Longboat Key Village **RFP 27-004**

# PHASE 4 DRAINAGE IMPROVEMENTS
## DESIGN AND PERMITTING

Kimley»Horn
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# TAB 1

# EXECUTIVE SUMMARY





# TAB 1. EXECUTIVE SUMMARY

**Town of Longboat Key**

Ms. Kari L. Kennedy, CPPB
Procurement Manager,
Procurement Division
501 Bay Isles Road
Longboat Key, Florida 34228

**Kimley-Horn**

1800 2nd Street, Suite 900
Sarasota, Florida 34236

## A. Contact Information



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941.379.7611

**Jordan Leep, PE, PMP**
Authorized Signer
jordan.leep@kimley-horn.com
941.379.7647

**Primary Office**

Kimley-Horn
1800 2nd Street, Suite 900
Sarasota, FL 34236

**Dear Members of the Selection Committee:**

Kimley-Horn and Associates, Inc. is proud of our longstanding partnership with the Town of Longboat Key and the role our team has played in advancing drainage, resiliency, utility, and infrastructure improvements throughout the community. We understand the Town, its neighborhoods, and the importance of reducing flood risk while protecting the character of the Village and minimizing impacts to residents. We are pleased to continue that partnership through the design and permitting of the Longboat Key Village Phase 4 Drainage Improvements.

**We understand Phase 4.** Kimley-Horn prepared the Town's Longboat Key Village Stormwater Analysis, which identified the Phase 4 improvements along Longboat Drive South between Cedar Street and Jackson Way, as well as a portion of Cedar Street and the unimproved right-of-way west of Longboat Drive South. Through that work, our team evaluated the area's vulnerability to sea level rise, king tide flooding, and standing water when rainfall coincides with high tides. That firsthand knowledge gives us a clear understanding of the conditions driving this project and allows us to move directly from analysis into design.

**Roadway, outfalls, and individual properties are key.** The improvements will require careful integration of roadway reconstruction and elevation, stormwater infrastructure, existing utilities, outfall improvements, and transitions to adjacent homes and driveways. Finished floor elevations of existing and planned homes will be particularly important as roadway grades are established. We will also evaluate the proposed saltwater marsh within the Cedar Street right-of-way as an opportunity to provide positive drainage while enhancing water quality and creating a solution suited to the Village's coastal environment.

**Our relationship with the Town gives us a strong foundation for this next phase.** Our Longboat Key experience includes the Norton Street Drainage Improvements, Buttonwood Neighborhood Drainage Improvements, Buttonwood Flood Mitigation/Resiliency project, Gulf of Mexico Drive Roundabout, Sleepy Lagoon Stormwater Analysis, Buttonwood Stormwater Analysis, Emerald Harbor Utility, Bayfront Park Recreation Center, Country Club Shores Watermain Replacement, and CDBG-MIT Grant Services. These assignments have given our team valuable perspective on the Town's infrastructure, neighborhoods, coordination needs, and expectations for project delivery.

**Responsive, experienced leadership.** Molly Williams, PE, will serve as your Project Manager. She brings more than 30 years of experience and has led several of Kimley-Horn's assignments for the Town, including the Buttonwood Stormwater Analysis, Sleepy Lagoon Stormwater Analysis, Norton Street Stormwater Improvements, Buttonwood Neighborhood Drainage Improvements, and Longboat Key Village Stormwater Analysis. Her direct involvement in the Village analysis provides continuity into Phase 4 and means the project begins with a Project Manager who already understands the existing conditions, previous modeling, and improvements considered for this area.



**Enhanced grant support.** As the Town works to advance Phase 4 from design into construction, Kimley-Horn will provide additional support to help identify and evaluate funding opportunities and integrate grant requirements into the project as it progresses. Tami Bailey brings additional grant experience and resources to this effort, strengthening our ability to support the Town with funding coordination while maintaining the federal requirements associated with the project. The RFP specifically calls for grant assistance and compliance with applicable FEMA and federal funding requirements.

We appreciate the opportunity to continue serving the Town of Longboat Key. Phase 4 will continue to build on our knowledge of the Village, and we will continue to turn that knowledge into practical improvements for Longboat Drive South, Cedar Street, Jackson Way, and the surrounding properties.

Sincerely,

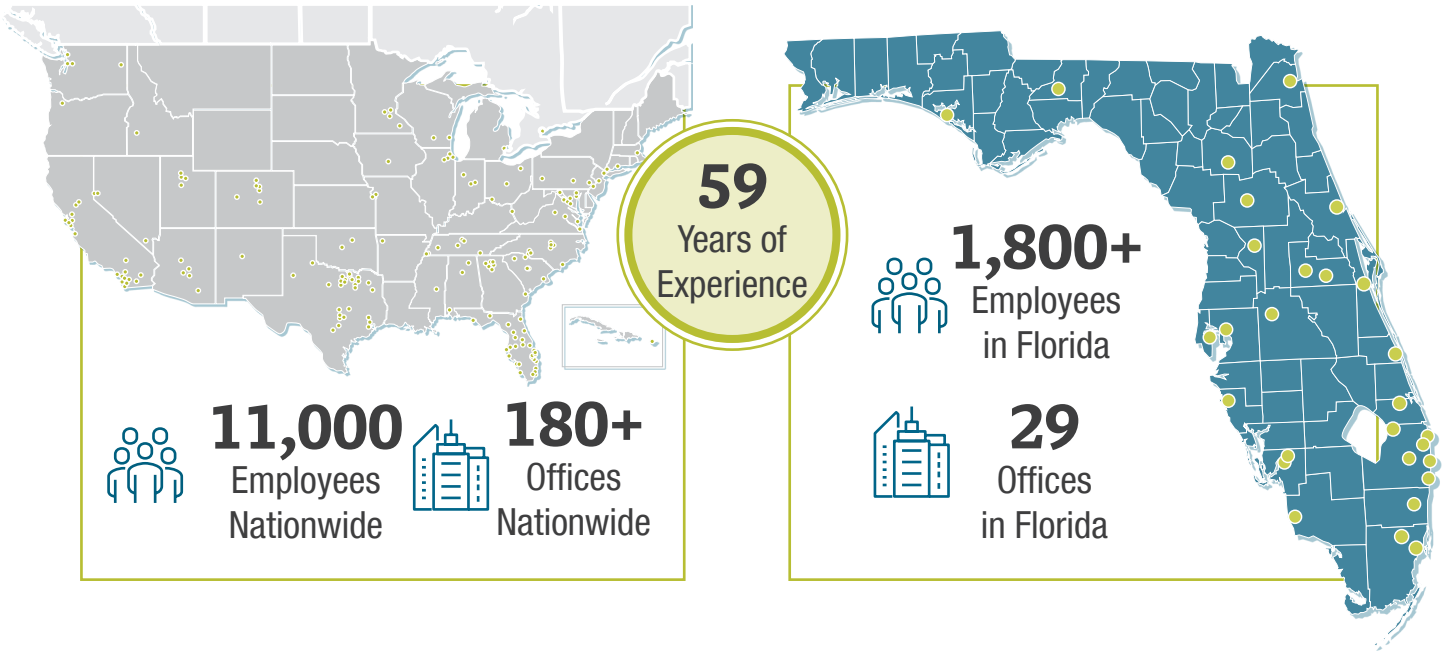
**KIMLEY-HORN AND ASSOCIATES, INC.**

Molly C. Williams, PE

**Molly Williams, PE**
Project Manager/Responsible for Proposal and Negotiations

**Jordan Leep, PE, PMP**
Senior Vice President/Authorized Representative

## B. Firm History and Organization




Founded in 1967, Kimley-Horn is an employee-owned, multidisciplinary consulting firm providing engineering, planning, landscape architecture, and related professional services to public- and private-sector clients. Over its history, Kimley-Horn has expanded its technical capabilities and geographic reach while maintaining a practical focus on infrastructure planning, design, and implementation. The firm's organization brings together complementary disciplines to address projects in which transportation, drainage, utilities, environmental resources, and community needs intersect.



Kimley-Horn's employee-owned structure supports a shared interest in client service and the long-term performance of the organization. Its national network of offices provides access to specialized technical resources, while local offices support direct client communication and familiarity with regional conditions. This combination allows project teams to draw on broader technical experience while maintaining a local point of responsibility.

For the Town of Longboat Key (Town), that structure supports coordination among the disciplines needed to address drainage improvements within an established coastal neighborhood. Our Sarasota office provides a local connection to the Town and the surrounding region. Located at 1800 2nd Street, Suite 900, Sarasota, FL 34236, the office serves as a base for coordinating local services and accessing additional specialists as project needs warrant. Regional experience helps inform our understanding of coastal drainage conditions, utility interfaces, environmental permitting, and the property-level coordination associated with improvements in developed neighborhoods.

## C. Firm Licenses

**State of Florida**
**Department of State**

I certify from the records of this office that KIMLEY-HORN AND ASSOCIATES, INC. is a North Carolina corporation authorized to transact business in the State of Florida, qualified on April 24, 1968.

The document number of this corporation is 821359.

I further certify that said corporation has paid all fees due this office through December 31, 2026, that its most recent annual report/uniform business report was filed on January 10, 2026, 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 Tenth day of February, 2026*

*Secretary of State*

**Tracking Number: 9013963510CU**

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**Licensee Information**

| | |
|---|---|
| Name: | KIMLEY-HORN & ASSOCIATES, INC. (Primary Name) |
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| County: | OUT OF STATE |
| License Mailing: | 421 FAYETTEVILLE STREET<br>SUITE 600<br>RALEIGH NC 27601 |
| County: | OUT OF STATE |

**License Information**

| | |
|---|---|
| License Type: | Engineering Business Registry |
| Rank: | Registry |
| License Number: | 696 |
| Status: | Current |
| Licensure Date: | 05/10/1977 |
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**Licensee Information**

| | |
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| Name: | MINGONET, MILTON SCOTT (Primary Name)<br>KIMLEY-HORN AND ASSOCIATES INC (DBA Name) |
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**License Information**

| | |
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| License Type: | Registered Landscape Architect |
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| License Number: | LA0001428 |
| Status: | Current,Active |
| Licensure Date: | 10/14/1991 |
| Expires: | 11/30/2027 |

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.: LB696
Expiration Date February 28, 2027

**Professional Surveyor and Mapper Business License**
Under the provisions of Chapter 472, Florida Statutes

KIMLEY-HORN AND ASSOCIATES, INC.
421 FAYETTEVILLE ST STE 600
RALEIGH, NC 27601-1777

WILTON SIMPSON
COMMISSIONER OF AGRICULTURE

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

# PHASE 4 DRAINAGE IMPROVEMENTS DESIGN AND PERMITTING



Ron DeSantis, Governor — Melanie S. Griffin, Secretary — FBPE

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**WILLIAMS, MOLLY CHARLENE**
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SWS

*Society of Wetland Scientists*
*Certification Program, Inc.*

grants the designation

**Professional Wetland Scientist**

to

***Ronald Lyle Van Fleet***

In recognition of all the professional requirements approved by the Society of Wetland Scientists Certification Program, Inc. and verified by the Society's Certification Review Panel on the 29th day of September, 1995
Professional Wetland Scientist number 000731

William J. Mitsch, Ph.D., President
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THIS IS TO CERTIFY THAT

Jordan E. Leep

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Pierre Le Manh | President & CEO

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Original Grant Date: 13 August 2018
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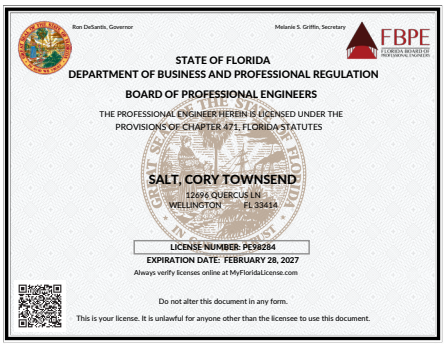
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**LONG, JON CASEY**
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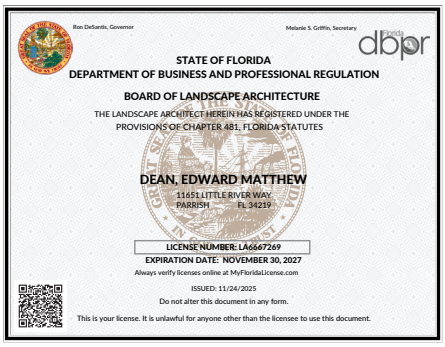
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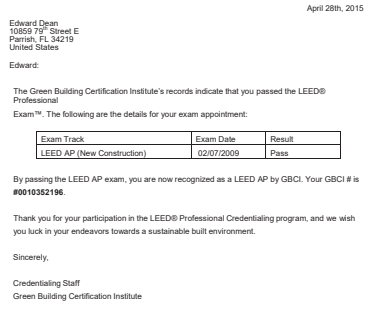
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DEAN, EDWARD MATTHEW
11651 LITTLE RIVER WAY
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April 28th, 2015

Edward Dean
10859 79th Street E
Parrish, FL 34219
United States

Edward:

The Green Building Certification Institute's records indicate that you passed the LEED® Professional Exam™. The following are the details for your exam appointment:

| Exam Track | Exam Date | Result |
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| LEED AP (New Construction) | 02/07/2009 | Pass |

By passing the LEED AP exam, you are now recognized as a LEED AP by GBCI. Your GBCI # is **#0010352196**.

Thank you for your participation in the LEED® Professional Credentialing program, and we wish you luck in your endeavors towards a sustainable built environment.

Sincerely,

Credentialing Staff
Green Building Certification Institute



Society of Wetland Scientists
Professional Certification Program, Inc

grants the designation

Professional Wetland Scientist

For

Jefferson Hemphill

In recognition of all the professional requirements approved by the Society of Wetland Scientists Certification Program, Inc. and verified by the Society's Certification Review Panel on 04/05/2025.
Professional Wetland Scientist number 4002. Due to recertify by 04/05/2030.

Nancy Lyn, SPWS
President

Robert D. Sneckenberger, Ph.D., PWS
Review Panel Chair



National Registry of Environmental Professionals
For
Environmental Certifications

This is to Certify that
Jefferson Hemphill
having successfully demonstrated to the Academic Board of this organization the required level of knowledge and ability, is here by awarded the distinction of
Certified Natural Resources Professional
together with all rights, benefits and privileges attached thereto and that the name and title of the aforementioned registrant is today placed upon the register of the organization.
Given under our hands on this 2nd day of March, 2023.

Executive Director

101230273602303O2
Registrant Number

This Certificate is the property of the National Registry of Environmental Professionals and must, upon demand, be returned.



THE
Register of Professional Archaeologists
Certifies that

Christopher N. Hunt, M.A., RPA

Has met all professional qualifications
and has been accredited as a

Registered Professional Archaeologist

President

January 12, 2015
Date



This certificate hereby qualifies

Philip DiMaria

as a member with all the benefits of a Certified Planner and a commitment to the AICP Code of Ethics and Professional Conduct.

Certified Planner Number: 32396

Joel Albizo, FAIA, AICP
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Hereby Announces That

Jacob Hess

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ISA Certified Arborist ®

By successfully meeting ISA Certified Arborist certification requirements through demonstrated attainment of relevant competencies as supported by the ISA Credentialing Council

Caitlyn Pelliban
CEO & Executive Director

13 October 2023 — Issue Date
31 December 2026 — Expiration Date
FL-10035A — Certification Number

ANAB
ISA Certified Arborist

## D. Judgments, Claims, Arbitration Proceedings, or Suits

Kimley-Horn and its subsidiaries have provided services in all fifty states and numerous countries. Because of the many and varied projects we have completed, we are subject to various legal proceedings from time to time and in the ordinary course of business. It is not practical to provide a complete list as part of this proposal. None of the pending matters, if decided against Kimley-Horn, would have a material impact on our financial statements or impair in any way our ability to serve our clients. Generally, these matters are covered by insurance, and we consider them to be without merit. If you would like to discuss our legal matters in more detail, please contact Kimley-Horn's General Counsel, Ashley Keil, at 919.678.4179.

# TAB 2

# PROPOSER ABILITY AND EXPERIENCE





# TAB 2. PROPOSER ABILITY AND EXPERIENCE

## A. Provide a summary of the Proposer's capabilities and expertise in providing the scope of services for other government agencies, particularly those within Florida.

For 59 years, Kimley-Horn has been improving public infrastructure, including transportation, stormwater systems, public spaces, utilities, and environmental resources in Florida as a consultant to towns, cities, and counties. We are renowned for our excellence in design, innovative solutions, land use planning, and traffic engineering services. Our work for other Florida municipalities has helped solve some of their most complex public infrastructure issues. Our focus is on helping clients find resource-effective solutions that meet multiple objectives and make the most of every dollar spent.

Kimley-Horn can partner with the Town of Longboat Key to manage, design, permit, bid, and implement resilient drainage and roadway improvements within the Longboat Key Village neighborhood. The proposed improvements will require careful integration of roadway reconstruction and elevation, drainage modeling, stormwater infrastructure, outfall protection, private-property restoration, utility coordination, easement establishment, public engagement, environmental compliance, grant assistance, and construction-related services. Our local knowledge of the Village, familiarity with its existing stormwater system, and understanding of the effects of high tides, king tides, rainfall, and sea level rise allow our team to move efficiently from the Town's prior planning and analysis into implementable improvements.

We are a full-service, multidisciplinary firm that provides versatile expertise and services, including but not limited to:

### Stormwater Services

We understand the variety and complexity of stormwater projects for coastal communities. Our staff has helped solve complex stormwater runoff, retention, treatment, tidal flooding, and resiliency issues. This experience directly supports the Town's need to mitigate standing water, sunny-day flooding, high-tide impacts, and rainfall events occurring concurrently with elevated tidal conditions.

- Developing, analyzing, and updating comprehensive stormwater models
- Flood and coastal resiliency analysis and design
- Stormwater management and design
- Cost-benefit analysis
- Estimating
- Capital and phased improvement planning
- Master planning
- Design of systems discharging to impaired waterbodies
- Drainage system design and retrofitting
- Hydrogeology
- BMP and low-impact development design
- NPDES monitoring and compliance programs
- Erosion and sediment control plans
- Geographic Information Systems (GIS)
- Visioning and public involvement
- Regulatory agency planning, coordination, and liaison
- Financing sources, including grants and stormwater utility fee planning
- Feasibility analysis
- Project specifications
- Construction phase services
- Asset management and proactive maintenance planning
- Communication tools, including SMARTS
- Cost estimates, specifications, and bid documents
- Grant administration support and document management through SMARTS
- Grant closeout and lessons learned
- As-built and project certification services
- Bid-related services

# PHASE 4 DRAINAGE IMPROVEMENTS DESIGN AND PERMITTING



For this project, these capabilities will support the evaluation and design of roadway and drainage improvements intended to increase the elevation difference between inlets and discharge points, improve system performance during rainfall events, provide additional storage during concurrent rainfall and king tides, and reduce the potential for tidal water to enter or circumvent the stormwater system. Our team will also carefully coordinate the proposed improvements with adjacent finished-floor elevations, driveways, private properties, utilities, and existing outfalls.

**Project Spotlight:**

## BUTTONWOOD NEIGHBORHOOD DRAINAGE IMPROVEMENTS DESIGN AND PERMITTING

*Town of Longboat Key, Florida*

The Town of Longboat Key contracted with Kimley-Horn to identify alternatives and recommendations to improve capacity elements of the existing stormwater management system and address stormwater concerns in the Buttonwood neighborhood. The Buttonwood Neighborhood Stormwater Analysis report identified six projects to increase the resiliency of the infrastructure in the neighborhood. The Buttonwood Neighborhood Drainage Improvements project includes three of the six recommended projects: the Buttonwood Drive and Winslow Place reconstruction, a flow diversion, and ditch optimization projects. The design and permitting phase of the Buttonwood Drainage Improvements project is federally funded through the Florida Division of Emergency Management via the Hazard Mitigation Grant Program contract H1133 for Project 4673-109-R. As the project progresses, it is critical that all grant requirements, including NEPA compliance, are met. For grant compliance and document management, the SMARTS Grant Tracking platform is a tool available for the team.

This work demonstrates our ability to combine roadway reconstruction, stormwater improvements, permitting, public coordination, grant compliance, document management, and coastal resiliency improvements for the Town. The lessons learned through Buttonwood are directly applicable to the proposed drainage improvements, where the design must address existing system limitations, tidal influences, constrained rights-of-way, private-property interfaces, public expectations, regulatory requirements, and federal funding obligations.

## Transportation and Roadway Services

Kimley-Horn's engineers have developed plans and specifications for more than 4,000 miles of roadway, from interstates and state routes to interchange structures, urban arterials, and neighborhood streets. Our in-house staff is equipped to address all aspects of roadway design projects, including street widening and narrowing, roadway reconstruction and elevation, bicycle and pedestrian facility design, intersection geometrics, utility relocations, traffic control, signalization, signing and marking, and erosion control.

We have gained extensive experience working with local regulatory and other agencies to secure the permits and approvals necessary for constructing and upgrading roadway facilities. Our knowledge in anticipating and addressing a wide range of issues enables our engineers and planners to provide innovative solutions, successful permitting, and on-time completion.

This experience is particularly relevant to the Town because the proposed roadway improvements must be designed within a constrained, developed residential neighborhood where modifications to roadway elevations may affect private lots, driveways, drainage patterns, utilities, landscaping, and property access. Our integrated roadway, drainage, survey, utility, environmental, and landscape architecture professionals will coordinate throughout design so that the proposed improvements function as a complete system and are compatible with the surrounding neighborhood.

- Roadway elevation and reconstruction
- Utility location, coordination, relocation, and conflict resolution
- Temporary construction easements
- Permanent drainage easements
- Lighting design
- Maintenance of traffic (MOT)
- Public and stakeholder engagement

# PHASE 4 DRAINAGE IMPROVEMENTS DESIGN AND PERMITTING



## Civil Engineering Services

Civil engineering is a mainstay discipline of Kimley-Horn. Our professionals are experienced in surface water management, parks and recreational facility design, utility engineering, site planning and master planning, site grading, and hydraulic and hydrologic modeling, among other areas of expertise.

Furthermore, our expertise with drainage design and permitting in Southwest Florida is a key to our many successful projects. We are experienced in preparing permit applications for numerous federal, state, and local agencies, including the United States Army Corps of Engineers, Florida Department of Environmental Protection, Southwest Florida Water Management District, Florida Department of Transportation, and municipal and county engineering divisions.

Our civil engineering team will integrate the roadway, drainage, private-property restoration, utility, geotechnical, survey, easement, permitting, and construction-document components of the project. This coordination will be especially important where roadway elevation and drainage improvements must transition to existing homes, driveways, yards, utilities, and adjacent streets without creating adverse drainage impacts.

- Paving and storm sewer rehabilitation
- Construction observation and bidding assistance
- Utility coordination and adjustments
- Private-property restoration
- Landscape existing-conditions documentation
- Private-property and driveway restoration
- Landscape restoration plans
- As-built and project certification services
- Permit and project closeout
- Limited construction oversight

## Structural Engineering Services

Structural engineering has been a specialty discipline at Kimley-Horn in Florida since the firm's incorporation. Kimley-Horn offers expertise in the design, construction, inspection, and evaluation of a variety of structures, including culverts, buildings, parking facilities, seawalls, bridges, retaining walls, commercial facilities, warehouses, water plants, and water-control structures.

The design of structural components has a recognizable impact on the success of the overall project for our clients as well as the community. Key structures associated with civil engineering projects, such as bridges, retaining walls, abutments, foundations, structural pavement, culverts, headwalls, and water-control structures, must serve the needs of the community, promote accessibility and mobility, support the proposed improvements and surrounding land uses, and be aesthetically appropriate. Kimley-Horn recognizes the importance of these structural components to the successful delivery of projects.

For the Town's project, structural engineering support may be necessary for drainage structures, culverts, headwalls, retaining conditions, foundations, roadway transitions, utility supports, or other improvements identified during design. Providing this expertise in-house allows the civil, drainage, roadway, and structural teams to coordinate solutions efficiently as the design advances.

- Bridge design, inspection, replacement, and rehabilitation
- Steel plate, steel box, post-tensioned concrete box, and precast concrete AASHTO girders
- Stormwater and water-management structures
- Box culverts
- Seawall penetration design and restoration
- Retaining walls and earth structures
- Foundation design and analysis
- Traffic signal and light-pole analysis
- Structural analysis
- Plan review and preparation
- Construction phase services

# PHASE 4 DRAINAGE IMPROVEMENTS DESIGN AND PERMITTING



**Project Spotlight**

## NORTON STREET DRAINAGE AND ROADWAY IMPROVEMENTS

*Town of Longboat Key, Florida*

The Town of Longboat Key contracted with Kimley-Horn to identify alternatives and recommendations to improve the capacity of the existing stormwater management system and address stormwater concerns in the Sleepy Lagoon neighborhood. Four road reconstruction projects were recommended and prioritized for the community based on the low elevation and topography of the roads, and the first project selected for design and permitting was the Norton Street Improvement Project.

The Norton Street project is approximately 2,200 linear feet of constrained roadway within a 25-foot-wide right-of-way and an additional 2.5-foot-wide utility easement on either side of the right-of-way. With these right-of-way constraints, the project requires temporary right-of-access agreements from every property to allow grading to tie back to existing elevations. The right-of-access agreements support the collaborative nature of the restoration.

This experience is directly relevant to the proposed improvements because the work will occur in an established residential neighborhood with constrained public rights-of-way, private-property interfaces, drainage and utility conflicts, and a need to establish temporary construction and permanent drainage easements. Our work on Norton Street provides assurance to the Town that our team understands how roadway reconstruction and drainage improvements affect individual properties and how those impacts must be documented, communicated, and integrated into the design for a seamless, appropriate and unified restoration in public right-of-way and on private property.

## Environmental Services

Kimley-Horn includes experienced environmental scientists, geologists, hydrogeologists, and biologists with a wide range of experience in environmental and natural-resources services, including permitting, site alternatives analyses, and ecological evaluations. Kimley-Horn's team of environmental professionals has the local knowledge and understanding of the scope necessary to successfully complete and exceed the Town's expectations.

Administering environmental-impact surveys and assessments, designing mitigation and wetland systems, completing permit modifications, monitoring and reporting, conducting ecological inventories, preparing resource-management plans, controlling exotic plants, performing hydrological studies, preparing restoration plans, and documenting permit compliance are all tasks that our team excels at performing.

Our in-house environmental services team offers the advantage of closer coordination with the design team. Because the environmental and design teams work side by side, issues can be identified early and addressed collaboratively, reducing the potential for miscommunication, redesign, permitting delays, or compliance concerns.

This integrated approach is especially important for a federally funded project. Changes or additions to an approved mitigation measure or scope of work may require reevaluation for compliance with NEPA and Section 106 of the National Historic Preservation Act. Our environmental and grant-compliance professionals will work with the engineering team to identify potential environmental requirements early, document design decisions, and coordinate any required reevaluation before affected work proceeds.

# PHASE 4 DRAINAGE IMPROVEMENTS DESIGN AND PERMITTING



- Wetlands jurisdictional evaluations, wetland mitigation plans, and remediation design
- Water quality monitoring
- Wildlife and habitat studies and listed-species surveys, agency coordination, and permitting
- Contamination assessment for soils, groundwater, and surface water
- Phase I and Phase II Environmental Site Assessments and Natural Resource Assessments
- Remedial planning, engineering design, and construction for cleanup of groundwater, surface water, soils, and waste materials
- Comprehensive environmental compliance evaluations
- Corridor evaluations, ecological alternatives analyses, and greenfield studies
- Environmental permitting
- Uniform Mitigation Assessment Method evaluations for wetland functional losses and gains
- Environmental-impact avoidance and minimization justifications
- Aerial photography and Geographic Information System interpretation and mapping
- Environmental documentation
- Cultural Resource Assessment Survey (CRAS)
- NEPA compliance
- Section 106 compliance
- FEMA and Florida Division of Emergency Management coordination
- Permit closeout and monitoring

**Project Spotlight:**

## BUTTONWOOD FLOOD MITIGATION/RESILIENCY

*Town of Longboat Key, Florida*

The Town of Longboat Key contracted with Kimley-Horn to identify alternatives and recommendations to improve capacity elements of the existing stormwater management system and address stormwater concerns in the Buttonwood neighborhood. The Buttonwood Neighborhood Stormwater Analysis report identified six projects to increase the resiliency of the infrastructure in the neighborhood. The Buttonwood Flood Mitigation/Resiliency project includes three of the six recommended projects: the Longview Drive reconstruction, shoreline stabilization, and Monroe Street saltwater marsh creation projects.

