagements. All supervisory personnel assigned to the audit, are Certified Public Accountants. The engagement partner and audit manager will be assigned to audit on a full-time basis. In addition to the partner and managers, McDirmit Davis will utilize various audit senior and staff members for audit fieldwork.

Continuing Education

McDirmit Davis, LLC is committed to the personal and professional growth of its staff. Our firm requires an annual minimum of 40 hours of continuing professional education for each staff member.

Our governmental audit staff complies with the continuing education requirements of the State of Florida, the Governmental Accountability Office (GAO), and *Governmental Auditing Standards* (Yellow Book). Therefore at least 24 hours during a 2-year period must be in subjects directly related to the government environment and to governmental auditing. Our governmental audit staff always exceed this requirement since they attend each year the Florida Governmental Financial Officer's Association Annual Conference which provides 22 hours of training in governmental accounting and auditing.

As a result of our governmental experience, our staff has taught classes or lectured on various topics. We offer "in-house" education courses for our staff, which at times, our clients have attended. In addition, we are available to teach seminars for the benefit of the District's accounting staff.



Information Technology

Our firm has one dedicated Information Technology specialist who has several years' experience in setting up and administering computer systems and networks of all sizes. In addition, all governmental audit personnel are experienced with various governmental software programs. We utilize automated, paperless auditing software which stores all trial balances and audit workpapers electronically. We also use Data Analysis Software, which enables us to obtain 100% of selected data and test "through your computer system."

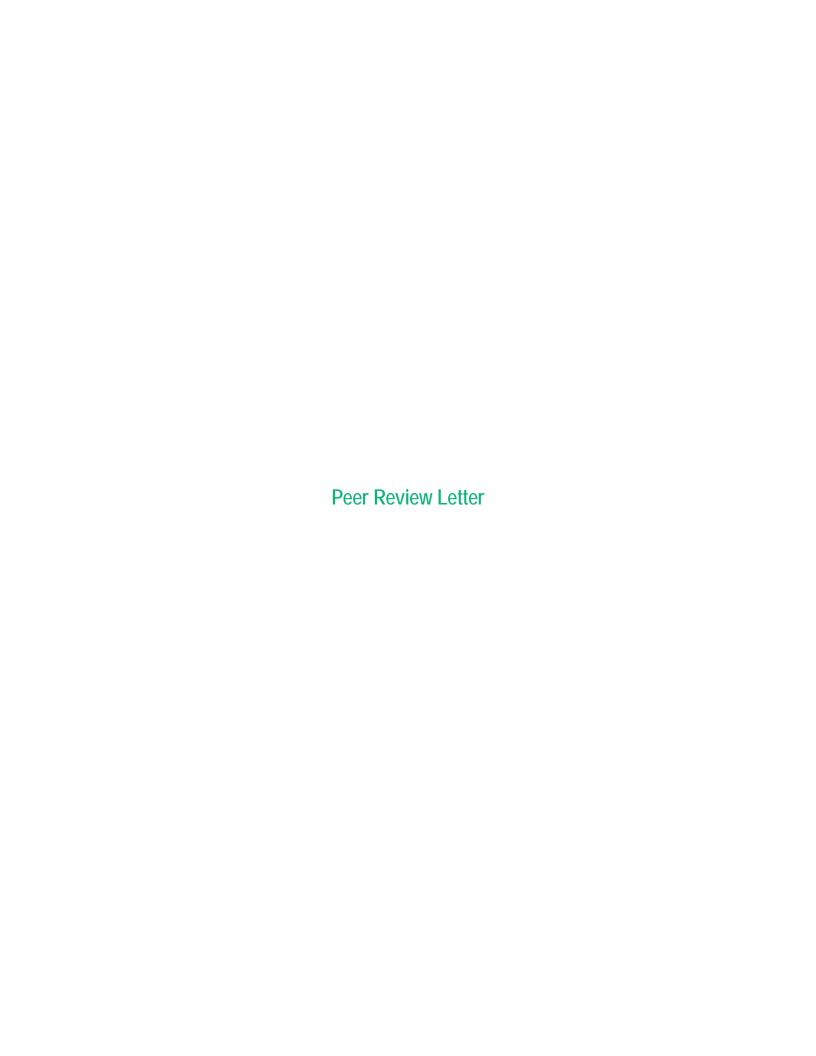
One of the services we provide our clients is CLIENT PORTAL. This is a convenient online storage space in which files can be effortlessly uploaded, downloaded, stored and shared in a safe and secure environment.

Records Retention

Our firm maintains records in accordance with local, state, and Federal Public Records Retention Requirements.

Federal or State Reviews

Any Federal or State desk review has resulted in no findings and we have never undergone a Federal or State field audit.





1106 N. FRANKLIN STREET TAMPA, FLORIDA 33602 TELEPHONE: (813) 226-6091 FAX: (813) 229-7754

Report on the Firm's System of Quality Control

August 21, 2020

To the Owners of McDirmit Davis, LLC And the Peer Review Committee of the Florida Institute of Certified Public Accountants

We have reviewed the system of quality control for the accounting and auditing practice of McDirmit Davis, LLC (the firm), in effect for the year ended June 30, 2020. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, a compliance audit under the Single Audit Act, and an audit of an employee benefit plan.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

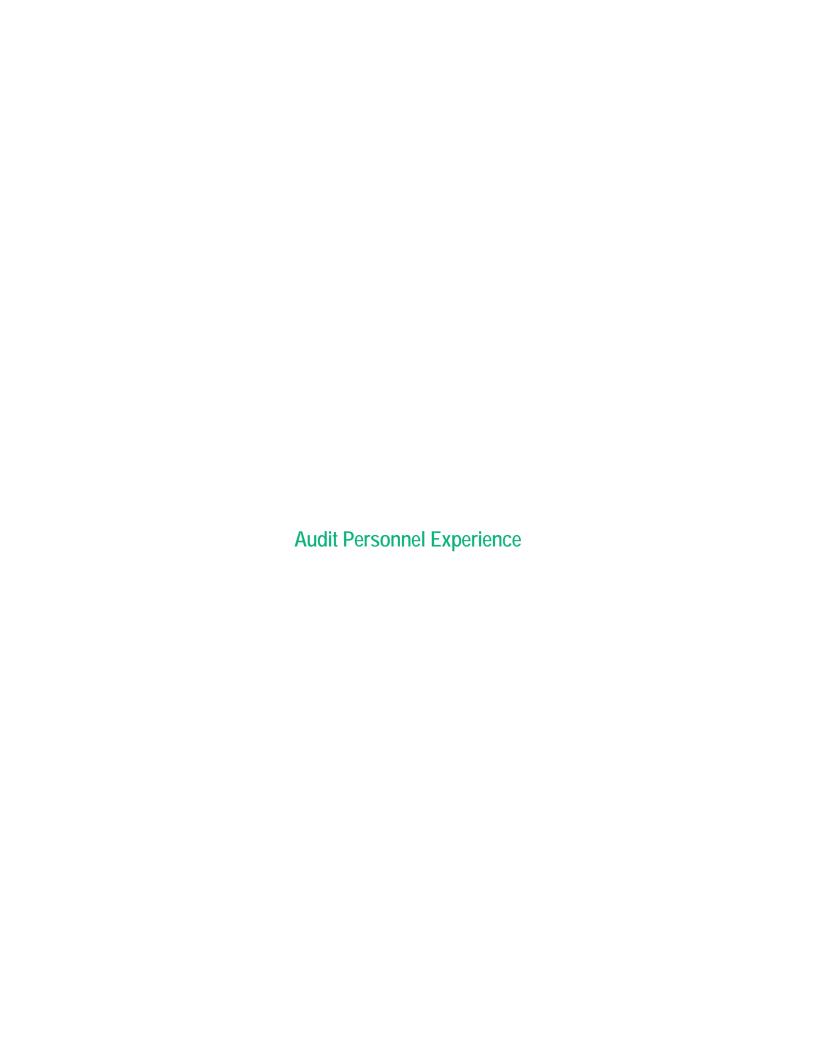
Opinion

In our opinion, the system of quality control for the accounting and auditing practice of McDirmit Davis, LLC in effect for the year ended June 30, 2020 has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of pass, pass with deficiency(ies), or fail. McDirmit Davis, LLC has received a peer review rating of pass.

Prida Guida & Perez, P.A.

Truda Jaida & Peroz

MEMBER AMERICAN INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS MEMBER FLORIDA INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS







Tammy Campbell, CPA Partner

Education, Certifications, and Licenses

- B.S. Degree in Accounting, University of Central Florida
- Masters in Taxation, University of Central Florida
- CPA, Certified Public Accountant Florida

Affiliations and Community Involvement

- American Institute of Certified Public Accountants (AICPA)
- Florida Institute of Certified Public Accountants (FICPA)
- Florida Government Finance Officers Association (FGFOA)
- Reviewer for GFOA's "Certificate of Achievement for Excellence in Financial Reporting" program
- Member of the Orange County School Board Audit Advisory Committee

Continuing Professional Education

Tammy has completed over 120 hours of Continuing Professional Education (CPE) in the area of governmental accounting and auditing within the past three years and meets the requirements of *Governmental Auditing Standards* (the "Yellow Book"). CPE included classes on Single Audits, the Yellow Book, and changes in governmental accounting principles, such as GASBS 67 and 68 on pension plans.

Experience

- Tammy has 17 years of governmental accounting and auditing experience, including municipalities and airport
 authorities.
- Her experience has included planning, fieldwork, and preparation of comprehensive annual financial reports for several governmental audit engagements.
- Tammy has worked with all municipalities in the CAFR preparation process, including assisting most cities with obtaining the GFOA Certificate of Achievement.

Governmental Audit Experience (Past 5 years)

- Over 60 Community Development Districts
- City of Belle Isle
- City of Clermont
- City of Inverness
- City of Lake Mary
- City of Longwood
- City of Mascotte

- City of Ocoee
- Town of Orange City
- City of Oviedo
- City of Tavares
- City of Umatilla
- City of Winter Springs
- Homosassa Water District





Michelle Sorbello, CPA Audit Manager

Education, Certifications, and Licenses

- B.S. Degree in Accounting, University of Central Florida
- Masters in Accounting, University of Central Florida
- CPA, Certified Public Accountant Florida

Affiliations and Community Involvement

- American Institute of Certified Public Accountants (AICPA)
- Florida Institute of Certified Public Accountants (FICPA)
- Florida Government Finance Officers Association (FGFOA)

Continuing Professional Education

Michelle has completed over 120 hours of Continuing Professional Education (CPE) in the area of governmental accounting and auditing within the past three years and meets the requirements of *Governmental Auditing Standards*.

Experience

- Michelle has 9 years of governmental accounting and auditing experience.
- She has significant experience in the audits of governmental and not-for-profit entities, including those subject to Federal and Florida Single Audit requirements.

Governmental Audit Experience (Past 5 years)

- Various Community Development Districts
- City of Inverness
- City of Lake Mary
- City of Longwood

- City of Mascotte
- City of Ocoee
- City of Winter Springs





Matthew Lee, CPA Audit Manager

Education, Certifications, and Licenses

- Master of Science in Accounting, University of Central Florida
- Master of Public Administration, University of Central Florida
- B.S. in Public Administration, University of Central Florida
- CPA, Certified Public Accountant Florida

Affiliations and Community Involvement

- American Institute of Certified Public Accountants (AICPA)
- Florida Institute of Certified Public Accountants (FICPA)
- Florida Government Finance Officers Association (FGFOA)

Continuing Professional Education

Matthew has completed over 120 hours of Continuing Professional Education (CPE) in the area of governmental accounting and auditing within the past three years and meets the requirements of *Governmental Auditing Standards*.

Experience

- Matthew has 10 years of governmental accounting and auditing experience.
- He has significant experience in the audits of governmental and not-for-profit entities, including those subject to Federal and Florida Single Audit requirements.

Governmental Audit Experience (Past 5 years)

- Various Community Development Districts
- City of Belle Isle
- City of Clermont
- City of Longwood
- City of Ocoee
- City of Oviedo

- City of Tavares
- City of Umatilla
- City of Winter Springs
- Sun 'N Lake Improvement District
- Town of Windermere



References of Governmental Accounting Experience

Principal Client Contact	Scope of Work	<u>Years</u>
Sun'n Lake of Sebring Improvement District		
Mr. Omar DeJesus, Finance Director 5306 Sun'n Lake Blvd. Sebring, FL 33872 odejesus@snldistrict.org	 Annual Financial & Compliance Audit and preparation of Financials 	2011 to Present
Sterling Hill Community Development District	<i>t</i>	
Ms. Kaitlyn Gallant	Annual Financial & Compliance Audit and	2007 to 2009
Rizzetta and Company Manager, District Accounting Services	preparation of Financials	& 2013 to Present
12750 Citrus Park Lane Suite 115 Tampa, Florida 33625		
<u>kgallant@rizzetta.com</u>		
Meadow Pointe II Community Development D	District	
Ms. Trumaine Easy	Annual Financial & Compliance Audit and	2012 to
Inframark	preparation of Financials	Present
Director of Accounting		
210 N. University Drive		
Suite 702		
Coral Springs, Florida 33071		
trumaine.easy@inframark.com		
Toscana Isles Community Development Distr	rict	
Mr. Jeffrey Pinder	Annual Financial & Compliance Audit and	2015 to
Wrathell Hunt and Associates	preparation of Financials	Present
Controller		
2300 Glades Road Suite 410W		
Boca Raton, Florida 33431		
pinderj@whhassociates.com		
Homosassa Special Water District		
Ms. Teresa Olds, Manager	Annual Financial & Compliance Audit and	2007 to
W.S. Foresa Olas, Manager	preparation of Financials	Present
7922 W. Grover Cleveland Blvd.	proparation of Financials	
Homosassa, FL 34448		
<u>hswd@tampabay.rr.com</u>		



List of 2020 Community Development District Audits:

Community Development District

Asturia Community Development District Bainebridge Community Development District

Beach Road Golf Estates Community Development District

Beacon Lakes Community Development District
Belmont Community Development District
Bexley Community Development District
Celebration Community Development District
Chapel Creek Community Development District
Concorde Station Community Development District

Concorde Estates Community Development District Dovera Community Development District Enterprise Community Development District

Fiddler's Creek Community Development District #1
Heritage Isle at Viera Community Development District
Heritage Oak Park Community Development District
Hidden Creek North Community Development District

Highlands Community Development District
Hills of Minneola Community Development District
Holly Hill Road East Community Development District
K-Bar Ranch Community Development District

Meadow Pointe II Community Development District
Mediterra Community Development District
Mirabella Community Development District
Palm River Community Development District
Panther Trails Community Development District
Scenic Highway Community Development District

Southaven Community Development District

Southern Hills Plantation II Community Development District

Spring Ridge Community Development District
Sterling Hill Community Development District
Suncoast Community Development District
Sweetwater Creek Community Development District

Talavera Community Development District

The Crossings at Fleming Island Community Development District

The Woodlands Community Development District
Toscana Isles Community Development District
Town of Kindred Community Development District
Towne Park Community Development District
Trails Community Development District
Trout Creek Community Development District
University Square Community Development District
University Village Community Development District

Valencia Water Control District

Watergrass II Community Development District Waterlefe Community Development District Westridge Community Development District County

Pasco Duval Lee

Miami-Dade Hillsborough Pasco Osceola Pasco

Pasco
Pasco
Osceola
Seminole
Osceola
Collier
Brevard
Charlotte
Hillsborough

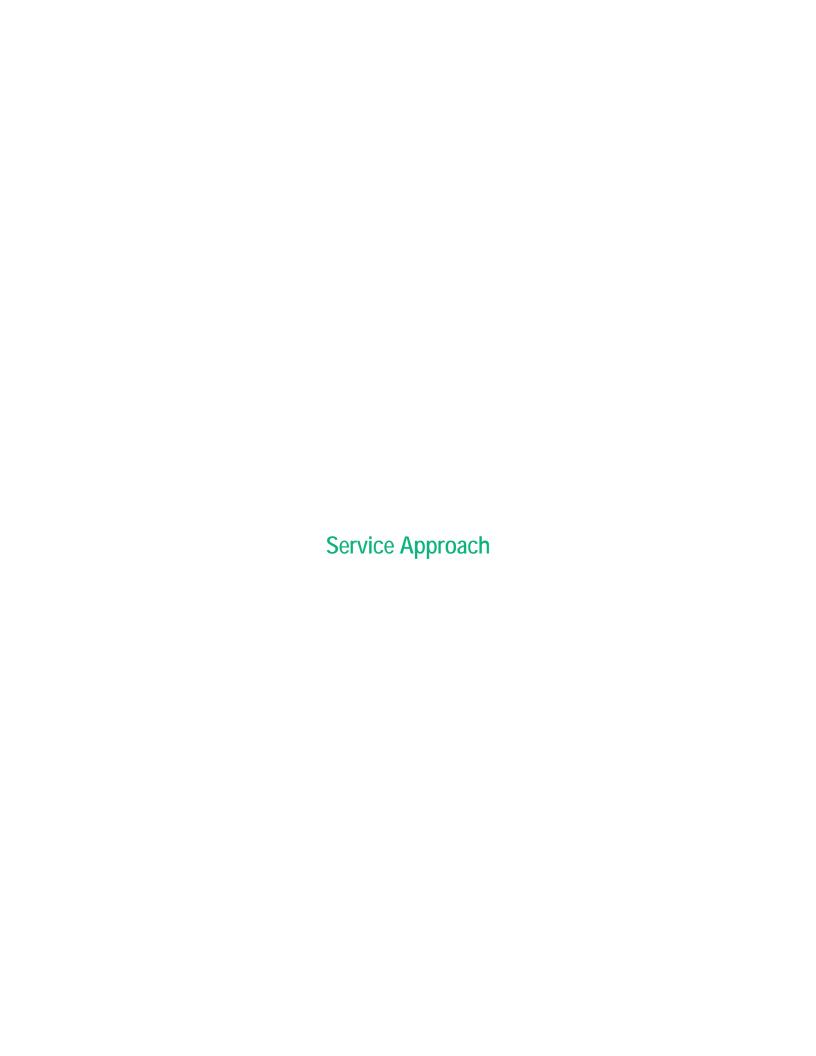
Lake
Polk
Hillsborough
Pasco

Collier Hillsborough Hillsborough Polk

Polk
St. Johns
Hernando
Hernando
Pasco
Pasco
St. Johns
Pasco
Clay
North Port

Clay
North Port
Sarasota
Osceola
Polk
Duval
St. Johns
Lee
Lee
Orange
Pasco
Manatee

Polk





Service Approach

Our audit will be segmented as follows:

Phase 1: Audit Planning

Phase 2: Evaluation and Testing of Internal Controls

Phase 3: Substantive Testing

Phase 4:Reporting

Phase 1: Audit Planning

Preliminary planning includes deciding on an overall strategy for the audit, obtaining an understanding of the entity and its environment, including its internal control, making an initial assessment of audit risk and materiality, and deciding on the overall timing of the engagement. We will also begin to assemble our "permanent file," which consists of copies of organizational charts, District manuals, documents, and financial and other management systems.



We will meet with staff of the District to obtain an understanding of the

flow of transactions through your accounting system. This includes understanding your computer environment in order to comply with the requirements of AU-C 300, *Planning an Audit.* We will also gather information to identify fraud risks as required by AU-C 240 *Consideration of Fraud in a Financial Statement Audit.*

We will also perform preliminary analytical procedures and compare trends for the current and at least the two previous years for unusual fluctuations. This will include review of both budget and actual amounts.

During this planning phase, we will ask management and staff at the District to identify areas of higher risk as well as other areas that they want us to focus on during our audit. We will also provide the District with a list of all schedules to be prepared by the District.

Phase 2: Evaluation and Testing of Internal Controls and Compliance

During Phase 2, we will evaluate your control policies and procedures to determine if they are functioning properly in significant transaction classes. To gain an understanding of the procedures in place, and current internal control structure, we typically conduct interviews with staff and management involved in the specific transaction class to be tested. We then perform tests of these controls to determine with reasonable assurance that control procedures are functioning as planned and whether further testing will be needed.

As part of our tests of controls, we will include tests of compliance with applicable ordinances, and state and federal laws and regulations. In order to determine which ordinances, laws and regulations to test for compliance, we start by reviewing the FICPA Practice Aid *Compliance Auditing in Florida*. We then evaluate which ordinances, laws and regulations have a direct and material effect on the determination of financial statement amounts. Sample sizes are determined based upon our assessment of control risk and may be judgmental, random, or stratified, depending on the attributes of the population being tested. We will select samples from the significant transaction classes and trace from original documents through the computer system to the general ledger through the use of Data Analysis Software.



Service Approach - Continued

Phase 2: Evaluation and Testing of Internal Controls and Compliance - Continued

Our control testing includes obtaining an understanding of the computer software used by the District, and tracing sample selections through the system to determine the desired outcomes are being achieved. Our testing of Information Technology includes inquiries of appropriate personnel regarding data backups and access to District files.

After controls have been documented, evaluated and tested, we will finalize the District's audit plan. Audit programs will be tailored to fit the specifics of the District's accounting systems.

Phase 3: Substantive Testing

Our year-end fieldwork will focus on verifying balances in accounts. For example, we will confirm cash balances, as well as debt balances with financial institutions. In addition to obtaining audit confirmations, representation letters and attorney letters, we will perform tests on account balances using analytical procedures, recalculation and verification.

Our firm uses ProSystem fx Engagement electronic audit software which may allow us to interface with your accounting system and reduce the time required to transfer your accounting data to a separate software package. We believe it is important to use analytical review procedures in this substantive phase of the audit. We compare analytical results to our expectation of what the results should be in order to determine if additional audit procedures are required. Typical analytical procedures include expense variances with previous years and budget amounts, revenue variances with previous years and budgeted amounts.

We will keep the District's management up to date on the progress of the audit and will discuss preliminary findings and potential problems or opportunities as we encounter them. Our approach to resolving problems encountered is to discuss with the District Manager to make sure our understanding is correct. Our process to produce a meaningful "management letter" is to review results of testing of internal controls, as well as year-end field work and draft recommendations for improvements to be discussed with management.

Phase 4: Reporting

The audit work is reviewed by the engagement partner throughout the engagement. Once the engagement partner review is complete, a second review of the financial statements is performed by the independent reviewer. This second review is required as part of McDirmit Davis's internal system of quality control and ensures the District receives the best service possible.

