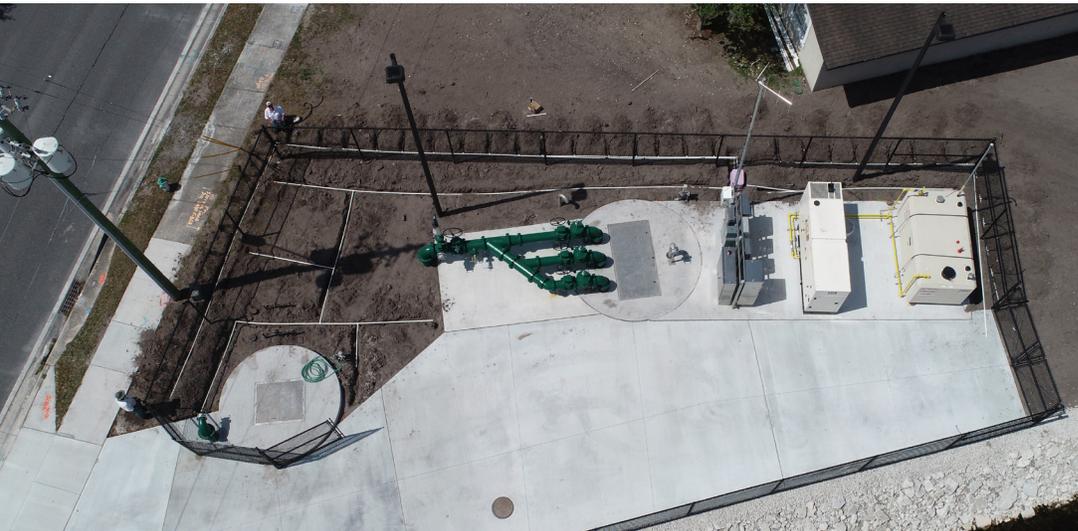




## CITY OF COCOA

Design, Permitting, and Services During Construction for  
Utility Conveyance Systems Upgrades and Expansion  
RFQ #Q-23-12-COC

March 23, 2023 | 3:00 PM



### Prepared by:

CHA Consulting, Inc.

Kelcia Mazana, Project Manager

927 New Haven Avenue, Suite 206

Melbourne, FL 32901

T: 407.917.9590 | E: KMazana@chacompanies.com



# RFQ Submittal Acknowledgement

CITY OF COCOA  
REQUEST FOR QUALIFICATIONS  
Q-23-12-COC

## RFQ SUBMITTAL ACKNOWLEDGEMENT



Finance Department  
Purchasing & Contracts Division  
65 Stone St.  
Cocoa, FL 32922

ISSUANCE DATE:  
Wednesday, February 8, 2023

PROPOSALS MUST BE RECEIVED PRIOR TO:  
**Thursday, March 23, 2023, 3:00PM**

PURCHASING DIVISION CONTACT:  
Brian Dale  
(321) 433-8833  
[purchasing@cocoafl.gov](mailto:purchasing@cocoafl.gov)

PLEASE COMPLETE THE FOLLOWING AND SUBMIT THIS FORM WITH YOUR PROPOSAL	
Vendor Name: CHA Consulting, Inc.	List of Deviations (if any) attached Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Address: 927 New Haven Avenue, Suite 206	If submitting a "NO RESPONSE", state reason: _____
City, State, Zip: Melbourne, FL 32901	_____
Primary Contact: Kelcia Mazana	
Phone Number: 407.917.9590	
E-Mail Address: <a href="mailto:KMazana@chacompanies.com">KMazana@chacompanies.com</a>	
FEIN Number: 16-0966259	

Response packages shall be mailed or hand-delivered to the Office of the Purchasing Manager, located at 65 Stone St., Cocoa, Florida 32922. Responses received after the specified time and date will not be accepted. The City will not be responsible for mail delays, late or incorrect deliveries. The clock located in the lobby of the Office of the Purchasing Manager will be the official authority for determining late responses.

One (1) original (MARKED "ORIGINAL"), Three (3) paper copies and One (1) electronic copy on a USB drive of all responses and required attachments must be executed and submitted in a

**CITY OF COCOA  
REQUEST FOR QUALIFICATIONS  
Q-23-12-COC**

sealed envelope. Respondent shall mark response envelope, **RFQ #Q-23-12-COC ENGINEERING SERVICES FOR DESIGN, PERMITTING, AND SERVICES DURING CONSTRUCTION FOR UTILITY CONVEYANCE SYSTEMS UPGRADES AND EXPANSION**. Respondent name and return address must be clearly identified on the outside of the envelope.

By submitting an RFQ proposal and executing below, the undersigned individual hereby represents and warrants that they have the full authority on behalf of Respondent to submit this RFQ package to the City of Cocoa, and bind the Respondent to the terms and conditions of this RFQ. The Respondent represents and warrants to the City of Cocoa that they have read, understand, and agree to abide by all the terms and conditions set forth in the RFQ Package and all subsequently issued addendums. Further, Respondent certifies, represents, and warrants that all information contained in Respondent's RFQ submittal is accurate and truthful and that the City of Cocoa will rely on said information during the RFQ process. Respondent further understands and agrees that misleading, fraudulent, untruthful, and deceitful information, whether presented to the City in writing or verbally, shall be grounds for immediate disqualification. Additionally, Respondent agrees that the City of Cocoa shall have the sole discretion to rank Respondents to this RFQ.

**The final ranking of the qualifications of all Respondents by the City does not guarantee that any of the highest ranked Respondents will be selected to perform the services required by this RFQ.** The City, at its sole discretion, will initiate negotiations to enter into two or more written Contracts with selected Respondents pursuant to this RFQ and in accordance with the Consultants' Competitive Negotiation Act, s. 287.055, Florida Statutes. Said Contracts shall be approved separately by, and at the sole discretion of, the City Council of Cocoa, and shall depend on numerous factors such as any successful Respondent offering fair, competitive and reasonable prices for their services and the Respondent's ability to accept the terms and conditions required by the City. Further, Respondent agrees that the City has the right to reject, for any reason and without penalty, any and all submittal packages prior to and after the rankings are made by the City, and that the City has the right, for any reason and without penalty, to terminate any contract negotiations commenced under this RFQ with any Respondent at any time, including after selection of certain Respondents for negotiation. Selected Respondents will be required to execute a written agreement on a form prepared by and acceptable to the City Attorney. Under no circumstances whatsoever shall a contract be formed between the City and a selected Respondent until such time the written agreement is approved by the City Council at a public meeting and executed by the City and Respondent.

Respondent shall bear all costs associated with preparing and responding to this RFQ. The City of Cocoa will provide no compensation for such costs.

During the RFQ process, Respondent consents to the City of Cocoa conducting credit and corporate background checks on the Respondent. Further, the Respondent hereby consents and authorizes the City to contact any and all previous clients, and references, of Respondent to inquiry about the Respondent's past or current performance on any other project that the City deems to be relevant to the services requested under this RFQ.

Respondent expressly acknowledges and represents and warrants that it will comply with the Anti-Lobbying requirement of this RFQ which is set forth in Section I of this RFQ.

## RFQ Submittal Acknowledgement (continued)

**CITY OF COCOA  
REQUEST FOR QUALIFICATIONS  
Q-23-12-COC**

Addendum Acknowledgements [List addenda number and date]:

Addendum #1, March 6, 2023

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THE UNDERSIGNED RESPONDENT HEREBY AGREES TO THE TERMS AND CONDITIONS SET FORTH ABOVE AND CONTAINED ELSEWHERE IN THIS RFQ AS IF SET FORTH ABOVE.



\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
March 20, 2023

Date

\_\_\_\_\_  
Michael A. Platt

Name of Respondent

\_\_\_\_\_  
General Counsel and Executive Vice President

Title

# Section 1: Cover Letter





# SECTION 1 COVER LETTER

March 23, 2023

City of Cocoa  
Office of the Purchasing Manager  
65 Stone Street  
Cocoa, FL 32922

**RE: Engineering Services for Design, Permitting, and Services During Construction for Utility Conveyance Systems Upgrades and Expansion; RFQ #Q-23-12-COC**

Dear Selection Committee Members:

CHA Consulting, Inc. (CHA), *formerly Reiss Engineering, Inc.*, is prepared to offer the City of Cocoa comprehensive engineering services designed to maintain critical infrastructure, safeguard community environmental and public health, and bring innovation and best practices to improve City of Cocoa’s water and wastewater infrastructure. CHA’s Florida water team is committed to continuing to provide the City of Cocoa with the same high-quality, cost-efficient professional engineering services that you’re accustomed to. **We want to be your selected consultant for this contract and remain your trusted consultant for years to come.** CHA offers the City of Cocoa the following value-added benefits:

**FAMILIAR TEAM.** Our Florida water team has provided water and wastewater services to local municipalities for the last 24 years. Currently, we hold over 50 continuing contracts for water, wastewater, and reclaimed water services in Florida, including with New Smyrna Beach Utilities (NSBU); the cities of Melbourne, Vero Beach, St. Augustine, Ormond Beach, and Orange City; and Orange, Seminole, Brevard, and Volusia counties. Though we have not held a contract with the City of Cocoa directly, several of our team members, including Kelcia Mazana, Scott Hoxworth, PE, Mark Worsham, PE, and Charles Warren, have had the opportunity to work with the city on recent design and construction services for the Pineda Water Transmission Main project and the Sea Ray Drive Sykes Creek 36-inch Water Main Crossing project. Both projects are currently in the construction phase and are on schedule for completion this year.

**COST-EFFICIENT CONVEYANCE ENGINEERING.** Our team routinely completes a large volume of pipeline and pump/lift station projects. As such, we know how to deliver them well and cost-efficiently. **CHA was recently selected against national competitors for a six-year, \$60 million construction cost potable and reclaimed water pipeline renewal, replacement, and extension program for the City of Clearwater.** As you know, we recently completed the Pineda Causeway horizontal directional drill (HDD) design of two 16-inch potable water mains crossing the Indian River, Merritt Island, and the Banana River under a joint project agreement (JPA) with you and the City of Melbourne (Pineda Water Transmission Main project). In addition, for the City of Port St. Lucie, we designed 10 miles of water, wastewater, and reclaimed water pipelines using HDD, jack-and-bore trenchless technology, and traditional trench excavation installation.

**INDUSTRY-RECOGNIZED EXPERTISE IN HYDRAULIC MODELING AND MASTER PLANNING.** From capital improvement plan (CIP) development to detailed evaluations of distribution and collection systems to confirm design criteria, our hydraulic modeling and master planning team has unmatched experience in Florida. For wastewater collection systems master planning/studies, we perform capacity analyses and infiltration and inflow (I&I) investigations, including smoke testing, flow monitoring, and hydraulic modeling with the use of the United States Environmental Protection Agency (USEPA) Sanitary

## WHY CHA?

- ✓ **Highly Experienced Staff** | Extensive combined, applied experience available for assignments
- ✓ **Local Florida Experience** | Team members have extensive Florida experience in potable water pump stations, water distribution systems, wastewater collection systems and wastewater pump stations
- ✓ **Specific Florida Regulatory Knowledge** | The CHA team has strong relationships with the Florida Department of Environmental Protection (FDEP) and St. John’s River Water Management District (SJRWMD) staff
- ✓ **Specific Local Knowledge** | The CHA team lives and works in the central Florida region and has a full understanding of the socioeconomic landscape and other local issues that impact projects anticipated under this contract



Sewer Overflow Analysis and Planning (SSOAP) toolbox. For potable water distribution systems, our modeling experience includes fire flow analyses, water quality modeling, the modeling of unidirectional flushing (UDF) programs, and pipeline renewal/replacement (R&R) programs that reduce water age and disinfection by-product (DBP)/nitrification formation. We are well-versed in current modeling software, including Innovyze (InfoWater, InfoSWMM, and InfoWorks ICM) and Bentley (Water CAD and SewerCAD).

**ADVANCED TREATMENT EXPERTISE.** We understand the latest technologies and regulatory compliance methods for water and wastewater treatment systems. Florida potable water projects we have completed include reverse osmosis (RO), forced-draft aeration, ozonation, granular activated carbon (GAC), lime-softening, ion exchange, and others. Within potable distribution systems, we have addressed water chemistry relative to red water complaints, sulfide issues, nitrification, corrosion, DBPs, and chlorine residual challenges, among others.

We have completed wastewater projects for wastewater systems, both conventional tertiary treatment and advanced nutrient removal, including differing grit removal systems, aeration methods, basin configurations, membrane bioreactors (MBR), and more. Concerning reclaimed water, we have completed the deepest disposal/aquifer storage and recovery (ASR) well in the state of Florida (the first to be dual permitted for disposal/ASR), nutrient reduction for basin management action plan (BMAP) compliance, master planning, and other engineering support projects.

**WE WANT TO WORK FOR YOU.** Our team has enjoyed the exposure to the City of Cocoa while providing preliminary design, 100% design, permitting, and construction administration services for the Pineda Water Transmission Main project and the Sea Ray Drive Sykes Creek 36-inch Water Main Crossing project. **Working with the city’s utilities team, including Jack Walsh, Katie Ennis, and John Perrin, continues to be a pleasure as we work together to navigate the complexities of our existing projects. We hope you grant our team the opportunity to assist you in continuing to provide the customers of the City of Cocoa with exceptional service. We look forward to the opportunity of continuing our work with you.**

Materials and enclosures being submitted with our statement of qualifications for the “Engineering Services for Design, Permitting, and Services During Construction for Utility Conveyance Systems Upgrades and Expansion; RFQ No. Q-23-12-COC” includes the following, as required:

- RFQ Submittal Acknowledgement
- Section 1 – Cover Letter
- Section 2 – Table Of Contents
- Section 3 – Company/Firms & Subconsultant Qualifications and Capabilities
- Section 4 – Project Team Qualifications and Experience
- Section 5 – Past and Present Experience and Performance on Projects
- Section 6 – Project Approach
- Section 7 – Resumes
- Section 8 – Required Proposal Submittal Forms and Statements

On behalf of the firm, thank you for providing CHA with this opportunity. If you have any questions, please do not hesitate to contact us.

Sincerely,

C. Robert Reiss, PhD, PE  
Vice President/Florida Team Leader

Kelcia Mazana  
Project Manager

# Section 2: Table of Contents



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### 5. Past and Present Experience and Performance on Projects | 20

### 6. Project Approach | 26

### 7. Resumes | 29

### 8. Required Proposal Submittal Forms and Statements | 34

- Location Form
- Affidavit of Existing or Prior Contracts with the City
- Affidavit of Other Applicable Mandatory Criteria
- Scrutinized Company Certification
- Drug Free Workplace Form
- Certification Regarding Debarment, Suspension, and Other Responsibility Matters – Primary Covered Transactions
- Non-Collusion/Lobbying Certification
- Organizational Information
- CHA Corporate Resolution
- CHA Certificate of Incorporation
- Florida Department of State Corporate Status Certificate
- SunBiz Listing
- E-Verify Contractor Affidavit
- FEMA Rider
- Flow Down of Terms and Conditions from the Federal Regulations and/or Grant Agreement
- Business Reference List
- Copy of Business Licenses
- Sample Certificate of Insurance
- Minority Business Enterprise Certification

**Section 3:**  
**Company/Firms  
& Subconsultant  
Qualifications  
& Capabilities**



# SECTION 3 COMPANY/FIRMS & SUBCONSULTANT QUALIFICATIONS & CAPABILITIES

## Firm Background/History

CHA was founded in 1952 as a professional engineering firm in Boston, Massachusetts. Originally known as Clarkeson Engineering Company, the firm specialized in traditional civil, transportation, and structural engineering. CHA's founder, John Clarkeson, directed the firm's original expansion into major civil engineering projects in New England and the mid-Atlantic States. Early projects included planning a portion of the "Inner Belt" highway in Boston and the designs of large portions of I-87 in New York, I-93 in New Hampshire, I-95 in Maine, and I-91 in Vermont. CHA has since expanded and diversified, undergoing several name changes: Clarkeson Engineering Company (1952); John Clarkeson, Consulting Engineer (1955); Clarkeson, Clough, Yokel (1966); Clarkeson & Clough Associates (1967); Clough Associates (1971); Clough, Harbour & Associates (1981); Clough, Harbour & Associates, LLP (1990); CHA, Inc. (2008); and CHA Consulting, Inc. (2011).

CHA has successfully grown into a highly diversified, full-service engineering consulting firm working to responsibly improve the world we live in. Located throughout the United States and Canada, CHA provides a wide range of planning and design services to public, private, and institutional clients. Markets served include aviation, education/sports, environmental, fire protection services, geospatial solutions, government/commercial buildings, manufacturing/energy, project management services, transportation, utility infrastructure, water, and architectural services. The firm currently employs a staff of more than 1,500 people in over 45 offices in the United States and Canada.

## Highly Skilled Local Staff

CHA's Melbourne and Winter Springs offices will be responsible for successfully completing any project assigned by the city under this contract. Our Melbourne office is located just 30 minutes from the city's offices. The close proximity of our project manager, Kelcia Mazana, and key local professionals with additional support from CHA staff located in other Florida offices, will allow for CHA to best serve the specific needs of the city. We commit to being readily available for meetings, general communications, coordination, and supervision. We plan to attend all pre-scheduled meetings in-person and will be available for video conferencing to address any issues that may arise outside of the scheduled meetings. As COVID-19 proved, all parties can be quite efficient in electronic meetings. We will endeavor to have the project manager and/or discipline task leaders available for electronic meetings in a timely fashion if and when it may be required.

## Firm Qualifications

The proposed CHA team is composed of qualified professionals, experienced and prepared to successfully provide the scope of services.

### PROVEN, FLORIDA-FOCUSED EXPERIENCE WITH CONTINUING SERVICES CONTRACTS

CHA currently holds over 50 continuing contracts in the state of Florida. CHA understands that projects completed under continuing contracts can range in complexity from minor studies to significant rehabilitation and improvements. We have gained in-depth expertise and knowledge, and stand ready to apply our lessons learned to the city's benefit.

The proposed team has gained experience by providing water and wastewater engineering services, primarily for local municipalities like the City of Cocoa, including the cities of Altamonte Springs, Apopka, Clearwater, Casselberry, Eustis, Largo, Melbourne, New Port Richey, North Port, Orlando, Oviedo, St. Petersburg, and Tampa; Hillsborough, Orange, Pinellas, Polk, Seminole, and Volusia Counties; and Tampa Bay Water. This team has continually provided the highest quality services to neighboring utilities and throughout Florida.

### EXPANSIVE CAPABILITIES

The proposed team is highly experienced in all aspects of the potential projects. Our team includes industry-leading experts in master planning/hydraulic modeling, pipeline design, pump station design, condition assessment, and other disciplines. Our team has the necessary expertise and understanding to successfully support and partner with the city for this contract.

### COMMUNICATION

The successful management of projects under this contract will depend on three key elements: technical execution, budget maintenance, and the management of the city's goals and expectations relative to the team's delivery. Central to this will be the successful team's focus on working with city staff and stakeholders. Our team understands that the various elements of projects under this contract may have individual, but interrelated schedules, budgets, and priorities. To promote success, our team employs a philosophy of extensive communication with city personnel to fully understand and appreciate your expectations for each element. **CHA has a long history of successful projects, primarily due to our ability to integrate the goals and objectives of various client departments and levels, including management, engineering, and operations.** The city and CHA will succeed by participating in project meetings, communicating clearly and often, and providing timely and thorough reviews of deliverables.

