

**BUILDING AUTOMATION CONSULTANT
RFP NO. 2020000552**



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

Presented by:
Moses Engineering
2209 NW 40th Terrace, Suite A
Gainesville, Florida 32605





August 24, 2020

Senior Division Manager – Purchasing
Charlotte County Administration Complex
18500 Murdock Circle, Suite 344
Port Charlotte, FL 33948-1094

Re: Letter of Application
Building Automation Consultant
RFP #2020000552

Moses Engineering is pleased to submit our qualifications for the Charlotte County Building Automation System Consultant services. We have assembled an experienced, trusted and qualified team that is ideally suited for this project. The balance of this letter responds to the selection criteria listed in the Evaluation Criteria for Consultant Services.

Moses Engineering was incorporated in 1980 in Gainesville, Florida. We are a 27-person professional engineering firm that has established long term working relationships with numerous public and private clients. Our primary client includes state/county/city institutional and private clients. Moses has been providing services for more than 30 years and has established a reputation of quality and technical expertise that spans the entire state of Florida. This above team brings more than 75 years of combined experience installing, maintaining, and designing building automation systems.

The Moses team will be led by David Brooks, PE who has over 30 years of experience in Building Automation Systems and is a registered control systems engineer in good standing with the Florida Board of Professional Engineers. Resumes for each member of the support team and their role in this project follows. Be assured though that our entire 27 person staff is available to meet your needs.

Our office is located in Gainesville, Florida and is ideally located to serve all areas of the state. We have a company owned single engine plane with 5 pilots on staff that allow us to be anywhere in the state within 2 hours.

I trust I have addressed each and every criterion you outlined in your solicitation. I am excited about the opportunity to work on this project and confident that this team possesses the expertise needed for this type of technical project. I am confident that our experience, ability, and qualifications will bring real value for this project!

Sincerely,

David Brooks, PE, CxA
Vice-President

I. TEAM PROPOSED FOR THIS PROJECT

DAVID L. BROOKS, PE, CxA

Vice President

Project Manager/Controls Engineer



Mr. Brooks has over 30 years of experience working as a Control Systems and Mechanical engineer. He currently serves as principal in charge of the special projects team focusing on controls system design, complex mechanical system design (BSL2 and BSL3), energy enhancements, building integration facility assessments, and commissioning services. His expertise includes large institutional facilities, large campus systems, central utility plants and complicated renovation projects. His first 10 years was spent as a project engineer and project manager for a large control company in which he managed both the installations and startup of complex HVAC control systems. He has been working as a consultant for more than 20 years with a focus on control system design, integration and BAS master planning. He is a recognized expert in the area of intelligent building systems having published numerous articles and was a contributing author for two of the most advanced text books in the area of intelligent building systems (Carolina Connectivity A Plan for Improved Integration and Facility Management Services for a Large University” and “Web Based Enterprise Energy & Building Automation Systems; The Technology Gap”)

His specialized technical expertise, project management skills, ability to communicate complex issues to non-technical personnel, creative approach to system problem resolution, and ability to communicate effectively with both owners and facility staff make him a key member of the Moses team.

EDUCATION

University of South Florida, BS Electrical Engineer, 1988

PROFESSIONAL REGISTRATION

Registered Professional Engineer, State of Florida, PE 56766

PROFESSIONAL AFFILIATIONS

AABC Commissioning Group (ACG)

American Society of Heating, Refrigerating and Air-Conditioning Engineers (ASHRAE)

NIH consultant responsible for evaluating and scoring grant submissions for proposed BSL3 facility upgrades.

Mr. Klubertanz is a Systems Engineer and Commissioning Specialist at Moses Engineering. He brings over 13 years of experience in the field of controls and engineering including building commissioning as well as building automation design, installation, and service. Mr. Klubertanz has dedicated himself to a superior level of service excellence while delivering modern, energy efficient solutions that meet and exceed client expectations. Mr. Klubertanz liaises with institutional clients, government agencies, contracting officials, equipment vendors, manufacturing companies, and sub-consultants to identify engineering problems and develop streamlined processes and solutions. He is tasked with the responsibilities of designing and commissioning building facilities and utility infrastructure, fostering interoffice and client engagement, optimizing system processes, and managing personnel and project budgets.

