



ORIGINAL

RFP 2024000098

January 30, 2024

Construction Manager at Risk

William R. Gaines Jr. Veterans Memorial Park & G.C. Herring Park

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January 30, 2024



Senior Division Manager – Purchasing
Charlotte County Administration Complex
18500 Murdock Circle, Suite 344
Port Charlotte, FL 33948

Re: RFP No. 2024000098 - Construction Manager at Risk - William R. Gaines Jr. Veterans Memorial Park and G.C. Herring Park

Dear Selection Committee Members,

Thank you for the opportunity to provide our team's qualifications for these park projects. Although our team has built countless park projects for various municipalities, the William R. Gaines Jr. Veterans Memorial Park is different. William dedicated his life to his family and truly believed in serving as a Marine in Beirut. The honor and sacrifice that William gave to his country was incredible and we can only hope to have the privilege of building this memorial park in his name. We were honored to serve as your Construction Manager on the first renovations to the William R. Gaines Jr. Veterans Memorial Park in 2020.

The team we have hand selected for this project is our A team. This group has built several parks together, including the first phase of the William R. Gaines Jr. Veterans Memorial Park, and mitigated any obstacles that came along during the preconstruction and construction process. In fact, we ask you to consider the following advantages of using Jon F. Swift Construction for this project:

Charlotte County Experience

Our team continues to provide excellent Construction Manager at Risk services for Charlotte County, specifically on park projects. We have successfully renovated four park projects for the County and are currently servicing the County on Hurricane Ian mitigation projects.

Park Construction Experience

Siesta Beach was one of the largest and most publicly scrutinized park projects completed on the gulf coast. Not only were we able to keep the park operational every day during construction, but we accommodated all large scale signature events - Crystal Classic and 4th of July - to ensure operations of the park were minimally impacted. In fact, Siesta Beach was ranked #1 Beach in the United States *while* we were under construction!

Occupied Construction Site Experience

Nearly every job our company performs is on an occupied campus or site. In fact, 85% of our projects are occupied! Our team takes the necessary steps, even if it's above and beyond what is expected, to create a safe work space and a safe area for the public during construction.

The second phase of the William R. Gaines Jr. Veterans Memorial Park and addition of the renovations at G.C. Herring Park are exciting projects. We want to be your construction manager to help make your vision a reality. Given the opportunity, I personally promise that we will do everything we can to make this project a success. Thank you again for the opportunity and we look forward to hearing from you soon.

Sincerely,

A handwritten signature in blue ink, appearing to read "J. F. Swift", is written over a light blue horizontal line.

Jason F. Swift, President
Jon F. Swift Construction

OUR HISTORY

In 1979 Jon F. Swift Construction was born. Jon F. Swift founded the company under the premise of providing quality construction in the commercial market. Our company's first client was the School Board of Sarasota County and they are still a client today—44 years later. Currently, Jason F. Swift, Jon's son serves as the President of Jon F. Swift Construction and Jon is the company's CEO. Additionally, Jonathan Swift, Jason's brother is a Project Superintendent. We are truly a multi-generational company. Jon F. Swift Construction has completed projects from as small as a few hundred dollars, to as large as the \$40 million Legacy Trail Extension project.



OUR LOCAL EXPERTISE

As a leader in the commercial construction industry, we have completed a variety of projects in the Charlotte, Sarasota and Manatee area over the past 44 years. We specialize in three methods of commercial construction: Construction Management, Design/Build and General Contracting or hard bid.

In addition, we have successfully completed a wide variety of projects including:

- Parks
- New Construction
- Renovations/Remodels
- Build-outs
- Streetscapes
- Large Utility Infrastructure

We specialize in working with our clients throughout the construction project, from start to finish, to ensure the building is built to the highest quality. Our unofficial company motto is, **"We say what we're going to do and do what we say."** We pride ourselves on the level of service we provide and the satisfaction of our clients.

PROPOSED TEAM

BACKGROUND OF THE PERSONNEL

The team we have assembled for the William R. Gaines Jr. Veterans Memorial Park and G.C. Herring Park projects brings extensive experience in the Construction Management at Risk process, in addition our proposed staff brings previous site specific experience on both William R. Gaines Jr. Veterans Memorial and G.C. Herring Park. We have outlined the background of each individual in a summary below.

1. PROJECT MANAGER



ROSS RUSSO
VICE PRESIDENT +
PROJECT MANAGER

Ross Russo will serve as Project Manager for the William R. Gaines Jr. Veterans Memorial Park and G.C. Herring Park projects and will be the main point of contact. As Project Manager and main point of contact, Ross will be responsible for providing daily leadership to the project team and for the successful completion of all preconstruction and construction phases of the project. He will manage the AOC construction meetings, develop schedules, perform constructability reviews, value engineering and site logistics. During construction he will lead all quality control, cost control, change orders and close-out processes. **Ross completed both Phase I of the William R. Gaines Jr. Veterans Memorial Park along with Hurricane Ian repairs at G.C. Herring Park for Charlotte County.**

2. OTHER KEY PERSONNEL



ZACHARY HOLLADAY
ASSISTANT PROJECT MANAGER

As Assistant Project Manager, Zachary is responsible for facilitating subcontractor meetings, creating and distributing weekly owner and subcontractor meeting minutes, completing submittal reviews for compliance, RFI tracking, facilitating MEP coordination meetings, communicating directly with the project design team, compiling operations/maintenance manuals, coordinating and tracking material deliveries. **He served as Assistant Project Manager on Phase I of the William R. Gaines Jr. Veterans Memorial Park project along with Hurricane Ian repairs at G.C. Herring Park for Charlotte**

PROPOSED TEAM



JONATHAN SWIFT
SUPERINTENDENT

Jonathan will serve as the Superintendent for William R. Gaines Jr. Veterans Memorial Park. As Superintendent he will be responsible for the supervision of all on-site activities, including the coordination of the project field staff, all subcontractors, and field construction activities. Jonathan will provide an overview of schedule, safety, quality control, compliance issues and supervisory review of all on-site construction. **Jonathan served as Superintendent for Phase I of the William R. Gaines Jr. Veterans Memorial Park project for Charlotte County.**



CHUCK BEAHRS
SUPERINTENDENT

Chuck will serve as the Superintendent for G.C. Herring Park. He will be responsible for the supervision of all on-site activities, including the coordination of the project field staff, all subcontractors, and field construction activities. Chuck will provide an overview of schedule, safety, quality control, compliance issues and supervisory review of all on-site construction. **Chuck is a longtime Charlotte County resident and recently worked on the Hurricane Ian repairs at G.C. Herring Park.** Chuck is also a resident of Englewood and lives within 5 miles of the project site.



ANDREA VARGAS
PROJECT COORDINATOR

As Project Coordinator, Andrea will be responsible for assisting the project team in whatever they need. Her main focus areas will be scheduling, subcontractor payment processing, insurance compliance, as well as administrative assistance to Ross and Zach with all contract administration, project documentation, reports, project accounting and accounts receivables.

3. CONSULTANTS

Jon F. Swift Construction will be the prime contractor and will have no consultants on our project team.

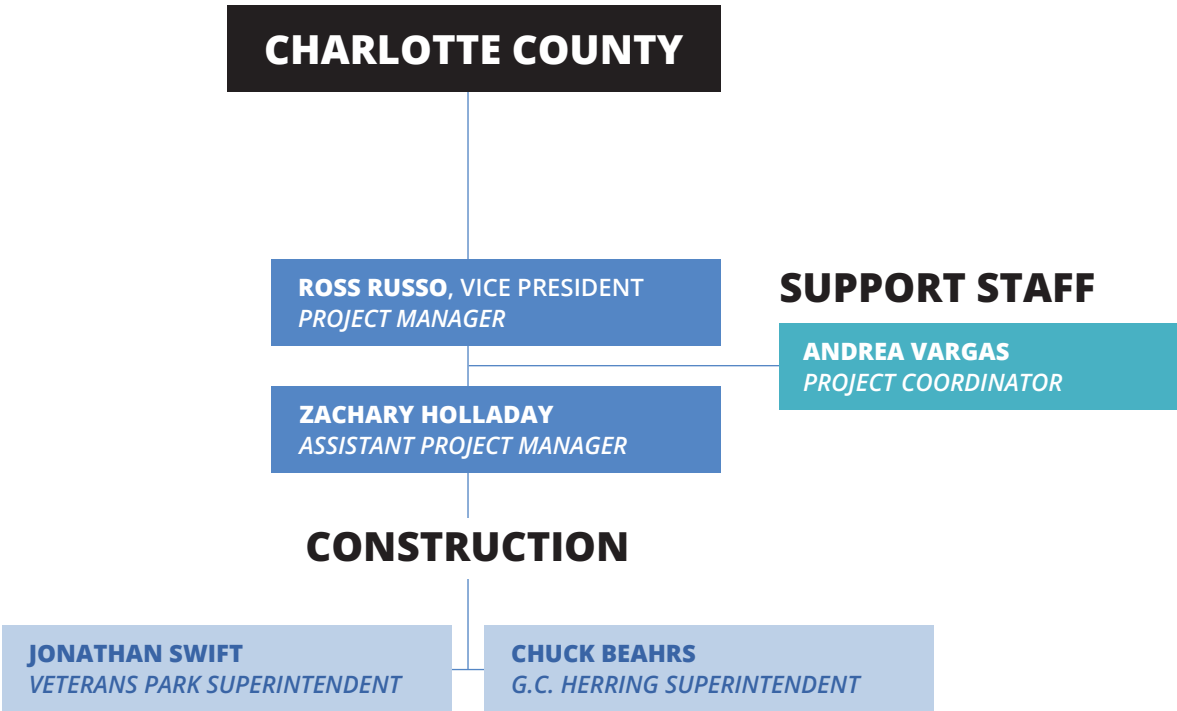
4. STAFFING LEVELS + POSITIONS PROPOSED

This proposed team has proven experience on municipal park projects and are well versed on successfully completing projects through the Construction Management at Risk (CMAR) method. Our similar experience includes completing projects with Charlotte County. Team resumes containing detailed information for each individual can be found in Tab II, Proposed Management Plan. The Project Manager identified will not be substituted without the express permission of Charlotte County Facilities.

PROPOSED TEAM

TEAM ORGANIZATIONAL CHART









Jon F. Swift Construction has provided the chart below, which depicts our staff assigned to the William R. Gaines Jr. Veterans Memorial Park and G.C. Herring Park. Each staff member has been selected based on their technical expertise, park experience and availability for this project. Our proposed Project Manager, Ross Russo will serve as your single point of contact throughout the duration of these projects.



PROPOSED MANAGEMENT PLAN

A. TEAM ORGANIZATION

Our team's Project Manager, Ross Russo, will lead both pre-construction and construction phases. Unlike our competition, our team provides Charlotte County one point of contact, no matter the phase of design or construction. We feel this creates consistency and ensures there are no confusing hand-off meetings that could lose imperative information about the project. Please refer to the chart below for the outline of our team during the pre-construction and construction phase.

NAME + ROLE	PRECONSTRUCTION PHASE	CONSTRUCTION PHASE
ROSS RUSSO Project Manager		
ZACHARY HOLLADAY Assistant Project Manager		
JONATHAN SWIFT Superintendent		
CHUCK BEAHRS Superintendent	As Needed	
ANDREA VARGAS Project Coordinator	As Needed	

B. RESUMES



ROSS RUSSO

VICE PRESIDENT/PROJECT MANAGER

Ross serves as the company's Vice President and also manages projects as a Project Manager for Jon F. Swift Construction. Having two roles allows for him to make on-the-spot decisions for his projects.