## Proposer's Capabilities - Water and Wastewater Engineering Services

CHA prides itself on being a client service-oriented firm with expertise in municipal water, wastewater, and reclaimed water services, equivalent to those proposed for this continuing services contract. Through experience gained by providing utility engineering services, CHA has built a reputation for providing responsive service combined with deep technical capabilities. In addition to our reputation as a leading water, wastewater, and reclaimed water design, permitting, and construction management firm, CHA is a preferred consultant for many municipalities. We currently hold more than 50 continuing on-call contracts with public utilities in Florida for the same types of services proposed for this contract. Our clients call on us to complete their most challenging and high-profile projects. We encourage the city to contact the references listed in our response to learn more about how we deliver value to our clients. This RFQ lists various services that may be requested under this contract. CHA is well suited to deliver on the **design, permitting, and services during construction for utility conveyance system upgrade and expansion projects.** From transmission/distribution systems to wastewater collection/force main systems and everything in between, we have solved challenges and delivered solutions. With our Florida water acquisitions over the past two years, including Reiss Engineering, A&P Engineering, and Eckler Engineering, our staff is laser-focused on water and wastewater projects in Florida. The following content summarizes the experience and services we provide:

### WATER EXPERIENCE

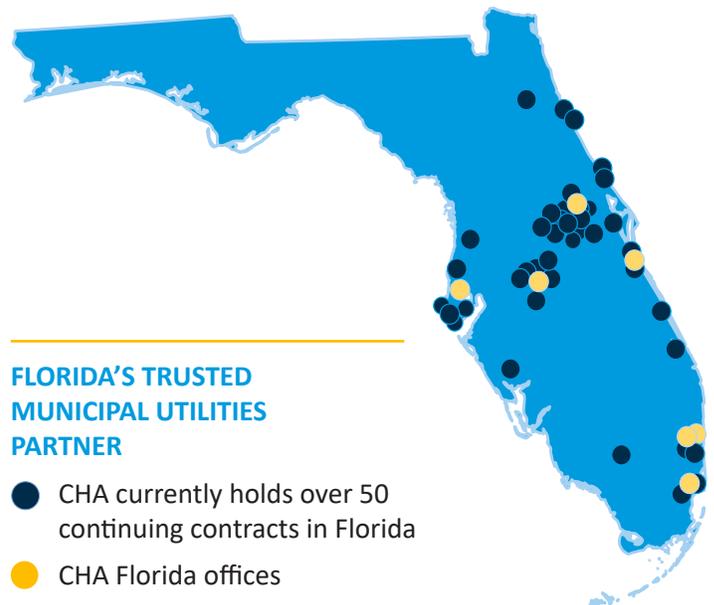
- ✓ **Master Planning and Feasibility Studies**
  - CHA has extensive experience developing system-wide water master plans, using hydraulic modeling to define capital improvement plans, and rate studies to fund capital construction projects.
- ✓ **Water Distribution and Storage**
  - CHA staff has planned, designed, permitted, and provided construction management to projects that delivered millions of feet of pipe, from small, 4-inch diameter pipe to large 54-inch diameter pipe using many types of pipe material and construction technologies, such as open-cut, horizontal directional drill (HDD) and jack-and-bore. System storage is essential for communities to meet peak demands and fire-fighting demands. CHA has incorporated system storage (ground and elevated) as a standard component of distribution attributes.
- ✓ **Water Treatment**
  - CHA has evaluated and designed municipal water treatment facilities using state-of-the-art treatment technologies for groundwater and surface water supplies.

### WASTEWATER EXPERIENCE

- ✓ **Master Planning and Feasibility Studies**
  - CHA has extensive experience developing system-wide wastewater master plans using hydraulic modeling to define capital improvement plans (CIPs) and rate studies to fund capital construction projects.
- ✓ **Wastewater Collection Systems**
  - CHA has assisted many clients in the design, permitting, and construction management of projects that have included gravity sewer lines, pump stations, and force mains. Our experience includes hydraulic modeling, SSES, I&I studies, sewer system repair and rehabilitation evaluations, and equalization basin design.
- ✓ **Wastewater Treatment**
  - CHA specializes in cost-effective treatment systems to meet today's increasingly stringent water quality regulations. We have designed, permitted, and provided construction management to conventional and advanced treatment technologies.

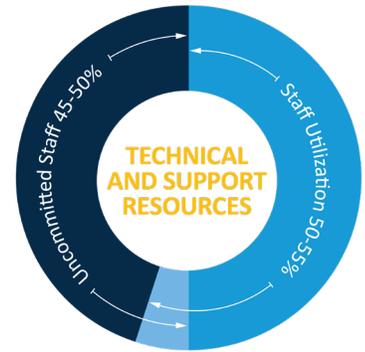
### FUNDING

- ✓ **Water and Wastewater Funding Assistance**
  - Securing funding for implementing water and wastewater projects is as important as the engineering for a successful project. CHA has helped secure millions of dollars in both grants and loans on behalf of our Florida clients.



## Current and Projected Workload of the Project Team

Our proposed key personnel are available to undertake this assignment successfully. Current and projected workloads are analyzed weekly at CHA to allocate resources appropriately. As projects are initiated, the appropriate technical and support resources necessary to perform each task are allocated to meet or exceed all project requirements. The current utilization of the staff is generally in the range of 50-55%, leaving an uncommitted staff effort of between 45% and 50% based on today's workload. We have provided a detailed breakdown of availability for key personnel in the table below. Having provided engineering services to municipal governments for more than 70 years, CHA recognizes the pressures municipal officials confront, including budgets and project schedules. We will work collaboratively with the city as a true partner to have sufficient staff, equipment, and systems available to meet or exceed your expectations with our deliverables. With a bench strength of over 1,500 professionals, we do not foresee any issues meeting deadlines.



### COMMITMENT TO THE CITY OF COCOA

CHA and each of our subconsultants' have substantial availability and will be allocated to the city, as necessary, to complete this project in a timely and efficient manner. We have assembled a focused team of local CHA professionals with direct, relevant experience. The assigned staff's efforts will be sufficiently allocated to accomplish each project on schedule and within budget. CHA provides similar services to other governmental agencies within the state of Florida. Our track record demonstrates that we successfully provide high-quality services and products to these municipalities, as we intend to provide to the City of Cocoa.

Team Member	Role	Availability for this Contract
<b>CHA Consulting (Prime)</b>		
C. Robert Reiss, PhD, PE	Principal-in-Charge	35%
Kelcia Mazana	Project Manager	45%
Stefano Ceriana, PE, LEED AP	Project Engineer/Engineer-of-Record	40%
Doug Hammann, PE	QA/QC	35%
Arnelio Alfonso, PE	QA/QC	40%
Scott Hoxworth, PE	Utility Conveyance Design Lead	50%
Jeffery Grant, PE, LEED AP	Utility Conveyance Design	55%
Mark Worsham, PE	Utility Conveyance Design	55%
Lawrence Rolle, PE	Utility Conveyance Design	50%
Weston Haggen, PE, DBIA, ENV SP, PMP	Utility Conveyance Design	40%
Bryant Facey, PE	Utility Conveyance Design	45%
Ed Talton, PE	Hydraulic Modeling/GIS Lead	45%
Chad Meisel, PE	Hydraulic Modeling/GIS	55%
Leann Wishah, EI	Hydraulic Modeling/GIS	55%
Eduardo Martinez, PE	Lead Electrical Engineer	50%
Alex Guon, PE	Electrical Engineer	55%
Adrian Alfonso, PE	Lead Structural Engineer	50%
David Hatton, AIA, NCARB	Principal Architect	40%
Nicholas Schwartz, RLA, LEED AP	Landscape Architect	45%
Jason Hignite	Environmental Services Lead	65%
Kerry Wulff	Construction Management Lead	50%
Erik Sibila, PE, CGC	Construction Management/RPR	55%
Charles Warren	Construction Management/RPR	60%
Bruce Jensen	Cost Estimation	60%
<b>Subconsultants</b>		
Eric Cain, PSM (ECHO UES)	Survey/SUE	40%
Shenna McMaster, PE (Terracon)	Geotechnical	40%

## Required Responses

### 1. Responsiveness of the prime firm to satisfy the requirements of this RFQ, especially the Scope of Services and Minimum Qualifications set forth in Sections 6 and 7

The CHA team has been assembled to provide the specific services listed in the RFQ. Our staff has a long history of successfully delivering utility conveyance projects under similar contracts for over 50 utilities throughout Florida. CHA is exceptionally qualified to perform the services required under this contract for water supply pipelines, potable water transmission and distribution pipeline systems, storage and pump stations, wastewater collection, force main pipelines, transfer lift stations, reclaimed water storage and pumping systems, and transmission and distribution pipeline systems. We have provided evidence of our ability to perform these types of projects in Sections 4 and 5.

### 2. The sufficiency of the financial resources and ability of the firm's personnel to perform the Contract or service

CHA has provided its clients high-quality professional services for over 70 years. Throughout its history, the firm has enjoyed steady growth in revenues and has expanded its business operations throughout the eastern United States. CHA is now among the 60 largest design engineering firms in the nation, with more than \$300 million in annual gross revenues. In the opinion of CHA management, **CHA is financially strong and has more than adequate financial capacity to perform the scope of services described in the RFQ.**

### 3. Whether the firm has performed similar Contracts within the time and budget specified, without delay or interference

CHA has built a reputation for providing responsive service combined with deep technical capabilities. In addition to our reputation as a leading water, wastewater, and reclaimed water design, permitting, and construction management firm, CHA is a preferred consultant for many municipalities. We currently hold more than 50 continuing on-call contracts with public utilities in Florida for the same types of services proposed for this contract. Our clients call on us to complete their most challenging and high-profile projects; we have extensive successful experience completing these projects on-time and within budget.

### 4. The character, integrity, reputation, judgment, experience and efficiency of the firm

We believe the ultimate success of our projects is entirely dependent on our clients' satisfaction, perspective, and impressions. Perhaps the best evidence of our team's focus on client service and total quality management is our reputation for excellence that we have gained through our previous projects. **We encourage the city to contact the references listed in our response to learn more about how we deliver value to our clients.** We feel confident that our clients speak highly of our personal and professional integrity, and the included project references act as evidence of our team's abilities.

### 5. The previous and existing experience and compliance with the laws and ordinances relating to the scope

CHA has effectively complied with city requirements, such as basis of design and specific local preference for

equipment and materials. Several of CHA's previous and existing design and construction projects are located in Brevard County, so our team has established contacts with the county and has a firm understanding of county requirements. State, federal, and private entities, such as FDEP, FDOT, USACE, FEC RR, and others each have specific requirements that the CHA team has successfully complied with on numerous projects. We can confidently state that CHA has significant previous and existing experience in the compliance with the laws and ordinances relating to the scope of services for this contract.

### 6. The number, frequency, and outcome of any professional malpractice and other claims related to services rendered that are made against the firm in any administrative, license, court, or other legal proceeding within the last five (5) years

CHA is a large professional engineering firm with 45 offices throughout the United States and Canada. CHA performs thousands of projects each year. For a firm of its size and diversity, CHA's involvement in legal claims and lawsuits is remarkably infrequent, due chiefly to its competent and well-trained staff and its rigorous and comprehensive Technical Excellence Program. CHA has not been involved in any criminal matters nor had any disciplinary action taken against the firm or any of its officers. Nor has the firm had any civil judgments entered against it. However, claims against CHA do occur, and CHA has, over the past five years, been involved in ordinary civil litigation in the course of its business. CHA is confident in its ability to successfully defend, or settle on favorable terms, all such outstanding claims. Furthermore, for the protection of CHA and its clients, CHA always maintains a comprehensive insurance program that includes professional liability, workers' compensation, comprehensive general liability, automobile and umbrella policies, with limits sufficient to cover the defense and payment of all outstanding claims against CHA. In the opinion of CHA's management, no claim or lawsuit currently pending against CHA will materially affect CHA's ability to perform any ongoing or potential future project.

### 7. Whether the firm is a certified minority business enterprise as defined by the Florida Small and Minority Business Assistance Act

CHA is not a certified minority business enterprise (MBE), woman-owned business enterprise (WBE), small business enterprise (SBE), or other recognized disadvantaged business enterprise (DBE); however, we work with local DBE firms whenever possible and have a strong history of meeting contractual requirements and goals, with respect to the level of utilization of such firms. We make an affirmative declaration to make a good faith effort to incorporate such firms into this contract. Our team includes the following DBE subconsultants selected for their DBE status and their particular expertise in disciplines necessary to complete projects that may arise under this contract successfully.

- **ECHO UES, Inc.** | Surveying/SUE Services (MBE firm)

Section 4:  
Project Team  
Qualifications and  
Experience



# SECTION 4 PROJECT TEAM QUALIFICATIONS AND EXPERIENCE

## Key Team Member Experience Overview



**C. ROBERT REISS, PHD, PE**  
**Principal-in-Charge**

Robert will serve as the *principal-in-charge*. He has been involved with water, wastewater transmission and distribution system projects for his entire career. This has included planning, design, permitting, and construction services. In addition, he brings specialized expertise in potable water distribution system water quality. Robert has completed evaluations of red water complaints, nitrification, chloramination optimization, lead and copper rule compliance, water age, and similar considerations.



**KELCIA MAZANA**  
**Project Manager**

Kelcia will serve as the *project manager*. She has over 20 years of experience concentrated in environmental engineering and environmental studies. Her experience includes various types of projects, such as UDF program development, hydraulic and water quality modeling, design and construction administration services, potable water audits, pilot studies, report development, data management, and master planning for a variety of municipal and government projects in water treatment. Kelcia is a client service manager for several clients in the central Florida and south Florida regions.



**STEFANO CERIANA, PE, LEED AP**  
**Project Engineer/Engineer-of-Record**  
**Project Engineer/Engineer-of-Record**

Stefano will serve as the *project engineer/engineer-of-record*. He has over 21 years of experience with extensive knowledge of water and wastewater utility projects, including lift station design and pipeline design (pressure and gravity). Stefano's expertise comprises project management duties, including project start-up, preliminary/final design, execution, and construction administration. His background includes utility system planning, permitting processes, computer-aided design (CAD) and GIS, RPR, and using hydraulic modeling software for planning and design purposes. Stefano is certified in the FDOT TTC Intermediate course and holds NASSCO PACP/MACP/LACP certifications.



**DOUGLAS HAMMANN, PE**  
**QA/QC**

Doug will serve as the *QA/QC manager*. He has over 34 years of experience in the planning, design, permitting and construction-phase services of water, wastewater, and reclaimed water projects for various municipal and private clients. These projects include utility system master planning, water distribution systems, sanitary sewer collection and transmission systems, sanitary pump stations, vacuum sanitary collection/pumping systems, expansion/rehabilitation of WTPs and WWTPs, and reclaimed water treatment and distribution systems.



**ED TALTON, PE**  
**Hydraulic Modeling Lead**

Ed will serve as the *hydraulic modeling task lead*. With over 30 years of experience, his expertise in master planning and hydraulic/water quality modeling runs deep, having completed major master plans, water quality modeling/calibration to mitigate nitrification, distribution operations optimizations, wastewater model calibrations, and risk-based asset prioritization. Ed has completed a comprehensive reuse master plan and wastewater force main hydraulic model (1,500 miles of pipe and more than 900 pump stations) for the Miami-Dade Water and Sewer Department (M-D WASD), and master planning/hydraulic modeling services for Orange County Utilities, Seminole County, Brevard County, and the cities of Clearwater, Tampa, Lakeland, St. Petersburg, Port St. Lucie, St. Cloud, West Palm Beach, Orange City, and Ocoee.



**SCOTT HOXWORTH, PE**  
**Utility Conveyance Design Lead**

Scott will serve as the *lead project engineer for utility conveyance design*. He has over 24 years of experience in water, wastewater, and reclaimed water fields. His expertise encompasses the design, construction, startup, and operation of water and WWTFs; water, wastewater, and reclaimed water pipelines; stormwater systems; and pump/lift stations. Scott also has expertise in pilot-scale membrane water treatment systems and pilot- and full-scale groundwater remediation systems, solid waste with landfill closure design, construction oversight, and permitting.



**KERRY WULFF**  
**Construction Management Lead**

Kerry will serve as the *construction management task lead*. He has over 33 years of experience serving as a resident project representative (RPR) and construction manager for utility projects ranging from pipeline installations to constructing complex water/wastewater treatment facilities, including design-build projects up to \$100 million in cost. He specializes in the analysis, design, and layout of water and wastewater treatment facilities, collection systems, distribution systems, and associated infrastructure. Kerry is also a certified building contractor and is OSHA 30-hour certified.

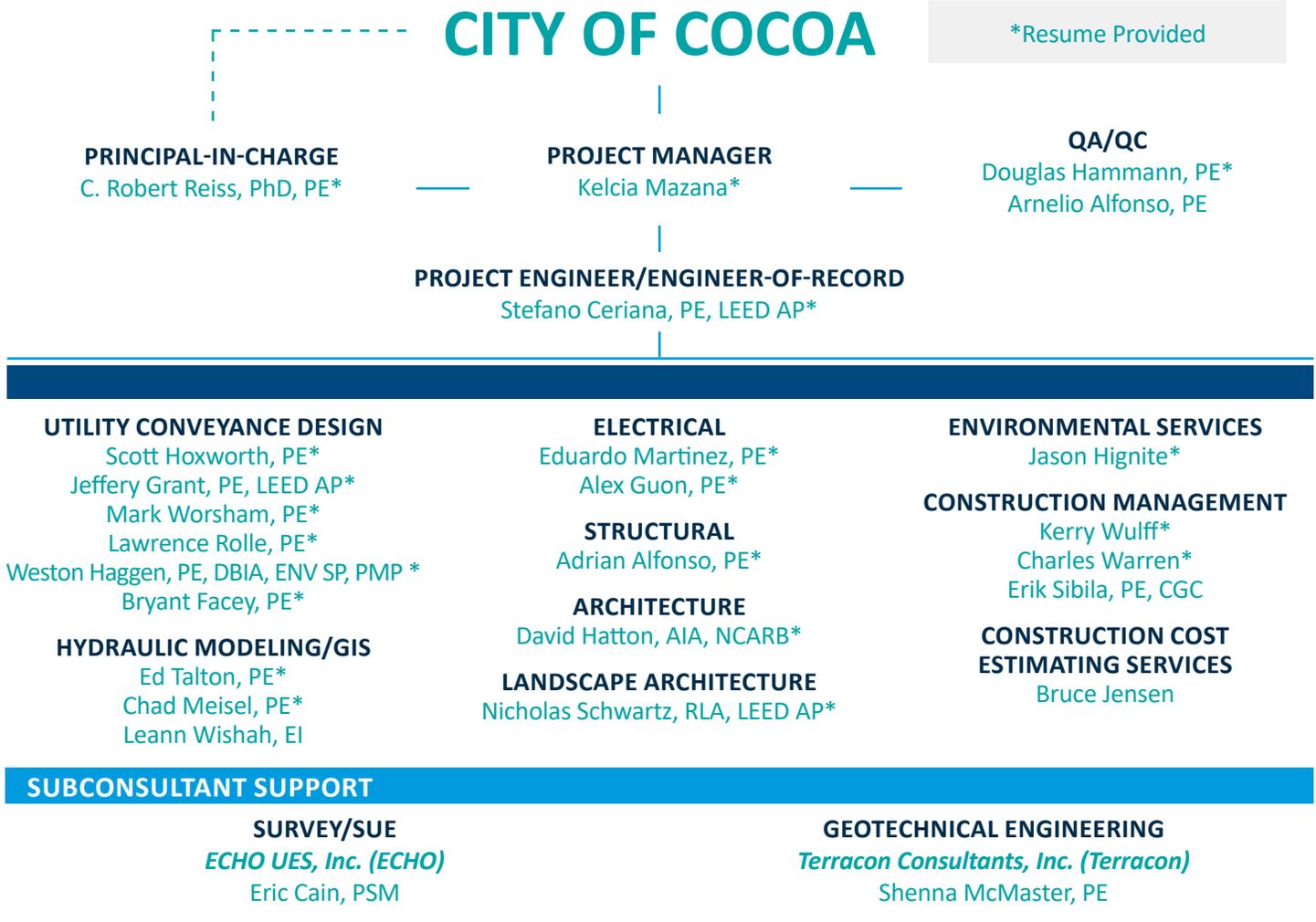


**CHARLES WARREN**  
**Resident Project Representative (RPR)**

Charles will serve as the *RPR*. He has more than 10 years of experience in construction and inspection and is an RPR in the field monitoring compliance with contract documents. Charles has supervised and inspected more than 100 miles of pipeline.

## Organizational Chart

Our team has been built to provide the City of Cocoa with an extraordinary blend of engineering expertise, Florida project history, and personalized service. Our proposed project manager, **Kelcia Mazana**, will be the city's direct day-to-day contact. Kelcia has assigned the most qualified project team for the scope of services identified in your RFQ. Each of our team members was specifically selected to assist in successfully completing all unique challenges and project needs for the duration of the contract. **Forms A and B** for the proposed project manager and project engineer are provided on the following pages, with abbreviated resumes for key personnel identified in the organizational chart below provided in **Section 7**.