Mr. Klubertanz is experienced in all phases of building new work and renovation processes including planning, design, construction, acceptance, warranty, and service with mechanical systems while maintaining industry standards and Codes.

Mr. Klubertanz has designed, commissioned, and serviced specialty systems including complex laboratory research environments, large hospital buildings, educational institutions, and government facilities. As a commissioning specialist, Mr. Klubertanz has executed on-site commissioning inspections, performed functional performance equipment testing, developed pre-functional equipment checklists and functional performance test scripts, reviewed Contract Documents, and analyzed building automation systems.

His expertise extends to the various testing equipment Moses Engineering uses in their day to day commissioning services. This includes data loggers, calibrated pressure, temperature, humidity and CO2 instruments, air balance hoods, electrical metering devices, etc.

His controls background gives him a unique perspective with respect to system operations, sequences and the technology used to achieve optimum efficiency of any system. In addition, he has a unique ability to work in the theoretical design world yet can communicate design concepts to individuals lacking the technical background.

EDUCATION

University of Florida, BS Mechanical Engineering, 2005

Mr. Akin has over 23 years of experience as an electrical engineer. Mr Akin is a recognized expert with regards to low and medium voltage power distribution systems (underground and overhead), emergency and standby power generation systems system, short circuit and coordination, lightning protection systems, grounding systems for normal and sensitive electronic environments. His experience extends to intrusion detection/security systems, uninterruptible power supply systems, and fire alarm and detection systems for educational, institutional, commercial and industrial projects. Mr. Akin is also a recognized expert in the field of interior and exterior lighting design and programmable lighting control systems, theatrical lighting systems, structured cabling systems, sound reinforcement systems, low voltage power distribution studies, intercommunications systems, clock and program systems.

A large portion of Mr. Akin's experience has been performing utility infrastructure work in a campus-wide environment. He has extensive knowledge of medium voltage electrical systems and how to master plan these types of projects. In addition, Mark brings extensive cost estimating experience to every project completed and budgeted thousands of renovation projects.

Mr. Akin's experience, attention to detail, thoroughness, and communication abilities play an integral role in properly executing complicated and phased utilities to deliver successful projects.

EDUCATION

University of Florida, BS Electrical Engineering, 1997

PROFESSIONAL REGISTRATION

Registered Professional Engineer, State of Florida (PE 0059242)
BICSI Registered Communications Distribution Designer (RCDD 01769)
The National Council of Examiners for Engineering & Surveying Record #23466
U.S. Green Building Council LEED BD+C Accredited Professional

PROFESSIONAL AFFILIATIONS

Building Industry Consulting Service International (BICSI)

SAM FRASIER, PE, CXA

President
Mechanical Engineer



As president, Mr. Frasier oversees all projects for Moses Engineering, bringing more than 25 years of mechanical design experience, and an additional 10 years of mechanical/electrical machine design experience. The marriage of these fields of design means that Mr. Frasier has a unique understanding of how things actually work. This understanding has translated into designing some of the most innovative and energy efficient projects that we have ever completed. For example, Mr. Frasier designed the Mount Sinai Medical Center Central Energy Plant renovations that featured installation of three magnetic bearing chillers which were/are the largest of their kind in the world. These chillers were specifically designed for the project and have returned untold savings to the hospital since project completion. Mr. Frasier has been responsible for most of the major HVAC projects at Moses Engineering all with an emphasis on MEP prime work.

Mr. Frasier has extensive experience in master planning utilities infrastructure and building mechanical/electrical phasing/renovations. This ability is grounded in his knack to see the “big picture”, understand how users interact with our systems and then translate that into an overall solution. The solution has to be feasible and cost effective. Mr. Frasier has the reputation of being the “go to” guy for complex projects and for his accurate cost estimating abilities.

Mr. Frasier’s extensive utilities experience has resulted in evaluations, master planning and design projects for various institutional clients all over the southeast. This experience includes the recent design of a 4000 ton 15 MMBTU heating hot water plant for the Baptist Health South Florida Bethesda East hospital. As the prime consultant, Mr. Frasier managed the architect, civil engineer, structural engineer and CFD wind wake consultant.

