

MASTER CONSULTING AGREEMENT

THIS AGREEMENT (“Agreement”) is entered into as of the Effective Date (defined in Section 1.1 below) by and between Polk Transportation Planning Organization (“TPO”), created by the State of Florida in accordance with Title 23 United States Code, Section 134 and Chapter 339.175, Florida Statutes, by and through its Board, situated at 330 W. Church Street, Bartow, Florida 33830, (hereinafter referred to as the “TPO”), and AECOM Technical Services, Inc., a California corporation, located at 300 South Grand Avenue, 9th Floor, Los Angeles, California 90071 (hereinafter referred to as the “Consultant”), and whose Federal Employer Identification Number is: 95-2661922.

WHEREAS, the Polk TPO was created by Interlocal Agreement dated February 17, 2015, between the Florida Department of Transportation (FDOT), Polk County, a political subdivision of the State of Florida, hereinafter referred to as Polk County, and fifteen municipalities located in Polk County for the purposes of providing professional planning services to support the needs of the TPO; and

WHEREAS, the TPO and Polk County entered into a TPO Staff Services Agreement on February 17, 2015, whereby Polk County agreed to provide staffing and professional services necessary to carry out the planning obligations of the TPO; and

WHEREAS, the TPO Staff Services Agreement provides that contracts and bids for the purchase of materials and services required by the TPO shall be in accordance with Polk County procedures; and

WHEREAS, the TPO requires certain professional services in connection with transportation planning in Polk County; and

WHEREAS, the TPO has solicited for these services pursuant to the TPO's adopted Unified Planning Work Program, in RFP #25-687, included by reference as to the scope of services contained herein in accordance with Polk County procurement procedures; and

WHEREAS, Consultant represents it is capable and prepared to provide such Services.

NOW, THEREFORE, in consideration of the mutual understandings and covenants set forth herein, the parties hereby agree, as follows:

1.0 **Term**

1.1 This Agreement shall take effect on the date of its execution by the Chairman of the Board of the TPO (the "Effective Date").

1.2 The term of this Agreement shall be for a period of five (5) years from the Effective Date, unless otherwise sooner terminated as provided herein.

1.3 Services for the TPO under this Agreement for which Federal PL Funds are to be expended shall be limited to a period not to exceed five (5) years and may not be further extended.

2.0 **Services to Be Performed by Consultant**

2.1 The TPO does hereby retain the Consultant to furnish those services and to perform those tasks (collectively, the "Services") as further described in (i) the County's Request for Proposals RFP #25-687, to include all attachments and addenda, (ii) the Consultant's responsive proposal, and (iii) Florida Department of Transportation (FDOT) General Provisions thereto (collectively, (i) (ii), and (iii) are "RFP 25-687"), all of which are incorporated into this Agreement by this reference. A complete copy of RFP 25-687 and the Consultant's responsive proposal is attached as a composite Exhibit "A" and made a part of this Agreement and as may be further specifically designated and authorized by the TPO, in writing (collectively, the "Services"). Such authorization will be referred to as a Consultant Services Authorization ("CSA") or a Contract Purchase Order ("CPO") and all provisions of this Agreement apply to the CSA/CPO with full force and effect as if appearing in full within each CSA/CPO. Each CSA/CPO will set forth a specific Scope of Services, maximum limit of compensation, schedule, liquidated damages and completion date, and shall become effective upon the due execution. In the event of any conflict in terms between the above referenced documents and the terms herein, the terms included herein shall govern.

2.2 The Consultant is not authorized to undertake any project without a duly executed CSA/CPO, which shall specify the work to be performed and the time to be completed. Consultant recognizes that the TPO may employ several different Consultants to perform the work described and that the Consultant has not been employed as the exclusive agent to perform any such services.

2.3 When the Consultant and the TPO enter into a CSA/CPO where the term of the

CSA/CPO expires on a date that is later than the date that the this Agreement expires, the Consultant and the TPO agree that the terms of this Agreement and any amendments, attachments or provisions hereof are automatically extended until the expiration (including any extension or amendment thereto) or full completion of the requirements of the CSA/CPO have been performed. Cancellation by the TPO of any remaining work prior to the full completion of the requirements of the CSA/CPO shall cause the terms of this Agreement to terminate at the same time. This provision only applies when the expiration of the CSA/CPO extends beyond the expiration of this Agreement. It does not apply when a CSA/CPO expires or is cancelled prior to the expiration of this Agreement.

3.0 **Compensation**

3.1 **General**

3.1.1 TPO shall pay Consultant in accordance with Exhibit “B”, "Fee Schedule", which is attached hereto and incorporated by reference as part of this Agreement. The fee schedule identifies all job classifications, which will perform billable services pursuant to this Agreement and the fee for each job classification. Performance of work by personnel in job classifications not listed on the fee schedule will result in nonpayment for such services.

3.1.2 Upon the mutual agreement of the parties, the Fee Schedule, as set out in Exhibit “B” may be adjusted by a written Amendment to this Agreement annually beginning one year from the Effective Date of this Agreement. Such amendment must be executed by both parties and shall operate prospectively only and shall not alter fee schedules for CSA’s/CPO’s in effect at the time of the amendment.

3.1.3 Compensation may be negotiated as a not to exceed price or a lump sum amount on a per-project basis, on each individual CSA/CPO.

3.1.4 In the event a not to exceed price is negotiated, compensation shall be billed and paid based on and in accordance with the Hourly Rate Schedule attached hereto and incorporated herein as Exhibit “B”. The Hourly Rate Schedule identifies all job classifications which will perform billable services pursuant to this Agreement and the fee for each job classification. Performance of work by personnel in job classifications not listed on the fee schedule will result in nonpayment for such services.

3.1.5 Invoices must reference the applicable CSA/CPO number, using an invoice form approved by the TPO Auditor.

3.1.6 Each individual invoice shall be due and payable forty-five (45) days after receipt by the TPO of correct, fully documented, invoice, in form and substance satisfactory to the TPO with all appropriate cost substantiations attached. All invoices shall be delivered, as applicable based on the particular project:

Polk TPO
P.O. Box 9005
Bartow, FL 33831
Attention: Director

3.1.7 In order for both parties herein to close their books and records, the Consultant will clearly state "Final Invoice" on the Consultant's final/last billing to the TPO. This certifies that all services have been properly performed and all charges and costs have been invoiced to the TPO. Since this account will thereupon be closed, any and other further charges if not properly included on this final invoice are waived by the Consultant.

3.1.8 Payment of the final invoice shall not constitute evidence of the TPO's acceptance of the work

3.1.9 Invoices shall be accompanied by time and task records for all billable hours appearing on the invoice. Additional documents may be requested by TPO and, if so requested, shall be furnished by Consultant to TPO and County's Auditor's satisfaction.

3.1.10 By its submission of an invoice, the Consultant's project manager or designated payroll officer shall be deemed to be attesting to the correctness and accuracy of time charges and requested reimbursements.

3.1.11 Pursuant to Section 3.1.4, if a not to exceed fee is negotiated, invoices shall be accompanied by time and task records for all billable hours appearing on the invoice. Alternatively, if a lump sum amount is negotiated, invoices shall be made upon the completion of each phase of the work in proportion to the Services performed, as specifically set forth in the applicable CSA or CPO. Additional documentation may be requested by the TPO and, if so requested, shall be furnished by the Consultant to the TPO Auditor's satisfaction.

3.2 Reimbursable

3.2.1 All requests for payment of out-of-pocket expenses eligible for reimbursement under the terms of this Agreement shall be reimbursed per the TPO/County Reimbursable Schedule, Exhibit “C”, and include copies of paid receipts, invoices or other documentation acceptable to the TPO/County’s Auditor. Such documentation shall be sufficient to establish that the expense was actually incurred and necessary in the performance of the Scope of Work described in this Agreement, CSA, or CPO.

3.2.2 Reimbursable Expenses are the actual, pre-approved, expenses incurred directly in connection with the applicable CSA or CPO, and include:

Sub-Consultant
Pre-approved Equipment

3.2.3 Mileage and associated travel costs shall be reimbursed in accordance with F.S. 112.061 and FDOT policy for pre-approved out-of-county travel (excluding travel from home offices located outside of Polk County to the Polk County line).

3.2.4 All assets, i.e. durable goods, purchased as reimbursable expenses become the property of the TPO upon completion of the work for which the asset was utilized. All such assets must be surrendered by delivery to the TPO offices upon demand, termination of the Agreement, or the conclusion of the project, whichever occurs first.

3.2.5 Consultant shall maintain a current inventory of all such assets.

4.0 Insurance

4.1 General Provisions

4.1.1 Consultant shall maintain, at all times, the following levels of insurance and shall, without in any way altering their liability, obtain, pay for and maintain insurance for the coverages and amounts of coverage set forth below and provide the TPO and County with a Certificate of Insurance and an opportunity to inspect a certified copy of each policy applicable to this Agreement followed thereafter by an annual Certificate of Insurance satisfactory to the TPO and County to evidence such coverage before any work commences.

4.1.2 The Transportation Planning Organization, the County, and the Florida

Department of Transportation shall be included as an additional insured on all Consultant policies related to the project, excluding professional liability and workers compensation. The Commercial General Liability and Worker's Compensation policies shall contain a waiver of subrogation in favor of the Transportation Planning Organization, the County, and the Florida Department of Transportation. All insurance coverage shall be written with an insurer having an A.M. Best Rating of a least the "A-" category and size category of VIII.

4.1.3 The Consultant's self-insured retention or deductible per line of coverage shall be the sole responsibility of the Consultant.

4.1.4 If there is any failure by the Consultant to comply with the provisions of this section, the TPO and County may, at its option, on notice to the Consultant, suspend the work for cause until there is full compliance.

4.1.5 TPO and County may, at its sole discretion, purchase such insurance at Consultant's expense provided that the TPO and County shall have no obligation to do so and if the TPO and County shall do so, it shall not relieve Consultant of its obligation to obtain insurance.

4.1.6 The Consultant shall not be relieved of or excused from the obligation to obtain and maintain such insurance amount and coverages.

4.1.7 All Consultants' subconsultants shall be required to include TPO, County and Consultant as additional insured on their General Liability Insurance policies.

4.1.8 Consultant shall require its subconsultants to meet the required insurance limits as set forth and required in this Agreement.

4.1.9 The Consultant shall not commence work under this Agreement until all insurance required as stated herein has been obtained and such insurance has been approved by the TPO and County.