### In-House Key Technical Resources



**150+ professionals in Florida and 1,500+ staff company-wide to assist the city as needed**

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FORM A  
PROJECT EXPERIENCE OF PROJECT MANAGER  
(PAGE 1 of 3)

Proposed Project Manager: Name: Kelcia Mazana

**1. Project Name:** Pineda Causeway Water Transmission Main Design

**Owner:** City of Melbourne

**Reference Name, Address, Phone Number, Email Address:**

Jennifer Spagnoli, PE, Assistant Public Works and Utilities Director

900 E Strawbridge Avenue, Melbourne, FL 32901

T: 321.608.5000

E: [jennifer.spagnoli@mlbfl.org](mailto:jennifer.spagnoli@mlbfl.org)

**Project Type (A, B, C, D, or E) and Description:**

Type A - 39,800 feet of 16-inch water main with nine long, subaqueous directional drills (Approximately 38,000 feet installed to date)

**Design or Consulting Fee:** \$2,084,846 (Design) / \$1,689,982 (CEI)

**Design or Consulting Completion Date (month/year):** Ongoing (CEI services)

**Construction Cost:** ~\$22,553,579

**Construction Completion Date:** TBD (under construction)

**Firm:** CHA Consulting, Inc.

**Summary of Work:**

The City of Melbourne's water distribution system includes two water main crossings from the mainland, across the Intracoastal waterway (Indian River Lagoon), to the barrier island "beach-side" of the system, providing potable water services to beach-side customers. The increasing age of the existing pipeline crossings raised concerns regarding water transmission redundancy and reliability. The City of Cocoa had similar concerns regarding the redundancy and reliability at the southernmost portion of their distribution system, which is also near Pineda Causeway and feeds water to the Patrick Space Force Base and other customers on the barrier island. The City of Cocoa entered into a Joint Project Agreement (JPA) with the City of Melbourne to have CHA complete permitting and design of an additional water main crossing to tie into the City of Cocoa's water distribution system within the same Pineda Causeway corridor as the City of Melbourne's pipeline.

This partnership provided both communities with significant cost savings due to shared geotechnical investigations, land and river surveys, ecological data gathering, and impact assessment in support of permitting with the U.S. Army Corps of Engineers (USACE), the Florida Department of Transportation (FDOT), and the FDEP, and for engineering design, procurement services, and construction planning/preparation. **This project includes 39,800 feet of 16-inch water main with nine long, subaqueous directional drills that will cross beneath the Indian and Banana rivers. The Melbourne portion of the project comprises 20,400 feet of pipeline with five horizontal directional drills (HDDs), and the Cocoa portion of the project comprises 19,400 feet of pipeline with four HDDs.** Pipe construction materials include fusible PVC, HDPE, and ductile iron. Once completed, this project will improve potable water flow reliability, pressures and quality to residences, businesses and a Space Force Base along a 40-mile stretch of Brevard County's barrier island south of Cape Canaveral.

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FORM A  
PROJECT EXPERIENCE OF PROJECT MANAGER  
(PAGE 2 of 3)

Proposed Project Manager: Name: Kelcia Mazana

**2. Project Name:** Lift Station 20 (LS 20) Force Main Design

**Owner:** City of Melbourne

**Reference Name, Address, Phone Number, Email Address:**

Jennifer Spagnoli, PE, Assistant Public Works and Utilities Director

900 E Strawbridge Avenue, Melbourne, FL 32901

T: 321.608.5000

E: [jennifer.spagnoli@mlbfl.org](mailto:jennifer.spagnoli@mlbfl.org)

**Project Type (A, B, C, D, or E) and Description:**

Type D - Wastewater collection/transmission pipeline project

(3,206 feet of 6-inch force main)

**Design or Consulting Fee:** \$81,350

**Design or Consulting Completion Date (month/year):** 4/2019

**Construction Cost:** ~\$450,000

**Construction Completion Date:** 4/2019

**Firm:** CHA Consulting, Inc.

**Summary of Work:**

LS 20 at Avocado Avenue and Coleman Street is owned, operated, and maintained by the City of Melbourne. LS 20 pumps wastewater to MH 1567 at Mathers Street and Bunche Street. The city wanted to reroute flow from LS 20 to another lift station in the system, Lift Station 23 (LS 23) while replacing a 4-inch asbestos cement force main due to age and historical failures. CHA designed the new force main per the approved route, which included 828 feet of 6-inch HDPE force main installed via HDD and 2,378 feet of PVC force main installed via open-cut. The approved route was pre-determined by CHA's routing analysis. Project tasks included subcontracting survey and geotechnical services to perform work; preparing 60%, 100%, and bid documents; providing permitting services; bidding assistance services; and subcontracting soft digs to locate potential conflicting utilities. CHA also provided administrative and technical services to complete the construction according to the contract documents. CHA, the engineer-of-record, signed and sealed the record drawings and certified project completion.

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FORM A  
PROJECT EXPERIENCE OF PROJECT MANAGER  
(PAGE 3 of 3)

Proposed Project Manager: Name: Kelcia Mazana

**3. Project Name:** Northwest Water Main Extension

**Owner:** City of Lake Wales

**Reference Name, Address, Phone Number, Email Address:**

Sarah Kirkland, Public Works Director

201 W Central Avenue

Lake Wales, FL 33853

T: 863.678.4182 Ext. 285

E: skirkland@lakewalesfl.gov

**Project Type (A, B, C, D, or E) and Description:**

Type A – 5,450 feet of 12-inch PVC water main

**Design or Consulting Fee:** \$262,531

**Design or Consulting Completion Date (month/year):** 8/2022

**Construction Cost:** ~\$2,188,000

**Construction Completion Date:** 3/2023 (Est.)

**Firm:** CHA Consulting, Inc.

**Summary of Work:**

The city currently provides potable water services within its designated Utility Service Area. Specifically, for water, the city operates three WTPs at Market Street, Grove Street, and Burns Avenue. The Northwest Water Main Extension assists with transferring water from the Market Street WTP (WTP #1) to the Washington Avenue and E Street areas. The city has a system-wide potable water distribution system hydraulic model and desired to use its model to complete a preliminary hydraulic analysis to confirm the existing route and hydraulic impact on the potable water distribution system.

This project included the preliminary and final design, permitting, and bidding services for the extension of approximately 5,450 feet of a 12-inch PVC water main.

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**FORM B**  
**PROJECT EXPERIENCE OF PROJECT ENGINEER**  
**(PAGE 1 of 3)**

Proposed Project Engineer: Stefano Ceriana, PE, LEED AP

**1. Project Name:** Seminola Force Main Replacement and Pump Station Relocation

**Owner:** City of Casselberry

**Reference Name, Address, Phone Number, Email Address:**

Tara Lamoureux, PE

95 Triplet Lake Drive

Casselberry, FL 32707

T: 407.262.7725 ext. 1228

E: [tlamoureux@casselberry.org](mailto:tlamoureux@casselberry.org)

**Project Type (A, B, C, D, or E) and Description:**

Type D – Wastewater collection/transmission pipeline (4,800 feet of 16-inch force main)

Type E – Wastewater lift station

**Design or Consulting Fee:** \$332,662 (PS)/\$116,802 (FM)

**Design or Consulting Completion Date (month/year):** 4/2020 (FM) 2/2022 (PS)

**Construction Cost:** ~\$2.7M (combined PS & FM)

**Construction Completion Date:** 4/2020 (FM) 2/2022 (PS)

**Firm:** CHA Consulting, Inc.

**Summary of Work:**

The City of Casselberry recently evaluated the capabilities of the Seminola master lift station basin to handle the projected growth in its wastewater collection master plan. The plan determined that the 10-inch force main that transferred flow from the Seminola master lift station to the city's WWTP needed to be up-sized to a 16-inch force main to handle projected future growth.

Additionally, the existing 10-inch force main was constructed with substandard pipe materials, which were prioritized for replacement due to their potential for structural failure. It was also determined the Seminola master lift station needed to be up-sized to handle the expected increase in wastewater flow. The lift station renovations required the city to purchase a parcel adjacent to the lift station to expand the size of the station site from its original parcel. The proposed design included installing a new triplex lift station with a new wet well and converting the existing wet well to an influent manhole.

The tasks performed under this scope included the preliminary design, final design, permitting, bidding, and limited construction services to replace 4,800 feet of force main from the Seminola master lift station with a new 16-inch force main relocating the existing Seminola master lift station. CHA conducted preliminary routing analysis and hydraulic modeling to verify proper sizing and pressure conditions. The force main route includes a water body crossing and is located on a busy county road, traversing congested, high-traffic corridors. CHA provided MOT planning to minimize impacts to residents and traffic. Installation methods included traditional open-cut and jack-and-bore.

## Form B - Project Engineer/Engineer-of-Record (continued)

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**FORM B**  
**PROJECT EXPERIENCE OF PROJECT ENGINEER**  
**(PAGE 2 of 3)**

Proposed Project Engineer: Stefano Ceriana, PE, LEED AP

**2. Project Name:** World Drive Extension Utility Relocation - Phase I

**Owner:** Reedy Creek Improvement District

**Reference Name, Address, Phone Number, Email Address:**

Jason Herrick, PE, Manager

Gas, Water, and Waste Resources

5300 North Center Drive, Lake Buena Vista, FL, 32830

T: 407.824.4759

E: Jason.D.Herrick@Disney.com

**Project Type (A, B, C, D, or E) and Description:**

Type B – Potable water transmission pipeline (5,100 feet of 20- and 30-inch reclaimed and potable water main)

Type D – Wastewater collection/transmission pipeline (5,100 feet of 20- and 30-inch reclaimed and potable water main)

**Design or Consulting Fee:** \$159,181

**Design or Consulting Completion Date (month/year):** 11/2018

**Construction Cost:** ~\$2.0M

**Construction Completion Date:** 11/2018

**Firm:** CHA Consulting, Inc.

**Summary of Work:**

This project consisted of relocating and upsizing **5,100 feet of 20- and 30-inch reclaimed water and potable water mains** within county ROW. Stefano served as the project engineer throughout the project and worked on all the RFP-required elements, including:

- Preliminary engineering, consisting of draft and final pipeline alignment drawings with conceptual routing, proposed installation methods, and a conceptual engineer's OPCC.
- Final design services, including the incorporation of survey, geotechnical, and other information into the construction drawings and specifications for the proposed pipeline. Stefano led the preparation of the 60%, 90%, and 100% design documents, including construction cost estimates, attendance at review meetings, and cost estimates.
- Permitting services, including preparing and submitting an FDEP Notice of Intent to Use the General Permit for Construction of Water Main Extensions for PWS permit application to FDEP. The permit for the project was obtained in September 2016.
- Construction administration, including participating in the pre-construction meeting and progress meetings, site visits, shop drawing and RFI review, RFI responses, substantial and final completion inspections, FDEP clearance, and preparing record drawings. The project was cleared for beneficial use by November 2018.

Skills similar in nature to those required in the scope of services for this RFP included relocating and upsizing utilities due to roadway re-alignment and expansion, existing condition evaluation, and survey and geotechnical data incorporation into the bidding documents; preparing the PDR, bidding documents, and cost estimate; permitting with FDEP; and assisting the owner with bidding- and construction-phase services.

CITY OF COCOA  
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**FORM B**  
**PROJECT EXPERIENCE OF PROJECT ENGINEER**  
**(PAGE 3 of 3)**

Proposed Project Engineer: Stefano Ceriana, PE, LEED AP

**3. Project Name:** Osceola Parkway Interchange Flyover Design Project

**Owner:** Reedy Creek Improvement District

**Reference Name, Address, Phone Number, Email Address:**

Jason Herrick, PE, Manager

Gas, Water, and Waste Resources

5300 North Center Drive, Lake Buena Vista, FL, 32830

T: 407.824.4759

E: Jason.D.Herrick@Disney.com

**Project Type (A, B, C, D, or E) and Description:**

Type A – Potable water distribution pipeline (11,110 feet of 16-inch potable water main)

Type D – Wastewater collection/transmission pipeline (11,110 feet of 16-inch reclaimed water main and force main)

**Design or Consulting Fee:** \$170,390

**Design or Consulting Completion Date (month/year):** 7/2017

**Construction Cost:** ~\$4.0M

**Construction Completion Date:** 7/2017

**Firm:** CHA Consulting, Inc.

**Summary of Work:**

This project consisted of **relocating and upsizing 11,110 feet of 16-inch potable water, reclaimed water, and force main** within county ROW. Stefano served as the project engineer throughout the project and worked on all the RFP-required elements, including:

- Preliminary engineering, consisting of draft and final pipeline alignment drawings with conceptual routing, proposed installation methods, and a conceptual engineer's OPCC.
- Final design services, including the incorporation of survey, geotechnical, and other information into the construction drawings and specifications for the proposed utilities. Stefano led the preparation of the 60%, 90%, and 100% design documents, including construction cost estimates and attendance at review meetings.
- Construction administration, including participating in the pre-construction meeting and progress meetings, site visits, shop drawing and RFI review, RFI responses, substantial and final completion inspections, FDEP clearance permit applications, and preparing record drawings. The utility portion of the project was cleared for beneficial use by July 2017.

Skills similar in nature to those required in the scope of services for this RFP included relocating and upsizing utilities due to roadway re-alignment and expansion, existing condition evaluation, and survey and geotechnical data incorporation into the bidding documents; preparing the PDR, bidding documents, and cost estimate; permitting with FDEP; and assisting the owner with bidding- and construction-phase services.

Section 5:  
Past and Present  
Experience and  
Performance  
on Projects



# SECTION 5 PAST AND PRESENT EXPERIENCE AND PERFORMANCE ON PROJECTS

## Related Florida Municipal Utility Work

The table below shows a sample of some of our clients in Florida where we are providing similar work that is expected under this contract.

Client	Utility Conveyance System Design/Construction	Permitting	Master Planning/Modeling
Brevard County	◆	◆	◆
City of Altamonte Springs	◆	◆	◆
City of Apopka	◆	◆	◆
City of Casselberry	◆	◆	◆
City of Clearwater	◆	◆	◆
City of Davenport	◆	◆	◆
City of Fort Lauderdale	◆	◆	◆
City of Haines City	◆	◆	◆
City of Lake Mary	◆	◆	◆
City of Lakeland	◆	◆	◆
City of Largo	◆	◆	◆
City of Melbourne	◆	◆	◆
City of Mount Dora	◆	◆	◆
City of Ocoee	◆	◆	◆
City of Orange City	◆	◆	◆
City of Orlando	◆	◆	◆
City of Ormond Beach	◆	◆	◆
City of Oviedo	◆	◆	◆
City of New Port Richey	◆	◆	◆
City of Port St. Lucie	◆	◆	◆
City of Sanford	◆	◆	◆
City of St. Augustine	◆	◆	◆
City of St. Cloud	◆	◆	◆
City of St. Petersburg	◆	◆	◆
City of Tampa	◆	◆	◆
City of Titusville	◆	◆	◆
City of Vero Beach	◆	◆	◆
City of Winter Haven	◆	◆	◆
Orange County Utilities	◆	◆	◆
Orlando Utilities Commission	◆	◆	◆
Pinellas County	◆	◆	◆
Polk County	◆	◆	◆
Seminole County	◆	◆	◆
SSNOCWTA	◆	◆	◆
Tampa Bay Water	◆	◆	◆
Volusia County	◆	◆	◆

## Form C - Project Experience of Project Team

CITY OF COCOA  
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**FORM C**  
**PROJECT EXPERIENCE OF PROJECT TEAM**  
**(PAGE 1 of 5)**

**1. Project Name:** Pineda Causeway Water Transmission Main Design

**Owner:** City of Melbourne

**Reference Name, Address, Phone Number, Email Address:**

Jennifer Spagnoli, PE, Assistant Public Works and Utilities Director

900 E Strawbridge Avenue, Melbourne, FL 32901

T: 321.608.5000

E: jennifer.spagnoli@mlbfl.org

**Project Type (A, B, C, D, or E) and Description:**

Type A - 39,800 feet of 16-inch water main with nine long, subaqueous directional drills (Approximately 38,000 feet installed to date)

**Design or Consulting Fee:** \$2,084,846 (Design) / \$1,689,982 (CEI)

**Design or Consulting Completion Date (month/year):** Ongoing (CEI services)

**Construction Cost:** ~\$22,553,579

**Construction Completion Date:** TBD (under construction)

**Firm:** CHA Consulting, Inc.

**Summary of Work:**

The City of Melbourne's water distribution system includes two water main crossings from the mainland, across the Intracoastal waterway (Indian River Lagoon), to the barrier island "beach-side" of the system, providing potable water services to beach-side customers. The increasing age of the existing pipeline crossings raised concerns regarding water transmission redundancy and reliability. The City of Cocoa had similar concerns regarding the redundancy and reliability at the southernmost portion of their distribution system, which is also near Pineda Causeway and feeds water to the Patrick Space Force Base and other customers on the barrier island. The City of Cocoa entered into a Joint Project Agreement (JPA) with the City of Melbourne to have CHA complete permitting and design of an additional water main crossing to tie into the City of Cocoa's water distribution system within the same Pineda Causeway corridor as the City of Melbourne's pipeline.

This partnership provided both communities with significant cost savings due to shared geotechnical investigations, land and river surveys, ecological data gathering, and impact assessment in support of permitting with the U.S. Army Corps of Engineers (USACE), the Florida Department of Transportation (FDOT), and the FDEP, and for engineering design, procurement services, and construction planning/preparation. **This project includes 39,800 feet of 16-inch water main with nine long, subaqueous directional drills that will cross beneath the Indian and Banana rivers. The Melbourne portion of the project comprises 20,400 feet of pipeline with five horizontal directional drills (HDDs), and the Cocoa portion of the project comprises 19,400 feet of pipeline with four HDDs.** Pipe construction materials include fusible PVC, HDPE, and ductile iron. Once completed, this project will improve potable water flow reliability, pressures and quality to residences, businesses and a Space Force Base along a 40-mile stretch of Brevard County's barrier island south of Cape Canaveral.

## Form C - Project Experience of Project Team (continued)

CITY OF COCOA  
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**FORM C**  
**PROJECT EXPERIENCE OF PROJECT TEAM**  
**(PAGE 2 of 5)**

**2. Project Name:** Storey Park/Innovation Place Utility Project – Part A

**Owner:** Orange County Utilities

**Reference Name, Address, Phone Number, Email Address:**

Mark Ikeler, PE, Chief Engineer

9150 Curry Ford Road

Orlando, FL 32825

T: 407.254.9705

E: markc.ikeler@ocfl.net

**Project Type (A, B, C, D, or E) and Description:**

Type B – Potable water transmission pipeline (9,000 feet of 24- to 36-inch water main)

Type D – Wastewater collection/transmission pipeline (9,000 feet of 20- to 30-inch force main)

**Design or Consulting Fee:** \$1.1M

**Design or Consulting Completion Date (month/year):** 10/2017

**Construction Cost:** \$3.6M

**Construction Completion Date:** 10/2017

**Firm:** CHA Consulting, Inc.

**Summary of Work:**

Orange County has been progressively implementing a program to expand the capacity of its potable water and water reclamation infrastructure systems. As part of these efforts, the county has been constructing numerous transmission mains to increase system hydraulic capacity, provide operational flexibility, and provide system reliability for water, wastewater, and reclaimed water customers in southeast Orange County. These improvements provide the means to interconnect adjacent service areas.

This project was part of the county's system strategy, which included the East Service Area (ESA) Potable Water and Reclaimed Water Storage and Repump Facility project, the Lee Vista Boulevard to Innovation Way transmission main project, and the South Service Area (SSA)/ESA Potable Water and Reclaimed Water Main projects. Specifically, the Storey Park project included the installation of potable and reclaimed water mains to address projected future potable and reclaimed water consumptive and fire protection needs and to provide a means of moving potable water from the Eastern Regional Water Supply Facility to the ESA Storage and Repump Facility. This project also provides a way to move wastewater generated by future development and an existing development located south of Wewahootee Road to the county's Eastern WRF. **The project included approximately 9,000 feet of 24-inch to 36-inch water main and 20-inch to 30-inch force main installed within utility easements and future ROW. The project also included a 318-foot railroad ROW crossing of a 36-inch water main carrier pipe using a 54-inch steel casing and a 20-inch reclaimed water main carrier pipe using a 36-inch steel casing constructed by the jack-and-bore method.** CHA's services included preliminary design, final design, permitting, and construction management for the potable water mains, reclaimed water mains, and force mains that predominantly follow the alignments of the Innovation Way North and South roadways.