While the design and permitting phase of the Buttonwood Flood Mitigation/Resiliency project is not grant funded at this time, the project will meet NEPA compliance requirements to help ensure it remains eligible for potential future funding without requiring additional time and resources to address those requirements later. For document management, the SMARTS Grant Tracking platform is available to the team.

This project demonstrates our ability to integrate roadway reconstruction, shoreline and environmental improvements, stormwater resiliency, permitting, grant readiness, and document management. It also reflects our understanding that design decisions made today can affect future funding eligibility, regulatory compliance, construction sequencing, and the Town's ability to implement improvements efficiently.



## B. Provide three (3) projects performed within the past five (5) years which best illustrate the experience of the Proposer as related to the desired services.

## PROJECT 1: 17th Street Trail

**1. Name and Location of Project:** 17th Street Trail

**2. Size and cost of Project:**

**Project Length:** 1.6 miles
**Cost of Project:** $386,947

**3. Contact:**

**Client:** Sarasota County
**Owner's Representative:** Vinod Sancheti, PE, PMP
**Address:** Sarasota, FL
**Phone Number:** 941-415-4282
**Email:** vsancheti@scgov.net

**4. Date Project was completed or is anticipated to be completed:**

**Design:** 2026
**Design:** Awaiting construction (December 2027)

**5. Nature of the Proposer's responsibility on the project:** Kimley-Horn was the prime design consultant with services including roadway, stormwater, lighting, signalization, signing and pavement marking, and environmental. Kimley-Horn led permitting and approvals through Sarasota County, Florida Department of Transportation (FDOT), Southwest Florida Water Management District (SWFWMD), and FPL.

**6. Unforeseen circumstances, errors, or oversights and actions taken to mitigate and/or correct:** The original design of 17th Street Trail was fully approved in spring 2026 and slated to go to construction with LAP funding in 2027, with the primary portion of the trail to connect to Nathan Benderson Park (NBP) through an existing Florida Power and Light (FPL) easement. After extensive coordination with property owners, the County, FDOT, and FPL, it was decided to realign the trail to connect to NBP at a different location to stay within existing county right-of-way. The revised alignment extends farther north along Honore Avenue before turning east toward NBP along Athletes Drive. This realignment resulted in significant additional effort with a highly condensed schedule, including revised trail and tie-down grading, utility coordination, drainage redesign, and reinitiation of the permitting process. To maintain the project's LAP funding and construction schedule, Kimley-Horn needed to advance the redesign through the 60%, 100%, and bid plan phases within a 16-week timeframe, including agency review periods. Kimley-Horn was able to achieve full redesign and approval from all stakeholders within the allotted timeframe to maintain funding and stay on track for the intended construction timeline.

### Project Description:

Kimley-Horn was selected by Sarasota County to design and permit a 12-foot-wide multi-use recreational trail connecting 17th Street Park (a Kimley-Horn project under construction) to Nathan Benderson Park (NBP). In the broader context of Sarasota County's trail network, the project also provides connections to other major community assets, including Bobby Jones Nature Park (a Kimley-Horn project), Circus Trail Nature Park, and ultimately the Legacy Trail. Kimley-Horn provided comprehensive trail design services, including multimodal facility design, stormwater management system design, environmental assessments, utility conflict resolution, permitting, signal design, lighting, and landscape architecture.

# PHASE 4 DRAINAGE IMPROVEMENTS DESIGN AND PERMITTING

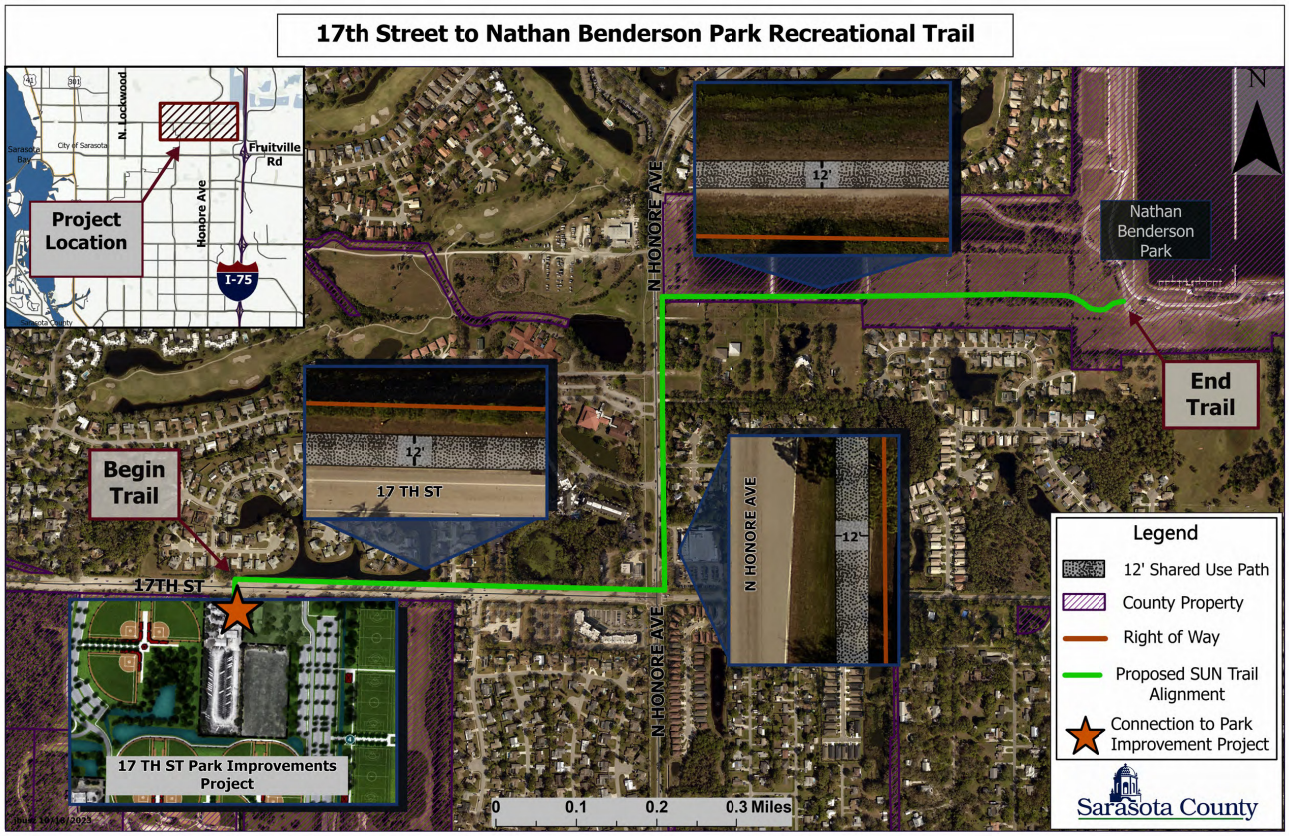


The approximately 1.6-mile trail begins at 17th Street Park, extends along 17th Street, turns north onto Honore Avenue, and continues east along Athletes Drive to Nathan Benderson Park. This project involved extensive utility coordination, drainage modifications, and signal modifications. Drainage improvements included back-of-sidewalk drainage, ditch regrading, and floodplain compensation for trail tie-down impacts to existing roadside ditches. Floodplain compensation was provided through expansion of existing ditches and creation of a compensation area adjacent to an existing Sarasota County stormwater pond, providing additional storage during large storm events. Floodplain impact calculations, compensation area design, and stormwater infrastructure design were completed using Sarasota County's existing Interconnected Channel and Pond Routing Version 4 (ICPR4) stormwater model. Through careful design and minimization of drainage impacts, the project qualified for an exemption from the Southwest Florida Water Management District (SWFWMD).

Signal modifications were incorporated at the 17th Street Park entrance and the intersection of 17th Street and Honore Avenue to enhance pedestrian safety and support trail connectivity. The project also included removal of an existing emergency signal serving a decommissioned fire station. Where existing light poles along 17th Street and Honore Avenue conflicted with the proposed trail, Kimley-Horn coordinated with Sarasota County and Florida Power & Light (FPL) to relocate and restore the affected facilities while accommodating the trail alignment.

The project required extensive coordination with adjacent and concurrent projects, including 17th Street Park, the Honore Avenue Widening project, and the New Beginnings Church development. The church development required particularly close coordination because a portion of the proposed trail was incorporated into its site development plan. During design coordination, Kimley-Horn identified significant differences between the proposed trail elevations in the church site plan and those established for the 17th Street Trail. Through continued collaboration with the project stakeholders, the team developed a coordinated solution that accommodated the design requirements of both projects.

Right-of-way acquisition and donation were also critical components of the project. As lead designer, Kimley-Horn coordinated with adjacent property owners and project stakeholders to facilitate the necessary right-of-way and build community consensus around implementation of the trail.





## PROJECT 2: 9th Avenue NW Road Improvements

**1. Name and Location of Project:** 9th Avenue NW Road Improvements

**2. Size and cost of Project:**

**Project Length:** 1.5 miles
**Cost of Project:** $2,456,424

**3. Contact:**

**Client:** Manatee County
**Owner's Representative:** Steve Clark
**Address:** 9000 Town Center Parkway, Lakewood Ranch, Florida 34202
**Phone Number:** 941-708-7450, ext 7326
**Email:** Steve.clark@mymanatee.org

**4. Date Project was completed or is anticipated to be completed:**

**Design:** 2025
**Construction:** ongoing

**5. Nature of the Proposer's responsibility on the project:** Kimley-Horn was the prime design consultant for the reconstruction, resurfacing, and minor drainage improvements for 9th Avenue NW. Disciplines involved in this project include roadway, drainage, lighting, signalization, utilities, and environmental. These teams also led the environmental permitting, assisted in the right-of-way acquisition process, and provided construction phase services.

**6. Unforeseen circumstances, errors, or oversights and actions taken to mitigate and/or correct:** The original design for 9th Avenue NW included four mini-roundabouts as part of the corridor's traffic-calming strategy. As design neared the 100% milestone, community feedback and right-of-way considerations prompted the County and Kimley-Horn to reevaluate the proposed intersection treatments. Kimley-Horn developed an alternative using raised intersections, which maintained speed management while reducing the impacts associated with the roundabouts. The revised design was coordinated with the affected HOAs and provided a traffic-calming solution that addressed community concerns while maintaining the project's safety objectives. This collaborative approach allowed the project to advance without compromising its original intent. Construction is currently underway, with completion anticipated in summer 2027.

### Project Description:

Kimley-Horn partnered with Manatee County to turn 9th Avenue NW into a safer, more resilient complete street for every user. The corridor runs from 75th Street NW to 99th Street NW, with sidewalk connections extending east to 71st Street NW, within the Palma Sola Bay drainage basin. The design delivered roadway widening, reconstruction, and resurfacing; 10.5-foot travel lanes; a 10-foot multi-use trail; sidewalks and crosswalks; signing and pavement markings; intersection lighting; and new closed and open drainage systems. The design built on the 9th Avenue NW Conceptual Complete Streets project and direction from the Board of County Commissioners. It balances the needs of pedestrians, bicyclists, and motorists while improving safety along the entire corridor.

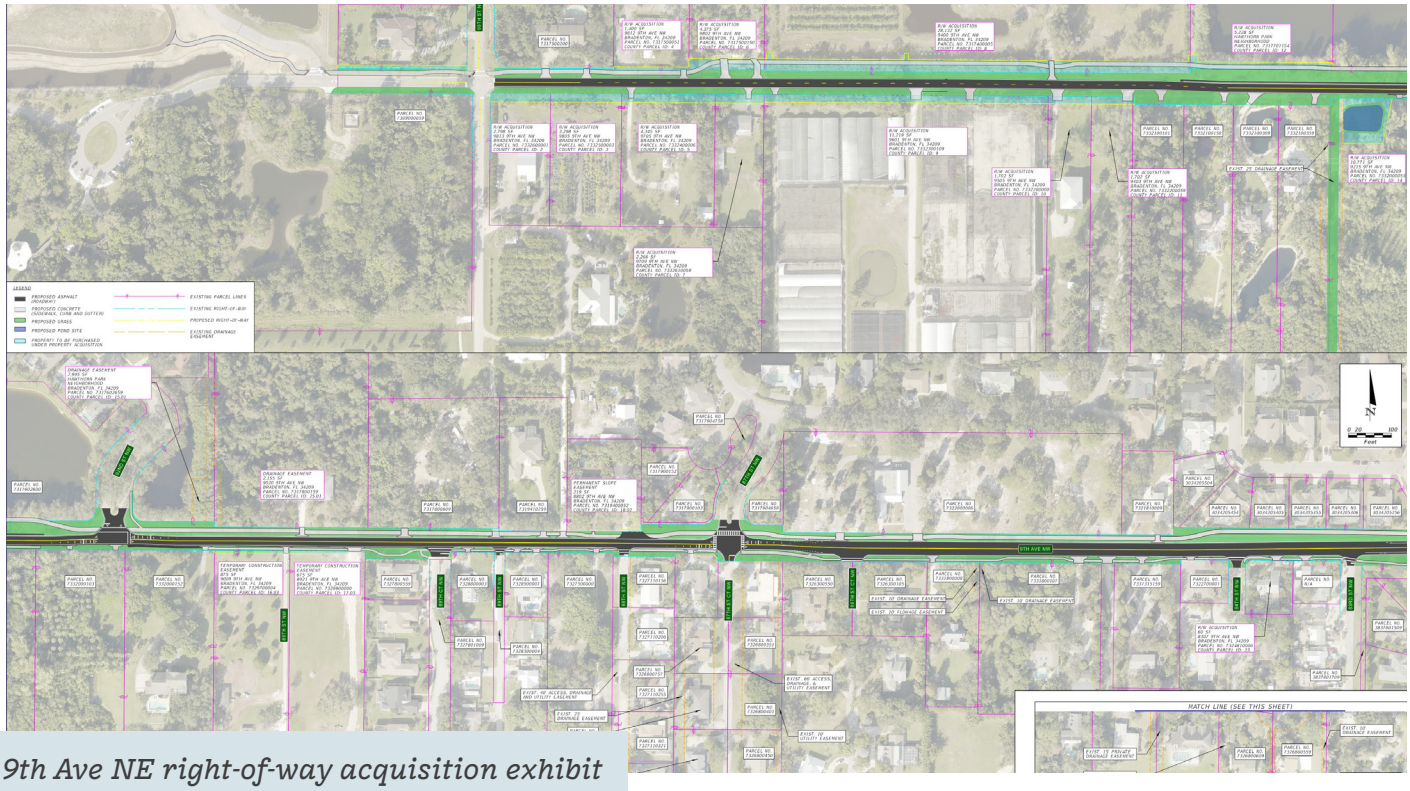
Many neighborhoods along 9th Avenue NW use it as their only way in and out, and the corridor has a large number of driveway and access connections. Kimley-Horn worked directly with residents through a series of public meetings and with the County Commission to refine the design. As a result, the team removed the proposed roundabouts to better fit projected traffic patterns and reduce right-of-way impacts. Kimley-Horn also supported right-of-way acquisition by preparing parcel graphics, value-engineering acquisition needs, and resolving driveway and parcel conflicts with property owners.

# PHASE 4 DRAINAGE IMPROVEMENTS DESIGN AND PERMITTING



Working with Manatee County Maintenance, Kimley-Horn found that the stretch between 92nd Street NW and 99th Street NW flooded during routine storms. The likely cause was a blocked outfall ditch that discharges to Palma Sola Bay. The team regraded the upstream and downstream outfall ditch to restore positive drainage and replaced the deteriorated outfall near 87th Street Court NW. The design also added sediment management and wetland mitigation. Dynamic stormwater modeling confirmed that the improvements lower existing flood stages without adverse offsite impacts.

The first two phases are complete, and the final phase is under construction. Kimley-Horn has stayed involved throughout construction. The team attends pre-construction and progress meetings, reviews shop drawings, responds to RFIs, resolves field questions in real time, and led the Phase I substantial completion walkthrough and punch list. That continuity gives the County direct access to the engineers who designed the project, which speeds up decisions in the field and protects the design intent through closeout.



*9th Ave NE right-of-way acquisition exhibit*







*Current construction phase services*



# PROJECT 3: Desoto and Tuttle Sidewalk Improvements

**1. Name and Location of Project:** Desoto and Tuttle Sidewalk Improvements

**2. Size and cost of Project:**

**Project Length:** 3.41 miles
**Cost of Project:** $342,972

**3. Contact:**

**Client:** Sarasota County
**Owner's Representative:** Vinod Sancheti, PE, PMP
**Address:** 1001 Sarasota
**Phone Number:** 941-415-4282
**Email:** vsancheti@scgov.net

**4. Date Project was completed or is anticipated to be completed:**

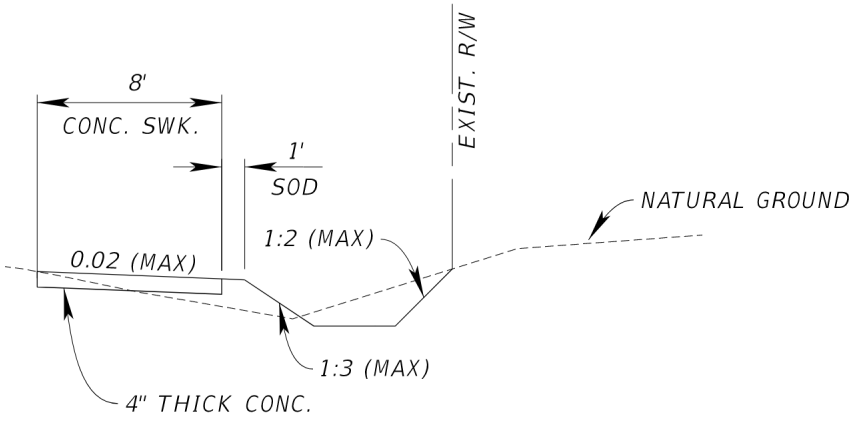
**Design:** 2024
**Construction:** 2025

**5. Nature of the Proposer's responsibility on the project:** Kimley-Horn was the primary design consultant for the Desoto and Tuttle Sidewalk Improvements providing roadway, drainage, signals, and lighting services.

**6. Unforeseen circumstances, errors, or oversights and actions taken to mitigate and/or correct:** During construction, a major rainfall event revealed that an existing community's emergency access road directed high-velocity runoff across newly placed sod along the proposed sidewalk area toward the roadside ditch on Tuttle Avenue. Because the sod had been installed during the rainy season and had not fully established, the concentrated runoff resulted in washout of the sod and raised concern for undermining the sidewalk. Kimley-Horn responded quickly to the contractor's Request for Information (RFI), evaluated the field condition, and developed a detail adding concrete lining leading from the access road to an adjacent mitered end section (MES). This response provided a constructible solution that controlled the concentrated runoff, stabilized the affected area, prevented sidewalk undermining, and maintained the intended drainage path.

## Project Description:

Kimley-Horn was selected by Sarasota County to complete Phase 2 of the Desoto Area Sidewalks project, proposing sidewalks along Desoto Road and Tuttle Avenue. The proposed sidewalk along Desoto Road is 8-foot wide and is located between Middle Avenue to Lockwood Ridge Road on the south side of the road up to Tuttle Avenue and then transitions to the north side of the road. The 6-foot to 8-foot wide sidewalk on Tuttle Avenue is located from 61st Street to Dr. Martin Luther King Jr. Way primarily on the east side of the road.




*Project typical section with ditch regrading*

# PHASE 4 DRAINAGE IMPROVEMENTS DESIGN AND PERMITTING



Prior to the completion of this project, there were no sidewalks through this area except in front of a recently developed residential development. Before the location of the sidewalk was determined, a sidewalk matrix was created to evaluate the impacts of each potential sidewalk location. The main goal of these improvements is to improve connectivity, pedestrian safety, and provide an ADA compliant sidewalk for the surrounding residential areas.

In addition to sidewalk design, pedestrian signals, supplemental lighting, and stormwater improvements were crucial to this project. At the intersection of Desoto Road and Tuttle Avenue, pedestrian signals for proposed crosswalks were designed and signal timings were reviewed by our in-house traffic operations team. Minor lighting improvements were made throughout the corridor focused on new crosswalks at intersections.



*Concrete channel modification added during construction*

Since Desoto Road and Tuttle Avenue are open drainage systems, the implementation of sidewalks impacted existing driveway culverts, drainage structures, pipes, and community floodplain. Prior to design, it was critical to inventory all the existing drainage infrastructure, so that the team could develop a comprehensive design to limit infrastructure replacement while maintaining existing flow patterns. Most of the sidewalk locations were able to avoid impacting the existing roadside ditch. In areas where the sidewalk had to cross the existing ditch to harmonize with the intersections, the existing drainage pattern was maintained and the ditch was regraded. The volume of ditch impacts was quantified by calculating the amount of floodplain impact based on the existing stormwater model's basins and peak stages. The additional ditch regrading that was performed offset the floodplain by a net increase in storage area throughout the corridor.

Permits with the Southwest Florida Water Management District (SWFWMD) were obtained for the project prior to the issuance of the final bid documents. This project adhered to Sarasota County Land Development Regulations, SWFWMD Environmental Resource Permitting requirements, ADA Accessibility Guidelines, and FDOT Standards.

Throughout construction of the Desoto Sidewalks Phase II improvements, Kimley-Horn remained an active technical resource for Sarasota County and the contractor. Contractor RFIs required timely evaluation of field conditions, design clarifications, and practical solutions to keep construction moving. With the project located near our Sarasota office, our engineers were readily available to visit the site when conditions required firsthand review. This local responsiveness allowed our team to quickly address unforeseen roadway, sidewalk, and drainage conditions while maintaining the project's design intent, safety, and constructability.



# C. Current Workload and Ability

## Our Commitment

Kimley-Horn offers the Town of Longboat Key the technical resources of a national organization and the personal service of a local firm and project team. We will continually evaluate our workload against our resources in Florida to help ensure adequate personnel are available to provide the responsive, local service required for this project.

Our team understands that this assignment extends beyond drainage calculations and construction plans. Successful delivery will require consistent project management, coordination with Town staff, public and stakeholder outreach, development of individual property and driveway restoration solutions, establishment of temporary construction and permanent drainage easements, utility coordination, permitting, cost estimating, grant assistance, bid support, limited construction oversight, as-built certification, permit closeout, grant closeout, and documentation of lessons learned.

Our project manager, Molly Williams, PE, will manage our team, including our subconsultant partners. **Molly will maintain full command and control of the project throughout its duration. She has the authority to commit the resources needed to successfully deliver all aspects of the project** and has demonstrated her project management approach on similar projects throughout Florida and beyond.

Because our team has already supported the Town's drainage and resiliency planning, we understand the Town's expectations, existing neighborhood conditions, the importance of resident coordination, and the need to maintain organized documentation for regulatory and grant compliance. This continuity will help our team advance the work efficiently while carefully validating existing information and incorporating updated survey, utility, property, environmental, and regulatory data.

## Projected Workload and Availability

We are confident that we can meet the technical and staffing needs anticipated for this contract. Using an in-house computer system called **Castaheads**, we forecast staffing needs by office, division, region, and on a firmwide basis. Our regional and divisional managers can shift staff and workloads to balance demand and available resources. This process helps ensure that we have sufficient staff and technical resources to complete assigned projects on time and to the client's satisfaction.

Kimley-Horn uses a state-of-the-art management information system to continuously track financial performance and productivity. As a firm, we are accustomed to managing multiple projects in various stages of development.

Before selecting staff for this assignment, our team reviewed our Castaheads program and projected workload and availability for the upcoming 18- to 24-month period. This program defines specific staffing needs for each project for the current month and the following six months. **The objective is to balance workload in a manner that maximizes the effective use of production staff while helping ensure that project requirements and client deadlines are met.**

Production meetings are held weekly to enable staff, task managers, and project managers to remain current regarding ongoing and projected workloads. Weekly regional production meetings are also held to assess the availability and distribution of resources among Florida's 29 offices. Castaheads is another example of the importance Kimley-Horn places on client service.

Our staffing approach also provides flexibility throughout design, permitting, bidding, and construction. As the project moves between survey, drainage analysis, roadway design, property restoration, utility coordination, environmental review, permitting, public engagement, preparation of contract documents, and construction-related services, Molly can adjust staffing and draw upon additional specialists throughout Florida. This allows us to respond to changing project needs without sacrificing continuity or accountability.



## Team Availability

| Staff Name | Role | Availability |
|---|---|---|
| Molly Williams, PE | Project Manager | 55% |
| Josie Wiederkehr, PE | Deputy Project Manager | 75% |
| Jordan Leep, PE, PMP | QA/QC Technical Advisor | 25% |
| Tami Bailey | Grant Services/NEPA | 40% |
| Michelle Serafimovich | Grant Services/NEPA | 60% |
| Ronnie Van Fleet, PWS | Grant Services/NEPA; Environmental Assessment/ Saltwater Marsh Design | 40% |
| Laura Montalvo, SMI | Grant Services/NEPA | 60% |
| Brandon Nichols, PE | Resiliency/Stormwater Management System Design | 65% |
| Kaleigh Cook, EI | Resiliency/Stormwater Management System Design | 70% |
| Kevin Brock, EI | Resiliency/Stormwater Management System Design | 70% |
| Ashley Miele, PE | Utility Relocation Design | 40% |
| Madeline DiMaria, PE | Utility Relocation Design | 40% |
| Teddy Mullet, PE | Utility Relocation Design | 60% |
| Gary Nadeau, PE | Roadway Design/MOT | 35% |
| Scott Zyra, EI | Roadway Design/MOT | 70% |
| Steve Hartl | Roadway Design/MOT | 40% |
| Emily Saidi, PE, IMSA I, TTC | Lighting | 60% |
| Casey Long, PE | Marine Structures | 40% |
| Cory Salt, PE | Marine Structures | 60% |
| Ed Dean, PLA, LEED AP | Landscape Architecture | 40% |
| Jake Hess, PLA, ISA-CA | Landscape Architecture | 60% |
| Jeff Hemphill, PWS, CNRP, GTA | Environmental Assessment/Saltwater Marsh Design | 40% |
| John King | Environmental Assessment/Saltwater Marsh Design | 60% |
| Chris Hunt, PhD, RPA | Historical Resources | 45% |
| Philip DiMaria, AICP | Public Outreach | 40% |
| The Valerin Group | Public Outreach | 60% |
| Arehna Engineering | Geotechnical Engineering | 60% |
| SAM | Survey/SUE | 70% |



## D. Previous Town of Longboat Key Work

| Project Name | Dates of Service | Work Performed | Total Fees |
|---|---|---|---|
| Country Club Shores Phases 3-4 CEI | 05/12/26–Ongoing | Construction phase services | $151,200.00 |
| Buttonwood Drainage Improvements | 5/5/25–Ongoing | Roadway and drainage improvements | $987,204.00 |
| Flood Mitigation/Resiliency Buttonwood | 4/25/25–Ongoing | Shoreline stabilization and roadway | $524,000.00 |
| LBK Village Study | 8/21/23–10/25/24 | Identification of resiliency and stormwater drainage improvements | $203,560.00 |
| LBK Norton Street SW IMP | 10/18/23–9/16/25 | Design of stormwater and roadway improvements | $425,000.00 |
| Town of LBK Grant Service | 3/13/23–3/13/24 | Landscape architecture and community plan | $61,143.00 |
| Gulf of Mexico Drive RAB | 10/1/21–10/17/23 | Municipal roadway | $443,323.00 |
| Country Club Shores Phases 3-4 ACWMR | 8/18/21–12/15/21 | Pipeline renewal and rehabilitation | $266,100.00 |
| Country Club Shores Phase 1 | 7/16/19–8/15/23 | Pipeline renewal and rehabilitation | $198,000.00 |
| Emerald Harbor Utility | 8/1/16–1/3/20 | Pipeline renewal and rehabilitation | $232,726.00 |
| LBK CDBG-MIT GIP | 7/15/21–11/2/21 | Funding for wastewater force main | $15,000.00 |
| GMD – Corridor Plan Services | 10/11/21–3/15/23 | Transportation planning for complete streets and context-sensitive solutions | $128,700.00 |
| Map Assistance for LBK | 6/2/22–10/17/22 | Landscape architecture and planning comprehensive plan | $7,500.00 |
| LBK Town Center | 3/26/21–2/15/23 | Transportation research | $23,100.00 |
| Stormwater Evaluation | 4/16/18–12/4/18 | Stormwater master plans | $16,162.00 |
| LBK-3D Visualization | 2/1/17–8/3/17 | Non-divided highway/state route | $28,550.00 |
| Buttonwood STW Analysis | 1/31/22–3/15/23 | Identification of resiliency and stormwater drainage improvements | $78,693.00 |
| Emerald Harbor CPS | 6/1/18–1/16/20 | Water transmission and distribution | $128,599.88 |
| Sleepy Lagoon STW Study | 1/31/22–3/15/23 | Identification of resiliency and stormwater drainage improvements | $89,976.00 |
| Broadway Street Traffic Calming | 5/25/22–3/2/23 | Complete streets | $12,000.00 |
| Broadway Street PD&E Study | 9/1/19–9/2/21 | Roundabout study | $62,832.42 |
| Country Club PH2 WMR | 3/9/20–10/4/22 | Pipeline renewal and rehabilitation | $174,767.00 |
| LBK EAR | 6/22/21–2/15/22 | Comprehensive plan | $43,500.00 |
| LBK Force Main Slip Drone | 1/5/23–4/4/23 | Mixed use | $2,362.50 |

# TAB 3

# PERSONNEL QUALIFICATION AND EXPERIENCE





# TAB 3. PERSONNEL QUALIFICATION AND EXPERIENCE

## Organizational Chart

**Town of Longboat Key**

**Grant Services/NEPA**
Tami Bailey*
Michelle Serafimovich
Ronnie Van Fleet, PWS*
Laura Montalvo, SMI

**Project Manager**
Molly Williams, PE*

**QA/QC**
Jordan Leep, PE, PMP*

**Deputy Project Manager**
Josie Wiederkehr, PE*

**Resiliency/Stormwater Management System Design**
Brandon Nichols, PE*
Kaleigh Cook, EI
Kevin Brock, EI

**Utility Relocation Design**
Ashley Miele, PE*
Madeline DiMaria, PE
Teddy Mullet, PE

**Roadway Design/MOT**
Gary Nadeau, PE*
Scott Zyra, EI
Steve Hartl

**Lighting**
Emily Saidi, PE, IMSA I, TTC

**Marine Structures**
Casey Long, PE*
Cory Salt, PE

**Landscape Architecture**
Ed Dean, PLA, LEED AP*
Jake Hess, PLA, ISA-CA

**Environmental Assessment/Saltwater Marsh Design**
Ronnie Van Fleet, PWS*
Jeff Hemphill, PWS, CNRP, GTA
John King

**Historical Resources**
Chris Hunt, PhD, RPA

**Public Outreach**
Philip DiMaria, AICP

**Subconsultants**

**Public Outreach**
The Valerin Group

**Geotechnical Engineering**
Arehna Engineering

**Survey/SUE**
SAM

**KEY STAFF ***

# PHASE 4 DRAINAGE IMPROVEMENTS DESIGN AND PERMITTING





## Molly Williams, PE

*Project Manager*

Molly has 33 years of experience in stormwater modeling, development of Capital Improvement Projects (CIPs), grant support, and the design, permitting, and construction of stormwater management systems. Molly has designed major stormwater management systems, regional stormwater facilities, green infrastructure, and coastal resiliency solutions throughout the Sarasota and Manatee County region. Her passion and commitment to the area are both genuine and undisputed. She is also skilled in helping coastal communities address compound flooding issues. Her work with local coastal communities includes key projects like the Norton Street Roadway and Drainage Improvements and the Buttonwood Neighborhood Drainage Improvements focused on improving resiliency for the Town of Longboat Key.