4.2 Comprehensive Automobile Liability Insurance. \$1,000,000.00 per occurrence / aggregate for bodily injuries, death and property damage resulting from any one occurrence, including all owned, hired, and non-owned vehicles.

4.3 Commercial General Liability. \$1,000,000.00 per occurrence / aggregate for bodily

injuries, death and property damage, and personal injury resulting from any one occurrence, including the following coverages:

4.3.1 Premises and Operations:

Broad Form Commercial General Liability Endorsement to include Blanket Contractual liability (specifically covering, but not limited to, the contractual obligations assumed by the Firm); Personal Injury (with employment and contractual exclusions deleted); and Broad Form Property Damage coverage.

4.3.2 Independent Contractors:

Delete Exclusion relative to collapse, explosion and underground; Property Damage Hazards; Cross Liability Endorsement; and Contractual liability (specifically covering, but not limited to, the contractual obligations assumed by the Firm)

4.4 Professional Liability Insurance. \$2,000,000.00 per claim and in the aggregate for liabilities arising from negligent design errors and omissions, inclusive of defense costs. Consultant shall be required to provide continuing Professional Liability Insurance to cover each project for a period of two (2) years after the project is completed. Insurance requirements may vary depending on projects as determined by the TPO Director and/or County Director of Risk Management and Insurance.

4.5 Performance, Payment and Other Bonds. Consultant shall furnish Performance and Payment Bonds specific to each project if required and agreed to under the CSA or CPO for the project.

4.6 Worker's Compensation. The Consultant shall provide, pay for, and maintain worker's compensation insurance on all employees as required by Florida Statutes.

5.0 **Standard of Care**

5.1 Consultant has represented to the TPO and County that it has the personnel and experience necessary to perform the work in a professional and workmanlike manner.

5.2 Consultant shall exercise the same degree of care, skill, and diligence in the performance of the Services as is provided by a professional of like experience, knowledge and resources, under similar circumstances.

5.3 Consultant shall, at no additional cost to TPO and County, re-perform services which fail to satisfy the foregoing standard of care or otherwise fail to meet the requirement of this

Agreement.

5.4 The Consultant warrants that all services shall be performed by skilled and competent personnel to the professional standards in the field.

6.0 **Indemnification**

6.1 General. Having considered the risks and potential liabilities that may exist during the performance of the Services and in consideration of the promises included herein, the TPO, County and Consultant agree to allocate such liabilities in accordance with this Section.

6.2 Indemnification.

6.2.1 Consultant shall indemnify and hold harmless the TPO, County, and FDOT, and each of their respective officers and employees, from liabilities, damages, losses, and costs, including, but not limited to, reasonable attorney's fees, to the extent caused by the negligence, recklessness, or intentionally wrongful conduct of the Consultant and other persons employed or utilized by the Consultant in the performance of this Agreement.

6.2.2 The TPO review, comment and observation of the Consultant's work and performance of this Agreement shall in no manner constitute a waiver of the indemnification provisions of this Agreement.

6.2.3 Consultant agrees that it bears sole legal responsibility for its work and work product, and the work and work product of subconsultants and their employees, and/or for Consultant's performance of this Agreement and its work product(s).

6.2.4 IN ACCORDANCE WITH SECTION 558 ET SEQ OF THE FLORIDA STATUTES AND TO THE FULLEST EXTENT PERMITTED BY LAW, COUNTY ACKNOWLEDGES AND AGREES THAT NO INDIVIDUAL EMPLOYEE OR AGENT OF CONSULTANT SHALL BE HELD INDIVIDUALLY LIABLE FOR DAMAGES RESULTING FROM NEGLIGENCE OCCURING WITHIN THE SCOPE AND COURSE OF THIS AGREEMENT, TO THE EXTENT ALL PROVISIONS OF SAID STATUTORY PROVISION ARE SATISFIED.

6.3 Survival. Upon completion of all Services, obligations and duties provided for in this Agreement, or in the event of termination of this Agreement for any reason, the terms and conditions

of this Agreement shall survive as if the Agreement were in full force and effect.

7.0 Independent Contractor

7.1 Consultant undertakes performance of the Services as an independent contractor and shall be wholly responsible for the methods of performance.

7.2 The TPO shall have no right to supervise the methods used, but the TPO shall have the right to observe such performance.

7.3 Consultant shall work closely with the TPO in performing Services under this Agreement.

7.4 The Consultant shall not pledge the TPO's credit or make it a guarantor of payment or surety for any contract, debt, obligation, judgment, lien or any form of indebtedness and shall have no right to speak for or bind the TPO in any manner.

7.5 Consultant further warrants and represents that it has no obligation or indebtedness that would impair its ability to fulfill the terms of this Agreement.

8.0 Authority to Practice

8.1 The Consultant hereby represents and warrants that it has and will continue to maintain all licenses and approvals required to conduct its business, and that it will at all times conduct its business activities in a reputable manner.

9.0 Compliance with Laws

9.1 The TPO, the Consultant and/or Contractor and Subcontractor will comply with all applicable Federal and State guidelines set forth in the TPO's Transportation Planning Funds Joint Participation Agreement executed on April 14, 2016, and any amendments thereto.

9.2 Consultant acknowledges and agrees that, in regards to TPO projects, funding for multi-year projects is subject to the annual approval of the TPO's Unified Planning Work Program by the Florida Department of Transportation and Federal Highway Administration.

9.3 Compliance with Title VI of the Civil Rights Act of 1964 and Related Statutes. During the performance of this contract for TPO projects, the TPO, for itself, its assignees and successors in interest, and the Consultant and/or Contractor and Subcontractor agree as follows:

9.3.1 Compliance with Regulations. The Consultant and/or Contractor and Subcontractor shall comply with the regulations relative to non-discrimination in federally assisted programs of the U.S. Department of Transportation Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time, which are herein incorporated by reference and made part of this contract.

9.3.2 Nondiscrimination. The Consultant and/or Contractor and Subcontractor with regards to the work performed by it during the contract will not discriminate on the grounds of race, color, disability, religion, sex, national origin, or familial status in the selection and retention of contractors and subcontractors, including procurement of material and leases of equipment. The TPO and the Consultant and/or Contractor and Subcontractor will not participate either directly or indirectly in the discrimination prohibited by 49 CFR 21.5, including employment practices when the contract covers a program set forth in 49 CFR part 21, Appendix B.

9.3.3 Solicitations for subcontractors, including procurement of materials and equipment. The Consultant and/or Contractor and Subcontractor acknowledges and agrees that in all solicitations made by competitive bidding or negotiation by the TPO for work to be performed under a subcontract, including procurement of materials and leases of equipment, each potential subcontractor, supplier, or lessor shall be notified by the TPO of the TPO's obligations under this contract and the regulations relative to nondiscrimination on the grounds of race, color, disability, religion, sex, national origin, or familial status.

9.3.4 Information and Reports. Consultant acknowledges and agrees that the TPO shall provide all information and reports required by the regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Florida Department of Transportation (FDOT), the Federal Highway Administration (FHWA), or the Federal Transit Administration (FTA) to be pertinent to ascertain compliance with such regulations, orders, and instructions. Where any information required of the TPO is in the exclusive possession of another who fails or refuses to furnish this information, the TPO shall so certify to the FDOT, the FHWA, and the FTA, as appropriate, and shall set forth what efforts it

has made to obtain the information.

9.3.5 Sanctions for Non-Compliance. Consultant acknowledges and agrees that in the event of the TPO's non-compliance with the non-discrimination provisions of this contract, the FDOT shall impose such contract sanctions as it, the FHWA, or the FTA determine to be appropriate, including, but not limited to: withholding of payments to the TPO under the agreement until the TPO complies, and/or cancellation, termination, or suspension of the agreement, in whole or part.

9.4 Participation by Disadvantaged Business Enterprise (DBE). During the Performance of this contract for TPO projects, the TPO and the Consultant and/or Contractor and Subcontractor shall abide by the statements in 9.4.1 and 9.4.2.

9.4.1 As required by 49 CFR 26.13, the TPO and the Consultant and/or Contractor and Subcontractor shall not discriminate on the basis of race, color, national origin, religion, gender, age, disability in the award and performance of any Department of Transportation (DOT) assisted contract or in the administration of its DBE program or the requirements of 40 CFR Part 26. The TPO shall take all necessary and reasonable steps under 40 CFR Part 26 to ensure nondiscrimination in the award and administration of DOT assisted contracts. The TPO's DBE program, as required by CFR Part 26 and as approved by the U.S. Department of Transportation, is incorporated by reference in the Planning Funds agreement between the TPO and the FDOT and the Consultant and/or Contractor and Subcontractor shall adhere to that program.

9.4.2 Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as a violation of the agreement. Upon notification to the TPO of its failure to carry out its approved program, the U.S. Department of Transportation may impose sanctions as provided for under Part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Civil Remedies Act of 1986 (31 U.S.C. 3801 et seq.).

9.4.3 No member, officer, or employee of the TPO either during his or her tenure or for one (1) year thereafter shall have any interests, direct or indirect, in this contract or the proceeds thereof.

10.0 Public Records Law

(a) The Consultant acknowledges the County's obligations under Article I, Section 24, of the Florida Constitution and under Chapter 119, Florida Statutes, to release public records to members of the public upon request and comply in the handling of the materials created under this Agreement. The Consultant further acknowledges that the constitutional and statutory provisions control over the terms of this Agreement. In association with its performance pursuant to this Agreement, the Consultant shall not release or otherwise disclose the content of any documents or information that is specifically exempt from disclosure pursuant to all applicable laws.

(b) Without in any manner limiting the generality of the foregoing, to the extent applicable, the Contractor acknowledges its obligations to comply with Section 119.0701, Florida Statutes, with regard to public records, and shall:

(1) keep and maintain public records required by the County to perform the services required under this Agreement;

(2) upon request from the County's Custodian of Public Records or his/her designee, provide the County with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law;

(3) ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the term of this Agreement and following completion of this Agreement if the Consultant does not transfer the records to the County; and

(4) upon completion of this Agreement, transfer, at no cost, to the County all public records in possession of the Consultant or keep and maintain public records required by the County to perform the service. If the Consultant transfers all public records to the County upon completion of this Agreement, the Consultant shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Consultant keeps and maintains public records upon completion of this Agreement, the Consultant shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the County, upon request from the County's Custodian of Public Records, in a format that is compatible with the information technology systems of the County.