## Form C - Project Experience of Project Team (continued)

CITY OF COCOA  
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FORM C  
PROJECT EXPERIENCE OF PROJECT TEAM  
(PAGE 3 of 5)

**3. Project Name:** Force Main Condition Assessment, Keystone Avenue to Klosterman Road East

**Owner:** Pinellas County

**Reference Name, Address, Phone Number, Email Address:**

Thomas Menke, PE, Utilities Engineering Section Manager

14 S. Fort Harrison Avenue, 6th Floor

Clearwater, FL 33756

T: 727.453.3611

E: TMenke@pinellascounty.org

**Project Type (A, B, C, D, or E) and Description:**

Type C – Condition assessment (assessed 30,525 feet of 30-inch ductile iron force main)

**Design or Consulting Fee:** \$170,414

**Design or Consulting Completion Date (month/year):** 3/2018

**Construction Cost:** N/A

**Construction Completion Date:** N/A

**Firm:** CHA Consulting, Inc.

**Summary of Work:**

Pinellas County found that many of the air release valves in its manifold wastewater force main system were in poor condition, and many were non-functional. CHA and its subconsultant surveyor evaluated the condition of approximately 30,525 feet of 30-inch ductile iron force main, which transfers flow to the William E. Dunn Water Reclamation Facility between Keystone Road and Klosterman Road.

Force main deficiencies identified in the county's inspection included corrosion on the exterior of the force main; air release valve (ARV) pipe saddles, piping, and bodies; isolation valves; and interior of the ARV vault. Typically, ARVs are located on high points on buried force mains to release accumulated sewer gases from the force main pipe. These gases indicate a build-up of hydrogen sulfide, which may result in sulfuric acid forming within the pipe, leading to corrosion and eventual breakdown of the pipe's structural characteristics.

The CHA team compared existing information to new field survey data, ground-penetrating radar, and subsurface utility engineering data combined with visual exterior examination and thickness measurements using ultrasonic thickness testing. The investigation found that all air release valves were at significant high points. Some were unmarked or mismarked. All were two inches and did not meet industry standards for the minimum size required for a 30-inch diameter force main. The investigation also identified locations where wall thickness was deteriorating. CHA recommended repairs, replacements, and further testing in different areas.

## Form C - Project Experience of Project Team (continued)

CITY OF COCOA  
REQUEST FOR QUALIFICATIONS  
Q-23-12-COC

**FORM C**  
**PROJECT EXPERIENCE OF PROJECT TEAM**  
**(PAGE 4 of 5)**

**4. Project Name:** Lift Station 20 (LS 20) Force Main Design  
**Owner:** City of Melbourne  
**Reference Name, Address, Phone Number, Email Address:**  
Jennifer Spagnoli, PE, Assistant Public Works and Utilities Director  
900 E Strawbridge Avenue, Melbourne, FL 32901  
T: 321.608.5000  
E: jennifer.spagnoli@mlbfl.org

**Project Type (A, B, C, D, or E) and Description:**  
Type D - Wastewater collection/transmission pipeline project  
(3,206 feet of 6-inch force main)

**Design or Consulting Fee:** \$81,350  
**Design or Consulting Completion Date (month/year):** 4/2019  
**Construction Cost:** ~\$450,000  
**Construction Completion Date:** 4/2019  
**Firm:** CHA Consulting, Inc.

**Summary of Work:**

LS 20 at Avocado Avenue and Coleman Street is owned, operated, and maintained by the City of Melbourne. LS 20 pumps wastewater to MH 1567 at Mathers Street and Bunche Street. The city wanted to reroute flow from LS 20 to another lift station in the system, Lift Station 23 (LS 23) while replacing a 4-inch asbestos cement force main due to age and historical failures. CHA designed the new force main per the approved route, which included 828 feet of 6-inch HDPE force main installed via HDD and 2,378 feet of PVC force main installed via open-cut. The approved route was pre-determined by CHA's routing analysis. Project tasks included subcontracting survey and geotechnical services to perform work; preparing 60%, 100%, and bid documents; providing permitting services; bidding assistance services; and subcontracting soft digs to locate potential conflicting utilities. CHA also provided administrative and technical services to complete the construction according to the contract documents. CHA, the engineer-of-record, signed and sealed the record drawings and certified project completion.

## Form C - Project Experience of Project Team (continued)

**CITY OF COCOA  
REQUEST FOR QUALIFICATIONS  
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**FORM C  
PROJECT EXPERIENCE OF PROJECT TEAM  
(PAGE 5 of 5)**

**5. Project Name:** Seminola Force Main Replacement and Pump Station Relocation

**Owner:** City of Casselberry

**Reference Name, Address, Phone Number, Email Address:**

Tara Lamoureux, PE  
95 Triplet Lake Drive  
Casselberry, FL 32707  
T: 407.262.7725 ext. 1228  
E: tlamoureux@casselberry.org

**Project Type (A, B, C, D, or E) and Description:**

Type D – Wastewater collection/transmission pipeline (4,800 feet of 16-inch force main)

Type E – Wastewater lift station

**Design or Consulting Fee:** \$116,802 (FM)/\$332,662 (PS)

**Design or Consulting Completion Date (month/year):** 4/2020 (FM) 2/2022 (PS)

**Construction Cost:** ~\$2.7M (combined FM & PS)

**Construction Completion Date:** 4/2020 (FM) 2/2022 (PS)

**Firm:** CHA Consulting, Inc.

**Summary of Work:**

The City of Casselberry recently evaluated the capabilities of the Seminola master lift station basin to handle the projected growth in its wastewater collection master plan. The plan determined that the 10-inch force main that transferred flow from the Seminola master lift station to the city's WWTP needed to be up-sized to a 16-inch force main to handle projected future growth. Additionally, the existing 10-inch force main was constructed with substandard pipe materials, which were prioritized for replacement due to their potential for structural failure. It was also determined the Seminola master lift station needed to be up-sized to handle the expected increase in wastewater flow. The lift station renovations required the city to purchase a parcel adjacent to the lift station to expand the size of the station site from its original parcel. The proposed design included installing a new triplex lift station with a new wet well and converting the existing wet well to an influent manhole.

The tasks performed under this scope included the preliminary design, final design, permitting, bidding, and limited construction services to replace 4,800 feet of force main from the Seminola master lift station with a new 16-inch force main relocating the existing Seminola master lift station. CHA conducted preliminary routing analysis and hydraulic modeling to verify proper sizing and pressure conditions. The force main route includes a water body crossing and is located on a busy county road, traversing congested, high-traffic corridors. CHA provided MOT planning to minimize impacts on residents and traffic. Installation methods included traditional open-cut and jack-and-bore.

# Section 6: Project Approach



# SECTION 6 PROJECT APPROACH



## Snapshot

### 1. UNDERSTANDING OF SCOPE OF PROJECT

A successful project begins with the complete understanding of the scope of the project.

### 2. DEVELOPMENT OF A WORK PLAN

CHA will develop a project-specific work plan which defines the project goals and resources required to complete the project within the schedule.

### 3. INITIAL PROJECT MEETING

The meeting will outline a clear project understanding, set project goals, and define key project milestones.

### 4. PROJECT EXECUTION

Once the specific project design approach has been completed and approved, work would commence upon the notice to proceed.

### 5. QUALITY CONTROL

We will adhere to a QA/QC plan to maintain standards for technical performance and accuracy of all engineering reports, design drawings and specifications.

## Firm's Methodology for Project Management

CHA's experts provide professional, comprehensive engineering services throughout Florida. Our multi-disciplined team brings the capabilities of a broad spectrum of perspectives and extensive planning backgrounds to each assignment. From studies to construction, we routinely provide these services for power production projects:

- Study and preliminary design phase
- Final design phase
- Bidding phase
- Construction phase
- Engineering studies

CHA will provide the following services on the city's projects:

### PROJECT MANAGEMENT

An established and practical project design approach is necessary to establish and meet project requirements, schedule and budget. The on-call project design approach includes:

- Meeting with the city (if necessary) to develop a detailed scope of work
- Developing a project-specific schedule
- Identifying and engaging the technical resources for the specific project
- Developing a project-specific QA/QC plan

Once the specific project design approach has been completed and approved by the city, work will commence with the notice to proceed (NTP). Project cost, schedule, and quality control will be managed by:

- Frequent internal project progress meetings
- Regular communication between the project manager and the city
- Regular project progress reports submitted to the city
- The completion and submission of deliverables at project milestones
- Strict adherence with the project QA/QC plan

### EXTENSIVE QUALITY CONTROL

We take project management and quality control very seriously. Our project managers use three comprehensive project manuals (developed internally at CHA) to develop specific project management and QA/QC plans for each assignment: The Project Management Manual, the QA/QC Manual, and the Total Technical Quality Control (TTQC) Manual.

### CLIENT COORDINATION

The city's team will be an integral part of CHA's quality assurance program. By participating in project meetings, communicating clearly and often, and providing timely and thorough reviews of deliverables, the city and CHA will achieve success. CHA will maintain open communication with the city throughout the design process. Formal design reviews will be made at critical project milestones, such as the 30%, 60%, 90%, and 100% complete phases.

## Approach to Managing Multiple Projects Simultaneously

1. Hold scoping meetings for each assignment before scope development
2. Maintain effective communication with key CHA team members on a monthly basis
3. Schedule technical and quality reviews to occur throughout each project
4. Conduct quarterly progress meetings with key city stakeholders with an emphasis on maintaining schedule and budget

## Innovative Ideas

CHA has unique and innovative expertise in developing unidirectional flushing (UDF) projects using hydraulic models as we are currently executing for Orange County Utilities, the City of Casselberry, and the City of St. Cloud to name a few. We have completed smoke testing for small and large focus areas for the City of Melbourne and the City of Sanford; complex pipeline connections and looping configurations; and interacting with government facilities/air force bases, as experienced in the City of Cocoa/City of Melbourne Pineda Water Transmission Main project. Other unique experience includes obtaining grant assistance, such as the \$10 million cost-share for Seminole County’s septic-to-sewer project awarded this year and our extensive Florida vacuum sewer experience. In addition, we have also recently completed a canal intake and subaqueous crossing project for the City of Vero Beach, and last but not least, we have provided extensive, nationally recognized hydraulic modeling expertise.

## Quality Control Plan

CHA uses proactive quality management planning and execution initiated at the earliest possible time in project development and then implemented and monitored throughout design development. Quality does not simply end with the deliverable. CHA will have a vested interest in the project’s quality through project construction and closeout.

Before beginning any project work, CHA’s project managers prepare a Project-specific Work Plan (PSWP). The PSWP must comply with basic CHA corporate requirements

but is then tailored to the specific project requirements at the project manager’s discretion. Each PSWP will include identifying project stakeholders, project location and history, scope of services, schedule, budget, Quality Management Plan (QMP), roles and responsibilities of the team, communication style and frequency, file management procedures, and procedures for managing out of scope items.

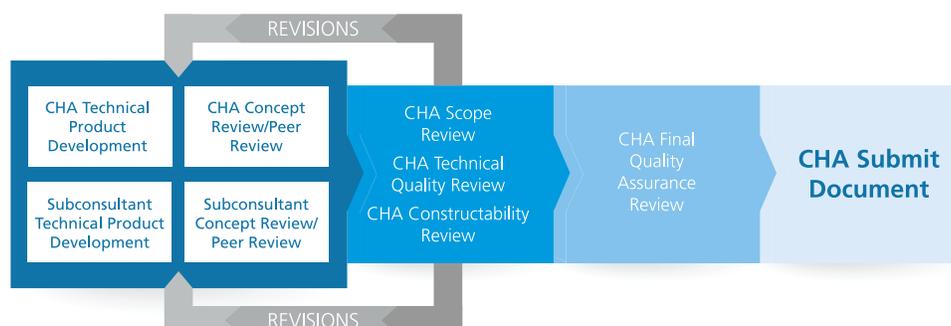
The project-specific QMP will be customized as a collaborative effort involving the project managers and technical leads. CHA’s quality manager will be:

1. Available to assist in the QMP preparation should the need arise
2. Responsible for reviewing and certifying the QMP for consistency and compliance before project work begins

CHA uses a “Red, Yellow, Green” (“RYG”) quality review process so that work products and deliverables are fully and consistently reviewed, resolved and recorded. Our professionals who create the design or prepare the work products to bear the primary responsibility for completeness, content, form, and technical accuracy.

We require a formal check and review of all work products and deliverables. The “RYG” quality review process follows a consistent workflow sequence whereby each design element/work product is highlighted in **YELLOW** to signify that review has occurred. Any direct corrections are annotated in **RED**, and commentary and/or instructions are annotated in **BLUE** or **BLACK**. The checker signs and dates the review set and returns the documents to the design element/work product originator.

The originator evaluates the checkers’ comments and works with the checker to resolve each comment. **GREEN** annotations signify agreement with, or the resolution of, the review comments. Corrections are made to the designs or drawings and are then verified by the checker, who places a QA/QC stamp on each drawing or design. Finally, the originator, checker, corrector, and verifier sign and date each drawing or design to verify that the process has been followed for complete quality compliance. The team does not advance or submit any work products or deliverables until they have satisfied the QMP.



## Budget and Schedule Techniques

CHA has provided municipalities similar to the City of Cocoa with professional engineering services and additional “extension-of-staff” type resources for a variety of public infrastructure projects using this proven approach. Our strategies for maximizing the effectiveness and efficiency of our projects include:

### SCHEDULE CONTROL

The project team has established procedures and software to continually compare project details and available resources.



Team members will hold regular meetings to determine the percentage of project tasks completed and the budget amount exhausted for each milestone. If a deviation should occur from the schedule or budget, project needs will be re-assessed and discussed.

We are well known for our consistent, on-time performance and quality assurance record for major clients in both the public and private sectors. Our design service strategy is always based on client focus and process-oriented thinking to identify and address project issues quickly and cost-effectively.

Given the firm-wide workforce of over 1,500 people, we do not foresee any difficulties meeting your needs. We have the resources to make sure we meet your project schedule.

### COST CONTROL

CHA’s cost control method begins with developing a detailed scope of work, fee proposal, and project-specific work plan to determine project costs. We accomplish this through proactive, upfront communication during the project’s scoping phase.



Once our team and the stakeholders have agreed on the project costs and work plan, CHA’s assigned project manager will develop forecasted project expenditures depicted graphically. This forecast serves as a baseline to monitor the schedule and expenditure and keep the project on track. This dashboard system gives the project team access to information that can be used to quickly and accurately monitor and assess project status to control schedule and budget proactively.

The objectives of a disciplined, cost-control program are two-fold:

- To maintain control over costs throughout the design development process
- To prevent surprises when construction bids are opened

## Techniques used to control cost include the following:

### REGULAR COMMUNICATION

We will meet to discuss project priorities and develop a project plan that outlines the schedule, major milestones, and staffing. Communication is critical to verify the project’s progress and remain on the most efficient path to completion.

### VALUE ENGINEERING

We have experience applying value engineering principles, techniques, and models to projects. We will incorporate value engineering milestones into the design schedule.

### LIFE-CYCLE COST ESTIMATING

Our team knows how to complete life-cycle cost estimating of major systems and equipment and provide other value engineering functions to select the upgrade components most beneficial to your facilities in terms of cost, quality, and function.

# Section 7: Resumes



# SECTION 7 RESUMES



**C. ROBERT REISS, PHD, PE**  
Principal-in-Charge

**Education:** University of Central Florida, FL, Ph.D., Environmental Engineering; University of Central Florida, FL, M.S.E., Environmental Engineering; University of Central Florida, FL, B.S.E., Environmental Engineering; University of Central Florida, FL, B.S.E., Civil Engineering | **Registrations and Certifications:** Professional Engineer - FL, CA, Bahamas

Robert has been involved with water, wastewater transmission and distribution system projects for his entire career. This has included planning, design, permitting, and construction services. In addition, he brings specialized expertise in potable water distribution system water quality. Robert has completed evaluations of red water complaints, nitrification, chloramination optimization, lead and copper rule compliance, water age, and similar considerations. Representative project experience includes:

- City of Melbourne, FL, Distribution System Water Stability Study
- Town of Highland Beach, FL, Intracoastal Waterway Pipeline
- St. Lucie West Services District, FL, RO WTP Expansion
- City of Port St. Lucie, FL, Replacement of Concentrate Pipe at the Prineville RO WTF
- City of Vero Beach, FL, RO WTP Design Services
- City of Vero Beach, FL, Finished Water Post Stabilization Evaluation
- Tavistock Development Company, Osceola County, FL, Sunbridge WTP and WWTP



**KELCIA MAZANA**  
Project Manager

**Education:** University of Central Florida, FL, M.S., Environmental Engineering; University of Central Florida, FL, B.S., Environmental Engineering; Bethune-Cookman College, FL, B.S., Mathematics | **Registrations and Certifications:** Engineer Intern - FL

Kelcia is a senior project engineer with more than 20 years of experience in hydraulic modeling and master planning. Her experience includes UDF program development, hydraulic and water quality modeling, design, potable water audits, pilot studies, report development, data management, and master planning for a variety of municipal and government projects in water treatment. Kelcia is also a client advocate and serves clients in the central Florida region, including the cities of Orange City, Sanford, Casselberry, and Melbourne, and the Fort Pierce Water Utility Authority. Representative project experience includes:

- City of Cocoa, FL, Sea Ray Drive Sykes Creek 36-inch Water Main Crossing
- City of Melbourne, FL, Pineda Causeway Water Transmission Main
- City of Lake Wales, FL, Northwest Water Main Extension
- City of Melbourne, FL, LS 20 Force Main Design
- City of Lake Wales, FL, Potable Water Master Plan



**STEFANO CERIANA, PE, LEED AP**  
Project Engineer/Engineer-of-Record

**Education:** Worcester Polytechnic Institute, MA, M.S., Environmental Engineering; Worcester Polytechnic Institute, MA, B.S., Civil Engineering | **Registrations and Certifications:** Professional Engineer - FL; LEED AP

Stefano is a project manager with over 22 years of experience. He has extensive knowledge of water and wastewater utility projects, including pipeline design (pressure and gravity) and lift station design. Stefano's expertise comprises project management duties, including project startup, preliminary/final design, execution, and construction administration. His background includes utility system planning, permitting processes, the use of computer-aided design (CAD) and geographic information systems (GIS), resident project representation (RPR), and the use of hydraulic modeling software for planning and design purposes. Representative project experience includes:

- City of Casselberry, FL, Seminola Force Main Replacement and Pump Station Relocation
- Orange County Utilities, FL, Summerlake Park Boulevard 30-inch Force Main
- Reedy Creek Improvement District, FL, World Drive Extension Utility Relocation - Phase I
- Reedy Creek Improvement District, FL, Osceola Parkway Interchange Flyover Design Project
- Orange County Utilities, FL, Storey Park/Innovation Place Utility Project
- SSNOCWTA, Seminole County, FL, Eagle Circle Force Main



**DOUGLAS HAMMANN, PE**  
QA/QC

**Education:** Florida Atlantic University, FL, M.E., Environmental and Water Resources; Southern Illinois University, IL, B.S., Civil Engineering; Rend Lake College, IL, A.S., Architectural Technology | **Registrations and Certifications:** Professional Engineer - FL, OH

Doug is a principal engineer with over 34 years of experience in the planning, design, permitting, and engineering services during the construction of water, wastewater, and reclaimed water projects for various municipal and private clients. These projects have included utility system master planning, water distribution systems, sanitary sewer collection and transmission systems, sanitary pump stations, vacuum sanitary collection/pumping systems, expansion/rehabilitation of WTPs and WWTPs, industrial wastewater pre-treatment systems, and reclaimed water treatment and distribution systems. Representative project experience includes:

- City of Coconut Creek, FL, Wiles Road Reclaimed Water Main
- City of Coral Springs, FL, New Water Main on Sample Road
- City of Coral Springs, FL, University Drive Water Main and Force Main
- City of Coral Springs, FL, New Force Main on Sample Road Between Coral Springs Drive and Sample Road



**SCOTT HOXWORTH, PE**  
Utility Conveyance Design Lead

**Education:** University of Central Florida, FL, M.S., Environmental Engineering; University of Central Florida, FL, B.S., Environmental Engineering | **Registrations and Certifications:** Professional Engineer - FL