**Current Position with Kimley-Horn:** Senior Civil Engineer

**Years with Kimley-Horn:** 7

**Anticipated Level of Participation:** 10%

### Professional Credentials

- Master, Geographic Information Systems, University of Cincinnati
- Bachelor of Science, Civil Engineering, University of Cincinnati
- Professional Engineer in Florida, #54281
- American Society of Civil Engineers (ASCE), Member

*The Anticipated Level of Participation is an estimate of the percentage of the overall project effort expected from each team member.*

### SPECIAL QUALIFICATIONS

- Prior to joining Kimley-Horn, Molly served as Sarasota County's Stormwater Utility Manager, where she achieved significant milestones, including streamlining stormwater utility functions, aligning operations and maintenance activities with CRS program goals, and managing the completion of numerous flood-related CIPs.
- Leveraging her comprehensive expertise, Molly will lead a multidisciplinary team on the LBK Village Project. Her phased, cost-effective approach is designed to build system redundancy, reduce risk, and enhance resiliency, equipping the community to tackle future challenges effectively.

### RELEVANT EXPERIENCE

**Longboat Key Village Stormwater Analysis Update, Town of Longboat Key, FL —** Project Manager. The Town of Longboat Key had previously commissioned a study to provide an update to evaluate flood risk in Longboat Key Village and include recommendations to reduce and improve the duration of flooding; especially for areas that continued to experience flooding during high tides and rain events. An original study of the project area was completed in 2000 and then updated in 2016. The 2016 study included updated decision support modeling (ICPR3) to simulate flooding in both existing and proposed conditions. Alternatives predominately consisted of pump stations and Tideflex valves to reduce flood stage elevations and the duration of flooding. Molly managed the development of the revised existing conditions model (RECM) in ICPR4 based on survey data collected by Hyatt Surveying and then evaluated alternatives including road reconstruction/elevation and evaluate pond sites in a proposed conditions model (PCM) to determine the benefit of the alternatives. The results were included in a report to update the Longboat Key Village Stormwater Assessment and Alternatives. The updated report incorporated the revised sea level rise projections per the NOAA Technical Report NOS CO-OPS 083 dated January 2017 (NOAA et. al. 2017). Alternatives were evaluated based on the effectiveness of improving capacity of the existing stormwater management system and road reconstruction/elevation and addition of a pond site. Opinion of Probable Cost for the recommended improvements were included in the final report.

## Molly Williams, PE

**Buttonwood Neighborhood Drainage Improvements and Flood Mitigation/Resiliency, Town of Longboat Key, FL —** Project Manager. Kimley-Horn was contracted to identify alternatives and recommendations to improve capacity elements of the existing stormwater management system and address stormwater concerns in the Buttonwood neighborhood. The drainage improvement project addressed chronic compound flooding and drainage issues across three main areas: reconstruction of Buttonwood Drive and Winslow Place, flow diversion, and ditch optimization. Molly's team elevated low-lying roadway sections to improve access and reduce flooding, coordinated closely with property owners to ensure changes did not negatively impact adjacent homes, and designed a modern stormwater management system with new inlets, pipes, bioswales, and check valves. The project also involved extensive surveying, utility coordination, geotechnical investigations, and environmental permitting, including compliance with NEPA and wetland mitigation requirements. Public engagement was integral, with meetings held to inform and coordinate with residents about drainage improvements and easements. With Kimley-Horn serving as the consultant for both the Buttonwood Neighborhood Drainage Improvements and Flood Mitigation/Resiliency projects, coordinating the two projects provides the Town with opportunities for cost savings and an integrated design schedule. The project schedule, grant reporting, and deliverables were managed in accordance with Federal Emergency Management Agency (FEMA) Hazard Mitigation Grant Program (HMGP) requirements and submitted for compliance review by the Florida Division of Emergency Management (FDEM).

**Norton Street Roadway and Drainage Improvements, Town of Longboat Key, FL —** Project Manager. Provided oversight and technical support for the design of the Norton Street roadway and drainage improvements. The project required examining the existing topography and home elevations to design an elevated roadway profile that maximized elevation without adversely impacting adjacent low-elevation homes. This approach improved the community's resiliency. The proposed roadway improvements also include utility relocations, landscape restoration, and a new stormwater collection system with two additional outfalls. In addition, a stormwater pump station was designed and permitted, with the construction of the wet well structure, trash rack, and outfall with check valve included as part of the initial construction phase. The wet well design includes miscellaneous pump infrastructure to allow for easy installation of the pumps as conditions change. Pump installation can be completed by Town maintenance staff without additional inconvenience to adjacent homeowners.

**River Road Widening, Venice, FL —** Drainage Engineer of Record. We were selected to design a 4.1-mile segment of River Road from Winchester Boulevard to US 41 in southern Sarasota County. The project involves widening the existing two-lane rural roadway to a four-lane divided suburban roadway with 11-foot travel lanes, a 22-foot raised median, and 10-foot outside shoulders with open roadway ditches. The design addresses annual flooding by elevating the roadway and includes multilane roundabouts at Sundrop Lane, Manasota Beach Road, and Playmore Road. Two SUNTrail multiuse paths are planned along the corridor to connect to the broader SUNTrail network. Our scope includes access management, drainage design, wetland permitting, signing and marking, lighting, utility coordination, environmental support, structures design, landscape concepts, and water and sewer utility design.

**DeSoto Road and Tuttle Avenue Sidewalk Improvements, Sarasota County, FL —** Project Engineer. We provided design, permitting, bidding, and limited post-design services for approximately 3.41 miles of sidewalk along DeSoto Road and Tuttle Avenue in Sarasota County's DeSoto Acres neighborhood. Improvements included 1.51 miles of eight-foot-wide sidewalk along DeSoto Road, from Middle Avenue to Lockwood Ridge Road, and 1.90 miles of six- to eight-foot-wide sidewalk along Tuttle Avenue, from Dr. Martin Luther King Jr. Way to University Parkway. Both corridors included extensive drainage, accessible curb ramps, pedestrian signals, and supplemental lighting to support neighborhood pedestrian connectivity.

# PHASE 4 DRAINAGE IMPROVEMENTS DESIGN AND PERMITTING





## Josie Wiederkehr, PE

*Deputy Project Manager*

Josie has more than five years of experience in drainage design and stormwater modeling. Her experience includes drainage design for roadway projects, site civil drainage design, development of floodplain models, watershed studies, wetland mitigation site design, and permitting. Josie has stormwater modeling experience with ICPR3, ICPR4, StormWise, HEC-RAS, and other software experience in AutoCAD, Microstation, Open Roads, BMPTRAINS, StormCAD, and ArcGIS PRO.

**Current Position with Kimley-Horn:** Civil Engineer

**Years with Kimley-Horn:** 5

**Anticipated Level of Participation:** 20%

### Professional Credentials

- Bachelor of Science, Environmental Engineering, Florida Gulf Coast University
- Professional Engineer in Florida, #102188

*The Anticipated Level of Participation is an estimate of the percentage of the overall project effort expected from each team member.*

### RELEVANT EXPERIENCE

**Longboat Key Village Stormwater Analysis Update, Town of Longboat Key, FL —** Project Engineer. The Town of Longboat Key had previously commissioned a study to provide an update to evaluate flood risk in Longboat Key Village and include recommendations to reduce and improve the duration of flooding; especially for areas that continued to experience flooding during high tides and rain events. An original study of the project area was completed in 2000 and then updated in 2016. The 2016 study included updated decision support modeling (ICPR3) to simulate flooding in both existing and proposed conditions. Alternatives predominately consisted of pump stations and Tideflex valves to reduce flood stage elevations and the duration of flooding. Josie led the development of the revised existing conditions model (RECM) in ICPR4 based on survey data collected by Hyatt Surveying and then evaluated alternatives including road reconstruction/elevation and evaluate pond sites in a proposed conditions model (PCM) to determine the benefit of the alternatives. The results were included in a report to update the Longboat Key Village Stormwater Assessment and Alternatives. The updated report incorporated the revised sea level rise projections per the NOAA Technical Report NOS CO-OPS 083 dated January 2017 (NOAA et. al. 2017). Alternatives were evaluated based on the effectiveness of improving capacity of the existing stormwater management system and road reconstruction/elevation and addition of a pond site. Opinion of Probable Cost for the recommended improvements were included in the final report.

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Drainage Improvements and Flood Mitigation/Resiliency projects, coordinating the two projects provides the Town with opportunities for cost savings and an integrated design schedule. The project schedule, grant reporting, and deliverables were managed in accordance with Federal Emergency Management Agency (FEMA) Hazard Mitigation Grant Program (HMGP) requirements and submitted for compliance review by the Florida Division of Emergency Management (FDEM).

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**17th Street Trail Extension, Sarasota County, FL —** Project Engineer. Kimley-Horn was selected by Sarasota County to design and permit an approximately 1.6-mile, 12-foot-wide multi-use trail connecting 17th Street Park to Nathan Benderson Park. Surface water design was a key component of the project, requiring evaluation and modification of the existing drainage system to accommodate the trail while minimizing impacts to roadside ditches and surrounding floodplains. Improvements included back-of-sidewalk drainage, ditch regrading, and floodplain compensation through expanded ditches and a new compensation area adjacent to an existing County stormwater pond. Kimley-Horn used Sarasota County's ICPR4 stormwater model to evaluate floodplain impacts, size compensation areas, and design stormwater infrastructure. Through careful coordination and design, drainage impacts were minimized and the project qualified for a SWFWMD exemption.

**Honore Avenue Widening, Sarasota County, FL —** Project Engineer. Kimley-Horn led the design and permitting for 1.2 miles of roadway widening, converting an existing two-lane rural roadway into a four-lane divided urban arterial with closed drainage. Improvements included additional travel lanes, buffered bicycle lanes with a seven-foot barrier, sidewalks on both sides of Honore Avenue, roadway lighting, pedestrian crossings, and landscaping. The project retrofitted one existing roundabout and replaced a signalized intersection with a two-lane roundabout. Lighting design included close coordination with Sarasota County and Florida Power and Light (FPL) regarding luminaire preferences and service demand requests. Full lighting design, including new pole placement, conduit, conductor, pull-box design, and load center design, was provided to the County. Electrical design, including load calculations, wiring diagrams, and voltage-drop calculations, was also provided. Our lighting design incorporated the review of potential utility conflicts with new stormwater infrastructure and existing and newly proposed utilities. New LED lighting along the corridor provided a safer driving environment for vehicles and pedestrians.

**River Road Widening, Venice, FL —** Project Engineer. We were selected to design a 4.1-mile segment of River Road from Winchester Boulevard to US 41 in southern Sarasota County. The project involves widening the existing two-lane rural roadway to a four-lane divided suburban roadway with 11-foot travel lanes, a 22-foot raised median, and 10-foot outside shoulders with open roadway ditches. The design addresses annual flooding by elevating the roadway and includes multilane roundabouts at Sundrop Lane, Manasota Beach Road, and Playmore Road. Two SUNTrail multiuse paths are planned along the corridor to connect to the broader SUNTrail network. Our scope includes access management, drainage design, wetland permitting, signing and marking, lighting, utility coordination, environmental support, structures design, landscape concepts, and water and sewer utility design.





# Jordan Leep, PE, PMP

*QA/QC Technical Advisor*

Jordan has 19 years of experience managing roadway improvement projects, having served as Engineer of Record in every FDOT district and in numerous municipalities across Florida, including extensive work in Sarasota, Manatee, and Charlotte Counties. He has prepared all aspects of roadway improvement projects, including pavement designs, geometric designs, plans production, ADA and pedestrian safety improvements, maintenance of traffic plans, signing and marking, utility coordination, right-of-way determination and coordination, and public involvement. Jordan is also certified in Advanced Maintenance of Traffic/Temporary Traffic Control and Specifications Preparation.

**Current Position with Kimley-Horn:** Senior Civil Engineer

**Years with Kimley-Horn:** 18

**Anticipated Level of Participation:** 3%

### Professional Credentials

- Master of Science, Civil Engineering, University of Central Florida
- Bachelor of Science, Civil Engineering, Michigan Technological University
- Professional Engineer in FL #76102
- Project Management Professional (PMP) #2238827
- American Public Works Association, Suncoast Branch, Member
- Florida Engineering Society (FES), Member

*The Anticipated Level of Participation is an estimate of the percentage of the overall project effort expected from each team member.*

## SPECIAL QUALIFICATIONS

- Brings 19 years of engineering experience, with a specialty focus on roadway, lighting, and signing and pavement marking design
- Manages projects ranging from neighborhood improvements to multimillion-dollar roadway reconstruction and widening, with experience in engineering estimates, project scheduling, and construction-phase services

## RELEVANT EXPERIENCE

**Gulf of Mexico Drive RAB, Town of Longboat Key, FL —** Project Manager. Provided technical oversight for the design of the Gulf of Mexico Drive (GMD) and Broadway intersection as a single-lane roundabout (RAB), transitioning to a two-lane minor arterial roadway with a combination of open and closed drainage systems. Improvements included 7-foot bicycle lanes, a raised median, a 6- to 8-foot sidewalk on the west side, and a 12-foot sidewalk on the east side. The RAB design incorporated the Town's recently approved Complete Street design criteria and elevated the new roundabout to address sea level rise (SLR) resiliency, raising the minimum pavement edge elevation from approximately 5.0 to 6.0 feet NAVD88. The RAB was designed and permitted as an exemption (Application ID 845908) with the Southwest Florida Water Management District (SWFWMD). Following the initial design, comments from the Florida Department of Transportation (FDOT) led to a redesign of the RAB. The existing superelevation was eliminated and replaced with a normal crown, while bicycle lanes and sidewalks were widened in accordance with the Town's Complete Street Corridor Plan. The redesigned RAB improves pedestrian safety and traffic calming.

**Sarasota Damage Assessments and Recovery, Sarasota, FL —** Project Manager. In response to the damage caused by Hurricanes Helene and Milton in 2024, the City of Sarasota contracted Kimley-Horn to prepare FEMA Preliminary Damage Assessments (PDAs) for several City-owned assets. Kimley-Horn was then contracted to develop restoration plans to restore City assets to pre-storm conditions. Jordan is leading this effort, creating practical and resilient repair solutions to support the City's long-term infrastructure needs. These solutions range from seawall restoration and shoreline stabilization to revetment replacement and stormwater management repairs. This project has required close coordination with FEMA and the City of Sarasota to restore public park spaces as efficiently and cost-effectively as possible.

## Jordan Leep, PE, PMP

**Honore Avenue Widening, Sarasota County, FL —** Project Manager. Kimley-Horn led the design and permitting for 1.2 miles of roadway widening, converting an existing two-lane rural roadway into a four-lane divided urban arterial with closed drainage. Improvements included additional travel lanes, buffered bicycle lanes with a seven-foot barrier, sidewalks on both sides of Honore Avenue, roadway lighting, pedestrian crossings, and landscaping. The project retrofitted one existing roundabout and replaced a signalized intersection with a two-lane roundabout. Lighting design included close coordination with Sarasota County and Florida Power and Light (FPL) regarding luminaire preferences and service demand requests. Full lighting design, including new pole placement, conduit, conductor, pull-box design, and load center design, was provided to the County. Electrical design, including load calculations, wiring diagrams, and voltage-drop calculations, was also provided. Our lighting design incorporated the review of potential utility conflicts with new stormwater infrastructure and existing and newly proposed utilities. New LED lighting along the corridor provided a safer driving environment for vehicles and pedestrians.

**West Dearborn Street and South McCall Road Improvements, Englewood, FL —** Project Manager. Jordan served as project manager for the reconstruction of the downtown Englewood corridor along West Dearborn Street. The project included extensive public involvement and visioning supported by fly-through and graphic presentations, the addition of more than 60 new parking spaces, conversion of existing parking to pervious fields, landscaping, hardscaping, lighting, wayfinding signage, and a custom gateway feature. The team also designed over a mile of retrofitted drainage improvements along South McCall Road, modeling upgrades within the County's coastal fringe system to reduce peak flood stages by up to one foot in some locations.

**Myrtle Street Improvements from US 41 to West of US 301, Sarasota, FL —** Engineer of Record. Jordan served as engineer of record for roadway improvements to Myrtle Street, including widening the existing two-lane road to add bicycle lanes, sidewalks, street lighting, and landscaping. The design replaced open ditches with a closed drainage system and stormwater management facility to minimize right-of-way acquisition. Services also included preparation of right-of-way maps, parcel sketches, and easement acquisition, with low-impact development (LID) elements incorporated throughout.

**US 41 at Gulfstream Avenue Roundabout PD&E Study and Final Design, Sarasota, FL —** Project Engineer. Jordan served as project engineer on this FDOT District One Statewide Acceleration Transformation (SWAT) project, the first of its kind in the District. The project expedited delivery by overlapping the PD&E and design phases, shortening the schedule by more than a year. Design included full intersection reconstruction to a multilane roundabout, pedestrian signals, decorative lighting matching the City of Sarasota's aesthetics, landscaping, ADA improvements, and drainage enhancements. The project required extensive coordination with condominium associations, the City of Sarasota, Sarasota County, and the Sarasota/Manatee MPO.

**9th Avenue Northwest, Manatee County, FL —** Project Manager. The project involved the reconstruction and resurfacing of the west end of 9th Avenue NW from 75th Street NW to 99th Street NW. It included the construction of 10.5-foot-wide vehicle lanes, a 10-foot-wide multi-use trail, sidewalks, crosswalks, signage and striping, street lighting, piped and open drainage systems, stormwater ponds as needed, and wetland mitigation and/or floodplain compensation areas. The project scope also encompassed the construction of missing sidewalk links along 9th Avenue NW from 75th Street NW to 71st Street NW.

# PHASE 4 DRAINAGE IMPROVEMENTS DESIGN AND PERMITTING





## Tami Bailey

*Grant Services/NEPA*

Tami brings 17 years of experience in grant strategy, grant administration, and project management, with specialized expertise in disaster recovery, community resilience, economic development, and infrastructure funding. She has successfully secured and managed more than $200 million in grant awards, guiding projects through the entire funding lifecycle, from application development and award management to compliance, reporting, and closeout. Tami has a successful background in managing projects with HUD and CDBG-DR funding and has a deep understanding of the level of detail required for these programs. Known for her ability to navigate complex federal and state funding programs, Tami helps communities secure and implement investments that strengthen resilience, accelerate recovery, and drive long-term economic growth. Her combination of strategic grant expertise and regulatory knowledge will help guide the project through HUD and CDBG-DR compliance requirements throughout the entire project.

**Current Position with Kimley-Horn:** Grants Professional

**Years with Kimley-Horn:** 2

**Anticipated Level of Participation:** 2%

### Professional Credentials

- Master of Science, University of Florida
- Bachelor of Science, Psychology, Truman State University
- Texas CDBG Administrator Certified (2025–2026)
- Water Loss Auditor, Conservation Planning Certified by Texas Water Development Board (TWDB)
- FEMA/NIMS Training and Hazard Mitigation Grant Program (HMGP) Peer Review Experience
- Project Manager of the Year (2016), U.S. Department of Agriculture (USDA)

*The Anticipated Level of Participation is an estimate of the percentage of the overall project effort expected from each team member.*

### SPECIAL QUALIFICATIONS

- Previously served as grants manager for Collier County, FL, authoring grant applications for federal, state, and local funding sources
- Brings experience supporting hurricane recovery, infrastructure resilience, hazard mitigation applications, and environmental documentation, along with federal grant peer-review experience
- Experienced in application development, award management, compliance monitoring, financial reporting, audit coordination, and closeout

### RELEVANT EXPERIENCE

**Sarasota County Grant Writing On-Call Consultant, Sarasota County, FL —** Grant Administrator. Kimley-Horn provides on-call consultant services to Sarasota County, with Tami serving as project manager and supporting the County's grant programs.

**Sarasota County FEMA Appeal, Sarasota County, FL —** Grant Specialist. Kimley-Horn is assisting Sarasota County with the preparation and submission of an appeal to the Federal Emergency Management Agency (FEMA) regarding the denial of Public Assistance funding for Project 805986 associated with FEMA Disaster Declaration 4806-DR-FL. The effort focuses on developing a comprehensive appeal package to demonstrate that project-related activities for North Casey Key Road were underway prior to Hurricane Debby and are therefore eligible for FEMA reimbursement. Our team is conducting a detailed review of project records, regulatory requirements, and supporting documentation, including applicable federal and state statutes, codes, ordinances, and agency requirements. This includes research and evaluation of provisions governed by agencies such as the U.S. Department of Transportation and U.S. Army Corps of Engineers that support Sarasota County's position. Kimley-Horn is preparing both draft and final appeal documents, coordinating closely with County staff to incorporate comments and strengthen the justification for funding eligibility.

**Fort Hamer Road and Bridge PD&E Study and Final Design (HUD Funding), Manatee County, FL —** Grant Administrator. Tami serves as grant administrator for Kimley-Horn's PD&E study and final design to widen Fort Hamer Road from two to four lanes over approximately four miles, including widening of the Manatee River bridge. The project addresses corridor capacity, safety, and multimodal access in accordance with FDOT standards. The PD&E study began in 2023, with final design anticipated in 2026.

**Lincoln Park Pedestrian Bridge (HUD Funding), Manatee County, FL —** Grant Administrator. Tami served as grant administrator for a HUD-funded pedestrian bridge over US 41, providing safe access for bicyclists and pedestrians between Lincoln Park, Lincoln Middle School, and the surrounding Palmetto community. The corridor carries nearly 40,000 vehicles daily and previously lacked a safe crossing for nonmotorized users.

**Small Cities CDBG Sidewalk Replacement Grant, Haines City, FL —** Grant Administrator. Managed CDBG Small Cities grant administration for a Neighborhood Revitalization project involving the installation of approximately 9,049 linear feet of new concrete sidewalks. Haines City received $750,000 in CDBG Small Cities funding with a $50,000 local match, benefiting approximately 165 households and 579 residents. Supported compliance with Florida Small Cities CDBG program requirements, coordination with state agencies, preparation of required reports and reimbursement requests, and project closeout.

**CATS, Blue Line Station Structural Repairs, Charlotte, NC —** Grant Administrator. Kimley-Horn responded to an urgent request for structural evaluations at the I-485, Sharon Road West, and Archdale Blue Line stations. Through a site evaluation and collaboration with CATS maintenance staff, an approach was identified to complete the necessary repairs and bring the facilities back into a state of good repair. Design plans are currently in development, and construction is anticipated this summer. Demonstrates Availability and Responsiveness: CATS has the ability to leverage the Multidisciplinary Design Services contract to address planned projects or, as in the case of the recent Archdale Blue Line Station Structural Repairs, urgent requests.

**Resilient Communities Program CDBG-DR Grant Application, Statewide, TX —** Grant Administrator. Tami led grant writing and administration for the Texas General Land Office's (TXGLO) infrastructure and resilience projects, including compliance, reporting, and implementation oversight. She developed the full grant application and a grant management plan on behalf of numerous communities in Texas.

**Collins Road Phase II (HUD Funding), Sunnyvale, TX —** Grant Administrator. Served as the City of Sunnyvale's liaison with the federal government for HUD-funded roadway improvements to Collins Road from Tripp Road to Town East Boulevard, including grant administration, compliance reporting, and coordination throughout the grant period.

**Landslide Infrastructure Stabilization, Asheville, NC —** FEMA PA Lead. Tami supported recovery efforts across 19 disaster-impacted roadway sites. She developed defensible damage assessments, FEMA-compliant scopes, and mitigation-integrated project narratives. She also assisted with documentation strategies supporting RFIs, eligibility discussions, and funding validation.





# Brandon Nichols, PE

*Resiliency/Stormwater Management System Design*

Brandon has over five years of experience in drainage design and stormwater modeling, and water quality analysis and design. His experience includes drainage design for roadway projects, site civil drainage design, development of floodplain models, watershed studies, FEMA no-rise modeling, and permitting. Brandon has stormwater modeling experience with ICPR3, ICPR4, HEC-HMS, HEC-RAS, and PC-SWMM and other software experience in AutoCAD, Microstation, Open Roads, StormCAD, ArcGIS PRO, ArcMap, and he is the lead analyst for BMPTRAINS.

**Current Position with Kimley-Horn:** Civil Engineer

**Years with Kimley-Horn:** 5

**Anticipated Level of Participation:** 15%

## Professional Credentials

- Bachelor of Science, Environmental Engineering, Ohio State University
- Professional Engineer in Florida, #102557

*The Anticipated Level of Participation is an estimate of the percentage of the overall project effort expected from each team member.*

## RELEVANT EXPERIENCE

**Buttonwood Neighborhood Drainage Improvements and Flood Mitigation/ Resiliency, Town of Longboat Key, FL —** Project Engineer. Kimley-Horn was contracted to identify alternatives and recommendations to improve capacity elements of the existing stormwater management system and address stormwater concerns in the Buttonwood neighborhood. The drainage improvement project addressed chronic compound flooding and drainage issues across three main areas: reconstruction of Buttonwood Drive and Winslow Place, flow diversion, and ditch optimization. Molly's team elevated low-lying roadway sections to improve access and reduce flooding, coordinated closely with property owners to ensure changes did not negatively impact adjacent homes, and designed a modern stormwater management system with new inlets, pipes, bioswales, and check valves. The project also involved extensive surveying, utility coordination, geotechnical investigations, and environmental permitting, including compliance with NEPA and wetland mitigation requirements. Public engagement was integral, with meetings held to inform and coordinate with residents about drainage improvements and easements. With Kimley-Horn serving as the consultant for both the Buttonwood Neighborhood Drainage Improvements and Flood Mitigation/Resiliency projects, coordinating the two projects provides the Town with opportunities for cost savings and an integrated design schedule. The project schedule, grant reporting, and deliverables were managed in accordance with Federal Emergency Management Agency (FEMA) Hazard Mitigation Grant Program (HMGP) requirements and submitted for compliance review by the Florida Division of Emergency Management (FDEM).