(c) IF THE CONSULTANT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE COUNTY'S CUSTODIAN OF PUBLIC RECORDS AT:

**RECORDS MANAGEMENT LIASON OFFICER
POLK COUNTY
330 WEST CHURCH ST.
BARTOW, FL 33830
TELEPHONE: (863) 534-7670
EMAIL: RMLO@POLKFL.GOV**

11.0 Compliance with Laws

11.1 In performance of the Services, Consultant shall comply with applicable regulatory

requirements including federal, state, special district, and local laws, rules, regulations, orders, codes, criteria and standards, including those now in effect and hereafter adopted.

12.0 **Subcontracting**

12.1 The TPO reserves the right to accept the use of a subcontractor or to reject the selection of a particular subcontractor and to inspect all facilities of any subcontractor.

12.2 Subcontractors that are not pre-qualified by FDOT are subject to compensation restrictions as specified in Rule 14-75, F.A.C. Any such subcontractor utilized must be technically qualified by FDOT prior to any work being performed.

12.3 If a subcontractor fails to perform or make progress, as required by this Agreement, and it is necessary to replace the subcontractor to complete the work in a timely fashion, the Consultant shall promptly do so, subject to acceptance of the new subcontractor by the TPO. Failure of a Subcontractor to timely or properly perform its obligations shall not relieve Consultant of its obligations hereunder.

13.0 **Federal and State Taxes**

13.1 The TPO is exempt from Federal Tax and State Sales and Use Taxes. Upon request, the TPO will provide an exemption certificate to Consultant. The Consultant shall not be exempted from paying sales tax to its suppliers for materials to fulfill contractual obligations with the TPO, nor shall the Consultant be authorized to use the TPO's Tax Exemption Number in securing such materials.

14.0 **Public Entity Crimes**

14.1 The Consultant understands and acknowledges that this Agreement with the TPO will be voidable by the TPO, in the event the conditions under Section 287.133, Florida Statutes applies to the Consultant, relating to conviction for a public entity crime.

15.0 **TPO's Responsibilities**

15.1 TPO shall be responsible for providing access to all TPO project sites, and providing information in the TPO's possession that may reasonably be required by Consultant, including; existing reports, studies, financial information, and other required data that are available in the files of the TPO.

16.0 **Termination of Agreement**

16.1 This Agreement may be terminated by the Consultant upon thirty (30) days prior written notice to the TPO in the event of substantial failure by the TPO to perform in accordance with the terms of the Agreement through no fault of the Consultant.

16.2 This Agreement may be terminated by the TPO with or without cause immediately upon written notice to the Consultant.

16.3 Unless the Consultant is in breach of this Agreement, the Consultant shall be paid for services rendered to the TPO's satisfaction through the date of termination.

16.4 After receipt of a Termination Notice, as described in this Article 16.0, and except as otherwise directed by the TPO, the Consultant shall:

16.4.1 Stop work on the date and to the extent specified.

16.4.2 Terminate and settle all orders and subcontracts relating to the performance of the terminated work.

16.4.3 Transfer all work in process, completed work, and other material related to the terminated work to the TPO.

16.4.4 Continue and complete all parts of the work that have not been terminated.

16.4.5 If the Agreement is to be terminated for cause, the Consultant shall be provided a written Notice to Cure affording the Consultant ten (10) days to address any alleged deficiencies specified in the Notice prior to commencing with the termination process. The Consultant shall not be held liable for the accuracy or reliability of any partially completed work delivered in accordance with early termination.

17.0 **Uncontrollable Forces (Force Majeure)**

17.1 Either party hereunder may be temporarily excused from performance if an Event of Force Majeure directly or indirectly causes its nonperformance. An "Event of Force Majeure" is defined as any event which results in the prevention or delay of performance by a party of its obligations under this Agreement and which is beyond the reasonable control of the nonperforming party. It includes, but is not limited to fire, flood, earthquakes, storms, lightning, epidemic, war, riot, civil disturbance, sabotage, and governmental actions. Neither party shall be excused from performance if non-performance is due to

forces which are reasonably preventable, removable, or remediable and which the non-performing party could have, with the exercise of reasonable diligence, prevented, removed, or remedied prior to, during, or immediately after their occurrence. Within five (5) days after the occurrence of an Event of Force Majeure, the non-performing party shall deliver written notice to the other party describing the event in reasonably sufficient detail, along with proof of how the event has precluded the non-performing party from performing its obligations hereunder, and a good faith estimate as to the anticipated duration of the delay and the means and methods for correcting the delay. The non-performing party's obligations, so far as those obligations are affected by the Event of Force Majeure, shall be temporarily suspended during, but no longer than, the continuance of the Event of Force Majeure and for a reasonable time thereafter as may be required for the non-performing party to return to normal business operations. If excused from performing any obligations under this Agreement due to the occurrence of an Event of Force Majeure, the non-performing party shall promptly, diligently, and in good faith take all reasonable action required for it to be able to commence or resume performance of its obligations under this Agreement. During any such time period, the non-performing party shall keep the other party duly notified of all such actions required for it to be able to commence or resume performance of its obligations under this Agreement.

18.0 Governing Law and Venue

18.1 This Agreement shall be governed in all respects by the laws of the State of Florida and any litigation with respect thereto shall be brought only in the courts of Polk County, Florida or the United States District Court, Middle District of Florida located in Hillsborough County, Florida. Each party shall be responsible for its own attorneys' fee and other legal costs and expenses.

19.0 Non-Discrimination

19.1 The Consultant warrants and represents that all of its employees are treated equally during employment without regard to race, color, religion, gender, age or national origin.

20.0 Waiver

20.1 A waiver by either TPO and/or County or Consultant of any breach of this Agreement shall not be binding upon the waiving party unless such waiver is in writing. In the event of a written waiver, such a waiver shall not affect the waiving party's rights with respect to any other or

further breach. The making or acceptance of a payment by either party with knowledge of the existence of a default or breach shall not operate or be construed to operate as a waiver of any subsequent default or breach.

21.0 **Severability**

21.1 The invalidity, illegality, or unenforceability of any provision of this Agreement, or the occurrence of any event rendering any portion or provision of this Agreement void, shall in no way affect the validity or enforceability of any other portion or provision of the Agreement.

21.2 Any void provision shall be deemed severed from the Agreement and the balance of the Agreement shall be construed and enforced as if the Agreement did not contain the particular portion or provision held to be void.

21.3 The parties further agree to reform the Agreement to replace any stricken provision with a valid provision that comes as close as possible to the intent of the stricken provision.

21.4 The provisions of this section shall not prevent the entire Agreement from being void should a provision which is of the essence of the Agreement be determined to be void.

22.0 **Entirety of Agreement**

22.1 The TPO, County and the Consultant agree that this Agreement sets forth the entire Agreement between the parties, and that there are no promises or understandings other than those stated herein.

22.2 This Agreement supersedes all prior agreements, contracts, proposals, representations, negotiations, letters or other communications between the TPO, County and Consultant pertaining to the Services, whether written or oral.

22.3 None of the provisions, terms and conditions contained in this Agreement may be added to, modified, superseded or otherwise altered except by written instrument executed by the parties hereto.

23.0 **Modification**

23.1 This Agreement may not be modified unless such modifications are evidenced in writing signed by both TPO and Consultant. Such modifications shall be in the form of a written

Amendment executed by both parties.

23.2 In accordance with Resolution 2013-07, the TPO Executive Director is authorized to approve time extensions to CSA's and CPO's for a time period not to exceed sixty (60) days. Any time extension exceeding sixty (60) days will require the approval of the TPO. Such modifications are evidenced in writing signed by both TPO Executive Director and Consultant

24.0 Successors and Assigns

24.1 TPO, County and Consultant each binds itself and its partners, successors, permitted assigns, and legal representatives to the other party to this Agreement and to the partners, successors, executors, administrators, permitted assigns, and legal representatives of such other party.

24.2 Consultant shall not assign this Agreement without the express written approval of the TPO by executed amendment, which approval may be withheld in the TPO's sole discretion.

24.3 In the event of a merger, the surviving corporation shall be substituted for the contracting party to this agreement and such substitution shall be affirmed by the TPO Board by executed amendment.

25.0 Contingent Fees

25.1 The Consultant warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the Consultant to solicit or secure this Agreement and that it has not paid or agreed to pay any person, company, corporation, individual or firm, other than bona fide employee working solely for the Consultant, any fee, commission, percentage, gift or any other consideration contingent upon or resulting from the award or making of this Agreement.

26.0 Truth-In-Negotiation Certificate

26.1 Execution of this Agreement by the Consultant shall act as the execution of a Truth-in-Negotiation certificate certifying that the wage rates and costs used to determine the compensation provided for in this Agreement are accurate, complete, and current as of the Effective Date of this Agreement.

26.2 The said rates and costs shall be adjusted to exclude any significant sums should the TPO determine that the rates and costs were increased due to inaccurate, incomplete or noncurrent

wage rates or due to inaccurate representations of fees paid to outside consultants. The TPO Board shall exercise its rights under this "Certificate" within one (1) year following payment.

27.0 **Ownership of Documents**

27.1 Consultant shall be required to cooperate with other consultants relative to providing information requested in a timely manner and in the specified form. Any and all documents, records, disks, original drawings, or other information shall become the property of the TPO Board, County and FDOT for its use and/or distribution as may be deemed appropriate by the TPO Board, County and FDOT. Consultant is not liable for any damages, injury or costs associated with the TPO Board, County and FDOT use or distribution of these documents for purposes other than those originally intended by Consultant.

28.0 **Access and Audits**

28.1 Consultant shall maintain adequate records to justify all charges and costs incurred in performing the work for at least three (3) years after completion of this Agreement. The TPO Board, FTA Administrator, the Comptroller General of the United States or any of their authorized representatives shall have access to such books, records, and documents as required in this section for the purpose of inspection or audit during normal business hours at the Consultant's place of business.

28.2 Misrepresentations of billable time or reimbursable expenses as determined by the County Comptroller to the TPO Board/County shall result in the recovery of any resulting overpayments. The TPO Board and/or County's cost of recovery shall be the sole expense of the Consultant, including accounting and legal fees, court costs and administrative expenses.

28.3 Intentional misrepresentations of billable hours and reimbursable expenses will be criminally prosecuted to the fullest extent of the law.

28.4 All invoices submitted are subject to audit and demand for refund of overpayment up to three (3) years following completion of all services related to this Agreement.