Mr. Frasier specializes in determining and understanding the client’s goals, identifying the deficiencies and tailoring solutions that best fit the project objectives and owners’ budget.

Mr. Frasier served as Project Manager/Mechanical Engineer for the first LEED Platinum Certified design in the State of Florida and the Southeastern United States; First LEED Platinum Athletic Facility in the United States (SW Stadium Renovation and Expansion) and numerous other LEED certified projects.

EDUCATION

University of Idaho, BS Mechanical Engineering, 1995

PROFESSIONAL REGISTRATION

Registered Professional Engineer, State of Florida (PE 69949)

PROFESSIONAL AFFILIATIONS

AABC Commissioning Group (ACG)

American Society of Heating, Refrigerating and Air-Conditioning Engineers (ASHRAE)



TIMOTHY SKINNER, CxA HVAC/Controls Specialist



Mr. Skinner is an HVAC/Controls Specialist at Moses Engineering. He has 30+ years of HVAC technical and hands on experience in institutional facilities, including testing procedure, equipment troubleshooting and repair, planning and installation of upgrades, and optimizing for efficiency. His experience with all major controls systems allows him to identify the underlying (and often hidden) issues that can arise in today's advanced control systems.

Mr. Skinner's experience includes numerous projects from small air handler replacement in existing buildings, large high school multi-unit upgrades, to \$60 million laboratory research facilities. He has participated in numerous new and renovation projects over the course of his thirteen year employment with Moses Engineering. He is regularly called on to help solve difficult HVAC problems identified by our engineering staff or the Owner.

His controls background gives him a unique perspective with respect to system operations, sequences and the technology used to achieve optimum efficiency of any system. In addition, he has a unique ability to work in the theoretical design world yet can communicate design concepts to individuals lacking the technical background.

His expertise extends to the various testing equipment Moses & Associates uses in their day to day commissioning services. This includes data loggers, calibrated pressure, temperature, humidity and CO2 instruments, air balance hoods, electrical metering devices, etc...

EDUCATION

Chemeketa Community College, Oregon, A.S. Manufacturing Engineering 1992

PROFESSIONAL AFFILIATIONS

Certified Commissioning Authority CxA #912-1071

Zach Frasier Mechanical Engineering Specialist



Since joining Moses Engineering in 2012, Mr. Frasier has amassed considerable experience in HVAC, plumbing, and fire protection engineering. His project experience to date has emphasized owner direct mechanical renovations, focusing on utility plant design, and campus-wide utility infrastructure projects. He has directly designed 30 AHU replacements, 25,000 Tons of chiller plants both new and renovation of existing, and a dozen new building construction projects in excess of \$12 million and 25,000 square feet each. The majority of his work experience has been with healthcare facilities across Florida in both design and commissioning. This work has required maximizing existing campus utilities systems to support ambitious expansion initiatives while complying with the rigorous infrastructure and phasing requirements these facilities require.