We will prepare a draft of the financial statements and then issue the following:

- Auditor's report on financial statements
- Report on internal control over financial reporting and on compliance and other matters based on an audit of financial statements performed in accordance with "Government Auditing Standards.
- Management Letter

We will provide technical assistance to the District to meet changes in required disclosures. Once reports have been reviewed by management and approved in final form, we will issue final reports and supply in electronic format.





Cost Proposal

We understand the requested services include audits of the District's financial statements for the year ended September 30, 2021, with the option of four additional annual renewals. The audit will be made in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

McDirmit Davis, LLC is duly licensed under Chapter 473, Florida Statutes and is qualified to conduct audits in the State of Florida and audits in accordance with *Government Auditing Standards*.

We believe in continuing client contact throughout the year, not just during the audit. We encourage on-going client contact by not charging any fee for phone calls.

Fees include all services, including but not limited to, meals and lodging, transportation, printing and binding, telephone, fax and copies. Out of pocket expense (if any) related to charges for confirmations will be in addition to the audit fee. Invoices will be submitted as work progresses on each phase of the audit.

Year Ended	Audit Fee
September 30, 2021	\$4,000
September 30, 2022	\$4,000
September 30, 2023	\$4,000
September 30, 2024	\$4,000
September 30, 2025	\$4,000

East 547 CDD Auditor Selection							
	Ability of Personnel (20 pts)	Proposer's Experience (20 pts)	Understading of Scope of Work (20 pts)	Ability to Furnish the Required Services (20 pts)	Price (20 pts)	Total Points Earned	Ranking (1 being highest)
CRI					2021-\$11,000 2022-\$11,300 2023-\$11,750 2024-\$12,000 2025-\$12,300		
Grau & Associates					2021-\$4,200 2022-\$4,400 2023-\$4,600 2024-\$4,800 2025-\$5,000		
McDirmit Davis					2021-\$4,000 2022-\$4,000 2023-\$4,000 2024-\$4,000 2025-\$4,000		

Board of Supervisors Meeting

MINUTES

MINUTES OF MEETING EAST 547 COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the East 547 Community Development District was held Thursday, **October 14, 2021** at 11:00 a.m. at the Offices of Highland Homes, 3020 S. Florida Ave., Suite 101, Lakeland, Florida.

Present and constituting a quorum:

Brian Walsh Chairman
Milton Andrade Vice Chairman
Jeff Shenefield Assistant Secretary
Garret Parkinson Assistant Secretary

Also present were:

Jill Burns District Manager, GMS

Sarah Warren via Zoom KE Law Group

FIRST ORDER OF BUSINESS

Roll Call

Ms. Burns called the meeting to order and called the roll. Four Board members were present constituting a quorum.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. Burns noted that there were no members of the public present for the meeting.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the September 9, 2021 Board of Supervisors Meeting and Audit Committee Meeting

Ms. Burns presented the minutes of the September 9, 2021 Board of Supervisors meeting and asked for any comments, questions, or corrections. The Board had no changes.

On MOTION by Mr. Walsh, seconded by Mr. Shenefield, with all in favor, the Minutes of the September 9, 2021 Board of Supervisors Meeting and Audit Committee Meeting, were approved.

October 14, 2021 East 547 CDD

FOURTH ORDER OF BUSINESS

Consideration of Resolution 2022-01 Waiving a Portion of the Rules of Procedure Regarding Notice of Meetings

Ms. Burns noted that legal counsel determined that the annual meeting notice is sufficient. This would waive the portion of the Rules of Procedure that requires the District to post the meetings monthly. She noted that this will save the District money.

On MOTION by Mr. Andrade, seconded by Mr. Walsh, with all in favor, Resolution 2022-01 Waiving a Portion of the Rules of Procedure Regarding Notice of Meetings, was approved.

FIFTH ORDER OF BUSINESS

Consideration of Notice of Request for Qualifications for Engineering Services

Ms. Burns noted that this request for qualifications will go out on Monday, and the responses will be due back on Monday, November 1, 2021. Ms. Burns stated that they will place the ad, which is required by statute, but she could also send it to anyone the Board would like.

On MOTION by Mr. Walsh, seconded by Mr. Andrade, with all in favor, the Notice of Request for Qualifications for Engineering Services, was approved.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Warren had nothing further to report.

B. Engineer

There being none, the next item followed.

C. District Manager's Report

i. Check Register

Ms. Burns presented the check register from September 1st through October 8th totaling \$10,705.04 and asked for a motion to approve.

On MOTION by Mr. Walsh, seconded by Mr. Andrade, with all in favor, the Check Register totaling \$10.705.04, was approved.

ii. Balance Sheet & Income Statement

October 14, 2021 East 547 CDD

Ms. Burns stated that the financial statements through August 31st were included in the packet for review, adding that there was no action necessary.

iii. Ratification of Summary of Series 2021 (AA1) Requisitions #13 to #18

Ms. Burns stated that the order had already been approved and just needed to be ratified.

On MOTION by Mr. Walsh, seconded by Mr. Andrade, with all in favor Series 2021 (AA1) Requisitions #13 to #18, were ratified.

SEVENTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

EIGHTH ORDER OF BUSINESS

Supervisors Requests and Audience Comments

A Board member noted that the budget is developer funded and asked if they had an idea of what the budget would be as far as an O&M assessment. Ms. Burns noted that she would calculate that number and send it to him.

NINTH ORDER OF BUSINESS

Adjournment

Ms. Burns adjourned the meeting.

On MOTION by Mr. Andrade, seconded by Mr. Shenefield, with all in favor, the meeting was adjourned.

Secretary/Assistant Secretary	Chairman/Vice Chairman

SECTION IV

ENGINEERING SERVICES

East 547 Community Development District

NOVEMBER 05, 2021







SUBMITTED BY

Dewberry Engineers Inc. 800 North Magnolia Avenue, Suite 1000 Orlando, Florida 32803

SUBMITTED TO

Governmental Management Services - Central Florida, LLC 219 E. Livingston Street Orlando, Florida 32801



Dewberry Engineers Inc. 800 N. Magnolia Ave, Suite 1000 Orlando, FL 32803 407.843.5120 407.649.8664 fax www.dewberry.com

November 5, 2021

East 547 Community Development District
Attn: Governmental Management Services - Central Florida, LLC c/o Jill Burns (District Manager's Office)
219 E. Livingston Street
Orlando, Florida 32801

RE: Request for Qualifications (RFQ) for Engineering Services for the East 547 Community Development District

Dear Ms. Burns,

Our firm has put together a strong, focused, and experienced team to deliver each task under this contract efficiently and effectively. Dewberry has served as the District Engineer for over 25 Community Development Districts (CDDs) in Florida, which allows us to provide the East 547 with the unique experience, familiarity, and understanding of the type of services that will be requested.

Dewberry's Florida operation is backed by the resources and stability of a national firm and specializes in site/civil, environmental, utility infrastructure, transportation engineering, surveying, and land development services. Dewberry has 15 office locations and over 300 employees in Florida, allowing us to bring expertise, qualifications, and resources to clients throughout the state. Dewberry's depth of professional resources and expertise touches every aspect of the District's ongoing needs. From 200 acres to close to 10,000 acres, we offer the District a solid team built on past experience to efficiently address the associated scope of work, as well as the added depth of services involving engineering, environmental, surveying, and construction management for a full service approach.

We have extensive knowledge and understanding of the East 547 and are able to provide the specific assignments noted in your RFQ. We understand the needs of the District because we are currently the Interim District Engineers.

Dewberry currently has no conflicts with any homebuilder within East 547. Although our past history with numerous CDDs speaks for itself, we are committed to proving ourselves as a valuable partner to provide engineering services to East 547.

It would be our privilege to serve as the District Engineer. We appreciate this opportunity to provide information about our capabilities and welcome the possibility to personally expand upon them.

Sincerely,

Ų,

Rey Malave, PE

Associate Vice President

321.354.9656 | rmalave@dewberry.com

SECTION 1: Standard Form 330



ARCHITECT - ENGINEER QUALIFICATIONS

PART I - CONTRACT-SPECIFIC QUALIFICATIONS

A. CONTRACT INFORMATION

1. TITLE AND LOCATION (City and State)

Request for Qualifications for Engineering Services for East 547 CDD (Polk County, FL)

2. PUBLIC NOTICE DATE
October 18, 2021

3. SOLICITATION OR PROJECT NUMBER

N/A

B. ARCHITECT-ENGINEER POINT OF CONTACT

4. NAME AND TITLE

Rey Malavé, PE, Associate Vice President

5. NAME OF FIRM

Dewberry Engineers Inc.

6. TELEPHONE NUMBER 321.354.9656

7. FAX NUMBER 407.649.8664 8. EMAIL ADDRESS

rmalave@dewberry.com

C. PROPOSED TEAM

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

		(Check	<)					
	PRIME	J-V PARTNER	SUBCON- TRACTOR	9. FIRM NAME	10. ADDRESS	11. ROLE IN THIS CONTRACT		
a.	x			Dewberry Engineers Inc. X CHECK IF BRANCH OFFICE	800 North Magnolia Avenue, Suite 1000 Orlando, FL 32803	District Engineer; Assistant District Engineer; Transportation; Stormwater Management; Water/ Wastewater; Environmental Permitting; Surveying and Mapping; Landscape Architecture/ Planning; Construction Administration		

D. ORGANIZATIONAL CHART OF PROPOSED TEAM

X (Attached)

D. ORGANIZATIONAL CHART OF PROPOSED TEAM



"OUR TEAM'S EXPERIENCE AND COMMITMENT WILL PROVIDE EAST 547 CDD WITH THE CONSISTENT, QUALITY SERVICES REQUIRED TO SUCCESSFULLY SERVE THIS CONTRACT."

> - REY MALAVE, PE DISTRICT ENGINEER

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT (Complete one Section E for each key person.) 12. NAME 13. ROLE IN THIS CONTRACT 14. YEARS EXPERIENCE a. TOTAL b. WITH CURRENT FIRM Rey Malavé, PE District Engineer 41 41 15. FIRM NAME AND LOCATION (City and State) Dewberry Engineers Inc. (Orlando, FL) 17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) 16. EDUCATION (Degree and Specialization) MBA/Business Administration; BS/Civil Engineering FL Professional Engineer #31588

Rey Malavé has 41 years of experience in civil engineering design, and a diversified background in the design and permitting of infrastructure systems including airports, golf courses, commercial developments, and industrial developments, as well as being District Engineer for over 25 CDD's and Improvement Districts. His areas of expertise include stormwater management systems, water distribution systems and wastewater facilities, effluent disposal systems, sanitary sewage collection systems, mass grading of sites, and master community development. He also has experience in the design, permitting, and management of construction administrative efforts for very large developments. Additionally, he is experienced in the preparation of paving and grading plans for roadways and parking facilities. He has managed and participated in the planning and design of nine major Developments of Regional Impact (DRIs) as well as many large and complex projects ranging from 1,600 AC to over 4,500 AC. He has extensive knowledge of permitting requirements and has developed a rapport with permitting agencies including the Florida Department of Environmental Protection (FDEP), Florida Department of Transportation (FDOT), Florida Water Management Districts, and other local agencies.

18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)

H	19 RELEVANT PROJECTS	THE REPORT OF THE PARTY OF THE			
	(1) TITLE AND LOCATION (City and State)	(2) YEAR C	OMPLETED		
	Dowden West CDD (Orlando, FL)	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)		
		Ongoing	N/A		
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE	X Check if project performed with	current firm		
1.	District Engineer. Dowden West is a 736-acre master planned, residentia units and divided into 10 villages. As District Engineer, our services include reuse water distribution systems, stormwater management, environment improvements, and survey.	de water distribution, sanit	ary sewer collection,		
	(1) TITLE AND LOCATION (City and State)	(2) YEAR C	OMPLETED		
	Covington Park CDD (Hillsborough County, FL)	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)		
		Ongoing	N/A		
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE	X Check if project performed with	current firm		
	District Engineer. As District Engineer, our services include planning, civ environmental/permitting, landscape architecture, survey, and constructi		esign, stormwater desig		
	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED			
	Deer Run CDD (Bunnell, FL)	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable		
		Ongoing	Ongoing		
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE	X Check if project performed with current firm			
	District Engineer. Dewberry serves as the current District Engineer for the with 749 units. Our services have included attending monthly District Bost construction pay applications, and providing general consulting services assignments include planning, preparing reports and plans, surveying desystems and facilities, water and sewer systems and facilities, roads, land	ard meetings, processing of and input to the Board of esigns, and specifications f	of pay requisitions and Directors. Specific or water management		
	(1) TITLE AND LOCATION (City and State)		OMPLETED		
	Lakewood Ranch CDDs 1, 2, 4, 5 and 6 (Sarasota and Manatee County,	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable,		
	FL)	Ongoing	Ongoing		
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE	X Check if project performed with	current firm		
	District Engineer. Lakewood Ranch is an unincorporated 17,500-acre con Established in 1995, there is an 8,500-acre master planned community warriety of housing types and five CDDs. It contains A-rated schools, shop three different golf courses, as well as an athletic center with fitness, agundas over 150 miles of sidewalks and trail, community parks, lakes, and has District Engineer, our services include engineering, planning, surveying coordination with City/County, and approval of all development and constitutions.	within the ranch, consisting oping, business parks, hospatics, and lighted tennis culture preserves abundant on permitting, landscape a	of seven villages with a pital and medical center ourts. Lakewood Ranch with native wildlife.		

		ete one Section E for each	SED FOR THIS CONTR. h key person.)		
2. N		13. ROLE IN THIS CONT		14 V	EARS EXPERIENCE
P	eter Armans, PE	Assistant Distr	ict Engineer	a. TOTAL	b. WITH CURRENT FIRM
D	th NAME AND LOCATION (City and State) ewberry Engineers Inc. (Orlando, FL)				1
	UCATION (Degree and Specialization) 5/Civil Engineering	FL Professiona	SIONAL REGISTRATION (State and all Engineer #87064; OSH iment Control Certified		ction Safety 10 Hou
3. O	HER PROFESSIONAL QUALIFICATIONS (Publications, Organizat	tions, Training, Awards, etc.)			
f wa	Armans has 12 years of experience in the plater distribution systems, sewer conveyance surious inspection technologies and methodologies and contracts.	ystems, and stormwater m	anagement systems. He	provides o	oversight and review
1		19. RELEVANT PROJECTS	News Property	E W. 75.	THE STATE OF
	(1) TITLE AND LOCATION (City and State)		(2)	YEAR COMPL	ETED
	VillaSol CDD (Osceola County, FL)		PROFESSIONAL SERVICE Ongoing	S CON	ISTRUCTION (If applicable) N/A
١.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPE	CIFIC ROLE	X Check if project perform	ned with current	firm
	Construction Inspector. As District Engine and sewer system design, roadway design	eer, Dewberry's services in n, landscaping, recreationa	clude stormwater manag al facilities, street lighting	ement sys , and inspe	tem design, water ection services.
	(1) TITLE AND LOCATION (City and State) Country Greens CDD (Sorrento Springs F (Sorrento, FL)	Planned Development)	PROFESSIONAL SERVICE Ongoing	YEAR COMPLI S CON	ETED ISTRUCTION (If applicable) N/A
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPE				
D.	Construction Inspector. Sorrento Springs Florida. Developed by Hewitt Properties, I clubhouse facilities. The Country Greens C	is a 680-acre planned dev nc., the project contains 6 CDD encompasses the ent	78 single-family lots, and ire 680 acres, and will co	intry Greer an 18-hole onstruct, op	ns CDD Lake Count golf course and perate, and maintain
).	Construction Inspector. Sorrento Springs Florida. Developed by Hewitt Properties, I	is a 680-acre planned devinc., the project contains 6°CDD encompasses the entocommunity. Our firm provito the golf course and clubed rustic style centered con, permitting, landscape arc	velopment within the Cou 78 single-family lots, and ire 680 acres, and will co ided master planning for phouse. We developed a nmunity building. As the chitecture, owner coordin	untry Greer an 18-hole onstruct, op the comm Communit CDD Engin	ns CDD Lake Count golf course and perate, and maintain unity, which include by Park area that leer, our services
).	Construction Inspector. Sorrento Springs Florida. Developed by Hewitt Properties, Inclubhouse facilities. The Country Greens Confrastructure to support the Sorrento Hills the development of all "green areas" tied provided the entire Village a pool area and included engineering, planning, surveying and Lake County, and approval of all deve	is a 680-acre planned devinc., the project contains 6°CDD encompasses the entocommunity. Our firm provito the golf course and clubed rustic style centered con, permitting, landscape arc	velopment within the Cou 78 single-family lots, and ire 680 acres, and will co- ided master planning for phouse. We developed a numity building. As the chitecture, owner coordinactivities.	untry Greer an 18-hole onstruct, op the comm Communit CDD Engin nation with	ns CDD Lake Count golf course and perate, and maintain unity, which include by Park area that leer, our services the City of Eustis
٠.	Construction Inspector. Sorrento Springs Florida. Developed by Hewitt Properties, In clubhouse facilities. The Country Greens Confrastructure to support the Sorrento Hills the development of all "green areas" tied provided the entire Village a pool area and included engineering, planning, surveying	is a 680-acre planned devinc., the project contains 6°CDD encompasses the entocommunity. Our firm provito the golf course and clubed rustic style centered con, permitting, landscape arc	velopment within the Cou 78 single-family lots, and ire 680 acres, and will co- ided master planning for phouse. We developed a numity building. As the chitecture, owner coordinactivities.	untry Greer an 18-hole onstruct, op the comm Communit CDD Engin nation with	ns CDD Lake Count golf course and perate, and maintain unity, which include ty Park area that eer, our services the City of Eustis
.	Construction Inspector. Sorrento Springs Florida. Developed by Hewitt Properties, In clubhouse facilities. The Country Greens	is a 680-acre planned devinc., the project contains 6 CDD encompasses the enticommunity. Our firm provito the golf course and clubed rustic style centered contains, permitting, landscape are lopment and construction	velopment within the Cou 78 single-family lots, and ire 680 acres, and will co- ided master planning for phouse. We developed a nmunity building. As the chitecture, owner coordinactivities.	untry Greer an 18-hole onstruct, op the comm Communit CDD Engin nation with YEAR COMPLI S CON	ns CDD Lake Count golf course and perate, and maintain unity, which include ty Park area that leer, our services the City of Eustis ETED STRUCTION (If applicable) N/A
	Construction Inspector. Sorrento Springs Florida. Developed by Hewitt Properties, In clubhouse facilities. The Country Greens C infrastructure to support the Sorrento Hills the development of all "green areas" tied provided the entire Village a pool area and included engineering, planning, surveying and Lake County, and approval of all deve (1) TITLE AND LOCATION (City and State) Viera East CDD (Brevard County, FL)	is a 680-acre planned devince, the project contains 6 CDD encompasses the entition community. Our firm provito the golf course and clubed rustic style centered contraction, permitting, landscape are lopment and construction conference.	velopment within the Cou 78 single-family lots, and ire 680 acres, and will co ided master planning for bhouse. We developed a munity building. As the chitecture, owner coordinactivities. (2) PROFESSIONAL SERVICE Ongoing X Check if project perform wetlands and lakes, Developed and	untry Greer an 18-hole construct, op the comm Communit CDD Engin hation with YEAR COMPLI S CON ned with current 20,000 squ vberry perr ted of lakes and County, histruction a	ns CDD Lake Count golf course and perate, and maintain unity, which include by Park area that leer, our services the City of Eustis ETED STRUCTION (If applicable) N/A Ifirm uare feet of mitted the s and wetlands to . As District Engineer administration.
	Construction Inspector. Sorrento Springs Florida. Developed by Hewitt Properties, In clubhouse facilities. The Country Greens Gree	is a 680-acre planned devinc., the project contains 6 CDD encompasses the entition of community. Our firm provito the golf course and clubed rustic style centered continuous, permitting, landscape are lopment and construction of course of existing on-site ations of the master stormer Water Management Distironmental/permitting, plants.	velopment within the Cou 78 single-family lots, and ire 680 acres, and will co ided master planning for bhouse. We developed a munity building. As the chitecture, owner coordinactivities. (2) PROFESSIONAL SERVICE Ongoing X Check if project perform wetlands and lakes, Developed and	untry Greer an 18-hole construct, op the comm Communit CDD Engin nation with YEAR COMPLI S CON ned with current 20,000 squ vberry perr ted of lake: and County, nstruction a	ns CDD Lake Count golf course and perate, and maintain unity, which include by Park area that leer, our services the City of Eustis ETED STRUCTION (If applicable) N/A Ifirm uare feet of mitted the s and wetlands to . As District Enginer administration.
	Construction Inspector. Sorrento Springs Florida. Developed by Hewitt Properties, In clubhouse facilities. The Country Greens C infrastructure to support the Sorrento Hills the development of all "green areas" tied provided the entire Village a pool area and included engineering, planning, surveying and Lake County, and approval of all deve (1) TITLE AND LOCATION (City and State) Viera East CDD (Brevard County, FL) (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPE Construction Inspector. Viera has 2,000 s commercial and retail space. With over 60 stormwater drainage and wetland modifica provide storage through the St. Johns Rive our services include civil engineering, env (1) TITLE AND LOCATION (City and State)	is a 680-acre planned devinc., the project contains 6 CDD encompasses the entition of community. Our firm provito the golf course and clubed rustic style centered continuous, permitting, landscape are lopment and construction of course of existing on-site ations of the master stormer Water Management Distironmental/permitting, plants.	velopment within the Cou 78 single-family lots, and ire 680 acres, and will co ided master planning for bhouse. We developed a munity building. As the chitecture, owner coordinactivities. (2) PROFESSIONAL SERVICE Ongoing X Check if project perform wetlands and lakes, Developed and	untry Greer an 18-hole construct, op the comm Communit CDD Engin hation with YEAR COMPLI S CON The complete of lakes and County CON YEAR COMPLI S CON YEAR COMPLI S CON	ns CDD Lake Count golf course and golf course and perate, and maintai unity, which include by Park area that leer, our services the City of Eustis ETED STRUCTION (If applicable) N/A Ifirm uare feet of mitted the s and wetlands to . As District Engine administration. ETED ISTRUCTION (If applicable) Ongoing
3.	Construction Inspector. Sorrento Springs Florida. Developed by Hewitt Properties, In clubhouse facilities. The Country Greens Gree	is a 680-acre planned devince, the project contains 6 CDD encompasses the enterment of community. Our firm provite the golf course and clubed rustic style centered contraction, permitting, landscape are dopment and construction. CIFIC ROLE single-family units, 900 multiple of the master stormer Water Management District of Water Management District Engine as the current District Engiclude attending monthly Exiding general consulting eports and plans, surveying the contraction of the master stormer water management District Engiclude attending monthly Exiding general consulting eports and plans, surveying eports and plans, surveying the contraction of the master stormer water management District Engiclude attending monthly Exiding general consulting eports and plans, surveying eports and plans, surveying the contraction of the master stormer water wate	velopment within the Cou 78 single-family lots, and ire 680 acres, and will co ided master planning for bhouse. We developed a munity building. As the chitecture, owner coordin activities. (2) PROFESSIONAL SERVICE Ongoing X Check if project perform wetlands and lakes, Dev water system that consistrict (SJRWMD) and Breve anning, surveying, and coordin (2) PROFESSIONAL SERVICE Ongoing X Check if project perform ineer for this +/- 602-acr District Board meetings, p services and input to the ag designs and specificat	untry Greer an 18-hole construct, op the comm Communit CDD Engin nation with YEAR COMPLI S CON med with current 20,000 sqi vberry perr ted of lake: ard County. nstruction a YEAR COMPLI S CON med with current e Master Pl processing e Board of l ions for wa	ens CDD Lake Count is golf course and berate, and maintain unity, which include by Park area that leer, our services the City of Eustis ETED ISTRUCTION (If applicable) N/A Ifirm uare feet of mitted the s and wetlands to . As District Engine administration. ETED ISTRUCTION (If applicable) Ongoing Ifirm lanned Golf of pay requisitions Directors. Specific ater management
o.	Construction Inspector. Sorrento Springs Florida. Developed by Hewitt Properties, In clubhouse facilities. The Country Greens Country and Green areas" tied provided the entire Village a pool area and included engineering, planning, surveying and Lake County, and approval of all deve (1) TITLE AND LOCATION (City and State) Viera East CDD (Brevard County, FL) (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPE Construction Inspector. Viera has 2,000 s commercial and retail space. With over 60 stormwater drainage and wetland modificate provide storage through the St. Johns Rive our services include civil engineering, env (1) TITLE AND LOCATION (City and State) Deer Run CDD (Bunnell, FL) (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPE Construction Inspector. Dewberry serves Community with 749 units. Our services in and construction pay applications, and proassignments include planning, preparing responses.	is a 680-acre planned devince, the project contains 6 CDD encompasses the enterment of community. Our firm provite the golf course and clubed rustic style centered contraction, permitting, landscape are dopment and construction. CIFIC ROLE single-family units, 900 multiple of the master stormer Water Management District of Water Management District Engine as the current District Engiclude attending monthly Exiding general consulting eports and plans, surveying the contraction of the master stormer water management District Engiclude attending monthly Exiding general consulting eports and plans, surveying eports and plans, surveying the contraction of the master stormer water management District Engiclude attending monthly Exiding general consulting eports and plans, surveying eports and plans, surveying the contraction of the master stormer water wate	velopment within the Cou 78 single-family lots, and ire 680 acres, and will co ided master planning for bhouse. We developed a munity building. As the chitecture, owner coordinactivities. (2) PROFESSIONAL SERVICE Ongoing X Check if project perform wetlands and lakes, Dev water system that consistrict (SJRWMD) and Brevanning, surveying, and con professional service Ongoing X Check if project perform ineer for this +/- 602-acr District Board meetings, proservices and input to the ing designs and specificat andscaping, recreationa	untry Greer an 18-hole construct, op the comm Communit CDD Engin hation with YEAR COMPLI S CON Med with current ted of lakes and County histruction a YEAR COMPLI S CON Med with current e Master P processing e Board of I ions for wall facilities, a YEAR COMPLI	ens CDD Lake Count of golf course and perate, and maintain unity, which include by Park area that eer, our services the City of Eustis ETED ISTRUCTION (If applicable) N/A firm uare feet of mitted the s and wetlands to . As District Engine administration. ETED Ongoing firm lanned Golf of pay requisitions Directors. Specific ater management and street lighting.