Scott has over 25 years of experience in water, wastewater, and reclaimed water fields. His expertise encompasses the design, construction, startup, and operation of water and WWTFs; water, wastewater, and reclaimed water pipelines; stormwater systems; and pump/lift stations. Scott also has expertise in pilot-scale membrane water treatment systems and pilot-scale and full-scale groundwater remediation systems, solid waste with landfill closure design, construction oversight, and permitting. Representative project experience includes:

- City of Cocoa, FL, Sea Ray Drive Sykes Creek 36-inch Water Main Crossing
- City of Melbourne, FL, Pineda Causeway Water Transmission Main
- City of Port St. Lucie, FL, Rangeline Transmission Mains
- Volusia County, FL, Normandy Boulevard Reclaimed Water Main Extension and Upgrades – Phase 2
- Hillsborough County, FL, Delwood Super Station Design-Build



**MARK WORSHAM, PE**  
Utility Conveyance Design

**Education:** Virginia Polytechnic Institute and State University, VA, B.S., Civil Engineering; Virginia Polytechnic Institute and State University, VA, B.S., Agricultural Engineering | **Registrations and Certifications:** Professional Engineer - FL, VA

Mark has more than 37 years of experience in constructing utility and building projects and project management for clients from the municipal, industrial and governmental sectors. His areas of focus have included construction management and inspections for building systems, mechanical systems, electrical systems, and instrumentation and control systems. Mark has expertise in the testing and commissioning of building, mechanical, electrical, and instrumentation/control systems and designing well systems, water treatment systems, pumping systems, chemical feed systems, and storage/distribution systems. He has performed engineering relating to the operation of over 130 separate water supply systems and several wastewater systems, including pump replacement design, treatment system modification/design and distribution system program management, and regulatory compliance of the systems. Representative project experience includes:

- City of Cocoa, FL, Sea Ray Drive Sykes Creek 36-inch Water Main Crossing
- City of Melbourne, FL, Pineda Causeway Water Transmission Main
- Orange County Utilities, Orange County, FL, Pump Station Rehabilitation/Replacement Package 7 Improvements
- City of Orlando, FL, Lift Station Electrical Upgrades and Other Improvements
- Hillsborough County, FL, Delwood Super Station Design-Build



**JEFFERY GRANT, PE, LEED AP**  
Utility Conveyance Design

**Education:** University of Florida, FL, M.E., Civil Engineering; University of Florida, FL, B.S., Civil Engineering | **Registrations and Certifications:** Professional Engineer - FL; LEED AP

Jeff has over 17 years of extensive engineering design, project management, and construction management experience in various types of civil engineering and water/wastewater projects. He has experience in pump station design, master utility design/modeling, wastewater treatment process, large watershed stormwater modeling and FEMA map revisions, stormwater management systems, mass grading and phased fill management/balance planning, roadway geometrics and drainage, and airfield/intermodal rail heavy pavements for private, local municipal, and federal clients. As a previous municipal employee, Jeff has overseen the execution of capital improvement projects (water, wastewater, treatment plant, roadway, stormwater, site development, ADA compliance, and neighborhood enhancement), been involved in development review, managed continuing service consulting contracts, participated in selection committees, and responded to resident concerns, ranging from stormwater to streetlights. Representative project experience includes:

- City of St. Cloud, FL, Nolte Road Booster Pump Station
- City of Clermont, FL, Wellness Way Master Plan and Water Supply Update for Potable Water, Wastewater, and Reclaimed Water
- Osceola County, FL, Four Seasons at Orlando Phases 1, 2, and 3A
- Brevard County, FL, Mims Well Facility Design



**LAWRENCE ROLLE, PE**  
Utility Conveyance Design

**Education:** University of Central Florida, FL, B.S.E., Civil Engineering; Valencia Community College, FL, A.A., Engineering | **Registrations and Certifications:** Professional Engineer - FL

Lawrence has a background in building construction, environmental engineering process design, hydraulics, steel design, and geotechnical engineering. His experience encompasses the design, construction, start-up, and operation of water and wastewater treatment facilities; water, wastewater, and reclaimed water pipelines; and lift/pump stations. Lawrence has served as a project engineer for design services and has provided construction administration services when tasks include those services. Representative project experience includes:

- City of Melbourne, FL, Lift Station 18 (LS 18) Force Main and Melbourne Causeway Water Main Construction Services
- City of Melbourne, FL, Hibiscus Pump Station Fill Pipeline Design
- Volusia County, FL, Normandy Boulevard Reclaimed Water Main Extension
- City of Melbourne, FL, High-Service Pump Station Hydraulic Analysis and Yard Piping Identification Drawings
- Polk County Utilities, Polk County, FL, Central Regional Utility Service Area (CRUSA) Water Production Facility and System Improvements



**WESTON HAGGEN, PE, DBIA, ENV SP, PMP**  
Utility Conveyance Design

**Education:** University of Central Florida, FL, M.S.E. in Civil Engineering; University of Central Florida, FL, B.S.E. in Civil Engineering | **Registrations and Certifications:** Professional

Engineer - FL; FDOT, MOT Advanced; NASSCO PACP/MACP/LACP Certification; Design-Build Professional Certification (DBIA); Envision Sustainability Professional, Certification (ENV SP); Project Management Professional (PMP)

Weston is experienced in water, wastewater, and reclaimed water. His expertise includes water quality hydraulic modeling, master planning, pipeline design, lift station design, potable water quality improvement, unidirectional flushing (UDF), I&I studies, construction administration, preliminary design of wastewater and water plants, regulatory permitting, water treatment pilot studies, feasibility studies, report writing, and data management, including geographic information systems (GIS) for a variety of municipal and government projects in water and wastewater treatment. Representative project experience includes:

- City of Casselberry, FL, Seminola Force Main Replacement and Pump Station Relocation
- Pinellas County, FL, Force Main Condition Assessment from Pennsylvania Avenue and Eighth Street to the Dunn WRF.
- Hillsborough County, FL, Delwood Super Station Design-Build
- SSNOCWTA, Seminole County, FL, Eagle Circle Force Main Replacement



**BRYANT FACEY, PE**  
Utility Conveyance Design

**Education:** University of Central Florida, FL, B.S., Environmental Engineering | **Registrations and Certifications:** Professional Engineer - FL

Bryant is a senior project manager and engineer with over 16 years of experience in the planning, design, permitting, and construction administration of water, wastewater, and reclaimed water projects for municipal clients throughout Florida. These projects have included numerous design-bid-build and design-build projects that improve water and wastewater infrastructure. Bryant provides engineering services for utility projects of all sizes, starting with project concept to design through project construction and implementation. His additional experience has included master planning, design, permitting, and construction services of all aspects of a governmental utility. Bryant's broadening experience base of multi-disciplinary municipal utility projects via various project delivery methods expands his ability to provide management and engineering services to his clients. Representative project experience includes:

- City of Coral Springs, FL, New Force Main on Sample Road Between Coral Springs Drive and Sample Road
- City of Coral Springs, FL, University Drive Water Main and Force Main
- City of Coral Springs, FL, Rehabilitation of Lift Station 22A, 21D, and New Force Main
- City of Boca Raton, FL, Dixie Highway Reclaimed Water Main Extension
- City of Coconut Creek, FL, Wiles Road Reclaimed Water Main



**ED TALTON, PE**  
Hydraulic Modeling/GIS Lead

**Education:** University of Florida, M.S.E., Environmental Engineering; University of Florida, FL, B.S.E., Environmental Engineering; University of Kentucky, KY, Hydraulic Surge Modeling Training | **Registrations and Certifications:** Professional Engineer - FL

Ed's 30+ years of experience and expertise in master planning and hydraulic/water quality modeling runs deep, having completed major master plans, water quality modeling/calibration to mitigate nitrification, distribution operations optimizations, wastewater model calibrations, and risk-based asset prioritization. His publications include a Florida Water Resource Journal article on a water quality application to help utilities better utilize available SCADA, quality, and modeling outputs. Ed has completed a comprehensive reuse master plan and wastewater force main hydraulic model (1,500 miles of pipe and more than 900 pump stations) for the M-D WASD, and master planning and hydraulic modeling services for Orange County Utilities, Seminole County, Brevard County, and the cities of Tampa, Lakeland, St. Petersburg, Port St. Lucie, St. Cloud, West Palm Beach, Orange City, and Ocoee. Representative project experience includes:

- City of Melbourne, FL, Water System Master Plan Update
- City of Lake Wales, FL, Potable Water Master Plan
- City of St. Cloud, FL, Water, Wastewater and Reuse Master Plan and Hydraulic Modeling
- City of Fort Lauderdale, FL, Comprehensive Utility Strategic Master Plan
- City of Altamonte Springs, FL, Potable and Reclaimed Water Systems Master Plan and Hydraulic Model Update
- Toho Water Authority, Osceola County, FL, Water and Wastewater Master Plans



**CHAD MEISEL, PE**  
Hydraulic Modeling/GIS

**Education:** University of Central Florida, FL, B.S., Civil Engineering; University of Central Florida, FL, B.S., Environmental Engineering | **Registrations and Certifications:** Professional Engineer - FL

Chad is a project engineer with over nine years of experience in water/wastewater treatment, water resources, and stormwater permitting. He has performed report development, hydraulic modeling, bidding services, and water permit compliance for various municipal clients in the central Florida region. Chad is also proficient in AutoCAD and ICPR. Representative project experience includes:

- City of Fort Lauderdale, FL, Comprehensive Utility Strategic Master Plan
- City of Lake Wales, FL, Potable Water Master Plan
- City of Melbourne, FL, Water System Master Plan Update
- Brevard County, FL, Mims Water Distribution System Improvements
- Toho Water Authority, Osceola County, FL, Water and Wastewater Master Plans
- Orange County, FL, SWRF Influent Pump Station Expansion and Upgrades



**EDUARDO MARTINEZ, PE**  
Electrical Engineering Lead

**Education:** Polytechnic University of Havana, Cuba, B.S., Civil Engineering | **Registrations and Certifications:** Professional Engineer - FL

Eduardo has more than 41 years of experience in the electrical engineering field. His experience ranges in the electrical/lighting design of roadways, lift station facilities, WWTPs, cogeneration facilities, commercial, industrial, health care, shopping centers, and condominiums. As part of his experience, Eduardo has worked as the EOR on projects such as total new lighting for the SR 826/SR 836 Interchange, M-D WASD North District WWTP, M-D WASD South Dade WWTP, and a lift station with emergency generator design for Miami-Dade County and the City of Miami. Representative project experience includes:

- M-D WASD, Miami-Dade County, FL, Pump Station 416
- M-D WASD, Miami-Dade County, FL, Pump Station 417
- M-D WASD, Miami-Dade County, FL, North District WWTP (NDWWTP) Disinfection System (Chlorine Building)
- M-D WASD, Miami-Dade County, FL, South Dade WWTP (SDWWTP)
- M-D WASD, Miami-Dade County, FL, NDWWTP BDR for Plant-Wide Electrical Improvements



**ALEX GUON, PE**  
Electrical Engineering

**Education:** University of Havana, Cuba, B.S., Electrical Engineering | **Registrations and Certifications:** Professional Engineer - FL

Alex has more than 33 years of experience in the electrical engineering field. He graduated with a bachelor's degree in electrical engineering from the University of Havana in 1990 and received his Florida Professional electrical engineering registration in 1998. Alex has extensive experience in roadway electrical/lighting design, intelligent transportation systems (ITS) design, lift station facilities, commercial, industrial, health care, shopping centers, and condominiums, etc. Representative project experience includes:

- M-D WASD, Miami-Dade County, FL, North District WWTP (NDWWTP) Disinfection System (Chlorine Building)
- FDOT District 6, Miami-Dade County, FL, SR 826/SR 836 Interchange Electrical Design
- FDOT District 6, Miami-Dade County, FL, SR 25/Okeechobee Road from East of NE 107th Avenue to East of NW 116th Way Reconstruction
- FDOT District 6, Miami-Dade County, FL, ITS Modification at US-1 North of SW 17th Avenue
- FDOT District 4, Palm Beach County, FL, SR 809/Military Trail from Shiloh Drive to SR 710/Bee Line Highway
- FDOT District 6, Miami-Dade County, FL, Design-Build of I-95 Managed Lanes from SR 112 to Ives Dairy Road



**ADRIAN ALFONSO, PE**  
Structural Engineering Lead

**Education:** Florida International University, FL, B.S., Civil Engineering | **Registrations and Certifications:** Professional Engineer - FL

Adrian has over 11 years of experience designing sanitary lift stations, WTPs, WWTPs, and miscellaneous structures. He is experienced with Microstation, GEOPAK, STAAD, and MathCAD for miscellaneous structures design. Adrian also has experience with the LEAP Bridge Enterprise software for bridge design. He has provided support to the Bridge Maintenance Office of FDOT District 6 using PONTIS and GIS for bridge inspection reports. Representative project experience includes:

- FDOT District 6, Islamorada, FL, Pedestrian Bridge at Founders Park.
- FDOT District 4, Miramar, FL, Pedestrian Bridge S. of Miramar Boulevard Over South Broward Drainage District Canal 1
- FDOT District 4, Broward and Palm Beach Counties, FL, I-95 Express Lanes-Phase 3A-1 From South of Broward Boulevard to North of Commercial Boulevard
- FDOT District 4, Broward County, FL, SR 998/SW 312 Street/ Campbell Drive from SR 997/Krome Avenue to SR 5/US-1 (Truck Bypass)
- FDOT District 6, Miami, FL, SR 977/Krome Avenue from SW 232nd Street to South of Eureka Drive



**DAVID HATTON, AIA, NCARB**  
Principal Architect

**Education:** University of Minnesota, MN, B.Arch. | **Registrations and Certifications:** Registered Architect - FL, GA, MD, MI, NC, NJ, NY, PA, VA; National Council of Architectural Registration Boards (NCARB)

David is a registered architect with expertise in the planning, programming, and design of academic buildings, campus master plans, student centers, dining, and residence halls. He has worked with over 100 college and university campuses across the United States, and is a recognized expert and frequent speaker for The Association of College Unions International (ACUI) and The National Association of College Auxiliary Services (NACAS) on topics regarding the design and programming of colleges and universities. David is also a frequent speaker at SCUP, ACUHO-I, ACUI, NACAS and CIC. Representative project experience includes:

- City of Saratoga Springs, NY, Fire Station #3
- New York Racing Association, Inc., NY, Saratoga Racetrack Grandstand Refurbishment
- University of Maine School of Law, ME, 300 Fore Street
- University of Maine Farmington, ME, Early Childhood Education Center
- Pennsylvania State University, PA, Woodland Biology Lab Feasibility Study



**NICHOLAS SCHWARTZ, RLA, LEED AP**  
Landscape Architect

**Education:** SUNY College of Environmental Science and Forestry, NY, B.L.A., Landscape Architecture; State University of New York at Cobleskill, NY, A.A.S. in Landscape Development |

**Registrations and Certifications:** Registered Landscape Architect - AL, CT, GA, IN, MA, ME, MS, NC, NJ, NY, RI; LEED AP

Nick has over 29 years of experience in planning and landscape architecture. He manages sustainable and green design applications, urban design, streetscape enhancements, and community redevelopments. As a LEED-accredited Professional (LEED AP), Nick provides leadership on issues concerning the LEED rating systems and process administration. Representative project experience includes:

- Buffalo Sewer Authority, Buffalo, NY, Landscape and Site Improvements - Bird Island Campus
- Town of Bethlehem, NY, Delaware Avenue Hamlet Multi-Modal and Streetscape Enhancements
- Albany Water Board, NY, Hansen and Ryckman Flood Mitigation Planning Study
- New York State (NYS) Office of General Services, NY, Landscape Architectural Services - NYS Fairgrounds
- City of Albany Department of General Services, NY, Delaware Avenue Urban Street Reconstruction
- Albany Water Board, NY, Quail Street Green Infrastructure Project



**JASON HIGNITE**  
Environmental Services Lead

**Education:** Ball State University, IN, M.A., Natrual Resources and Environmental Management; Ball State University, IN, B.G.S., Liberal Arts |

**Registrations and Certifications:** Certified Environmental Consultant

Jason has more than 29 years of professional experience in environmental planning and regulatory compliance, both in the United States Navy and as a civilian consultant. He has completed environmental projects throughout the United States. Jason's planning and policy experience includes a variety of private and public clients, including various airports, state DOTs, the Department of Defense (DOD), the Federal Communications Commission (FCC), the U.S. Department of Housing and Urban Development (HUD), and the U.S. Postal Service (USPS). Representative project experience includes:

- City of South Miami, FL, Florida Bonneted Bat Limited Roost Survey, 71st Street Pedestrian Bridge
- City of South Miami, FL, Phase II Environmental Site Assessment, 71st Street Pedestrian Bridge
- St. Lucie County, FL, Wetland Determination, North County Utilities Extension
- City of Hollywood, FL, Wetland Determination, Sheridan Road Improvement Project
- Treasure Coast International Airport and Business Park Airport (FPR), Fort Pierce, FL, Sustainability Plan
- Daytona International Airport, Daytona Beach, FL, SPCC Plan
- City of Pensacola, FL, Pensacola International Airport, MRO Hangar Phase 1 Wetland Permitting



**KERRY WULFF**  
Construction Management Lead

**Education:** University of Central Florida, FL, B.S., Engineering Technology; Owens Technical Institute, OH, A.S., Mechanical Engineering

**Registrations and Certifications:** Certified Building Contractor - FL; OSHA-certified

Kerry has over 33 years of experience serving as an RPR and construction manager for utility projects ranging from pipeline installations to constructing complex water/wastewater treatment facilities, including design-build projects up to \$100 million in cost. He specializes in the analysis, design, and layout of water and wastewater treatment facilities, collection systems, distribution systems, and associated infrastructure. Kerry is familiar with requirements related to alternative/governmental funding protocols (state revolving fund [SRF], cooperative funding and permitting processes). He is also a certified building contractor and is OSHA 30-hour certified. Representative career experience includes:

- City of Cocoa, FL, Sea Ray Drive Sykes Creek 36-inch Water Main Crossing
- City of Melbourne, FL, Pineda Causeway Water Transmission Main
- City of Clearwater, FL, Water and Reclaimed Water Program Management
- City of Clearwater, FL, Wastewater Collection System Program Management
- City of Cape Coral, FL, North 2 Utility Expansion Project
- City of Cape Coral, FL, Southwest 6 and 7 Utility Expansion Program



**CHARLES WARREN**  
Construction Management/RPR

**Registrations and Certifications:** AWS Professional Development (40 Hours); NEC Level 2 Burg Technician; OSHA 30-hour Safety Certification (in progress); PEC Safety

Certification; Polyethylene Pipe Certification F2620; Veriforce OQ Certified in Line Locates, Damage Prevention of Excavating and Backfill, Locate Buried Facilities, and ROW Observation

Charles has more than 10 years of experience in construction and inspection and is an RPR in the field monitoring compliance with contract documents. He is an owner representative in the field, working hand-in-hand with contractors and engineers to monitor compliance with contract documents. Charles has completed pipeline projects for various major companies, including supervising and inspecting more than 100 miles of pipeline. Charles has experience with pipeline crossings, line excavation oversight, NDT and hydrostatic pressure testing, road and river bores (HDD), weld and pipe coating integrity, and Hydro-Vac and ROW clearing. Representative project experience includes:

- City of Cocoa, FL, Sea Ray Drive Sykes Creek 36-inch Water Main Crossing
- City of Melbourne, FL, Pineda Causeway Water Transmission Main
- Basic Energy Services, Inc., Big Spring, TX, Guitar Ranch Pipeline
- Loving County, TX, Lindsay SWD Booster Station

**Section 8:**  
**Required Proposal  
Submittal Forms and  
Statements**



# SECTION 8 REQUIRED PROPOSAL SUBMITTAL FORMS AND STATEMENTS

## Location Form

CITY OF COCOA  
REQUEST FOR QUALIFICATIONS  
Q-23-12-COC

**AFFIDAVIT OF LOCATION OF PROJECT MANAGER AND  
PROJECT ENGINEER**

(PAGE 1 OF 2)

Proposers shall complete and submit the information below to clearly identify the location of the Project Manager and Project Engineer designated in the organizational chart required in Section III RFQ Submittal Requirements. All proposers shall complete and sign the pages of this form concerning location. **NOTE THE AFFIDAVIT/ NOTARIZATION REQUIREMENT (page 2).**

1. **Current domicile of Project Manager:**

Name	<u>Kelcia Mazana</u>
Address	<u>1052 Providence Lane</u>
City, State, Zip	<u>Oviedo, FL 32765</u>
County	<u>Seminole</u>
Location is within 75 Miles of City of Cocoa, 65 Stone Street, Cocoa, FL 32926? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

2. **Current domicile of Project Engineer:**

Name	<u>Stefano Ceriana, PE, LEED AP</u>
Address	<u>1788 Grand Rue Drive</u>
City, State, Zip	<u>Casselberry, FL 32707</u>
County	<u>Seminole</u>
Location is within 75 Miles of City of Cocoa, 65 Stone Street, Cocoa, FL 32926? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

3. **Firm's Office Location:**

Company	<u>CHA Consulting, Inc.</u>
Address	<u>927 New Haven Avenue, Suite 206</u>
City, State, Zip	<u>Melbourne, FL 32901</u>
County	<u>Brevard</u>
Location is within 75 Miles of City of Cocoa, 65 Stone Street, Cocoa, FL 32926? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

CITY OF COCOA  
REQUEST FOR QUALIFICATIONS  
Q-23-12-COC

AFFIDAVIT OF LOCATION OF PROJECT MANAGER AND PROJECT  
ENGINEER

(PAGE 2 OF 2)

AFFIDAVIT

Under penalties of perjury, I swear that the preceding location information is true and correct. I also acknowledge that any material misrepresentation will be grounds for terminating for default any Contract, which may have been awarded due in whole or part to such misrepresentation. I also understand that false statements may result in criminal prosecution for a felony of the third degree per Section 92.525(3), Florida Statutes.