29.0 **Notice**

29.1 Any notice, demand, communication, or request required or permitted hereunder shall be in writing and delivered in person or sent by Federal-Express or by Certified Mail, postage prepaid as follows:

As to County: Polk TPO
P.O. Box 9005 Drawer TS05
Bartow, FL 33830
Attention: Director

As to Consultant: AECOM Technical Services, Inc.
7650 West Courtney Campbell Causeway
Tampa, FL 33607-1462
Attention: Moe Lavasani, PhD, PE

29.2 Notices shall be effective when received at the addresses as specified above. Changes in the respective addresses to which such notice is to be directed may be made from time to time by either party by written notice to the other party. Facsimile transmission is acceptable notice effective when received, however, facsimile transmissions received (i.e.; printed) after 5:00 p.m., or on weekends or holidays, will be deemed received on the next business day. The original of the notice must additionally be mailed as required herein.

29.3 Nothing contained in this Article shall be construed to restrict the transmission of routine communications between representatives of Consultant and TPO and County.

30.0 **Service of Process**

As to County: TPO Attorney
County Administration Building
330 W. Church Street, 4th Floor
Bartow, Florida 33830

As to Consultant: AECOM Technical Services, Inc.
7650 West Courtney Campbell Causeway
Tampa, FL 33607-1462
Attention: Moe Lavasani, PhD, PE

31.0 **Contract Administration**

31.1 Services of Consultant shall be under the general direction of the TPO Director or their successor, who shall act as the TPO's representative during the term of this Agreement.

32.0 **Key Personnel**

32.1 Consultant shall notify TPO in the event of key personnel changes, which might affect this Agreement. To the extent possible, notification shall be made within ten (10) days prior to changes. Consultant at TPO's request shall remove without consequence to the TPO any Subcontractor or

employee of the Consultant and replace him/her with another employee having the required skill and experience. TPO has the right to reject proposed changes in key personnel. The following personnel shall be considered key personnel:

Name: Moe Lavasani, PhD, PE

Name: Jeff Blazowski

33.0. **Annual Appropriations**

33.1 Consultant acknowledges that the TPO, during any fiscal year, shall not expend money, incur any liability, or enter into any agreement which, by its terms, involves the expenditure of money in excess of the amounts budgeted as available for expenditure during such fiscal year. Any agreement, verbal or written, made in violation of this subsection is null and void, and no money may be paid on such agreement. Nothing herein contained shall prevent the making of agreements for a period exceeding one year, but any agreement so made shall be executory only for the value of the services to be rendered or agreed to be paid for in succeeding fiscal years. Accordingly, the TPO's performance and obligation to pay under this agreement is contingent upon annual appropriation.

34.0 **Intentionally omitted**

35.0 **No Government Obligation to Third Parties**

35.1 The TPO and Consultant acknowledge and agree that, notwithstanding any concurrence by the Federal Government in or approval of the solicitation or award of the underlying contract, absent the express written consent by the Federal Government, the Federal Government is not a party to this contract and shall not be subject to any obligations or liabilities to the TPO, Consultant, or any other party (whether or not a party to that contract) pertaining to any matter resulting from the underlying contract.

35.2 The Consultant agrees to include the above clause in each subcontract financed in whole or in part with Federal assistance provided by FTA. It is further agreed that the clause shall not be modified, except to identify the subcontractor who will be subject to its provisions.

36.0 **Federal Changes**

Consultant shall at all times comply with all applicable FTA regulations, policies, procedures and directives, including without limitation those listed directly or by reference in the Master

Agreement between TPO and FTA, as they may be amended or promulgated from time to time during the term of this contract. Consultant's failure to so comply shall constitute a material breach of this contract.

37.0 **Incorporation of Federal Transit Administration (FTA) Terms**

The preceding provisions include, in part, certain Standard Terms and Conditions required by DOT, whether or not expressly set forth in the preceding contract provisions. All contractual provisions required by DOT, as set forth in FTA Circular 4220.1E, are hereby incorporated by reference. Anything to the contrary herein notwithstanding, all FTA mandated terms shall be deemed to control in the event of a conflict with other provisions contained in this Agreement. The Consultant shall not perform any act, fail to perform any act, or refuse to comply with any TPO/County requests which would cause TPO/County to be in violation of the FTA terms and conditions.

38.0 **Dispute Resolution**

If the Consultant materially defaults in its obligations under this Agreement, CSA's or CPO's and fails to cure the same within fifteen (15) days after the date the Consultant receives written notice of the default from the County, then the County shall have the right to (i) immediately terminate this Agreement by delivering written notice to the Consultant, and (ii) pursue any and all remedies available in law, equity, and under this Agreement. If the County materially defaults in its obligations under this Agreement and fails to cure the same within fifteen (15) days after the date the County receives written notice of the default from the Consultant, then the Consultant shall have the right to immediately terminate this Agreement by delivering written notice to the County. Upon any such termination, the County shall pay the Consultant the full amount due and owing for all Services performed through the date of Agreement termination.

39.0 **Americans with Disabilities Act**

All design and construction must be accessible to individuals with disabilities pursuant to Titles II and III of the Americans with Disabilities Act.

40.0 **Attorneys' Fees and Costs**

Each party shall be responsible for its own legal and attorneys' fees, costs and expenses incurred in connection with any dispute or any litigation arising out of, or relating to this Agreement,

including attorneys' fees, costs, and expenses incurred for any appellate or bankruptcy proceedings.

41.0 **Unauthorized Alien(s)**

The Consultant agrees that unauthorized aliens shall not be employed nor utilized in the performance of the requirements of this Agreement. The TPO and County shall consider the employment or utilization of unauthorized aliens a violation of Section 274A(e) of the Immigration and Naturalization Act (8 U.S.C. 1324a). Such violation shall be cause for unilateral termination of this Agreement by the TPO and County. The form "AFFIDAVIT CERTIFICATION IMMIGRATION LAWS" will be signed by the Consultant and submitted as part of the Agreement.

42.0 **Employee Eligibility Verification (E-VERIFY)**

A. For purposes of this section, the following terms shall have the meanings ascribed to them below, or as may otherwise be defined in Section 448.095, Florida Statutes, as amended from time to time:

(i) "Contractor" means a person or entity that has entered or is attempting to enter into a contract with a public employer to provide labor, supplies, or services to such employer in exchange for salary, wages, or other remuneration; and

(ii) "E-Verify system" means an Internet-based system operated by the United States Department of Homeland Security that allows participating employers to electronically verify the employment eligibility of newly hired employees; and

(iii) "Subcontractor" means a person or entity that provides labor, supplies, or services to or for a contractor or another subcontractor in exchange for salary, wages, or other remuneration.

B. Pursuant to Section 448.095(2)(a), Florida Statutes, effective January 1, 2021, public employers, contractors and subcontractors shall register with and use the E-Verify system in order to verify the work authorization status of all newly hired employees. The Contractor

acknowledges and agrees that use of the U.S. Department of Homeland Security's E-Verify System and compliance with all other terms of this Certification and Section 448.095, Fla. Stat., is an express condition of this contract, and the County may treat a failure to comply as a material breach of this contract.

C. By entering into this contract, the Contractor becomes obligated to comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility," as amended from time to time. This includes but is not limited to utilization of the E-Verify System to verify the work authorization status of all newly hired employees, and requiring all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The Contractor shall maintain a copy of such affidavit for the duration of the contract. Failure to comply will lead to termination of this contract, or if a subcontractor knowingly violates the statute or Section 448.09(1), Fla. Stat., the subcontract must be terminated immediately. Any challenge to termination under this provision must be filed in the Tenth Judicial Circuit Court of Florida no later than 20 calendar days after the date of termination. If this contract is terminated for a violation of the statute by the Contractor, the Contractor may not be awarded a public contract for a period of 1 year after the date of termination. The Contractor shall be liable for any additional costs incurred by the County as a result of the termination of this contract. Nothing in this section shall be construed to allow intentional discrimination of any class protected by law.

43.0 **Limitation of Liability.**

IN NO EVENT, SHALL THE TPO OR THE COUNTY OR THE CONSULTANT BE LIABLE FOR INDIRECT, INCIDENTAL, CONSEQUENTIAL, SPECIAL, EXEMPLARY, OR PUNITIVE DAMAGES OF ANY KIND OR NATURE, INCLUDING LOSS OF PROFIT, WHETHER FORESEEABLE OR NOT, ARISING OUT OF OR RESULTING FROM THE NONPERFORMANCE OR BREACH OF THIS CONTRACT WHETHER BASED IN CONTRACT, COMMON LAW, WARRANTY, TORT, STRICT LIABILITY, CONTRIBUTION, INDEMNITY OR OTHERWISE.

44.0 **No Construction Against Drafter**

44.1 The Parties acknowledge that this Agreement and all the terms and conditions contained herein have been fully reviewed and negotiated by the Parties. Accordingly, any rule of construction to the effect that ambiguities are to be resolved against the drafting party shall not apply in interpreting this Agreement.

45.0 **Third-Party Beneficiary**

The County is a third-party beneficiary to this Agreement and is entitled to the rights and benefits hereunder and may enforce the provisions hereof as if it were a party hereto.

46.0 **Consultant Representations**

46.1 The Consultant hereby represents and warrants the following to the County:

46.1.1 Consultant is a corporation that is duly organized and existing in good standing under the laws of the State of California with full right and authority to do business within the State of Florida.

46.1.2 Consultant's performance under this Agreement will not violate or breach any contract or agreement to which the Consultant is a party or is otherwise bound, and will not violate any governmental statute, ordinance, rule, or regulation.

46.1.3 Consultant has the full right and authority to enter into this Agreement and to perform its obligations in accordance with its terms.

46.1.4 Consultant now has and will continue to maintain all licenses and approvals required to conduct its business, and that it will at all times conduct its business activities in a reputable manner.

46.1.5 Consultant has no obligation or indebtedness that would impair its ability to fulfill the terms of this Agreement.

46.1.6 Consultant has the personnel and experience necessary to perform all Services in a professional and workmanlike manner.

46.1.7 Consultant shall exercise the same degree of care, skill, and diligence in the performance of the Services as provided by a professional of like experience, knowledge and resources, under similar circumstances.

46.1.8 Consultant shall, at no additional cost to County, re-perform those Services which fail to satisfy the foregoing standard of care or which otherwise fail to meet the requirements of

this Agreement.