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT (Complete one Section E for each key person.) 12. NAME 13. ROLE IN THIS CONTRACT 14. YEARS EXPERIENCE a. TOTAL b. WITH CURRENT FIRM Joe Keezel, PE Senior Roadway Engineer 25 15. FIRM NAME AND LOCATION (City and State) Dewberry Engineers Inc. (Orlando, FL) 16. EDUCATION (Degree and Specialization) 17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) BS/Environmental Engineering FL Professional Engineer #57501 18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)

Joe Keezel has more than 25 years of experience designing major transportation systems and thoroughfares, working primarily on FDOT projects. He has managed several major highway projects, including a capacity project that widened a rural four-lane state highway to an urban six-lane section; replaced twin bridges; and updated drainage, signing, pavement markings, and signals. He was project manager for two districtwide contracts and prepared construction documents for more than 10 resurfacing, restoration, and rehabilitation projects ranging from two-lane rural to multi-lane urban. Joe also prepared several designs with limited survey using as-built plans, right-of-way (ROW) maps and SLD's, as well as prepared several projects with SMART plans and letter sets, all of which have been constructed with no claims.

(1) TITLE AND LOCATION (City and State) FDOT District Five, Continuing Engineering Services – Roadway	(2) YEAR COMPLETED		
	PROFESSIONAL SERVICES		CONSTRUCTION (If applicable)
Design (Multiple Counties, FL)		2020	Ongoing
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE	Х	Check if project performed wi	ith current firm

Project Manager. Through our continuing services contract with District Five, Dewberry's task work orders included intersection improvements, resurfacing, lighting, signalization, and all tasks associated with highway design projects. Our traffic design services included signing design, pavement marking design, signal warrant analysis, signalization design, lighting justification, lighting design, and traffic studies. Joe served as Project Manager for the following projects:

• State Road (SR) A1A at SR 520 Intersection Improvements, Brevard County, FL — This project improved the intersection for pedestrians and northbound left turning motorists by removing the free flow right turn lanes, realigning the east approach, and extending the northbound dual left turn lanes at the intersection of SR A1A and SR 520 in accordance with PPM Vol I Chapter 25. Also included in the project was the extension of the existing northbound left turn lane at the intersection of SR A1A and Canaveral Plaza Boulevard (Marion Lane).

a.

- SR 5 at Matanzas Woods Parkway, Flagler County, FL This project involved the design of a multi-lane roundabout at the intersection of SR 5 (US 1) and Matanzas Woods Parkway. The project also included updating pedestrian features at the intersection.
- Dallas Pond Re-Design, Marion County, FL This project was to re-design the existing pond that was out of compliance for water quality treatment. Also included in the project was the extension of the outfall and acquisition of drainage easements for future maintenance of the complete drainage system.
- SR 472, Volusia County, FL This project rehabilitated the asphalt pavement to extend the longevity of the roadway. The intent of the project was to mill and resurface the roadway, including necessary roadside improvements, in accordance with PPM Vol I Chapter 25. The project is located in Volusia County on SR 472 from MP 0.376 to 2.931. The limits of the project included the SR 15 interchange ramps.

	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED		
	CFX, General Engineering Consultant (Multiple Counties, FL)	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	
		Ongoing	N/A	
	(3) BRIEF DESCRIPTION (Bnef scope, size, cost, etc.) AND SPECIFIC ROLE	X Check if project performed w	ith current firm	
	the delivery of CFX's \$2.5 billion, five-year work plan, the scope of service engineering consultant are categorized into seven tasks: bond financing support, maintenance program support, general planning, work plan support, TITLE AND LOCATION (City and State)	g support, engineering/depport, and multimodal/tra	esign support, planning nsit support.	
	FDOT District One, I-4 Beyond the Ultimate, Segment 5 (Polk County,	PROFESSIONAL SERVICES	COMPLETED	
	FL)	Ongoing	CONSTRUCTION (If applicable) Ongoing	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE	X Check if project performed w	h current firm	
C.	Lead Roadway Engineer. This segment is a 4.5-mile section from West of	of SR 25/US 27 to west o	f County Road (CR) 532	

service partial cloverleaf interchange with loop ramps in the northwest and southeast quadrants. Eleven new bridges, substantial modifications to the ramp terminal intersections, and improvements along US 27 are proposed with this project.

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E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT (Complete one Section E for each key person.) 12 NAME 13. ROLE IN THIS CONTRACT 14. YEARS EXPERIENCE a. TOTAL b. WITH CURRENT FIRM Marybeth Morin, PE Senior Structural Engineer 25 23 15. FIRM NAME AND LOCATION (City and State) Dewberry Engineers Inc. (Orlando, FL) 16. EDUCATION (Degree and Specialization) 17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) BS/Civil Engineering FL Professional Engineer #57547 18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Marybeth Morin has 25 years of experience in structural design of transportation structures. She is responsible for the design and plans production of projects from the preliminary stages to final design. These projects include minor grade separations, water crossings, and interchanges. She has experience in AASHTO and Florida I-Beam girders, precast-prestressed slab units and steel I-girders. She also has experience in alternatives development, design-build work, and miscellaneous structures. Miscellaneous structures include sign structure, mast arm, noise, buffer and retaining wall, box culvert, and strain pole foundation design. Marybeth is responsible for project design, coordination, and plans production. 19 RELEVANT PROJECTS (1) TITLE AND LOCATION (City and State) (2) YEAR COMPLETED Live Oak Lake CDD (Twin Lakes Development) (Osceola County, FL) PROFESSIONAL SERVICES CONSTRUCTION (If applicable) 2019 N/A (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE X Check if project performed with current firm Senior Structural Engineer. Live Oak Lake CDD is a multi-phased, active adult community consisting of residential units, a. green open space tracts with community facilities, and a community amenity center. Marybeth was responsible for the design and overseeing the construction of the vehicular bridge that crosses existing Bullis Road, connecting the northern pool and amenity area with the remainder of the development. The bridge is a single span FIB-36 with spread footing, which reduces vibration and cost, MSE walls with concrete drainage ditch, and splash pads for run off. The bridge utilizes a custom railing with stone veneer, architectural finishes, and custom planters for a high level aesthetic result. (1) TITLE AND LOCATION (City and State) (2) YEAR COMPLETED CFX, Wekiva Parkway (Orange County, FL) PROFESSIONAL SERVICES CONSTRUCTION (If applicable) 2015 2017 (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE X Check if project performed with current firm Senior Structural Engineer. The Wekiva Parkway (SR 429) is a new alignment, high-speed, limited access facility in northwest Orange County. Segment 203 extends from just north of Ponkan Road to north of Kelly Park Road, a distance of approximately 2.2 miles. The project includes bridge structures over the Lake Victor floodplain, a future access road, and Kelly Park Road. A partial cloverleaf interchange will be provided at Kelly Park Road. The project includes modifications to several local arterials and off-site stormwater management facilities. (1) TITLE AND LOCATION (City and State) (2) YEAR COMPLETED FDOT, FTE, Suncoast Parkway 2, Section 2 (Citrus County, FL) PROFESSIONAL SERVICES CONSTRUCTION (If applicable) 2016 2020 (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE X Check if project performed with current firm C. Senior Structural Engineer. This section of the Suncoast Parkway 2 Project is for the design of a new roadway and is located from south of Grover Cleveland Boulevard to north of CR 486, for a distance of approximately 8.5 miles. This new alignment project includes a major intersection and several county road crossings; traversing through heavy wooded areas, borrow pits, and subdivisions. Marybeth was responsible for bridge design and plans production. (1) TITLE AND LOCATION (City and State) (2) YEAR COMPLETED FDOT District Three, SR 20 over Chipola River Bridge (Calhoun PROFESSIONAL SERVICES CONSTRUCTION (If applicable) County, FL) 2010 2015 (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE X Check if project performed with current firm Senior Structural Engineer. This project involves the design of the replacement for the existing SR 20 bridge over Chipola d. River in Calhoun County. The existing bridge, constructed in 1941, is structurally deficient and functionally obsolete. The replacement structure will have fewer spans than the existing structure to expedite construction and improve the

waterway. The bridge is located in an environmentally sensitive area with two protected species known to exist within the project limits. A permanent shifted alignment for the new bridge, as well as the use of a temporary bridge structure, was

investigated for maintenance of traffic during construction.

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT (Complete one Section E for each key person.) 12. NAME 13. ROLE IN THIS CONTRACT 14. YEARS EXPERIENCE a. TOTAL b. WITH CURRENT FIRM Sean Carrigan, PE Senior Stormwater Engineer 15 3 15. FIRM NAME AND LOCATION (City and State) Dewberry Engineers Inc. (Orlando, FL) 16. EDUCATION (Degree and Specialization) 17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) BS/Civil Engineering FL Professional Engineer #73041 18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)

Sean Carrigan has 15 years of experience in roadway drainage design, including erosion control, environmental permitting, and PD&E studies on various roadway projects for FDOT, as well as municipal government clients throughout Florida. Sean's key expertise is in the design of open and closed drainage collection systems, culverts, and stormwater management facilities, performing hydrological/hydraulic analysis for the design and construction of transportation projects, assisting in the coordination and compiling of environmental permitting applications for the approval by permitting agencies. He is skilled in the utilization of MicroStation, ASAD, ICPR, PONDS Modeling, Hy-8, HEC-RAS, GeoHEC-RAS, Culvert Service Life Estimator, Win-TR55, GeoPak Drainage, Corridor Modeling, BMPTRAINS, Bluebeam and Microsoft Office.

	19 RELEVANT PROJECTS	STEED STATES OF		
	(1) TITLE AND LOCATION (City and State)		R COMPLETED	
	West Villages Improvement District (Sarasota County, FL)	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) N/A	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE	X Check if project performed w		
a.	Senior Drainage Engineer. The West Villages Improvement District ("District unincorporated Sarasota County, Florida. The District encompasses apport North Port and 3,300 +/- acres in unincorporated Sarasota County. The facilities and infrastructure (including water treatment plants and wastew drainage facilities, and infrastructure; roadways, signalization improvements.)	roximately 8,200 +/- acre e services included earth vater treatment plants); st	es of land within the City nwork; water and sewer cormwater management,	
	(1) TITLE AND LOCATION (City and State)	(2) VEA	R COMPLETED	
	FDOT District Five, SR 5 at Matanzas Woods Parkway (Flagler County, FL)	PROFESSIONAL SERVICES 2019	CONSTRUCTION (If applicable) Ongoing	
b.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE	X Check if project performed w		
	Senior Drainage Engineer. Through our continuing services contract wit multi-lane roundabout at the intersection of SR 5 (US 1) and Matanzas We pedestrian features at the intersection.	th District Five, this proje oods Parkway. The proje	ct involved the design of a ct also included updating	
	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED		
	FDOT District Five, SR A1A at SR 520 Intersection Improvements (Brevard County, FL)	PROFESSIONAL SERVICES 2019	CONSTRUCTION (If applicable	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE	X Check if project performed with current firm		
_				
C.	Senior Drainage Engineer. Through our continuing services contract wit intersection for pedestrians and northbound left turning motorists by ren east approach, and extending the northbound dual left turn lanes at the with PPM Vol I Chapter 25. Also included in the project was the extensio intersection of SR A1A and Canaveral Plaza Boulevard (Marion Lane). (1) TITLE AND LOCATION (City and State)	th District Five, this project noving the free flow right intersection of SR A1A ar an of the existing northbo	ct improved the turn lanes, realigning the nd SR 520 in accordance und left turn lane at the	
C.	Senior Drainage Engineer. Through our continuing services contract wit intersection for pedestrians and northbound left turning motorists by ren east approach, and extending the northbound dual left turn lanes at the with PPM Vol I Chapter 25. Also included in the project was the extensio intersection of SR A1A and Canaveral Plaza Boulevard (Marion Lane). (1) TITLE AND LOCATION (City and State)	th District Five, this project noving the free flow right intersection of SR A1A ar an of the existing northbo	ct improved the turn lanes, realigning the nd SR 520 in accordance und left turn lane at the	
С.	Senior Drainage Engineer. Through our continuing services contract wit intersection for pedestrians and northbound left turning motorists by ren east approach, and extending the northbound dual left turn lanes at the with PPM Vol I Chapter 25. Also included in the project was the extensio intersection of SR A1A and Canaveral Plaza Boulevard (Marion Lane). (1) TITLE AND LOCATION (City and State) FDOT District One, 10th Avenue Complete Streets Feasibility and PD&E Study (Manatee County, FL)	th District Five, this project noving the free flow right intersection of SR A1A ar an of the existing northbo	ct improved the turn lanes, realigning the nd SR 520 in accordance und left turn lane at the	
C.	Senior Drainage Engineer. Through our continuing services contract wit intersection for pedestrians and northbound left turning motorists by ren east approach, and extending the northbound dual left turn lanes at the with PPM Vol I Chapter 25. Also included in the project was the extensio intersection of SR A1A and Canaveral Plaza Boulevard (Marion Lane). (1) TITLE AND LOCATION (City and State) FDOT District One, 10th Avenue Complete Streets Feasibility and PD&E Study (Manatee County, FL) (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE	th District Five, this project noving the free flow right intersection of SR A1A are not the existing northbook (2) YEAR PROFESSIONAL SERVICES Ongoing X Check if project performed with the project performed wi	ct improved the turn lanes, realigning the nd SR 520 in accordance und left turn lane at the COMPLETED CONSTRUCTION (If applicable) N/A	
	Senior Drainage Engineer. Through our continuing services contract wit intersection for pedestrians and northbound left turning motorists by ren east approach, and extending the northbound dual left turn lanes at the with PPM Vol I Chapter 25. Also included in the project was the extensio intersection of SR A1A and Canaveral Plaza Boulevard (Marion Lane). (1) TITLE AND LOCATION (City and State) FDOT District One, 10th Avenue Complete Streets Feasibility and PD&E Study (Manatee County, FL)	th District Five, this project noving the free flow right intersection of SR A1A are of the existing northbound (2) YEAF PROFESSIONAL SERVICES Ongoing X Check if project performed with extreet improvements also ce multimodal mobility all as wider sidewalks, bicy	ct improved the turn lanes, realigning the description of SR 520 in accordance and left turn lane at the COMPLETED CONSTRUCTION (If applicable N/A) with current firm the cong the corridor. The cle lanes, multimodal	
	Senior Drainage Engineer. Through our continuing services contract wit intersection for pedestrians and northbound left turning motorists by ren east approach, and extending the northbound dual left turn lanes at the with PPM Vol I Chapter 25. Also included in the project was the extensio intersection of SR A1A and Canaveral Plaza Boulevard (Marion Lane). (1) TITLE AND LOCATION (City and State) FDOT District One, 10th Avenue Complete Streets Feasibility and PD&E Study (Manatee County, FL) (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Senior Drainage Engineer. This study develops and evaluates complete from Riverside Drive to 17th Street West in the City of Palmetto to enhance approximately 1.1-mile study proposes complete street applications such paths, enhanced transit amenities, reconfigured on-street parking, traffic	th District Five, this project noving the free flow right intersection of SR A1A are of the existing northbound (2) YEAR PROFESSIONAL SERVICES Ongoing X Check if project performed with a street improvements also ce multimodal mobility at as wider sidewalks, bicy a calming measures, street	ct improved the turn lanes, realigning the and SR 520 in accordance und left turn lane at the COMPLETED CONSTRUCTION (If applicable N/A th current firm ong 10th Avenue ong the corridor. The cle lanes, multimodal etscaping aesthetics, and	
c.	Senior Drainage Engineer. Through our continuing services contract with intersection for pedestrians and northbound left turning motorists by reneast approach, and extending the northbound dual left turn lanes at the with PPM Vol I Chapter 25. Also included in the project was the extension intersection of SR A1A and Canaveral Plaza Boulevard (Marion Lane). (1) TITLE AND LOCATION (City and State) FDOT District One, 10th Avenue Complete Streets Feasibility and PD&E Study (Manatee County, FL) (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Senior Drainage Engineer. This study develops and evaluates complete from Riverside Drive to 17th Street West in the City of Palmetto to enhance approximately 1.1-mile study proposes complete street applications such paths, enhanced transit amenities, reconfigured on-street parking, traffic stormwater control features.	th District Five, this project noving the free flow right intersection of SR A1A are of the existing northbound (2) YEAR PROFESSIONAL SERVICES Ongoing X Check if project performed with a street improvements also ce multimodal mobility at as wider sidewalks, bicy a calming measures, street	ct improved the turn lanes, realigning the ad SR 520 in accordance und left turn lane at the COMPLETED CONSTRUCTION (If applicable N/A th current firm the cong the corridor. The cle lanes, multimodal	

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT (Complete one Section E for each key person.) 12. NAME 13. ROLE IN THIS CONTRACT 14. YEARS EXPERIENCE a. TOTAL b. WITH CURRENT FIRM Jose Pereira, PE Senior Utility Engineer 32 28 15. FIRM NAME AND LOCATION (City and State) Dewberry Engineers Inc. (Panama City, FL) 17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) 16. EDUCATION (Degree and Specialization) MS/Environmental Engineering; BS/Civil Engineering FL Professional Engineer #82808 18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Jose Pereira has 32 years of professional experience in the field of environmental engineering, including the design of water

Jose Pereira has 32 years of professional experience in the field of environmental engineering, including the design of water treatment and wastewater collection, pumping, and treatment facilities; pilot-scale and laboratory-scale treatabilities studies; and water and wastewater wet chemistry analysis. He has been actively engaged in the planning, design, construction engineering, and start-up services for numerous municipal wastewater treatment collection, pumping and treatment systems. Many of these facilities have included innovative treatment processes such as nitrification, de-nitrification, bio-selectors, and other biological nutrient removal. To accommodate new development, Jose has planned and designed entire wastewater collection systems that have included interceptor sewers up to 72 inches in diameter, wastewater pumping facilities, and in-system flow equalization storage basins as large as 16 million gallons.