Authorized Signatory

CHA Consulting, Inc.

Name of Proposer

Michael A. Platt

March 20, 2023

Typed or Printed Full Name

Date

General Counsel and Executive Vice President

Title

On this 20th day of March, 2023, before me appeared (name) Michael A. Platt, to me personally known, who being duly sworn, did execute the foregoing affidavit, and did state that he or she was properly authorized by (name of firm) CHA Consulting, Inc. to execute the affidavit and did so as his or her free act and deed.

Notary Public 

Commission Expires NIKKI C. DAMES

(seal)

Date March 20, 2023

State of New York

County of Albany

NIKKI C. DAMES  
NOTARY PUBLIC-STATE OF NEW YORK  
No. 02DA6253381  
Qualified in Schenectady County  
My Commission Expires 12-27-2023

# Affidavit of Existing or Prior Contracts with the City

CITY OF COCOA  
REQUEST FOR QUALIFICATIONS  
Q-23-12-COC

AFFIDAVIT OF EXISTING AND PRIOR CONTRACTS WITH THE CITY OF  
COCOA

STATE OF New York

CITY OF Albany

BEFORE ME, the undersigned authority, this day personally appeared  
Michael A. Platt, who, after first being duly sworn, upon oath, deposes and says:

1. My name is Michael A. Platt and I am over the age of eighteen (18)  
years.

2.I have personal knowledge of the facts contained in this Affidavit, and I know  
these facts to be true and correct.

3.I currently serve in the position of General Counsel and  
Executive Vice President for  
CHA Consulting, Inc. (hereinafter "Respondent") and have been employed by  
Respondent since 1/12/1998.

4.I am familiar with one of the factors in the Consultants Competitive Negotiations  
Act ("CCNA"; section 287.055, Florida Statutes) that requires the City of Cocoa to  
generally consider the volume of work previously awarded each firm by the City of Cocoa  
when awarding new Contracts under the CCNA with the object of effecting an equitable  
distribution of Contracts among qualified firms, provided the distribution does not violate  
the principle of selection of the most highly qualified firm; and

5. I am familiar with the client base and the various Contracts for services  
entered into by Respondent, and have knowledge of whether or not there are any existing  
and/or prior Contracts within the past three (3) years between the City of Cocoa, Florida  
and Respondent.

# Affidavit of Existing or Prior Contracts with the City (continued)

**CITY OF COCOA  
REQUEST FOR QUALIFICATIONS  
Q-23-12-COC**

6. Based on my knowledge indicated in paragraph 5 of this Affidavit, there currently exist the following Contracts and task orders under a continuing services Contract between Respondent (performed either solely by the Respondent or as part of a joint venture) and the City of Cocoa, with the corresponding amount paid Respondent by the City of Cocoa for services rendered by Respondent:

CONTRACT	AMOUNT PAID
<u>N/A</u>	<u>N/A</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

7. Based on my knowledge indicated in paragraph 5 of this Affidavit, there were the following prior Contracts and task orders under a continuing services Contract between Respondent (performed either solely by the Respondent or as part of a joint venture) and the City of Cocoa within the previous three (3) years from the date of this Affidavit, with the corresponding amount paid Respondent by the City of Cocoa for services rendered by Respondent:

CONTRACT	AMOUNT PAID
<u>N/A</u>	<u>N/A</u>

**Affidavit of Existing or Prior Contracts with the City (continued)**

**CITY OF COCOA  
REQUEST FOR QUALIFICATIONS  
Q-23-12-COC**

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

FURTHER AFFIANT SAYETH NAUGHT



Print Name: Michael A. Platt

STATE OF New York  
COUNTY OF Albany

The foregoing instrument was sworn to and subscribed before me by means of (  ) physical presence or (  ) online notarization, this 20th day of March, 2023 by Michael A. Platt [  ] who is personally known to me, or [  ] who has produced \_\_\_\_\_ as identification.

WITNESS my hand and official seal in the State and County last aforesaid this 20th day of March, 2023.

NIKKI C. DAMES  
NOTARY PUBLIC-STATE OF NEW YORK  
No. 02DA6253381  
Qualified in Schenectady County  
My Commission Expires 12-27-2023



NOTARY PUBLIC  
Print Name: NIKKI C. DAMES

My Commission Expires: Dec. 27, 2023

# Affidavit of Other Applicable Mandatory Criteria

CITY OF COCOA  
REQUEST FOR QUALIFICATIONS  
Q-23-12-COC

**AFFIDAVIT OF OTHER APPLICABLE MANDATORY  
CRITERIA**

STATE OF New York

CITY OF Albany

BEFORE ME, the undersigned authority, this day personally appeared Michael A. Platt, who, after first being duly sworn, upon oath, deposes and says:

1. My name is Michael A. Platt and I am over the age of eighteen (18) years.

2. I have personal knowledge of the facts contained in this Affidavit, and I know these facts to be true and correct.

3. I currently serve in the position of General Counsel and Executive Vice President for CHA Consulting, Inc. (hereinafter "Respondent") and have been employed by Respondent since 1/12/1998.

4. I am familiar with the current professional licensing status of Respondent.

5. I have assisted in preparing the Respondent's response to the City of Cocoa RFQ Q-23-12-COC for Engineering Services for Design, Permitting and Services During Construction for Utility Conveyance Systems Upgrades and Expansion and I am familiar with the contents of said response.

6. I am also familiar with the other applicable mandatory criteria listed in sections 6 and 7 of the City of Cocoa RFQ Q-23-12-COC for Engineering Services for Design, Permitting and Services During Construction for Utility Conveyance Systems Upgrades and Expansion; and

7. Based on my personal knowledge and belief, I state as follows:

- a. Respondent is duly licensed to practice in the State of Florida, and said license is in good standing with the State of Florida;

**Affidavit of Other Applicable Mandatory Criteria (continued)**

**CITY OF COCOA  
REQUEST FOR QUALIFICATIONS  
Q-23-12-COC**

- b. There are no legal or professional conflicts of interest with regard to any work performed by the Respondent for the City of Cocoa or any other person or entity, or with respect to the scope of services required by the City of Cocoa RFQ Q-23-12-COC for Engineering Services for Design, Permitting and Services During Construction for Utility Conveyance Systems Upgrades and Expansion; and
- c. The Respondent adhered to the instructions set forth in the City of Cocoa Q-23-12-COC for Engineering Services for Design, Permitting and Services During Construction for Utility Conveyance Systems Upgrades and Expansion in preparing and submitting the Respondent’s response including, but not limited to the Anti-Lobbying provision.

FURTHER AFFIANT SAYETH NAUGHT.



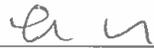
Print Name: Michael A. Platt

STATE OF New York  
COUNTY OF Albany

The foregoing instrument was sworn to and subscribed before me by means of (  ) physical presence or (  ) online notarization, this 20th day of March, 2023 by Michael A. Platt [  ] who is personally known to me, or [  ] who has produced \_\_\_\_\_ as identification.

WITNESS my hand and official seal in the State and County last aforesaid this 20th day of March, 2023.

NIKKI C. DAMES  
NOTARY PUBLIC-STATE OF NEW YORK  
No. 02DA6253381  
Qualified in Schenectady County  
My Commission Expires 12-27-2023

  
\_\_\_\_\_  
NOTARY PUBLIC  
Print Name:  
NIKKI C. DAMES  
My Commission Expires: 12/27/2023

**CITY OF COCOA  
REQUEST FOR QUALIFICATIONS  
Q-23-12-COC**

**Scrutinized Company Certification**

This certification is required pursuant to Sections 287.135, 287.012 and 215.473, Florida Statutes.

A company is ineligible to, and may not, bid on, submit a proposal for, or enter into or renew a contract with an agency or local governmental entity for goods or services of:

- (a) Any amount if, at the time of bidding on, submitting a proposal for, or entering into or renewing such contract, the company is on the Scrutinized Companies that Boycott Israel List, created pursuant to s. 215.4725, or is engaged in a boycott of Israel; or
- (b) One million dollars or more if, at the time of bidding on, submitting a proposal for, or entering into or renewing such contract, the company:

- 1. Is on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, created pursuant to s. 215.473; or
- 2. Is engaged in business operations in Cuba or Syria.

**THIS CERTIFICATION FORM MUST BE COMPLETED AND INCLUDED IN YOUR BID/RFP/RFQ RESPONSE. FAILURE TO SUBMIT THIS FORM AS INSTRUCTED, SHALL RENDER YOUR BID SUBMITTAL NON-RESPONSIVE.**

The Vendor, by virtue of the signature below, certifies that:

- a. The Vendor, owners, or principals are aware of the requirements of Section 287.135, Florida Statutes; and
- b. The Vendor, owners, or principals, are eligible to participate in this solicitation and not listed on either the Scrutinized Companies with Activities in Sudan List or on the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List; engaged in business operations in Cuba or Syria; or on the Scrutinized Companies that Boycott Israel List or is engaged in a boycott of Israel; and
- c. If awarded the Contract, the Vendor, owners, or principals will immediately notify the CITY in writing if any of its principals are placed on any of the Scrutinized Company Lists above or becomes engaged in business operations in Cuba or Syria, or becomes engaged in a boycott of Israel.
- d. The Vendor understands that any contract with an agency or local governmental entity for goods or services of \$1 million or more entered into or renewed on or after July 1, 2018, must contain a provision that allows for the termination of such contract at the option of the awarding body if the company is found to have submitted a false certification, been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or been engaged in business operations in Cuba or Syria. Any contract with an agency or local governmental entity for goods or services of any amount entered into or renewed on or after July 1, 2018, must contain a provision that allows for the termination of such contract at the option of the awarding body if the company is found to have been placed on the Scrutinized Companies that Boycott Israel List or is engaged in a boycott of Israel.

# Scrutinized Company Certification (continued)

CITY OF COCOA  
REQUEST FOR QUALIFICATIONS  
Q-23-12-COC



(Authorized Signature)

Michael A. Platt  
General Counsel and Executive Vice President  
(Printed Name and Title)

CHA Consulting, Inc.  
(Name of Vendor)

STATE OF New York, COUNTY OF Albany

The foregoing instrument was acknowledged before me by means of (  ) physical presence or (  ) online notarization, this 20th day of March, 2023, by Michael A. Platt (name of person whose signature is being notarized) as General Counsel and Executive Vice President (title) of CHA Consulting, Inc. (Name of Vendor), known to me to be the person described herein, or who produced \_\_\_\_\_ (type of identification) as identification, and who did/~~did not~~ take an oath.

NOTARY PUBLIC:

 State of New York at Large (Seal)  
(Signature)

Nikki C. Dames My commission expires: 12/27/2023  
(Print Name)

NIKKI C. DAMES  
NOTARY PUBLIC-STATE OF NEW YORK  
No. 02DA6253381  
Qualified in Schenectady County  
My Commission Expires 12-27-2023

### Scrutinized Company Provisions

SCRUTINIZED COMPANIES: Section 287.135, Florida Statutes prohibits agencies from contracting with companies for goods or services of \$1 million or more, that are on either the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, created pursuant to section 215.473, Florida Statutes. A company that is on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List may not bid on, submit a proposal for, or enter into a Contract with an agency or local government entity for goods or services of \$1 million or more.

Pursuant to Chapter 215.473, Florida Statutes, the Florida State Board of Administration is charged with maintaining a complete list of scrutinized companies. Scrutinized companies are judged according to whether they meet the following criteria:

Sudan:

1. Have a material business relationship with the government of Sudan or a government-created project involving oil related, mineral extraction, or power generation activities, or
2. Have a material business relationship involving the supply of military equipment, or
3. Impart minimal benefit to disadvantaged citizens that are typically located in the geographic periphery of Sudan, or
4. Have been complicit in the genocidal campaign in Darfur.

Iran:

1. Have a material business relationship with the government of Iran or a government-created project involving oil related or mineral extraction activities, or
2. Have made material investments with the effect of significantly enhancing Iran's petroleum sector.

## Scrutinized Company Certification (continued)

**CITY OF COCOA  
REQUEST FOR QUALIFICATIONS  
Q-23-12-COC**

The SBA is not responsible for compliance with Chapter 287.135, Florida Statutes. The SBA's responsibilities are solely focused on the Protecting Florida's investments Act and Chapter 215.473 as it related to the identification of the "Scrutinized Companies" that have prohibited business operations in Sudan or Iran.

List is found at:

<http://www.sbafla.com/fsb/Home/ProtectingFloridasInvestmentAct/tabid/751/Default.aspx> then click on the "Other Links" to the List

or

<http://www.sbafla.com/fsb/LinkClick.aspx?fileticket=iePW9X713-E%3D&tabid=751&mid=2409>

# Drug-Free Workplace Certification

CITY OF COCOA  
REQUEST FOR QUALIFICATIONS  
Q-23-12-COC

## Drug-Free Workplace Certification

When applicable, the drug-free certification form below must be signed and returned with the RFQ response.

**IDENTICAL TIE PROPOSALS:** Preference may be given to businesses with drug-free workplace programs. Whenever two or more proposals that are equal with respect to price, quality, and service are received by the State or by any political subdivision for the procurement of commodities or contractual services, a proposal received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. Established procedures for processing tie proposals will be followed if none of the tied Respondents have a drug-free workplace program.

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

- A. 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 actions that will be taken against employees for violations of such prohibition.
- B. Inform employees about the dangers of drug abuse in the workplace, the business' policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
- C. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in the first paragraph.
- D. In the statement specified in the first paragraph, 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 contendere to, any violation of chapter 893, Florida Statutes, 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.
- E. 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.
- F. Make a good faith effort to continue to maintain a drug-free workplace through implementation of the foregoing provisions.

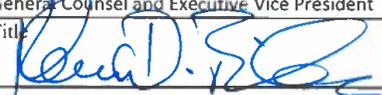
By the signature(s) below, I/we, the undersigned, as authorized signatory to commit the firm, certify that the information as provided herein, is truthful and correct at the time of submission.

  
\_\_\_\_\_  
AUTHORIZED SIGNATORY

Michael A. Platt  
\_\_\_\_\_  
Typed Name of Signatory

General Counsel and Executive Vice President  
Title

March 20, 2023  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Witness Signature

Thomas D. Titsworth  
\_\_\_\_\_  
Typed Name of Witness

# Certification Regarding Debarment, Suspension, and Other Responsibility Matters – Primary Covered Transactions

## CITY OF COCOA REQUEST FOR QUALIFICATIONS Q-23-12-COC

### Certification A: Certification Regarding Debarment, Suspension, and Other Responsibility Matters – Primary Covered Transactions

1. The prospective primary participant certifies to the best of its knowledge and belief that its principals:
  - a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal debarment or agency;
  - b. Have not within a three-year period preceding this proposal, been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or Contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification, or destruction of records, making false statements, or receiving stolen property;
  - c. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1) (b) of this certification; and
  - d. Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.
2. Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation of this proposal.

#### Instructions for Certification (A)

1. By signing and submitting this proposal, the prospective primary participant is providing the certification set out below.
2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or any explanation shall disqualify such person from participation in this transaction.
3. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.
4. The prospective primary participant shall provide immediate written notice to the department or agency to whom this proposal is submitted if at any time the prospective primary participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
5. The terms **covered transaction, debarred, suspended, ineligible, lower tier covered transaction, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded**, as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549. You may contact the department or agency to which this proposal is being submitted for assistance in obtaining a copy of these regulations.
6. The prospective primary participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.
7. The prospective primary participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transaction," provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines this eligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.

# Certification Regarding Debarment, Suspension, and Other Responsibility Matters – Primary Covered Transactions (continued)

**CITY OF COCOA  
REQUEST FOR QUALIFICATIONS  
Q-23-12-COC**

9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

10. Except for transactions authorized under paragraph (6) of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause of default.

**Certification B: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transactions.**

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

**Instructions for Certification (B)**

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.

2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

4. The terms **covered transaction, debarred, suspended, ineligible, lower tier covered transaction, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded**, as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of these regulations.

5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.

6. The prospective lower tier participant further agree by submitting this proposal that it will include this clause title "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitation for lower tier covered transactions.

7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principles. Each participant may but is not required to, check the Nonprocurement List.

8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

9. Except for transactions authorized under paragraph (5) of these instructions, if a participant in a lower covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies including suspension and/or debarment.

Applicant: <b>CHA Consulting, Inc.</b>	Date: <b>3/20/2023</b>
Signature of Authorized Certifying Official: 	Title: <b>General Counsel and Executive Vice President</b>

# Non-Collusion/Lobbying Certification

CITY OF COCOA  
REQUEST FOR QUALIFICATIONS  
Q-23-12-COC

## Non-Collusion/Lobbying Certification

This statement is submitted with Proposal by:

CHA Consulting, Inc. whose business address is  
927 New Haven Avenue, Suite 206, Melbourne, FL 32901  
[Name of entity submitting sworn statement]

and its Federal Employer Identification Number (FEIN) is  
16-0966259

My name is Michael A. Platt and my relationship to the above is  
General Counsel and Executive Vice President  
[Please print name of individual signing]

**A. NON-COLLUSION PROVISION CERTIFICATION.**

The undersigned hereby certifies, to the best of his or her knowledge and belief, that on behalf of the person, firm, association, or corporation submitting the bid certifying that such person, firm, association, or corporation has not, either directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action, in restraint of free competitive bidding in connection with the submitted bid. Failure to submit the executed statement as part of the bidding documents will make the bid nonresponsive and not eligible for award consideration.

**B. LOBBYING CERTIFICATION.**

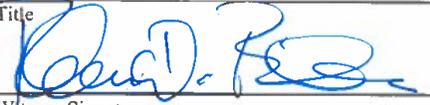
The undersigned hereby certifies, to the best of his or her knowledge and belief, that:

1. No City appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence either directly or indirectly an officer or employee of the City, City Council Member of Congress in connection with the awarding of any City Contract.
2. If any funds other than City appropriated funds have been paid or will be paid to any person for influencing or attempting to influence a member of City Council or an officer or employee of the City in connection with this contract, the undersigned shall complete and submit Standard Form-L "Disclosure Form to Report Lobbying", in accordance with its instructions.

By the signature(s) below, I/we, the undersigned, as authorized signatory to commit the firm, certify that the information as provided in, **Non-Collusion/Lobbying Certification**, is truthful and correct at the time of submission.