**Norton Street Drainage and Roadway Improvements, Town of Longboat Key, FL —** Deputy Project Manager. Brandon was active in the project management, stormwater management system design, and ICPR4 modeling for the Norton Street project. The project required examination of existing topography and home elevations to design a roadway profile that maximized the elevation of the roadway, while having no adverse impacts on adjacent low elevation homes. The roadway is to be elevated by between upwards of a foot at the crown of the road, improving the community's resiliency. The proposed roadway improvements also include utility relocations, landscape restoration, and a new stormwater collection system with two additional new outfalls. The stormwater collection system totals 28 stormwater structures, 2,200 LF of new pipe, an additional stormwater outfall, and backflow preventors on each outfall. Future addition of stormwater pumps to the corridor is planned with the design of a wet well, trash rack, and other miscellaneous pump infrastructure that will allow the town to easily add stormwater pumps to the system.

**Sleepy Lagoon Stormwater Analysis, Town of Longboat Key, FL —** Project Engineer. The Town of Longboat Key contracted with Kimley Horn to identify alternatives and recommendations to improve capacity elements of the existing stormwater management system and to address stormwater concerns in the Sleepy Lagoon neighborhood. An interactive website for the project was built to provide resources for the neighborhood to review; a survey form to submit; a comment form to provide feedback; a map to place markers with notes for areas of concern. At the Public Meeting, the residents were provided with hard copies of the survey and the comment form, a list of common stormwater related definitions, and provided a website QR code for residents to scan to facilitate website access. Input from the residents provided back-up documentation and validation for the alternatives developed to improve the stormwater management system and address standing water and flooding issues in the Sleepy Lagoon neighborhood. Land development process improvements and recommendations for long range planning for roadway reconstruction will be assessed and included in the final report.

**Gulf of Mexico Drive RAB, Town of Longboat Key, FL —** Project Engineer. Surface water management system design for the Gulf of Mexico Drive (GMD) and Broadway intersection included a single-lane roundabout (RAB) transitioning to a two-lane minor arterial roadway with a combination of open and closed drainage systems, 7-foot bicycle lanes, a raised median, a 6- to 8-foot sidewalk on the west side, and a 12-foot sidewalk on the east side. The RAB design incorporated the Town's recently approved Complete Street design criteria and elevated the new roundabout to address sea level rise (SLR) resiliency, raising the minimum pavement edge elevation from approximately 5.0 to 6.0 feet NAVD88. The RAB was designed and permitted as an exemption (Application ID 845908) with the Southwest Florida Water Management District (SWFWMD). Following the initial design, comments from the Florida Department of Transportation (FDOT) led to a redesign of the RAB. The existing superelevation was eliminated and replaced with a normal crown, while bicycle lanes and sidewalks were widened in accordance with the Town's Complete Street Corridor Plan. The redesigned RAB improves pedestrian safety and traffic calming. The design speed for the facility is 40 MPH, while the existing posted speed in the vicinity of the project is 35 MPH. Plans and the Opinion of Probable Cost (OPC) for the redesign were developed to the 90% submittal.

**17th Street Trail Extension, Sarasota County, FL —** Project Engineer. Kimley-Horn was selected by Sarasota County to design and permit an approximately 1.6-mile, 12-foot-wide multi-use trail connecting 17th Street Park to Nathan Benderson Park. Surface water design was a key component of the project, requiring evaluation and modification of the existing drainage system to accommodate the trail while minimizing impacts to roadside ditches and surrounding floodplains. Improvements included back-of-sidewalk drainage, ditch regrading, and floodplain compensation through expanded ditches and a new compensation area adjacent to an existing County stormwater pond. Kimley-Horn used Sarasota County's ICPR4 stormwater model to evaluate floodplain impacts, size compensation areas, and design stormwater infrastructure. Through careful coordination and design, drainage impacts were minimized and the project qualified for a SWFWMD exemption.

**River Road Widening, Venice, FL —** Project Engineer. We were selected to design a 4.1-mile segment of River Road from Winchester Boulevard to US 41 in southern Sarasota County. The project involves widening the existing two-lane rural roadway to a four-lane divided suburban roadway with 11-foot travel lanes, a 22-foot raised median, and 10-foot outside shoulders with open roadway ditches. The design addresses annual flooding by elevating the roadway and includes multilane roundabouts at Sundrop Lane, Manasota Beach Road, and Playmore Road. Two SUNTrail multiuse paths are planned along the corridor to connect to the broader SUNTrail network. Our scope includes access management, drainage design, wetland permitting, signing and marking, lighting, utility coordination, environmental support, structures design, landscape concepts, and water and sewer utility design.





# Ashley Miele, PE

*Utility Relocation Design*

Ashley is a senior project manager with 24 years of project design, project management, and construction management experience with environmental wastewater and water engineering projects. Her expertise includes design and management of water and wastewater infrastructure, pumping systems, subsurface utility relocation and permitting, hydraulic analyses, and feasibility studies. She has extensive experience with permitting through all agencies, including FDEP, SWFWMD, FDOT, and ACOE.

**Current Position with Kimley-Horn:** Senior Civil Engineer

**Years with Kimley-Horn:** 17

**Anticipated Level of Participation:** 2%

### Professional Credentials

- Bachelor of Science, Environmental Engineering, Roger Williams University
- Professional Engineer in Florida, #66476
- WaterCAD Certification
- American Society of Civil Engineers (ASCE), Member
- American Water Works Association (AWWA), Member
- Water Environment Federation (WEF), Member
- Women's Business Enterprise National Council (WBENC), Member

*The Anticipated Level of Participation is an estimate of the percentage of the overall project effort expected from each team member.*

## SPECIAL QUALIFICATIONS

- Has 24 years of project design, project management, and construction management experience with environmental wastewater and water engineering projects
- Engineer of record for more than $200 million of infrastructure improvement projects in Sarasota County
- Experienced with permitting through all agencies, including FDEP, SWFWMD, FDOT, and ACOE and provides construction phase services, including contractor solicitation, bid analyses, management recommendations, site construction management, and quality control

## RELEVANT EXPERIENCE

**Town of Longboat Key Emerald Harbor Utility —** Project Manager that assisted the Town of Longboat Key with the replacement and rehabilitation of the roadway and infrastructure within the Emerald Harbor development. The project consisted of the rehabilitation of seven lift stations, force main piping, water main piping, and water and irrigation services. The roadway improvements consisted of milling and resurfacing all of the roads within the development and three new roadway cross-sections to assist the development with problem areas of poor stabilization and drainage. The project included a basis of design report (BDR) that evaluated the condition of the infrastructure, including review of sanitary sewer videos, field site visits, and flow analysis. Construction plans and technical specifications, as well as construction phase services were included as well. The project involved extensive coordination with the local utility department for future conduit placements, residents, the Town, and Construction Manager at Risk (CMAR).

**Honore Avenue Widening, Sarasota County, FL —** Utilities Engineer of Record. Kimley-Horn led the design and permitting for 1.2 miles of roadway widening, converting an existing two-lane rural roadway into a four-lane divided urban arterial with closed drainage. Improvements included additional travel lanes, buffered bicycle lanes with a seven-foot barrier, sidewalks on both sides of Honore Avenue, roadway lighting, pedestrian crossings, and landscaping. The project retrofitted one existing roundabout and replaced a signalized intersection with a two-lane roundabout. Lighting design included close coordination with Sarasota County and Florida Power and Light (FPL) regarding luminaire preferences and service demand requests. Full lighting design, including new pole placement, conduit, conductor, pull-box design, and load

center design, was provided to the County. Electrical design, including load calculations, wiring diagrams, and voltage-drop calculations, was also provided. Our lighting design incorporated the review of potential utility conflicts with new stormwater infrastructure and existing and newly proposed utilities. New LED lighting along the corridor provided a safer driving environment for vehicles and pedestrians.

**Manatee County Force Main Projects (FMs 1M, 5, 13A, 23A), FL —** Project Engineer. The project included the replacement of Force Main IM, which connects Lift Station 1M (located west of the intersection of Palma Sola Blvd. and Cortez Blvd.) to the County's Southwest Water Reclamation Facility (SWWRF). The work includes approximately 14,800 LF of a combination of 24-inch PVC force main, 30-inch HDPE force main, and 3,303 LF of 30-inch PVC force main to the connection at SWWRF. Realignment of the force main to the southern right-of-way of Cortez Road was essential to avoid major conflicts.

**Legacy Trail Extension, Sarasota County, FL —** Project Engineer. Providing Sarasota County with trail design and related engineering and landscape architectural services for the Legacy Trail Extension project from Culverhouse Nature Park to Payne Park, as well as the North Port Connector trail from the east end of pavement on Forbes Trail to Warm Mineral Springs park. For these two segments, Kimley-Horn is providing trail design and related civil engineering, structural/bridge engineering, bridge inspection, planning/landscape architecture, environmental assessment/permitting, stormwater management, utilities infrastructure, communication system, and community engagement services.

**Wastewater Hydraulic Modeling, Venice, FL —** Project Engineer. Delivered master plan update which includes calibration of InfoWater hydraulic model. Calibration efforts were performed at the lift station level and detailed evaluation of force main system to identify acceptable level of service for force mains within the City for dry, wet and extreme weather events. Plan will address significant growth and recommend transmission system upgrades to eliminate hydraulic constraints as well as rehabilitation and renewal programs. Plan also addresses future needed expansion of the treatment facility.

**Englewood Water District Sewer Master Plan Update, Englewood, FL —** Project Engineer responsible for updating the existing sewer master plan based on existing flows and future projections of incoming developments. Flow monitoring and field testing was performed to assess the current condition of the major lift station and to develop future improvement needs of the station. Site assessments were completed to include the wastewater reclaimed facility and to evaluate three alternatives for future wastewater treatment.

**Lakewood Ranch Boulevard Extension and Water Main Extension, Sarasota, FL —** Project Engineer. The Lakewood Ranch Boulevard project involved the design and construction of a new roadway corridor from the southern village boundary of the Lakewood Ranch Stewardship District to Fruitville Road. It also included signalization intersection improvements at Fruitville Road to accommodate the new lane configuration including new signalized intersection, lighting improvements, and turn lane enhancements. The project length was just over 1.7 miles.

**7.5-MGD North County Regional Water Reclamation Facility (NCRWRF) Flow Equalization Tank, Manatee County, FL —** Project Engineer. This equalization tank project consists of design, permitting, and construction services for a new 3.0-MG equalization tank and associated appurtenances. Preliminary design included an evaluation of the various construction methods and equipment selection for the equalization tank, flow control, equalization pumping, odor control, and mixing. This task also included biological and hydraulic modeling of the pretreatment and biological processes to determine if the addition of the 3.0-MG equalization tank can increase the overall treatment capacity. Major piping modifications are required to incorporate the equalization tank into the treatment scheme. Permitting activities included FDEP, Manatee County site plan, and building permitting. Kimley-Horn provided part-time construction services to include shop drawing review, pay application review, responding to requests for information, contract closeout, and record drawings.





# Gary Nadeau, PE

*Roadway Design/MOT*

Gary has 35 years of experience providing transportation design, management, and construction oversight services for a variety of transportation improvements, ranging from resurfacing to major reconstruction projects. During the course of his career, he has designed well over 300 miles of infrastructure improvement projects and brings a hands-on project management and design approach to every project assignment. He specializes in resurfacing and rehabilitation projects, and he has a strong expertise in pavement rehabilitation strategies and design approaches.

**Current Position with Kimley-Horn:** Senior Civil Engineer

**Years with Kimley-Horn:** 19

**Anticipated Level of Participation:** 3%

## Professional Credentials

- Master of Science, Civil Engineering, California State University
- Bachelor of Science, Civil Engineering, University of Hartford
- Professional Engineer in Florida, #49629
- American Society of Civil Engineers (ASCE), Member
- Florida Institute of Consulting Engineers, Member
- Florida Engineering Society, Member
- American Public Works Association (APWA), Member

*The Anticipated Level of Participation is an estimate of the percentage of the overall project effort expected from each team member.*

## SPECIAL QUALIFICATIONS

- Areas of expertise include freeway and expressway detailed design, design supervision, bridge and highway design, highway and street drainage design, traffic control design, right-of-way assessment, construction observation, and project management
- An FDOT-certified maintenance of traffic (MOT) professional and accustomed to designing MOT plans that balance all modes of traffic in an efficient and effective manner

## RELEVANT EXPERIENCE

**Gulf of Mexico Drive RAB, Town of Longboat Key, FL —** Principal-in-Charge. Provided technical oversight for the design of the Gulf of Mexico Drive (GMD) and Broadway intersection as a single-lane roundabout (RAB), transitioning to a two-lane minor arterial roadway with a combination of open and closed drainage systems. Improvements included 7-foot bicycle lanes, a raised median, a 6- to 8-foot sidewalk on the west side, and a 12-foot sidewalk on the east side. The RAB design incorporated the Town's recently approved Complete Street design criteria and elevated the new roundabout to address sea level rise (SLR) resiliency, raising the minimum pavement edge elevation from approximately 5.0 to 6.0 feet NAVD88. The RAB was designed and permitted as an exemption (Application ID 845908) with the Southwest Florida Water Management District (SWFWMD). Following the initial design, comments from the Florida Department of Transportation (FDOT) led to a redesign of the RAB. The existing superelevation was eliminated and replaced with a normal crown, while bicycle lanes and sidewalks were widened in accordance with the Town's Complete Street Corridor Plan. The redesigned RAB improves pedestrian safety and traffic calming.

**Honore Avenue Widening, Sarasota County, FL —** Project Manager. Kimley-Horn led the design and permitting for 1.2 miles of roadway widening, converting an existing two-lane rural roadway into a four-lane divided urban arterial with closed drainage. Improvements included additional travel lanes, buffered bicycle lanes with a seven-foot barrier, sidewalks on both sides of Honore Avenue, roadway lighting, pedestrian crossings, and landscaping. The project retrofitted one existing roundabout and replaced a signalized intersection with a two-lane roundabout. Lighting design included close coordination with Sarasota County and Florida Power and Light (FPL) regarding luminaire preferences and service demand requests. Full lighting design, including new pole placement, conduit, conductor, pull-box design, and load center design, was

provided to the County. Electrical design, including load calculations, wiring diagrams, and voltage-drop calculations, was also provided. Our lighting design incorporated the review of potential utility conflicts with new stormwater infrastructure and existing and newly proposed utilities. New LED lighting along the corridor provided a safer driving environment for vehicles and pedestrians.

**17th Street Trail Extension, Sarasota County, FL —** Project Engineer. Kimley-Horn was selected by Sarasota County to design and permit an approximately 1.6-mile, 12-foot-wide multi-use trail connecting 17th Street Park to Nathan Benderson Park. Surface water design was a key component of the project, requiring evaluation and modification of the existing drainage system to accommodate the trail while minimizing impacts to roadside ditches and surrounding floodplains. Improvements included back-of-sidewalk drainage, ditch regrading, and floodplain compensation through expanded ditches and a new compensation area adjacent to an existing County stormwater pond. Kimley-Horn used Sarasota County's ICPR4 stormwater model to evaluate floodplain impacts, size compensation areas, and design stormwater infrastructure. Through careful coordination and design, drainage impacts were minimized and the project qualified for a SWFWMD exemption.

**DeSoto Road and Tuttle Avenue Sidewalk Improvements, Sarasota County, FL —** Project Manager. We provided design, permitting, bidding, and limited post-design services for approximately 3.41 miles of sidewalk along DeSoto Road and Tuttle Avenue in Sarasota County's DeSoto Acres neighborhood. Improvements included 1.51 miles of eight-foot-wide sidewalk along DeSoto Road, from Middle Avenue to Lockwood Ridge Road, and 1.90 miles of six- to eight-foot-wide sidewalk along Tuttle Avenue, from Dr. Martin Luther King Jr. Way to University Parkway. Both corridors included extensive drainage, accessible curb ramps, pedestrian signals, and supplemental lighting to support neighborhood pedestrian connectivity.

**US 41 at Gulfstream Avenue Roundabout PD&E Study and Final Design, FDOT District One, Sarasota, FL —** Project Manager for roundabout design. Kimley-Horn performed engineering services for the state's first State-Wide Acceleration and Transformation (SWAT) project for the multi-lane roundabout. Designated as a SWAT project, the PD&E and Design efforts overlap to reduce schedule and streamline efficiency. This project included full reconstruction of the intersection to a roundabout configuration, pedestrian signals, lighting, landscape, ADA and drainage improvements. This is the first partial 3 lane roundabout in the state and due to its complexity an emphasis has been placed on public involvement for this project. Design improvements for this constrained urban intersection addressed multi-modal transportation, pedestrian connectivity/safety enhancements and balanced roundabout performance criteria such as fastest path analysis and design vehicle movements. Due to high pedestrian volumes FDOT is implementing the use of High Intensity Activated Crosswalks or Hawk signals.

**Modern Roundabout Improvement Design for Ringling Boulevard and Pine Place, Sarasota, FL —** Principal-in-Charge. Kimley-Horn was retained by the City to provide conceptual and final design services including construction documents for a roundabout at the intersection of Ringling Boulevard and Pine Place in Sarasota. This project involves the removal/replacement of the existing signalized intersection with a modern single-lane roundabout designed within the existing right-of-way. The project will be constructed through a Local Agency Program (LAP) agreement with FDOT. As part of the design process, Kimley-Horn reviewed existing stormwater facilities to incorporate sufficient design measures to ensure positive drainage of roadway improvements and prevent ponding along the roadway. Other design services included utility coordination and utility adjustment plans, signing and pavement marking plans, roadway lighting, temporary traffic control plans, and environmental permitting.





# Casey Long, PE

*Marine Structures*

Casey Long is a civil and structural engineer with over 30 years of experience focused on waterfront development, seaports, and marinas. Casey's marine structures background includes bulkheads, seawalls, fixed and floating docks, piers, boat ramps, ship moorings, and waterfront structural condition assessments. He brings project management, structural analysis and design, permitting coordination, construction document preparation, and construction-phase support, with experience addressing deteriorated waterfront infrastructure, storm damage, and operational constraints at active facilities.

**Current Position with Kimley-Horn:** Senior Structural Engineer

**Years with Kimley-Horn:** 9

**Anticipated Level of Participation:** 1%

## PROFESSIONAL CREDENTIALS

- Master of Engineering, Structural Engineering, University of Florida
- Bachelor of Science, Civil Engineering, University of Florida
- Professional Engineer in FL #56083
- National Council of Examiners for Engineering and Surveying credential #23162
- Florida Engineering Society, Member
- National Society of Professional Engineers, Member

*The Anticipated Level of Participation is an estimate of the percentage of the overall project effort expected from each team member.*

## SPECIAL QUALIFICATIONS

- Brings approximately 30 years of civil and structural engineering experience, with a focus on waterfront development, seaports, and marinas. His technical background includes seawalls, bulkheads, piers, fixed and floating docks, boat ramps, ship moorings, and waterfront facilities
- Experience includes steel sheet pile walls, anchored bulkhead systems, concrete caps, and shoreline stabilization

## RELEVANT EXPERIENCE

**Yacht Club Community Park and Marina, Cape Coral, FL —** Marine Structural Engineer. Casey provided marine structural engineering for the redevelopment of Yacht Club Community Park, including bulkheads, approximately 100 marina slips with floating docks and wood finger piers, a boat ramp, and wood boardwalks. His responsibilities included marina planning and design, utility coordination, permit coordination, dredging design, and consulting. Our broader assignment integrates waterfront improvements with beach amenities, boat trailer parking, park facilities, and upland redevelopment. The assignment demonstrates Casey's experience coordinating marine structures with public recreation, waterfront access, and related site infrastructure.

**Dunedin Marina Master Plan and Phase 1 Design, Dunedin, FL —** Marine Structural Engineer and Marina Planner. Casey evaluated the existing marina bulkhead, more than 100 marina slips with floating docks and wood finger piers, a boat ramp, and wood boardwalks. He provided marina planning, design concept alternatives, utility coordination, permitting guidance, and boat ramp circulation concepts. Our work supported a marina master plan informed by community engagement, stakeholder consultations, City staff, and the City Commission. Related services addressed hurricane-damaged waterfront infrastructure, including seawall and fishing pier replacement design. Casey's role combined structural evaluation with planning for the marina's waterfront and upland functions.

**Port of Palm Beach, Berth 1 Bulkhead Replacement, Riviera Beach, FL —** Project Manager and Lead Structural Engineer. Casey led analysis, design, and construction document development for a 450-foot bulkhead replacement accommodating a 35-foot dredge depth, together with associated upland paving. The structural system incorporated steel sheet piles, drilled soil-anchor tiebacks, and a reinforced

concrete cap. His responsibilities included developing accelerated construction phasing and sequencing intended to reduce disruption to active port operations and adjacent berths. Our services extended into construction through site observation, shop drawing review, responses to contractor questions, and consulting. The assignment demonstrates Casey's experience integrating bulkhead design with berth operations and construction access constraints.

**Town of Palm Beach, Annie's Dock Repair and Restoration, Palm Beach, FL —** Marine Structural Engineer. Casey served as a senior consultant on marine aspects of the repair and restoration of Annie's Dock following Hurricane Irma. Work included removal of damaged concrete caps, elevation of existing structures, and refurbishment of damaged metal walkways. Our assignment included structural design and permitting for dock and wall repairs, including emergency repair authorizations. The project demonstrates Casey's experience with hurricane-damaged waterfront structures and rehabilitation that incorporates existing structural components.

**HCA Healthcare, Mercy Hospital Seawall and Loading Dock Replacement, Miami, FL —** Project Manager. Casey managed design, planning, bidding, permitting, and construction-phase services for strengthening approximately 2,000 feet of seawall along Mercy Hospital's Biscayne Bay waterfront. Improvements included steel sheet piles, tie rods connecting existing and new walls, a concrete cap, backfill, grading, and a new landing dock for rescue vessels. The project responded to hurricane damage that affected the existing seawall and hospital access road. Our team developed a wall alignment strategy intended to streamline design and permitting while addressing site access needs. The assignment demonstrates Casey's experience with emergency waterfront rehabilitation adjacent to an operating healthcare campus.

**9 Island Condominium, Marina Dock Replacement and Seawall Repair, Miami Beach, FL —** Project Engineer. Casey provided senior-level engineering support and design document review and development for waterfront repairs following Hurricane Irma. Our assignment included above- and below-water condition assessments of a 623-foot concrete post-and-panel seawall and a damaged timber marina and boardwalk. The team developed repair plans, specifications, and an opinion of probable cost for seawall repairs and replacement of the timber marina. Related services included permitting assistance and construction-phase observation, reporting, and contractor submittal review.

**The District CDD, RiversEdge Waterfront Improvements, Jacksonville, FL —** Marine Structural Engineer. Casey provided marine structural engineering for seawall and bulkhead replacement along the St. Johns River as part of the 32-acre RiversEdge redevelopment. His responsibilities addressed deteriorated waterfront structures, upland environmental constraints, soil replacement using vibrocompaction, and encapsulation of an existing power plant intake structure. He also provided permitting coordination and consulting. Our broader waterfront assignment included design, permitting, and construction-phase services for more than 1,900 feet of seawall and bulkhead, with consideration of potentially contaminated soils and future riverwalk, park, and marina connections. The project demonstrates Casey's experience coordinating marine structures with brownfield redevelopment and future public waterfront amenities.

**City of St. Augustine, Avenida Menendez Seawall Flood Barrier Phase 1, St. Augustine, FL —** Structural Engineer. Casey provided senior consulting and structural review for the reinforcement and replacement of the historic bayfront seawall. Our work included planning, permitting, design, bid documents, and bidding assistance for a seawall system incorporating tidal backflow prevention and a continuous protective elevation. The project addressed storm-related flooding affecting the City's historic waterfront, nearby properties, and sensitive archaeological resources. Design services were supported by Hazard Mitigation Grant funding following Hurricane Irma.





# Ed Dean, PLA, LEED AP

*Landscape Architecture*

Edward Dean has 15 years of project design and construction management experience. He has a broad range of experience in landscape architecture and is LEED Accredited. His work includes a robust portfolio working with public agencies on community and regional parks, streetscape, recreational trail projects as well as extensive experience with FDOT in D1, D2, D5, D7, Florida's Turnpike Enterprise on the Department's highway beautification initiatives. Ed is proficient in FDOT Civil 3D State Kit and experienced in FDOT design and application of FDOT standards including FDOT Design Manual, CADD Manual, Standard Specifications, and Standard Plans.

**Current Position with Kimley-Horn:** Landscape Architect

**Years with Kimley-Horn:** 12

**Anticipated Level of Participation:** 3%

### Professional Credentials

» Bachelor of Landscape Architecture, Landscape Architecture, Ball State University

» Professional Landscape Architect in Florida, #LA6667269

*The Anticipated Level of Participation is an estimate of the percentage of the overall project effort expected from each team member.*

## SPECIAL QUALIFICATIONS

» Extensive design experience in FDOT D1, D2, D5, D7, Florida's Turnpike Enterprise on the Department's highway beautification initiative

» Proficient in FDOT Civil 3D State Kit

## RELEVANT EXPERIENCE

**Buttonwood Neighborhood Drainage Improvements, Town of Longboat Key, FL —** Landscape Architect. The Town of Longboat Key contracted with Kimley-Horn to identify alternatives and recommendations to improve capacity elements of the existing stormwater management system and address stormwater concerns in the Buttonwood neighborhood. Ed is providing oversight, guidance and quality control checks for the existing conditions landscape documentation and the landscape restoration plans along Longview Drive for the roadway elevation project. Ed provides support to Jake in the plans preparation regarding the existing and restoration landscape plans. The team has carefully evaluated the initial survey data and home elevations to design a roadway profile that maximizes the elevation of the roadway, while having no adverse impacts on adjacent low elevation homes. The Buttonwood Neighborhood Drainage Improvements project includes three recommended projects: the Buttonwood Drive and Winslow Place reconstruction, a flow diversion, and ditch optimization projects. The design and permitting phase of the Buttonwood Drainage Improvements project is federally funded through the Florida Division of Emergency Management (FDEM) via the Hazard Mitigation Grant Program (HMGP) contract H1133 for Project 4673-109-R. As the project progresses, it is critical that all grant requirements including NEPA Compliance are met. For grant compliance and document management, the SMARTS Grant Tracking platform is a tool available for the team.

**Buttonwood Neighborhood Drainage Improvements and Flood Mitigation/ Resiliency, Town of Longboat Key, FL —** Landscape Architect. Kimley-Horn was contracted to identify alternatives and recommendations to improve capacity elements of the existing stormwater management system and address stormwater concerns in the Buttonwood neighborhood. The drainage improvement project addressed chronic compound flooding and drainage issues across three main areas: reconstruction of Buttonwood Drive and Winslow Place, flow diversion, and ditch

optimization. Molly's team elevated low-lying roadway sections to improve access and reduce flooding, coordinated closely with property owners to ensure changes did not negatively impact adjacent homes, and designed a modern stormwater management system with new inlets, pipes, bioswales, and check valves. The project also involved extensive surveying, utility coordination, geotechnical investigations, and environmental permitting, including compliance with NEPA and wetland mitigation requirements. Public engagement was integral, with meetings held to inform and coordinate with residents about drainage improvements and easements. With Kimley-Horn serving as the consultant for both the Buttonwood Neighborhood Drainage Improvements and Flood Mitigation/Resiliency projects, coordinating the two projects provides the Town with opportunities for cost savings and an integrated design schedule. The project schedule, grant reporting, and deliverables were managed in accordance with Federal Emergency Management Agency (FEMA) Hazard Mitigation Grant Program (HMGP) requirements and submitted for compliance review by the Florida Division of Emergency Management (FDEM).

**Norton Street Drainage and Roadway Improvements, Town of Longboat Key, FL —** Landscape Architect. Ed led the documentation of the existing landscape and hardscape per parcel along Norton Street and developed individual site-specific existing condition and restoration plans. He provided oversight for field visits, data collection, and meetings with residents to clarify restoration plans. The project required examination of existing topography and home elevations to design a roadway profile that maximized the elevation of the roadway without adversely impacting adjacent low-elevation homes. The roadway is to be elevated by upwards of a foot at the crown, improving the community's resiliency. With the elevation of the road, documentation of existing conditions and development of restoration plans were critical to maintaining a high level of acceptance and buy-in for the project.