	19. RELEVANT PROJECTS			
	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED		
	Lakewood Ranch CDDs 1, 2, 4, 5, and 6 (Manatee, County, FL)	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	
a.		Ongoing	Ongoing	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE	X Check if project performed with	ith current firm	
	Project Engineer. As District Engineer, our services include water distrib distribution systems, stormwater management, environmental/permitting and survey.			
	(1) TITLE AND LOCATION (City and State)	(2) YEAF	R COMPLETED	
	West Villages Improvement District (Sarasota County, FL)	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	
		Ongoing	N/A	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE	X Check if project performed wi	ith current firm	
	infrastructure (including water treatment plants and wastewater treatment facilities, and infrastructure; roadways, signalization improvements, and (1) TITLE AND LOCATION (City and State)	parking facilities;. (2) YEAF	R COMPLETED	
	Highway 390 Water/Wastewater Relocation (Panama City Beach, FL)	PROFESSIONAL SERVICES 2018	CONSTRUCTION (If applicable) N/A	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE	X Check if project performed wi	ith current firm	
C.	Project Manager. The Panama City Water and Wastewater System Relocutilities that were in conflict with the proposed improvements and to tie is 390 Widening Project. The City was required to relocate their water and Highway 390 widening project. The project included the installation of a mains, fire hydrants, valves, fittings and new potable water services.	into the proposed utilities I wastewater infrastructur	s for the FDOT Highway re due to the FDOT	
	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED		
	Wastewater Improvements (Parker, FL)	PROFESSIONAL SERVICES	CONSTRUCTION (if applicable)	
		2017	Ongoing	
	Addadama, Adadaama, maanamamamama, a assabaaaaaa, joo ayaa aa a			
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Project Engineer. Dewberry worked with the City of Parker to inspect the	X Check if project performed wi	ith current firm	

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT (Complete one Section E for each key person.) 12. NAME 13. ROLE IN THIS CONTRACT 14. YEARS EXPERIENCE a. TOTAL b. WITH CURRENT FIRM Nicole Gough, PWS Senior Environmental Scientist 23 15. FIRM NAME AND LOCATION (City and State) Dewberry Engineers Inc. (Orlando, FL) 16. EDUCATION (Degree and Specialization) 17 CURRENT PROFESSIONAL REGISTRATION (State and Discipline) BS/Parks and Recreation/Resource Management, Professional Wetland Scientist #2585; FL Certified Prescribed Burn Specialization in NPS Level II Law Enforcement Manager #20144567; FL Certified Pesticide Applicator #PB11275; FL Certified Stormwater Management Inspector #3799; Railroad Worker's Safety Certified; Federal Red Card 18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Nicole Gough has 23 years of experience in project management related to ecological evaluation, planning, permitting, and

Nicole Gough has 23 years of experience in project management related to ecological evaluation, planning, permitting, and oversight of regional transportation and infrastructure projects, large agricultural projects, and land development. Nicole previously served as a wetlands biologist and regulatory reviewer for both the South Florida Water Management District (SFWMD) and SJRWMD. While working with both private and public entities, Nicole has garnered extensive permitting experience in all aspects of federal, state, and local permitting, including National Pollutant Discharge Elimination System (NPDES). Additional expertise includes threatened and endangered species surveys, wetland determinations, biology, botany, conservation biology, ecology, emergency management, Endangered Species Act compliance for Letter of Map Revision (LOMR)/Conditional Letter of Map Revision (CLOMR), GIS data collection and mapping, preparation of technical specifications and contract documents, and stakeholder coordination/facilitation.

	19 RELEVANT PROJECTS						
	(1) TITLE AND LOCATION (City and State)	(2) YEAR	COMPLETED				
	Narcoossee CDD (Orlando, FL)	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) N/A				
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE X Check if project performed with current firm						
a.	Environmental Scientist. The Narcoossee CDD is located in Orlando, Florated The project is projected to have 540 single-family units, 860 multi-family space. The Narcoossee CDD encompasses the entire 416 acres, and will support all of its communities. As the CDD Engineer, our services include City of Orlando and Orange County, and approval of all development and	units, and 278,000 squa construct, operate, and engineering evaluations	re feet of retail and office maintain infrastructure to				
	(1) TITLE AND LOCATION (City and State)	(2) YEAR	COMPLETED				
	Live Oak Lake CDD (Twin Lakes Development) (Osceola County, FL)	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) N/A				
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE	X Check if project performed wi	th current firm				
	surveying, site/civil engineering, roadway design, bridge design, signal dhardscape design, assistance with the City master upsizing agreements, (1) TITLE AND LOCATION (City and State) Lakewood Ranch CDDs 1, 2, 4, 5, and 6 (Sarasota and Manatee County,	and construction admini					
	FL)	Ongoing	Ongoing				
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE	X Check if project performed with					
C.	Environmental Scientist. Lakewood Ranch is an unincorporated 17,500-a Established in 1995, there is an 8,500-acre master planned community wariety of housing types and five CDDs. It contains A-rated schools, shop three different golf courses, as well as, an athletic center with fitness, and has over 150 miles of sidewalks and trail, community parks, lakes, and has District Engineer, our services include engineering, planning, surveying coordination with City/County, and approval of all development and constitutions.	vithin the ranch, consistin oping, business parks, ho uatics, and lighted tennis ature preserves abundan ng, permitting, landscape	g of seven villages with a spital and medical center, courts. Lakewood Ranch t with native wildlife.				
	(1) TITLE AND LOCATION (City and State)	(2) YEAR	COMPLETED				
	Montecito CDD (Brevard County, FL)	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)				
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE	Ongoing X Check if project performed wi	Ongoing				
d.		A LICECK IT DECIRET DECEMBED WE					

			ach key pe				
12. NAME		13. ROLE IN THIS C	13. ROLE IN THIS CONTRACT		14. YEARS EXPERIENCE		
Bi	li Donley, PSM	Survey Mar	nager		a. TOTA		. WITH CURRENT F 20
	M NAME AND LOCATION (City and State) www.berry Engineers Inc. (Orlando, FL)	-1					
	JCATION (Degree and Specialization)	17. CURRENT PRO	FESSIONAL RE	GISTRATION (State a	nd Disciplin	ne)	
BS	/Finance	FL Profession		DNAL REGISTRATION (<i>State and Discipline</i>) Surveyor and Mapper #5381			
	HER PROFESSIONAL QUALIFICATIONS (Publications, Organ						
d R ter	onley has 39 years of experience in the su OW surveys and mapping, utility designati surveys throughout the state. He has mar nuing service contracts.	ion, excavation and utility i	mapping pr	ojects, as well	as hydro	ographi	ic and mean hi
		19 RELEVANT PROJE	стѕ	35.5			
	(1) TITLE AND LOCATION (City and State)				(2) YEAR C	G	
	Dowden West CDD (Orlando, FL)		PRO	Opening	CES	CONSTR	RUCTION (If applicat
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND	SPECIFIC ROLF	У	Ongoing Check if project perfo	ormed with	current firm	N/A
	Survey Manager. Dowden West is a 73						
	units and divided into 10 villages. As Disreuse water distribution systems, storm improvements, and survey. (1) TITLE AND LOCATION (City and State)			ermitting, lands	scape ai	rchitect	ure, roadway
	Live Oak Lake CDD (Twin Lakes Devel	Innment) (Osceola County	EII DD	FESSIONAL SERVIC	(2) YEAR C		
	LIVE OUR LUNC ODD (TWIII LUNCS DEVE	opinents (Osceola County	, IL) PRI	PESSIONAL SERVIC	7E8	CONSTR	RUCTION (If applicab
				Ongoing			N/A
	(3) BRIEF DESCRIPTION (Bnef scope, size, cost, etc.) AND Survey Manager. Live Oak Lake CDD is space tracts with community facilities at consists of a mix of 50', 70' and duplex	s a multi-phased active add nd a community amenity c	ult commur enter locat	Check if project performing consisting conditions of Living Conditions o	of reside ve Oak	ential ur Lake. P	nits, green ope hases 1 – 8
	Survey Manager. Live Oak Lake CDD is space tracts with community facilities at consists of a mix of 50', 70' and duplex surveying, site/civil engineering, roadwardscape design, assistance with the CONTILLE AND LOCATION (City and State)	s a multi-phased active add nd a community amenity of units totaling 2,023 units. ay design, bridge design, s City master upsizing agree	ult commur enter locat Dewberry's signal designents, and	Check if project perfo ity consisting o ed just off of Liv services inclu- gn, environmen construction a	of reside ve Oak de entitl ital/pern idminist	ential ur Lake. P lements nitting, l ration.	nits, green ope hases 1 – 8 s, planning, landscape/
	Survey Manager. Live Oak Lake CDD is space tracts with community facilities at consists of a mix of 50', 70' and duplex surveying, site/civil engineering, roadwardscape design, assistance with the CONTITLE AND LOCATION (City and State) Country Greens CDD (Sorrento Spring)	s a multi-phased active add nd a community amenity of units totaling 2,023 units. ay design, bridge design, s City master upsizing agree	ult commur enter locat Dewberry's signal designents, and	Check if project performance ity consisting of the construction of	of reside ve Oak de entitl ital/pern idminist	ential ur Lake. P lements nitting, l ration.	nits, green ope hases 1 – 8 s, planning, landscape/ ED
	Survey Manager. Live Oak Lake CDD is space tracts with community facilities at consists of a mix of 50', 70' and duplex surveying, site/civil engineering, roadwardscape design, assistance with the CONTITLE AND LOCATION (City and State) Country Greens CDD (Sorrento Spring (Sorrento, FL)	s a multi-phased active addend a community amenity of units totaling 2,023 units. ay design, bridge design, city master upsizing agreems.	ult commur enter locat Dewberry's signal designents, and	Check if project performing consisting of the performance of the perfo	of reside ve Oak de entitl ital/pern administ (2) YEAR C	ential ur Lake. P lements nitting, I ration. OMPLETE	nits, green ope hases 1 – 8 s, planning, landscape/ D RUCTION (If applicate
	Survey Manager. Live Oak Lake CDD is space tracts with community facilities at consists of a mix of 50', 70' and duplex surveying, site/civil engineering, roadwardscape design, assistance with the Contract of Country Greens CDD (Sorrento Spring (Sorrento, FL) (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND	s a multi-phased active addingtion of a community amenity of units totaling 2,023 units, ay design, bridge design, city master upsizing agreems Planned Development) SPECIFIC ROLE	ult commur enter locat Dewberry's signal designments, and	Check if project performance ity consisting of ed just off of Living services including environment construction at the construction of the constr	of residence of residence of the control of the con	ential ur Lake. P Iements nitting, I ration. OMPLETE CONSTE	nits, green ope hases 1 – 8 s, planning, landscape/ ED RUCTION (If applicate N/A
	Survey Manager. Live Oak Lake CDD is space tracts with community facilities at consists of a mix of 50', 70' and duplex surveying, site/civil engineering, roadwardscape design, assistance with the CONTITLE AND LOCATION (City and State) Country Greens CDD (Sorrento Spring (Sorrento, FL)	s a multi-phased active adding a community amenity of units totaling 2,023 units. ay design, bridge design, so City master upsizing agreed as Planned Development) SPECIFIC ROLE 680-acre planned develops, Inc., the project contained as CDD encompasses the fills community. Our firm plareas" tied to the golf course and rustic style centering, permitting, landscape	ult commurenter locat Dewberry's signal designments, and PRO x coment with ed 678 singentire 680 rovided the urse and clured commu- architectur	Check if project performing of the Country of the C	of reside ve Oak de entitlical/pernadminist (2) YEAR COES ormed with Coes and an 18 constructing for the evelope as the CI	ential ur Lake. P lements nitting, I ration. OMPLETE CONSTR CONSTR CDD in 8-hole (ct, oper le commend a Cor DD Eng	nits, green ope hases 1 – 8 s, planning, landscape/ RUCTION (If applicate N/A Lake County, golf course and rate, and maint munity which mmunity Park a lineer, our serv
	Survey Manager. Live Oak Lake CDD is space tracts with community facilities at consists of a mix of 50', 70' and duplex surveying, site/civil engineering, roadway hardscape design, assistance with the Country Greens CDD (Sorrento Spring (Sorrento, FL) (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND Survey Manager. Sorrento Springs is a Florida. Developed by Hewitt Properties clubhouse facilities. The Country Green infrastructure to support the Sorrento Hincluded the development of all "green that provided the entire Village a pool as included engineering, planning, surveyi Lake County, and approval of all develoced in TITLE AND LOCATION (City and State)	s a multi-phased active adding a community amenity of units totaling 2,023 units. ay design, bridge design, so City master upsizing agreed as Planned Development) SPECIFIC ROLE 680-acre planned develops, Inc., the project contained as CDD encompasses the fills community. Our firm plareas" tied to the golf course and rustic style centering, permitting, landscape	ult commurenter locat Dewberry's signal designments, and PRO x coment with ed 678 singentire 680 rovided the urse and clured commu- architectur	Check if project performing of the construction as constructio	of reside ve Oak de entitlical/pernadminist (2) YEAR COES ormed with Coes and an 18 constructing for the evelope as the CI	ential ur Lake. P lements nitting, I ration. OMPLETE CONSTR CONSTR CDD in 8-hole (ct, oper the commend a Cor DD Eng with Cit	nits, green ope hases 1 – 8 s, planning, landscape/ RUCTION (If applicate N/A Lake County, golf course and rate, and maint munity which munity which munity Park a ineer, our server
	Survey Manager. Live Oak Lake CDD is space tracts with community facilities at consists of a mix of 50', 70' and duplex surveying, site/civil engineering, roadway hardscape design, assistance with the Country Greens CDD (Sorrento Spring (Sorrento, FL) (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND Survey Manager. Sorrento Springs is a Florida. Developed by Hewitt Properties clubhouse facilities. The Country Green infrastructure to support the Sorrento Hincluded the development of all "green that provided the entire Village a pool as included engineering, planning, surveyi Lake County, and approval of all development.	s a multi-phased active adding a community amenity of units totaling 2,023 units. ay design, bridge design, so City master upsizing agreed as Planned Development) SPECIFIC ROLE 680-acre planned develops, Inc., the project contained as CDD encompasses the fills community. Our firm plareas" tied to the golf course and rustic style centering, permitting, landscape	predictivities.	Check if project performing of the construction as constructio	of reside ve Oak de entitlital/pernadminist (2) YEAR COES omed with a Greens and an 18 constructing for the evelope as the CL dination (2) YEAR COES	ential ur Lake. P lements nitting, I ration. OMPLETE CONSTR CONSTR CONSTR CDD in 8-hole (ct, oper ne comr d a Cor DD Eng with Cit	nits, green ope hases 1 – 8 s, planning, landscape/ RUCTION (If applicate N/A Lake County, golf course and rate, and maint munity which munity which munity Park a ineer, our server
	Survey Manager. Live Oak Lake CDD is space tracts with community facilities at consists of a mix of 50', 70' and duplex surveying, site/civil engineering, roadway hardscape design, assistance with the (1) TITLE AND LOCATION (City and State) Country Greens CDD (Sorrento Spring (Sorrento, FL) (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND Survey Manager. Sorrento Springs is a Florida. Developed by Hewitt Properties clubhouse facilities. The Country Green infrastructure to support the Sorrento Hincluded the development of all "green that provided the entire Village a pool a included engineering, planning, surveyi Lake County, and approval of all develo VillaSol CDD (Osceola County, FL)	as a multi-phased active adding a community amenity of units totaling 2,023 units. ay design, bridge design, city master upsizing agreed as Planned Development) SPECIFIC ROLE 680-acre planned developments, Inc., the project contained as CDD encompasses the elills community. Our firm planeas" tied to the golf courarea and rustic style centering, permitting, landscape opment and construction as	oment with ed 678 single entire 680 covided the communarchitectur ctivities.	Check if project performing of the construction and const	of reside ve Oak de entitlital/pernadminist (2) YEAR COES ormed with a construction of the evelope as the CL lination (2) YEAR COES	ential ur Lake. P lements nitting, I ration. OMPLETE CONSTR CONSTR CONSTR CONSTR CDD in 8-hole g ct, oper ne comr d a Cor DD Eng with Cit OMPLETE	nits, green ope hases 1 – 8 s, planning, landscape/ RUCTION (If applicate N/A a Lake County, golf course and rate, and maint munity which munity which munity Park a ineer, our serve ty of Eustis and
	Survey Manager. Live Oak Lake CDD is space tracts with community facilities at consists of a mix of 50', 70' and duplex surveying, site/civil engineering, roadway hardscape design, assistance with the Country Greens CDD (Sorrento Spring (Sorrento, FL) (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND Survey Manager. Sorrento Springs is a Florida. Developed by Hewitt Properties clubhouse facilities. The Country Green infrastructure to support the Sorrento Hincluded the development of all "green that provided the entire Village a pool as included engineering, planning, surveyi Lake County, and approval of all develoced in TITLE AND LOCATION (City and State)	s a multi-phased active adding a community amenity of units totaling 2,023 units. ay design, bridge design, so city master upsizing agreed as Planned Development) SPECIFIC ROLE 680-acre planned develops, Inc., the project contained as CDD encompasses the dills community. Our firm planeas" tied to the golf course and rustic style centering, permitting, landscape opment and construction as SPECIFIC ROLE Dewberry's services included and scaping, recreational	ult communenter locat Dewberry's signal designments, and PRO ment with ed 678 sing entire 680 rovided the urse and clured communent civities. PRO X A PRO A A A A A A A A A A A A A	Check if project performance ity consisting of ed just off of Living services including the environment construction at the construction of the contraction of the country	of reside ve Oak de entitutal/pernadminist (2) YEAR COES omed with a Construction of the evelopees the CI lination of the CES	ential ur Lake. P Idements nitting, I ration. OMPLETE CONSTR	nits, green open hases 1 – 8 s, planning, landscape/ RUCTION (If applicate N/A) Lake County, golf course and maint munity which munity which munity Park a dineer, our servey of Eustis and RUCTION (If applicate N/A) RUCTION (If applicate N/A) gn, water and
	Survey Manager. Live Oak Lake CDD is space tracts with community facilities at consists of a mix of 50', 70' and duplex surveying, site/civil engineering, roadway hardscape design, assistance with the (1) TITLE AND LOCATION (City and State) Country Greens CDD (Sorrento Spring (Sorrento, FL) (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND Survey Manager. Sorrento Springs is a Florida. Developed by Hewitt Properties clubhouse facilities. The Country Green infrastructure to support the Sorrento Hincluded the development of all "green that provided the entire Village a pool a included engineering, planning, surveyi Lake County, and approval of all developing. (1) TITLE AND LOCATION (City and State) VillaSol CDD (Osceola County, FL) Survey Manager. As District Engineer, Esewer system design, roadway design,	s a multi-phased active adding a community amenity of units totaling 2,023 units. ay design, bridge design, so city master upsizing agreed as Planned Development) SPECIFIC ROLE 680-acre planned develops, Inc., the project contained as CDD encompasses the dills community. Our firm planeas" tied to the golf course and rustic style centering, permitting, landscape opment and construction as SPECIFIC ROLE Dewberry's services included and scaping, recreational	ult communenter locat Dewberry's signal designments, and PRO ment with ed 678 sing entire 680 rovided the urse and clured communent civities. PRO X A PRO A A A A A A A A A A A A A	Check if project performance ity consisting of ed just off of Living services including the environment construction at the construction of the country of t	of reside ve Oak de entitlicatel/pernadminist (2) YEAR COES ormed with a Construction of for the evelopees the CI lination of the coes ormed with a coes or the coes of the c	ential ur Lake. P lements nitting, I ration. OMPLETE CONSTR	nits, green open hases 1 – 8 s, planning, landscape/ RUCTION (If applicate N/A) Lake County, golf course and maint munity which munity Park a sincer, our servey of Eustis and RUCTION (If applicate N/A) RUCTION (If applicate N/A) gn, water and contract
	Survey Manager. Live Oak Lake CDD is space tracts with community facilities at consists of a mix of 50', 70' and duplex surveying, site/civil engineering, roadway hardscape design, assistance with the Country Greens CDD (Sorrento Spring (Sorrento, FL) (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND Survey Manager. Sorrento Springs is a Florida. Developed by Hewitt Properties clubhouse facilities. The Country Green infrastructure to support the Sorrento Hincluded the development of all "green that provided the entire Village a pool a included engineering, planning, surveying Lake Country, and approval of all development of all Country Green that provided the entire Village appoint and Instruction (City and State) VillaSol CDD (Osceola County, FL) Survey Manager. As District Engineer,	s a multi-phased active adding a community amenity of units totaling 2,023 units. ay design, bridge design, city master upsizing agreed as Planned Development) SPECIFIC ROLE 680-acre planned develops, Inc., the project contained as CDD encompasses the factor of the policy of the project and rustic style centering, permitting, landscape opment and construction as SPECIFIC ROLE Dewberry's services including landscaping, recreational luring construction.	provided the cred communication of the communication of the communication of the communication of the cred communication of the communi	Check if project performance ity consisting of ed just off of Living services including the environment construction at the construction of the country of t	of reside ve Oak de entitlical/pernadminist (2) YEAR COES ormed with a Construction of the evelope as the CI lination of the evelope as the evelope	ential ur Lake. P lements nitting, I ration. OMPLETE CONSTR	nits, green open hases 1 – 8 s, planning, landscape/ RUCTION (If applicate N/A) Lake County, golf course and maint munity which munity Park a sincer, our servey of Eustis and RUCTION (If applicate N/A) RUCTION (If applicate N/A) gn, water and contract

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT (Complete one Section E for each key person.) 12. NAME 13. ROLE IN THIS CONTRACT 14. YEARS EXPERIENCE a. TOTAL b. WITH CURRENT FIRM Michael Urchuk, RLA Senior Landscape Architect 31 5 15. FIRM NAME AND LOCATION (City and State) Dewberry Engineers Inc. (Orlando, FL) 16. EDUCATION (Degree and Specialization) 17. CURRENT PROFESSIONAL REGISTRATION (State and Discipline) BS/Landscape Architecture FL Registered Landscape Architect #LA6666675

Michael Urchuk has 31 years of experience and has a varied background in landscape architecture and planning. As a Project Manager, he is responsible for coordination across design disciplines and acts as a liaison between the owner, design team, and contractor. He is also responsible for coordinating design efforts and project submittals. Michael's experience as a landscape architect includes retail office, residential, mixed-use, streetscapes, and recreational uses as well as hardscape and irrigation design. Hardscape designs include corporate plazas, streetscapes, fountains, amenity areas for multi-family projects, and urban plazas. Michael also provides construction administration services on multiple levels to include shop drawing and RFI review, field reports, final punch lists, and on-site project coordination meeting.