For this park project, he will be Charlotte County's main point of contact throughout the entire project from preconstruction through construction and closeout. This prevents any disconnect through hand off meetings or various departments. Ross will not be substituted without the express permission of the County.

Ross is currently managing the West County Hurricane Recovery for Charlotte County and brings experience from 23 park projects in Charlotte, Manatee & Sarasota County, as well as site specific project experience on both G.C. Herring and William R Gaines Jr. Veterans Memorial parks...

EDUCATION

Bachelor of Building Construction
University of Florida
Gainesville, FL

REGISTRATIONS/LICENSES

OSHA 30 Hour Certification
LEED® Accredited Professional BD+C®

AFFILIATIONS

USGBC FL Gulf Coast Chapter
*Member, Founding Board Member
and Past Chair 2014, Myakka River Branch*

Rotary Club of East Manatee
Past President 2011-2013

Rotary District 6960
*Polio Coordinator &
TRF Grant Review Committee Member*

Gulf Coast Builders Exchange
Member

EXPERIENCE

42 years in Construction
Jon F. Swift Construction – 18 years

PROJECT NAME	VALUE
William Gaines Veterans Park - Phase I <i>Renovation</i>	\$2,050,000
Charlotte County 3 Park Renovations <i>Harold Park, South County & Tringali</i>	\$3,380,000
Legacy Trail Extension <i>New Trail and Park Construction</i>	\$40,000,000
Siesta Beach Park Improvements <i>30 AC/ 19,000 sf</i>	\$17,500,000
Bayfront Park – Longboat Key <i>Renovation</i>	\$3,500,000
Longboat Key Town Center - Longboat Key <i>New Const.</i>	\$2,227,368
Venice North Pier & Beach Pavilion <i>Renovation</i>	\$3,490,000
Robert L. Taylor Community Complex Turf Field <i>Renovation</i>	\$2,100,000
Narramore Sports Complex <i>New Construction</i>	\$2,040,000
Garden of the Five Senses <i>New Construction</i>	\$1,400,000



ZACHARY HOLLADAY

ASSISTANT PROJECT MANAGER

Zachary will serve as the Assistant Project Manager for this project and will work with Ross to manage both the preconstruction and construction phases. His background in estimating and the local subcontractor market will be advantageous during preconstruction while his field knowledge and experience will aid during construction.

Zach is currently working with Ross and Andrea to manage the West County Hurricane Recovery for Charlotte County. Zach brings experience from various park projects, as well as site specific project experience on both G.C. Herring and William R Gaines Jr. Veterans Memorial parks..

EDUCATION

MBA - Construction Management
Everglades University
Sarasota, FL

B.S. - Psychology
University of Florida
Gainesville, FL

REGISTRATIONS/LICENSES

OSHA 30 Hour Certified

EXPERIENCE

Jon F. Swift Construction – 8 years

PROJECT NAME

VALUE

William Gaines Veterans Park - Phase I <i>Renovation</i>	\$2,050,000
Charlotte County 3 Park Renovations <i>Harold Park, South County & Tringali</i>	\$3,380,000
Legacy Trail Extension <i>New Trail and Park Construction</i>	\$40,000,000
Siesta Beach Park Improvements <i>30 AC/ 19,000 sf</i>	\$17,500,000
Bayfront Park – Longboat Key <i>Renovation</i>	\$3,500,000
Longboat Key Fire Station 91 and 92 <i>New Construction</i>	\$5,600,000
Karon Family Pavilion - Longboat Key <i>New Construction</i>	\$2,227,368



JONATHAN SWIFT SUPERINTENDENT

As General Superintendent, Jonathan will supervise all field activities, including the coordination of all subcontractors and field construction at Williams R. Gaines Jr. Veterans Memorial Phase for Phase II. He will also be responsible for job site safety, and quality control. Jonathan will ensure that all work is in compliance with the contract documents and will serve as the primary contact with local building officials.

Jonathan has managed several park renovation projects for Charlotte County and has worked successfully with Ross and Zach on both the Siesta Beach Park Improvements and Bayfront Park projects.

Jonathan also served as the Superintendent for the William R. Gaines Jr. Veterans Memorial Park Improvements which gives him intimate knowledge of this site.

- EDUCATION**
A.A., Manatee Community College
- REGISTRATIONS/LICENSES**
OSHA 30-Hour

CPR Certified
- EXPERIENCE**
Jon F. Swift Construction - 27 years

PROJECT NAME	VALUE
William Gaines Veterans Park - Phase I <i>Renovation</i>	\$2,050,000
Charlotte County 3 Park Renovations <i>Harold Park, South County & Tringali</i>	\$3,380,000
Legacy Trail Extension <i>New Trail and Park Construction</i>	\$40,000,000
Siesta Beach Park Improvements 30 AC/ 19,000 sf	\$17,500,000
Bayfront Park, Longboat Key, FL <i>New Construction</i>	\$3,500,000
Atwater Elementary School, Sarasota, FL <i>New Construction</i>	\$19,550,000
Venice North Pier & Beach Pavilion, Sarasota, FL	\$3,490,000
Bayfront Multi-Use Recreational Trail, Sarasota, FL	\$1,095,000



CHUCK BEAHRS

SUPERINTENDENT

As Superintendent for the G.C. Herring Park, Chuck will oversee the day-to-day management of the project and field coordination of the trade subcontractors directly on the site. His main focus will be to complete the project to the design specifications - on time. Chuck will be scheduling the subcontractors on a weekly and monthly basis, as well as mitigating any issues that may arise in the field with Zach and Ross.

Chuck is currently serving as the Superintendent for the West County Hurricane Ian Recovery project which gives him intimate knowledge of the G.C. Herring Park site.

Chuck has lived in Charlotte County for over 10 years. His house is less than 5 miles from the G.C. Herring Park.

EDUCATION

Lincolnview High School
Van Wert, OH

REGISTRATIONS/LICENSES

OSHA 30 Hour Certification

CPR Certified

EXPERIENCE

United States Marine Corps 1987-1990
Honorable Discharge

10 years in construction
Jon F. Swift Construction – 1 year

PROJECT NAME

Legacy Trail Extension *New Trail and Park Construction*
Hurricane Ian Repairs - Charlotte County *Repairs*
Bayhaven School of Basics Plus *Art building renovation*
Bayhaven School of Basics Plus *Admin building exterior remodeling*
Oak Park School Building 10 *Renovation*
Oak Park School Sensory Garden *New Construction*
Heron Creek Middle School Hurricane Repairs *Renovation*
Heron Creek Middle School *Reroof Buildings 1&2*
North Port High School Construction Lab *Renovation*
The Bay Park Improvements *Renovation*
Fellowship Church of Englewood *New Construction*



ANDREA VARGAS

PROJECT COORDINATOR

Andrea will serve Charlotte County as our team's Project Coordinator. She will be responsible for supporting Ross and Zach through project administration duties including meeting minutes, subcontractor pay applications, accounts receivable, etc. Andrea brings extensive forensic accounting experience to our team which will assist the County with any reporting needs for grant funding of this project.

Andrea is currently serving as the Project Coordinator for the West County Hurricane Ian Recovery project which gives her experience working with Charlotte County on projects.

EDUCATION

Universidad Autonoma de Colombia
Bogota, Columbia

REGISTRATIONS/LICENSES

CPR Certified

EXPERIENCE

10 years in construction
Jon F. Swift Construction – 2 years

PROJECT NAME

Legacy Trail Extension *New Trail and Park Construction*

Hurricane Ian Repairs - Charlotte County *Repairs*

Longboat Key Town Center - Longboat Key *New Construction*

Manatee High School *Artificial Turf Installation*

Palmetto High School *Artificial Turf Installation*

Describe previous projects the team worked on together

Every team member has experience working with and for Charlotte County on the actual project sites associated with this RFP along with local relevant park building experience throughout Charlotte, Manatee and Sarasota Counties.

This team has collaborative experience:

- Managing a streamlined recreation/park construction project for Charlotte County
- Working on an occupied park and recreation site
- Working on new park projects
- Permitting park projects
- Working in a coastal environment
- Working on historical recreation facilities on park projects

For projects similar in size and scope, see individual project informational profiles for more detailed information in **Section VII - Examples of Recently Accomplished Similar Projects**.

Relevant work history with government facilities

Over the past 44 years, Jon F Swift Construction has intensionally focused our expertize on local government projects. In fact, 75% of our company has been government protects for the following clients. We have listed some references below from projects of size and scope.

- Charlotte County
- City of Bradenton
- City of North Port
- City of Venice
- Manatee County
- Manatee County School Board
- Sarasota County
- Sarasota County School Board
- Town of Longboat Key

REFERENCES

Project Name	Reference	Client	Contact
William R. Gaines Jr. - Veteran's Park	Travis Perdue	Charlotte County	941-764-4130
West County Hurricane Repairs	Justin Dunn	Charlotte County	941-764-4130
The Bay Park*	A.G. Lafley	The Bay Conservancy	513-910-3217
Siesta Beach Park Improvements	Brad Gaubatz	Sarasota County	941-861-0853

**Project was a public/private partnership.*

06.13.16

Charlotte County Selection Committee
18500 Murdock Circle,
Port Charlotte, FL 33948

Ladies and Gentlemen of the Charlotte County Selection Committee:

As Principal for Sweet Sparkman Architects, I would like to offer my recommendation for Jon F. Swift Construction. Sweet Sparkman Architects has just completed \$17.5 million Siesta Key Beach Park Improvement project with Jon F. Swift Construction. The project has been heralded as a success by both the client, Sarasota County Parks and Recreation, and the public.

In addition to the Siesta Key Beach Park Improvement project, our firm has worked with Jon F. Swift Construction on the renovation and expansion of several school-related projects including a new \$6.8 million classroom wing at the Fruitville Elementary School. All of these projects were successfully delivered using the Construction Management method of project delivery. Sweet Sparkman Architects can confirm that our experience with Jon F. Swift Construction has been, consistently, of a high level of professional service.

In summary, Jon F. Swift Construction will be an excellent choice for any construction project that demands a high level of service and quality. We are pleased to offer this letter of recommendation for Jon F. Swift Construction. Please feel free to contact our firm if we can be of any other service.

Sincerely yours,
Sweet Sparkman Architects, Inc.



Todd M. Sweet, AIA, LEED AP
Principal



June 11, 2016

Charlotte County Selection Committee
18500 Murdock Circle
Port Charlotte, FL 33948

Dear Charlotte County Selection Committee,

I am writing this letter to highlight the excellent work that Jon F. Swift Construction, Inc. completed at Siesta Beach. The purpose of the Siesta Beach Improvements Project was to improve outdated facilities and expand recreational opportunities. The improvements included expanded parking, renovated and expanded restrooms, relocated tennis courts, additional gazebos, a new maintenance complex, improved and expanded concessions, updated playground and family picnic facilities, a pedestrian esplanade (15' wide pedestrian walkway through the park), enhanced native landscaping, and enhanced parking lot lighting.

I would specifically like to emphasize that:

- Through all phase of the project, the park remained open. All casual beach-goers were able to enjoy the park and all major events were able to take place over the two year period.
- The skill of Swift's team to value engineer and manage the budget allowed for most of the scheduled project alternates to be added to the project scope of work.
- Trip Advisor rated Siesta Beach the #1 beach in the nation during construction which is an incredible testament of their skill and dedication to providing an enjoyable user experience.

I resoundingly endorse Jon F. Swift Construction, Inc. for any future project. If you have any further questions please do not hesitate to contact me.