**Bayfront Park Recreation Center, Longboat Key, FL —** Landscape architect. Ed provided professional landscape architectural services for the design and implementation of a master plan to address the underutilization of the park and the accessibility and potential expansion of the existing community center. The design replaced the existing baseball field and outfield fences with a new open multipurpose field and added a covered pavilion that overlooks the water and a newly added pedestrian bridge. Several benches and covered picnic tables were installed along the waterfront to take full advantage of the park's unique location. Bayfront Park is a shared project between the Town of Longboat Key and Sarasota County. Kimley-Horn was hired to help create the park vision and assist in presentations to the residents of Longboat Key, resulting in the adoption of a concept plan as the guiding vision for the park. The park includes a new community center, increased public parking, increased opportunities to access Sarasota Bay, interpretive environmental education areas, increased passive recreation areas, a multi-use active recreation area, a themed children's playground, a kayak launch, fishing pier, basketball court, tennis courts, and a large dog park.

**Honore Avenue Widening, Sarasota County, FL —** Landscape Architect. Kimley-Horn led the design and permitting for 1.2 miles of roadway widening, converting an existing two-lane rural roadway into a four-lane divided urban arterial with closed drainage. Improvements included additional travel lanes, buffered bicycle lanes with a seven-foot barrier, sidewalks on both sides of Honore Avenue, roadway lighting, pedestrian crossings, and landscaping. The project retrofitted one existing roundabout and replaced a signalized intersection with a two-lane roundabout. Lighting design included close coordination with Sarasota County and Florida Power and Light (FPL) regarding luminaire preferences and service demand requests. Full lighting design, including new pole placement, conduit, conductor, pull-box design, and load center design, was provided to the County. Electrical design, including load calculations, wiring diagrams, and voltage-drop calculations, was also provided. Our lighting design incorporated the review of potential utility conflicts with new stormwater infrastructure and existing and newly proposed utilities. New LED lighting along the corridor provided a safer driving environment for vehicles and pedestrians.





# Ronnie Van Fleet, PWS

*Environmental Assessment*

Ronnie is an accomplished environmental scientist with more than 38 years of experience with a broad range of experience working with public works and private sector projects, including roadways, trails, stormwater systems, utilities, environmental restoration, and private developments. Ronnie also has extensive experience with environmental permitting, including conducting wetland delineations, habitat and plant surveys, listed wildlife studies and permitting, Environmental Resource Permitting (ERP), State's recent 404 permitting for Assumed Waters, and federal permitting. Ronnie is well respected for his ability to negotiate with state and federal agencies, and he has successfully navigated the permitting process for dozens of complex projects.

**Current Position with Kimley-Horn:** Senior Environmental Scientist

**Years with Kimley-Horn:** 2

**Anticipated Level of Participation:** 3%

## PROFESSIONAL CREDENTIALS

- Master of Science, Fisheries and Aquatic Sciences, University of Florida
- Bachelor of Science, Wildlife Ecology, University of Florida
- American Public Works Association (APWA), Member
- Florida Association of Environmental Professionals, Member
- Society of Wetland Scientists, Member

*The Anticipated Level of Participation is an estimate of the percentage of the overall project effort expected from each team member.*

## SPECIAL QUALIFICATIONS

- Experience includes wetland water use permitting, wetland assessment procedure (WAP) monitoring, plant identification, water quality monitoring, environmental site assessments, habitat characterizations, aerial photo-interpretation, listed species permitting, and wildlife and fisheries studies.
- Natural resource management experience includes wetland restoration, mitigation design, water resource management, exotic plant eradication, lake restoration, wetland restoration, upland habitat restoration, design of wetland creation and mitigation/regional mitigation sites, prescribed burning, and fisheries management
- Manages complex water resource projects with monitoring, maintenance, and permit compliance for wetlands, lakes, stormwater ponds, surface water systems, littoral shelves, mitigation sites, and natural areas

## RELEVANT EXPERIENCE

**Buttonwood Neighborhood Drainage Improvements and Flood Mitigation/ Resiliency, Town of Longboat Key, FL —** Environmental Lead. Kimley-Horn was contracted to identify alternatives and recommendations to improve capacity elements of the existing stormwater management system and address stormwater concerns in the Buttonwood neighborhood. The drainage improvement project addressed chronic compound flooding and drainage issues across three main areas: reconstruction of Buttonwood Drive and Winslow Place, flow diversion, and ditch optimization. Molly's team elevated low-lying roadway sections to improve access and reduce flooding, coordinated closely with property owners to ensure changes did not negatively impact adjacent homes, and designed a modern stormwater management system with new inlets, pipes, bioswales, and check valves. The project also involved extensive surveying, utility coordination, geotechnical investigations, and environmental permitting, including compliance with NEPA and wetland mitigation requirements. Public engagement was integral, with meetings held to inform and coordinate with residents about drainage improvements and easements. With Kimley-Horn serving as the consultant for both the Buttonwood Neighborhood Drainage Improvements and Flood Mitigation/Resiliency projects, coordinating the two projects provides the Town with opportunities for cost savings and an integrated

design schedule. The project schedule, grant reporting, and deliverables were managed in accordance with Federal Emergency Management Agency (FEMA) Hazard Mitigation Grant Program (HMGP) requirements and submitted for compliance review by the Florida Division of Emergency Management (FDEM).

**Honore Avenue Widening, Sarasota County, FL —** Environmental Scientist. Kimley-Horn led the design and permitting for 1.2 miles of roadway widening, converting an existing two-lane rural roadway into a four-lane divided urban arterial with closed drainage. Improvements included additional travel lanes, buffered bicycle lanes with a 7-foot barrier, sidewalks on both sides of Honore Avenue, roadway lighting, pedestrian crossings, and landscaping. The project retrofitted one existing roundabout and replaced a signalized intersection with a two-lane roundabout. Lighting design included close coordination with Sarasota County and Florida Power and Light (FPL) regarding luminaire preferences and service demand requests. Full lighting design, including new pole placement, conduit, conductor, pull-box design, and load center design, was provided to the County. Electrical design, including load calculations, wiring diagrams, and voltage-drop calculations, was also provided. Our lighting design incorporated the review of potential utility conflicts with new stormwater infrastructure and existing and newly proposed utilities. New LED lighting along the corridor provided a safer driving environment for vehicles and pedestrians.

**Buttonwood Stormwater Analysis, Town of Longboat Key, FL —** Environmental Scientist. The Town of Longboat Key contracted with Kimley Horn to identify alternatives and recommendations to improve capacity elements of the existing stormwater management system and to address stormwater concerns in the Buttonwood neighborhood. Ronnie provided on-site assessment of the existing shorelines and for the Monroe Street right-of-way to develop options for enhancement. Included in the project was a Public Engagement task for developing information to be presented at a Public Meeting and for collecting public input on the project. Input from the residents provided back up documentation and validation for the alternatives developed to improve the stormwater management system and address standing water and flooding issues in the Buttonwood neighborhood. The final report includes the alternatives and preliminary opinions of probable cost.

**Lena Road Improvements (44th Avenue East to SR 64), Manatee County, FL —** Environmental Scientist. The roadway improvement design is for a 1.75-mile segment including a critical missing link for a north-south Lena Road east of I-75 in Manatee County. Ronnie is responsible for the environmental permitting and design of the on-site mitigation for wetland impacts. The on-site mitigation will cover approximately 12-acres of a 16-acre parcel. Currently, the parcel is covered with thick, invasive species and generally has a low functional assessment with the exception of some areas of higher quality wetlands that will be preserved and enhance in the mitigation design. The stormwater modeling includes wetland hydroperiod analysis for the 12-acres of on-site wetland mitigation. The roadway widening will include a roundabout, center turn lane, shared use path, sidewalk, and on-site and off-site drainage designed to meet the regulatory requirements of no adverse impacts. The roadway corridor is in the Cypress Strand Watershed crossing through FEMA floodplain and FEMA floodway and will require a no-rise analysis. As part of the stormwater management system design, water quality net improvement is required. Pond sites were limited by the natural drainage features and coordination of floodplain compensation with adjacent projects.

**Bobby Jones Golf Club and Environmental Park, Sarasota, FL —** Environmental Scientist. Kimley-Horn was selected by the City of Sarasota to provide a conceptual design for a park master plan based on commission direction to evaluate a reduction in the number of golf holes. Through extensive community engagement at public meetings and online surveys, 3 concept alternate plans were presented to the City Commission for review and approval. The selected plan provides extensive nature and community benefits.





## Philip DiMaria, AICP

***Public Outreach*** *(3% Involvement)*

Philip is a planner with more than a decade of experience providing planning, entitlement, and community engagement services in Sarasota and surrounding communities. His experience in stakeholder outreach, community workshops, and consensus-building is relevant to drainage projects that affect neighborhoods, public access, and community spaces. Philip works with elected officials, residents, nonprofits, and advocacy groups to connect community priorities with practical planning and design decisions. His public engagement work for The Bay Park and Rosemary District Strategic Plan provides a foundation for communicating proposed improvements, gathering feedback, and addressing stakeholder concerns throughout drainage project development.



## Steve Hartl

***Roadway Design/MOT*** *(2% Involvement)*

Steve is a senior civil designer with 32 years of civil engineering and plans preparation experience for public agencies and private owners. His background in roadway design, temporary traffic management, utility relocation detailing, and construction documentation supports drainage improvements within existing roadway corridors. Steve brings experience coordinating roadway geometry, intersections, sidewalks, and utilities, which is relevant when drainage improvements require roadway reconstruction or changes to access during construction. His work on Honore Avenue widening and the US 41 at Gulfstream Avenue roundabout in Sarasota provides relevant experience integrating roadway improvements with drainage and other infrastructure elements.



## Emily Saidi, PE, IMSA I, TTC

***Lighting*** *(2% Involvement)*

Emily is a Florida-licensed professional engineer with six years of experience supporting roadway and corridor projects for public clients. Her background in lighting design, photometric analysis, electrical design, and utility coordination supports drainage projects that include roadway reconstruction, pedestrian improvements, or adjustments to existing infrastructure. Emily brings experience integrating lighting with roadway geometry, signals, and utility systems. Her work on Honore Avenue widening and the Ringling Boulevard and Pine Place roundabout in Sarasota is relevant to coordinating lighting improvements with drainage, roadway, and utility design requirements.



## Jake Hess, PLA, ISA-CA

***Landscape Architecture*** *(7% Involvement)*

Jake is a Florida-licensed landscape architect and arborist with four years of experience in landscape design, arboriculture services, irrigation design, and landscape code analysis. His experience preparing landscape documentation and restoration plans for infrastructure projects is directly relevant to drainage improvements that affect existing trees, planting areas, and neighborhood character. Jake works with multidiscipline teams to coordinate landscape elements with roadway and drainage improvements and develop site-responsive restoration designs. His project experience includes public parks, roadway landscape medians, and Englewood Artist Area Improvements, providing a background in integrating landscape design with public infrastructure.



## Chris Hunt, PhD, RPA

***Historical Resources*** *(3% Involvement)*

Chris is a professional archaeologist with more than a decade of experience in cultural resources management, archaeological field research, and historic preservation consultation. His background in research, field surveys, resource evaluations, and technical reporting supports drainage projects involving ground disturbance and potential effects on archaeological or historical resources. Chris brings a regulatory perspective from his prior work with the Florida Division of Historical Resources, where he reviewed state and federal permit actions and coordinated with agencies and stakeholders. His cultural resource assessment experience supports consideration of preservation requirements during drainage project planning and design.



# Valerie Ciudad-Real

Senior Community Outreach Specialist

valerin
Create • Communicate • Connect

During Valerie's 35-year career, she has developed and implemented hundreds of public participation programs and communication plans for public sector clients, including the Florida Department of Transportation (FDOT), municipalities, expressway and transit authorities, planning organizations, and counties. Valerie serves as a communications manager responsible for overseeing assigned staff and public engagement and outreach activities and also leads Valerin's QA/QC program.

## Relevant Project Experience

**Anna Maria Island Pipe Replacement Program, Manatee County, Manatee County, FL:** As part of the Capital Improvement Plan (CIP), Manatee County is replacing aging drinking water and wastewater pipelines on Anna Maria Island. The County is also constructing stormwater drainage improvements for Coquina Beach public parking. Many of the existing pipelines included in these projects were constructed in the 1970s and are now reaching the end of their service life. Force main replacement projects underway on the island include Force Main 1 in Bradenton Beach, Force Main 8 in Holmes Beach, and Force Main 15 in Anna Maria. Combined, these projects include the replacement of just over one mile of the pipeline on the island. Valerie manages assigned staff and activities and also performs all QC for developed collateral materials.

**44th Avenue East Extension – I-75 Overpass to Lakewood Ranch Boulevard, Manatee County, Manatee County, FL:** This segment of 44th Avenue East included approximately 1.9 miles of new roadway. Improvements included widening to a four-lane facility with bicycle lanes, divided median, curb and gutter, sidewalk, a multi-use trail, street lighting, utilities, drainage infrastructure, stormwater management systems, and a roundabout at the intersection with Lena Road. A new overpass across I-75 and a bridge spanning the reclaimed lake at the existing County Southeast Water Reclamation Facility (SEWRF) were also included in the project. The new segment of Lena Road connecting the 44th Avenue East roundabout and the existing Lena Road to the south was a two-lane facility with divided median, curb and gutter, sidewalk, a multi-use trail, and street lighting. Valerie served as the communications manager overseeing public engagement and outreach tasks, assigned Valerin staff, and ensured the project website is kept up to date. She also coordinated with Manatee County staff regarding public outreach efforts.

**75th Street West Widening and Improvements from 20th Avenue West to Manatee Avenue West, Manatee County, Manatee County, FL:** The one-mile project will widen the existing two-lane roadway to four lanes, creating a divided-urban roadway (two lanes in each direction) with a center left-turn lane and/or raised median. Safety and operational enhancements will also include pedestrian and bicycle facility upgrades including a shared-use path, drainage improvements and designated stormwater ponds, County utility modifications, replacing and upgrading traffic signals as needed to accommodate the widened roadway, and additional lighting in conjunction with Florida Power & Light (FP&L). Valerie is responsible for leading all public involvement efforts including managing assigned staff and activities, performing all QC for developed collateral materials, and attending the public meeting.

**Lower Peninsula Regional Stormwater Improvements Design-Build, City of Tampa, Hillsborough County, FL:** This $37 million project is the first of several located in the Lower Peninsula area of Tampa and is part of the City of Tampa's Stormwater Resolution that was passed in 2016. The project consisted of the design and construction of a major stormwater conveyance system that will reduce stormwater flooding in South Tampa neighborhoods. This project includes more than 8,000 linear feet of box culvert and pipes, as well as drainage inlets and a new outfall to Hillsborough Bay. In addition, an environmentally sensitive pond will be developed as part of the MacDill 48 Park to provide water quality treatment prior to stormwater begin discharged into Hillsborough Bay. The pond will include state-of-the-art infrastructure to reduce discharges of nutrients, oils, grease, and floating debris into Hillsborough Bay. Valerie serves as the project manager and oversees community outreach specialists, public involvement activities, and manages the QA/QC process.

**Southeast Seminole Heights Flooding Relief Design-Build, City of Tampa, Hillsborough County, FL:** Valerin was added as part of the design-build team to lead the public engagement and community outreach efforts for this major stormwater project that was constructed to relieve frequent flooding within the Southeast Seminole Heights area. The project included new box culverts, storm sewer inlets, pipes, and associated interconnections to the existing storm sewer network to collect and route stormwater away from roads and properties. Additionally, multi-modal transportation mobility improvements were constructed on North Central Avenue between West Osborne Avenue and West Hillsborough Avenue. For this project, Valerie served as the communications manager providing high-level oversight of communications specialists and outreach efforts. This work is part of the City's ongoing commitment to invest in neighborhoods by upgrading essential infrastructure.

## Key Qualifications

- **20 Years of Experience**
- Public Involvement | Public Information Expertise

## Education

- High School Graduate
- Some College Coursework

## Training | Certifications

- Media Training
- Plans Reading

## Services

- Public Outreach

## Availability

- 20%

# Jessica McRory, PE, LEED AP

SENIOR GEOTECHNICAL ENGINEER

AREHNA | Engineering, Inc.



## Contact Information

813.944.3464
jmcrory@arehna.com

5012 W. Lemon Street
Tampa, Florida 33609

## Licenses

Professional Engineer
Florida Registration No. 68440, 2008

LEED Accredited Professional

## Experience

23 years total
17 years at AREHNA

## Education

Master of Science, Civil Engineering,
Geotechnical Concentration
University of South Florida, 2004

Bachelor of Science, Civil Engineering
University of South Florida, 2003

## Career Summary

Ms. McRory has managed the geotechnical aspects of testing, design and construction for over a thousand engineering projects over the last 23 years. Her involvement has included analysis and evaluation of soil conditions pertaining to new construction design, as well as ongoing construction projects. Project experience has ranged from task order contracts to large FDOT projects. Other responsibilities have included coordinating geotechnical field and laboratory testing, as well as construction materials testing services. Evaluations have included soil and groundwater conditions, determining soil bearing capacity and consolidation characteristics and analyzing the performance of various types of foundation systems. Ms. McRory has provided recommendations for shallow foundations, various ground improvement techniques and deep foundation systems including driven piles, drilled shafts and augercast piles.

## Project Experience

**Buttonwood Neighborhood Drainage Improvements, Longboat Key, Florida** This project consists of the reconstruction of Buttonwood Drive and associated drainage improvements. The purpose of the geotechnical study was to evaluate the general subsurface conditions at the project site and provide engineering recommendations to support the roadway reconstruction and drainage design. The scope of services included subsurface exploration, laboratory testing, and geotechnical analysis to assess soil and groundwater conditions relevant to the proposed improvements. Ms. McRory was responsible for coordinating field investigations, reviewing subsurface data, and developing geotechnical recommendations for design and construction.

**Captiva Island Stormwater Study-Mitigate Flooding, Lee County, Florida** The purpose of our geotechnical study was to evaluate the general subsurface conditions at four project sites. Ms. McRory provided project oversight, performed the geotechnical analyses, and developed site-specific recommendations to support the proposed construction projects.

**City of Anna Maria-SWFWMD Co-Funded Drainage Improvements, SWFWMD Florida** This project consisted of the design, permitting, and construction of stormwater retrofit improvements to enhance the quality of stormwater discharging into the Bay. The drainage basin encompasses approximately 75 acres of urban watershed tributary to Tampa Bay. The project site was located along various streets within the City of Anna Maria, Florida. Ms. McRory served as the Contract Manager, providing overall project oversight, quality control, coordination of geotechnical services, and technical review throughout the design and construction phases of the project.

**Casey Key Shoreline Protection Project, CEI, Sarasota, Florida** AREHNA is currently providing Construction Engineering and Inspection (CEI) services for this project, which consists of the reconstruction and shoreline stabilization of North Casey Key Road and the adjacent shoreline. Ms. McRory serves as the Contract Manager, providing overall project oversight, quality control, client coordination, and management of CEI activities to ensure compliance with project plans, specifications, and regulatory requirements.

**Clearwater North Beach Stormwater and Tidal Improvements, Clearwater, Florida** Ms. McRory provided geotechnical engineering services for this project, which consisted of the installation of new gravity storm sewers, including wet well structures, pump stations, and generator pads. Her responsibilities included project oversight, field and laboratory coordination, geotechnical analysis, and site recommendations to support the proposed improvements.

**Tidal Flooding Mitigation & Shoreline Protection. CEI, Hollywood, Florida** AREHNA is providing Construction Engineering and Inspection (CEI) services for this project, which includes improvements at twelve locations throughout the City. The work consists of approximately 7,200 linear feet of steel sheet pile installation, 8,000 linear feet of concrete pile caps, 2,000 linear feet of roadway and shared-use path reconstruction or elevation improvements, and associated earthwork activities. Ms. McRory's responsibilities included construction oversight, quality assurance, documentation, and coordination to ensure compliance with project plans and specifications.

SBE/WMBE ▪ USACE-Validated | AASHTO-Accredited | FDOT-Approved Laboratory



**YEARS WITH SAM**
>5 Months

**YEARS OF EXPERIENCE**
37

**EDUCATION**
University of Florida
B.S. Surveying & Mapping

**LICENSES**
FL - LS #5303

**MEMBERSHIPS**
Florida Surveying & Mapping Society

Florida Surveying & Mapping Society (Past President)
- Manasota Chapter of the Florida Survey and Mapping Society
- National Society of Professional Surveyors
- Tampa Bay Chapter of the Florida Surveying and Mapping Society (Past President)
- American Society of Civil Engineers
- National Society of Professional Surveyors (Florida Representative)
- University of Florida Surveying and Mapping Advisory Committee
- They Hydrographic Society of America

# RUSSELL HYATT, PSM

## Project Manager - Surveying

As SAM's Survey Department Manager, Russell brings over **37 years** of surveying and mapping experience, with strong expertise in coastal, hydrographic, and municipal infrastructure projects. Before joining SAM, he served as Vice President of Hyatt Survey Services, overseeing local, state, and federal contracts and ensuring quality control across diverse surveying programs. He has managed and produced boundary, hydrographic, topographic, geodetic, and development surveys, supported by extensive field experience and a four-year degree in Surveying and Mapping.

Russell has delivered comprehensive surveying services for numerous public and private clients, including USACE, AIM Engineering, Coastal Protection Engineering, SFWMD, SWFWMD, Hanson, AVCON, Michael Baker International, Conningham Construction, EG Solutions, WRMA Engineering, and HBK Engineering. His long-standing relationships with Pinellas, Hillsborough, Manatee, Sarasota, and Charlotte Counties, as well as FDOT, FDEP, and the USACE Jacksonville District, demonstrate his ability to support complex, multi-jurisdictional coastal projects. Russell's extensive coastal background, leadership, and deep understanding of Florida's regulatory environment strengthen SAM's ability to deliver high-quality, compliant, and efficient services for this contract.

## PROJECT EXAMPLES

**IDIQ Contract – Surveying & Mapping Services (Prime Consultant) USACE – Jacksonville District | Districtwide | 2006 – Present**

Under this districtwide IDIQ contract, the team successfully completed 256 task orders for USACE, delivering a wide range of surveying services including geodetic control (GPS and digital leveling), topographic mapping, construction surveys, single- and multi-beam hydrographic surveys, boundary and property surveys, tidal surveys, and subsurface utility investigations using GPR and vacuum excavation. All work was delivered in full compliance with USACE CADD and GIS standards. Total contract value: $6,861,099.06.

**CITYWIDE Gravity Sewer Survey | City of Sarasota (Subconsultant)**

Under the leadership of Russell, the team completed a large-scale utility mapping effort requiring the horizontal and vertical location of approximately 700 gravity sewer manholes throughout the City of Sarasota. The field crews collected precise positional data for each structure, and the team delivered a comma-delimited ASCII file containing point number, northing, easting, elevation, and descriptive information for every manhole. To support clear interpretation of the dataset, the team also produced a detailed CAD file depicting all located structures and relevant features, providing the City with an accurate, easy-to-use representation of the existing sewer infrastructure.

**Phase 1 and Phase 2 Stormwater Analysis Update: 2024 - Town of Longboat Key, Florida (Subconsultant)**

Hyatt Survey Services, Inc. (now Surveying and Mapping, LLC – SAM) provided professional surveying and mapping services for the Town of Longboat Key's Longboat Village Phase 1 and Phase 2 Stormwater Analysis Update. The project encompassed approximately 6,270 linear feet of roadway right-of-way and finished floor elevation surveys for 75 residential properties. Services included topographic surveying, right-of-way determination, mapping of existing utilities and stormwater infrastructure, drainage structure elevations and dimensions, outfall and backflow prevention assembly measurements, and identification of trees four inches or greater in diameter. Survey data was referenced to NAD83/2011 and NAVD88, with established project benchmarks and signed and sealed survey deliverables supporting stormwater analysis, drainage improvements, and infrastructure planning.



## Subcontractors

### The Valerin Group, Inc.

**Public Involvement**

Create • Communicate • Connect

Founded in 2006, The Valerin Group, Inc. is a communications firm specializing in public engagement, community outreach, graphic design, digital communications, visualizations, and multimedia production. Valerin supports municipalities, counties, transportation agencies, and planning organizations through planning, design, and construction initiatives. For the Town of Longboat Key, these capabilities offer tools to communicate proposed drainage, roadway, and utility improvements in clear, accessible terms. Valerin's outreach and visual communication services can help residents and property owners understand project considerations, share input, and stay informed as infrastructure improvements advance.

### AREHNA Engineering, Inc.

**Geotechnical**

AREHNA | Engineering, Inc.

Established in 2009, AREHNA Engineering, Inc. is a Tampa-based geotechnical engineering and materials testing firm with experience supporting stormwater and drainage systems, water and wastewater infrastructure, pipelines, roadway improvements, bridges, parks, and trails. Its services are supported by a geotechnical and construction materials testing laboratory. For the Town of Longboat Key, AREHNA's capabilities can support the evaluation of subsurface conditions and inform design decisions for drainage, roadway, and utility improvements. Its experience across these infrastructure types provides a relevant technical foundation for developing practical, constructable solutions aligned with the Town's project needs.

### Surveying And Mapping, LLC (SAM)

**Survey and Subsurface Utility Engineering**

SAM™

Founded in 1994, Surveying And Mapping, LLC (SAM) provides professional land surveying and geospatial services, including aerial mapping, photogrammetry, geographic information systems, subsurface utility engineering, utility coordination, and airborne, mobile, and terrestrial LiDAR. SAM's integrated service model provides a single point of contact for coordinated surveying and mapping products. For the Town of Longboat Key, these capabilities can support documentation of surface features and underground infrastructure to inform drainage, roadway, and utility improvements. Integrating survey and utility information can help the design team evaluate existing conditions, identify potential conflicts early, and develop designs responsive to the Town's infrastructure needs.

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# TAB 4

# PROJECT APPROACH





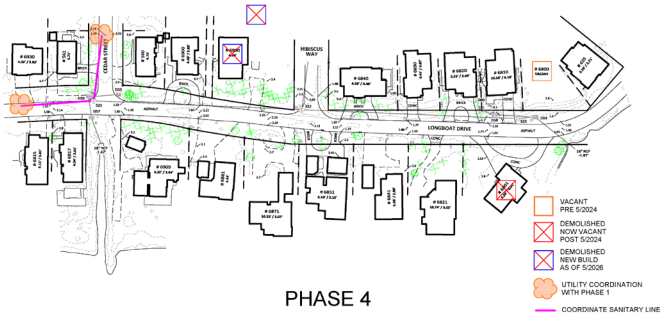
# 4. PROJECT APPROACH

## Project Understanding

The Longboat Key Village (LBK Village) is located on the northernmost end of the Town of Longboat Key (Town) and serves as a community hub due to its lively restaurants and public dock in addition to private residences. The drainage conditions in the Village have been studied since 2000 because its low roadway elevations and proximity to Sarasota Bay make it susceptible to tidal flooding, rainfall-related flooding, and the effects of sea-level rise (SLR). Improvements to the stormwater management system were designed based on the original study, permitted under ERP 44023853.000, and constructed in 2004. Since 2004, the Town has commissioned two additional drainage studies of the Village, both completed by Kimley-Horn, in 2015 and 2024. Now the Town seeks a comprehensive drainage and roadway design that addresses the effects of tidal inundation, rainfall runoff, low roadway elevations, and limitations of the existing drainage system while coordinating with adjacent property owners, complementing the on-going Phase 1 and 2 projects, as needed, and balancing construction cost with benefits to the community.

The LBK Village Phase 4 project area includes Longboat Drive South between Cedar Street and Jackson Way, a portion of Cedar Street, and the unimproved Cedar Street right-of-way west of Longboat Drive South. The lowest identified grate elevation within Phase 4 is approximately 1.0 feet NAVD88, while the lowest roadway elevation along Jackson Way is approximately 1.5 feet NAVD88. The outfall near Longboat Drive South and Cedar Street does not currently have a backflow preventer, and the existing outfall near Jackson Way may be limited by its close location adjacent to a private seawall. Improvements to the existing outfalls and the overall drainage system could have meaningful impacts to the flood conditions endured by the community.