46.1.9 Estimates, opinions of probable construction or implementation costs, financial evaluations, feasibility studies or economic analyses prepared by the Consultant will represent its best judgment based on its experience and available information. The County recognizes that the Consultant has no control over costs of labor, materials, equipment or services furnished by others or over market conditions or contractors' methods of determining prices, and that any evaluation of a facility to be constructed or work to be performed is speculative. Accordingly, the Consultant does not guarantee that proposals, bids or actual costs will not vary from opinions, evaluations or studies submitted by the Consultant.

46.1.10 Each individual executing this Agreement on behalf of the Consultant is authorized to do so.

(THE REMAINDER OF THE PAGE LEFT INTENTIONALLY BLANK)

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the Effective Date.

ATTEST:

Polk Transportation Planning Organization
(TPO)

By: _____
Executive Director, Polk TPO

By: _____
Chairman, TPO

Date Signed by TPO Board: _____

Review as to form and legal sufficiency

Wade Miller 1/2/2026
County Attorney's Office Date

ATTEST:

AECOM Technical Services, Inc.
a California corporation

By: _____
Corporate Secretary

By: JEFF BLAZOWSKI
[Print Name]

[Print Name]

VICE PRESIDENT, AUTHORIZED SIGNATORY
[Title]

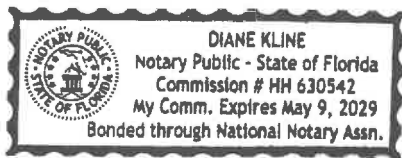
DATE: _____

DATE: 7/23/2026

SEAL SEE ATTACHED DOCUMENT

ACKNOWLEDGEMENT OF FIRM, IF A CORPORATION

STATE OF Florida County OF Hillsborough
The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization this July 23, 2024 (Date) by Jeff Blazowski (Name of officer or agent) as Vice President (title of officer or agent) of the Corporation on behalf of the Corporation, pursuant to the powers conferred upon him/her by the Corporation. He/she personally appeared before me at the time of notarization, and ☒ is personally known to me or ☐ has produced _____ as identification and did certify to have knowledge of the matters stated in the foregoing instrument and certified the same to be true in all respects. Subscribed and sworn to (or affirmed) before me this July 23, 2024 (Date) Diane Kline (Official Notary Signature and Notary Seal)
(Name of Notary typed, printed or stamped)
Commission Number _____ Commission Expiration Date _____





AECOM Technical Services, Inc. 213.593.8100 tel
300 South Grand Avenue 213.593.8730 fax
9th Floor
Los Angeles, CA 90071
www.aecom.com

SECRETARY'S CERTIFICATE

AECOM TECHNICAL SERVICES, INC. a California corporation

I, Armond Tatevossian, DO HEREBY CERTIFY that I am a duly elected and acting Secretary of AECOM Technical Services, Inc., a corporation organized under the laws of the State of California ("ATS" or "Corporation"), and the keeper of its records and corporate seal.

I FURTHER CERTIFY that ATS's full legal address is c/o CT Corporation System, 330 North Brand Blvd., Suite 700, Glendale, California 91203-2336 and that the Corporation's principal place of business is 300 South Grand Ave., 9th Floor, Los Angeles, California 90071.

I FURTHER CERTIFY that pursuant to the Written Consent of the Board of Directors of ATS, adopted on April 28, 2026, and attached hereto as Exhibit A, Jeffrey Blazowski has signatory authority for ATS and is authorized to execute contracts and other documents on behalf of the Corporation.

IN WITNESS WHEREOF, I have subscribed my name and affixed the seal of the Corporation, this 1st day of May 2026.

Armond Tatevossian
Secretary



**UNANIMOUS ACTION OF THE BOARD OF DIRECTORS
OF
AECOM TECHNICAL SERVICES, INC.**

The undersigned, being all the members of the Board of Directors of AECOM TECHNICAL SERVICES, INC. (the "Corporation"), a California corporation, hereby take the following action:

RESOLVED: That, "the following U.S. based persons are designated with authority by the Board of Directors to execute contracts and other legal documents on behalf of the Corporation within the boundaries of specific Regions and Business Lines as noted and effective as of the dates set forth below:"

Effective April 28, 2026:

Last Name	First Name	Region	Business Line
Blazowski	Jeffrey	East	Transportation

IN TESTIMONY WHEREOF, all the Directors have hereunto set their hands this 28th day of April, 2026.



Allison Hall



Matthew Crane



Karl Jensen



Armond Tatevossian



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

Detail by Entity Name

Foreign Profit Corporation
AECOM TECHNICAL SERVICES, INC.

Cross Reference Name

EARTH TECH, INC.

Filing Information

Document Number	F95000004014
FEI/EIN Number	95-2661922
Date Filed	08/21/1995
State	CA
Status	ACTIVE
Last Event	AMENDMENT
Event Date Filed	09/05/2025
Event Effective Date	NONE

Principal Address

300 South Grand Avenue, 9th Floor
Los Angeles, CA 90071

Changed: 01/19/2021

Mailing Address

300 South Grand Avenue
9th Floor
Los Angeles, CA 90071

Changed: 04/05/2018

Registered Agent Name & Address

C T CORPORATION SYSTEM
1200 SOUTH PINE ISLAND ROAD
PLANTATION, FL 33324

Officer/Director Detail

Name & Address

Title PRESIDENT, DIRECTOR

CRANE, MATTHEW
300 SOUTH GRAND AVENUE, 9TH FLOOR
LOS ANGELES, CA 90071

Title Secretary, Director

Tatevossian, Armond
300 South Grand Avenue, 9th Floor
Los Angeles, CA 90071

Title Director, CEO

Jensen, Karl
300 South Grand Avenue, 9th Floor
Los Angeles, CA 90071

Title FLORIDA LICENSEE-VICE PRESIDENT

CAPESTANY, PEDRO
300 South Grand Avenue, 9th Floor
Los Angeles, CA 90071

Title SVP

EDELSTEIN, ROBERT
300 SOUTH GRAND AVENUE
9TH FLOOR
LOS ANGELES, CA 90071

Title VICE PRESIDENT

LYONS, JENNIFER
300 SOUTH GRAND AVENUE, 9TH FLOOR
LOS ANGELES, CA 90071

Title FLORIDA LICENSEE-VICE PRESIDENT/ VICE-PRESIDENT RESPONSIBLE-IN-CHARGE

PANZARINO, STEPHEN
300 SOUTH GRAND AVENUE, 9TH FLOOR
LOS ANGELES, CA 90071

Title AUTHORIZED SIGNATORY

MEJEUR, RANDALL
300 SOUTH GRAND AVENUE, 9TH FLOOR
LOS ANGELES, CA 90071

Title CFO, Director

Hall, Allison
300 South Grand Avenue, 9th Floor
Los Angeles, CA 90071

Title FLORIDA LICENSEE-ASSOCIATE VICE PRESIDENT

POISSON, CHRISTOPHER
300 SOUTH GRAND AVENUE, 9TH FLOOR
LOS ANGELES, CA 90071

Title AUTHORIZED SIGNATORY

GOOTEE, JENNIFER
300 South Grand Avenue, 9th Floor
Los Angeles, CA 90071

Title FLORIDA LICENSEE-VICE PRESIDENT

BLAZOWSKI, JEFFREY
300 SOUTH GRAND AVENUE, 9TH FLOOR
LOS ANGELES, CA 90071

Annual Reports

Report Year	Filed Date
2024	02/20/2024
2025	02/07/2025
2026	01/16/2026

01/16/2026 – ANNUAL REPORT	View image in PDF format
09/05/2025 – Amendment	View image in PDF format
06/03/2025 – Amendment	View image in PDF format
02/07/2025 – ANNUAL REPORT	View image in PDF format
01/31/2025 – Amendment	View image in PDF format
04/25/2024 – Amendment	View image in PDF format
02/21/2024 – AMENDED ANNUAL REPORT	View image in PDF format
02/20/2024 – ANNUAL REPORT	View image in PDF format
02/09/2024 – Amendment	View image in PDF format
11/02/2023 – Amendment	View image in PDF format
10/06/2023 – Amendment	View image in PDF format
09/13/2023 – Amendment	View image in PDF format
02/07/2023 – AMENDED ANNUAL REPORT	View image in PDF format
01/25/2023 – AMENDED ANNUAL REPORT	View image in PDF format
01/24/2023 – ANNUAL REPORT	View image in PDF format
03/23/2022 – AMENDED ANNUAL REPORT	View image in PDF format

03/07/2022 -- ANNUAL REPORT	View image in PDF format
09/18/2021 -- AMENDED ANNUAL REPORT	View image in PDF format
06/25/2021 -- AMENDED ANNUAL REPORT	View image in PDF format
01/19/2021 -- ANNUAL REPORT	View image in PDF format
08/20/2020 -- Amendment	View image in PDF format
02/14/2020 -- ANNUAL REPORT	View image in PDF format
12/19/2019 -- AMENDED ANNUAL REPORT	View image in PDF format
07/19/2019 -- AMENDED ANNUAL REPORT	View image in PDF format
01/29/2019 -- ANNUAL REPORT	View image in PDF format
04/05/2018 -- ANNUAL REPORT	View image in PDF format
04/13/2017 -- ANNUAL REPORT	View image in PDF format
04/18/2016 -- ANNUAL REPORT	View image in PDF format
12/13/2015 -- AMENDED ANNUAL REPORT	View image in PDF format
07/21/2015 -- AMENDED ANNUAL REPORT	View image in PDF format
05/27/2015 -- AMENDED ANNUAL REPORT	View image in PDF format
05/21/2015 -- AMENDED ANNUAL REPORT	View image in PDF format
04/21/2015 -- ANNUAL REPORT	View image in PDF format
04/30/2014 -- ANNUAL REPORT	View image in PDF format
04/30/2013 -- ANNUAL REPORT	View image in PDF format
07/02/2012 -- ANNUAL REPORT	View image in PDF format
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01/07/2011 -- ANNUAL REPORT	View image in PDF format
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02/18/2010 -- ANNUAL REPORT	View image in PDF format
10/29/2009 -- ANNUAL REPORT	View image in PDF format
10/27/2009 -- ANNUAL REPORT	View image in PDF format
10/23/2009 -- ANNUAL REPORT	View image in PDF format
02/03/2009 -- ANNUAL REPORT	View image in PDF format
12/22/2008 -- Dom/For AR	View image in PDF format
12/04/2008 -- Name Change	View image in PDF format
04/30/2008 -- ANNUAL REPORT	View image in PDF format
04/10/2007 -- ANNUAL REPORT	View image in PDF format
04/27/2006 -- ANNUAL REPORT	View image in PDF format
04/15/2005 -- ANNUAL REPORT	View image in PDF format
04/14/2004 -- ANNUAL REPORT	View image in PDF format
04/22/2003 -- ANNUAL REPORT	View image in PDF format
04/10/2003 -- ANNUAL REPORT	View image in PDF format
08/26/2002 -- ANNUAL REPORT	View image in PDF format
05/10/2001 -- ANNUAL REPORT	View image in PDF format
05/01/2000 -- ANNUAL REPORT	View image in PDF format
03/04/1999 -- ANNUAL REPORT	View image in PDF format
01/30/1998 -- ANNUAL REPORT	View image in PDF format
07/30/1997 -- ANNUAL REPORT	View image in PDF format
08/09/1996 -- ANNUAL REPORT	View image in PDF format
05/15/1996 -- ANNUAL REPORT	View image in PDF format
08/21/1995 -- DOCUMENTS PRIOR TO 1997	View image in PDF format

11/27/2025 10:06 AM Sunbiz.org

RFP NOTICE

Polk County, a political subdivision of the State of Florida, requests the submittal proposals from consultants that are interested in providing *professional planning services to provide production support to the TPO transportation planning activities* as described herein. Sealed proposals must be received in the Procurement Division, prior to the due date and time listed below.