EDUCATION

University of Florida, BS Mechanical Engineer, 2016

PROFESSIONAL AFFILIATIONS

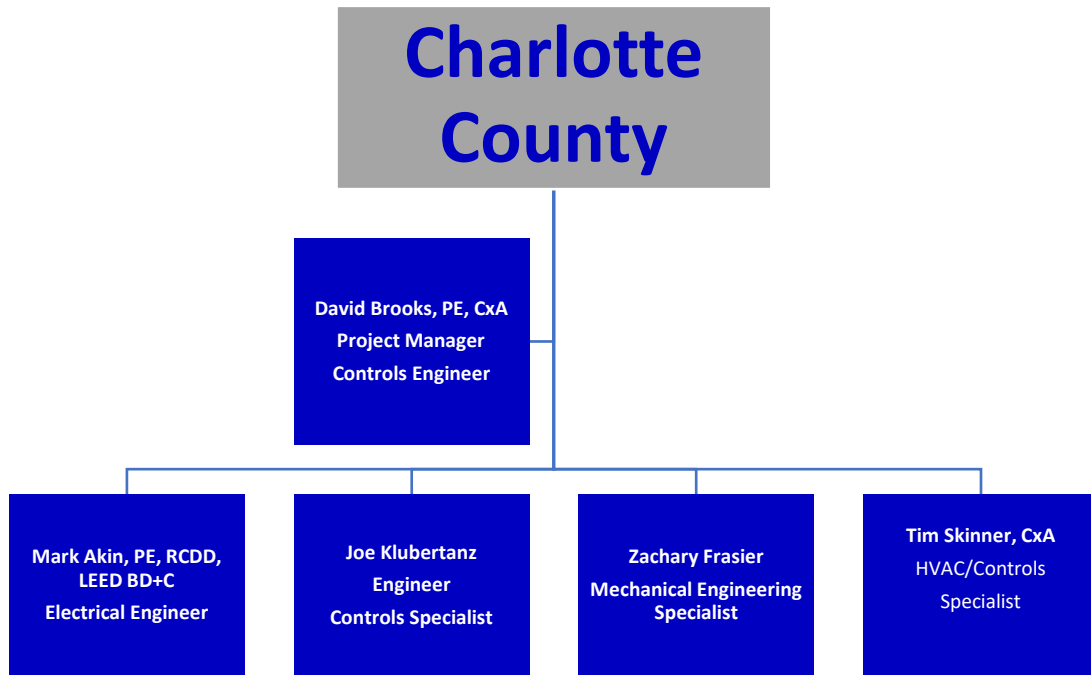
American Society of Heating, Refrigerating and Air-Conditioning Engineers (ASHRAE)



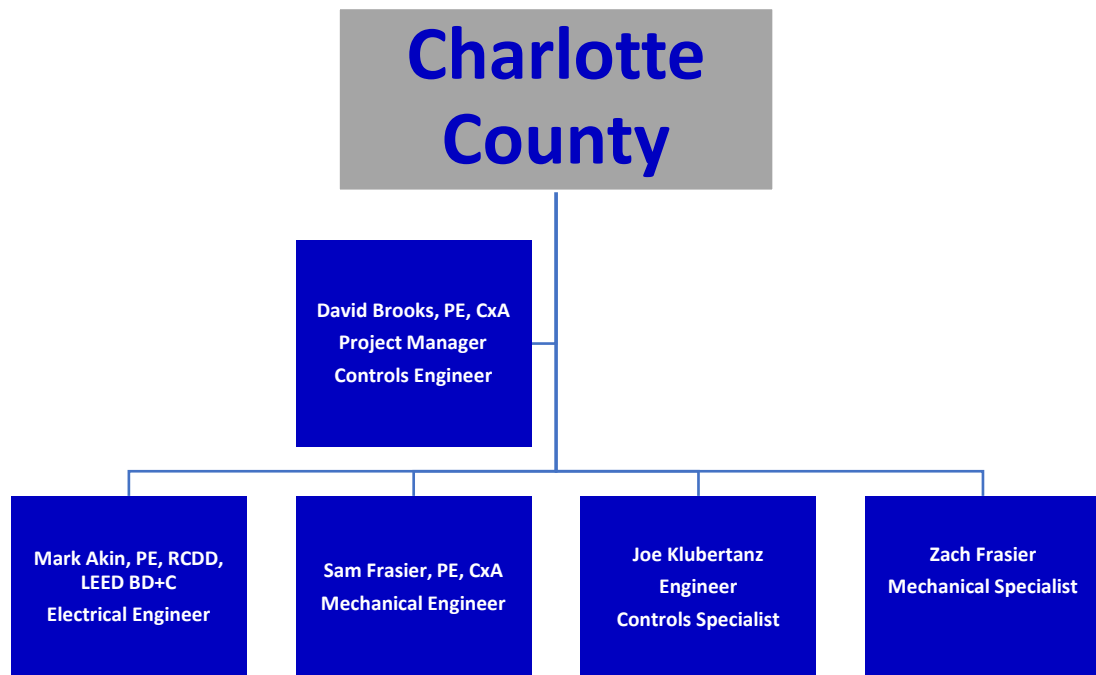
II. PROPOSED MANAGEMENT PLAN

A. Team Organization

1. BUILDING INSPECTION PHASE



2. SYSTEM EVALUATION AND PROPOSAL PHASE



III. PREVIOUS EXPERIENCE OF TEAM PROPOSED FOR THIS PROJECT

PROJECT 1:

Baptist Health South Florida (BHSF) Enterprise EBMS/BCLS Master Plan Development- South Florida

Moses Engineering provided a first step approach to develop a master Enterprise Building Management System (EBMS) plan that addressed Baptist Health's South Florida's (BHSF) goal for a more competitive bid environment and need for a consistent implementation of the Building Automation Systems (BAS). In addition, BHSF wanted a single user interface and central server solution that could meet the operational and security goals of the more than 30 facilities (10 million SF) under the control of BHSF. The following master plan scope of work was initiated, contracted and implemented from 2017 thru 2020.