18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)

100	19. RELEVANT PROJECTS		Paris - Company of the second			
	(1) TITLE AND LOCATION (City and State)	(2) YEAR	COMPLETED			
	Live Oak Lake CDD (Twin Lakes Development) (Osceola County, FL)	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION (If applicable) N/A			
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE	X Check if project performed with	h current firm			
а.	Landscape Architect. Live Oak Lake CDD (Twin Lakes Development) is of residential units, green open space tracts with community facilities, at Live Oak Lake. Phases 1 – 8 consists of a mix of 50', 70' and duplex unit entitlements, planning, surveying, site/civil engineering, roadway design permitting, landscape/hardscape design, assistance with the City maste administration.	nd a community amenity o s totaling 2,023 units. Dev ı, bridge design, signal de	enter located just off of wberry's services include sign, environmental/			
	(1) TITLE AND LOCATION (City and State)	(2) YEAR	COMPLETED			
	VillaSol CDD (Osceola County, FL)	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)			
		Ongoing	N/A			
b.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE	X Check if project performed with	h current firm			
•	Landscape Architect. As District Engineer, Dewberry's services include stormwater management system design, water and sewer system design, roadway design, landscaping, recreational facilities, street lighting, and engineering contract management and inspection services during construction.					
	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED				
	Osceola County Fire Training Facility (Osceola County, FL)	PROFESSIONAL SERVICES 2019	CONSTRUCTION (If applicable) 2019			
^	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE	X Check if project performed with current firm				
C.	Landscape Architect. This project included the design of a new Fire Training Facility for the Osceola County Fire Department. Located on approximately 11 acres, site elements include Open Air Training Course, a 9,500 square feet fire station with three fire bays, fire station training building, burn tower, and several shaded pavilions.					
	(1) TITLE AND LOCATION (City and State)	(2) YEAR	COMPLETED			
	Lancaster Park East (St. Cloud, FL)	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)			
		Ongoing	N/A			
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE	X Check if project performed with	h current firm			
d.	Landscape Architect. This project consists of 461 single family units and community facilities. Dewberry was tasked with designing and permitting the site layout, stormwater management facilities, utilities, grading, drainage, easement vacations, FEMA CLOMR and LOMR approvals. Dewberry provided planning and entitlements, landscape/hardscape design, site/civil engineering, and construction administration.					
	(1) TITLE AND LOCATION (City and State)	(1) TITLE AND LOCATION (City and State) (2) YEAR COMPLETED				
	CFX, Roadway Operations Facility (Orlando, FL)	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)			
		Ongoing	N/A			
	(3) BRIEF DESCRIPTION (Brief scope, size. cost, etc.) AND SPECIFIC ROLE	X Check if project performed with current firm				
e.	Landscape Architect. As the General Engineering Consultant to CFX, D engineering services for the CFX Roadway Operations Facility. The new fueling station, small vehicle maintenance bays, warehouse, three encloand laydown yard.	facility includes a 6,500 s	square feet office building,			

	E. RESUMES OF KEY PER	RSONNEL PROPOSE	D FOR THIS CONTR	RACT	-	
		ne Section E for each P				
12. N	AME	13. ROLE IN THIS CONTRA	CT		YEARS EXPERIENCE	
	arah Maier	GIS Technician/P	lanner	a. TOTAL 18	b. WITH CURRENT FIRM	
	RM NAME AND LOCATION (City and State) ewberry Engineers Inc. (Orlando, FL)					
16. EI	DUCATION (Degree and Specialization)	17. CURRENT PROFESSIO	NAL REGISTRATION (State ar	nd Discipline)		
	S/Engineering	N/A				
8. 0	THER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Tra.	ining, Awards, etc.)				
olic rom	h Maier has experience in development entitlements y Plan Amendments, Zonings, Planned Developmer policy and code amendments, GIS analyses as it pe ving commercial, industrial, residential, and mixed u	nts, and Conceptual La ertains to land use plan	nd Use Planning, Sara	ah's respo	nsibilities have range	
		19 RELEVANT PROJECTS		1 L 3 L		
	(1) TITLE AND LOCATION (City and State)			2) YEAR COMF	PLETED	
	Live Oak Lake CDD (Twin Lakes Development)	(Osceola County, FL)	PROFESSIONAL SERVIC Ongoing	ES CO	ONSTRUCTION (If applicable) Ongoing	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC RO	OLE	X Check if project perfo	rmed with curre	ent firm	
	services include entitlements, planning, surveying, site/civil engineering, roadway design, bridge design, signal design, environmental/permitting, landscape/hardscape design, assistance with the City master upsizing agreements, and construction administration. (1) TITLE AND LOCATION (City and State)					
	Dowden West CDD (Orlando, FL)		PROFESSIONAL SERVIC		ONSTRUCTION (If applicable)	
	(a) POLICE DESCRIPTION OF THE PROPERTY OF THE		Ongoing		N/A	
b.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Project Planner/GIS Technician. Dowden West is a 736-acre master planned, residential community, consisting of 1,446 residential units and divided into 10 villages. As District Engineer, our services include water distribution, sanitary sewer collection, reuse water distribution systems, stormwater management, environmental/permitting, landscape architecture, roadway improvements, and survey.					
	(1) TITLE AND LOCATION (City and State)		(2	2) YEAR COMP	PLETED	
	Cascades at Groveland CDD (Groveland, FL) (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		PROFESSIONAL SERVIC	ES CC	ONSTRUCTION (If applicable)	
			Ongoing		Ongoing	
C.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE X Check if project performed with current firm GIS Technician. Cascades at Groveland is a 751.9-acre master planned, residential community with 999 single-family units, an Amenity Center and a Horticultural Center. Dewberry obtained entitlements and approvals for the infrastructure, mass grading and the final construction of the project which is divided in five phases. We also worked with Lake County by designing and coordinating the approval of the North-South Road to serve as a main connector road for the area. Work also included the design and permitting of both the water line to service the project and the sewer force main for connection to the City facilities.					
	(1) TITLE AND LOCATION (City and State) (2) YEAR COMPLETED			N ETED		
	Country Greens CDD (Sorrento Springs Planne (Sorrento, FL)	d Development)	PROFESSIONAL SERVICE		NSTRUCTION (If applicable) N/A	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC RO	DLE	X Check if project performed with current firm			
d.	GIS Technician. Sorrento Springs is a 680-acre p Florida. Developed by Hewitt Properties, Inc., the clubhouse facilities. The Country Greens CDD er infrastructure to support the Sorrento Hills comm included the development of all "green areas" tie that provided the entire Village a pool area and included engineering, planning, surveying, perm	e project contained 67 ncompasses the entire nunity. Our firm provide ed to the golf course a rustic style centered co	8 single-family lots, and 680 acres and will color the Master Planning and clubhouse. We dependently building. As	nd an 18-h onstruct, o g for the c veloped a s the CDD	ole golf course and perate and maintain ommunity which Community Park are Engineer, our service	

Lake County, and approval of all development and construction activities.

	(Cor	nplete one Section E for each ke	ey person.)			
. NA	AME	13. ROLE IN THIS CONTRAC	T T		YEARS EXPERIENCE	
Barry Roy		Construction Insp	ector	a. TOTAL	b. WITH CURRENT FIRM	
	RM NAME AND LOCATION (City and State) ewberry Engineers Inc. (Orlando, FL)					
	OUCATION (Degree and Specialization) S/Environmental Engineering	17. CURRENT PROFESSION N/A	IAL REGISTRATION (State ar	nd Discipline)		
ОТ	THER PROFESSIONAL QUALIFICATIONS (Publications, Orga	nizations, Training, Awards, etc.)				
oje atio	v Roy is responsible for all construction ma more than 37 years of diversified experience ects. Barry is experienced in the constructions, stormwater management systems, strees estimating, construction inspections, value iments and bid packages. He is able to trai	ce in public and private waterwor on of water and wastewater trans eet drainage systems, roadways, e engineering, quality control, cor	ks, sewage, roadway mission mains, trunk and associated struc nstruction administra	y and draina gravity seve ctures. He r tion, and pr	age construction wers, master pumpi outinely performs repares contract	
500		19. RELEVANT PROJECTS		10 10 10		
	(1) TITLE AND LOCATION (City and State)		(2	2) YEAR COMPL	FTED	
	Live Oak Lake CDD (Twin Lakes Deve	lopment) (Osceola County, FL)	PROFESSIONAL SERVIC Ongoing	ES COM	NSTRUCTION (If applicable) N/A	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND	SPECIFIC ROLE	X Check if project perfor	rmed with curren	t firm	
	of residential units, green open space tracts with community facilities, and a community amenity center located just off of Live Oak Lake. Phases 1 – 8 consists of a mix of 50', 70' and duplex units totaling 2,023 units. Dewberry's services includ entitlements, planning, surveying, site/civil engineering, roadway design, bridge design, signal design, environmental/permitting, landscape/hardscape design, assistance with the City master upsizing agreements, and construction administration. (1) TITLE AND LOCATION (City and State)					
	Country Greens CDD (Sorrento Spring	gs Planned Development)	PROFESSIONAL SERVIC		NSTRUCTION (If applicable)	
	(Sorrento, FL)		Ongoing		N/A	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND	SPECIFIC ROLE	X Check if project perform	med with curren	at firm	
	Construction Manager. Sorrento Springs is a 680-acre planned development within the Country Greens CDD Lake Country Florida. Developed by Hewitt Properties, Inc., the project contained 678 single-family lots, and an 18-hole golf course and clubhouse facilities. The Country Greens CDD encompasses the entire 680 acres and will construct, operate and maintain infrastructure to support the Sorrento Hills community. Our firm provided the Master Planning for the community which included the development of all "green areas" tied to the golf course and clubhouse. We developed a Community Park are that provided the entire Village a pool area and rustic style centered community building. As the CDD Engineer, our service included engineering, planning, surveying, permitting, landscape architecture, owner coordination with City of Eustis and Lake County, and approval of all development and construction activities.					
	(1) TITLE AND LOCATION (City and State)	. 1. 51.)		2) YEAR COMPL		
	Cascades at Groveland CDD (Groveland	na, FL)	PROFESSIONAL SERVIC	ES COM	NSTRUCTION (If applicable) Ongoing	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND	SPECIFIC ROLE	X Check if project perfor	rmed with curren		
	Construction Manager. Cascades at G units, an Amenity Center and a Horticu mass grading and the final construction designing and coordinating the approvincluded the design and permitting of the City facilities.	Itural Center. Dewberry obtained n of the project which is divided i val of the North-South Road to se	entitlements and ap n five phases. We als rve as a main conne	provals for so worked v ctor road fo	the infrastructure, with Lake County by or the area. Work als	
	(1) TITLE AND LOCATION (City and State)		(2	2) YEAR COMPL	ETED	
	Deer Run CDD (Bunnell, FL)		PROFESSIONAL SERVIC		NSTRUCTION (If applicable) Ongoing	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND	SPECIFIC ROLE	X Check if project perform	rmed with curren		
l.	Construction Manager. Dewberry services Community with 749 units. Our services requisitions and construction pay applit Directors. Specific assignments include water management systems and facilities and street lighting.	es have included attending montl cations, and providing general co e planning, preparing reports and	nly District Board me onsulting services ar I plans, surveying de	etings, prod ad input to t signs and s	cessing of pay the Board of specifications for	

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT

(Present as many projects as requested by the agency, or 10 projects, if not specified.

Complete one Section F for each project.)

20. EXAMPLE PROJECT KEY NUMBER

#1

21. TITLE AND LOCATION (City and State)

Dowden West CDD (Orlando, FL)

22. YEAR COMPLETED

PROFESSIONAL SERVICES CONSTRUCTION (If applicable)

Ongoing

N/A

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER
Government Management Services

b. POINT OF CONTACT NAME
George Flint

c. POINT OF CONTACT TELEPHONE NUMBER
407.841.5524

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



Dowden West is a 736.28-acre master planned, residential community with 1,446 residential units located in the City of Orlando. The Development is 10 villages within the approved planned development for Starwood, which encompasses approximately 2,558 acres and is entitled for 4,400 residential units.

As District Engineer, we have been responsible for providing the master utility design for the water, sewer, and reuse systems; in addition to master stormwater modeling for an approximately 6,500-acre watershed that the Dowden West CDD. This modeling was used for both stormwater management design and FEMA floodplain determination.

Other services include landscape architecture design for the common open spaces and community parks, the design of community roads that also include the extension of the four-lane Dowden Road through the community, and boundary surveys, topographic surveys, tree surveys, and other additional surveys as needed.

- COST \$500,000 (Consultant Fees to Date)
- SERVICES
 Boundary Surveys
 Environmental/Permitting
 Landscape Architecture
 Roadway Design/Improvements
 Stormwater Management
 Topographic Surveys
 Tree Surveys
 Utility Design

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
a.	Dewberry Engineers Inc.	Orlando, FL	District Engineer

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT

(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)

20. EXAMPLE PROJECT KEY NUMBER

#2

21. TITLE AND LOCATION (City and State)

Lakewood Ranch CDD 1, 2, 4, 5, and 6 (Sarasota and Manatee County, FL)

22. YEAR COMPLETED PROFESSIONAL SERVICES

Ongoing

CONSTRUCTION (If applicable) Ongoing

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Lakewood Ranch CDD b. POINT OF CONTACT NAME. Steve Zielinski

c. POINT OF CONTACT TELEPHONE NUMBER

941-907-0202 Ext 229

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



Lakewood Ranch is an unincorporated 31,000-acre master planned community located on Florida's Gulf Coast in Sarasota and Manatee Counties, established in 1995. The five CDDs we serve cover an 8,500-acre community within the larger Lakewood Ranch Development. The overall development contains A-rated schools. shopping, business parks, hospital and medical center, golf courses, athletic centers, aquatics, and lighted tennis courts.

As the CDD Engineer for the five CDD's, Dewberry's services include engineering, surveying, permitting, and owner coordination with the County's review and approval of construction activities. Dewberry's services also include water and wastewater improvements and upgrades, roadway and storm sewer redesign and repair, stormwater inspections, review and upgrades, coordination of traffic issues including signalization with County officials, oversight of other engineers, assistance with bidding, contractor selection, construction oversight, pay application review, and final project certification and closeout.

- COST \$906,730 (Consultant Fees to Date)

SERVICES Civil Engineering Compliance Monitoring Construction Estimates and Administration Coordination and Monitoring of Environmental Jurisdictional Areas through Permitting Agencies Design Evaluations and Analysis Drainage/Stormwater Management Monthly Board Meeting Attendance Permitting Planning Surveying Utilities

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

(1) FIRM NAME (2) FIRM LOCATION (City and State) a. Dewberry Engineers Inc.. Sarasota, FL District Engineer

(Present as many projects as requested by the agency, or 10 projects, if not specified.

Complete one Section F for each project.)

20. EXAMPLE PROJECT KEY NUMBER

#3

21. TITLE AND LOCATION (City and State)

Cascades at Groveland (Groveland, FL)

22. YEAR COMPLETED
PROFESSIONAL SERVICES CONSTRUCTION (If applicable)
Ongoing Ongoing

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER

DPFG Management and Consulting, Inc.

b. POINT OF CONTACT NAME

Patricia Thibault, District Manager

321.263.0132 x738

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



- COST \$350,000 (Consultant Fees to Date)
- SERVICES
 Civil Engineering
 Construction Estimates and
 Administration
 Coordination of Environmental
 Jurisdictional Lines and Permitting
 Due Diligence
 Permitting
 Planning

Surveying

/4\ CIDAA NIANE

Cascades at Groveland is a 751.9-acre master planned, residential community located in Lake County. The Development is approved as a planned development for 999 single-family units, an Amenity/Recreational Center, approximately 31 acres of commercial development and a North-South Infrastructure Road (Wilson Lake Parkway).

Dewberry provided services that obtained entitlements and approvals for the infrastructure, mass grading and the final construction of the project which is divided into five phases. We also worked with Lake County by designing and coordinating the approval of the North-South Road (Wilson Lake Parkway) to serve as a main connector road for the area. We assisted the project architects in the final site design of the Club House/Community Center and Recreational Facilities.

Additional work included the necessary improvements on US 27 for the main entrance road, the extensive design and permitting of both the water line to service the project and the sewer force main for connection of the sewer system to the City of Groveland facilities.

25. FIRM	S FROM SECTION C INVOLVED W	/ITH THIS PROJECT	
	IO CIDILLI GOLTION ION ION I		

	(1) FIRW NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
a.	Dewberry Engineers Inc.	Orlando, FL	District Engineer

(Present as many projects as requested by the agency, or 10 projects, if not specified.

Complete one Section F for each project.)

20 EXAMPLE PROJECT KEY NUMBER

#4

21. TITLE AND LOCATION (City and State)

Montecito CDD (Satellite Beach, FL)

22. YEAR COMPLETED
PROFESSIONAL SERVICES CONSTRUCTION (If applicable)
Ongoing Ongoing

23. PROJECT OWNER'S INFORMATION

NT OF CONTACT NAME	c. POINT OF CONTACT TELEPHONE NUMBER
son Showe	407.841.5524 ext 104

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



- COST \$480,210 (Consultant Fees to Date)
- SERVICES
 Civil Engineering
 District Board Meetings
 Monthly Meetings
 Processing Construction Pay Applications
 Processing Pay Requisitions

(

a.

Dewberry is currently performing miscellaneous services for the Montecito CDD located on the east side of South Patrick Drive, north of Patrick Drive, and west of U.S. Highway A1A in Satellite Beach, Florida.

Our services include engineering, surveying, and construction administration. These services include, but are not limited to, attending monthly meetings, processing of pay requisitions and construction pay applications, and providing general civil engineering consulting services and input to the Board of Directors. These services are provided on an "as needed basis."

Dewberry also prepared an Engineering Report for bond issuance and provided cost estimates for said process.

	25. FIRM	MS FROM SECTION C INVOLVED W	ITH THIS PROJECT	
(1) FIRM	1 NAME	(2) FIRM LOCATION (City and State)	(3) ROLE	
I. De	wberry Engineers Inc.	Orlando, FI	District Engineer	

(Present as many projects as requested by the agency, or 10 projects, if not specified.

Complete one Section F for each project.)

20. EXAMPLE PROJECT KEY NUMBER

#5

21. TITLE AND LOCATION (City and State)

Narcoossee CDD (Orlando, FL)

22. YEAR COMPLETED
PROFESSIONAL SERVICES CONSTRUCTION (if applicable)
Ongoing Ongoing

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER
Government Management Services

b. POINT OF CONTACT NAME
Jason Showe

c. POINT OF CONTACT TELEPHONE NUMBER
407.841.5524

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



The Narcoossee CDD is located in Orange County, Florida, and consists of approximately 416 acres. The project is projected to have 540 single-family units, 860 multi-family units, and 278,000 square feet of retail and office space. The Narcoossee CDD encompasses the entire 416 acres. We will provide services as needed for the construction and will operate and maintain infrastructure to support all of its communities.

Dewberry is the CDD Engineer for this project. Our services include engineering evaluations, owner coordination with City of Orlando and Orange County, and approval of all development and construction activities.

- COST \$475,000 (Consultant Fees to Date)
- SERVICES
 Civil Engineering
 Construction Administration
 Development Planning
 Infrastructure Review Reports
 Landscape Architecture
 Permitting
 Stormwater Monitoring and Permit
 Compliance Reports
 Surveying

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
a.	Dewberry Engineers Inc.	Orlando, FL	District Engineer

(Present as many projects as requested by the agency, or 10 projects, if not specified.

Complete one Section F for each project.)

20. EXAMPLE PROJECT KEY NUMBER

#6

21. TITLE AND LOCATION (City and State)

Deer Run CDD (Bunnell, FL)

PROFESSIONAL SERVICES CONSTRUCTION (If applicable)
Ongoing Ongoing

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER	b. POINT OF CONTACT NAME	c. POINT OF CONTACT TELEPHONE NUMBER
Government Management Services	Ernesto Torres	904.940.5850 ext. 403
		33 113 1313333 576. 100

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



Dewberry serves as the current District Engineer for this +/- 602 acre Master Planned Golf Community with 749 units. Our services have included attending monthly District Board meetings, processing of pay requisitions and construction pay applications, and providing general consulting services and input to the Board of Directors.

Specific assignments include planning, preparing reports and plans, surveying designs and specifications for water management systems and facilities; water and sewer system and facilities; roads, landscaping, recreational facilities and street lighting other community infrastructure provided by the District, as authorized in Chapter 190 F.S.; and affiliated projects to include engineering contract management and inspection services during construction.

- COST \$120,000 (Consultant Fees to Date)
- SERVICES

Community Infrastructure
Construction Administration

Cost Estimates

Landscaping

Planning

Recreational Facilities

Reports and Plans

Roadway Design

Street Lighting

Surveying Designs

Water Management Systems and

Facilities

Water and Sewer Systems

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
a.	Dewberry Engineers Inc.	Orlando, FL	District Engineer

(Present as many projects as requested by the agency, or 10 projects, if not specified.

Complete one Section F for each project.)

20. EXAMPLE PROJECT KEY NUMBER

#7

21. TITLE AND LOCATION (City and State)

Live Oak Lake CDD (Twin Lakes Development) (Osceola County, FL)

22. YEAR COMPLETED PROFESSIONAL SERVICES CONSTRUCT

Ongoing

CONSTRUCTION (If applicable)
Ongoing

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER
Governmental Management Services

b. POINT OF CONTACT NAME
Jillian Burns

c. POINT OF CONTACT TELEPHONE NUMBER
407.841.5524 ex. 115

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



- COST \$2.1 million (Consultant Fees to Date)
- SERVICES

Assistance with the City Master Upsizing Agreements

Civil Engineering

Construction Administration

Entitlements

Environmental/Permitting

Landscape/Hardscape Design

Maintenance of Traffic Planning

Planning

Signal Design

Surveying

Live Oak Lakes CDD (Twin Lakes Development) is a multi-phased, active adult community consisting of residential units, green open space tracts with community facilities, and a community amenity center located just off of Live Oak Lake. The development is situated just east of Hickory Tree Road and west of Live Oak Lake and Sardine Lake in Osceola County. Phases 1 – 8 consists of a mix of 50', 70' and duplex units totaling 2,023 units.

A 42,000+ square foot amenity clubhouse is currently being constructed alongside the oversized pool and cabana area, which includes a bar for food and beverages. The outdoor rec space is under construction just to the south. This area was designed to include bocci ball, pickle ball, horseshoes, tennis courts, and a half basketball court. It also provides walking trails, a boat dock, and a dock for fishing.

In addition to civil engineering services, we also provided roadway design, bridge design, and signal design within the first phase. We were responsible for the roadway widening design of Hickory Tree Road, where services also included drainage and utility extensions. We extended New Nolte Road from the existing intersection east through the first phase of construction. This 150' ROW is master planned to be a four lane divided major collector road in the future. We also designed and oversaw the construction of the vehicular bridge that crosses existing Bullis Road, connecting the northern pool and amenity area with the remainder of the development. We provided signal design for the New Nolte and Hickory Tree Road Intersection, which also includes golf cart paths and golf cart path crossings at the updated intersection.