  
\_\_\_\_\_  
AUTHORIZED SIGNATORY

Michael A. Platt  
Typed Name of SIGNATORY

General Counsel and Executive Vice President  
Title  
  
\_\_\_\_\_  
Witness Signature

March 20, 2023  
Date  
Thomas D. Titsworth  
Typed Name of Witness

# Organizational Information

**CITY OF COCOA  
REQUEST FOR QUALIFICATIONS  
Q-23-12-COC**

## Organizational Information

The Proposer must include a copy of their State Certificate of Good Standing/Articles of Incorporation, which lists the corporate officers. In addition to the aforementioned documents the Bidder/Proposer must include necessary information to verify the individual signing this proposal/bid and or any contract document has been authorized to bind the corporation. Examples include:

- A. A copy of the Articles of Incorporation listing the approved signatories of the corporation.
- B. A copy of a resolution listing the members of staff as authorized signatories for the company.
- C. A letter from a corporate officer listing the members of staff that are authorized signatories for the company.

TYPE OF ORGANIZATION				
(Please place a check mark (✓) next to applicable type)				
X	Corporation		Partnership	
	Joint Venture		Sole Proprietorship	Non-Profit
				Other (Please specify)
State of Incorporation		New York		
Principal Place of Business (Enter Address)		3 Winners Circle, Albany, NY 12205		
Federal I.D. or Social Security Number		16-0966259		

By the signature(s) below, I/we, the undersigned, as authorized signatory to commit the firm, certify that the information as provided in Attachment "H", Organizational Information, is truthful and correct at the time of submission.

Respondant/Contractor\_Name: CHA Consulting, Inc.

Mailing\_Address: 927 New Haven Avenue, Suite 206, Melbourne, FL 32901

Telephone\_Number: 321.345.1760 E-mail Address: KMazana@chacompanies.com

FEIN: 16-0966259 DUNS: 118240694 CAGE Code: 4M848 As issued through www.fpm.gov

Authorized Signatory Printed Name  
 Michael A. Platt

Title General Counsel and Executive Vice President

Date March 20, 2023

**CORPORATE RESOLUTION**

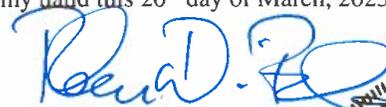
I, Thomas D. Titsworth, Jr., Assistant Secretary of CHA Consulting, Inc., a corporation organized and existing under the laws of the State of New York, hereby certify that the following resolution was duly adopted by the Board of Directors of said corporation, at a meeting duly held on the 9<sup>th</sup> day of February, 2022:

**RESOLVED**, that each of the individual officers of the corporation named below is hereby authorized to negotiate, make, execute and approve on behalf of this corporation, and to bind the corporation with respect to, any and all contracts, proposals and other business transactions, and all amendments, statements, certifications and other documents required in connection with such contracts, proposals or transactions or otherwise related thereto.

<u>Authorized Signatories</u>	<u>Title</u>
James Stephenson	President
Michael D. Carroll	Chief Executive Officer
Dom M. Bernardo	Chief Financial Officer & Executive Vice President
Michael A. Platt	General Counsel & Executive Vice President
Gregory S. Corso	Executive Vice President
Marble (John) Hensley	Executive Vice President
John A. Achenbach	Executive Vice President

**AND I DO FURTHER CERTIFY** that the resolution set forth above has not been in any way altered, amended, revoked, or repealed and is now in full force and effect.

**IN WITNESS WHEREOF**, I hereunto set my hand this 20<sup>th</sup> day of March, 2023.



Thomas D. Titsworth, Jr.  
Assistant Secretary



AMENDED AND RESTATED CERTIFICATE OF INCORPORATION  
OF  
CHA CONSULTING, INC.  
UNDER SECTION 807 OF THE BUSINESS CORPORATION LAW

\* \* \* \* \*

The undersigned, being the General Counsel and Executive Vice President of CHA Consulting, Inc., a New York corporation, pursuant to Section 807 of the Business Corporation Law of the State of New York does hereby amend, restate, certify and set forth:

1. The name of the corporation is CHA Consulting, Inc. (the "Corporation"). The name under which the Corporation was formed is Arch Roof Construction Co. Inc.

2. The Certificate of Incorporation was filed by the Department of State on January 7, 1927.

3. The Certificate of Incorporation, as heretofore amended, is hereby further amended to reflect the following amendments authorized by the Business Corporation Law, to wit:

- a. Pursuant to Section 502 of the New York Business Corporation Law, to declare a 0.25 for 1 reverse stock split of the Corporation's Preferred Stock in which every one (1) share of the Corporation's Preferred Stock is automatically converted into 0.25 shares of the Corporation's Preferred Stock to reduce the number of the Corporation's issued and outstanding Preferred Shares from 1,000 to 250;
- b. To convert each one (1) share of Preferred Stock into one (1) share of fully paid and nonassessable share of Common Stock;
- c. To eliminate from the Corporation's Certificate of Incorporation all matters set forth therein with respect to such Preferred Shares;
- d. Pursuant to Section 502 of the New York Business Corporation Law, to adjust the par value of the Common Shares from without value to \$0.001 par value per share;
- e. To reduce the number of and kind of shares the Corporation is authorized to

## CHA Certificate of Incorporation (continued)

issue to only one class of shares of stock so the total number of shares which the Corporation is authorized to issue is One Thousand (1,000) shares of Common Stock, \$0.001 par value per share;

- f. To change the office of the Corporation to III Winners Circle, Albany, New York 12205-0269;
- g. Pursuant to Section 304 of the New York Business Corporation Law, to change the designated post-office address to which the Secretary of State shall mail a copy of process served upon him as agent of the Corporation to III Winners Circle, P.O. Box 5269, Albany, New York 12205-0269; and
- h. Pursuant to Section 305 of the New York Business Corporation Law, to change the registered agent for service of process of the Corporation to General Counsel, III Winners Circle, P.O. Box 5269, Albany, New York 12205-0269.

3. The Certificate of Incorporation of the Corporation is hereby amended and restated to read in full as follows:

FIRST: The name of the corporation is CHA Consulting, Inc. (the "Corporation").

SECOND: The purposes for which it is formed are to practice the profession of engineering and in furtherance of its corporate purpose to engage in any lawful act or activity for which corporations may be organized under the Business Corporation Law.

THIRD: The office of the Corporation is to be located in the County of Albany, State of New York.

FOURTH: The aggregate number of shares which the Corporation shall have authority to issue is one thousand (1,000) shares of Common Stock, \$0.001 par value per share. Each share of Common Stock shall be entitled to one vote.

FIFTH: The Secretary of State is designated as the agent of the Corporation upon whom process against the corporation may be served. The post office address to which the Secretary of State shall mail a copy of any process against the Corporation served upon him is III Winners Circle, P.O. Box 5269, Albany, New York 12205-0269.

SIXTH: The name and address of the registered agent which is to be the agent of the Corporation upon whom process against it may be served, are General Counsel, III Winners Circle, P.O. Box 5269, Albany, New York 12205-0269.

SEVENTH: No director of the Corporation shall be personally liable to the Corporation or its stockholders for damages for any breach of duty as a director;

## CHA Certificate of Incorporation (continued)

provided that this Article SEVENTH shall neither eliminate nor limit liability: (a) if a judgment or other final adjudication adverse to such director establishes that his or her acts or omissions were in bad faith or involved intentional misconduct or a knowing violation of law or that he or she personally gained in fact a financial profit or other advantage to which he or she was not legally entitled or that his or her acts violated Section 719 of the Business Corporation Law; or (b) for any act or omission prior to the effectiveness of this Article SEVENTH. Any repeal of or modification to the provisions of this Article SEVENTH shall not adversely affect any right or protection of a director of the Corporation existing pursuant to this Article SEVENTH immediately prior to such repeal or modification.

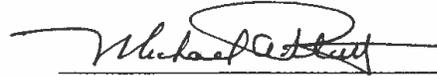
EIGHTH: The chief executive officer of the Corporation shall be a professional engineer licensed in New York State and the persons carrying on the actual practice of professional engineering in New York State on behalf of the Corporation shall be authorized to practice professional engineering in New York State.

4. This restatement of the Certificate of Incorporation was authorized by the vote of the Board of Directors followed by the written consent of the sole stockholder of the Corporation entitled to vote thereon.

[SIGNATURE PAGE TO FOLLOW]

## CHA Certificate of Incorporation (continued)

In witness whereof, the undersigned has executed this Amended and Restated Certificate of Incorporation this 27<sup>th</sup> day of October, 2010, which Amended and Restated Certificate of Incorporation shall be effective



Michael A. Platt, General Counsel  
& Executive Vice President

-----  
RESTATED CERTIFICATE OF INCORPORATION  
OF  
CHA CONSULTING, INC.  
UNDER SECTION 807 OF THE BUSINESS CORPORATION LAW  
-----

Filed by: C. Kimberly Bakeberg, Esquire  
Lawson & Weitzen, LLP  
88 Black Falcon Avenue  
Suite 345  
Boston, MA 02210

# *State of Florida*

## *Department of State*

I certify from the records of this office that CHA CONSULTING, INC. is a New York corporation authorized to transact business in the State of Florida, qualified on November 17, 2008.

The document number of this corporation is F08000004937.

I further certify that said corporation has paid all fees due this office through December 31, 2022, that its most recent annual report/uniform business report was filed on January 10, 2022, 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 January, 2022*



*Randy R. ...*  
Secretary of State

Tracking Number: 1892863710CC

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

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



[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Search by Entity Name](#) /

**Detail by Entity Name**

Foreign Profit Corporation  
CHA CONSULTING, INC.

**Cross Reference Name**  
CHA CONSULTING, INC.

**Filing Information**

**Document Number** F08000004937  
**FEI/EIN Number** 16-0966259  
**Date Filed** 11/17/2008  
**State** NY  
**Status** ACTIVE  
**Last Event** DROPPING DBA  
**Event Date Filed** 04/06/2021  
**Event Effective Date** NONE

**Principal Address**

575 Broadway  
ALBANY, NY 12207

Changed: 02/23/2015

**Mailing Address**

575 Broadway  
ALBANY, NY 12207

Changed: 02/23/2015

**Registered Agent Name & Address**

CORPORATION SERVICE COMPANY  
1201 HAYS STREET  
TALLAHASSEE, FL 32301-2525

**Officer/Director Detail**

**Name & Address**

Title CEO

CARROLL, MICHAEL D  
575 BROADWAY  
ALBANY, NY 12207

## SunBiz Listing (continued)

### Title CFO

BERNARDO, DOM M  
3 WINNERS CIRCLE  
ALBANY, NY 12205

### Title Secretary, General Counsel

PLATT, MICHAEL A  
3 WINNERS CIRCLE  
ALBANY, NY 12205

### Title AS

TITSWORTH, THOMAS DESQ  
3 WINNERS CIRCLE  
ALBANY, NY 12205

### Title President

Stephenson, James  
1 Faneuil Hall Marketplace  
South Market Building, suite 4195  
Boston, MA 02109

### Annual Reports

Report Year	Filed Date
2021	01/18/2021
2022	01/10/2022
2023	01/30/2023

### Document Images

<a href="#">01/30/2023 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">01/10/2022 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">04/06/2021 -- Dropping Alternate Name</a>	<a href="#">View image in PDF format</a>
<a href="#">01/18/2021 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">01/22/2020 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">03/27/2019 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">03/15/2018 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">02/28/2017 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">09/22/2016 -- AMENDED ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">02/09/2016 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">02/23/2015 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">03/25/2014 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">01/31/2013 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">02/17/2012 -- Amendment</a>	<a href="#">View image in PDF format</a>
<a href="#">01/30/2012 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">04/12/2011 -- FEI# CHANGED</a>	<a href="#">View image in PDF format</a>

## SunBiz Listing (continued)

[03/04/2011 -- ANNUAL REPORT](#)

[View image in PDF format](#)

[12/28/2010 -- Name Change](#)

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[03/05/2010 -- ANNUAL REPORT](#)

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[04/17/2009 -- ANNUAL REPORT](#)

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[12/18/2008 -- Amendment](#)

[View image in PDF format](#)

[11/17/2008 -- Off/Dir Resignation](#)

[View image in PDF format](#)

[11/17/2008 -- Off/Dir Resignation](#)

[View image in PDF format](#)

[11/17/2008 -- Foreign Profit](#)

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Получить сведения о компании, ООО "Солар Биз" в формате PDF

# E-Verify Contractor Affidavit

CITY OF COCOA  
REQUEST FOR QUALIFICATIONS  
Q-23-12-COC

## E-Verify Contractor Affidavit

I hereby certify that CHA Consulting, Inc. [insert contractor company name] does not employ, contract with, or subcontract with an unauthorized alien, and is otherwise in full compliance with, section 448.095, Florida Statutes.

All employees hired on or after January 1, 2021 have had their work authorization status verified through the E-Verify system.

A true and correct copy of CHA Consulting, Inc.'s [insert contractor company name] proof of registration in the E-Verify system is attached to this Affidavit.

  
Print Name: Michael A. Platt  
Date: March 20, 2023

STATE OF ~~FLORIDA~~ NEW YORK  
COUNTY OF ALBANY

The foregoing instrument was acknowledged before me by means of  physical presence or  online notarization, this 3.20.2023 (date) by Michael A. Platt (name of officer or agent, title of officer or agent) of CHA Consulting, Inc. (name of corporation acknowledging), a New York (state or place of incorporation) corporation, on behalf of the corporation. He is personally known to me or has produced \_\_\_\_\_ (type of identification) as identification.

[Notary Seal] Notary Public  
NIKKI C. DAMES  
Name typed, printed, or stamped  
My Commission Expires: 12/27/2023

NIKKI C. DAMES  
NOTARY PUBLIC-STATE OF NEW YORK  
No. 02DA6253381  
Qualified in Schenectady County  
My Commission Expires 12-27-2023

5/17/2021

E-Verify: Employer Wizard - Company Information



Welcome  
Riley Simone

≡ MENU

## Company Information

**Company Name**

CHA Consulting, Inc.

**Company ID Number**

130989

**Doing Business As (DBA) Name**

--

**DUNS Number**

--

**Physical Location**

**Address 1**

III Winners Circle

**Address 2**

--

**City**

Albany

**State**

NY

**Zip Code**

12205

**County**

ALBANY

**Mailing Address**

**Address 1**

--

**Address 2**

--

**City**

--

**State**

--

**Zip Code**

<https://e-verify.uscis.gov/web/EmployerWizard.aspx>

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# E-Verify Contractor Affidavit (continued)

5/17/2021

E-Verify: Employer Wizard - Company Information

--

### Additional Information

**Employer Identification Number**  
160966259

**Total Number of Employees**  
500 to 999

**Parent Organization**

--

**Administrator**

--

### Organization Designation

**Employer Category**  
Federal Contractor without FAR E-Verify Clause

[View / Edit](#)

**NAICS Code**  
541 - PROFESSIONAL, SCIENTIFIC, AND TECHNICAL SERVICES

[View / Edit](#)

**Total Hiring Sites**  
20

[View / Edit](#)

**Total Points of Contact**  
1

[View / Edit](#)

[View Original MOU Template](#)

[View MOU](#)



Last Login: 05/17/2021 08:27 PM

U.S. Department of Homeland Security

<https://e-verify.uscis.gov/web/EmployerWizard.aspx>

2/3

CITY OF COCOA  
REQUEST FOR QUALIFICATIONS  
Q-23-12-COC

FEMA RIDER

FEDERALLY REQUIRED CONTRACT CLAUSES FOR FEMA  
GRANTEES AND SUBGRANTEES

1. *Equal Employment Opportunity*

During the performance of this contract, the contractor agrees as follows:

(1) The contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, or national origin. The contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, sexual orientation, gender identity, or national origin. Such action shall include, but not be limited to the following: Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.

(2) The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin.

(3) The contractor will not discharge or in any other manner discriminate against any employee or applicant for employment because such employee or applicant has inquired about, discussed, or disclosed the compensation of the employee or applicant or another employee or applicant. This provision shall not apply to instances in which an employee who has access to the compensation information of other employees or applicants as a part of such employee's essential job functions discloses the compensation of such other employees or applicants to individuals who do not otherwise have access to such information, unless such disclosure is in response to a formal complaint or charge, in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or is consistent with the contractor's legal duty to furnish information.

(4) The contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided advising the said labor union or workers' representatives of the contractor's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

(5) The contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.

(6) The contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the administering agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.

**CITY OF COCOA  
REQUEST FOR QUALIFICATIONS  
Q-23-12-COC**

(7) In the event of the contractor's noncompliance with the nondiscrimination clauses of this contract or with any of the said rules, regulations, or orders, this contract may be canceled, terminated, or suspended in whole or in part and the contractor may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

(8) The contractor will include the portion of the sentence immediately preceding paragraph (1) and the provisions of paragraphs (1) through (8) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The contractor will take such action with respect to any subcontract or purchase order as the administering agency may direct as a means of enforcing such provisions, including sanctions for noncompliance:

*Provided*, however, that in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the administering agency, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

The applicant further agrees that it will be bound by the above equal opportunity clause with respect to its own employment practices when it participates in federally assisted construction work: *Provided*, That if the applicant so participating is a State or local government, the above equal opportunity clause is not applicable to any agency, instrumentality or subdivision of such government which does not participate in work on or under the contract.

The applicant agrees that it will assist and cooperate actively with the administering agency and the Secretary of Labor in obtaining the compliance of contractors and subcontractors with the equal opportunity clause and the rules, regulations, and relevant orders of the Secretary of Labor, that it will furnish the administering agency and the Secretary of Labor such information as they may require for the supervision of such compliance, and that it will otherwise assist the administering agency in the discharge of the agency's primary responsibility for securing compliance.

The applicant further agrees that it will refrain from entering into any contract or contract modification subject to Executive Order 11246 of September 24, 1965, with a contractor debarred from, or who has not demonstrated eligibility for, Government contracts and federally assisted construction contracts pursuant to the Executive Order and will carry out such sanctions and penalties for violation of the equal opportunity clause as may be imposed upon contractors and subcontractors by the administering agency or the Secretary of Labor pursuant to Part II, Subpart D of the Executive Order. In addition, the applicant agrees that if it fails or refuses to comply with these undertakings, the administering agency may take any or all of the following actions: Cancel, terminate, or suspend in whole or in part this grant (contract, loan, insurance, guarantee); refrain from extending any further assistance to the applicant under the program with respect to which the failure or refund occurred until satisfactory assurance of future compliance has been received from such applicant; and refer the case to the Department of Justice for appropriate legal proceedings.

**CITY OF COCOA  
REQUEST FOR QUALIFICATIONS  
Q-23-12-COC**

**2. *Compliance with the Davis-Bacon Act***

The contractors are required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors are required to pay wages not less than once a week. Prevailing wage determinations are issued by the Department of Labor and can be found by visiting their website at: <https://www.dol.gov/agencies/whd/government-contracts/construction>. These rates may be subject to change based on the January 2022 update.

**3. *Compliance with the Copeland “Anti-Kickback” Act***

- a. Contractor. The contractor shall comply with 18 U.S.C. § 874, 40 U.S.C. § 3145, and the requirements of 29 C.F.R. pt. 3 as may be applicable, which are incorporated by reference into this contract.
- b. Subcontracts. The contractor or subcontractor shall insert in any subcontracts the clause above and such other clauses as FEMA may by appropriate instructions require, and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The prime contractor shall be responsible for the compliance by any subcontractor or lower tier subcontractor with all of these contract clauses.
- c. Breach. A breach of the contract clauses above may be grounds for termination of the contract, and for debarment

**4. *Compliance with the Contract Work Hours and Safety Standards Act***

- (1) *Overtime requirements.* No contractor or subcontractor contracting for any part of the contract work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic in any workweek in which he or she is employed on such work to work in excess of forty hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of forty hours in such workweek.
- (2) *Violation; liability for unpaid wages; liquidated damages.* In the event of any violation of the clause set forth in paragraph (b)(1) of this section the contractor and any subcontractor responsible therefor shall be liable for the unpaid wages. In addition, such contractor and subcontractor shall be liable to the United States (in the case of work done under contract for the District of Columbia or a territory, to such District or to such territory), for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards, employed in violation of the clause set forth in paragraph (b)(1) of this section, in the sum of \$27 for each calendar day on which such individual was required or permitted to work in excess of the standard workweek of forty hours without payment of the overtime wages required by the clause set forth in paragraph (b)(1) of this section.
- (3) *Withholding for unpaid wages and liquidated damages.* The CITY OF COCOA shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld, from any moneys

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**CITY OF COCOA  
REQUEST FOR QUALIFICATIONS  
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payable on account of work performed by the contractor or subcontractor under any such contract or any other federal contract with the same prime contractor, or any other federally-assisted contract subject to the Contract Work Hours and Safety Standards Act, which is held by the same prime contractor, such sums as may be determined to be necessary to satisfy any liabilities of such contractor or subcontractor for unpaid wages and liquidated damages as provided in the clause set forth in paragraph (b)(2) of this section.