Sincerely,

**Carolyn
Brown**

Carolyn Brown

Director

Sarasota County Parks, Recreation and Natural Resources

Digitally signed by
Carolyn Brown
Date: 2016.06.11
10:04:52 -04'00'

Describe experience with Public Parks specific to these projects

Because of our previous work experience on the William R. Gaines Jr. Veterans Memorial and G.C. Herring Park sites we already have intimate knowledge for the project site. We have existing as-built drawings identifying utilities, stormwater conveyance and other site improvements. We also have established relationships with the vendors and subcontractors who installed the past site improvements, because we performed some of this work for you. Additionally, we specialize in park construction and bring a large portfolio of park projects along with our lessons learned. Our extensive experience will ensure that the new courts will be properly oriented on each site and that the different courts surfaces (concrete vs asphalt) are fully considered as value management options. We also have worked with the predominant state approved playground vendors and will assist the design consultants with playground shade and surfacing options to facilitate decisions during the early design meetings.

Working With Designers to Keep Project on Budget

For 44 years our company has worked with design teams successfully. Our clients rely upon us to work with a design team to ultimately meet three goals: vision, budget and schedule.

During preconstruction is where our team's expertise will be invaluable to assist with keeping a project on budget. Estimates at every stage of design help the design team, owner and construction manager understand the constraints of the project and where adjustments need to be made. Inflation in the construction industry for the past several years has caused our team to have to do real-time estimating with our subcontractors versus solely relying on historical costs for budget estimates. This has been a big shift in our process, but also will give owners a realistic view of the costs in real-time.

In today's market, we are also forced to streamline standard sourcing practices by making commitments to materials and equipment early in the design process due to the current supply chain demand issues. By working together with Charlotte County staff and the design consultants, along with key subcontractors, we will confirm current market trends and risks for potential cost increases to materials and equipment. Through early procurement of materials, we can package owner direct material and equipment purchases to obtain tax savings and ensure that potential cost escalations can be controlled to the greatest amount possible by locking in the at-risk material costs and avoiding the next anticipated price increase.

Another successful example of our team's ability to work with designers to keep the budget on track was the Siesta Beach Improvements Project for Sarasota County. The design team had grand visions for the #1 public beach in the U.S. which were developed as Alternates during preconstruction and then ranked by Sarasota County for priority. Our team then, sequenced the alternates into our CPM schedule to establish the drop dead "go-no-go" decision deadlines. Ultimately, this strategy, allowed 7 of the 8 alternates to be incorporated into the project without any additional impact to the overall project budget.



Schedule Control

Jon F. Swift Construction utilizes the industry standard scheduling program Microsoft Project for all of its Critical Path Method Scheduling. Project is compatible with the Microsoft Office suite of programs and is utilized by most owners and design consultants, ensuring interoperability and easy sharing of information throughout the course of the project.

Proper scheduling is critical during preconstruction to ensure that the design consultants stay on track. **We will develop a master schedule for the project that includes both the preconstruction and construction phases of the project.** The schedule will coordinate milestones for remaining design phase submissions, permitting and site plan approvals, long-lead materials and construction time frames.

All of these activities are linked to each other through built-in schedule logic. The schedule is reviewed at each progress meeting during design to ensure that all parties are held accountable for their individual responsibilities. As the project moves toward the construction phase, we will develop and refine a detailed schedule for all of the construction activities associated with the project.

We distribute the schedule to all subcontractors with the bid documents so that the expectations are clear up front and we get “buy-in” on the project plan before work ever begins. This also allows subcontractors to bid the project more competitively when they can plan a definite time frame for their material procurement and mobilization dates.

Once the project moves into construction, our Project Manager and Superintendents will review and discuss the progress of the job on a daily basis. Our review will incorporate what has been completed in the past week, as well as a look ahead of what needs to be done in the next two weeks. If there are any phases of the work that are behind schedule, a plan will be made as to how to get back on schedule.

Our team is familiar with milestones specific to Charlotte County and these will be accounted for in our project schedule for this park project:

- Board of County Commissioners approval of the Construction Manager’s contract
- County staff reviews of design documents and budget estimates at design milestones
- County site plan approval process
- Board of County Commissioners approval Guaranteed Maximum Price (GMP)

It’s important to have input from all parties on our schedule.
We have a mutual goal that we all will meet together.

SCHEDULE GOES HERE

What techniques are planned assuring schedule is met?

Working on site at Veterans Park, as well as on over 40 local parks and in the local construction industry for the past 44 years, we have a vast amount of historical experience and data to help generate an overall schedule for this project. Our Superintendents will also create a **3-week look ahead schedule** to ensure all activities are thoroughly planned and vetted before the subcontractors show up on site. This schedule includes more detailed breakdown and confirms materials are on-site or due on-site in order to accomplish the work goals. This schedule is developed with the subcontractors input during the weekly Subcontractor Coordination Meeting. An example of this type of schedule can be found below that our team recently completed.

Five Week Look Ahead Schedule

The Bay - Phase 1

Notes:

****Green highlighted items are in the process of being confirmed****

Insert more activity rows as needed by copying the existing, and delete unused rows

ION F. SWIFT

CONSTRUCTION

Enter Date of First Monday: 5/9/22

Schedule End Date: 5/12/22

Date Prepared: 5/12/22

Prepared By: Jason Swift

KEY

Start Date

Work Date

End Date

Activities highlighted in yellow are on hold/pending

Activity ID		Description	Resp	Dur.	Start	Finish	OT	May-22																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																			
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Who will be responsible to assure that schedule will be met?

Ross Russo, the Project Manager for this project and our company's Vice President, will ultimately be responsible for the overall project schedule. Our Superintendents will be responsible for the day-to-day scheduling of subcontractors on site.

Two of the key elements to ensuring a project stays on schedule is always be flexible to change and a project schedule should be updated and changed on a regular basis. Unforeseen conditions can occur in the field, or weather can cause delays - either way, flexibility is important to incorporate into a project schedule to ensure you are anticipating the unanticipated.

What cost control techniques are planned?

Nearly all cost control techniques are brought forth during the pre-construction phase of a project. **Having over 44 years of experience working with local subcontractors give our team an advantage of knowing what things cost in real time in various trades.** Our team will be providing detailed budgets at every phase of design. As a part of those budgets, we will reach out to subcontractors directly to find out what costs can be anticipated. Their input can be invaluable as they may bring light to certain issues that haven't been found early on in the design process.

Early Procurement, Contingency and Allowances

With today's construction inflation, early procurement of any long lead materials are paramount to ensuring we lock in the costs early. Many times this can be done through an early GMP package to allow for funds to become available to purchase. Swift will also allow for adequate contingency and allowances throughout the estimating phase, if necessary, to ensure certain costs are covered and accounted for.

Life Cycle Cost Analysis

It is standard practice for our team to analyze the life cycle cost of certain products. Ultimately, we want our clients to be as happy as possible with their project and it is our job to provide transparency of all the options, including those that may have a higher up front cost, but a lower maintenance or overall life cycle cost. We plan on working closely with the design team for these park projects and determine which opportunities to analyze various materials incorporated in these parks.

Value Engineering and Value Management

We understand clients, especially municipalities like Charlotte County, have a limited budget for certain projects. We will work with the design team to ensure the vision and functionality of the park is achieved, all while trying to get the best value for the County. Many hear Value Engineering (VE) and think it's automatically scope cutting. Our team will work to provide the best project for the County at the best value possible without sacrificing the project's scope and/or vision.

Demonstrate ability to meet project cost control

Our team will manage the design, procurement and construction of this project with complete transparency using our open book policy. Budget reviews will be performed with each design phase deliverable – 30%, 60% and 90%. These reviews help to establish and refine project costs well in advance of permitting and construction thus, avoiding late material substitutions, potential scope changes, and associated project time extensions. Our team brings decades of success delivering local projects on time and in budget. The success of our past performance to deliver projects within budget speaks for itself.

Demonstrate abilities in value-engineering opportunities

Value engineering is also provided with each design deliverable to ensure that the most cost effective equipment and materials are incorporated into the design. A recent example of our ability to utilize value engineering to optimize budget constraints is the Sarasota County Parks Recreation and Natural Resources Administration Building at Twin Lakes Park. The 30% design deliverable indicated that the design was significantly over budget. As such, we evaluated the costs of concrete/masonry structures vs steel and then evaluated steel structures vs pre-fabricated metal buildings to determine the most cost effective structural design for the project. We not only evaluated the materials. We reviewed the most efficient and effective spacing for columns, bar joists, roof panels and further analyzed the building shapes of various rectangles vs square building foot prints to establish further efficiencies. This exercise reduced the initial budget projections by 35% and allowed the project to continue to move forward.

Demonstrate ability preparing accurate estimates vs actual cost

Cost control begins on day one and is most effective in the early conceptual design reviews where alternative systems and equipment can be analyzed for life cycle costs with maintenance considerations and value engineering opportunities. Ross and team have a proven track record for on time and on budget success with every project they have worked on together.

Preparing accurate estimates is imperative to a project's success. The first step would be working with the design team and Owner before

design begins to ensure all options are discussed and on-the-table for consideration. It is extremely important that this takes place before the project's design team begins. It will help ensure everyone is communicating openly about the project's wants and needs.

Next, our team will provide estimates at every design phase giving the entire project team an opportunity to review the costs based on the wants, needs and what can be built for the project budget. This is 100% collaborative and an open book process ensuring everything that could be considered for this project is an option.

An example of our team providing accurate estimates was done at our St. Armands Parking Garage project for the City of Sarasota. We met with the entire project team every other week during preconstruction allowing for complete transparency and collaboration to occur throughout design. What is equally important during the preconstruction meetings is reviewing the project schedule and any impacts that changes may have. Having the entire team in the room, along with distributing the design estimates, schedule and meeting minutes keeps everyone focused and included on all information throughout preconstruction.

Who will be responsible for cost control?

Ross Russo, the Project Manager for this project and our company's Vice President, will ultimately be responsible for the overall project budget. Our Assistant Project Manager will assist him in developing the budget estimates and GMP.

Recent, Current and Projected Workload

Below are the actual values of work put in place during the most recent completed years along with our projected values for the current year and estimated project backlog.

2024: \$55,000,000

2025: \$65,500,000

2026: \$2,500,000

Jon F. Swift Construction has capacity to perform the construction management services for both William R. Gaines Jr. Veterans Memorial Park and G.C. Herring Park.

What is your approach to constructability and bidding?

Our team takes a proven and thorough approach to constructability and bidding. Starting with involving our field staff during the design review process for determining means and methods of the proposed design. Our field team's insight and review of the drawings are invaluable and often identify potential issues that may occur during construction. In addition, we will bring in various subcontractors that have specific specialties during the schematic design phase to obtain valuable insight of the current and forecasted cost escalations and material and equipment procurement durations.

Constructability and budget reviews will be included with each design phase deliverable – 30%, 60% and 90%. These constructability reviews help reveal inconsistencies between plans and specifications, compatibility of materials as well as establishing and refining project sequencing and scheduling plans, which in turn, help minimize potential delays and costs during permitting and construction by avoiding late material substitutions, potential scope changes, and project time extensions.

Our constructability reviews will also focus on the interdisciplinary coordination of the Civil, Architectural, Structural, Mechanical, Electrical and Plumbing components of the project using checklists to systematically and thoroughly to flush out design errors and conflicts. These reviews typically identify drawing inconsistencies between floor plans, elevations, section details, door & window schedules, finish schedules and the specifications. These constructability reviews often lead to finding issues such as ceilings which don't provide adequate space to fit all the systems above them, or inconsistent voltage, horsepower, or phasing information for major mechanical equipment. These systematic reviews also facilitate the permitting process as well as help control additional project costs since unnecessary expenses are completely avoided.