Task 1

Moses Engineering brought all interested parties together to discuss goals and objectives of the EBMS and BAS going forward. This included discussing strategies for basic operations, procurement, open web services, alarm management, procurement, analytics and maintenance. The competitive goals were to ensure an open source bid environment based on ASHRAE BACnet/IP Standard 135 communication standards.

Task 2

Moses Engineering surveyed, reviewed and documented the existing BAS architecture with an emphasis on existing vendor network architecture, manufacturer capabilities, age, and useful life. This assessment determined the scope for integration and in some cases, recommended upgrades.

Task 3

Moses Engineering developed a master plan that included final Baptist Health BAS infrastructure plans and scope to allow Moses Engineering to move forward with the preparation of standards and procurement documents. The plan included an executive summary section and supporting documentation. The final deliverable included a new master EBMS specification and master building level control specification. These master specs allow for a consistent delivery of bid docs, regardless of the engineering firm doing the work.

PROJECT 2:

University of Florida Building Automation System Standards

Moses Engineering, Inc, has been providing BAS consulting for the University of Florida since 2010. During this time Moses has developed general specifications for head requirements, open protocols, BAS control design standards, master planning, system analytics and guide specifications. In the case of this University, it was decided that a single headend system would be unmanageable considering the nearly 500 buildings under the control of the University. A multi-vendor headend environment was selected as the model for this system. This model required detailed standards for graphics and point naming to ensure a consistent look across all three vendor systems. All systems were



mandated to utilize BACnet/IP as the standard communication leaving the door open to future upgrades that could include a single headend system approach.

Moses provided guidance by way of guide specifications for both headend elements and building level control systems. These standards have been continually updated over the years ensuring the latest control strategies and instrumentation could be incorporated into every project. Moses also developed engineering standards for controls to ensure consistent engineering practices with respect to control system designs, instrumentation and sequence of operation strategies. A recent revision to the standards was recently published and presented under the new University of Florida construction standards.

Reference Ravish Paul (ravishpaul@ufl.edu)
Ph: 352-294-7173

PROJECT 3:

University of Miami Building Automation System Standards

Moses Engineering, Inc, has been providing BAS consulting for the University of Miami since 2015. During this time Moses has developed general specifications for head requirements, open protocols, BAS control design standards, master planning, guide specifications. In the case of this University, it was decided that a single headend system would be appropriate and the Siemens headend solution was chosen. This model required detailed standards for graphics and point naming to ensure a consistent look across all projects. All potential building level control systems were mandated to utilize BACnet/IP as the standard communication leaving the door open to future upgrades that could include a new and more vendor agnostic headend system approach.

Moses provided guidance by way of guide specifications for both headend elements and building level control systems. These standards have been continually updated over the years ensuring the latest control strategies and instrumentation could be incorporated into every project. Moses also developed engineering standards for controls to ensure consistent engineering practices with respect to control system designs, instrumentation and sequence of operation strategies. A recent revision to the standards was recently published and presented under the new University of Miami construction standards.

Reidel Diaz (r.diaz10@miami.edu)
Ph: (305) 761-5824

IV. Project Control

A. Schedule

1. What techniques are planned to assure that schedule will be met?

Moses Engineering, Inc. (Moses) will start the project with a planning workshop that includes all parties that have an invested interest in the goals and outcomes of the project. During this planning schedule (which will be facilitated by Moses), Moses will layout the survey schedule and discuss accessibility and Owner support expectations. The schedule will then be documented in a single Gantt chart format with all critical path tasks documented. The schedule will be updated on a weekly basis to ensure tasks and goals are being achieved.