Utilities have been master designed for the build out of the development, which will include city master transmission mains for the 24" potable water main and 24" reclaim main, along with five sanitary lift stations to service the phases of the development as they are constructed. Phase 1 of the project utilizes two sanitary lift stations, a portion of the 24" potable and reclaim mains. The first lift station is located on the west side of Hickory Tree Road. The second lift station is located along the extension of Nolte Road east of Hickory Tree Road. This lift station has been

designed to accept additional flows from future phases of this development. This lift station pumps into a force main down the Nolte Road extension and connects to the existing 20" force main located within the Hickory Tree ROW.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT (1) FIRM NAME Dewberry Engineers Inc. (2) FIRM LOCATION (City and State) Orlando, FL (3) ROLE District Engineer

(Present as many projects as requested by the agency, or 10 projects, if not specified.

Complete one Section F for each project.)

20. EXAMPLE PROJECT KEY NUMBER

#8

21. TITLE AND LOCATION (City and State)

West Villages Improvement District (Sarasota County, FL)

PROFESSIONAL SERVICES CONSTRUCTION (If applicable)
Ongoing N/A

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER	b. POINT OF CONTACT NAME	c. POINT OF CONTACT TELEPHONE NUMBER
Government Management Services	William Crosley, District Manager	941-244-2805

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



- COST \$52,000.00 (Consultant Fees to Date)
- SERVICES

Water and Sewer Facilities and Infrastructure

Stormwater Management and Drainage Facilities and Infrastructure

Roadways,

Signalization improvements

Recreational Facilities

Park improvements

Governmental Facility Improvements Landscape/Hardscape Design

Signage

Environmental Services

The West Villages Improvement District ("District") is located in the City of North Port and unincorporated Sarasota County, Florida. The District encompasses approximately 8,200 +/- acres of land within the City of North Port and 3,300 +/- acres in unincorporated Sarasota County. The services included earthwork; water and sewer facilities and infrastructure (including water treatment plants and wastewater treatment plants); stormwater management and drainage facilities and infrastructure; roadways, signalization improvements, and parking facilities; recreational amenity and park improvements; governmental facility improvements (such as fire stations and police stations); landscaping, hardscaping, and signage, improvements; environmental services; and other similar infrastructure for a mixed-use development.

Additional engineering services may include attendance at Board, staff, and other meetings; participation in the District's issuance of new and maintenance of existing financing; monitoring District projects; overseeing construction and/or acquisition activities; preparation of certifications, documents, and reports in furtherance of District engineering activities; and providing other engineering services as may be authorized by the Board.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
a.	Dewberry Engineers Inc.	Orlando, FL	District Engineer
	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
b.	Dewberry Engineers Inc.	Sarasota, FL	District Engineer

(Present as many projects as requested by the agency, or 10 projects, if not specified.

Complete one Section F for each project.)

20. EXAMPLE PROJECT KEY NUMBER

#9

21. TITLE AND LOCATION (City and State)

VillaSol CDD (Osceola County, FL)

22. YEAR COMPLETED
PROFESSIONAL SERVICES CONSTRUCTION (If applicable)

Ongoing

Ongoing

23. PROJECT OWNER'S INFORMATION

InfraMark	Robert Koncar	407.566.4122	
a. PROJECT OWNER	b. POINT OF CONTACT NAME	c. POINT OF CONTACT TELEPHONE NUMBER	

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



- COST \$375,000 (Consultant Fees to Date)
- SERVICES

Community Infrastructure Construction Administration

Cost Estimates

District Board Meetings

Landscape Architecture

Planning

Recreational Facilities Design

Reports and Plans

Roadway Design

Street Lighting Design

Surveying

Water Management Systems and

Facilities

Water and Sewer Systems

VillaSol CDD is located in Osceola County, Florida. This CDD is just minutes from the Orlando International Airport, area attractions and theme parks, and offers amenities like no other community in the area.

Nestled along Boggy Creek, residents have access to a boat dock where they can travel down to East Lake Toho. Resort style amenities include tennis court, basketball court, clubhouse, pool, and soft gate with guard house.

Some of Dewberry's specific assignments for this project include planning, preparing reports and plans, designs and specifications for water management systems and facilities; water and sewer system and facilities, roads, landscaping, recreational facilities and street lighting, other community infrastructure provided by the District, as authorized in Chapter 190 F.S.; and affiliated projects to include engineering contract management and inspection services during construction.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	Dewberry Engineers Inc.	Orlando, FL	District Engineer
	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE

(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)

20. EXAMPLE PROJECT KEY NUMBER

#10

21. TITLE AND LOCATION (City and State)

Country Greens CDD (Sorrento Springs Planned Development) (Lake County, FL)

22. YEAR COMPLETED PROFESSIONAL SERVICES

Ongoing

CONSTRUCTION (If applicable)

N/A

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER	b. POINT OF CONTACT NAME	c. POINT OF CONTACT TELEPHONE NUMBER
InfraMark	Robert Koncar	407.566.4122

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



Sorrento Springs is a 680-acre planned development within the Country Greens CDD in Lake County, Florida. Developed by Hewitt Properties, Inc., the project will contain 678 single-family lots, and an 18-hole golf course and clubhouse facilities. The Country Greens CDD encompasses the entire 680 acres, and will construct, operate, and maintain infrastructure to support the Sorrento Springs Community. In April 2002, construction of the first of four phases began.

As the CDD Engineer, Dewberry's services include engineering, planning, surveying, permitting, landscape architecture, owner coordination with City of Eustis and Lake County, and approval of all development and construction activities.

- COST \$320,000 (Consultant Fees to Date)
- **SERVICES** Civil Engineering Construction Administration Due Diligence Landscape Architecture Permitting Planning

Surveying

(1) FIRM NAME

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT (2) FIRM LOCATION (City and State) Dewberry Engineers Inc. Orlando, FL District Engineer

	G. KEY PERSONNEL PART	TICIPAT	ION IN	EXAN	IPLE P	ROJEC	CTS					
26. NAMES OF KEY PERSONNEL (From Section E, Block 12)	27. ROLE IN THIS CONTRACT (From Section E, Block 13)	CONTRACT (Fill in "Example Projects Key" section below before completing table. Place "X" under project key number for participation in same or similar role.										
		1	2	3	4	5	6	7	8	9	10	
Rey Malavé, PE	District Engineer	•	•	•	•	•	•		•	•	•	
Peter Armans, PE	Assistant District Engineer	•		•	•	•	•			•	•	
Joe Keezel, PE	Sr. Roadway Engineer		•			And the same of th			•			
Marybeth Morin, PE	Sr. Structural Engineer		•	•	•			0				
Sean Carrigan, PE	Sr. Stormwater Engineer					i i			•	district and the second		
Jose Pereira, PE	Sr. Utility Engineer		•						•			
Bill Donley, PSM	Survey Manager	•	•	•	•	•	•	•		•	•	
Nicole Gough, PWS	Sr. Environmental Scientist	•	0	•	•	•	•	•	•	•	•	
Michael Urchuk, RLA	Sr. Landscape Architect	•	•		•			•	•	•		
Sarah Maier	GIS Technician/Planner	•	•	•	•	•	•	•	•	•	•	
Barry Roy	Construction Inspector	•	•	•	•	•	•	•	•	•	•	

29. EXAMPLE PROJECTS KEY

NO.	TITLE OF EXAMPLE PROJECT (From Section F)	NO.	TITLE OF EXAMPLE PROJECT (From Section F)
1	Dowden West CDD, Orlando, FL	6	Deer Run CDD, Bunnell, FL
2	Lakewood Ranch CDD 1, 2, 4, 5, 6 , Sarasota and Manatee County, FL	7	Live Oak Lake CDD (Twin Lakes Development) , Osceola County, FL
3	Cascades at Groveland CDD, Groveland, FL	8	West Villages Improvement District, Sarasota County, FL
4	Montecito CDD, Satellite Beach, FL	9	VillaSol CDD, Osceola County, FL
5	Narcoossee CDD, Orlando, FL	10	Country Greens CDD, Lake County, FL

FIRM QUALIFICATIONS

Dewberry is a leading, multi-disciplined firm with a proven history of providing professional services to a wide variety of public- and private-sector clients. Established in 1956, Dewberry is headquartered in Fairfax, Virginia, with 50 locations and over 2,000 professionals nationwide, including our local office in Orlando. Recognized for combining unsurpassed commitment to client service with deep subject matter expertise, Dewberry is dedicated to solving clients' most complex challenges and transforming their communities.

Dewberry's Florida operation is backed by the resources and stability of a national firm and specializes in site/civil, environmental, utility infrastructure, transportation engineering, surveying, architecture, and land development services. Dewberry has 15 office locations and over 300 employees in Florida, bringing expertise, qualifications, and resources to cities and counties throughout the state. Dewberry supports large and small projects in the following primary service areas:

- Alternative delivery
- Architecture
- Building engineering
- Disaster response and emergency management
- Energy services
- Environmental services
- Geospatial services
- · Mechanical, electrical, and plumbing services
- Program management
- Site/civil services
- Surveying/mapping
- Sustainability
- Transportation
- Water/wastewater/reclaimed water services

We put clients first, we build strong and lasting relationships to become trusted advisors to our clients. Personal commitment to our clients and standing behind our work are central principles of the "Dewberry Way."

Relevant Experience

The absolute best predictor of future success is past performance and we have a lot of experience in all areas required for this contract. Whether we are providing professional design engineering services or as a previous District Engineer, our track record speaks for itself.

DEWBERRY HAS 300+ EMPLOYEES IN FLORIDA

During past years in business, no other Central Florida firm has been more involved in Florida's explosive development. This is demonstrated by the work we have performed for hundreds of clients over four decades. We have developed a unique general approach to land development projects. Our approach is tried-and-true, and it has proven, time-and-time-again, to reduce the coordination efforts for our clients and, importantly, it produces successful projects.

Dewberry has also developed a "Land Development Process" Manual. All our professional staff members are required to know our quality procedures and to stay abreast of regulatory changes. The purpose of this manual is to describe the method and process in which Dewberry provides planning, design and construction related services for Land Development projects. This process minimizes the opportunity for missed deadlines, decreases errors and omissions on the plans, plats, calculations and permits, and maximizes the opportunity to produce high quality, buildable projects, resulting in satisfied clients and a positive company reputation in the engineering community.

We have a defined, workable Quality Control Plan. Every submittal is checked by an independent reviewer using our written quality control procedures. These procedures include Sufficiency Checklists to ensure that the documents are complete. The quality control checks are scheduled within the project master schedule to ensure that time is allocated to make revisions. All of our firm's staff use Quality Control Manuals to ensure that the project is being prepared correctly the first time. All of this detail means that our clients can be confident that they are getting the best possible product from Dewberry.

The following CDD projects are representative of our relevant project experience:

- Baytree CDD, Brevard County
- Cascades at Groveland CDD, Lake County

H. ADDITIONAL INFORMATION

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

- Country Greens CDD, Lake County
- Covington Park CDD, Hillsborough County
- Deer Run CDD, Flagler County
- Dowden West CDD, Orlando
- East Park CDD, Orange County
- Greater Lakes Sawgrass Bay CDD, Lake Wales
- Highland Meadows CDD, Polk County
- Lake Emma CDD, Groveland
- Lakewood Ranch CDDs 1, 2, 4, 5, 6, Sarasota and Manatee County
- Lakewood Ranch Stewardship, Sarasota and Manatee County
- Live Oak Lake CDD, Osceola County
- Montecito CDD, Brevard County
- Narcoossee CDD, Orange County
- On-Top-of-the-World CDDs, Marion County
 - · Chandler Hills East CDD, Marion County
 - Indigo East CDD, Marion County
 - Bay Laurel Center CDD, Marion County
- Osceola Chain of Lakes, Osceola County
- Reedy Creek Improvement District, Osceola County
- · Reunion Resort CDD, Osceola County
- Verandas CDD, Pasco County
- Viera CDD, Brevard County
- VillaSol CDD, Osceola County
- West Villages Improvement District, Sarasota County

Project Approach

We have prepared an organizational approach to fit the specific categories of the organization and operations to support both large and small engineering projects. Through our many years of serving as District Engineer, we've been successful at becoming an extension of the CDD's Project Management group, with the ability to understand project needs and proposing only on what is necessary to complete the task at hand. Our management team is committed to a quality product that is consistent with East 547 CDD's policies and procedures.

Serving as District Engineer is **Rey Malavé**, **PE**. Rey has 41 years of experience in civil engineering and a diversified background in the design and permitting of infrastructure systems, including public facilities, utility systems, office

buildings, commercial developments, recreational facilities, and industrial developments. He has extensive experience with permitting agencies, including FDEP, FDOT, Florida Water Management Districts, and other local agencies. He has served as the District Engineer for over 25 CDDs and Improvement Districts in Florida.

Transportation Services

Dewberry has provided roadway and bridge design services to numerous governmental agencies throughout Florida for over 30 years. Our projects have ranged from minor intersection improvements and milling and resurfacing of existing roadways to capacity improvements and complex, multilevel interchanges. The extensive experience of our staff in the design, preparation of construction documents and post design services for roadways, bridges, and associated systems provides East 547 with the expertise to handle any type of transportation related assignment. Our transportation design staff, coupled with the survey, drainage, environmental, and permitting capabilities, allows us to efficiently complete any assignment, as all disciplines required are available in-house.

Traffic design may include one or more of the following items, dependent upon a specific project: signing design, pavement marking design, signal warrant analysis, signalization design, lighting justification, lighting design and traffic studies. We have extensive experience in these phases of the project and we are qualified to perform all aspects of traffic engineering.

Engineering services related to structural design may be required for bridge widenings, bridge rail replacements, box culvert extensions, retaining walls, sheet piling, overhead sign structures, multi-post guide signs, signal poles, mast arms light poles and foundations for signs, signal poles and lighting. We have an experienced inhouse staff to provide these services.

Water/Wastewater Services

Our team can provide both utility analyses of existing master systems, preparation and updates to master plans, as well as prepare utility construction plans. Dewberry can analyze the existing utility systems and make recommendations for upgrades or replacement. We have designed numerous utility collection and transmission facilities, gravity sewers, force mains, reuse water and potable water systems. We have also designed numerous wastewater and water pump stations. We also have experience in the transformation of septic tank systems by the installation of new sewer systems.

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

Stormwater Management Services

Our integrated stormwater management services range from large basin studies to the design of collection systems. Our team has performed analysis on various projects throughout Florida. We have designed culvert replacements to extensions on numerous roadway projects, ranging from two-lane rural widening to multilane expressways.

Drainage design and permitting are critical parts of any project. We will provide assistance to the District in coordination with MS4 support, total maximum daily loads, numeric nutrient criteria support, drainage, erosion and sediment control, stormwater basin modeling, assessment and evaluation drainage systems, design and construction plans for stormwater management systems and coordination with state and federal agencies.

Assumptions and/or omissions in this area can cause significant delays in the project schedule, increase costs during construction and even lead to possible litigation against the District. We are experienced in identifying, analyzing, and addressing drainage impacts associated with a variety of project types. Our drainage staff is knowledgeable of Water Management District criteria and we are adept at developing creative and innovative solutions to drainage problems. We also have experience preparing flood studies with FEMA. At the heart of our approach is a thorough document review of the existing plans, USGS Quadrangle Maps, USDA Soil Survey, FEMA Flood Insurance Maps and aerial photographs. With this data in hand, we will perform a field review during the pre-scope meeting, identify all drainage and permitting issues, and discuss possible drainage solutions with the District. Existing drainage patterns, ponding concerns and erosion problems will be documented. We will contact the Distirct's Maintenance Engineer to discuss any concerns regarding the project area.

Survey and Mapping Services

Dewberry has provided continuing surveying services for many counties and municipalities throughout the State of Florida. Our large in-house survey staff, with numerous crews out of our Orlando office, are well-versed in the rigors of on-call assignments and the immediate response time they require. We utilize state-of-the-art equipment to provide cost effective surveying, ROW mapping, utility designation, and subsurface utility engineering (SUE) for roadway, municipal, and civil development projects. We have extensive experience in boundary surveys, topographic design surveys, tree surveys, inventory surveys, and underground utility mapping. Our survey team has a dedicated staff of photogrammetrists who specialize in aerial photogrammetry, fixed and aerial LiDAR, and GIS mapping.

Our services for surveying and mapping may include: asbuilt surveys, boundary surveys, eminent domain surveys, GIS, legal description preparation, plat preparation, property sketches, ROW mapping, SUE, topographic surveys, and utility surveys.

SUE technology combines geophysics, surveying, and civil engineering to better locate underground utilities. This service helps our clients avoid costly utility conflicts and construction delays caused by inaccurately plotted utilities. Our 3-D Laser Scanning equipment allows our survey crews to accurately collect field data comprehensively and, most importantly, safely. Dewberry is one of a select few firms in the state to have this technology.

Environmental/Permitting Services

From determining wetland lines to the understanding of current rules and regulations for water management districts, our staff has full understanding and experience in providing these services for cities and other governmental agencies. We have obtained permits with the various local, state and federal agencies for a variety of projects. We understand how to prepare permit applications, work closely with the agencies and obtain permits for your projects. Dewberry will track the permit status for each agency, keep the District informed of the progress of all permits and respond promptly to all requests for additional information.

As part of our efforts for East 547 CDD, we will assist in determining the permits needed for each development project along with the anticipated schedules for obtaining each permit. Additionally, we have experience in permitting with governmental agencies such as the Water Management Districts, FDEP, Florida Fish and Wildlife Conservation Commission (FFWCC), U.S. Army Corps of Engineers (USACE), and FDOT. We have staff that consists of both engineers and environmental scientists, many of which have worked previously for various permitting agencies.

Landscape Architecture/Planning

Dewberry has extensive landscape architecture experience throughout Florida. Our project experience includes residential, retail office, mixed-use, streetscapes and recreational uses as well as hardscape and irrigation design. Our hardscape designs have included corporate plazas, streetscapes, fountains, amenity areas for multifamily projects, and urban plazas.

Our planning services to East 547 CDD will include presentations to CDD Commissioners and public meetings, where we would provide assistance to the District for the understanding of technical issues, 30. PROVIDE ANY ADDITIONAL INFORMATION REQUESTED BY THE AGENCY. ATTACH ADDITIONAL SHEETS AS NEEDED.

proposed developments, projected roadway designs, possible ROW changes, and to provide a professional and expert opinion on issues that may be needed by the District. Dewberry can assist the District with the following planning services:

- Comprehensive planning
- Review of comprehensive plan amendments
- Preparing land development regulations, including form based codes, GIS and mapping services
- Transportation planning
- Revitalization/redevelopment planning

Construction Administration/CEI

We have continually provided construction administration services to our clients on most of the projects we have designed. Dewberry understands the importance of establishing and maintaining budgets. As a project is constructed, it is imperative that our team monitor the project budget and keep the District consistently informed. We have worked with many cities and counties on providing all construction services, including the assistance in the preparation of bid documents, prebid meetings, pre-construction meetings, construction administration, site observation, pay application review and approvals. We also provide shop drawing reviews and approvals per construction documents. We will provide assistance to District staff in the administration of construction contracts. Our team is currently providing these services to many municipalities across the state of Florida.

Our Construction Administration staff is prepared to support the District in various construction management related tasks. We routinely perform these services for both our public and private clients. Our services include:

- Construction Inspection
- Shop Drawing Review

(

- Pay Application Verification
- · Construction Scheduling
- Utility Company Coordination
- Final Regulatory Acceptance
- Record Drawings
- Project Value Engineering
- Bid Document Preparation
- Bid Summarization and Analysis
- Contract Preparation

Task Initiation

Our Project Approach will vary due to the type of assignment; however, the important first steps in task initiation involve data gathering and scope development.

Data Gathering

This phase consists of defining the project objectives, identifying elements involved in the task, conducting a field review meeting (if required) and developing a detailed scope of services.

This phase will begin once a specific task or project has been identified by the District. Once identified, we will coordinate with the Distict to obtain all existing information. This data collection effort is very important in that it provides us valuable information prior to developing the scope of services.

If applicable or desired, an on-site field review meeting will be held jointly with the District and other appropriate agencies to discuss the task objectives and identify areas of concern. Discussions regarding the projects background, scope requirements, project constraints and other relevant issues will be held to reach an understanding of the overall project goals. Based on the data collection effort and the initial on-site field meeting, the specific plan elements required for the task will be identified and agreed to with the District prior to developing a scope of services.

Scope Development

A detailed scope of services, fee estimate, and schedule for each task will be developed based on the data gathering efforts and discussions. This scope and work effort will be heavily influenced by the quality of the data collected and the specific needs of each task. Man-hour estimates will be provided for each discipline involved. The scope and work effort will be prepared and negotiated quickly, so as not to affect the schedule.

Other Considerations

COST CONTROL

We constantly review our designs and look for ways to save our clients time and money. We exercise common sense engineering to provide practical design solutions and not merely based on the way things have always been done in the past.

PROJECT COSTS

We understand the financial constraints that clients face, due to the budget cuts and rising construction and ROW costs. We will review all designs, prepared by Dewberry or others, for cost savings measures that will

H. ADDITIONAL INFORMATION

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

not affect the intention or safety of the project. Our recent experience has shown that minor changes in the design can save materials, and reduce or avoid costly business damage claims and/or ROW impacts. Another key to cost controls is to estimate costs early in the design process and as the design evolves, not just near the end of the design process. Early cost estimating allows for more options to be explored to keep projects within budget or to notify the District that budgets may need to be adjusted.