The cost tracking system our team implements involves you every step of the way, and truly maintains the transparency for how the GMP is created, how it was administered and maintained, and how it is closed out. This result directly stems from the experienced personnel we have, the management systems we employ, and the relationships we build. The benefits our preconstruction services include:

- Open Book Policy— Project financial records with complete transparency —Providing open and honest communication to allow informed financial decisions to be made as the design progresses
- Accurate Cost Estimates—Historically within 2% of construction cost. This means maximum project scope!
- Comprehensive Logistics Planning—Increased safety, increased efficiencies, reduced costs
- Comprehensive Scheduling—Includes design, long lead procurement, construction, and commissioning
- Comprehensive Design Reviews for Constructability—Increased quality control, reduced costs with minimal change management

It is important to verify that all the subcontractors bidding the project are qualified to perform the work. Some of the factors that we look at include successful past direct experience, the design consultant's recommendation,

current workload, manpower availability, location, bonding, past relevant experience, and the project staff. When the subcontractors are prequalified correctly, the award process is simply the lowest complete bid.

- Early Procurement Bid Packages—We anticipate that we may need to issue an early procurement bid package for long lead materials and equipment at the 60% design phase. This strategy allows us to manage the current supply chain procurement durations to coordinate the timely delivery of materials on site when they need to be installed. These packages will either become Owner Direct Purchase Orders for potential tax savings, or they can be rolled over into the specific subcontractor work scope bid packages and assigned to the successful subcontractor, depending on your preference.
- Subcontractor Work Scope Bid Packages—Detailed subcontractor bid forms are developed at the 90% design phase. We structure the bid packages to ensure the most competitive and complete pricing is obtained. This process will eliminate scope gaps or double dipping of certain items due to ambiguous bid documents. These subcontractor bid forms provide lump sum subcontractor pricing for each specific scope of work to include provisions and coordination for early procurement items as warranted.
- Pre-bid and Preconstruction Conferences—We will schedule pre-bid conferences and site visits with the subcontractors prior to the bidding of this project to ensure the subcontractors familiarity with this project. After the award of the subcontract and prior to mobilizing on site, we will hold a preconstruction conference with each major subcontractor. This will help the subcontractor to better understand the logistics of the project and review various critical elements of their work prior to mobilizing. The more we look ahead, the smoother the project will be.

When the documents are sufficiently complete, we will prepare a GMP for your approval. We typically distribute the subcontractor bid packages at the 90% design deliverable. This is also when we typically submit for the building permits, thus allowing for concurrent feedback during the bid solicitations. Once the project is bid to prequalified subcontractors, the post-bid evaluation will identify the lowest responsible bidder. A formal recommendation for the award of each subcontract will be submitted to the County for final approval.

A contingency is included within each GMP to mitigate various project risks associated with the performance of the work and all use of the Contingency funding is reported and accounted. Contingency funds may only be used with the written permission of the owner's project manager to avoid needing to seek additional funding and board approval for items needed to meet the project goals.

Allowances are also utilized within the GMP. These allowances are established as an assumed value or estimate of funds set aside for a specific item that may not be fully identified in the documents and/or may require additional input from designers or owner. Each allowance will be tracked and documented with Charlotte County to update the individual status of each allowance. All unused allowance funds will be added to contingency or credited back to Owner in the form of a deductive Change Order at the end of the project.

Our team approaches every project as if it is to be audited, whether or not it is intended to be. Our contingency adjustment process is done in such a way that we maintain an open-book policy with the Owner to ensure that you are getting what you need for the project for the right price. Our team utilizes templates that identify what each contingency adjustment is for, the amount of the contingency adjustment, and include the back-up documents from the subcontractors to

ensure that everything is properly accounted for. When the template is submitted for review, we include the line items for signatures from the Owner, the architect, and the construction manager prior to issuing the final contingency adjustment.

What challenges do you anticipate and how to do you propose to solve them?

Occupied Facilities

Our team has extensive experience working on occupied facilities that remain open and operational during construction. We have many lessons learned from the Siesta Beach and Legacy Trail Extension projects, But even more importantly, we have previous experience working on both the William R Gaines Veterans Memorial and G.C. Herring Park sites. We anticipate that both sites will remain open during construction. Therefore, we will work with county staff to develop individual, site-specific logistics plans for each park to ensure that stakeholders always have maximum safe access to the park during construction. Our team will start with a logistics planning meeting with all key stakeholders. In this meeting, we will develop a detailed comprehensive plan with mutually agreed upon schedules, construction site use plans and a communications hierarchy. We will also include the preparation of our site specific Hurricane/Severe Weather Preparation Plan. Each site specific plan will include pre and post storm contact lists to include contact and phone numbers for all key contacts along with checklists at 72, 48, 36, and 24 hours prior to the anticipated storm event to ensure that each construction site is properly secured and protected for the coming storm. Once all parties agree, this document will be used as reference throughout the remainder of the project.

Our team will refine the proposed site logistics plans as necessary to protect trees and other environmental restrictions. Various fencing materials along with yodock barricades and wayfinding signage will provide physical separation from potential public access and shall include clear messaging of trespassing and safety advisories at all construction access gates. Construction notice signs will also be installed at the park entrances to provide notification of construction and any site specific public access restrictions. Additional signage will also be posted to direct material delivery personnel to the designated staging and parking area(s). This site logistics plan will be reviewed daily and shall be further refined during construction as conditions warrant.

Endangered Species Habitat & Environmental Permitting

When considering our approach for this project, our top priority is planning for the impact to the unique ecosystem of each site during construction. Many contractors may claim that they can build anything—but park construction requires a level of “finesse” that few local Construction Managers truly possess. Several of our past projects contain work of this type as evidenced by our past projects referenced in this proposal, however our actual previous experience working on both the William R. Gaines Jr. Veterans Memorial and G.C. Herring Park sites provide even further intimate knowledge for each site. We already are familiar with the endangered Gopher Tortoise and Bonneted Bat populations at William R Gaines Veterans Memorial Park along with the coastal wetland permitting restrictions on this site. Additionally, we understand that both sites will require site specific sedimentation and erosion permits and inspections in addition to the standard SWFWMD permits. We will develop a site-specific Storm Water Pollution Prevention Plans (SWPPP) for both projects to ensure that negative impacts to the existing site and surrounding areas are prevented during construction. Our written plan will identify protective measures to be implemented: silt fencing, inlet protection, drainage controls and temporary stabilization where required. Our onsite Superintendents will perform weekly inspections as well as additional inspections after every rain

event to ensure that all erosion and sedimentation controls are in working order and functioning as intended.

Budget Constraints

As Hurricane Ian reconstruction efforts, residual effects from the pandemic, and other factors continue to impact the supply chain demand, we are forced to streamline standard sourcing practices by making commitments to materials and equipment early in the design process. Working together with Charlotte County staff and design consultants, along with key subcontractors, we will confirm current market trends and risks for potential cost increases to materials and equipment. By identifying the current market conditions for at risk items, we can review alternative materials that may have better pricing and/or procurement durations. Through early procurement of materials, we can package owner direct material and equipment purchases to obtain tax savings and ensure that potential cost escalations can be controlled to the greatest amount possible by locking in the at-risk material costs and avoiding the next anticipated price increase.

Ultimately it is our relationship with the local subcontractors that will make the difference for Charlotte County on this project. Our subcontractors trust Jon F. Swift Construction to provide them with thorough bid scopes, fair contract negotiations, and prompt payment within one week of being funded by the Owner. Many of our prequalified subcontractors have worked with us for over our 40 years and value our working relationship. By leveraging these relationships, we will solicit the maximum trade participation during the bid process to ensure that the development of the GMP includes competitive pricing from a minimum of (3) three prequalified companies for each discipline.

Procurement Delays Due To Supply Chain Issues

With the ongoing construction boom, post Hurricane Ian restoration impacts and post-Covid supply chain material shortages we have experienced unprecedented procurement durations. While we have experienced recent improvements in some materials, we have also found that the market changes as the building designs adjust to the market supply and demand constraints. For this reason, we have been collaborating with the local subcontractors during the schematic design phase to determine the current market conditions to help successfully guide the design consultants in selecting the most efficient and cost-effective decisions as early as possible. Having the current pulse on the market for concrete, steel, and petroleum products, we have been extremely effective in finding creative solutions utilizing structural hybrid designs to navigate and manage the material procurement challenges we are faced with.

Another strategy we have successfully implemented has been to develop early procurement packages to ensure that the materials and equipment are on site when needed during construction. With electrical gear and transformer durations often having current lead times more than one year, we have successfully utilized owner direct purchasing strategies to ensure that materials have been on site when we needed them.

Limited Work Force Resources

In addition to the extended material procurement durations and price escalations, the local skilled labor work forces are also currently strained. As such, it is extremely important to understand the current and future work commitments for each trade contractor in order to properly vet the prequalified subcontractors. It is crucial that we understand their forecasted workload so that we can avoid overloading their capacity with this project. We will leverage our subcontractor relationships to solicit project interest early in the design process to allow the trade contractors to strategically target the William R Gaines Veterans Memorial and G.C. Herring Park projects to fit within their forecasted workload.

Additionally, Jon F. Swift Construction's Project Management and field staff have all worked in the field at one point during their career. In fact, many of our Superintendents are also skilled tradesmen which include carpenters, masons, iron workers, and HVAC tin knockers. Having the ability to self-perform work, if necessary, not only helps keep our projects on schedule, but it also provides a contingency back up to the potential labor shortage issues we are currently faced with.

What methods will you employ to ensure Charlotte County receives a quality project within budget?

Our company is known for achieving the highest quality possible on every project. Quality assurance is the responsibility of every Swift team member in our organization. Quality control is our intentional procedure which begins in the design phase and continues throughout the entire construction process, including the warranty period. Quality control begins during preconstruction, where our team will provide constructability reviews to guide the design consultants using value management and accurate budget estimates for each design deliverable to ensure that the correct products are selected for the project. We understand the unique environmental conditions here in southwest Florida and will provide our 44 years of lessons learned to provide the best construction practices in our local market. During the procurement phase, we will ensure that the materials and equipment being purchased comply to the performance requirements specified. This verification process is accomplished through the submittal review and approval process. Once the products arrive on site they are then thoroughly inspected for acceptance. Prior to installation we hold pre-installation meetings with the tradesmen on site to review the expectations for which we will utilize mock-ups to demonstrate the final look and feel. A great example of our team's commitment to quality is shown in the photo to the right. All the bolts and washers are aligned in the same direction because our team understands that this will be visible to the public. This level of quality control is what contributed to Siesta Beach being named #1 Beach while under construction.



Explain your approach to bonding on this project as a CM at Risk and define your bonding requirements for all subcontractors

While we have the financial strength and capacity to implement a sub-guard program and float the costs in the event of such need, we also recognize that these programs typically go unused and effectively become additional fee for the Construction Manager. Our open book approach limits this risk through sub bonds specifically targeted for the building envelope (Roof, Windows & Doors) along with the specialty trades (Sitework, Structure, Plumbing, HVAC & Electrical) which exceed \$200K.

We perform a risk register for every project during the GMP development process to identify and evaluate the risks allowing us to implement controls to manage such risks. Subcontractor bonding is evaluated as part of this process and can be required or waived through our evaluation process of the risk registry. Ultimately, we will only require subcontractors to bond as this process determines.

As your Construction Manager at Risk, we will provide Charlotte County with a 100% performance and payment bond for the full contract amount upon receipt of the contract. Please refer to the attached letter for our bonding company which outlines our strong bonding capacity.



January 19, 2024

Charlotte County Purchasing Division
18500 Murdock Circle, Suite 344
Port Charlotte, FL 33948-1094

Re: **Jon F. Swift, Inc.**
RFP No. 2024000098, Construction Manager at Risk - William R. Gaines Jr. Veterans Memorial Park and G.C. Herring Park

Guignard Company is privileged to provide bonding support for Jon F. Swift, Inc. and manages their surety program through Federal Insurance Company (Chubb). Federal Insurance Company is rated A++ (Superior) by A.M. Best with a financial size of XV and, as of July, 2023, is listed as an acceptable surety by The United States Department of the Treasury with a combined underwriting limitation of Chubb Limited Companies of \$1,895,505,000.00.