Roadway reconstruction also provides an opportunity to alleviate flooding by elevating low roadway areas, increasing head differential between drainage inlets and receiving waters, and improving the performance of the gravity drainage system and backflow preventers. Phase 4 provides a unique opportunity to develop a saltwater marsh within the unimproved Cedar Street right-of-way. The marsh could provide a nature-based treatment area that filters runoff, traps sediment, supports positive drainage from Longboat Drive South, and provides water-quality benefits. Saltwater-tolerant vegetation and proposed grades will need to be selected with consideration for plant survivability, positive drainage, and long-term maintenance.



PHASE 4

Roadway elevations and drainage improvements must also consider adjacent finished-floor elevations, garages, driveways, utilities, landscaping, and private-property transitions. Our landscape architecture team will work with the roadway design team to document existing landscape and hardscape features and develop restoration plans for impacted private properties and right-of-way areas. Public involvement and parcel-specific coordination will give residents the ability to review proposed property transitions, restoration plans, and proposed design. Coordination with Phases 1, 2, and 3, where applicable, will be critical to maintain consistent roadway profiles, drainage connectivity, and level of service throughout the LBK Village. Kimley-Horn's continued work with the Town, combined with our in-house engineering and landscape architecture capabilities, positions our team to deliver improvements that provide the needed resiliency while maintaining the character of the LBK Village.

## Project Approach

Kimley-Horn will build on our established understanding of the LBK Village and advance a coordinated Phase 4 design that complements Phases 1, 2, and 3. Our first priority will be to verify roadway and drainage elevations, outfall conditions, receiving-water conditions, private-property elevations, utility locations, and connections to adjoining drainage areas. This will be done through updated survey, geotechnical information, Subsurface Utility Engineering (SUE), environmental review, desktop analysis, and field observations.

# PHASE 4 DRAINAGE IMPROVEMENTS DESIGN AND PERMITTING



A central focus for Phase 4 will be improving the existing outfalls and limiting tidal backflow into the neighborhood. At Longboat Drive South and Cedar Street, we will evaluate the existing drainage connection and determine the appropriate backflow prevention. Near Jackson Way, we will evaluate the outfall condition, capacity, and relationship to the adjacent private seawall to provide a clear, maintainable discharge path. Roadway modifications will be closely coordinated with Phases 1, 2, and 3 to maintain consistent roadway profiles and drainage connectivity. Intersections, driveways, inlet elevations, surface drainage, utility adjustments, and roadway tie-ins will be evaluated as one interconnected system, so Phase 4 complements the surrounding existing roadways and proposed improvements to make LBK more resilient.

The saltwater marsh will be developed as an integrated component of the drainage system rather than as a standalone landscape feature. Kimley-Horn's in-house stormwater and environmental professionals will work together to evaluate the marsh grading, drainage connections, tidal influence, water-quality function, salt-tolerant vegetation, permitting, and long-term maintenance. This multidisciplinary approach will allow the Cedar Street right-of-way to serve both as a functional drainage system and provide water-quality and resiliency benefits.

Roadway reconstruction will extend beyond the pavement limits, thus affecting existing landscape features and portions of private property. Driveway transitions, property grading, and landscaping will be incorporated into a parcel-specific inventory and restoration plans tailored to each property. Properties that experience more significant impacts or easements will receive individual coordination, while two public meetings will inform the public and allow for comments on the proposed design. Our multidisciplinary team gives the Town the advantage of engineers, environmental scientists, and landscape architects working together, under one roof, to address these impacts from the beginning of the design.

Kimley-Horn's proposed design sequence will identify major design decisions early and proposed improvements will balance drainage and water-quality benefits with property impacts, utilities, constructability, maintenance, and probable construction costs.

The project will advance through 30%, 60%, 100%, and final bid-document submissions, with USACE and SWFWMD permit applications submitted at the appropriate design milestones. Each submittal will advance the design and provide the Town with meaningful opportunities to confirm major decisions as Phase 4 progresses toward a permit-ready and constructible bid package.

## Accessible and Responsive Project Management

A successful project starts with consistent communication, clear responsibilities, and informed decision-making. Our Project Manager and Deputy Project Manager will provide accessible leadership while coordinating the technical team, schedule, budget, stakeholders, and grant requirements.

### Local and Accessible Project Leadership

Our Project Manager and Deputy Project Manager are both local experts and will serve as the Town's primary points of contact for scope, schedule and budget monitoring, technical integration, and coordination across the project team. This shared management structure provides the Town with continuous access to project leadership while maintaining continuity as the project moves from data collection through design, permitting, and final delivery.

Our project management approach will focus on identifying major decision points and communicating critical information early. Our local presence, combined with our experience with the Town, allows our team to respond quickly while bringing an established understanding of LBK, the Town's expectations, and the challenges associated with implementing improvements within an existing coastal neighborhood.

### Consistent Meetings and Communication

We propose monthly progress meetings to discuss current activities and items requiring Town direction. These meetings will be accompanied by meeting notes documenting key decisions, action items, and responsible parties. In addition to monthly meetings, focused design meetings at the 30% and 60% milestones will ensure the design continues to align with the Town's goals. At the 100% milestone, a final design readiness meeting will summarize the key design decisions, permitting status, outstanding coordination, and confirm a path toward bidding and construction. All meetings can be virtual or face-to-face, with our project team conveniently located in downtown Sarasota.



## Integrated Team Coordination

All disciplines on this project including roadway, stormwater, utilities, landscape architecture, and grant support efforts are interconnected and will work toward a common project goal.

Our Project Manager and Deputy Project Manager will maintain communication between technical leads and subconsultants so that the team may progress through design together. Kimley-Horn provides the unique benefit of being able to provide most of its services out of the Sarasota Office and of partnering with subconsultants with whom we have worked for years resulting in streamlined coordination.

Internal coordination will occur throughout the design, with special consideration when a design change affects more than one discipline.

Between scheduled meetings, our project management team will coordinate technical questions with the appropriate leads and provide the Town with clear, concise, and timely responses. Potential impacts to scope, schedule, budget, permitting, or grant requirements will be communicated when identified rather than waiting until the next design milestone.

### Schedule and Decision Management

We will establish and maintain a detailed project schedule that integrates survey and geotechnical data collection, archaeological assessment, utility coordination and exploration, public meetings and property-owner coordination, permitting, design milestones, and grant requirements.

The schedule will be reviewed during regular progress meetings and particular attention will be given to items outside the direct control of the design team, including easement coordination, utility-owner coordination, regulatory agency coordination, and subconsultant analysis. When an issue arises, we will identify the affected activities and work with the Town to evaluate options for maintaining project progress.

### Progress, Budget, and Grant Reporting

Project progress, schedule, and budget status will be communicated together so the Town has a clear understanding of overall project performance. Monthly status reports will summarize work completed during the reporting period, upcoming activities, decisions requiring Town input, and current budget status. Monthly invoices will accompany these updates, allowing budget to be reviewed alongside the progress achieved.

Grant requirements will be monitored throughout the life of the project. Documentation supporting grant compliance, including quarterly reporting and project updates, will be maintained as the project progresses.

## Quality Control/Quality Assurance Procedures

Quality will be incorporated throughout design using consistent coordination, technical reviews, and documented comment resolution. Kimley-Horn combines local project knowledge with industry professionals who have designed and reviewed roadway, drainage, coastal, and resiliency infrastructure throughout Florida.

This depth gives the design team access to experienced reviewers as decisions are made, rather than relying only on a final milestone review. This is ingrained throughout our disciplines and extends to our subconsultants.

**We ensure in-depth QA/QC through the following steps:**

**1. PLAN FOR QUALITY REVIEWS.** The project schedule will identify key tasks, milestones, and review periods so sufficient time is incorporated for a thorough review prior to each submittal. Kimley-Horn will prepare a detailed QA/QC plan at the start of the project that will outline all the QA/QC procedures that will be followed during the project.

**2. ASSIGN QA/QC RESPONSIBILITIES.** Qualified technical reviewers, including Jordan Leep, PE, PMP, will review deliverables for accuracy, completeness, and scope compliance.

**3. CONDUCT PEER REVIEWS.** Over-the-shoulder reviews and pre-QA/QC reviews occur within the design team and resolve issues as design progresses.



**4. DOCUMENT COMMENT RESOLUTION.** Key decisions and review comments will be tracked through resolution and incorporated across project documents.

**5. PROJECT MANAGEMENT ENDORSEMENT.** Molly Williams, PE, and Josie Wiederkehr, PE, will review all project deliverables before submission to the Town.

## Managing Project Costs Through Informed Design

Our continued work on the Town's drainage and resiliency projects provides an opportunity to carry lessons learned forward from past projects. Cost savings will begin early in design and focus on reducing both construction costs and long-term maintenance needs without compromising the resiliency benefits of the project. As the project progresses, roadway elevations, drainage improvements, utility conflicts, property impacts, and restoration needs will be evaluated together. This integrated approach allows us to identify potential conflicts early and minimize redesign across disciplines.

**Cost-saving opportunities will include:**

- Maximizing existing infrastructure where existing conditions and hydraulic capacity allow.
- Identifying utility conflicts and easement needs early to minimize redesign to the stormwater system.
- Evaluating roadway and drainage improvements to optimize roadway elevations, inlet locations, pipe sizes, and property tie-ins.
- Considering the constructability throughout the design to mitigate potential construction issues.
- Evaluating lifecycle costs to balance initial construction costs with long-term maintenance needs for the stormwater system as well as the saltwater marsh.
- Coordinating improvements across Village phases to maintain a consistent neighborhood feel while minimizing duplicated work or improvements that may require modification by a future phase.

Managing project cost is not just about finding cost savings; it also requires our team to be aware of what the improvements are going to cost. This is achieved by having accurate project unit costs that reflect the current economy and consider the added complexities of construction on a barrier island. Kimley-Horn will utilize recent bid information and its relationships with contractors around the state to ensure that costs are accurate.

Throughout design, we will maintain the documentation necessary to support grant compliance and will consider the requirements of the final Benefit-Cost Analysis. We will continue to provide grant support to the Town to pursue alternative funding sources as opportunities become available.

## Project Design

The LBK Phase 4 design will integrate multiple technical disciplines to develop coordinated roadway reconstruction and drainage improvements to improve resiliency and functionality. Existing roadway elevations, adjacent homes and driveways, utilities, and property constraints will influence how the proposed improvements are developed. 3D modeling of proposed conditions will ensure accurate tie-in points that extend into private property and connect into existing roadways.

Our experience on similar projects has prepared our team to address designing roadway and drainage improvements in a tight-knit coastal community.

The 30% submittal will establish the initial design and identify any design aspects that require further analysis. The 60% submittal will advance roadway grading, while refining drainage details, utility locations, and property restoration concepts. The 100% submittal will bring the design, cost estimates, and permits together into a coordinated bid package.

Survey, stormwater modeling, geotechnical information, and utility coordination and investigation will provide the technical foundation needed to design a coordinated, technically sound, and constructible plan set.

### a. Establishing the Design Foundation

Kimley-Horn understands that a strong design begins with reliable existing-conditions information. Our experience coordinating survey, geotechnical investigations, and Subsurface Utility Exploration assists us in identifying critical information and focusing data collection where it provides the greatest value.



**Survey** from the 2024 study included planning level analysis on roadway elevations, low points, and neighboring finished floor elevations. Even though this survey was done recently, due to the Hurricane events that occurred in the Fall of 2024, the survey needs to be augmented with new topographic data and finished floor elevations. Survey efforts will be led by Surveying and Mapping (SAM), formerly known as Hyatt Survey, who completed the previous survey. Topographic survey will also include collecting all above ground features including existing roadway elevations, driveway locations and elevations, utility features, and drainage information. Special attention will be given to the Cedar Street right-of-way, the existing outfall, shoreline elevations, and side bank elevations.

**Geotechnical Investigation** will be crucial in determining the seasonal high and will drive the design of the proposed pavement section. All geotechnical investigations will be performed by our subconsultant AREHNA Engineering. Pavement cores will establish current asphalt depth, base composition and condition, and establish groundwater levels. Within the proposed marsh area, groundwater and seasonal high conditions will be requested in support of developing elevations and planting zones.

**Subsurface Utility Designation and Engineering** will find the horizontal and vertical locations of the buried utilities within the project. These efforts will also be led by SAM allowing for greater familiarity with the project area from the field crew and survey staff. Subsurface Utility Engineering (SUE) efforts result in understanding the types of utilities in the corridor, horizontal locations, utility sizes, and vertical elevations. This is crucial in placing new stormwater infrastructure that minimizes conflicts to existing utilities and is constructable.

## b. Setting the Roadway Line and Grade

The objective of this project is not to raise the roadway to an unattainable elevation, but to maximize the elevation of the road given the tie-in transitions needed to harmonize the elevations with the neighboring properties. This will take into account finished-floor and garage-floor elevations to ensure that no roadway runoff flows into private property and to ensure that all driveway elevations can properly be tied into. Setting the elevation of the road and identifying the tie-in locations will be assisted by 3D modeling the proposed roadway. Our roadway and stormwater teams work side-by-side when establishing line and grade, allowing proposed roadway elevations, drainage performance, and property transitions to be evaluated simultaneously rather than sequentially. This integrated approach is especially valuable within the Village, where relatively small changes in roadway elevation can influence driveway tie-ins, surface drainage, and adjacent properties.

## c. Designing the Drainage System

Stormwater design and modeling are the core strengths of our project team. Our extensive experience developing and refining stormwater models and designing drainage improvements provides the Town with a team that understands how to translate modeling results into practical, constructible improvements. Because our stormwater engineers are actively involved in both the modeling and development of the proposed drainage improvements, modeling results can directly be reflected in the design.

### Stormwater Collection and Conveyance Design

The existing drainage system will be evaluated to determine where infrastructure can remain and where improvements can be strategically implemented. Proposed improvements may include additional inlets and pipes, modifications to the existing system, pipe upsizing, and outfall improvements. These improvements will seek to reduce flooding caused by daily tidal conditions and smaller storm events. This will be achieved by providing additional inlets and larger pipes to increase storage during smaller storm events, providing consistent conveyance from the inlets to the outfall, and evaluating the hydraulic grade line (HGL) of the system. At Cedar Street, the drainage system will be coordinated with the saltwater marsh, and drainage connections will be designed to ensure a positive flow path.

### Hydrologic and Hydraulic Modeling

The Existing Conditions Model (ECM) has been revised by Kimley-Horn as a part of the Longboat Key Village Study, performed in 2024, and will serve as the basis of design for the LBK Village Phase 4 Drainage Improvements. This model was developed in Interconnected Channel and Pond Routing, Version 4 (ICPR4) software and will be refined with updated survey information. The Proposed Conditions Model will incorporate any of the proposed changes into the overall model and will be able compare pre versus post conditions and evaluate the benefit resulting from the drainage improvements. Stormwater modeling will also support any stormwater permitting that will need to occur.



## d. Integrating the Saltwater Marsh

The proposed saltwater marsh combines stormwater conveyance, water-quality, and nature-based resiliency solutions. This marsh will be heavily integrated into the drainage and environmental design. Marsh elevations will be developed based on proposed drainage grades, tidal influence, groundwater conditions, and the frequency of inundation. Once the design team has established elevations, the environmental team will determine the appropriate salt-tolerant plantings that provide resiliency, limit long term maintenance, and maximize water-quality benefits. This will ensure that the plantings are mimicking natural planting zones within coastal areas and will have the best chance of taking root. Kimley-Horn's integrated engineering and environmental capabilities allow the hydraulic and ecological functions of the marsh to be developed as one coordinated system.

## e. Improving Outfall Function and Tidal Resiliency

LBK Village Phase 4 requires consideration of both the underground drainage system and overland flow throughout the community. Analyzing these as interconnected conditions will allow the proposed roadway, drainage, and outfall improvements to work together to improve the resiliency of the proposed system. Backflow prevention at the Cedar Street outfall will be evaluated based on the design of the saltwater marsh and implemented if found to be beneficial. The Jackson Way outfall will be evaluated to determine whether the pipe is appropriately sized and what improvements are needed to restore the flow path, as it is directly adjacent to a privately owned seawall. Surveying and stormwater modeling will be used to understand how these areas interact and will be crucial to an effective solution.

## f. Designing Beyond the Right-of-Way

Roadway reconstruction and drainage improvements will affect more than just the right-of-way. Proposed conditions may require driveway harmonization, grading transitions, landscape and irrigation restoration, and utility adjustments. Through our work with the Town and other residential roadway and drainage projects, our team understands that a successful design does not stop at the right-of-way. Where and how improvements transition back to individual properties can be just as important as the roadway and drainage improvements themselves.

**Property and Right-of-Way Restoration.** Our team of landscape architects and certified arborists will work alongside the roadway design team to document existing landscape and hardscape features and develop parcel-specific restoration plans for affected private properties and right-of-way areas. Restoration concepts will address landscaping, irrigation, driveways, hardscape, and other features affected by roadway grading. Residents will have opportunities to review proposed transitions and provide input before restoration plans are finalized.

**Drainage Easements** may be required for properties that neighbor the drainage system outfalls. This will allow the Town to have the ability to maintain the outfall under an official drainage easement. If an easement is required, Kimley-Horn will be coordinate with the residents that are affected individually to answer any questions they may have on the project or easement process.

## g. Identifying Utility Conflicts Early

Utility coordination will begin at the same time as preliminary design by sending the project footprint to utility owners and requesting Greenlines. The information received from the utility owners will be combined with SUE information to identify potential conflicts with grading, drainage structures, pipes, outfall pipes, and property tie-ins. This early and consistent coordination will allow utility conflicts to influence the design while modifications can still be made efficiently, helping minimize unnecessary relocations and redesign. The design team will work to either resolve conflicts, contact the utility owner to resolve the conflicts, or propose a revised utility design based on the proposed work.

Utility relocation is unavoidable, they will be identified and coordinated with the appropriate utility owner using Utility Work Schedules (UWS), so that construction responsibility can be reflected in the final documents.

## h. Coordinating Across Other LBK Village Phases

LBK Village Phase 4 will be designed as an individual project while keeping in mind that it is only one part of the Town's larger LBK Village Resiliency vision. Roadway profiles, drainage connections, utilities, and other improvements near the phase boundaries will be coordinated so that the design can be continued and built upon for future improvements.

# PHASE 4 DRAINAGE IMPROVEMENTS DESIGN AND PERMITTING



Our continued involvement with the Town provides our team with valuable familiarity with the Village and the broader resiliency improvements being advanced throughout the community. We will use that institutional knowledge to coordinate with others doing similar work in the area and provide consistency to maintain the neighborhood feel.

## Project Permitting

Our team has extensive experience successfully navigating local, state, and federal permitting requirements for coastal roadway and drainage projects. An important strategy for the LBK Village Phase 4 Improvements project will be early coordination with the appropriate permitting agencies once the project footprint has been determined. This coordination will allow our team to confirm the permitting pathway, identify application requirements, and incorporate agency input into the design. By advancing permitting alongside design, regulatory input can be addressed earlier on in the project.

Based on the anticipated improvements, coordination may include Southwest Florida Water Management District (SWFWMD), the US Army Corps of Engineers (USACE), US Fish and Wildlife Service (FWS), Florida Department of Environmental Protection (FDEP), National Marine Fisheries Service (NMFS), Florida Fish and Wildlife Conservation Commission (FWC), and the State Historic Preservation Office (SHPO), as applicable. Our team will confirm the required agency coordination as the project footprint and potential impacts are defined. The Kimley-Horn team has experience in coordinating the regulatory requirements necessary to advance drainage and resiliency projects toward construction. Our permitting approach will support a technically sound and defensible design that reduces tidal flooding and improves the long-term resiliency of the Longboat Key Village neighborhood.

## Stormwater Permitting

Our team will coordinate with SWFWMD to have a pre-application meeting early in the design to confirm the applicable Environmental Resource Permit (ERP) requirements and supporting analyses needed for the proposed improvements. The permit application will be developed along the roadway and drainage design so that road elevations, drainage improvements, outfall modifications, and backflow measures are consistently represented in the permitting documentation.

As the design progresses, we will coordinate closely with SWFWMD to respond to their request for additional information in a timely manner and resubmit our permitting documentation.

## Environmental Permitting

Our in-house, full-service environmental team will work alongside the engineering team to evaluate potential impacts to wetlands, surface waters, shoreline areas, mangroves, and other environmental resources. For the saltwater marsh, grading, vegetation, tidal connectivity, and existing conditions will be evaluated so permitting considerations can influence the design early. This coordination will ensure that the proposed design works while keeping in mind avoidance and minimization of impacts.

Based on the final improvement limits, our team will coordinate with the applicable state and federal agencies, including SWFWMD, USACE, FWS, FWC and NMFS, as required. If the proposed improvements result in unavoidable impacts, our team will evaluate the minimization and mitigation measures and incorporate those into the design and permitting process.

## Cultural Resources and Archaeological Survey

Kimley-Horn's in-house cultural resources team will conduct a desktop review and in-field investigation to identify and evaluate potential archaeological or historic resources within the project area. Findings will be documented and submitted to SHPO and Florida Division of Historical Resources, as applicable. The final Cultural Resources Assessment Survey (CRAS) will be compliant for NEPA grant requirements.

## Public/Stakeholder Outreach

Our approach to public involvement continues to evolve based on lessons learned from our previous work with the Town and its residents. For this project, we will build on that experience by providing multiple ways for residents to stay informed, ask questions, and provide input throughout the design.

# PHASE 4 DRAINAGE IMPROVEMENTS DESIGN AND PERMITTING



In addition to our in-house team of professionals passionate about public involvement, we are collaborating with the Valerin Group to host a dedicated project website and phone line to provide consistent and clear access to project updates, meeting information, design materials, and project contacts. Comments and questions received through these outlets will be documented and coordinated with the appropriate project team members. Our in-house staff will continue to coordinate with residents for on-site meetings and interface with them at public meetings, adding the Valerin Group will be used to strengthen our responsiveness with the residents.

Our two proposed public meetings will continue to provide opportunities to share design progress and receive community feedback. Properties affected by roadway grading, driveways, restoration or am easement will receive additional parcel-specific coordination through mail, email, telephone, and in-person meetings. Our primary goal is not to just keep residents informed, but to give them meaningful ways to understand and comment on the improvements affecting their neighborhood.

## Cost Estimating

We will prepare an Engineer's Opinion of Probable Cost (EOPC) at the 30%, 60%, 100%, and final design milestones, with increasing detail as roadway grading, drainage improvements, marsh design, utility adjustments, and property restoration are refined.

Kimley-Horn will develop reasonable construction costs using the Florida Department of Transportation (FDOT) historical averages, site-specific conditions, recent bid information, relationships with contractors, and our experience with similar roadway, drainage, and resiliency projects. For Phase 4, special consideration will be given to the costs associated with marsh grading and salt-tolerant plants, in addition to the traditional roadway and drainage improvements. Significant quantities and changes between design milestones will be identified so the Town understands the basis of the estimate.

**Tami brings 17 years of extensive expertise in grants, demonstrated by her track record in securing, as well as managing $200 million in grant awards.**

## Grant Assistance

Longboat Key has built its reputation on "Premier Community, Exceptional Service," and our approach to grant assistance will support that same level of commitment. For Phase 4, grant assistance will not be separate from engineering: decisions made during design, permitting, cost estimating, procurement, and construction directly influence the Town's ability to secure, use, and keep federal funding.

Kimley-Horn has assembled a dedicated grants team with dedicated FEMA and FEMA Public Assistance experience, led by Tami Bailey, to work in tandem with our Phase 4 design team. The Town will not be responsible for bridging the gap between the engineering and grant teams; our teams will communicate directly and bring coordinated recommendations to the Town.

The proposed roadway, drainage, and outfall improvements will provide the basis for demonstrating the benefits of Phase 4. However, the saltwater marsh within the unimproved Cedar Street right-of-way expands the project's benefits to include water-quality and nature based coastal adaptation. As the design progresses, our grants and engineering team will coordinate project costs, flood reduction benefits, water-quality benefits, permitting requirements, and supporting documentation to convey the project's funding story. By integrating engineering and grant strategy from the start, we will position Phase 4 to not only have a strong design, but also as s a competitive and implementation-ready project prepared to pursue the funding needed to move into construction.

## A Proactive Approach to Funding

We will focus on finding realistic funding opportunities and prepare Phase 4 to pursue them when they become available.

**Phase 4 Funding Roadmap.** We will develop and update a funding roadmap as the design and Engineer's Opinion of Probable Cost advance. Federal, state, and other funding opportunities will be evaluated based on eligibility, local match, deadlines, and compatibility with your schedule.

**Go/no-go screening.** We will only recommend pursuits that are eligible, competitive, and manageable for Town staff. This allows the Town to focus its time and resources on pursuits that provide a realistic path to funding.



**Grant-ready project packages.** We will capture existing conditions, alternatives, quantities, costs, benefits, and permitting status as the design develops. Where it helps, we will package conventional and nature-based components separately, after checking each program's rules, so we are ready when a funding notice opens.

**Story-driven applications.** We will develop story-driven applications that connect Phase 4's broader benefits, including food-risk reduction, water quality, and coastal adaptation for a barrier-island community.

**FEMA compliance from day one.** Our team will consider federal grant requirements throughout the project and will maintain all applicable documentation. We will track scope, environmental and historic review, 2 CFR Part 200 and Build America, Buy America procurement requirements, and reimbursement records as the design advances. Our first 90 days will be about listening and validating priorities.

## Construction Related Services

Kimley-Horn's involvement will not end when the final plans are delivered. Our experience carrying projects from design through construction allows our team to provide support to the Town. By keeping the design team engaged during bidding and construction, questions and conditions can be addressed by the engineers who have the knowledge behind the technical decisions. Kimley-Horn will perform shop drawing reviews, attend construction progress meetings, respond to contractor requests for information, and conduct engineering and inspection services to ensure the project is built in accordance with the plans and specifications.

### a. Bid Related Services

The LBK Village Phase 4 specifications and bidding documents will be advanced with the design and submitted to the Town at the 100% milestone for review. Specifications will be prepared in accordance with applicable FDOT processes and Manatee County standards. Kimley-Horn will assist with the final bid package, attend a pre-bid meeting, respond to bidder questions and addenda, conduct bid review and provide a recommendation of award, prepare the conformed plans and specifications, and attend a pre-construction meeting.

### b. Limited Construction Phase Support

Our Limited Construction Oversight services provide critical support and quality control while maintaining cost efficiency. Rather than providing full-time, on-site supervision, our team will focus on key construction activities where engineering involvement provides the greatest benefit. Periodic site visits, targeted inspections, and milestone reviews will allow us to evaluate compliance with the plans and address issues.

### c. As-Built / Project Record Services

As the construction phase reaches completion, our clients rely on Kimley-Horn to ensure the project has been built to the intent of the plans and all the close-out requirements and project certifications are completed and submitted to the appropriate agencies. Understanding that our professionals are an active part of the construction team through the entire construction process, we participate in substantial completion inspections and provide punch list(s) to the contractor and the Town; participate in the final inspection and prepare a written report of the findings. As-built record drawings and a signed and sealed post-construction survey are provided by the contractor in both hard copy and electronic format (AutoCAD) for Kimley-Horn's review to support the submittal of Record Drawings for the permit closeout.

### d. Permit Closeout/Monitoring

Kimley-Horn has a tremendous amount of experience with environmental permitting for projects in the State of Florida that prepares us for expedited permit closeout. We will work with permitting agencies to coordinate any additional information they may need for permit closeout and will ensure that any monitoring required per the permit is known and communicated to the Town to meet the requirements of the permit and permitting agency. We will continue to be part of the team to monitor the project to ensure any established success criteria are met.

## e. Project Closeout for Grants

Closeout for grants for the design and construction of a project requires the final deliverable be submitted to the grant agency a minimum of 30–60 days prior to the grant expiration date. All final reporting and reimbursement requests will be completed prior to the end of the grant period. The administrative staff of the grant agency reviews the package for completeness, and then technical review staff will provide a final review.