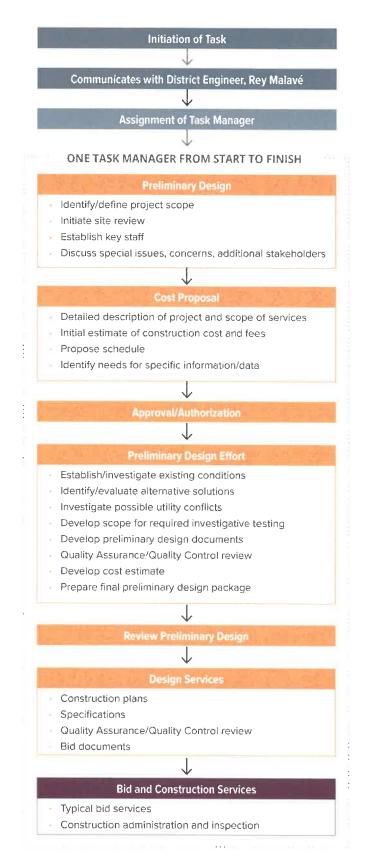
PROJECT SCHEDULE

The importance of maintaining the project schedule through the design or review process cannot be overstated. Dewberry is committed to developing and adhering to the project schedule for each assignment. This is important to us because if we fail to successfully complete any assignment on time, our ability to obtain additional assignments with East 547 will be limited. Furthermore, we will maintain an overall schedule of projects to help with internal and external coordination. We fully understand what is required to keep a project on schedule. The following proven actions will be used by our team to control the project schedule:

- Experienced Client Manager: Our District Engineer, Rey, routinely manages multi-discipline projects, where coordination is critical. Dewberry's wide range of in-house services ensures close coordination between each discipline, enabling us to direct our staffing resources.
- Weekly Team Meetings: Coordination will be ensured through weekly team meetings. These meetings will be used to track progress on individual tasks and as a planning tool.
- Monthly Progress Reports: Monthly progress reports will be supplied to East 547. These reports will be an effective snapshot of the status of each assignment and will be used to identify any potential schedule issues.
- Being Proactive: While managing the schedule, we will be proactive (vs. reactive) on all tasks. Emphasis will be placed on the activity start dates to ensure timely completion.

NPDES MS4 PROGRAM SUPPORT

Having completed numerous programs for other cities and counties, we understand the MS4 Program and have the staff that will assist the CDD in updates, compliance questions and recommendations as needed in the ongoing program.



H. ADDITIONAL INFORMATION

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

INDEPENDENT PEER REVIEW

An independent peer review is performed for each phase submittal. This review is performed by senior level staff not directly involved in the project and may be located in a separate office.

CONSTRUCTABILITY/BIDABILITY REVIEW

Prior to the 90 and 100 percent submittals, the plans will be subjected to a constructability/bidability review. This review will be performed by our in-house construction administrators.

Quality Assurance/Quality Control

Dewberry understands the value of repeat business. Our commitment to personalized client service is such that we guarantee we will respond to each client's needs promptly and effectively. From the beginning, we recognized that functional efficiency and technical excellence must be provided as a matter of course in engineering design. Each project produced by our firm reflects this corporate commitment to excellence and our insurance is our Quality Control Plan. Our Quality Assurance Plan and procedures are based on the philosophies that:

- Plan: Quality is controlled by adequate planning, coordination, supervision and technical direction, proper definition of job requirements and procedures, and the involvement of experienced professionals.
- Do: Quality is achieved by individuals performing work functions carefully and "doing it right the first time".
- Check: Quality is verified through checking, reviewing, and supervising work activities, with documentation by objective individuals who were not directly responsible for performing the initial work.
- Act: Quality is ensured by having a manager perform quality assurance functions that involve monitoring and close review of not only the work but also the procedures used in performing the work.

Asset Management

Dewberry is a leader in developing comprehensive, strategic asset management programs for public infrastructure. We typically utilize and coordinate with IT, GIS, mapping, and other appropriate technologies. Our asset management services are part of an approach for helping clients build dynamic, sustainable organizations that are capable of and committed to delivering the highest possible level of value and service to their customers.

Our team brings a level of credibility to the process that cannot be gained from a strict management-only consulting approach. Over the coming future years, aging infrastructure will require an increasing higher portion of an organization's Capital and Renewal & Replacement (R&R) dollars. Planning today must focus on risk based assessments, including targeted condition assessment to quantify and prioritize limited R&R and capital dollars. The Dewberry Team is comprised of subject matter experts that champion this innovative approach.

I. AUTHORIZED REPRESENTATIVE

The foregoing is a statement of facts.

31. SIGNATURE

32. DATE 11.05.2021

33. NAME AND TITLE

Rey Malavé, PE, Associate Vice President

ARCHITECT – ENGINEER QUALIFICATIONS

PART II - GENERAL QUALIFICATIONS

1. SOLICITATION NUMBER (IF ANY)

2a. FIRM (or Branch Office) NAM	VE.			3. YEAR ESTABLISHED	4. UNIQUE ENTITY IDENTIFIER				
Dewberry Engin	eers Inc.	₩ 1	Dewberry [.]	2013	078839109				
2b. STREET									
800 North Magnolia	a Avenue, Suite 1000	5. OWNERSHIP							
2c. CITY	c. CITY 2d. STATE 2e. ZIP CODE								
Orlando		FL	32803-3251	Corporation					
6a. POINT OF CONTACT NAME Kevin E. Knudsen,				b. SMALL BUSINESS STATUS	S				
6b. TELEPHONE NUMBER 321.354.9646	6c. EMAIL ADDRESS kknudsen@dew	7. NAME OF FIRM (If block 2a is a branch office) The Dewberry Companies Inc.							
8a. FORMER FIRM NAME(S) (II	fanv)	8b. YEAR ESTABLISHED 8c. UNIQUE ENTITY IDENTIFIER							

	9. EMPLOYEES BY DISCI	PLINE		ANI	10. PROFILE OF FIRM'S EXPERIENCE NUAL AVERAGE REVENUE FOR LAST		
a. Function	b. Discipline	c. Number	of Employees	a. Profile		c. Revenue	
Code		(1) FIRM	(2) BRANCH	Code	b. Experience	Index Numbe (see below)	
02	Administrative	215	8	B02	Bridges	6	
08	CADD Technician	78	5	C16	Construction Surveying	2	
12	Civil Engineer	301	13	E09	Environmental Impact Studies, Assessments or Statements	1	
15	Construction Inspector	104	1	H11	Housing (Residential, Multi-Family; Apartments; Condominiums	4	
16	Construction Manager	49	1	L02	Land Surveying	6	
20	Economists/Financial Analysts	44	4	L10	Land Development, Residential	6	
21	Electrical Engineer	78	1	L11	Land Development, Commercial	5	
24	Environmental Scientist	51	5	L12	Land Development, Industrial	2	
38	Land Surveyor	193	33	L13	Land Development, Public	3	
39	Landscape Architect	34	4	S09	Structural Design; Special Structures	1	
47	Planner: Urban/Regional	40	3	S10	Surveying, Platting; Mapping; Flood Plain Studies	5	
48	Program Analyst/Program Manager	24	1	T03	Traffic & Transportation Engineering	7	
56	Technical/Specification Writer	50	1	T04	Topographic Surveying and Mapping	5	
57	Structural Engineer	141	6	T05	Towers (Self-Supporting & Guyed Systems)	3	
58	Technician/Analyst	4	1	W02	Water Resources; Hydrology; Ground Water	1	
60	Transportation Engineer	167	24	W03	Water Supply; Treatment and Distribution	1	
62	Water Resources Engineer	118	5				
	Water/Wastewater Engineer	103	3				
	Other Employees	490	4				
	Total	2284	123				

11. ANNUAL AVERAGE PROFESSI REVENUES OF FIRMS FOR LAS (Insert revenue index number sho	T 3 YEARS	PROFESSIONAL SERVICES REVEN 1. Less than \$100,000 2. \$100,000 to less than \$250,000	UE INDEX NUMBER 6. \$2 million to less than \$5 million 7. \$5 million to less than \$10 million
a. Federal Work	1	3. \$250,000 to less than \$500,000	8. \$10 million to less than \$25 million
b. Non-Federal Work	8	4. \$500,000 to less than \$1 million	9. \$25 million to less than \$50 million
c. Total Work	8	5. \$1 million to less than \$2 million	10. \$50 million or greater

12. AUTHORIZED REPRESENTATIVE The foregoing is a statement of facts.

a. SIGNATURE to.sa

November 2, 2021

c. NAME AND TITLE

Donald E. Stone, Jr., Director/Executive Vice President

SECTION 2: Firm Licenses



FIRM LICENSES

State Licenses

State of Florida Department of State

I certify from the records of this office that DEWBERRY ENGINEERS INC. is a New York corporation authorized to transact business in the State of Florida, qualified on December 26, 2000.

The document number of this corporation is F00000007242.

I further certify that said corporation has paid all fees due this office through December 31, 2021, that its most recent annual report/uniform business report was filed on June 14, 2021, and that its status is active.

I further certify that said corporation has not filed a Certificate of Withdrawal.

Given under my hand and the Great Seal of the State of Florida at Tallahassee, the Capital, this the Sixteenth day of June, 2021



KAUNUMBU Secretary of State

Tracking Number: 3123734411CU

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

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





Florida Department of Agriculture and Consumer Services Division of Consumer Services Board of Professional Surveyors and Mappers 2005 Apalachee Pkway Tallahassee, Florida 32399-6500

License No.: LB8011
Expiration Date February 28, 2023

Professional Surveyor and Mapper Business License

Under the provisions of Chapter 472, Florida Statutes

DEWBERRY ENGINEERS INC. 800 N MAGNOLIA AVE STE 1000 ORLANDO, FL 32803-3251

nicole fried

NICOLE "NIKKI" FRIED COMMISSIONER OF AGRICULTURE

This is to certify that the professional surveyor and mapper whose name and address are shown above is liceased as required by Chapter 472, Florida Statutes





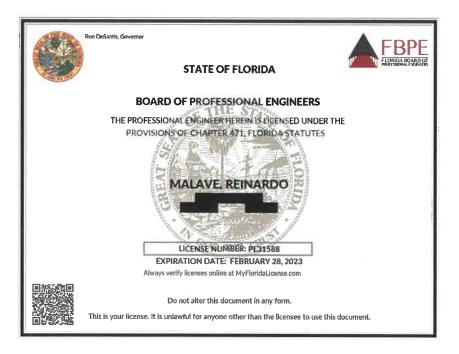
ENGINEERING SERVICES

Please be advised that as of February 2021, the Florida Board of Professional Engineers (FBPE) does not require companies to renew their engineering licensure and therefore no longer have printable licenses nor applicable expiration dates, only a requirement that they be currently listed on the Board's registry. Dewberry Engineers Inc. is up-to-date on professional registration to the board, which can be confirmed with a Florida Department of Business & Professional Regulation (DBPR) licensee search.





Individual Licenses







ENGINEERING SERVICES













Society of Wetland Scientists Professional Certification Program, Inc

renews the designation

Professional Wetland Scientist

For

Nicole Gough

In recognition of all the professional requirements approved by the Society of Wetland Scientists Certification Renewal Program, and verified by the Society's Certification Renewal Review Panel.

Professional Wetland Scientist Number 2585 issued on 7/15/2015 and recertified on 2/1/2020.

Due to recertify again by 7/15/2025.



Matthew Simpson, PWS President

Pat Frost, PWS Certification Renewal Chair



Florida Department of Agriculture and Consumer Services
Division of Consumer Services
Board of Professional Surveyors and Mappers
2005 Apalachee Pkway Tallahassee, Florida 32399-6500

License No.: LS5381

Expiration Date February 28, 2023

Professional Surveyor and Mapper License

Under the provisions of Chapter 472, Florida Statutes

WILLIAM DOUGLAS DONLEY

nicole friel

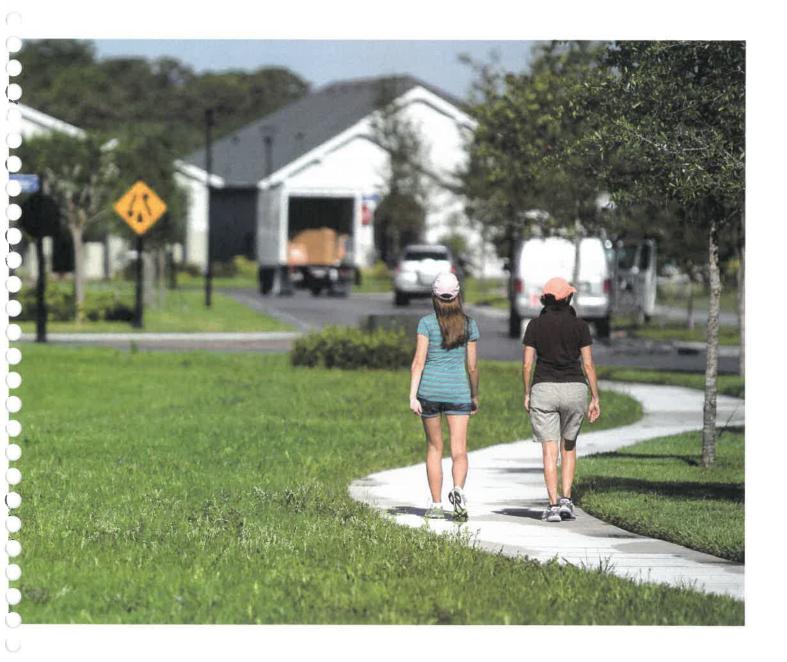
NICOLE *NIKKI" FRIED COMMISSIONER OF AGRICULTURE

This is to certify than the professional surveyor and mapper whose name and address are shown above is licensed as required by Chapter 472, Florida Statutes.





SECTION 3: Qualifications and Experience



QUALIFICATIONS AND EXPERIENCE

Ability and Adequacy of Professional Personnel

We have carefully selected our team of professionals and technical experts to match our experience and expertise with the qualifications required. Our firm has a varied array of experience, disciplines, and available resources available to provide the required services to the East 547 CDD. Our team can provide engineering design, planning management, technical, and administrative services as requested by East 547 CDD and will make a commitment to prioritize the CDD's needs.

Our District Engineer, **Rey Malavé**, **PE**, Associate Vice President at Dewberry, has 41 years of civil engineering experience for both public and private clients and has served as the project manager for numerous private commercial and residential developments across Florida. This includes Dowden West CDD in Orlando; Live Oak Lake CDD (Twin Lakes Development) in Osceola County; Cascades at Groveland CDD in Groveland; Baytree CDD in Brevard County; and the Lakewood Ranch CDDs in Sarasota and Manatee Counties.

Rey has a proven track record for meeting budgets and schedules on complex and short time frame design projects. He is known for his ability to quickly adapt to changing schedules, design parameters, and client needs. Rey's diversified background in engineering design includes all aspects of land development engineering including master drainage, stormwater management design, site grading, water and reclaim distribution and sewer collection/transmission systems, as well as, project reviews for permitting agencies.

Serving as Assistant District Engineer is **Peter Armans, PE**. He has 12 years of experience in planning, design, rehabilitation, condition assessment, and construction management of water distribution systems, sewer conveyance systems, and stormwater management systems. He provides oversight and review for various inspection technologies and methodologies and has in-depth experience with scoping, budgeting, advertising, and negotiating construction activities and contracts.

Our project management and organizational

Why Dewberry?



District Engineer for 25+ CDDs across Florida



Local, experienced District
Engineer ready to work for you



Comprehensive understanding of CDD's infrastructure and operational needs



300+ employees in 15 offices within Florida, including a local office in Orlando



Cohesive group of professionals integrated across service areas to leverage success for our clients



60+ years helping clients build and shape communities

structure within each key service areas demonstrates our thorough understanding of the scope of this contract and our desire to meet the objectives of the project assignments.

Our senior experienced professionals are all well versed in addressing their particular specialty area and have associates working under their direction to efficiently tackle any assignment from East 547 CDD. This organizational structure has a long history of success as a model that Dewberry has implemented across the country for similar CDDs and public agencies.

We will continue to develop and apply innovative concepts and techniques to effectively and efficiently design and manage all tasks. It is important to note that Dewberry is a full-service civil engineering firm that can meet your needs for any project – large or small. Dewberry can react quickly to your requests and provide all technical support under one roof.

For more information on our project management





FIGURE 3.1 We build strong and lasting relationships with our clients. The caliber of our people and combining unsurpassed client service with deep subject matter expertise is what sets us apart. We operate with the highest level of ethics and transparency. Our integrity—and that of our people—is second to none. Personal commitment to our clients and standing behind our work are two central tenants of our cultural statement. "Dewberry at Work."

team, we have provided resumes in our Standard Form 330 included in **Section 1: Standard Form 330** of our proposal.

Certified Minority Business

Dewberry Engineers Inc. is not a certified minority business.

Willingness to Meet Time and Budget Requirements

Dewberry recognizes the importance of maintaining project budgets. We have a long history of providing on-schedule services and projects that fit within the client's budget. Over 85% of our work is from repeat clients ... a testament to our ability to work within a budget and schedule.

The following proven actions will be used by our team to control the project budget:

- Experienced Staff: The most effective means of meeting the design budget and schedule is by using experienced staff with the knowledge, training, and equipment necessary to perform their assigned tasks. Dewberry's Project Team has these attributes.
- Construction Budget Controls: We are acutely aware of the volatile construction materials market and its impact on construction budgets. As such, we periodically update our cost data to ensure that the most current unit prices are being used for the construction cost estimates.
- Project Schedule: One way we keep costs in line is by developing and maintaining a schedule for each task. We build a design quality control checking date into every schedule prior to the submittal date for all project deliverables. We have found that focusing on the submittal date often results in rushed or incomplete quality control checks of the plans. Therefore, we will schedule a quality check date at least two weeks prior to the submittal date to make sure that the process is completed. This also allows our District Engineer and team to focus on the quality control date, resulting in plenty of time for the process to work and thus further committing to the project's budget.



Past Experience and Performance

For more than 45 years, our land development professionals have combined an unsurpassed commitment to serving Florida developers with a deep subject matter expertise in a broad spectrum of professional services. We have served as District Engineer for over 25 CDDs across Florida, varying in size from 200 acres to close to 10,000 acres. We are experienced in CDDs from the creation to the continued operations.

Our clients benefit from our local experience and presence, and our familiarity with entitlement issues, plan development and review processes, and local codes and ordinances. We offer creative and cost-effective designs that transform communities.

We provide our residential clients with a range of services that include land planning, entitlement approval, infrastructure design and permitting, surveying, stormwater modeling, environmental review and permitting, sustainable design, landscape architecture, and cost and schedule estimating. We envision and help realize

DEWBERRY WAS NAMED ENR'S 2019 SOUTHEAST DESIGN FIRM OF THE YEAR

possibilities to enrich communities, restore built and natural environments, and manage positive change.

The following table demonstrates our CDD experience throughout Florida:

CDD/Location	District Engineer	Planning	Due Diligence	Civil Engineering	Roadway Design	Stormwater Design	Environmental/Permitting	Landscape Architecture	Survey	Construction Admin
Baytree CDD, Brevard County, FL		•			•	•				
Cascades at Groveland CDD, Groveland, FL			•				•		•	
Country Greens CDD (Sorrento Springs CDD), Lake County, FL	•		•		•	•	•	•		•
Covington Park CDD, Hillsborough County, FL	•	•		•		•		•	•	
Deer Run CDD, Flagler County, FL	•			•				•	•	
Dowden West CDD, Orange County, FL	•	•			•	•			•	
East Park CDD, Orange County, FL	•	•		•			•			•
Greater Lakes - Sawgrass Bay CDD, Lake Wales, FL	•	•							•	•
Highland Meadows CDD, Polk County, FL	•					•	•			•
Lake Emma CDD, Groveland, FL	•		•	•	•	•	•		•	
Lakewood Ranch CDDs 1, 2, 4, 5, 6, Manatee County, FL	•	•		•			•	•	•	•
Lakewood Ranch Stewardship, Manatee County, FL				•	•	•			•	
Live Oak Lake (Twin Lakes Development) CDD, Osceola County, FL	•		•		•	•		•	•	•



CDD/Location	District Engineer	Planning	Due Diligence	Civil Engineering	Roadway Design	Stormwater Design	Environmental/Permitting	Landscape Architecture	Survey	Construction Admin
Montecito CDD, Brevard County, FL	•			•						•
Narcoossee CDD, Orange County, FL	•	•								•
On-Top-of-the-World CDDs, Marion County, FL	•	•		•	•	•				•
Osceola Chain of Lakes, Osceola County, FL	•			•	0	•		•		•
Reedy Creek Improvement District, Osceola County, FL	•	•		•			•		•	•
Reunion Resort CDD, Osceola County, FL		•		•					•	•
Verandas CDD, Pasco County, FL		•		•					•	•
Viera CDD, Brevard County, FL	•	•					•			•
VillaSol CDD, Osceola County, FL	•	•		•	•			•		•
West Villages Improvement District, Sarasota County, FL	•	•	•	•		•	•	•		•

Geographic Location

With 15 office locations and over 300 employees in Florida, we bring expertise, qualifications, and resources to clients throughout the State.

Located in our Orlando office, Rey and Peter will be responsive, make frequent visits, and be readily available for meetings, presentations, or site visits. Additionally, our project team includes local, Orlando staff members proposed for this contract, which leads all components of our assignments to be developed concurrently by a cohesive team.

By utilizing our extensive presence within Central Florida, our approach to the District's projects will combine our understanding of the various project assignments with our experience in identifying the District's needs to develop the appropriate project team for each assignment. This allows us to minimize the time needed from project request to "boots on the ground" activity.

In addition, our Project Team is supported by nationally-recognized subject matter experts and dedicated quality control staff who have the required capacity to provide the array of required services to East 547. This depth of organization permits us to call upon specialists and a broad base of support to satisfy diverse or manpower intensive tasks.

Current and Projected Workloads

Dewberry has an excellent track record of meeting time and budget requirements on the projects we have highlighted in this response and will meet this goal with East 547 CDD. We are fully available for this contract!

Our team, supported by a strong in-house team of infrastructure design specialists, planners, surveyors, environmental scientists, ROW mappers, roadway engineers, MOT engineers, and construction inspection personnel, has the capacity to address all of the District's needs throughout the term of this contract.

Due to the capacity and availability of our proposed staff, we can commit to the District our dedicated team members for these important projects.

Volume of Work Previously Awarded to Consultant by District

Although Dewberry has not worked for the East 547 CDD, we have extensive working experience with numerous CDDs. As demonstrated throughout our proposal, we currently serve as the District Engineer for over 25 CDDs in Florida, which allows us to provide East 547 with the unique experience, familiarity, and understanding of the type of services that will be requested.







www.dewberry.com

East 547 Community Development District Engineer RFQ Ranking Sheet

	Ability and Adequacy	Consultant's	Geographic	Willingness to Meet	Certified Minority	Recent, Current	Volume of Work		
	of Personnel	Past Performance	Location	Time and Budget	Business Enterprise	and Projected	Previously Awarded to	Total Score	Ranking
				Requirements		Workloads	Consultant by District		
	25 Points	25 Points	20 Points	15 Points	5 Points	5 Points	5 Points		
Dewberry									

SECTION V



Marsha M. Faux, CFA, ASA POLK COUNTY PROPERTY APPRAISER 2022 Data Sharing and Usage Agreement

EAST 547 CDD

This Data Sharing and Usage Agreement, hereinafter referred to as "**Agreement**," establishes the terms and conditions under which the **EAST 547 CDD**, hereinafter referred to as "**agency**," can acquire and use Polk County Property Appraiser data that is exempt from Public Records disclosure as defined in <u>FS 119.071</u>.