Jon F. Swift, Inc. has established an enviable performance record and a dedication to providing quality service. We consider the company to be among our most valued clients and the surety has responded favorably to all bond requests.

Although maximum limits have not been established, Federal Insurance Company has supported them with a surety program valued in excess of \$100,000,000.

This letter is not an assumption of liability or a commitment to issue bonds, it is issued to confirm the bonding capacity and as a prequalification letter for Jon F. Swift, Inc. Any arrangement for bonds is strictly a matter between Jon F. Swift, Inc. and Federal Insurance Company. If we can provide you with any further information in your consideration of this client, please contact me at (407) 834-0022 or via email at margie@guignardcompany.com, or Austin Hyatt at Chubb/Federal Insurance Company, (470) 415-5375.

Sincerely,

Margie L. Morris
Partner

1904 Boothe Circle | Longwood, FL 32750

RECENT SIMILAR PROJECTS



WILLIAM R. GAINES JR. VETERAN'S MEMORIAL PARK PUNTA GORDA, FL



As a part of Charlotte County's Capital Improvement Plan, the existing park in Charlotte County, Veteran's Park needed upgrades. The County hired Jon F. Swift Construction to provide the following scope of work for Phase I:

- Wetland mitigation
- Walking trails
- Entrance drive
- Small pavilion
- Paved parking
- Playground
- Storm water management system

The entire playground is completely ADA accessible, including all of the equipment and swing set. This park is unique in that it is named for former Charlotte County resident, William Gaines who died while serving our Country as a Marine. Because of the namesake, the playground equipment is all military themed representing all veterans of the U.S.

SIMILARITY IN SIZE AND COMPLEXITY

- Occupied construction site
- Similar in size and scope of work
- Same project site at Veterans Park
- Same Swift team

ORIGINAL BUDGET \$2,050,000

FINAL BUDGET \$2,050,000

OWNERS CONTACT INFORMATION

Travis Perdue, Project Manager
Charlotte County
travis.perdue@charlottecounty.gov
941-764-4130

COMPLETION DATE

September 2020

KEY TEAM MEMBERS AND ROLE

Project Manager: Ross Russo
Superintendent: Jonathan Swift
Architect: DMK Associates

RECENT SIMILAR PROJECTS



TRINGALI PARK RECREATION CENTER RENOVATION

ENGLEWOOD, FL

Charlotte County saw a need for upgrades and functional spaces at Tringali Park Recreation Center. As a part of a larger project of three renovations to three different recreation centers, our team served as the Construction Manager. Approved by voters as a part of the 2014 one percent local option sales tax, the addition is the first of three recreation center renovations to be completed. The new building includes:

- Multipurpose Recreation Room
- Ample storage areas for tables, chairs, supplies and recreational equipment
- Functional and code improvements, including kitchen upgrades

One unique feature of this project is it had to be managed simultaneously with two other recreation center renovation projects that were in different phases of construction. Our team developed a strategic and effective timeline to ensure Tringali was completed on time and on budget.

SIMILARITY IN SIZE AND COMPLEXITY

- Charlotte County park project
- Similar in size and scope of work
- Challenging project on an occupied site
- Same Swift team

ORIGINAL BUDGET \$541,419

FINAL BUDGET \$541,419

OWNERS CONTACT INFORMATION

Travis Perdue, Project Manager
Charlotte County
travis.perdue@charlottecounty.gov
941-764-4130

COMPLETION DATE

November 2017

KEY TEAM MEMBERS AND ROLE

Project Manager: Ross Russo
Superintendent: Jonathan Swift
Architect: ADG Architecture

RECENT SIMILAR PROJECTS



SOUTH COUNTY REGIONAL REC CENTER ADDITION

PUNTA GORDA, FL



Charlotte County saw a need for a new addition at the South County Regional Recreation Center. As a part of a larger project of three renovations to three different recreation centers, our team served as the Construction Manager. Approved by voters as a part of the 2014 one percent local option sales tax, the addition is the first of three recreation center renovations to be completed. The new building includes:

- Multipurpose Recreation Room
- Fitness Center/Wellness Room

One unique feature of this project is it had to be managed simultaneously with two other recreation center renovation projects that were in different phases of construction. Our team developed a strategic and effective timeline to ensure South County was completed first and on time.

SIMILARITY IN SIZE AND COMPLEXITY

- Charlotte County park project
- Occupied project site
- Worked with stakeholders during design and construction phases
- Same Swift team

ORIGINAL BUDGET \$548,093

FINAL BUDGET \$548,093

OWNERS CONTACT INFORMATION

Travis Perdue, Project Manager
Charlotte County
travis.perdue@charlottecounty.gov
941-764-4130

COMPLETION DATE

November 2017

KEY TEAM MEMBERS AND ROLE

Project Manager: Ross Russo
Superintendent: Jonathan Swift
Architect: ADG Architecture

RECENT SIMILAR PROJECTS



HAROLD AVENUE PARK RECREATION CENTER

PUNTA GORDA, FL



Charlotte County saw a need for a new gymnasium addition at the existing Harold Avenue Park Recreation Center, as well as renovations to the entrance. As a part of a larger project of three renovations to three different recreation centers, our team served as the Construction Manager. Approved by voters as a part of the 2014 one percent local option sales tax, the project scope included:

- New Gymnasium
- Renovations to existing entrance and public restrooms

One unique feature of this project is it had to be managed simultaneously with two other recreation center renovation projects that were in different phases of construction. Our team developed a strategic and effective timeline to ensure Harold Avenue Park Recreation Center was completed on budget and on time.

SIMILARITY IN SIZE AND COMPLEXITY

- Charlotte County park project
- Challenging project on an occupied site
- Same Swift team

ORIGINAL BUDGET

\$1,055,979

FINAL BUDGET

\$1,055,979

OWNERS CONTACT INFORMATION

Travis Perdue, Project Manager
Charlotte County
travis.perdue@charlottecounty.gov
941-764-4130

COMPLETION DATE

August 2016

KEY TEAM MEMBERS AND ROLE

Project Manager: Ross Russo
Superintendent: Jonathan Swift
Architect: ADG Architecture

RECENT SIMILAR PROJECTS



BAYFRONT PARK LONGBOAT KEY, FL

The Town of Longboat Key wanted to revive new life into their public park - Bayfront Park. Our team was brought on board to make the Town's vision a reality. In a rare partnership with Sarasota County, the Town included the following amenities:

- Dog park
- Kayak launch
- Pickleball courts
- Refinished tennis courts
- Basketball courts
- Restrooms
- Children's area/playground
- Covered pavilion and picnic areas
- Fishing piers
- Multipurpose pathway for biking and jogging
- New native landscaping

SIMILARITY IN SIZE AND COMPLEXITY

- Walking trails, driveways, pavilion, parking, playground and storm water management system
- Pickleball and tennis courts
- Worked with stakeholders during design and construction phases
- Same Swift team

ORIGINAL BUDGET \$3,500,000

FINAL BUDGET \$3,500,000

OWNERS CONTACT INFORMATION

Mark Richardson, Project Manager
600 General Harris St.
Longboat Key, FL 34228
941-361-6411 ext. 2212

COMPLETION DATE

November 2017

KEY TEAM MEMBERS AND ROLE

Project Manager: Ross Russo
Superintendent: Jonathan Swift
Architect: DMK Associates, Inc.



LONGBOAT KEY TOWN CENTER

LONGBOAT KEY, FL



In 2022, the Town of Longboat Key had a plan to create a “Town Center” for the island. The main idea for the Town Center is to serve as a hub of resident connectivity through lifelong learning, community engagement and cultural activity. The first step in this vision was to build an outdoor event space/stage. The Town elected to procure this project through a hard bid in which Jon F. Swift Construction was awarded the project.

The scope of work included:

- All associated site work and utilities
- 2500 sf (Bandshell/Pavilion/Stage) with restrooms and storage
- 1,000 LF of rubberized surface walkway
- Stormwater Improvements to include future expansion.
- New Potable Water Service to include future expansion.
- New Sewer Service to include future expansion.
- New Electric Service
- Site lighting
- Food Truck Power
- Parking Lot Improvements for ADA
- Enhanced Landscaping and Irrigation

SIMILARITY IN SIZE AND COMPLEXITY

- Walking trails, driveways, pavilion, parking, and stormwater management systems
- Same Swift team

ORIGINAL BUDGET

\$2,227,368

FINAL BUDGET

\$2,372,618

REASONS FOR DIFFERENCE

Owner Changes

OWNERS CONTACT INFORMATION

Charles Mopps, Project Manager
5490 Gulf of Mexico Dr.
Longboat Key, FL 34228
(941) 316-1944
cmopps@longboatkey.org

COMPLETION DATE

November 2023

KEY TEAM MEMBERS AND ROLE

Project Manager: Ross Russo
Assistant Project Manager: Zach Holladay
Superintendent: Zach Holladay

RECENT SIMILAR PROJECTS



SIESTA BEACH PARK IMPROVEMENTS SARASOTA, FL

Siesta Key Public Beach was recognized as the #1 Beach in the Nation by Dr. Beach in 2011 and also ranked #1 Beach by Trip Advisor in 2015, during construction. Sarasota County chose Jon F. Swift Construction to renovate and manage the improvement projects. The improvements included:

- Multipurpose overlook/shelter structure for events and weddings
- A 15-foot- wide pedestrian esplanade running the length of the park
- Renovated and expanded restrooms in the existing building
- A restored historic pavilion
- A new public safety/concession building
- New restroom and concession buildings on the East side of the park
- Overlook deck area for seating
- New picnic and playground areas
- An open space lawn with new multi-purpose shelter
- A new maintenance facility
- Streetscape improvements along Beach Road
- An internal transit or large vehicle stop and parking area
- ADA access to Siesta Beach from the historic pavilion
- Improved traffic circulation and expanded parking capacity with multiple two-way entrances and exits
- Improved landscaping throughout the park

This award-winning project will live on as a feature of Sarasota County.

SIMILARITY IN SIZE AND COMPLEXITY

- Multiple projects on campus
- Completely occupied during construction
- Driveways, pavilion, parking, playground and storm water management system
- Worked with stakeholders during design and construction phases
- Pickleball and tennis courts
- Same Swift team

ORIGINAL BUDGET \$17,500,000

FINAL BUDGET \$17,475,703

OWNERS CONTACT INFORMATION

Brad Gaubatz, Project Manager
1001 Sarasota Center Blvd.
Sarasota, FL 34240
941.861.0853
bgaubatz@scgov.net

COMPLETION DATE

February 2015

KEY TEAM MEMBERS AND ROLE

Project Manager: Ross Russo
Assistant Project Manager: Jonathan Swift
Superintendent: Steve Selph and Zachary Holladay
Landscape Architect: Bill Waddill, Kimley Horn
Architect: Jerry Sparkman, Sweet Sparkman

RECENT SIMILAR PROJECTS



LEGACY TRAIL EXTENSION SARASOTA, FL

Jon F. Swift Construction was selected as the Construction Manager for the Legacy Trail Extension project. Sarasota County approved a \$50 million bond for the acquisition, design, permitting and construction of approximately 8 miles of existing railroad as an extension to the existing Legacy trails bike and walking trail. This 8-mile stretch includes at least three new trailheads consisting of parking, restrooms, pavilions, playground equipment and other site amenities with master planning to allow for additional future activities such as pickleball, bocce ball or other activities that are enjoyed by the local citizens.