2. Who will be responsible to assure that schedule will be met?

Final responsibility of the project and schedule lies with the project manager David Brooks P.E. CxA. He will work closely with the Charlotte County staff ensuring continuous communication with all project team members. Regular updates will be issued through weekly progress reports documenting current schedule status, costs, issues, and current findings.

B. Cost

1. What control techniques are planned?

Moses brings many years of cost control strategies that include both large MEP cost estimating and control system pricing. We know the cost of controls and how control companies price their work. Moses is often asked to review and assess building automation costs as it relates to construction costs and typically as it relates to sole source procurement. It is our intent to provide an estimate of all anticipated costs for any recommended implementation plans. These costs will be based on actual project experience and our understanding of the industry and pricing strategies.

2. Demonstrate ability to meet project cost control.

Moses regularly provides cost estimates for our designs in conjunction with any proposal. We execute an average of 200 projects per year that all include initial cost estimates and management of these costs throughout the life of the project. Cost control and management of cost is one of our core company attributes.

In the case of the University of Florida, Mr. Brooks is often asked to review control costs due to the sole source nature of many of the control projects executed at this University. These reviews typically include material cost, labor cost (project management and technical labor).

It will be our plan to issue comprehensive bid documents that include detailed bid forms. We have developed bid forms specific to control systems due to the unique way control companies price and bid this type of work. Our custom bid forms include breakouts for equipment, project management, installation technicians, hardware engineering and software engineering.

3. Who will be responsible for cost control?

Again, final responsibility of the project and costs lies with the project manager - David Brooks P.E. CxA. He will work closely with the Charlotte County staff ensuring continuous communication with all project team members. Regular updates will be issued through weekly progress reports documenting current schedule status, costs, issues, and current findings.

C. Recent, current and projected workload

Moses Engineering has work however as the list shows most of our current projects are under construction or are in the commissioning phase. Moses is currently low on design work and has the ability to take on this project and give it the priority it deserves



V. PRESENT PROPOSED APPROACH FOR THIS PROJECT

A. Describe proposed consulting philosophy.

Moses Engineering excels at being proactive and identifying problems before they impact project schedule and budget. We consider the full scope of use and always provide clear, detailed drawings that ensure a smooth process from project concept to project conclusion.

It is important that we communicate clear and realistic goals for the project and to communicate those goals in a way the entire project team can understand. Our many years of experience designing, commissioning and planning Building Automation Systems allow us to translate what can be an extremely complex topic into.

B. What problems do you anticipate and how do you propose to solve them?

The goals of the project to implement an open headend system will ensure a single user interface will improve alarm response, energy management strategies and foster a competitive bidding environment. Providing a single interface for all building intelligent building systems requires a thorough understanding of the current integration protocols (i.e BACnet and LonWorks) and an understanding of the older legacy proprietary protocols common in the older building systems. This mix of current and legacy protocols will undoubtedly create opportunities for cost overruns is not managed appropriately. Moses will ensure there are no surprises and will ensure all plans to integrate will be well vetted with respect to cost and return on investment.

C. Describe probable BAS applications.

Our choice for an open protocol head end system is the Tridium Niagara system. We have chosen this product for many of our clients for one reason. Its open proprietary software solution ensures no owner is bound to any local company. The Tridium product is sold and distributed through local distributors. In addition, Tridium ensures the Owner and not the local distributor owns the software. This ensures total control of the product by the Owner and leaves options for future procurement in the event the initial provider proves inadequate or incapable of meeting the Charlotte Counties objectives.

The key to any open headend solution is to plan for future bidding strategies, ensuring building level controls can be competitively while keeping the enterprise head end work under separate procurement packages.

Our proposed strategy will include the development of an RFP to procure the initial headend system for Charlotte County. This RFP will include technical specifications and pricing standards for a prospective integrator. We will also recommend developing master building level control standard with specifications and control standards.

D. Describe innovative approaches in production and design.

Our intent will be to build a comprehensive bid package that ensures competitively bidding for the initial head end solution but also to ensure future building renovations can be competitively bid with an assurance that the future building renovations can be seamlessly integrated into the new open head end system. In addition, Moses will ensure the head end procurement process includes unit pricing for point integration, graphics and support services so that future procurement of head end services is executed at the lowest cost possible.