As of July 1, 2021, the Florida Public Records Exemptions Statute was amended as it relates to the publicly available records maintained by the county property appraiser and tax collector. As a result, exempt (aka confidential) parcels and accounts have been added back to our website and FTP data files. No owner names, mailing addresses, or official records (OR) books and pages of recorded documents related to these parcels/accounts, appear on the Property Appraiser's website or in FTP data files. In addition, the Polk County Property Appraiser's mapping site has been modified to accommodate the statutory change. See Senate Bill 781 for additional information.

For the purposes of this Agreement, all data is provided. It is the responsibility of the agency to apply all statutory guidelines relative to confidentiality.

The confidentiality of personal identifying information including: names, mailing address and OR Book and Pages owned by individuals that have received exempt / confidential status, hereinafter referred to as "confidential data," will be protected as follows:

- 1. The **agency** will not release **confidential data** that may reveal identifying information of individuals exempted from Public Records disclosure.
- 2. The **agency** will not present the **confidential data** in the results of data analysis (including maps) in any manner that would reveal personal identifying information of individuals exempted from Public Records disclosure.
- 3. The **agency** shall comply with all state laws and regulations governing the confidentiality and exempt status of personal identifying and location information that is the subject of this Agreement.
- 4. The **agency** shall ensure any employee granted access to **confidential data** is subject to the terms and conditions of this Agreement.
- 5. The **agency** shall ensure any third party granted access to **confidential data** is subject to the terms and conditions of this Agreement. Acceptance of these terms must be provided in writing to the **agency** by the third party before personal identifying information is released.

The term of this Agreement shall commence on **January 1, 2022** and shall run until **December 31, 2022**, the date of signature by the parties notwithstanding. **This Agreement shall not automatically renew.** A new agreement will be provided annually to ensure all responsible parties are aware of and maintain the terms and conditions of this Data Sharing and Usage Agreement.

In witness of their agreement to the terms above, the parties or their authorized agents hereby affix their signatures.

POLK CO	UNTY PROPERTY APPRAISER	EAST 547 CDD
	Marche Faux	
Signature	: / / /	Signature:
Print:	Marsha M. Faux CFA, ASA	Print:
Title:	Polk County Property Appraiser	Title:
Date:	December 1, 2021	Date:

SECTION VI

CONTRACT AGREEMENT

This Agreement made and entered into on Friday, December 03, 2021 by and between the East 547 Community Development District, a local unit of special purpose government of the State of Florida hereinafter referred to as the 'Special District', and Marsha M. Faux, Polk County Property Appraiser, a Constitutional Officer of the State of Florida, whose address is 255 North Wilson Ave., Bartow, FL 33830, hereinafter referred to as the 'Property Appraiser'.

- 1. Section 197.3632 Florida Statutes, provides that special assessments of non-ad valorem taxes levied by the Special District may be included in the assessment rolls of the County and collected in conjunction with ad valorem taxes as assessed by the Property Appraiser. Pursuant to that option, the Property Appraiser and the Special District shall enter into an agreement providing for reimbursement to the Property Appraiser of administrative costs, including costs of inception and maintenance, incurred as a result of such inclusion.
- 2. The parties herein agree that, for the 2022 tax year assessment roll, the Property Appraiser will include on the assessment rolls such special assessments as are certified to her by the East 547 Community Development District.
- 3. The term of this Agreement shall commence on January 1, 2022 or the date signed below, whichever is later, and shall run until December 31, 2022, the date of signature by the parties notwithstanding. This Agreement shall not automatically renew.
- 4. The Special District shall meet all relevant requirements of Section 197.3632 & 190.021 Florida Statutes.
- 5. The Special District shall furnish the Property Appraiser with up-to-date data concerning its boundaries and proposed assessments, and other information as requested by the Property Appraiser to facilitate in administering the non-ad valorem assessment in question. Specifically, if assessments will be included on the 2022 TRIM Notice, the Special District shall provide **proposed assessments no later than Friday, July 15, 2022.** The Special District's assessments shall, as far as practicable, be uniform (e.g. one uniform assessment for maintenance, etc.) to facilitate the making of the assessments by the mass data techniques utilized by the Property Appraiser.
- 6. The Special District shall certify to the Property Appraiser the Special District's annual installment and levy **no later than Thursday, September 15, 2022**. The Property Appraiser shall, using the information provided by the Special District, place the Special District's non ad-valorem special assessments on properties within the district for inclusion on the 2022 tax roll.
- 7. The Property Appraiser shall be compensated by the Special District for the administrative costs incurred in carrying out this Agreement at the rate of 1% of the amount levied on the TRIM Notice or if the TRIM Notice is not used, the rate shall be 1% of the amount levied on the 2022 tax roll. For the TRIM Notice, the Property Appraiser will require **payment on or before**Thursday, September 15, 2022 for processing within the Property Appraiser budget year (October 1st September 30th).
- 8. If the actual costs of performing the services under this agreement exceed the compensation provided for in Paragraph 7, the amount of compensation shall be the actual costs of performing the services under this agreement.
- 9. If tax roll corrections are requested by the Special District, the Property Appraiser shall be compensated by the Special District for the administrative costs incurred at the rate of \$5.00 for each tax roll correction exceeding ten (10) corrections per tax year.

The Special District shall indemnify and hold harmless, to the extent permitted by Florida law and without waiving its right of any applicable sovereign immunity, the Property Appraiser and all respective officers, employees, agents and instrumentalities from any and all liability, losses or damages, including attorneys' fees and costs of defense, which the Property Appraiser and all respective officers, employees, agents or instrumentalities may incur as a result of claims, demands, suits, causes of actions or proceedings of any kind or nature arising out of, relating to or resulting from the negligent or intentional acts or omissions of the Special District or its employees, agents, servants, partners, principals, or subcontractors arising out of, relating to, or resulting from the performance of the Agreement. The Special District shall pay all claims and losses in connection therewith and shall investigate and defend all claims, suits or actions of any kind or nature in the name of the Property Appraiser where applicable, including appellate proceedings, and shall pay all costs, judgments, and attorneys' fees which may issue thereon.

EXECUTED By:	Marsha M. Faux, CFA, ASA Polk County Property Appraiser
Special District Representative	By:
Print name	I Marche Jamp
Title	Marsha M. Faux, Property Appraiser

SECTION VII

SECTION C

SECTION 1

East 547Community Development District

Summary of Checks

October 09, 2021 through December 02, 2021

Date	Check No.'s		Amount
10/15/21	62-68	\$	6,839.33
10/25/21	69	\$	651.44
11/19/21	70-72	\$	5,397.30
		\$	12,888.07
	10/15/21 10/25/21	10/15/21 62-68 10/25/21 69	10/15/21 62-68 \$ 10/25/21 69 \$

AP300R YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER RUN 12/02/21 PAGE 1
*** CHECK DATES 10/09/2021 - 12/02/2021 *** EAST 547-GENERAL FUND

CHIECK DITTE	10,00,2021 12,02,	BANK	A GENERAL	_			
CHECK VEND# DATE	INVOICE DATE INVOICE	EXPENSED TO YRMO DPT ACCT# SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT #
10/15/21 00012	10/14/21 BW101420 2	202110 310-51300-1100 OR FEE 10/14/21	00		*	200.00	
	SUPERVISC	DR FEE 10/14/21 BR	RIAN WALSH				200.00 000062
10/15/21 00009	10/01/21 85514 2	202110 310-51300-5400	0.0		*	175.00	
	SPECIAL L	DISTRICT FEE F122 DE	EPARMENT OF	ECONOMIC OPPORTU	NITY 		175.00 000063
10/15/21 00011	10/14/21 GP101420 2	202110 310-51300-1100 DR FEE 10/14/21	00		*	200.00	
	SUPERVISO	OR FEE 10/14/21 GA	ARRET PARKI	NSON			200.00 000064
10/15/21 00001	10/01/21 18 2 MANAGEMEN	202110 310-51300-3400	00		*	2,916.67	
	10/01/21 18 2	202110 310-51300-3510	00		*	150.00	
	10/01/21 18 2 WEDSITE A	HNOLOGY OCT 21 202110 310-51300-3520 ADMIN OCT 21			*	100.00	
	10/01/21 18 2 DISSEMINA	202110 310-51300-3130	00		*	416.67	
	10/01/21 18 2	202110 310-51300-5100			*	2.77	
	OFFICE SU 10/01/21 18 2 POSTAGE	202110 310-51300-4200	00		*	4.77	
		202110 310-51300-4250	00		*	8.70	
	10/01/21 19 2	202110 320-53800-3400 NAGEMENT OCT 21	00		*	1,250.00	
	FIELD MAN	GC GC	OVERNMENTAL	MANAGEMENT SERVI	CES		4,849.58 000065
10/15/21 00013	10/14/21 JS101420 2	202110 310-51300-1100	0.0		*	200 00	
	SUPERVISO	JR FEE 10/14/21 JE	EFF SHENEFI	ELD			200.00 000066
10/15/21 00019	10/05/21 378 2	202109 310-51300-3150	00		*	1,014.75	
	GENERAL C	KE	E LAW GROUP	, PLLC			1,014.75 000067
10/15/21 00016	10/14/21 MA101420 2		00		*	200.00	
	SUPERVISO	OR FEE 10/14/21 MI	LTON ANDRA	DE			200.00 000068
10/25/21 00017	9/30/21 00040955 2	202109 310-51300-4800	00		*	651.44	
	NOT OF RE		CALIQ				651.44 000069
		 		 -	 -	-	-

E547 EAST 547 CDD IARAUJO

AP300R YEA	R-TO-DATE ACCOUNTS	PAYABLE PREPAID/COMPUTER	CHECK REGISTER	RUN 12/02/21	PAGE	2
*** CHECK DATES 10/09/2021 - 12/02/2021 *	** EAST 547-0	GENERAL FUND				

BANK A GENERAL FUND

		BANK A GENERAL FUND				
CHECK VEND# DATE	INVOICEEXPENSED TO DATE INVOICE YRMO DPT ACCT#	SUB SUBCLASS VENDO	OR NAME ST	ratus -	AMOUNT	CHECK AMOUNT #
11/19/21 00001	11/01/21 20 202111 310-51300 MANAGEMENT FEES NOV 21	-34000		*	2,916.67	
	11/01/21 20 202111 310-51300	-35200		*	100.00	
	WEBSITE ADMIN NOV 21 11/01/21 20 202111 310-51300	-35100		*	150.00	
	INFO TECHNOLOGY NOV 21 11/01/21 20 202111 310-51300	-31300		*	416.67	
	DISSEMINATION NOV 21 11/01/21 20 202111 310-51300	-51000		*	2.50	
	OFFICE SUPPLIES 11/01/21 20 202111 310-51300	-42500		*	1.95	
	COPIES 11/01/21 21 202111 320-53800 FIELD MANAGEMENT NOV 21				1,250.00	
	FIELD MANAGEMENT NOV ZI	GOVERNMENTAL MAN	AGEMENT SERVICES			4,837.79 000070
11/19/21 00019	11/12/21 682 202110 310-51300 GENERAL COUNSEL OCT 21	-31500		*	229.00	
		KE LAW GROUP, PL	LC			229.00 000071
	10/31/21 00041570 202110 310-51300 NOT OF REG MEETING OCT 2		LC 	*	330.51	
	NOT OF REC PERFING OCT 2	LOCALIQ				330.51 000072
			TOTAL FOR BANK A		12,888.07	
			TOTAL FOR REGISTER		12,888.07	

SECTION 2

Community Development District

Unaudited Financial Reporting
September 30, 2021



Table of Contents

Balance Sheet	1
General Fund Income Statement	2
Debt Service Fund - Series 2021	3
Capital Projects Fund	4
Month to Month	5
Long Term Debt Schedule	6

Community Development District Combined Balance Sheet September 30, 2021

	G	eneral Fund	De	bt Service Fund	Сар	ital Projects Fund	Govei	Totals rnmental Funds
Assets:								
Cash	\$	13,203	\$	-	\$	-	\$	13,203
Due From Developer	\$	_	\$	-	\$	-	\$	-
Due From Capital	\$	-	\$	-	\$	-	\$	-
Prepaid Expenses	\$	5,175	\$	-	\$	-	\$	5,175
<u>Series 2021</u>								
Reserve	\$	-	\$	163,044	\$	-	\$	163,044
Interest	\$	-	\$	77,548	\$	-	\$	77,548
Revenue	\$	-	\$	3	\$	-	\$	3
Construction	\$	-	\$	-	\$	2,408,655	\$	2,408,655
Total Assets	\$	18,378	\$	240,595	\$	2,408,655	\$	2,667,628
Liabilities:								
Accounts Payable	\$	1,666	\$	-	\$	-	\$	1,666
Total Liabilities	\$	1,666	\$	-	\$	-	\$	1,666
Fund Balances:								
Unrestricted	\$	16,712	\$	-	\$	-	\$	16,712
Assigned for Debt Service 2020	\$	-	\$	240,595	\$	-	\$	240,595
Assigned for Capital Projects 2020	\$	-	\$	-	\$	2,408,655	\$	2,408,655
Total Fund Balances	\$	16,712	\$	240,595	\$	2,408,655	\$	2,665,961
Total Liabilities & Fund Balance	\$	18,378	\$	240,595	\$	2,408,655	\$	2,667,628

East 547 Community Development District

General Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending September 30, 2021

	,	Adopted Prorated Budge		ated Budget		Actual		
		Budget	Thr	u 09/30/21	Thru	u 09/30/21	١	/ariance
Revenues								
Developer Contributions	\$	114,010	\$	85,000	\$	85,000	\$	-
Total Revenues	\$	114,010	\$	85,000	\$	85,000	\$	-
Expenditures:								
General & Administrative:								
Supervisor Fees	\$	12,000	\$	12,000	\$	5,600	\$	6,400
Engineering	\$	15,000	\$	15,000	\$	-	\$	15,000
Dissemination	\$	-	\$	-	\$	1,250	\$	(1,250)
Attorney	\$	25,000	\$	25,000	\$	9,995	\$	15,005
Management Fees	\$	35,000	\$	35,000	\$	35,000	\$	(0)
Information Technology	\$	3,250	\$	3,250	\$	3,250	\$	-
Telephone	\$	300	\$	300	\$	-	\$	300
Postage	\$	1,000	\$	1,000	\$	125	\$	875
Printing & Binding	\$	1,000	\$	1,000	\$	71	\$	929
Insurance	\$	5,000	\$	5,000	\$	5,000	\$	-
Legal Advertising	\$	10,000	\$	10,000	\$	15,651	\$	(5,651)
Other Current Charges	\$	5,000	\$	5,000	\$	78	\$	4,922
Office Supplies	\$	625	\$	625	\$	187	\$	438
Travel Per Diem	\$	660	\$	660	\$	-	\$	660
Dues, Licenses & Subscriptions	\$	175	\$	175	\$	275	\$	(100)
Total General & Administrative:	\$	114,010	\$	114,010	\$	76,482	\$	37,528
Total Expenditures	\$	114,010	\$	114,010	\$	76,482	\$	37,528
Excess Revenues (Expenditures)	\$	-			\$	8,518		
Fund Balance - Beginning	\$	-			\$	8,193		
Fund Balance - Ending	\$	-			\$	16,712		

Community Development District

Debt Service Fund - Series 2021

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending September 30, 2021

	Ado	pted	Prorate	ed Budget		Actual		
	Buc	lget	Thru 0	06/30/21	Thr	u 06/30/21	V	'ariance
Revenues:								
Interest	\$	-	\$	-	\$	3	\$	3
Total Revenues	\$	-	\$	-	\$	3	\$	3
Expenditures:								
Interest Expense 11/01	\$	-	\$	-	\$	-	\$	-
Principal Expense 05/01	\$	-	\$	-	\$	-	\$	-
Interest Expense 05/01	\$	-	\$	-	\$	-	\$	-
Total Expenditures	\$	-	\$	-	\$	-	\$	-
Other Financing Sources:								
Bond Proceeds	\$	-	\$	-	\$	240,592	\$	240,592
Total Other Financing Sources (Uses)	\$	-	\$	-	\$	240,592	\$	240,592
Excess Revenues (Expenditures)	\$	-			\$	240,595		
Fund Balance - Beginning	\$	-			\$	-		
Fund Balance - Ending	\$	-			\$	240,595		

Community Development District

Capital Projects Fund - Series 2021

Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending September 30, 2021

	Ado	oted	Prorat	ed Budget		Actual	
	Bud	lget	Thru	06/30/21	Th	ru 06/30/21	Variance
Revenues:							
Interest	\$	-	\$	-	\$	54	\$ 54
Total Revenues	\$	-	\$	-	\$	54	\$ 54
Expenditures:							
Capital Outlay	\$	-	\$	-	\$	3,018,145	\$ (3,018,145)
Capital Outlay - COI	\$	-	\$	-	\$	315,781	\$ (315,781)
Total Expenditures	\$	-	\$	-	\$	3,333,926	\$ (3,333,926)
Other Financing Sources:							
Bond Proceeds	\$	_	\$	-	\$	5,634,408	\$ 5,634,408
Premium Sale of bond	\$	-	\$	-	\$	108,119	\$ 108,119
Total Other Financing Sources (Uses)	\$	-	\$	-	\$	5,742,527	\$ 5,742,527
Excess Revenues (Expenditures)	\$	-			\$	2,408,655	
Fund Balance - Beginning	\$	-			\$	-	
Fund Balance - Ending	\$	-			\$	2,408,655	

East 547
Community Development District
Month to Month

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Total
Revenues													
Developer Contributions	\$ - \$	20,000 \$	20,000 \$	- \$	- \$	- \$	- \$	- \$	45,000 \$	- \$	- \$	- \$	85,00
Total Revenues	\$ - \$	20,000 \$	20,000 \$	- \$	- \$	- \$	- \$	- \$	45,000 \$	- \$	- \$	- \$	85,00
Expenditures:													
General & Administrative:													
Supervisor Fees	\$ 800 \$	1,800 \$	- \$	- \$	1,000 \$	- \$	- \$	600 \$	800 \$	- \$	- \$	600 \$	5,60
Engineering	\$ - \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	5,000 \$	- \$	- \$	(5,000) \$	
Dissemination	\$ - \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	417 \$	417 \$	417 \$	1,25
Attorney	\$ 2,408 \$	1,080 \$	411 \$	179 \$	2,282 \$	312 \$	27 \$	853 \$	671 \$	48 \$	711 \$	1,015 \$	9,99
Audit	\$ - \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	
Management Fees	\$ 2,917 \$	2,917 \$	2,917 \$	2,917 \$	2,917 \$	2,917 \$	2,917 \$	2,917 \$	2,917 \$	2,917 \$	2,917 \$	2,917 \$	35,00
Information Technology	\$ - \$	- \$	- \$	- \$	- \$	1,750 \$	- \$	1,000 \$	125 \$	125 \$	125 \$	125 \$	3,250
Telephone	\$ - \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	
Postage	\$ 62 \$	21 \$	24 \$	- \$	- \$	5 \$	- \$	0 \$	2 \$	4 \$	4 \$	4 \$	125
Printing & Binding	\$ 56 \$	2 \$	8 \$	- \$	- \$	4 \$	- \$	- \$	2 \$	- \$	- \$	- \$	7.
Insurance	\$ 5,000 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	5,000
Legal Advertising	\$ 11,545 \$	- \$	113 \$	- \$	852 \$	- \$	426 \$	435 \$	211 \$	709 \$	709 \$	651 \$	15,65
Other Current Charges	\$ - \$	- \$	- \$	- \$	- \$	- \$	25 \$	- \$	8 \$	8 \$	8 \$	29 \$	78
Office Supplies	\$ 4 \$	3 \$	46 \$	- \$	- \$	3 \$	- \$	0 \$	3 \$	129 \$	0 \$	0 \$	187
Travel Per Diem	\$ - \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	
Dues, Licenses & Subscriptions	\$ 275 \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	- \$	275
Total General & Administrative:	\$ 23,066 \$	5,822 \$	3,518 \$	3,096 \$	7,050 \$	4,991 \$	3,394 \$	5,805 \$	9,738 \$	4,356 \$	4,890 \$	758 \$	76,48
Total Expenditures	\$ 23,066 \$	5,822 \$	3,518 \$	3,096 \$	7,050 \$	4,991 \$	3,394 \$	5,805 \$	9,738 \$	4,356 \$	4,890 \$	758 \$	76,482
/- III)	(00.00)			(0.00)	(2.22) 4	((0.004) 4	(m. n.m.) . A		((1,000)	/mm.) A	
Excess Revenues (Expenditures)	(23,066) \$	14,178 \$	16,482 \$	(3,096) \$	(7,050) \$	(4,991) \$	(3,394) \$	(5,805) \$	35,262 \$	(4,356) \$	(4,890) \$	(758) \$	8,518

Community Development District

Long Term Debt Report

SERIES 2021, SPECIAL ASSESSMENT REVENUE BONDS

INTEREST RATE: 2.500%, 3.000%, 3.300%, 4.000%

MATURITY DATE: 5/1/2051

RESERVE FUND DEFINITION MAXIMUM ANNUAL DEBT SERVICE

RESERVE FUND REQUIREMENT \$163,044 RESERVE FUND BALANCE \$163,044

BONDS OUTSTANDING - 06/15/21 \$5,875,000

CURRENT BONDS OUTSTANDING \$5,875,000

SECTION 3

Requisition	Payee/Vendor	Amount
19	Blue Ox Enterprises, LLC	\$ 215,795.52
20	Blue Ox Enterprises, LLC	\$ 517,136.59
21	John Ammons	\$ 7,150.00
22	Associates Construction Products	\$ 116,730.00
23	Duke Energy	\$ 115,197.81
24	Blue Ox Enterprises, LLC	\$ 352,276.42
25	BYO Recreation	\$ 5,149.00
26	National Playground Construction	\$ 10,150.00
27	Platinum Surveying & Mapping, LLC	\$ 21,500.00
28	Daly Design Group, Inc.	\$ 2,010.00
29	Blue Ox Enterprises, LLC	\$ 210,121.70
	TOTAL	\$ 1,573,217.04