- (4) *Subcontracts.* The contractor or subcontractor shall insert in any subcontracts the clauses set forth in paragraph (b)(1) through (4) of this section and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The prime contractor shall be responsible for compliance by any subcontractor or lower tier subcontractor with the clauses set forth in paragraphs (b)(1) through (4) of this section

**5. ~~Rights to Inventions Made Under a Contract or Agreement Not Applicable~~**

~~Include CFR Title 37 § 401.14 Standard patent rights clauses when applicable~~

**6. Clean Air Act**

- a. The contractor agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act, as amended, 42 U.S.C. § 7401 et seq.
- b. The contractor agrees to report each violation to the City of Cocoa and understands and agrees that the City of Cocoa will, in turn, report each violation as required to assure notification to the Federal Emergency Management Agency (FEMA), and the appropriate Environmental Protection Agency Regional Office.
- c. The contractor agrees to include these requirements in each subcontract exceeding \$150,000 financed in whole or in part with federal assistance provided by FEMA.

**7. Federal Water Pollution Control Act**

- a. The contractor agrees to comply with all applicable standards, orders, or regulations issued pursuant to the federal Water Pollution Control Act, as amended, 33 U.S.C. § 1251 et seq.
- b. The contractor agrees to report each violation to the City of Cocoa and understands and agrees that the City of Cocoa will, in turn, report each violation as required to assure notification to the Florida Division of Emergency Management, Federal Emergency Management Agency (FEMA), and the appropriate Environmental Protection Agency Regional Office.
- c. The contractor agrees to include these requirements in each subcontract exceeding \$150,000 financed in whole or in part with federal assistance provided by FEMA.

**8. Suspension and Debarment**

- a. This contract is a covered transaction for purposes of 2 C.F.R. pt. 180 and 2 C.F.R. pt. 3000. As such the contractor is required to verify that none of the contractor, its principals (defined at 2 C.F.R. § 180.995), or its affiliates (defined at 2 C.F.R. § 180.905) are excluded (defined at 2 C.F.R. § 180.940) or disqualified (defined at 2 C.F.R. § 180.935).
- b. The contractor must comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C and must include a requirement to comply with these regulations in any lower tier covered transaction it enters into.

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- c. This certification is a material representation of fact relied upon by the City. If it is later determined that the contractor did not comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C, in addition to remedies available to the State of Florida and, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment.
- d. The bidder or proposer agrees to comply with the requirements of 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C while this offer is valid and throughout the period of any contract that may arise from this offer. The bidder or proposer further agrees to include a provision requiring such compliance in its lower tier covered transactions.

**9. Byrd Anti-Lobbying Amendment, 31 U.S.C. § 1352 (as amended)**

- a. Contractors who apply or bid for an award of more than \$100,000 shall file the required certification. Each tier certifies to the tier above that it will not and has not used federally appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, officer or employee of Congress, or an employee of a Member of Congress in connection with obtaining any federal contract, grant, or any other award covered by 31 U.S.C. § 1352. Each tier shall also disclose any lobbying with non-federal funds that takes place in connection with obtaining any federal award. Such disclosures are forwarded from tier to tier up to the recipient who in turn will forward the certification(s) to the federal awarding agency.

**10. PROCUREMENT OF RECOVERED MATERIALS**

- a. In the performance of this contract, the Contractor shall make maximum use of products containing recovered materials that are EPA-designated items unless the product cannot be acquired—
  - i. Competitively within a timeframe providing for compliance with the contract performance schedule;
  - ii. Meeting contract performance requirements; or
  - iii. At a reasonable price.
- b. Information about this requirement, along with the list of EPA designated items, is available at EPA's Comprehensive Procurement guidelines web site, <https://www.epa.gov/smm/comprehensiveprocurement-guideline-cpg-program>.
- c. The Contractor also agrees to comply with all other applicable requirements of Section 6002 of the Solid Waste Disposal Act.

**11. PROHIBITION ON CONTRACTING FOR COVERED TELECOMMUNICATIONS EQUIPMENT OR SERVICES**

- a. Definitions. As used in this clause, the terms backhaul; covered foreign country; covered telecommunications equipment or services; interconnection arrangements; roaming; substantial or essential component; and telecommunications equipment or services have the meaning as defined in FEMA Policy 405-143-1, Prohibitions on Expending FEMA Award Funds for Covered Telecommunications Equipment or Services (Interim), as used in this clause—
- b. Prohibitions.
  - i. Section 889(b) of the John S. McCain National Defense Authorization Act

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for Fiscal Year 2019, Pub. L. No. 115-232, and 2 C.F.R. § 200.216 prohibit the head of an executive agency on or after Aug.13, 2020, from obligating or expending grant, cooperative agreement, loan, or loan guarantee funds on certain telecommunications products or from certain entities for national security reasons.

- ii. Unless an exception in paragraph (c) of this clause applies, the contractor and its subcontractors may not use grant, cooperative agreement, loan, or loan guarantee funds from the Federal Emergency Management Agency to:
  - 1. Procure or obtain any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology of any system;
  - 2. Enter into, extend, or renew a contract to procure or obtain any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology of any system;
  - 3. Enter into, extend, or renew contracts with entities that use covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system; or
  - 4. Provide, as part of its performance of this contract, subcontract, or other contractual instrument, any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system.
- c. *Exceptions.*
  - i. This clause does not prohibit contractors from providing—
    - 1. A service that connects to the facilities of a third-party, such as backhaul, roaming, or interconnection arrangements; or
    - 2. Telecommunications equipment that cannot route or redirect user data traffic or permit visibility into any user data or packets that such equipment transmits or otherwise handles.
  - ii. By necessary implication and regulation, the prohibitions also do not apply to:
    - 1. Covered telecommunications equipment or services that:
      - a. *Are not used* as a substantial or essential component of any system; *and*
      - b. *Are not used* as critical technology of any system.
    - 2. Other telecommunications equipment or services that are not considered covered telecommunications equipment or services.
- d. *Reporting requirement.*
  - i. In the event the contractor identifies covered telecommunications equipment or services used as a substantial or essential component of

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any system, or as critical technology as part of any system, during contract performance, or the contractor is notified of such by a subcontractor at any tier or by any other source, the contractor shall report the information in paragraph (d)(2) of this clause to the recipient or subrecipient, unless elsewhere in this contract are established procedures for reporting the information.

- ii. The Contractor shall report the following information pursuant to paragraph (d)(1) of this clause:
  - 1. Within one business day from the date of such identification or notification: The contract number; the order number(s), if applicable; supplier name; supplier unique entity identifier (if known); supplier Commercial and Government Entity (CAGE) code (if known); brand; model number (original equipment manufacturer number, manufacturer part number, or wholesaler number); item description; and any readily available information about mitigation actions undertaken or recommended.
  - 2. Within 10 business days of submitting the information in paragraph (d)(2)(i) of this clause: Any further available information about mitigation actions undertaken or recommended. In addition, the contractor shall describe the efforts it undertook to prevent use or submission of covered telecommunications equipment or services, and any additional efforts that will be incorporated to prevent future use or submission of covered telecommunications equipment or services.
- e. *Subcontracts.* The Contractor shall insert the substance of this clause, including this paragraph (e), in all subcontracts and other contractual instruments.

**12. DOMESTIC PREFERENCES FOR PROCUREMENTS**

- a. As appropriate, and to the extent consistent with law, the contractor should, to the greatest extent practicable, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States. This includes, but is not limited to iron, aluminum, steel, cement, and other manufactured products. For purposes of this clause:
  - i. Produced in the United States means, for iron and steel products, that all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States.
  - ii. Manufactured products mean items and construction materials composed in whole or in part of non-ferrous metals such as aluminum; plastics and polymer-based products such as polyvinyl chloride pipe; aggregates such as concrete; glass, including optical fiber; and lumber.

**13. Access to Records**

The following access to records requirements apply to this contract:

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(1)The contractor agrees to provide the City, the State of Florida, the FEMA Administrator, the Comptroller General of the United States, or any of their authorized representatives access to any books, documents, papers, and records of the Contractor which are directly pertinent to this contract for the purposes of making audits, examinations, excerpts, and transcriptions.

(2)The Contractor agrees to permit any of the foregoing parties to reproduce by any means whatsoever or to copy excerpts and transcriptions as reasonably needed.

(3)The Contractor agrees to provide the FEMA Administrator or his authorized representatives access to construction or other work sites pertaining to the work being completed under the contract.

**14. DHS Seal, Logo, and Flags**

The Contractor shall not use the DHS seal(s), logos, crests, or reproductions of flags or likenesses of DHS agency officials without specific FEMA preapproval.

**15. Compliance with Federal Law, Regulations, and Executive Orders**

This is an acknowledgement that FEMA financial assistance will be used to fund the contract only. The Contractor will comply with all applicable federal law, regulations, executive orders, FEMA policies, procedures, and directives.

**16. No Obligation by Federal Government**

The Federal Government is not a party to this contract and is not subject to any obligations or liabilities to the non-Federal entity, contractor, or any other party pertaining to any matter resulting from the contract.

**17. Program Fraud and False or Fraudulent Statements or Related Acts**

The Contractor acknowledges that 31 U.S.C. Chap. 38 (Administrative Remedies for False Claims and Statements) applies to the Contractor's actions pertaining to this contract. *Byrd Anti-Lobbying Amendment*

Contractors who apply or bid for an award of \$100,000 or more shall file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant, or any other award covered by 31 U.S.C. § 1352. Each tier shall also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the recipient.

**APPENDIX A, 44 C.F.R. PART 18 – CERTIFICATION REGARDING LOBBYING  
Certification for Contracts, Grants, Loans, and Cooperative Agreements**

(To be submitted with each bid or offer exceeding \$100,000)

The undersigned [Contractor] certifies, to the best of his or her knowledge, that:

1.No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering

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into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

2.If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

3.The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31, U.S.C. § 1352 (as amended by the Lobbying Disclosure Act of 1995). Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The Contractor, CHA Consulting, Inc., certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. § 3801 et seq., apply to this certification and disclosure, if any.



Signature of Contractor's Authorized Official

Michael A. Platt, General Counsel and Executive Vice President  
Name and Title of Contractor's Authorized Official

March 20, 2023  
Date

**18. Affirmative Socioeconomic Steps**

If subcontracts are to be let, the prime contractor is required to take all necessary steps identified in 2 C.F.R. § 200.321(b)(1)-(5) to ensure that small and minority businesses, women's business enterprises, and labor surplus area firms are used when possible.

**19. Copyright and Data Rights- Not applicable**

~~The Contractor grants to the CITY OF COCOA a paid-up, royalty free, nonexclusive, irrevocable, worldwide license in data first produced in the performance of this contract to reproduce, publish, or otherwise use, including prepare derivative works, distribute copies to the public, and perform publicly and display publicly such data. For data required by the contract but not first produced in the performance of this contract, the Contractor will identify such data and grant to the CITY OF COCOA or acquires on its behalf a license of the same scope as for data first produced in the performance of this contract. Data, as used herein, shall include any work subject to copyright under 17 U.S.C. § 102, for example, any written reports or literary works, software and/or source code, music, choreography,~~

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pictures or images, graphics, sculptures, videos, motion pictures or other audiovisual works, sound and/or video recordings, and architectural works. Upon or before the completion of this contract, the Contractor will deliver to the CITY OF COCOA first produced in the performance of this contract and data required by the contract but not first produced in the performance of this contract in formats acceptable by the CITY OF COCOA.



Authorized Signature

March 20, 2023

Date

Michael A. Platt

Name of Respondent

General Counsel and Executive Vice President

Title

# Flow Down of Terms and Conditions from the Federal Regulations and/or Grant Agreement

CITY OF COCOA  
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## Flow down of Terms and Conditions from the Federal Regulations and/or Grant Agreement

Subcontracts: If the Bidder subcontracts any portion of the work under this Agreement, a copy of the signed subcontract must be available to the City of Cocoa for review and approval. The bidder agrees to include in the subcontract that:

- A. The subcontractor is bound by the terms of this Agreement;
- B. The subcontractor is bound by all applicable state and federal laws and regulations; and
- C. The subcontractor shall hold the City of Cocoa, grant recipient and granting agency harmless against all claims of whatever nature arising out of the subcontractor's performance of work under this Agreement, to the extent allowed and required by law.

### Grant Conditions and Federal Provisions

On behalf of the Bidder, I acknowledge, and agree to perform all of the specifications and grant requirements identified in this solicitation document(s).

By the signature(s) below, I/we, the undersigned, as authorized signatory to commit the firm, certify that the information as provided in the FEMA RIDER, acknowledge, and agree to perform all of the specifications and grant requirements identified in this solicitation document(s) and subsequent awarded Agreement as a result of this solicitation process should I be the successful Respondant.

Respondant/Contractor\_Name: CHA Consulting, Inc.

Mailing\_Address: 927 New Haven Avenue, Suite 206, Melbourne, FL 32901

Telephone\_Number: 321.345.1760 E-mail Address: KMazana@chacompanies.com

FEIN: 16-0966259 DUNS: 118240694 CAGE Code: 4M848 As issued through [www.fain.gov](http://www.fain.gov)

  
Authorized Signature March 20, 2023  
Date

Michael A. Platt  
Name of Respondent

General Counsel and Executive Vice President  
Title

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**BUSINESS REFERENCE LIST**

The firm shall provide a minimum of three (3) business related references for which they are currently providing, or have provided within the last ten (10) years, engineering services similar to the scope of services required by this RFQ.

1. Company Name City of Melbourne  
Contact Name and Title Jennifer Spagnoli, PE, Assistant Public Works and Utilities Director  
Address 900 E Strawbridge Avenue, Melbourne, FL 32901  
Phone Number 321.608.5000  
Duration of Contract or business relationship Ongoing since 2018  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. Company Name South Seminole and North Orange County Wastewater Transmission Authority (SSNOCWTA)  
Contact Name and Title Ed Gil de Rubio, Director  
Address 410 Lake Howell Road, Maitland, FL 32751-5907  
Phone Number 407.628.3419  
Duration of Contract or business relationship Ongoing since 2009  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. Name Orange County Utilities  
Contact Name and Title Mark Ikeler, PE, Chief Engineer  
Address 9150 Curry Ford Road, Orlando, FL 32825  
Phone Number 407.254.9705  
Duration of Contract or business relationship Ongoing since 2009  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

# Copy of Business Licenses

CHA Consulting, Inc.



HOME CONTACT US MY ACCOUNT

11:01:12 AM 6/23/2022

### ONLINE SERVICES

- Apply for a License
- Verify a Licensee
- View Food & Lodging Inspections
- File a Complaint
- Continuing Education Course Search
- View Application Status
- Find Exam Information
- Unlicensed Activity Search
- AB&T Delinquent Invoice & Activity List Search

### LICENSEE DETAILS

#### Licensee Information

Name:	CHA CONSULTING, INC. (Primary Name)
Main Address:	575 BROADWAY ALBANY New York 12207
County:	OUT OF STATE

#### License Information

License Type:	Registry
Rank:	Registry
License Number:	28386
Status:	Current
Licensure Date:	01/29/2009
Expires:	

**Note:** FDBPR stopped issuing certificates in 2020. CHA's license number is 28386.

**CHA Consulting, Inc. is active and in good standing with the Florida Department of State under document number F08000004937.**

## State of Florida Department of State

I certify from the records of this office that CHA CONSULTING, INC. is a New York corporation authorized to transact business in the State of Florida, qualified on November 17, 2008.

The document number of this corporation is F08000004937.

I further certify that said corporation has paid all fees due this office through December 31, 2022, that its most recent annual report/uniform business report was filed on January 10, 2022, 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 January, 2022*



*Randi Rife*  
Secretary of State

Tracking Number: 1892863710CC

To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.  
<https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication>

# Sample Certificate of Insurance



CHAHOLDING

MCALLAHAN

## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
7/27/2022

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

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

<b>PRODUCER</b> Ames & Gough 859 Willard Street Suite 320 Quincy, MA 02169	<b>CONTACT NAME:</b> PHONE (A/C, No, Ext): <b>(617) 328-6555</b> FAX (A/C, No): <b>(617) 328-6888</b>	
	<b>E-MAIL ADDRESS:</b> <b>boston@amesgough.com</b>	
<b>INSURED</b>  CHA Consulting, Inc. 575 Broadway Albany, NY 12207	<b>INSURER(S) AFFORDING COVERAGE</b> <b>NAIC #</b>	
	INSURER A : <b>Phoenix Insurance Company A++, XV</b> <b>25623</b>	
	INSURER B : <b>Travelers Indemnity Company, A++, XV</b> <b>25658</b>	
	INSURER C : <b>Travelers Casualty Insurance Company of Americ</b> <b>19046</b>	
	INSURER D : <b>Berkshire Hathaway Specialty Insurance Company</b> <b>22276</b>	
	INSURER E : INSURER F :	

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

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR			630-7E170386	8/1/2022	8/1/2023	EACH OCCURRENCE \$ <b>1,000,000</b>
							DAMAGE TO RENTED PREMISES (Ea occurrence) \$ <b>500,000</b>
							MED EXP (Any one person) \$ <b>15,000</b>
							PERSONAL & ADV INJURY \$ <b>1,000,000</b>
							GENERAL AGGREGATE \$ <b>2,000,000</b>
							PRODUCTS - COMP/OP AGG \$ <b>2,000,000</b>
							\$
	GEN'L AGGREGATE LIMIT APPLIES PER:						
		POLICY <input checked="" type="checkbox"/>	PRO-JECT <input checked="" type="checkbox"/>	LOC <input checked="" type="checkbox"/>			
	OTHER:						
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY			810-4S407410	8/1/2022	8/1/2023	COMBINED SINGLE LIMIT (Ea accident) \$ <b>1,000,000</b>
							BODILY INJURY (Per person) \$
							BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
							\$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB			CUP-4S539836	8/1/2022	8/1/2023	EACH OCCURRENCE \$ <b>10,000,000</b>
							AGGREGATE \$ <b>10,000,000</b>
							\$
							DED <input checked="" type="checkbox"/> RETENTION \$ <b>10,000</b>
C	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y <input checked="" type="checkbox"/> N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		UB-4S429322	8/1/2022	8/1/2023	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER
							E.L. EACH ACCIDENT \$ <b>1,000,000</b>
							E.L. DISEASE - EA EMPLOYEE \$ <b>1,000,000</b>
							E.L. DISEASE - POLICY LIMIT \$ <b>1,000,000</b>
D	<input checked="" type="checkbox"/> Professional Liab			47-EPP-308429-04	8/1/2022	8/1/2023	Per Claim <b>6,000,000</b>
				47-EPP-308429-04	8/1/2022	8/1/2023	Aggregate <b>10,000,000</b>

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
 If AI box is checked, GL Endorsement Form #CGD604, Auto AI #CAT499 to the extent provided therein applies and all coverages are in accordance with the policy terms and conditions.

Evidence of Coverage. The A&E Professional Liability policy listed above includes Pollution Liability coverage.

<b>CERTIFICATE HOLDER</b>  CHA Consulting, Inc. - Melbourne, FL 927 New Haven Ave. Suite 206 Melbourne, FL 32901	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE <i>Gared Maxwell</i>
---	--

ACORD 25 (2016/03)

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## Minority Business Enterprise Certification

CHA is not a certified minority business enterprise (MBE), woman-owned business enterprise (WBE), small business enterprise (SBE), or other recognized disadvantaged business enterprise (DBE); However, we work with local DBE firms whenever possible and have a strong history of meeting contractual requirements and goals, with respect to the level of utilization of such firms. **We make an affirmative declaration to make a good faith effort to incorporate such firms into this contract.**

Our team includes the following DBE subconsultant, selected for their DBE status and their particular expertise in disciplines necessary to complete projects that may arise under this contract successfully.

- **ECHO UES, Inc. (MBE) | Survey/SUE**

CHA is an Equal Employment Opportunity (EEO) employer, and will work to meet minority business participation goals.



ECHO UES, Inc. (Survey/SUE)