# PHASE 4 DRAINAGE IMPROVEMENTS DESIGN AND PERMITTING



## Design and Permitting Schedule

MONTH

| Task Description | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Kick-Off Meeting | NTP | | | | 30% QA/QC | | | 60% QA/QC | | 100% QA/QC | Final Bid QA/QC | |
| Quality Assurance/Quality Control Plan | | | | | | | | | | | | |
| Quality Control | | | | | | | | | | | | |
| Data Collection | | | | | | | | | | | | |
| Project Survey | | | | | | | | | | | | |
| Cultural and Historical Resources Survey | | | | | | | | | | | | |
| Environmental Assessment | | | | Horizontal Designates | | | | | Test Holes and Locates | | | |
| Geotechnical Investigation | | | | | | | | | | | | |
| Subsurface Utility Engineering | | | | | | Public Meeting 1 | | | | Public Meeting 2 | | |
| Public Engagement and Stakeholder Coordination | | | | | | | | | | | | |
| Permitting | | | | | | | | | | | | |
| Grant Assistance | | | | | | | | | | | | Easement Coordination |
| Saltwater Marsh Design | | | | | USACE Submittal | | | | SWFWMD Submittal | | | |
| H&H Modeling | | | | | | | | | | | | |
| Utility Coordination | | | | | | | | | | | | |
| 30% Design Plans and Opinion of Probable Cost (OPC) | | | | | | | | | | | | |
| Internal Preliminary Benefit Cost Analysis (BCA) | | | | | | | | | | | | |
| Town Review of 30% Plans and OPC | | | | | | | | | | | | |
| 60% Design Plans and OPC | | | | | | | | | | | | |
| Town Review of 60% Plans, OPC, & Permit Applications | | | | | | | | | | | | |
| 100% Design Plans and OPC | | | | | | | | | | | | |
| 100% Supplemental Technical Specifications (TS) | | | | | | | | | | | | |
| Town Review of 100% Plans, OPC, and TS | | | | | | | | | | | | |
| Final Bid Documents Submittal | | | | | | | | | | | | |
| Final Benefit Cost Analysis Submittal | | | | | | | | | | | | |

# TAB 5

# INTERACTIONS WITH TOWN AND REGULATORY AGENCY STAFF





# TAB 5. INTERACTIONS WITH TOWN AND REGULATORY AGENCY STAFF

Close coordination between our Project manager and Deputy project manager, Molly Williams, PE and Josie Wiederkehr, PE, and the Town's staff is essential for successful project coordination and completion. Both Molly and Josie will serve as the point of contact for this contract and will be responsible for identifying the appropriate personnel for each assignment and coordinating subconsultant activities.

The key personnel recruited for this contract are experts in their respective disciplines and have extensive experience working with local municipalities and organizations. **We have held various current contracts with the Town of Longboat Key** for projects such as the Gulf of Mexico Drive RAB project, Country Club Shores, and the Town of Longboat Key Grant Services contract. Additionally, the Master Contract for Transportation, Stormwater, Utilities (Water/Wastewater/Reclaimed Water), Landscape Architecture, Civil, and Environmental Services was recently fully executed, allowing Kimley-Horn to provide on-call services to the Town. Detailed information about all work that Kimley-Horn has performed for the Town of Longboat Key in the past 10 years is included at the end of Tab 2.

In addition to our local experience, **we are currently under contract for engineering and planning services with, or have prior experience and familiarity with, all the entities and agencies that may be associated with the Town's projects**, including Sarasota and Manatee Counties, FDEP, FDOT, FDOH, SWFWMD, and the U.S. Army Corps of Engineers. Our staff has a comprehensive understanding of the various local, state, and federal permitting agency criteria.

Kimley-Horn's engineers and planners have working relationships with regulatory agencies and their decision-makers. This rich network of interpersonal relationships enables us to provide expeditious services relative to agency reviews and approvals. Our staff understands agency procedures and expectations, reducing delays and the need to rework client submittals that can result from a lack of familiarity.

An early consensus-building phase will typically identify issues of concern to the agencies and involve them in the project planning process. Our efforts allow us to cost-effectively tailor our design solutions to the issues most important to those agencies before they ultimately review a design or permit package. The most critical part of successful and timely permitting is early coordination with the respective agencies.

Our proposed team has the experience to submit and obtain permits for the full range of projects anticipated under this RFP. In addition to this expertise, Kimley-Horn has a vast depth of resources and extensive experience throughout Florida to address the Town's permitting issues. Kimley-Horn currently anticipates that permitting and coordination under this contract may be required with:

- Southwest Florida Water Management District (SWFWMD)
- Florida Department of Transportation (FDOT)
- Florida Department of Environmental Protection (FDEP)
- U.S. Army Corps of Engineers (USACE)
- U.S. Fish and Wildlife Service
- National Marine Fisheries Service
- State Historic Preservation Office

Once the existing conditions are evaluated at the inception of a project, we will hold early pre-application meetings to discuss the project's intent and gain feedback from the agencies, allowing us to tailor the project to meet the relevant agencies' criteria.

Early meetings with the agencies will help determine the appropriate permit type while allowing agency staff to be part of the design process before significant effort is expended. Meetings are then documented with meeting minutes to ensure a clear understanding among all parties involved. The construction documents and permit packages then become the result of early coordination efforts, ultimately reducing permitting timeframes while minimizing the effort required.

Our success in permitting is attributed to four distinct aspects:

1. **Knowledge of the criteria**
2. **Early agency coordination**
3. **Proper documentation**
4. **Relationships built on years of trust with the agencies**

# TAB 6

# CERTIFIED MINORITY BUSINESS ENTERPRISE





# TAB 6. IS THE PROPOSER A "CERTIFIED MINORITY BUSINESS ENTERPRISE"

Kimley-Horn is not a minority business enterprise (MBE) and does not have M/D/SBE status. However, Kimley-Horn has a company policy of meeting or exceeding our clients' minority business participation goals. Through corporate policies and philosophy, our firm actively seeks to encourage and promote the use of MBE/WBE firms.

| Year | Total Paid to DBE/MBE/WBE Firms (in Millions) | No. of DBE/MBE/WBE Firms Used |
|---|---|---|
| 2025 | $157.4 | 892 |
| 2024 | $123.2 | 774 |
| 2023 | $93.7 | 769 |
| 2022 | $71.1 | 716 |
| 2021 | $54.7 | 608 |

We provide interested minority- and women-owned firms with the opportunity to serve as subconsultants on our teams, and we actively seek to expand our large database of qualified MBE/WBE firms for use on future projects. Over the past two decades, our aggressive M/S/WBE utilization policy has ensured that Kimley-Horn continues to further the positive economic development momentum that the state of Florida advocates through its contractors' use of MBE businesses.

Through our corporate policies and philosophy, Kimley-Horn has actively encouraged and promoted the use of businesses owned by minorities, women, veterans, or persons with disabilities. These policies extend to our own employees and recruitment initiatives. Diversity and inclusion make us a better consulting firm by bringing broader perspectives, different points of view, and a greater understanding of the increasingly diverse client base we serve.

While Kimley-Horn is not a minority business enterprise (MBE) and does not have M/D/SBE status, two of our subconsultant partners, The Valerin Group and AREHNA Engineering, Inc., are certified W/MBE businesses.

We have included documentation of valid W/MBE certifications for **The Valerin Group** and **AREHNA Engineering, Inc** below.



State of Florida

Woman Business Certification

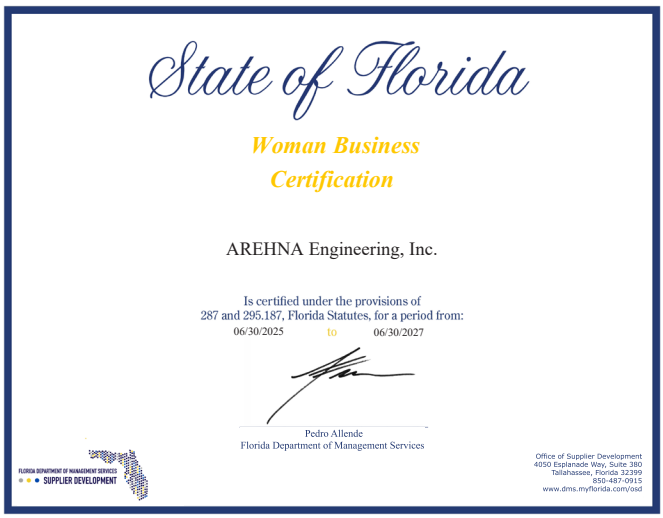
The Valerin Group, Inc.

Is certified under the provisions of
287 and 295.187, Florida Statutes, for a period from:
08/11/2025 to 08/11/2027

Pedro Allende
Florida Department of Management Services

FLORIDA DEPARTMENT OF MANAGEMENT SERVICES
SUPPLIER DEVELOPMENT

Office of Supplier Development
4050 Esplanade Way, Suite 380
Tallahassee, Florida 32399
850-487-0915
www.dms.myflorida.com/osd



State of Florida

Woman Business Certification

AREHNA Engineering, Inc.

Is certified under the provisions of
287 and 295.187, Florida Statutes, for a period from:
06/30/2025 to 06/30/2027

Pedro Allende
Florida Department of Management Services

FLORIDA DEPARTMENT OF MANAGEMENT SERVICES
SUPPLIER DEVELOPMENT

Office of Supplier Development
4050 Esplanade Way, Suite 380
Tallahassee, Florida 32399
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# TAB 7

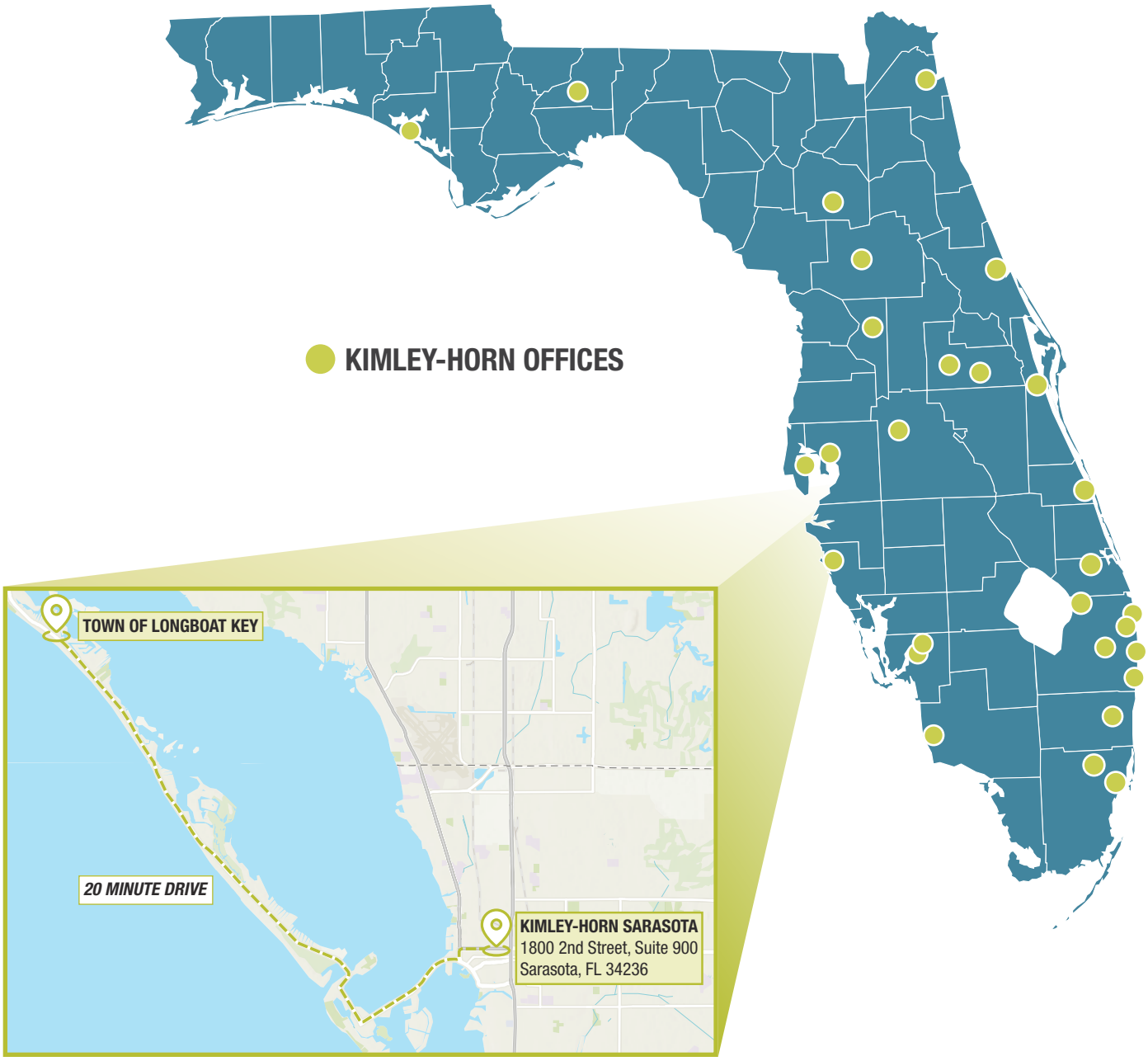
# LOCAL FIRM





# TAB 7. IS THE PROPOSER A LOCAL FIRM?

Kimley-Horn brings a local presence and firsthand experience serving the Town of Longboat Key. **Our Sarasota office, home to more than 140 professionals, is less than a 20-minute drive from Town Hall,** supporting easy on-site presence for meetings, field visits, and direct coordination with Town staff. Through our work on the Town's roadway, stormwater, utility, planning, and landscape architecture projects, we bring familiarity with the community's infrastructure and priorities. We combine this local knowledge, responsiveness, and depth of nearby resources with the technical capabilities of a national firm.




**Corporate Headquarters:** 421 Fayetteville St Ste 600, Raleigh, NC 27601

# TAB 8

# SURVEYS OF PAST PERFORMANCE



# PERFORMANCE SURVEY QUESTIONNAIRE

## TOWN OF LONGBOAT KEY

### RFP 27-004 LONGBOAT KEY VILLAGE PHASE 4 DRAINAGE IMPROVEMENTS DESIGN & PERMITTING

| Proposer Information | | Client/Reference Information |
|---|---|---|
| From: Molly Williams | | To: Vinod K. Sancheti, PE, PMP |
| Company: Kimley-Horn and Associates, Inc. | | Company: Sarasota County |
| Phone: 941-379-7611 | | Phone: 941-415-4282 |
| Email: Molly.Williams@kimley-horn.com | | Email: vsancheti@scgov.net |

| Performance Survey of (project name): Desoto and Tuttle Sidewalk Improvements | |
|---|---|
| Cost of Services: $342,972 | Date Completed: 2025 |

**Client:**

**Rate each of the criteria on a scale of 1 to 10, with 1 representing that you were very unsatisfied (and would never hire the company again) and 10 representing that you were very satisfied (and would hire the company again). Please rate each of the criteria to the best of your knowledge. If you do not have sufficient knowledge of past performance in a particular area, leave it blank. Once completed, return survey to the Proposer.**

| Criteria | Unit | Score |
|---|---|---|
| 1. Ability to manage cost | (1 – 10) | 9 |
| 2. Ability to maintain project schedule (complete/on-time/early) | (1 – 10) | 10 |
| 3. Quality of workmanship | (1 – 10) | 10 |
| 4. Professionalism and ability to manage | (1 – 10) | 10 |
| 5. Ability to effectively manage final close-out process and quality control | (1 – 10) | 9 |
| 6. Ability to clearly and openly communicate with all staff and general public | (1 – 10) | 10 |
| 7. Ability to resolve issues promptly | (1 – 10) | 9 |
| 8. Ability to follow protocol and adherence to regulations and industry standards | (1 – 10) | 9 |
| 9. Ability to maintain proper documentation | (1 – 10) | 10 |
| 10. Ability to offer innovative and creative solutions | (1 – 10) | 10 |
| 11. Had proper resources and personnel by which to get the project done | (1 – 10) | 10 |
| 12. Ability to identify and mitigate project risks effectively and successfully | (1 – 10) | 9 |
| 13. Overall client satisfaction and comfort level in hiring | (1 – 10) | 10 |

Vinod Sancheti

Printed Name of Reference

Vinod Sancheti

Signature of Reference

# PERFORMANCE SURVEY QUESTIONNAIRE

## TOWN OF LONGBOAT KEY

### RFP 27-004 LONGBOAT KEY VILLAGE PHASE 4 DRAINAGE IMPROVEMENTS DESIGN & PERMITTING

| Proposer Information | | Client/Reference Information | |
|---|---|---|---|
| From: | Molly Williams | To: | Steve Clark |
| Company: | Kimley-Horn and Associates, Inc. | Company: | Manatee County |
| Phone: | 941-379-7611 | Phone: | 941-708-7450 ext 7326 |
| Email: | Molly.Williams@kimley-horn.com | Email: | Steve.clark@mymanatee.org |

| Performance Survey of (project name): 9th Avenue NW Road Improvements | |
|---|---|
| Cost of Services: $2,456,424 | Date Completed: October 2025, construction on-going |

**Client:**

**Rate each of the criteria on a scale of 1 to 10, with 1 representing that you were very unsatisfied (and would never hire the company again) and 10 representing that you were very satisfied (and would hire the company again). Please rate each of the criteria to the best of your knowledge. If you do not have sufficient knowledge of past performance in a particular area, leave it blank. Once completed, return survey to the Proposer.**

| Criteria | Unit | Score |
|---|---|---|
| 1. Ability to manage cost | (1 – 10) | 10 |
| 2. Ability to maintain project schedule (complete/on-time/early) | (1 – 10) | 10 |
| 3. Quality of workmanship | (1 – 10) | 10 |
| 4. Professionalism and ability to manage | (1 – 10) | 10 |
| 5. Ability to effectively manage final close-out process and quality control | (1 – 10) | 10 |
| 6. Ability to clearly and openly communicate with all staff and general public | (1 – 10) | 10 |
| 7. Ability to resolve issues promptly | (1 – 10) | 10 |
| 8. Ability to follow protocol and adherence to regulations and industry standards | (1 – 10) | 10 |
| 9. Ability to maintain proper documentation | (1 – 10) | 10 |
| 10. Ability to offer innovative and creative solutions | (1 – 10) | 10 |
| 11. Had proper resources and personnel by which to get the project done | (1 – 10) | 10 |
| 12. Ability to identify and mitigate project risks effectively and successfully | (1 – 10) | 10 |
| 13. Overall client satisfaction and comfort level in hiring | (1 – 10) | 10 |

Stephen Clark
Printed Name of Reference

Stephen Clark
Signature of Reference

# PERFORMANCE SURVEY QUESTIONNAIRE

## TOWN OF LONGBOAT KEY

### RFP 27-004 LONGBOAT KEY VILLAGE PHASE 4 DRAINAGE IMPROVEMENTS DESIGN & PERMITTING

| Proposer Information | | Client/Reference Information |
|---|---|---|
| From: Molly Williams | | To: Vinod K. Sancheti, PE, PMP |
| Company: Kimley-Horn and Associates, Inc. | | Company: Sarasota County |
| Phone: 941-379-7611 | | Phone: 941-415-4282 |
| Email: Molly.Williams@kimley-horn.com | | Email: vsancheti@scgov.net |

| Performance Survey of (project name): 17th Street Trail | |
|---|---|
| Cost of Services: $386,947 | Date Completed: 2025 |

**Client:**

**Rate each of the criteria on a scale of 1 to 10, with 1 representing that you were very unsatisfied (and would never hire the company again) and 10 representing that you were very satisfied (and would hire the company again). Please rate each of the criteria to the best of your knowledge. If you do not have sufficient knowledge of past performance in a particular area, leave it blank. Once completed, return survey to the Proposer.**

| Criteria | Unit | Score |
|---|---|---|
| 1. Ability to manage cost | (1 – 10) | 10 |
| 2. Ability to maintain project schedule (complete/on-time/early) | (1 – 10) | 10 |
| 3. Quality of workmanship | (1 – 10) | 9 |
| 4. Professionalism and ability to manage | (1 – 10) | 10 |
| 5. Ability to effectively manage final close-out process and quality control | (1 – 10) | 9 |
| 6. Ability to clearly and openly communicate with all staff and general public | (1 – 10) | 9 |
| 7. Ability to resolve issues promptly | (1 – 10) | 10 |
| 8. Ability to follow protocol and adherence to regulations and industry standards | (1 – 10) | 9 |
| 9. Ability to maintain proper documentation | (1 – 10) | 9 |
| 10. Ability to offer innovative and creative solutions | (1 – 10) | 10 |
| 11. Had proper resources and personnel by which to get the project done | (1 – 10) | 10 |
| 12. Ability to identify and mitigate project risks effectively and successfully | (1 – 10) | 9 |
| 13. Overall client satisfaction and comfort level in hiring | (1 – 10) | 10 |

___VinodSancheti_____
__Printed Name of Reference

Vinod Sancheti
_____
Signature of Reference

# TAB 9

# FORMS



TOWN OF LONGBOAT KEY FLORIDA

**RFP 27-004 LONGBOAT KEY VILLAGE PHASE 4 DRAINAGE IMPROVEMENTS – DESIGN & PERMITTING**

SUBMITTED PROPOSAL FORM

The undersigned Proposer declares that the only person or parties interested in this RFP as principals are those named herein, that this proposal is made without any understanding, contract, or connection with any other person, firm, or corporation providing a proposal for the same purpose and that this proposal is in all respects fair and without collusion or fraud. The Proposer understands that this proposal must be manually signed in ink, otherwise it will be considered unresponsive and subject to rejection.

The undersigned Proposer represents that the Proposer accepts, and that this proposal complies with, the RFP Documents; that Proposer has carefully examined the RFP Documents for the requested services. Proposer affirms that Proposer has carefully examined the location of the requested services and, from its own investigations, is satisfied as to the nature and location of the services, the character, quality, and the quantity of materials, the kind and extent of equipment and other facilities needed for the performance of the services, the general and local conditions and all difficulties that may be encountered, and all other items which may, in any way, affect the services or its performance.

The undersigned Proposer proposes, and agrees if this proposal is accepted, that it will contract with the Town to provide all necessary machinery, tools, software, labor, apparatus, and other means necessary to do all the services, and furnish all the materials and equipment specified or referred to in the RFP Documents in the manner and time herein prescribed, and according to the requirements of the Town as therein set forth.

Under provisions of Chapter 112, Florida Statutes, Proposer must disclose with proposal the name of any officer, director, or agent who is also an employee of the Town of Longboat Key. Proposer must disclose on an attachment (provided by Proposer) entitled “Submitted Bid Conflict of Interest” the name of any Town employee who owns, directly or indirectly, a five percent (5%) or more interest in the Proposer’s firm or any of its branches, or in the firm of any subcontractor to this proposal. Absence of such an attachment represents Proposer’s certification of no such employee.

Proposer acknowledges receipt of the following addenda issued during the solicitation period; the cost of which, if any, is included in proposal pricing. If an addendum is issued, the addendum acknowledgement below must be completed or the issued addendum must be signed and submitted with the proposal package at the time and due date of the proposal.

Addendum #1 Addendum Date: 11/05/26

Addendum #_____ Addendum Date: _____

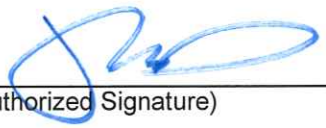
Addendum #_____ Addendum Date: _____

Addendum #_____ Addendum Date: _____

The undersigned Proposer understands that the Town reserves the right to reject any or all proposals and to waive any informalities and minor irregularities in any proposal. The Proposer agrees that this proposal shall be good and may not be withdrawn for a period of one hundred twenty (120) days after the scheduled RFP opening.

Having carefully examined the RFP Documents, Proposer agrees to the terms contained therein and proposes to furnish all labor, material, and equipment for the entire services (including mobilization and demobilization, if applicable), and to execute an agreement for services and any and all bonds, insurance certifications, and other instruments or documents as specified or included in the RFP Documents and will completely perform the services in strict accordance with the terms of the RFP Documents.

The undersigned Proposer acknowledges that services to be performed shall conform to all Town codes and regulations. Services must be accomplished in a professional manner and meet all standards of any professional trade requiring a license and or permit.



(Authorized Signature)

Jordan Leep, PE, PMP
(Printed name)

Name of Proposer: Kimley-Horn and Associates, Inc.

Address: 1800 2nd Street, Suite 900

City: Sarasota State: FL Zip: 34236

Phone: 941.379.7647

Email: jordan.leep@kimley-horn.com

Type of Organization:

_____Sole Proprietorship _____Partnership _____Non-Profit _____Sub-Chapter

_____Joint Venture ___✓___Corporation _____LLC _____LLP

_____Publicly Traded ___✓___Employee Owned

State of Incorporation: NC

ACKNOWLEDGEMENT OF FIRM, IF A CORPORATION

STATE OF Florida COUNTY OF Sarasota

The foregoing instruments was acknowledged before me this

November 3, 2026 By: Jordan Leep, PE, PMP, Senior Vice President
(Date) (Name of officer or agent, title of officer or agent)

On behalf of the corporation, pursuant to the powers conferred upon said officer or agent by the corporation. He/she personally appeared before me at the time of notarization and is personally known to me or has produced _____ as identification and did certify to have knowledge of the matters stated in the foregoing instrument and certified the same to be true in all respects.

Subscribed and sworn to (or affirmed) before me this November 3, 2026

Susan M Johnson Commission Number: HH 725865
(Official Notary Signature and Notary Seal)

SUSAN M. JOHNSON
MY COMMISSION # HH 725865
EXPIRES: January 29, 2030

SUSAN M JOHNSON Commission expiration date: January 29, 2030
(Name of Notary typed, printed or stamped)

ACKNOWLEDGEMENT OF FIRM, IF A PARTNERSHIP

STATE OF _____ COUNTY OF _____

The foregoing instruments was acknowledged before me this

_____ By: _____
(Date) (Name of acknowledging partner or agent)

On behalf of the partnership, pursuant to the powers conferred upon said officer or agent by the corporation. He/she personally appeared before me at the time of notarization and is personally known to me or has produced _____ as identification and did certify to have knowledge of the matters stated in the foregoing instrument and certified the same to be true in all respects.

Subscribed and sworn to (or affirmed) before me this _____

_____ Commission Number: _____
(Official Notary Signature and Notary Seal)

_____ Commission expiration date: _____
(Name of Notary typed, printed or stamped)

ACKNOWLEDGEMENT OF FIRM, IF AN INDIVIDUAL

STATE OF _____ COUNTY OF _____

The foregoing instruments was acknowledged before me this

_____ By: _____
(Date) (Name acknowledging)

Who personally appeared before me at the time of notarization and is personally known to me or has produced _____ as identification and did certify to have knowledge of the matters stated in the foregoing instrument and certified the same to be true in all respects.

Subscribed and sworn to (or affirmed) before me this _____

_____ Commission Number: _____
(Official Notary Signature and Notary Seal)

_____ Commission expiration date: _____
(Name of Notary typed, printed or stamped)

**PUBLIC ENTITY CRIMES FORM**
(MUST BE COMPLETED AND SUBMITTED WITH PROPOSAL)

**SWORN STATEMENT UNDER SECTION 287.133(3)(A), FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES**

**THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.**

1. This sworn statement is submitted to Town of Longboat Key
[print name of public entity]

by Jordan Leep, PE, PMP, Senior Vice President
[print individual's name and title]

For Kimley-Horn and Associates, Inc.
[print name of entity submitting sworn statement]

whose business address is: 1800 2nd Street, Suite 900

City, State and Zip Sarasota, FL 34236

and (if applicable) its Federal Employer Identification Number (FEIN) is 56-0885615

(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: _____.)

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentations.

3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.

4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:

   1. A predecessor or successor of a person convicted of a public entity crime: or

   2. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

5. I understand that a "person" as defined in Paragraph 287.133(1)I, Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

Based on information and belief, the statement, which I have marked below, is true in relation to the entity submitting this sworn statement. (Please indicate which statement applies.)

✓ Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners,

shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

_____The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

_____The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. (attach a copy of the final order)

I UNDERSTAND THAT THE SUBMISSION OF THE FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN W HICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION
287.017, FLORIDA STATUTES FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

By:_____
Signature of Authorized Representative

State of FL

County of Sarasota

The foregoing instrument was acknowledged before me this 3rd day of November, 2026,

by Jordan Leep, PE, PMP, who is personally known to me or has produced

_____, as identification and who did (did not) take an oath and who acknowledged

before me that he executed the same for the purposes therein expressed on behalf of said firm.

Notary Public: _____

My Commission Expires: January 29, 2030

NOTARY PUBLIC STATE OF FLORIDA
SUSAN M. JOHNSON
MY COMMISSION # HH 725865
EXPIRES: January 29, 2030

## DRUG FREE WORKPLACE CERTIFICATION

(MUST BE COMPLETED AND SUBMITTED WITH PROPOSAL)

In order to have a drug free workplace program, a business shall:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the action that will be taken against employees for violations of such prohibition.

2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug free workplace, and available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.

3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).

4. In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contender to, any violation of Chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.

5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.

6. Make a good faith effort to continue to maintain a drug free workplace through implementation of this section.

As the person authorized to sign the statement, I certify that this business complies fully with the above requirements.