VI. PRESENT EXAMPLES FO RECENTLY ACCOMPLISHED SIMILAR PROJECTS

A. Describe the projects to demonstrate.

University of Florida BAS Standards and the University of Miami BAS Standards:

Moses set up project schedules and facilitated numerous workshops that were scheduled as bi weekly meetings. Each meeting included comprehensive meeting minutes to ensures the ideas and strategies were carried over into the final BAS standards. The standards ensured a balance between operational goals and cost of services. This balance proved challenging as this balance was continuously challenged by the team members. Moses dealt with these challenges by ensuring the pros and cons of each decision was communicated and considered for each decision.

Florida Department of Health Lab Monitoring System: This project required the full implementation of an RFP scope of work document that included headed hardware/software requirements, integration scope, unit pricing requirements, and commissioning requirements. The project included a compressed schedule so an expedited survey was required. Surveys were conducted for 4 major lab facilities located in 4 different Florida cities. Systems to be integrated included Johnson Controls, Siemens and Andover.

VII. DESCRIBE YOUR EXPERIENCE AND CAPABILITIES IN THE FOLLOWING AREAS

A. Value Engineering

Moses understands the value engineering process and balancing project goals with project budget. The key to avoiding the need for value engineering is a comprehensive bid package and accurate cost estimating during the initial design phases.

B. Life Cycle Cost Analysis

Life cycle cost analysis has been a required deliverable for all state projects. Moses has completed thousands of prime MEP projects, many of which included life cycle cost analysis for HVAC equipment, control strategies, and electrical systems.



C. Critical Path Method

Moses regularly engages in projects that are based on the critical path method of scheduling. It is our intent to manage this project with the critical path method ensuring key deliverables and due dates are achieved.

D. Energy Conservation

Moses regularly engages in projects with aggressive energy saving goals. These include many LEED projects, ESCO projects, ASHRAE Energy Audit Level 1,2, 3, Retro-Commissioning and building analytics. We bring expertise in energy modeling and life cycle costing that considers first cost and operational cost.

E. New BAS Resources

Moses considers technological relevance a core component of the organization. We regularly engage BAS vendors in workshops and regularly commission the latest control systems. In addition, Moses has created a new division with Moses Engineering called FacilityoptiX. This new division and software brings together our continuous commissioning approach with a state of the art building analytics software platform. The analytics part of the solution has resulted in consistent and documented energy savings by way of deficiency resolution and efficiency improvements

F. Specialized Experience

As summarized in this RFP response, Moses brings the expertise needed to be a value added partner for Charlotte County and the goal to achieve an open and competitive building automation bidding environment. We are confident that this team's experience and commitment to this project cannot be matched by any other firm.

Location:

Moses Engineering is in Gainesville, Florida. We have a company owned single engine plane with 5 pilots on staff and have access to personal planes should the need arise

Litigation:

Moses Engineering has never been a defendant or co-defendant in a lawsuit in the last 40 years.

Minority Business:

Moses Engineering is not MBE certified.



Attachments:

Licenses

Certificate of Insurance

State of Florida

Department of State

I certify from the records of this office that MOSES AND ASSOCIATES, INC. is a corporation organized under the laws of the State of Florida, filed on June 24, 1980.

The document number of this corporation is 674668.

I further certify that said corporation has paid all fees due this office through December 31, 2020, that its most recent annual report/uniform business report was filed on January 8, 2020, and that its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Eighth day of January, 2020*



Ronald R. Lee
Secretary of State

Tracking Number: 6829720664CC

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

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



Ron DeSantis, Governor



STATE OF FLORIDA

BOARD OF PROFESSIONAL ENGINEERS

THE ENGINEERING BUSINESS HEREIN IS AUTHORIZED UNDER THE
PROVISIONS OF CHAPTER 471, FLORIDA STATUTES

MOSES & ASSOCIATES, INC.

2209 NW 40TH TERRACE
SUITE A
GAINESVILLE FL 32605

LICENSE NUMBER: CA3097

EXPIRATION DATE: FEBRUARY 28, 2021

Always verify licenses online at MyFloridaLicense.com



Do not alter this document in any form.