RFP Number and Title: 25-687, Planning Services for the Polk Transportation Planning Organization (TPO)

Description: Provide professional planning services to support the production of the TPO's transportation planning activities as set forth in the Unified Planning Work Program (WPWP).

Receiving Period: Prior to 2:00 p.m., Wednesday, February 11, 2026

Bid Opening: Wednesday, February 11, 2026, at 2:00 p.m. or as soon as possible thereafter.

Questions regarding this RFP must be in writing and must be sent to Tabatha Shirah Sr. Procurement Analyst, via email at tabathashirah@polkfl.gov. All questions must be received by Wednesday, January 28, 2026, 4:00 p.m.

Bid Opening: Proposers may attend the Bid Opening in person or via conference call by dialing (646) 558-8656 and enter Meeting ID: 327 647 2818. A listing of all proposers will be posted to Procurement's website as soon as possible after bid opening.

Special Instructions: To obtain a copy of all attachments and exhibits please go the following FTP site: <https://ftp3.polk-county.net>, you will be prompted for a User ID and Password. The User ID is procurevendor and the password is solicitation. After you have logged in to the FTP site, double click on the file folder "RFP 25-687, RFP Attachments", select "Open" or "Save As" to download the proposal documents. If you need assistance accessing this website due to ADA or any other reason, please email Tabatha Shirah at tabathashirah@polkfl.gov.

RFP REGISTRATION

You must register using this form in order to receive notice of any addenda to these documents. Please fax the completed form to the Procurement Division as soon as possible. It is the vendor's responsibility to verify if addenda have been issued.

RFP Number: 25-687

RFP Title: Planning Services for the Polk Transportation Planning Organization (TPO)

This form is for bid registration only. Please scroll down for additional information.

Carefully complete this form and return it to the Procurement Division via e-mail to procurement@polk-county.net or fax (863) 534-6789. You must submit one form for each solicitation that you are registering for.

Company Name: _____

Contact Name: _____

Mailing Address: _____

City: _____

State: _____

Zip Code: _____

Phone Number: _____

Email: _____

This form is for RFP registration only. Please scroll down for additional information.

PROPOSAL SUBMITTAL INSTRUCTIONS

Proposers must submit their proposal prior to 2:00 p.m. on the receiving date. Proposals must be submitted in a “sealed” parcel or electronically through Polk County’s secure website, Kiteworks. Proposals will be publicly opened at 2:00 p.m. on the receiving date.

Sealed Parcel Submittal:

If you are submitting a sealed parcel proposal submit one (1) original marked ORIGINAL and five (5) copies marked COPY of the proposal in a sealed parcel to the Procurement Division. The parcel should be labeled “25-687, Planning Services for the Polk Transportation Planning Organization (TPO)” and marked with the proposer’s name and address. The Proposals may be mailed or delivered to:

Polk County Procurement Division

330 West Church Street, Room 150

Bartow, FL 33830

To assist with labeling the sealed parcel, please cut along the outer border and affix this label. Be sure to include the name of the company submitting the proposal where requested.

Sealed Proposal. DO NOT OPEN	
RFP Number	25-687
RFP Title	Planning Services for the Polk Transportation Planning Organization (TPO)
Due Date/Time:	February 11, 2026, prior to 2:00 pm
Submitted by:	
Deliver To:	Polk County Procurement Division 330 West Church Street, Room 150, Bartow, Florida 33830

Proposals may be mailed, express mailed or hand delivered. It is the Proposers responsibility to ensure their package is delivered to the Procurement Division prior to

2:00 p.m. on the Receiving date and time referenced above. Proposals delivered at 2:00 p.m. or later will not be accepted.

Electronic Proposals Submittal:

All prospective Proposers that are interested in submitting their proposals electronically can do so via the County's secure electronic submittal website, Kiteworks. Proposers must email tabathashirah@polkfl.gov at least 48 hours prior to opening to receive a link to upload their submittal. Please only upload your documents as a PDF or Excel file for the Cost Tab, if applicable. Please use the name convention of your files as follow:

"RFP 25-686 Tab 1"

"RFP 25-686 Tab 2"

"RFP 25-686 Tab 3"

"RFP 25-686 Tab 4"

"RFP 25-686 Tab 5"

"RFP 25-686 Tab 6"

"RFP 25-686 Tab 7"

"RFP 25-686 Tab 8"

For more instructions, a video tutorial has been produced to further explain the electronic solicitation submittal process. It can be found by clicking here for RFP Submittals: https://youtu.be/vkn_7AHgioE. If you need assistance accessing this website due to ADA or any other reason, please email Tabatha Shirah at tabathashirah@polkfl.gov.

Procurement recommends that Proposers submitting electronically double check the documents submitted into Kiteworks to ensure all requested tab information has been uploaded. Failure to upload the requested tab information may result in the proposal being deemed nonresponsive.

POLK COUNTY
Polk Transportation Planning Organization
Issued by
Procurement Division
Fran McAskill, Procurement Director
REQUEST FOR PROPOSAL 25-687

Planning Services for the Polk Transportation Planning Organization (TPO)

Sealed proposals will be received in the Procurement Division, **Wednesday, February 11, 2026, prior to 2:00 p.m.**

Attached are important instructions and specifications regarding responses to this Request for Proposal (the "RFP"). The failure of a responding proposer (a "Proposer") to follow these instructions could result in Proposer disqualification from consideration for a contract to be awarded pursuant to this RFP.

This document is issued by Polk County (the "County") on behalf of the Polk Transportation Planning Organization (the "TPO"). Polk County Procurement Division (the "Procurement Division") which is the sole distributor of this RFP and all addenda and changes to the RFP documents. The County shall record its responses to inquiries and provide any supplemental instructions or additional documents pertaining to this RFP in the form of written addenda to the RFP. The County shall post all such addenda, together with any other information pertaining to this RFP, on the County's website at <https://www.polkfl.gov/business/procurement/>. It is the sole responsibility of each Proposer to review the website prior to submitting a responsive proposal (a "Proposal") to this RFP to ensure that that the Proposer has obtained all available instructions, addenda, changes, supporting documents, and any other information pertaining to this RFP.

The County is not responsible for any solicitations issued through subscriber, publications, or other sources not connected with the County and the Proposer should not rely on such sources for information regarding the RFP solicitation.

Questions regarding this RFP must be in writing and must be sent to Tabatha Shirah, via email at tabathashirah@polkfl.gov. All questions must be received by Wednesday, January 28, 2026, 4:00 p.m.

Proposers and any prospective Proposers shall not contact, communicate with or discuss any matter relating in any way to this RFP with any member of the Polk Transportation Planning Organization, Polk County Board of County Commissioners or any employee of Polk County other than the County Procurement Director or the individual designated above. This prohibition begins with the issuance of the Request for Proposal and ends upon execution of a contract. Any such communication initiated by a Proposer or prospective proposer shall be grounds for disqualifying the offender from consideration for a contract to be awarded pursuant to this RFP and for contracts to be awarded pursuant to RFPs or Requests for Bid that the County may issue in the future.

A Proposer's responsive Proposal to this RFP may be mailed, express mailed, or hand delivered to:

Polk County Procurement Division
330 West Church Street, Room 150
Bartow, Florida 33830
(863)534-6757

INTRODUCTION

Polk County, a political subdivision of the State of Florida, acting by and pursuant to that certain TPO Staff Service Agreement between Polk County and the TPO dated April 15, 2025, is soliciting proposals on behalf of the Polk TPO from qualified firms interested in providing planning services to support the needs of the TPO.

Polk County's Selection Process for consultants' services is in accordance with Section 287.055, Florida Statutes, the Consultants' Competitive Negotiations Act ("CCNA"). In addition, this work is being funded by the Florida Department of Transportation (FDOT), therefore the selection process must also adhere to all Federal guidelines. Where there is conflict between the Florida Statutes, Polk County's Ordinance and procedures, and the Federal guidelines, the Federal guidelines will take precedence unless the State or the County's statutes, ordinances or policies are stricter. The Professional Services Selection Committee will review the qualifications of all submitting firms as outlined below in the Evaluation Criteria and Selection Process.

It is the intent of the County and TPO to select and negotiate a Master Service Consulting Agreement with one (1) or more firm(s).

The TPO will negotiate a fee schedule as part of the "Selection Process", Elevation Level 4 Contract Negotiations.

When the Services provided under the Master Consulting Agreement(s) utilize a professional engineer, landscape architect, or registered surveyor or mapper in connection with their professional employment or practice, the Consultant Services Authorization (CSA) or Consultant Purchase Order (CPO) issued by the County to authorize such Services will be in compliance with Section 287.055 of the Florida Statutes referred to as the "Consultants' Competitive Negotiation Act" (CCNA).

When the Services being provided are performed by any individual that is not a professional engineer, landscape architect, or registered surveyor or mapper performing work in connection with their professional employment or practice, the CSA or CPO shall not be governed by Section 287.055 of the Florida Statutes.

Polk County's Procurement Procedure's Manual outlines the Procedures for Contracting for Professional Services Covered by CCNA. These procedures outline the process used for the selection of a consulting firm awarded through this RFP process. This process will be applicable to all work performed by all firms.