The trail also includes multiple road crossings with required signalizations. Additionally, the team coordinated with FDOT for three major road crossings that include bike / walk trails over the three major roadways. The trail consists of 12-foot and 14-foot wide asphalt trails with rest areas consisting of benches and 2-pole cover structures approximately every mile along the trail. The trail also includes demolition of one trestle and a restoration of another trestle as a historic feature. The trail and bridges are designed for an 11-ton emergency vehicle to extricate people should the need arise.

In addition to the 8-mile conversion of rails to trail, the project also includes four additional miles of trail that is the conversion of an old log road into the bike trail. This section also includes two additional bridges over creeks. This section of trails becomes a "off road" trail for mountain bikes until additional funding can be utilized to provide a smooth asphalt trail. This project was completed in partnership with another general contractor.

SIMILARITY IN SIZE AND COMPLEXITY

- Multiple projects on campus
- Pickleball and tennis courts
- Worked with stakeholders during design and construction phases
- Same Swift team

ORIGINAL BUDGET

\$36,000,000

OWNERS CONTACT INFORMATION

Ronnie Hart, Project Manager
Sarasota County
1001 Sarasota Center Blvd
Sarasota, FL 34240
(832) 640-5676
rhart@scgov.net

COMPLETION DATE

August 2022

KEY TEAM MEMBERS AND ROLE

Project Manager: Ross Russo
Assistant Project Manager: Zach Holladay
Superintendent: Kevin Bowen, Chuck Beahrs, Jonathan Swift, Mike Huckleberry & Steve Selph
Engineer: Kimley-Horn & Associates
Architect: Sweet Sparkman Architects

RECENT SIMILAR PROJECTS



PAYNE PARK SARASOTA, FL

Payne Park is a state-of-the-art park facility located in downtown Sarasota. Jon F. Swift Construction completed the development of the 27 acre site and included:

- Walking and jogging trail
- Skate park facilities
- Café building

Other improvements included:

- 2+ miles of underground water and reuse utilities
- Storm water conveyance
- Water features and fountains
- Landscaping
- Signage
- Brick pavers
- Parking Improvements

SIMILARITY IN SIZE AND COMPLEXITY

- Walking trails, driveways, parking, playground and storm water management system

ORIGINAL BUDGET \$8,949,000

FINAL BUDGET \$8,428,000

OWNERS CONTACT INFORMATION

Alexandrea Davis-Shaw, City Engineer (Retired)

City of Sarasota

1565 1st St.

Sarasota, FL 34236

(941) 429-7206

alexandrea.davisshaw@sarasotafl.gov

COMPLETION DATE

June 2009

KEY TEAM MEMBERS AND ROLE

Project Manager: Jason Swift

Superintendent: Jeff Lord

Engineer/Architect: Glenn Herbert, Bellomo-Herbert & Co.,

RECENT SIMILAR PROJECTS

2. Schedule and Cost Control

The Legacy Trail project consisted of 5 miles of new trail and bridges through the Deer Prairie Preserve along with 8 miles of new recreational trail along an abandoned urban railroad corridor which included 11 road crossings and three trailhead parks. We worked with the design team and Sarasota County to establish 4 geographic trail segments (phases) for construction and analyzed the environmental and construction design and permitting efforts to craft a sequencing plan to allow construction to begin in certain areas while the design and permitting continued in the more complex areas. This strategy to expedite the “low hanging fruit” ultimately allowed **the entire project to be delivered 10 months ahead of schedule**. This phasing plan resulted in three separate GMP contract amendments which conformed with the original total project budget while adding additional scope to include a 5th pedestrian bridge over Deer Prairie Creek which was not included in the original project concept.

3. Successful experiences with local subcontractors

Having exclusively worked on government projects in Charlotte, Manatee, and Sarasota County over the past 44 years, we have formed professional relationships with the local subcontractors who work on commercial governmental construction in this area. Over the years we have also provided opportunities for local start-up companies to become some of the major subcontractors in our area. These professional relationships have also resulted in strong personal relationships with many of the local subcontractors as our families have interacted through youth sports, community organizations, and recreational activities such as fishing, hunting, and golf. These relationships are important in that we recognize that *a chain is only as strong as the weakest link*, which translates to our project performance is reflective of the performance of our subcontractors and vendors. Having a long professional relationship with the local companies along with deeper personal relationships with the individuals within these organizations have proven invaluable during the Covid pandemic and subsequent supply chain demand issues.

4. Additional construction costs caused by design deficiencies, not program changes

During the permit submission for the Longboat Key Town Center project, the building department determined that the original design to utilize the existing electrical panel did not meet the current FEMA project requirements. This change resulted in \$65K in additional costs which were not budgeted. Additionally, this project was a hard bid project which had no contingency funds. Our team worked with the Longboat Key town staff to find efficiencies within the scheduled landscaping enhancements along with rerouting some of the utility services to offset the additional costs without comprising the project vision or additional funding.

5. Construction problems and means taken to solve them

As part of our soil management plan on the Legacy Trail project, we were required to monitor, test, and document contaminated soil along the abandoned railroad corridor as we performed the work. While we had projections for locations, types and quantities of soil contamination, we identified 780 cubic yards of unforeseen additional contaminated soils than was anticipated during construction. Additionally, some of this previously unidentified soil contamination was more hazardous than the soils which were previously identified and anticipated.

RECENT SIMILAR PROJECTS

By developing a soil management plan during preconstruction, we prepared for some of the “what if scenarios” which defined the procedures for highly regulated contamination, just in case. Because of our efforts during the planning phase, we were able to minimize the disruption to our sequencing of work activities and manage the costs through an allowance which was included in our GMP. Thanks to our soil management plan, we saved 8-10 weeks of permitting delays, because we had already identified and established plans with the hazardous material receiving site in Arcadia, Florida.

6 & 7. Communication with design team during both preconstruction and construction phases

In every project we work on, there is constant communication between the design and construction teams, especially during the preconstruction/design phase. Our teams will have detailed discussions regarding the design and the implications to the project budget. As your Construction Manager, it is our responsibility to communicate clearly with the design team in order to keep the project within budget during preconstruction. During the construction phase, we continue to keep the lines of communication open with the design team in order to efficiently process submittals and requests for information (RFIs). Prompt transfer of information is key to keeping a project on schedule and minimizing errors in the field. An example of this process happening successfully is during the design phase of Bayfront Park for the City of Sarasota, our team surveyed parents and with their feedback, worked with the design team to bring the site up to the same grade ensuring a constant line of site at all time for parents. This was impactful as it was identified early on during design and our team could allocate the additional fill in the budget estimates and ultimately GMP.

8. Methods to incorporate sustainability and green building practices in the Construction Management process

As builders, construction managers, and individuals, we care about the environment. Our team has pro-actively sought to incorporate sustainable, high-performance, environmentally sound building practices into our projects for a number of years. We have LEED® (Leadership in Energy and Environmental Design) Accredited Professionals by United States Green Building Council on staff to assist if your project involves sustainable design or construction requirements.

Jon F. Swift Construction is a proud member of the U.S. Green Building Council at the National and Local Chapter Level. We are also a member of the Sarasota County Green Business Partnership, an organization that encourages environmental stewardship and recognizes businesses that make an extra effort to operate in an environmentally responsible manner.

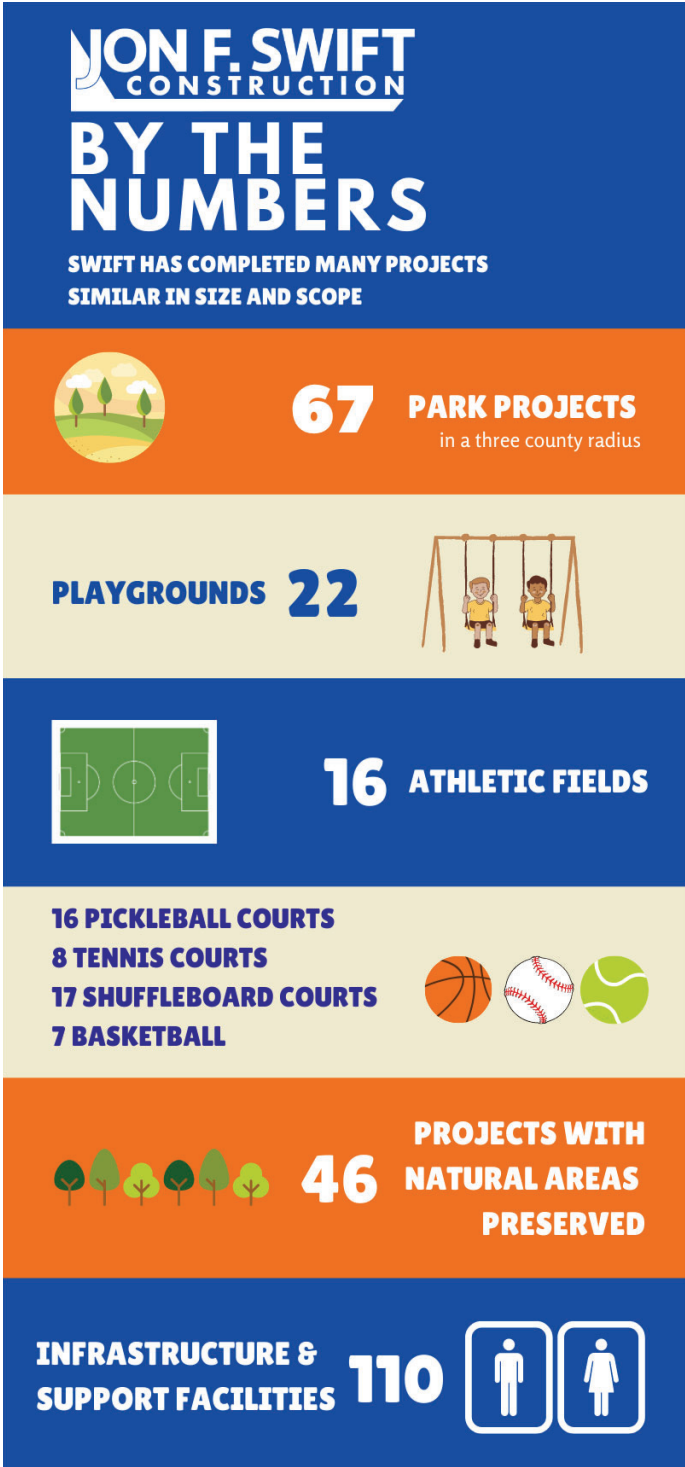
While we approach every project with sustainability in mind, some owners elect to have the project certified for sustainability. Our team built Atwater Elementary School and it is the only LEED for Schools certified school in Sarasota County Schools.



EXPERIENCE + CAPABILITIES

A. Public Parks

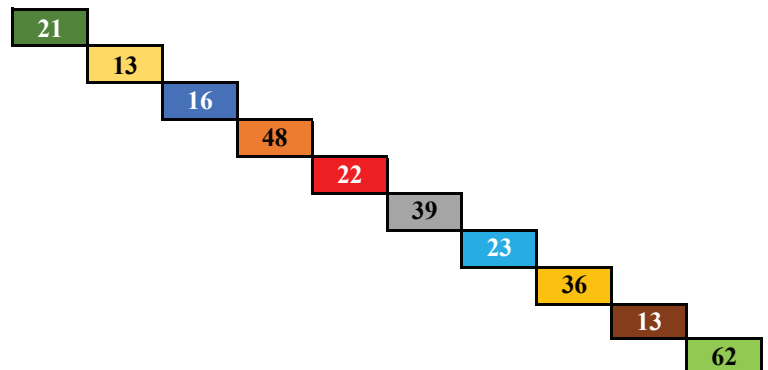
Our team has an extensive amount of park experience, many of which meet this project’s scope of work. We have a deep bench of resources and lessons learned to get this project completed for Charlotte County on time and within budget.