PROPOSER: Kimley-Horn and Associates, Inc.
Print Name of Entity

By: _____
Signature of Authorized Representative

Jordan Leep, PE, PMP, Senior Vice President
Printed Name and Title of Authorized Representative

11/03/26
Date

**Drug Free Workplace Certification, page 2 of 2**

State of FL

County of Sarasota

The foregoing instrument was acknowledged before me this 3rd day of November, 2026, by Jordan Leep, PE, PMP, Senior Vice President, who is personally known to me or has produced _____,as identification and who did (did not) take an oath and who acknowledged before me that he executed the same for the purposes therein expressed on behalf of said firm.

Notary Public: _____

My Commission Expires: January 29, 2030

NOTARY PUBLIC STATE OF FLORIDA
SUSAN M. JOHNSON
MY COMMISSION # HH 725365
EXPIRES: January 29, 2030

## EQUAL EMPLOYMENT OPPORTUNITY

(MUST BE COMPLETED AND SUBMITTED WITH PROPOSAL)

The Town of Longboat Key is an Equal Opportunity/Affirmative Action Employer.

Pursuant to Executive Order 11346 as amended, you are advised that under the provisions of government contracting, Contractors and Subcontractors are obliged to take affirmative action to provide equal employment opportunity without regard to race, creed, color, national origin, age or sex.

CERTIFICATION BY PROPOSED PRIME OR SUBCONTRACTOR
REGARDING EQUAL EMPLOYMENT OPPORTUNITY

This certification is authorized pursuant to Executive Order 11246, Part II, Section 203(b), (30 F. R. 12319-15). Any Proposer or prospective contractor, or any of the proposed subcontractors, shall state as an initial part of the bid or negotiations of the contract whether it has participated in any previous contract or subcontract to the equal opportunity clause; and, if so, whether it has filed all compliance reports due under applicable instructions.

Where the certification indicated that the prime or subcontractor has not filed a compliance report due under applicable instruction, such contractor shall be required to submit a compliance report.

PROPOSER: Kimley-Horn and Associates, Inc.
Print Name of Entity

By: _____
Signature of Authorized Representative

1. Proposer has participated in a previous contract or subcontract, subject to the Equal Opportunity Clause:

   YES ✓ NO ____

2. Compliance Reports were required to be filed in connection with such contract or subcontract:

   YES ✓ NO ____

   If YES, state what reports were filed and with what agency. We file EEO-1 reports with the EEOC On an annual basis as required.

3. Proposer has filed all compliance reports due under applicable instructions:

   YES ✓ NO ____

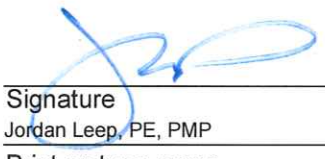
**MINORITY BUSINESS STATEMENT OF GOOD FAITH EFFORTS**
(MUST BE COMPLETED AND SUBMITTED WITH PROPOSAL)

The Legislature finds that there is evidence of a systematic pattern of past and continuing racial discrimination against minority business enterprises and a disparity in the availability and use of minority business enterprises in the state procurement system. It is determined to be a compelling state interest to rectify such discrimination and disparity. Based upon statistical data profiling this discrimination, the Legislature has enacted race-conscious and gender-conscious remedial programs to ensure minority participation in the economic life of the state, in state contracts for the purchase of commodities and services, and in construction contracts. The purpose and intent of this section is to increase participation by minority business enterprises accomplished by encouraging the use of minority business enterprises and the entry of new and diversified minority business enterprises into the marketplace. (Section 287.09451, Florida Statutes)

The Proposer states that an endeavor to meet the minority business enterprise procurement goals under Section 287.09451, Florida Statutes for all Town projects as assigned will be met.

PROPOSER:

Kimley-Horn and Associates, Inc.
Print or type name of entity

By: 
Signature
Jordan Leep, PE, PMP
Print or type name
Senior Vice President
Print or type title
11/03/26
Date

**HUMAN TRAFFICKING AFFIDAVIT - S. 787.06, FLORIDA STATUTES**

(MUST BE COMPLETED AND SUBMITTED WITH PROPOSAL)

Before me, the undersigned authority, personally appeared Jordan Leep, PE, PMP, hereinafter referred to as the "Affiant," who after being duly sworn hereby swears or affirms as follows:

1. Affiant is over eighteen years of age. The following information is given from Affiant's own personal knowledge.

2. Affiant is an officer or representative of Kimley-Horn and Associates, Inc., a non-governmental entity, hereinafter referred to as the "Entity." Affiant is authorized to provide this affidavit on behalf of the Entity.

3. Affiant hereby attests, under penalty of perjury, that the Entity does not use coercion for labor or services as defined in s.787.06, Florida Statutes.

FURTHER AFFIANT SAYETH NOT.

Signature of Affiant

By: Jordan Leep, PE, PMP

For: Kimley-Horn and Associates, Inc.

As its: Senior Vice President

Dated: 11/03/26

Sworn to (or affirmed) and subscribed before me by means of ☒ physical presence or ☐ online notarization, this 3rd day of November, 2026, by Jordan Leep, PE, PMP, on behalf of Kimley-Horn and Associates, Inc., who is personally known to me or who has produced _____ as identification.

SUSAN M. JOHNSON
MY COMMISSION # HH 725865
EXPIRES: January 29, 2030

Print Name: SUSAN M JOHNSON
Notary Public of the State of Florida

My Commission Expires: January 29, 2030

**AFFIDAVIT OF COMPLIANCE WITH FOREIGN ENTITY LAWS**
(MUST BE COMPLETED AND SUBMITTED WITH PROPOSAL)

The undersigned, on behalf of the contractor listed below ("Entity"), hereby attests under penalty of perjury as follows:

1. Entity is not owned by the government of a foreign country of concern as defined in Section 287.138, Florida Statutes. (Source: § 287.138(2)(a), Florida Statutes)

2. The government of a foreign country of concern does not have a controlling interest in Entity. (Source: § 287.138(2)(b), Florida Statutes)

3. Entity is not organized under the laws of, and does not have a principal place of business in, a foreign country of concern. (Source: § 287.138(2)(c), Florida Statutes)

4. Entity is not owned or controlled by the government of a foreign country of concern, as defined in Section 692.201, Florida Statutes. (Source: § 288.007(2), Florida Statutes)

5. Entity is not a partnership, association, corporation, organization, or other combination or persons organized under the laws of or having its principal place of business in a foreign country of concern, as defined in Section 692.201, Florida Statutes, or a subsidiary of such entity. (Source:§ 288.007(2), Florida Statutes)

6. Entity is not a foreign principal, as defined in Section 692.201, Florida Statutes. (Source: § 692.202(5)(a)(1), Florida Statutes)

7. Entity is in compliance with all applicable requirements of Sections 692.202, 692.203, and 692.204, Florida Statutes.

8. (Only applicable if purchasing real property) Entity is not a foreign principal prohibited from purchasing the subject real property. Entity is either (a) not a person or entity described in Section 692.204(1)(a), Florida Statutes, or (b) authorized under Section 692.204(2), Florida Statutes, to purchase the subject property. Entity is in compliance with the requirements of Section 692.204, Florida Statutes. (Source: §§ 692.203(6)(a), 692.204(6)(a), Florida Statutes)

9. The undersigned is authorized to execute this affidavit on behalf of the Entity.

Date: November 3, 2026

Signature: _____

Entity: Kimley-Horn and Associates, Inc.

Name: Jordan Leep, PE, PMP

Title: Senior Vice President

State of FL, County of Sarasota

The foregoing instrument was acknowledged before me this 3rd day of November 2026 who is personally known to me or as produced as identification and who did (did not) take an oath and who acknowledge before me that he executed the same for the purposes therein expressed on behalf of said corporation.

NOTARY PUBLIC: _____

Typed Name: SUSAN M JOHNSON

Commission Expires: January 29, 2030

SUSAN M. JOHNSON
MY COMMISSION # HH 725865
EXPIRES: January 29, 2030

TOWN OF
LONGBOAT KEY

**Kari L. Kennedy, CPPB**
**Procurement Manager**
**Procurement Division**
501 Bay Isles Road
Longboat Key, Florida 34228
**kkennedy@longboatkey.org**

**RFP 27-004 LONGBOAT KEY VILLAGE PHASE 4 DRAINAGE IMPROVEMENTS – DESIGN AND PERMITTING**

**ADDENDUM #1**

**Subject: REVISED BID SUBMITTAL DUE DATE; QUESTIONS AND ANSWERS**

**Date: November 5, 2026**

ALL CONSULTANTS MUST ACKNOWLEDGE RECEIPT OF THIS ADDENDUM BY SIGNING BELOW AND SUBMITTING THIS EXECUTED DOCUMENT WITH THE PROPOSAL.

Consultants are hereby notified that this Addendum shall become part of the submitted proposal and the subsequent documents, if applicable.

The following items are issued to add to, modify, and clarify the RFP and all associated documents. Proposals shall conform to the additions and revisions listed herein. These items shall have full force and effect as the RFP and all associated documents.

Consultants Name: Kimley-Horn and Associates, Inc.

Address: 1800 2nd Street, Suite 900, Sarasota, FL 34236

Phone : 941.379.7647

Email: jordan.leep@kimley-horn.com

Authorized Signature: 

Printed Authorized Name: Jordan Leep, PE, PMP

**CLARIFICATION:**

C1. Revised bid submittal due date: The bid submittal due date has been revised from Monday, November 9, 2026, 2:00PM to **Thursday, November 12, 2026, 2:00pm.**

**QUESTIONS AND ANSWERS:**

Q1. May proposers request a completed performance survey from the Town of Longboat Key for prior services provided to the Town? If so, please confirm the appropriate process and point of contact, consistent with the solicitation's communication restrictions.

**Answer: Performance surveys cannot be completed by the Town.**

Q2. May one or two of the three project descriptions required under Tab 2 feature projects performed by a proposed subconsultant? If so, should the prime submit performance surveys under Tab 8 for separate (but relevant) projects performed by the prime?

**Answer: The consultant submitting must have performed as the prime on the project.**

Q3. Can you please clarify if the proposal needs to be ADA Compliant?

**Answer: The proposal does not need to be ADA Compliant.**

Q4. Can you please clarify if signatures need to be original manual for the original proposal?

**Answer: Signatures can be electronic.**

Q5. Is there grant funding identified for this project?

**Answer: Yes.**

Q6. Can we reuse Performance Questionnaire Surveys from previous Town of Longboat Key proposals to limit repeated outreach to clients?

**Answer: If the previous performance survey includes the same questions as the current survey, a previous survey may be submitted to limit repeated outreach.**

Q7. Page 10, Section 4.1, 3rd paragraph: Proposals must be prepared in at least 12-point font on 8.5" x 11" white paper, with pages sequentially numbered.

A. The RFP requires at least 12-point font. Does this minimum apply to all text in tables, charts, graphics, figures, captions, and the organizational chart, or may smaller type be used for those elements when needed for legibility?

**Answer: Smaller or larger font may be used for those elements.**

B. May the one-page organizational chart be submitted on 11-by-17-inch paper, folded to fit the binder, or must it be 8.5-by-11 inches?

**Answer: 11 X 17 is permissible.**

Q8. Pages 11-13, Section 4.2, Tabs 1–7:

A. For the stated limits in Tabs 1–5 on pages 11-12, do licenses, required forms, reference surveys, and other appendices count toward the page limits, or may they be included outside the tab limits? Please also clarify whether a cover page or tab divider counts toward the applicable limit.

**Answer: Licenses, extra forms, reference surveys, appendices do not count towards the applicable limit.**

B. No page limits have been provided for Tab 7 on page 13; can you please provide the page limit for this section.

**Answer: If no page limit has been provided, there is no page limit.**

Q9. Page 12, Section 4.2, Tab 3.C, parts 1) and 2): The page requirements for Tab 3 only indicate one page for the organizational chart and a two-page per resume page limit. How many pages can be allocated to respond to 3.C, 1) Services for which the sub-contractor may be involved; and 3.C, 2) A brief description of experience outlining their qualifications to perform the identified services?

**Answer: If no page limit has been provided, there is no page limit.**

Q10. Page 14, Section 4.2, Tab 9: Please confirm if the following form are only required for Prime firm/Proposer, or if any are required from subcontractors/subconsultants as well.

- Submitted Proposal Form
- Public Entity Crimes Form
- Acknowledgment of Firm Form
- Drug Free Workplace Certification Form
- Equal Employment Opportunity Form
- Minority Business Statement of Good Faith Efforts
- Human Trafficking Affidavit
- Compliance with Foreign Entity Laws Affidavit
- Completed and signed W-9

**Answer: Only the submitting firm is required to completed the listed documents.**

Q11. For the proposer signature requirement, will the Owner accept a corporate resolution or other documentation authorizing an individual to sign on behalf of the proposer, in lieu of the signer being listed as an authorized officer?

**Answer: Yes.**

Q12. Tab 1 – Executive Summary is limited to 4 pages, #D is asking for any judgements, claims, arbitration proceeding or suits, the size of this could vary on pages, will this count towards the page count for this section?

**Answer: No.**

Form **W-9**
(Rev. March 2024)
Department of the Treasury
Internal Revenue Service

# Request for Taxpayer Identification Number and Certification

**Go to *www.irs.gov/FormW9* for instructions and the latest information.**

**Give form to the requester. Do not send to the IRS.**

**Before you begin.** For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

**Print or type.** See ***Specific Instructions*** on page 3.

**1** Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)

Kimley-Horn and Associates, Inc.

**2** Business name/disregarded entity name, if different from above.

**3a** Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor ☑ C corporation ☐ S corporation ☐ Partnership ☐ Trust/estate

☐ LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) . . . .

**Note:** Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner.

☐ Other (see instructions)

**3b** If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions . . . . . ☐

**4** Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) 5

Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any)

*(Applies to accounts maintained outside the United States.)*

**5** Address (number, street, and apt. or suite no.). See instructions.

421 Fayetteville Street, Suite 600

**6** City, state, and ZIP code

Raleigh, NC 27601

Requester's name and address (optional)

**7** List account number(s) here (optional)

## Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

**Note:** If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

**Social security number**

| | | | – | | – | | | | |
|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | |

**or**

**Employer identification number**

| 5 | 6 | – | 0 | 8 | 8 | 5 | 6 | 1 | 5 |
|---|---|---|---|---|---|---|---|---|---|

## Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

**Sign Here** **Signature of U.S. person** Tammy F S **Date** 1/1/2026

# General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments**. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to *www.irs.gov/FormW9*.

## What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

## Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

Kimley»Horn

**Certificate of Secretary**

To Whom It May Concern:

I am the duly qualified and acting Secretary of Kimley-Horn and Associates, Inc., a North Carolina Corporation.

The following is a true copy of a resolution duly adopted by the Board of Directors of the corporation at the Board meeting held on December 15, 2025 and entered in the minutes of such meeting in the minute book of the corporation.

"The Board unanimously approved the contract signing authority of employees as presented." (Copies of the employee lists as presented are enclosed.)

The resolution is in conformity with the articles of incorporation and bylaws of the corporation, has never been modified or repealed, and is now in full force and effect.

Dated: December 30, 2025

Ashley Keil

Ashley R. Keil, Secretary

(corporate seal) KIMLEY-HORN AND ASSOCIATES, INC. CORPORATE SEAL NC

# Kimley-Horn and Associates, Inc.
# FULL CONTRACT SIGNING AUTHORITY
# December 15, 2025

**The following individuals have authority to sign both standard and non-standard agreements directly related to serving clients ("Project Agreements"). Project Agreements include client contracts, subcontracts, project-specific vendor agreements, IPO's, contract amendments, non-disclosure agreements, teaming agreements, project-specific equipment and facility rental agreements for specific projects, and certifications related to proposals. This document does not grant authorization to sign other types of contracts or legal documents not directly related to client service such as office leases, software purchase or license agreements, tax returns, purchase agreements for supplies, or agreements to procure accounting, legal, recruiting, or similar services.**

## Atlantic

Baltimore City
Kraft, Jon
Smith, Jeff

Baltimore County
Bishop, Matt
Leffner, Nick
Linkous, Blaine

Boston
Jacques, Christopher
Keegan, Kathy

Charlottesville
Oliver, Jonathan

Harrisburg
Bankert, Larry
McGinley, Stephen

Loudoun
Bollinger, Kyle
Giffin, Geoff
Millot, Sean
Phillips, Mark

Montgomery County
Murphy, Erin

New York City - KHNY
Esch, Kelly
LoFrisco, Daniel

Northern Virginia
Carter, Erica
D'Alessandro, Jonathan
Elman, Paul
Frosch, Colin
Howell, Chris
Kauppila, John
Keil, Ashley
Knox, Sarah
Koopman, Jennifer
Lefton, Steve
McIntyre, Emma
Miller, Sean
Musson, David
Ponton, CJ
Powell, Meredith
Prunty, Rob
Samba, David
Sauro, Tom
Schrader, Carly
Smith, Andy
Teague, Zach
Walker, Michi
Whyte, David

Philadelphia Center City
Harmon, Amanda
Hewitt, Maddy
Hughes, Paul
Morgan, Taylor

Pittsburgh
Beaves, Adele
Beduhn, Tyler
Moldovan, Bill

Princeton
Diggan, Tony
Gibson, Adam

Richmond
Harrell, Matt
Hill, Corey
Lickliter, Ashley
Madary Crum, Katie
McCray, Danielle
McPeters, Brian
White, Tim

Richmond West
Chance, Max
Dougherty, Sean
Perkins, Ryan

Virginia Beach
Dallman, David
Davidson, Scott
Falk, Kathy
Farthing, Andrew
France, Dave
Funk, Scott
Holland, Kimberly
Holland, Stephen
Mertig, Karl
Moser, Emily
Niss, Robyn
Schmitt, Greg
Votava, Chip
Wharton, Michelle
Williams, Kyle
Yee, Jeremy

White Plains - KHNY
Apostoleris, Dean
Canning, John
Van Hise, Kevin

Williamsburg
Basic, Christopher

## California

Escondido
Kirby, Jennifer

Irvine
Koivuniemi, Kyle

Long Beach
Hewitt, Melissa
Phillips, Chad
Starkey, Hunter

Los Angeles
Duong, Dan
Fares, Jean
Kyle, Greg
Phaneuf, Alyssa
Ranta, Sherry

Monterey
Falgout, Mark

Oakland
Akwabi-Ameyaw, Kwasi
Colety, Mike
Dankberg, Adam

Orange
Adrian, Darren
Bossu, Dave
Glaze, Jacob
Kerry, Nikki
Marechal, Jason
Matson, Jason
Melchor, Jason
Melvin, Pearse

Pleasanton
Chazbek, Chadi
Johnson, Miles
Mowery, Mike
Sowers, Brian
Thal, Nicole

Riverside
Alvarez, Leticia

Sacramento
Bhatt, Sheetal
Pittalwala, Fareed
Schmitt, Mike
Weir, Matt

San Diego
Barlow, Matthew
Becker, Justin
Cowan, Davie
Harry, Jennifer
Heustess, Aaron
Kaltsas, Joe
Madsen, Michael
McCormick, Matt
McWhorter, Sam
Podegracz, Anthony
Ulery, Megan
Valencia, Jason

San Jose
Hedayat, Leyla
Mehta, Parag
Venter, Frederik

San Mateo
Pulliam, John

Santa Clarita
Chakravarthy, Sri

Temecula
Pollock, John

## Carolinas

Charleston
Edmonson, Cole
Guy, Jonathan

Charlotte
Blakley, Steve
Denney, Seth
Edwards, Matt
Lewis, Ryan
Racer, Joseph
Taylor, Ben

Columbia
Iser, Chris

Durham
Lewellyn, Earl
Raney, Nolan

Fort Mill
Holcomb, John

Greenville
Hensley, Alex

Holly Springs
Brewer, Jordan

Raleigh
Adams, Richard
Barber, Barry
Beck, Chad
Brewer, Brian
Carter, Tim
Cochran, Adam
Cook, Richard
Flanagan, Tammy
Glass, Bri
Gresham, Teresa
Hartshorn, Jason
Howell, Cory
Kuzenski, John
Leverett, Chris
Meador, Emily
Netzer, Lesley
Royal, Randy
Thompson, Erin

## Central

Dallas
Fraccaro, Joe
Galloway, Steve
Harris, Mark
Henrichs, Tyler
Lawhorn, Caroline
Moss, Brad
Rader, Aaron
Samarripas, Anthony
Sulkowski, Nick
Williamson, Sarah

Fort Worth
Arnold, Doug
Arnold, Scott
Brewer, Cody
Hill, Bradley
Igo, Chris
James, Jeff
Kubista, Kyle
Landon, Jeff
Nathan, Aaron
Webb, Cole

Frisco
Coppin, Tom
Dickey, Kyle
Duenwald, Matt
Hodge, Blake
McCracken, Paul
Ross, Casey

Irving Las Colinas
Ante, Nathan

Oklahoma City
Schmidt, Luke

Richardson
Hoppers, Kevin
New, Nathan

Terrell
Lucas, Matt

# Kimley-Horn and Associates, Inc.
# FULL CONTRACT SIGNING AUTHORITY
# December 15, 2025

## Midwest

Chicago Downtown
Lemmon, Peter
Marnell, Colleen
Mayer, Joe
Morton, J.J.
Panter, Jake
Whitson, Bryan

Chicago North Suburbs
Cooper, Jason
Stoehr, Peter
Tracy, Eric

Chicago West Suburbs
Albers, Emma
Doolittle, Rob
Fancler-Splitt, Rory
Garner, Chad
Heinen, Andy
Kaufman, Philip
Walker, Drew

Columbus
Muller, Justin
Reeves, Mike
Schall, Andy
Schnug, Regan

Indianapolis
Butz, Bill
Schreeg, Brandon
Sheward, Bryan
Timko, Mike
Wolfred, Drew

Kansas City
Kist, Matt
McKerrow, Jeff

Kansas City South
Myers, Zach

Northeast Ohio
Clements, Kevin

Twin Cities
Bourdon, Brandon
Elegert, Brandon
Jensen, Matt
Matzek, Will
Phipps, Ryan
Schmitz, Bill

Tadt, Eric
Wall, Lisa
Zimmerman, David

Twin Cities South
Fosmo, Eric
Moren, Luke

Twin Cities West
Kuhnau, JoNette
Manning, Jon
Wurdeman, Brian

## Mountain Pacific

Aspen
Christensen, Bryce

Boise
Bard, Teller
McDougald, Brandon

Broomfield
Mack, Dana
Pratt, Anthony

Colorado Springs
Gunderson, Eric

Hess, Mitchell
McCallum, Jessica

Denver
Andryscik, Kory
Colvin, Scott
Garinger, Amy
Griffin, Erin
Heiberger, John
Hopkins, Christopher
Krell, Gabe
Madrid, Shelby
McGee, Meaghan

Phelps, Randall
Rowe, Curtis
Salvagio, Robin
Skeehan, Dan
Sobieski, Dennis
Watson, Kyle
Wilhelm, Will
Wolterstorff, Darren

Everett
Lincoln, Brad

Fort Collins

Felton, Emily
Sheahan, Caitlin

Lehi
Bick, Chris

Portland
Lahey, Anna
Meyerhofer, Peter

Salt Lake City
Borg, Alex
Crowther, Brent

Herrick, Christine
Johnson, Zach
O'Brien, Molly

Seattle
Belsick, Jody
Chen, Nick
Kamerath, Marcy
Leistiko, David
Reeverts, Canaan
Valentine, Brian
Williams, David

## North Florida

Daytona Beach
Stubbs, Jarod

Gainesville
Brighton, Ali
Towne, Chris

Jacksonville
Deitsch, Brian

Mecca, Joe
Mullis, Mike
Roland, George
Shelton, Mark

Lake Nona
Ashby, Brian
Martin, Jon
Parker, Tiffany

Stickler, Brooks

Melbourne
Husainy, Kinan

Ocala
Busche, Richard
Elliott, Cara
Gartner, Amber

Losito, Gene

Orlando
Chau, Hao
Lenzen, Brent
Littrell, Lance
Mingonet, Scott
Roberts, Heather
Thigpen, Jonathan

Wagner, Kasey
Wetherell, Ryan

Tallahassee
DeVeau, Zach
Kalbli, Shawn
Lewis, Kelsey

## South

Alpharetta
Dufour, Zac
Fanney, Angela
Fanney, Lawson
Hamilton, Jim
James, Alvin
Shearouse, Sarah
Stricklin, David
Walker, John
Zittrauer, Derek

Atlanta Midtown
Bosman, Eric

Coleman, Sean
Elsey, Jeffrey
Pastore, Cristina
Ross, Rob
Triplett, Kate

Birmingham
Bailey, Clark
Johnson, Elizabeth

Chamblee
Manners, Jason

Chattanooga
Skidmore, Ben

Franklin
Espelet, Leo

Memphis
Danley, Drake
Minor, Henry
Peregoy, Jarmon
Peregoy, Jennifer

Mobile
Starling, Charles

Nashville
Boyd, Jenna
Boyd, Mark
Creasman, Brett
Gram, Ryan
McMaster, Ryan
Neal, Philip
Rhodes, Chris

Peachtree Corners
Ergle, Kevin
Horbal, Bradley
Smith, Patrick

Savannah
Gwaltney, Jamie
Hunt, Rhodes
Marsengill, Chris

Woodstock
West, Brian

## South Florida

Boca-Delray
Haggerty, Jordan
Schwartz, Mike
Tercilla, Lindsey
Webber, Jason

Fort Lauderdale
Alam, Mudassar
Capelli, Jill
Cordasco, John

Dabkowski, Adrian
Emmons, Erin
Falce, Chris
McWilliams, John
Robertson, Stewart
Viola, Stefano

Miami
Almonte Royer, Leonte
Baldo, Burt

Collier, Julio
Fye, Barton
Herrera, Alberto
Pasken, Ken

Palm Beach Gardens
Long, Jamea
Meyer, Allie

Vero Beach
Good, Brian
Hollen, Chris
Lawson, Jacob
Thomas, Melibe
Van Rens, Peter

West Palm Beach
Lee, Jason
Rapp, Bryan

Regueiro, Eric
Schanen, Kevin
Walthall, David

West Palm Downtown
Heggen, Chris
Spruce, Mike

# Kimley-Horn and Associates, Inc.
# FULL CONTRACT SIGNING AUTHORITY
# December 15, 2025

## Southwest

Las Vegas
Jones, Chris
Moles, Richard
Moore, Devin
Mosley, Michael
Wolf, Treasea

Mesa
Burm, Jason
Ehrick, Taylor
Grandy, Michael
Margetts, Sterling
Mutti, Brent
Walnum, Nate

Phoenix
Artiles, Arnoldo
Christian, Raj
Connelly, Alissa
Delmarter, Michael
Henderson, Ben
Kay, Tyler
Kimm, Kevin
Kissinger, John
Marella, Damon
Perillo, Adam
Schmidt, Zachary
Sjogren, Tim
Smalkoski, Brian
Thoma, Jayme
Whitehurst, Eric

Reno
Hildebrandt, Heath
Hughey, Stephen
Nasset, Brent

Scottsdale
Haney, Steve
Jupp, Andrew
Melvin, Enda
Rutkowski, David

Tucson
Payne, Kevin
Rhine, Tim

## Texas South

Austin East
Hamilton, Bob

Austin North
Araque, Santiago
Boecker, Brian
Hudson, Harrison
Kiewit, Jordan
Neal, Trey
VanLeeuwen, Andy

Austin South
Mason, Sean
Parker, Brian
West, Craig
Williams, Ben

Bryan College Station
Harris, Chris
Lucas, Michael

Houston
Cargill, Kenneth
Frysinger, Ashley
Frysinger, Chris
Guillory, Brandon

Pearland
Deshpande, Vivek
Hall, Andy

San Antonio
Brignon, Brit
Cobler, Nathan
Farnsworth, Jeff
Holscher, Nick
Pierce, Nolan
Tait, Zach

The Woodlands
Freeman, Steven
Kirkland, Mark
Lewis, Tyler
Pickering, Brad

## West Florida

Fort Myers
Bryant, Lewis
Clark, Kellie

Lakeland
Lewis, Jason
White, Wayne
Wynn, Jared

Sarasota
Cianfaglione, Chris
Klepper, Kelley
Leep, Jordan
Pankonin, James
Schmid, Seth

St Petersburg
Arriaga, Brooke
Bishop, Mark
Dodge, Dawn
Walker, Jordan

Tampa
Brenny, Martin
Bulloch, Kelly
Coffman, Jon
Collins, Carroll
Gilner, Scott
Lee, Nathan
Nadeau, Gary
Truman, Steve