This is your license. It is unlawful for anyone other than the licensee to use this document.



MOSE&AS-01

TJOHNSON3

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
5/14/2020

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 Hub International Florida 2811 NW 41st Street Gainesville, FL 32606	CONTACT NAME:		
	PHONE (A/C, No, Ext): (352) 377-2002	FAX (A/C, No): (352) 376-8393	
INSURED Moses & Associates Inc & Area 2209 LLC 2209 NW 40th Ter- Ste-A Gainesville, FL 32601	E-MAIL ADDRESS:		
	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A : Main Street America Protection Insurance Company		13026
	INSURER B : Owners Insurance Company		32700
	INSURER C : National Union Fire Insurance Company of Pittsburgh, PA		19445
	INSURER D : Bridgefield Employers Insurance Company		10701
	INSURER E : Endurance American Specialty Insurance Company		41718
INSURER F :			

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X		BPG78229	5/14/2020	5/14/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 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
B	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			4188113801	5/14/2020	5/14/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
C	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			EBU016439772	5/14/2020	5/14/2021	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	830-28017	5/14/2020	5/14/2021	<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
E	Professional Liabli			DPL10007797204	9/18/2019	9/18/2020	Retro Date 3/19/1981 \$ 3,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Scripps Research is listed as additional insured with respect to the General Liability

CERTIFICATE HOLDER

CANCELLATION

Scripps Research Attn: Adrian Orozco, Sourcing Manager 130 Scripps Way Jupiter, FL 33458	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

ACORD 25 (2016/03)

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2209 NW 40th Terrace, Ste A

Gainesville, FL 32605

www.moses-eng.com

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
	David Brooks, PE, CxA	32	Gainesville	Gainesville	Gainesville
	Mark Akin, P.E., RCDD, LEED BC+D	23	Gainesville	Gainesville	Gainesville
	Joseph Klubertanz	15	Gainesville	Gainesville	Gainesville
	John Davis	1	Gainesville	Gainesville	Gainesville
	Timothy Skinner	30	Gainesville	Gainesville	Gainesville

2.	Magnitude of Company Operations				
	A) Total professional services fees received within last 12 months:			\$ 5,800,000	
	B) Number of similar projects started within last 12 months:			3	
	C) Largest single project to date: (Estimated Construction Cost \$33M)			\$ 1,700,000	

3.	Magnitude of Charlotte County Projects				
	A) Number of current or scheduled County Projects			0	
	B) Payments received from the County over the past 24 months (based upon executed contracts with the County).			\$ 0	

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. N/A				
	Firm	Address			
	Phone #	Contact Name			
	Start Date	Ending Date			
	Project Name/Description				

NAME OF FIRM Moses Engineering
(This form must be completed and returned)

6. Minority Business: The County will consider the firm's status as an MBE or a certified MBE, and the status of any sub-contractors or sub-consultants proposed to be utilized by the firm, within the evaluation process.	Yes _____ No <u>X</u>
Comments or Additional Information: <div style="border: 1px solid black; height: 40px; margin-top: 5px;"></div>	

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

Type of Organization (please check one):

INDIVIDUAL	<input type="checkbox"/>
PARTNERSHIP	<input type="checkbox"/>
CORPORATION	<input checked="" type="checkbox"/>
JOINT VENTURE	<input type="checkbox"/>

Moses & Associates, Inc	352.372.1911	352.372.0186
Firm Name	Telephone	Fax
Moses Engineering	59-2006400	
Fictitious or d/b/a Name	Federal Employer Identification Number (FEIN)	
2209 NW 40th Terrace, Suite A		
Home Office Address		
Gainesville, FL 32605	40	
City, State, Zip	Number of Years in Business	

Address: Office Servicing Charlotte County, other than above

David Brooks, PE, CxA	352.372.1911	352.372.0186
Name/Title of your Charlotte County Rep.	Telephone	Fax
Vice President		
Name/Title of Individual Binding Firm (Please Print)		
	8/24/20	
Signature of Individual Binding Firm	Date	
dbrooks@moses-eng.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 Moses Engineering 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

8/24/20

Date

END OF PART IV

(This form must be completed & returned)