EXPERIENCE + CAPABILITIES

Jon F. Swift Construction brings over 44 years of experience working on municipal park projects. Below is a list of the projects during that time that are similar in size and scope to that of this project.

PRESERVATION OF NATURAL AREAS & HABITAT
ENDANGERED SPECIES
ATHLETIC FIELDS
COURTS (PICKLEBALL, TENNIS, BASKETBALL)
PLAYGROUNDS
TRAILS & WALKWAYS
DOCKS, LAUNCHES, BRIDGES & SHORELINE
RESTROOM FACILITIES
CONSESSIONS & FOOD TRUCKS
PAVILIONS, GAZEBOS, & SHADE STRUCTURES



ABA Academy Playground										
Ashton Trail Head - LTE										3
Atwater Elementary School Playground										
Bayfront MURT										
Bayfront Park - Bird Key										
Bayfront Park - Longboat Key				5			3	3		5
Booker High School Football Field & Locker Rooms										
Bradenton Streetscape										
Brentwood Elementary School										
Centennial Park										
Deer Prarie Creek										
Ed Smith Stadium Dugouts & Scoreboard										
Englewood Elementary Covered Play Area										
Englewood Park				6						
Fellowship Church										
Foundation Park										
Fred Atkins Park										
Fruitville Elementary School Covered Play Area										
Garden of the Five Senses										
Girls Inc. Gymnasium										
Glazier Gates II Park										
Gulf Gate Elementary Playground										
Harold Avenue Recreation Center										
Ken Thompson Park										
Lakeview Park										
Lakewood Ranch High School Track & Field										
Legacy Trail Extension							2			2
Legacy Trail North Port Connector							2			
Life Covenant Church										
Longboay Key Town Center										

EXPERIENCE + CAPABILITIES

Projects of similar size and scope continued:

[illegible]

EXPERIENCE + CAPABILITIES



Siesta Beach - Sarasota County



Bayfront Park - Town of Longboat Key/Sarasota County



Narramore Sports Complex - City of North Port



South County Recreation Center - Charlotte County



Robinson Trail - Manatee County



Myakka Park - Sarasota County



Tatum Ridge Soccer Field



Riverview High School - Softball Field



Venice High School - Rubberized Track

B. Life cycle cost analysis including value engineering

Life cycle cost analysis and value engineering are two important tools that can be used on every project. Having extensive experience building local parks over the past 44 years, Jon F Swift Construction recognizes that initial project budget constraints often drive material and equipment selections. But, we also understand that long term material performance and maintenance costs have value which must be considered during design and budgeting. Many local park facilities are exposed to harsh coastal environments which dictate exposed fasteners be upgraded to stainless steel for long term performance while other locations do not. Additionally, our team brings decades of lessons learned with the specific park amenities which have been proposed as follows.

Court Design and Construction

While laying down court striping and setting up a net is simple enough, there are a host of considerations to keep in mind to maximize playability and surface longevity.

Court Orientation

This is one factor that many who have little experience designing outdoor sporting courts often consider. We recommend your court is positioned in a north-to-south direction as this will alleviate obstruction of player's eyesight from sunlight and any shadows cast onto the court.

Court Surfacing Asphalt vs Concrete

While asphalt is the most affordable option for outdoor courts, it requires frequent upkeep and repairs, Concrete is the most durable option for outdoor courts, however it costs more for the initial investment. At the end of the day, your final cost will depend on how many courts you build and how many amenities you include.

Court Colors

Choosing the court color coatings is one of the most overlooked parts of building an outdoor court. It's important to choose a color that contrasts the color of the ball. Pickleballs and tennis balls are generally yellow, orange, or lime green. So, we have found that a blue court color is generally a good choice.

Playground Equipment Design and Construction

Playground equipment should be designed for three different age groups: infants and toddlers under 2, 2- to 5-year-olds (preschoolers), and 5- to 12-year-olds (school-age kids).

Play areas for younger children are separated from those meant for older kids and signs clearly designate each area to prevent confusion.

Here are some things we consider to ensure the equipment is designed and spaced to be safe:

- Guardrails and protective barriers should be in place for elevated surfaces, including platforms and ramps.
- Play structures more than 30 inches high need to be spaced at least 9 feet apart.
- Swings, seesaws, and other equipment with moving parts should be located in an area separate from the rest of the

EXPERIENCE AND CAPABILITIES

playground.

- Tot swings with full bucket seats should have their own bay.
- Swings should be spaced at least 24 inches apart and 30 inches between a swing and the support frame.
- Climbing nets should have openings that are either too small to allow a child's body through or large enough to prevent entrapment of the head. Net perimeters which are 17-18 inches pose entrapment hazards.
- Playground equipment with moving parts are reviewed for pinch points that could pinch or crush a child's finger or hand.

Playground Surfacing

There are a several types of playground surfacing that all provide adequate safety surfacing for children. They each have their unique benefits along with installation costs and longterm maintenance costs. The thing to keep in mind when choosing playground surfacing is the critical fall height. It is the necessary depth of safety surfacing to protect children from the max attainable fall from your playground equipment.

Engineered Wood Fiber (EWF)

Wood fiber is an organic material that is great for eco-friendly playgrounds. It is constructed by spreading a thick layer of wood fiber chips across the playground's surface. However, because it is a loose surface, it requires a high amount of regular maintenance. With these types of surfaces, children often scoop the wood fibers or, in high traffic areas, naturally move the fibers around when running. In order to compensate for this change in the surface, install these at the minimum depth to keep the playground safe.

Each playground must comply with the critical fall heights designated to a specific area of the playground. This means if a structure is a certain height, the surface must be a justifiable depth, to avoid serious injury. Due to the compliance codes concerning critical fall height (CFH), these loose surfaces need to be regularly raked and inspected in order to maintain safety across the playground.

The average cost of the materials is only about \$1.50 to \$3.00 per square foot. However, this does not include installation or site preparation. While these types of surfaces can be cost efficient initially, they do have the most maintenance required. These surfaces must be inspected bi-weekly in order to rid the area of any foreign objects, and as mentioned earlier, they need to be raked in order to comply with safety codes. Additionally, you may need to add material over time to ensure you have enough depth to comply with safety regulations.

Synthetic Grass

Synthetic grass is another great option for protection for the children, but it is a bit more pricey than loose materials. Synthetic grass is also a great alternative for other materials such as rubber or wood. The grass gives the playground a nice natural feel while often providing lower surface temperatures. The material itself comes with or without infill, but infill will be required by professional installers to help maintain its structure. Depending on the manufacturer, the cost of the synthetic grass can be higher or lower, but this method can run anywhere from \$15-\$23 per square foot.



The initial cost is a lot higher, but the maintenance required is not nearly as involved as any loose surfacing available. Moderate testing is still required, but less frequently. Generally, these surfaces deteriorate over time and when they do they require resurfacing.

Bonded Rubber and Poured in Place Surfaces

Bonded Rubber Surfacing is a more affordable alternative to poured in place rubber. We offer our DuraTurf bonded rubber in a variety of color options with 100% premium recycled shredded rubber. We can produce the look of shredded natural fiber mulch without the maintenance of loose mulch. Bonded Rubber Surfacing can cost between \$10-\$15 per square foot.



While more expensive, whether you want solid colors or a myriad of colors, Poured in Place surfaces can fit whatever you need. Due to the flexible nature of the Pour in Place design, you can put your school's mascot, church's logo, or any other design you would like into the surface. These surfaces are the most expensive on the list for a reason. They are by far the most durable and have the highest elasticity of any of the other surfaces we have named so far. These surfaces are perfect for both indoor and outdoor surfaces due to their flexibility and durability. Also, this surface is great despite any weather conditions. Rubber non-stick surfaces are very non-stick, making them extremely safe for children playing in the rain. Also, due to the high elasticity, it is one of the safest surfaces on the list. This surface also has the least maintenance required. While it does need a drop test 3 years after installation, many manufacturers will cover the cost of the inspection. At roughly \$16-25 per square foot, it is by far the most expensive, but requires the least upkeep and will be around for the long haul.

Ultimately it comes down to the budget and the County's preferences. Loose fillings are great options for low funded schools due to their low entry costs, but it does require the most maintenance and time. The synthetic grass is a nice, cost effective, and a worthy alternative to other unitary surface options due to its natural look and low surface temperature. It does require a moderate amount of maintenance, but it is durable and safe. Rubber tiles and Poured in Place rubber surfaces are by far the most durable with the least amount of maintenance required.

We understand clients, especially municipalities, like Charlotte County, have a limited budget for projects. We will work with the design team to ensure the vision and functionality of the park is achieved, all while trying to get the best value for the County.

C. Critical Path Method (CPM)

Our team uses the CPM method for scheduling all projects using an industry-standard scheduling tool - Microsoft Project. To ensure this project, at William R. Gaines Jr. Veterans Memorial Park and G.C. Herring Park, is completed on time reviewing the CPM schedule on a weekly basis, along with a 3 week look ahead schedule is imperative to success. More detailed information about our scheduling process can be found in **Section V - Project Approach**.

D. Preconstruction services with a focus on minimizing cost while maximizing scope

The County hiring both the design team and contractor together was the first step in minimizing cost while maximizing scope. It will be imperative for both teams to work together through design to ensure the scope designed is within the budget limits. During the design process, if there are any items that either have had construction escalation or are “budget busters,” our team will alert Charlotte County early to make the determination if the item is including the scope of work or is tabled as an alternate.

We will then walk through the list of “wants” or alternates and estimate them just as we would for the items within the scope of work. This ensures Charlotte County that real-time and accurate pricing is applied to the alternates if and when budget allows. At every budget review, our team will walk through the alternate list to determine if and when they can be incorporated into the project.

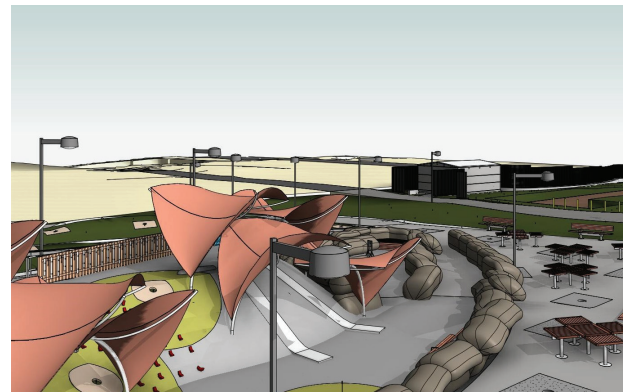
Our team recently evaluated costs to utilize flood proof doors with Kreg Maheu at DMK Associates and the Town of Longboat Key to provide a cost effective FEMA compliant solution for single occupant restroom facilities. This option saved nearly 35% of the total asset cost by eliminating the elevated platform for ADA Accessibility.

E. Utilizing BIM to a level 4

Our team understands and prefers working within BIM whenever allowed. The benefits of BIM during the preconstruction process exceed it's upfront cost in that it assists to finding and preventing conflicts in the field during construction, when it's much harder and more costly to make changes. In addition, utilizing BIM up to a Level 4 provides a multitude of benefits for the Owner to see a digital representation of what their project will look like.

Recently, BIM Level 4 brings a new element into the information model: time. This information includes scheduling data that helps outline how much time each phase of the project will take or sequencing of various components.

If the County wants to use BIM up to a Level 4, it will be imperative for the design team chosen to all be able to utilize this software including the engineers. We have found in order for BIM to work well, all parties must be able to work in the software so it can be utilized at its largest capacity.