In accordance with Section 287.055(10), Florida Statutes, or any applicable amending or replacement statute, this provision of the RFP shall serve as the County's public notice that any plans, drawings or designs developed by the successful Proposer(s) on behalf of the County pursuant to this RFP or any agreement, authorization, purchase order or other contract resulting therefrom, are subject to be reused by the TPO at some future time in accordance with the aforementioned statute.

Only firms that are qualified pursuant to law and that have been prequalified by Florida Department of Transportation (FDOT), at the time of submittal, to perform the work will be considered responsive.

All services must be performed in accordance with applicable Federal, State and Local regulations.

Grantees/Recipients of federal financial assistance procurement policies and/or procedures must be in conformance with the Federal regulations found at 2 CFR Part 200.

Polk TPO adheres to FDOT's Artificial Intelligence (AI) Policy as stated in Topic No. 010-325-065-a dated May 21, 2024, from FDOT's Office of Transportation Technology.

SCOPE OF SERVICES

The Polk Transportation Planning Organization (TPO) is responsible for the development and implementation of a balanced, integrated, and multimodal transportation program which efficiently moves traffic. The TPO's goal is to ensure that a continuing, comprehensive and cooperative approach to planning for transportation needs is maintained and properly coordinated with other TPOs, Florida Department of Transportation (FDOT) and Federal Highway Administration (FHWA). To reach their goal, the TPO annually develops and reviews planning activities relating to roadway capacity improvements, congestion management, enhancement, transit, and rail and aviation projects. Any firm chosen for this Scope of Services will support and assist TPO Staff and other consultants hired by TPO Staff with any tasks shown in the TPO's Unified Planning Work Program (UPWP). The UPWP can be found at <https://polktpo.com/who-we-are/about-the-tpo/unified-planning-work-program>.

The TPO requires the services of one or more Consultants to provide production support to the TPO transportation planning activities. The work involves providing guidance and assistance to the TPO staff on a work assignment basis in a variety of planning, engineering, administrative, technical, analytical, statistical, graphical, public involvement and product review activities. Specific tasks will be assigned to the consultant(s) selected by the Polk TPO on an as-needed basis.

MAJOR TYPES OF WORK:

- Safety and Security Planning
- System connectivity
- Resilience
- Automated, Connected, Electric, Safe (ACES) or CV Vehicles and systems
- TSM&O
- Policy Planning
- Systems Planning
- Sub-Area/Special Project/Corridor Planning
- Land Planning/Engineering
- Transit Planning
- Transportation Disadvantaged Planning
- Traffic Data Collection
- Short and Long Range Planning
- Conceptual Design Services
- Transportation Statistics, including traffic statistics and traffic data collection
- Transportation System Monitoring/Data Collection
- Transportation Improvement Program
- Regional Planning
- Public Participation

- Passenger Rail

The types of work involved may include, but is not limited to, the following examples:

SCOPE OF WORK:

1. Community impact assessment.
2. Safety and security planning
3. Development of project traffic
4. Preparation of corridor studies
5. Development of regional impact reviews
6. Traffic modeling
7. Traffic Data Collection Services
8. Access management studies
9. Environmental data collection and analysis
10. Data collection and analysis
11. Preliminary right-of-way analysis
12. Traffic operations analysis studies
13. Preparation of Long Range Transportation Plan
14. Level of service analysis and mapping
15. Long Range Transportation Planning to include modeling assistance
16. Modeling land use scenarios
17. Mapping and graphics production
18. Transit planning including Transportation Development Plan major updates and annual performance reports
19. ADA compliance
20. Transportation Disadvantaged Program Planning
21. Conducting Bicycle/Pedestrian Action Plans
22. Congestion management analysis
23. Toll feasibility analysis
24. Support staff at public meetings
25. Preparation of public participation plan updates and public involvement assistance including website development, preparation of hard copy and electronic newsletters, on-line surveys, interactive maps, informational videos and Public Service Announcements, social media platforms, and other educational and informational materials, as necessary.
26. Environmental Justice – assistance in getting the word out to underserved areas or populations or communities.
27. Civil Rights data collection, and plan updates.
28. Disadvantaged Business Enterprise (DBE) Reports and data collection

29. Limited English Proficiency (LEP) reports and data collection and plan updates
30. Assist staff with grant applications, resolutions, agreements
31. Develop project information, including community impacts, including input into the Efficient Transportation Decision Making (ETDM) process
32. Evaluate potential Transportation Regional Incentive Program (TRIP) applications
33. Review of project development & environment studies
34. Developing project cost estimates
35. Providing administrative support to the TPO
36. Livability and Complete Streets Planning
37. Planning and conceptual design of Bicycle/Pedestrian, Intersection and Transit Improvements; Bicycle/Pedestrian Facilities Planning and Design including preparation of updates to the Bicycle Safety Action Plan and Pedestrian Safety Action Plan
38. Traffic and Bicycle/Pedestrian count data collection and survey data collection
39. Roadway safety audits
40. Roadway network database
41. Sidewalk network analysis
42. Neighborhood mobility audits
43. Plans review
44. Development and analysis of performance measures
45. Analysis of the impact and infrastructure planning for increased Autonomous Ride Sharing Services and Electric Vehicle usage. [ACES, CV]
46. Transportation Systems Management & Operations (TSM&O)
47. Traffic Operations Analysis studies
48. Freight Planning
49. Regional Planning including hosting regional summits
50. Preparation of Annual Reports
51. Preparation of power point and video presentations
52. Congestion Management Analysis including project Identification, monitoring and evaluation, preparation of congestion management process updates
53. Transportation Safety Planning, Data Gathering and Analysis
54. Support staff at Public Meetings
55. Project management oversight
56. GIS services
57. Reporting, analysis and planning related to automated, connected, autonomous vehicles and ride-hailing services.

58. Reporting, analysis, mapping and planning related to climate change, sea level rise, coastal resiliency, extreme weather phenomena and transportation infrastructure resiliency.
59. Analysis and reporting on socio-economic data and trends and travel behavior.
60. Origin/destination studies
61. Reporting and compliance with Federal performance measures, including project review, analysis, and monitoring.
62. Crash data
63. Assistance with Community forums
64. Passenger Rail, Commuter Rail, Lite Rail, High Speed Rail
65. Advanced Air Mobility (AAM); Electric Vertical Take-Off and Landing (eVTOL)

SUBCONTRACTING

Sub-consultants that are not pre-qualified by FDOT shall be subject to compensation restrictions as specified in Rule 14-75, F.A.C. Any such subconsultant utilized must be technically qualified by FDOT before work may commence.

The General Planning Consultant (GPC) may be required to acquire and manage subcontract services to obtain supplemental support when the required services are not provided by design consultants or the GPC. Services assigned to subconsultants must be approved in advance by the TPO in accordance with the agreement. The subconsultants must be qualified by the TPO to perform all work assigned to them. In the event services of a subconsultant are authorized, the GPC shall obtain a schedule of rates, and the TPO shall review and must approve any rates to be paid to the subconsultant.

SPECIFICATIONS FOR WORK

Plans and Specifications: All plans, studies, reports and documents shall be prepared to meet local, state and federal requirements as applicable. Work products shall be accurate, legible, complete, and furnished using media acceptable to the TPO. Electronic files shall be delivered in formats compatible with the TPO's computer systems and software.

Professional Services Contract Documents: All contract documents and support forms shall be delivered in formats compatible with computer systems and software used by the TPO and, when applicable, by Polk County.

Allocation of Work: Work will be issued to those Consultants awarded a GPC as a result of this RFP. The TPO staff will determine which GPC has the most expertise, experience and personnel required to perform the services. TPO staff will also take into consideration the GPC's past project performance.

The TPO shall request the services on an as-needed basis. There is no guarantee that any or all of the services described in this RFP will be assigned during the term of the agreement. Further, the Consultant is providing these services on a nonexclusive basis. The TPO, at its option, may elect to have any of the services set forth herein performed by other consultants or TPO staff.

WEB CONTENT ACCESSIBILITY GUIDELINES

All project deliverables, i.e. technical memoranda and media pieces, must be prepared to adhere to Web Content Accessibility Guidelines (WCAG 2.0 and ISO 32000-1:2008), to include a properly tagged, formatted and accessible PDF.

AGREEMENT

The Master Consulting Agreement (MCA) or General Planning Consultant Agreement (GPCA) will be for a term of three (3) years unless otherwise terminated in accordance with the Master Consulting Agreement. With option of extending the Agreement for two (2) one (1) year extension terms.

Terms for Federal Aid Contracts (Appendix I) The following terms will apply to all MCAs and GPCA's developed as a result of this RFP in which the services involve the expenditure of federal funds:

1. It is understood and agreed that all rights of the TPO relating to inspection, review, approval, patents, copyrights, and audit of the work, tracing, plans, specifications, maps, data, and cost records relating to the scope of work shall also be reserved and held by authorized representatives of the United States of America.
2. It is understood and agreed that, in order to permit federal participation, no supplemental agreement of any nature may be entered into by the parties hereto with regard to the work to be performed hereunder without the approval of U.S.D.O.T., anything to the contrary in the Master Consulting Agreement notwithstanding.
3. Compliance with Regulations: The Consultant shall comply with the regulations of the U.S.D.O.T. relative to nondiscrimination in federally assisted programs of the U.S.D.O.T. (Title 49, Code of Federal Regulations, Part 21, hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of the GPC Contract.
4. Nondiscrimination: The Consultant, with regard to the work performed by him/her after award and prior to completion of the GPC Contract work, will not discriminate on the grounds of race, color, religion, sex or national origin in the selection and retention of sub-consultants, including procurements of material and leases of equipment. The Consultant will not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the program set forth in Appendix B of the Regulations (link below).
5. Solicitations for Subcontracts, including procurements of materials and equipment: In all solicitations made by competitive bidding or negotiation made by the Consultant for work to be performed under a subcontract, including procurements of materials and leases of equipment, each potential sub consultant, supplier or lessor shall be notified by the Consultant of the Consultant's obligations under the GPC Contract and the regulations relative to nondiscrimination on the grounds of race, color, religion, sex, or national origin.
6. Information and Reports: The Consultant will provide all information and reports required by the Regulations, or orders and instructions issued pursuant thereto, and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the TPO or by the U.S.D.O.T. to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of the Consultant is in the

exclusive possession of another who fails or refuses to furnish this information, the Consultant shall certify to the TPO, FDOT or the U.S.D.O.T., as appropriate, and shall set forth what efforts it has made to obtain the information.