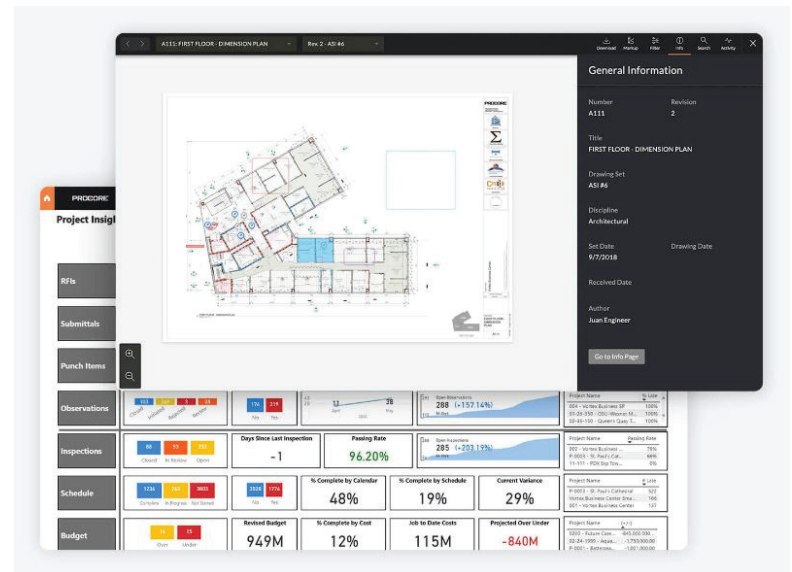
Our team utilizes FOUNDATION® to manage all of the cost information for our projects. All job activities are tracked using cost codes consistent with CSI's current Master Format division listing. Our entire accounting software fully integrates with our project management software Procore making reporting and job costing activities up-to-date in real time.

CLOUD-BASED FIELD SOFTWARE

Procore: Cloud-Based Access Allows for Real-Time Information From Anywhere

Jon F. Swift Construction uses Procore Project Management and Document Control software. The entire project team - Owner, Design Team, Contractor and Subcontractors - can access various elements of the project from the field or office improving communication and reducing delays and risks. Some useful project management elements of the software include:

- Drawings easily synced and updated so field personnel have the latest on their tablets at all times
- Submittal and RFI Tracking
- Estimating and Bidding
- Daily Logs & Meeting Minutes
- Punch Lists
- Quality Control & Safety Tracking
- Scheduling
- Subcontractor Management
- Daily progress photos



We have found this software to keep everything in one secure place for all team members to easily find through a mobile device or computer. One of the biggest benefits is our field team operates the project with Procore keeping everything coordinated between the office and field.

Documents are stored in a secure, shareable and locally backed-up cloud-based file system so designers, constructors, subcontractors, vendors and the County and your agents can access the latest documents from anywhere with Internet. The system also has synchronization capabilities allowing users to work offline.

As the project evolves from design into construction, the software expands to provide document control of project photos, submittals, requests for information (RFIs), inspections, punch lists, as-builts, project financials and change-related documents.

Procore serves as a centralized access point that allows all users to independently track, view and download the most recent project documents and records. It also serves as a drawing-centric platform that maintains a current “working set” of drawings loaded with markups and integrated document links readily available anytime and anywhere. As the project approaches completion, all data is provided in a PDF format that can easily be stored on a private server.

The County can be assured that the information stored and viewed on the site is the most current since each document is time and date stamped. When users have updates to a drawing or specification, the system stores the old information and creates a new file with the appropriate revision number and corresponding date.

This powerful project management control system tool will allow us to consistently achieve a high level of operational excellence. We have invested heavily in the resources necessary to elevate our operational effectiveness to industry-leading standards and to provide leading edge support to our team and clients.

Photo-linked drawings

Procore allows the construction field team to add photos to various points on the drawing allowing for County maintenance staff to be able to see what is behind the finished project. This helps immensely from an operations and maintenance standpoint knowing exactly where everything is related to the project's drawings.



F. Permitting in Southwest Florida and Charlotte County

It is essential to identify all of the permitting authorities having jurisdictional control, so that the design and construction can coordinate permit submissions for efficiencies in concurrent reviews and comments so that the issuance of permits is expedited to the fullest extent possible.

Our team has extensive experience navigating environmental permitting with SWFWMD, FDEP, ACOE and FWC. We understand that non-compliance with state permits during construction can have serious consequences if not strictly adhered to and are well versed in the documentation and reporting requirements for these permits. Our superintendents perform SWPPP site inspections weekly as well as after each rain event to document erosion control performance reporting for NPDES compliance in accordance with SWFWMD permits.

We have extensive experience working on environmentally sensitive habitats and have experience with wetland mitigation, habitat protection & restoration, as well as performing construction with endangered species for Gopher Tortoise, Sea Turtles, Scrub Jays, Bald Eagles, Bonneted Bats, Manatees and Sawtooth Sharks. In fact, we have relevant experience at the William R. Gaines Jr. Veterans Memorial Park, working hand in hand with Charlotte County Parks staff to comply with the FWC Protected species permit for relocating several Gopher Tortoise in addition to working adjacent to active burrows during construction.

We also bring current experience working with the Charlotte County Building Department on our West County Hurricane Ian contract for which we have permitted multiple assets on 18 different facilities, totaling nearly 50 separate building permits.

VOLUME OF WORK

Jon F. Swift Construction has been involved with Charlotte County in the last 24 months on 1 project and has received payments of \$306,490.08 to date.

LOCATION

Jon F. Swift Construction is located at 2221 8th St., Sarasota, FL 34237. For this project, the Superintendents will be on each park site daily and the remaining staff will visit site regularly.

We also make a personal commitment to all of our clients: We guarantee a 24 hour response to any warranty call following your initial contact with us. We may not always be able to remedy the issue within that time frame, but we guarantee that our team's personnel will make an on site visit to assess the issue and immediately begin taking steps to resolve the problem.

Our Superintendent on this project, Chuck Beahrs is a Charlotte County resident and is a short drive away from each project site.

We're local, and even after the warranty period has passed, we are here to serve you and assist in any way we can—because that's how you treat valued clients and friends.

LITIGATION

Jon F. Swift Construction has not been involved in any litigation within the past five year or since the inception of our company, over 44 years ago.

MINORITY BUSINESS

Jon F. Swift Construction is not a minority business enterprise. However, Jon F. Swift Construction understands the County's Minority Business Enterprise Policy and Goals and we are committed to help the County achieve these goals.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
01/10/2024

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).

PRODUCER Purmort and Martin Insurance Agency LLC 2301 Ringling Boulevard Sarasota FL 34237		CONTACT NAME: Certificates PHONE (A/C, No, Ext): (941) 366-7070 FAX (A/C, No): (941) 953-4901 E-MAIL ADDRESS: certificates@purmort.com	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A: Cincinnati Indemnity Company	NAIC # 23280
		INSURER B: FCCI Insurance Company	10178
		INSURER C: Certain Underwriters at Lloyd's London	
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** GL 23/24;WC 24/25 **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 <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:			ENP0532962	06/01/2023	06/01/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Employee Benefits \$ 1,000,000
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> PIP-Basic <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY			EBA0532962	06/01/2023	06/01/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Uninsured Motorist \$ 1,000,000
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$			ENP0532962	06/01/2023	06/01/2024	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N N	N / A	WC0100065153-04	01/01/2024	01/01/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	Professional Liability			PF00909A22	05/23/2023	05/23/2024	Aggregate Limit \$2,000,000

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

CERTIFICATE HOLDER

Charlotte County Community Development
18400 Murdock Circle

Port Charlotte FL 33948

CANCELLATION

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

AUTHORIZED REPRESENTATIVE

[Signature]

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PROJECT FORMS

PART IV - SUBMITTAL FORMS PROPOSAL SUBMITTAL SIGNATURE FORM

1.	Project Team Name and Title	Years experience	City of office individual will work out of for this project	City individual's office is normally located	City of individual's residence
	Jason Swift, Project Executive	37	Sarasota	Sarasota	Sarasota
	Ross Russo, Project Manager	40	Sarasota	Sarasota	Sarasota
	Jonathan Swift, Superintendent	27	Sarasota	Sarasota	Sarasota
	Chuck Beahrs, Superintendent	10	Sarasota	Sarasota	Charlotte
	Andrea Vargas, Project Coordinator	8	Sarasota	Sarasota	Sarasota
2.	Magnitude of Company Operations				
	A) Total professional services fees received within last 24 months:			\$ 65,234,217	
	B) Number of similar projects started within last 24 months:			4	
	C) Largest single project to date:			\$ 48,500,000	
3.	Magnitude of Charlotte County Projects				
	A) Number of current or scheduled County Projects			1	
	B) Payments received from the County over the past 24 months (based upon executed contracts with the County).			\$ 315,907.27	
4.	Sub-Consultant(s) (if applicable)	Location	% of Work to be Provided	Services to be Provided	
	N/A				
5.	Disclosure of interest or involvement: List below all private sector clients with whom you have an active pending contract and who have an interest within the areas affected by this project. Also, include any properties or interests held by your firm, or officers of your firm, within the areas affected by this project.				
	Firm	Address			
	Phone #	Contact Name			
	Start Date	Ending Date			
	Project Name/Description				

NAME OF FIRM Jon F. Swift, Inc.

(This form must be completed and returned)

PROJECT FORMS

6. Minority Business:Yes _____ No X

The County will consider the firm's status as an MBE or a certified MBE, and also the status of any sub-contractors or sub-consultants proposed to be utilized by the firm, within the evaluation process.

Comments or Additional Information:

The undersigned attests to his/her authority to submit this proposal and to bind the firm herein named to perform as per contract, if the firm is awarded the Contract by the County. The undersigned further certifies that he/she has read the Request for Proposal, Terms and Conditions, Insurance Requirements and any other documentation relating to this request and this proposal is submitted with full knowledge and understanding of the requirements and time constraints noted herein.

By signing this form, the proposer hereby declares that this proposal is made without collusion with any other person or entity submitting a proposal pursuant to this RFP.

In accordance with section 287.135, Florida Statutes, the undersigned certifies that the company is not on the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List and does not have business operations in Cuba or Syria (if applicable) or the Scrutinized Companies that Boycott Israel List or is not participating in a boycott of Israel.

As Addenda are considered binding as if contained in the original specifications, it is critical that the Consultant acknowledge receipt of same. The submittal may be considered void if receipt of an addendum is not acknowledged.

Addendum No. 1 Dated 1/24/24 Addendum No. _____ Dated _____ Addendum No. _____ Dated _____

Addendum No. _____ Dated _____ Addendum No. _____ Dated _____ Addendum No. _____ Dated _____

Type of Organization (please check one):

INDIVIDUAL
CORPORATION☐

PARTNERSHIP

☐☒

JOINT VENTURE

☐Jon F. Swift, Inc.

Firm Name

941-951-6100

Telephone

Jon F. Swift Construction

Fictitious or d/b/a Name

59-1897037

Federal Employer Identification Number (FEIN)

2221 8th St.

Home Office Address

Sarasota, FL 34237

City, State, Zip

44

Number of Years in Business

Address: Office Servicing Charlotte County, other than above

Ross Russo, Vice President

Name/Title of your Charlotte County Rep.

941-951-6100

Telephone

Ross Russo, Vice President

Name/Title of Individual Binding Firm (Please Print)

Signature of Individual Binding Firm_____
Dateross@jonfswiftinc.com

Email Address

(This form must be completed & returned)

DRUG FREE WORKPLACE FORM

The undersigned vendor in accordance with Florida Statute 287.087 hereby certifies that Jon F. Swift, Inc.
does: (name of business)

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).
4. In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

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



Proposer's Signature

1/30/24

Date

END OF PART IV

(This form must be completed & returned)