7. Sanctions of Noncompliance: In the event of the Consultant's noncompliance with the nondiscrimination provisions of the GPC Contract, the TPO shall impose such contract sanctions as it, FDOT or the U.S.D.O.T. may determine to be appropriate, including, but not limited to,

- a) Withholding payments to the Consultant under the GPC Contract until the Consultant complies and/or
- b) Cancellation, termination or suspension of the GPC Contract, in whole or in part.

8. Incorporation or Provisions: The Consultant will include all provisions identified within this section (and within the applicable sections of the GPC Contract) in every subcontract, including procurements of materials and leases of equipment unless exempt by the Regulations, order, or instructions issued pursuant thereto. The Consultant will take such action with respect to any subcontract or procurement as the TPO, State of Florida Department of Transportation or the U.S. Department of Transportation may direct as a means of enforcing such provisions, including sanctions for noncompliance; provided, however, that, in the event a Consultant becomes involved in, or is threatened with, litigation with a sub consultant or supplier as a result of such direction, the Consultant may request the TPO and/or State to enter into such litigation to protect the interests of the TPO and/or State, and, in addition, the Consultant may request the United States to enter into such litigation to protect the interests of the United States.

9. Interest of Members of Congress: No member of or delegate to the Congress of the United States shall be admitted to any share or part of the GPC Contract or to any benefit arising there from.

10. Interest of Public Officials: No member, officer, or employee of the public body or of a local public body during his tenure or for one year thereafter shall be any interest, direct or indirect, in the Consultant's GPC Contract or the proceeds thereof. For purposes of this provision, public body shall include municipalities and other political subdivisions of States; and public corporations, boards, and commissions established under the laws of any State.

11. Participation by Disadvantaged Business Enterprises (DBE): The Consultant shall agree to abide by requirements established by the U.S. Department of Transportation, as described in 49 CFR Part 26 for all TPO contracts issued for work being compensated by federal funds. Additional information regarding this requirement may be found at:

<https://www.transportation.gov/osdbu/disadvantaged-business-enterprise/official-faqs-dbe-program-49-cfr-26>.

12. It is mutually understood and agreed that the willful falsification, distortion or misrepresentation with respect to any facts related to the project(s) described in any GPC Contract with the TPO is a violation of the Federal Law. Accordingly, United States Code, Title 18, Section 1020, shall be incorporated by reference and made a part of the Master Consulting Agreement(s).

13. It is understood and agreed that if the Consultant at any time learns that the certification it provided the TPO in compliance with 49 CFR, Section 23.51, was erroneous when submitted or has become erroneous by reason of changed circumstances, the Consultant shall provide immediate written notice to the TPO. It is further agreed that the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transaction" as set forth in 49 CFR, Section 29.510, shall be included by the Consultant in all lower tier covered transactions and in all aforementioned federal regulation.

14. The TPO must be able to certify in each GPC Contract with a Consultant that neither the Consultant nor the Consultant's representative has been required by the TPO, directly or indirectly as an express or implied condition in connection with obtaining or carrying out this contract to:

- a) employ or retain, or agree to employ or retain, any firm or person, or
- b) pay, or agree to pay, to any firm, person, or organization, any fee, contribution, donation, or consideration of any kind.

The TPO further acknowledges that the Master Consulting Agreement will be furnished to a federal agency, in connection with any GPC Contract involving participation of Federal-Aid funds, and that any such contract is and shall be subject to applicable Local, State and Federal Laws, both criminal and civil.

15. The Consultant must certify in each GPC Contract with the TPO that the Consultant has not:

- a) employed or retained for a commission, percentage, brokerage, contingent fee, or other consideration, any firm or person (other than a bona fide employee working solely for the above Consultant) to solicit or secure this contract; or
- b) agreed, as an express or implied condition for obtaining this contract, to employ or retain the services of any firm or person in connection with carrying out this contract; or
- c) paid, or agreed to pay, to any firm, organization or person (other than a bona fide employee working solely for the above Consultant) any fee contribution, donation, or consideration of any kind for, or in connection with, procuring or carrying out the contract.

The Consultant further acknowledges that all GPC Contracts will be furnished to the State of Florida Department of Transportation and a federal agency in connection with those contracts involving participation of Federal-Aid funds, and is subject to applicable Local, State and Federal Laws, both criminal and civil.

16. The TPO does not discriminate on any basis, as required by 49 USC 5332 (which prohibits discrimination on the basis of race, color, creed, national origin, sex or age in employment or business opportunity), Title VI of the Civil Rights Act of 1964, as amended 42 USC 2000d to 2000d-4, and Title 49 CFR, Part 21. The TPO ensures, in accordance with 49 CFR Part 26, that certified FDOT Disadvantaged Business Enterprise Program (DBE) participants have an equal opportunity to receive and participate in FDOT assisted contracts.

17. The TPO shall prepare and retain all records in accordance with the local, federal and state requirements, including but not limited to 23 CFR Part 420, 49 CFR Part 18, 49 CFR 18.42, and Chapter 119, Florida Statutes.
18. The TPO and Consultant recognize that funding for multi-year projects is subject to the annual approval of the TPO's Unified Planning Work Program by the Florida Department of Transportation and Federal Highway Administration.
19. State of Florida Executive Order Number 11-03, Ethics and Open Government, shall be adhered to in respect to any contract developed as a result of this RFP.
20. Successful Consultants shall utilize the U.S. Department of Homeland Security's E-Verify system, in accordance with the terms governing use of the system, to confirm the employment eligibility of:
 - a) All persons employed by the Consultant during the term of the contract to perform employment duties within Florida; and
 - b) All persons, including Sub-consultants, assigned by the Consultant to perform work pursuant to the contract awarded as a result of this RFP.

Appendices Referenced:

Appendix I: FHWA-1273 (<https://www.fhwa.dot.gov/programadmin/contracts/1273/1273.pdf>)

Appendix B: Code of Federal Regulations, Title 49/Subtitle A/Part 21/Appendix B to Part 21 (<https://www.ecfr.gov/current/title-49/subtitle-A/part-21/appendix-Appendix%20B%20to%20Part%2021>) as it relates to Title 49/Subtitle A/Part 21/ §21.5 - <https://www.ecfr.gov/current/title-49/subtitle-A/part-21/section-21.5>

EVALUATION CRITERIA

Proposals should not contain information in excess of that requested, must be concise, and must specifically address the issues of this RFP. Unnecessarily elaborate brochures or other presentations beyond those sufficient to present a complete and effective response to this RFP are not desired and may be construed as an indication of the Proposer's lack of cost consciousness. Elaborate artwork, expensive visual aids, and other presentation aids are neither necessary nor desired unless specifically requested. The Proposal responses shall be contained within a three ring binder (original and each copy in separate binders). For the purposes of this RFP, one page equals a single sided page. It is requested that the responses be in the same order as the selection and evaluation procedures. The submittals should include the following:

Tab 1 – Executive Summary

(Items a-c: Maximum of two (2) pages)

- a) Name, company name, address, telephone number, and email address.
- b) State the number of years in business, as the same company/firm.
- c) State the number of full time employees.
- d) Provide documentation showing proper incorporation by the Secretary of State.

- e) Provide a copy of the firm's applicable certification(s) from the State of Florida allowing them to provide the services as outlined in the Scope of Service as well as compliance with F.S. 287.055
- f) Provide documentation of the firm's Disadvantage Business Enterprise (DBE) status; if applicable.
- g) Provide documentation of prequalification by letter from FDOT.
- h) Exhibit A - Certifications Regarding Debarment, Suspension, Proposed Debarment, And Other Responsibility Matters
- i) Exhibit B - Appendix A, 44 C.F.R. Part 18 – Certification Regarding Lobbying
- j) Proposers Incorporation Information
- k) Affidavit Certification Immigration Laws
- l) Employment Eligibility Verification (E-Verify) Certification

Tab 2 – Approach to Project (35 Points)

(Maximum of four (4) pages)

- a) Describe in detail the components of how your firm proposes to manage the work contained in the scope of services. Please identify the services your firm provides which make you qualified to perform the required services.
- b) Describe how the firm plans to maintain the project team and manage the project team members' time in order to ensure sufficient time to complete a project.

Tab 3 – Experience, Expertise, Personnel & Technical Resources (35 Points)

- Provide a minimum of three (3) and a maximum of five (5) recent projects performed within the past five (5) years as the **prime firm** which best illustrates the experience of the firm and current staff as related to the desired services. At least two (2) of the projects identified should be projects performed for a public entity (Limit response to one (1) page per project)
- For each project please provide:
 - a. Name and location of the project;
 - b. Size and cost of the project;
 - c. Project representative name, address, phone number, and email address;
 - d. Start date and completion date for project or is anticipated to be completed; compare to the original date.
 - e. The nature of the firm's responsibility on the project;
 - f. Identify the key staff and their role in each project;
 - g. Identify working relationship of consultants or joint venture on project, if applicable;
 - h. Provide the original budget and the final budget of the project. Explain the reason(s) for differences, such as owner requested change, contractor claim, and insufficient plans and specifications.
 - i. List of any time extensions created by item h above.
- Provide an organizational chart of the team highlighting the key individuals who will work on this contract as identified above.

- The key staff presented in the consultant's response shall be the staff utilized on this contract. Please provide the resumes of the key staff including, but not limited to, the items in the list below (One (1) page maximum per resume):
 - a) Name and current position held by the person
 - b) Name, title and project assignment
 - c) Experience:
 - 1) Types of projects.
 - 2) Size of projects (dollar value of project).
 - 3) What were their specific project involvements?
- Identify sub consultants to be used, if any. For each sub consultant identified please provide
 - A brief description of their experience outlining their qualifications to perform the intended services
 - Provide documentation of prequalification by letter from FDOT, if applicable.
 - A brief resume for each key personnel that will be assigned to perform the intended services.
 - Provide documentation of sub's DBE status, if applicable.

Tab 4 - Interactions with TPO and Regulatory Agency Staff (10 Points)

- Provide documentation supporting the specialized qualifications of the proposed staff in terms of meeting this scope of service. Qualifications should highlight experience with regulatory agencies, identifying specific agencies and the items being addressed. Describe the firm's ability to work with TPO staff in order to successfully fulfill the scope of service. Demonstrate the firm's knowledge of local regulatory agencies, including, but not limited to Federal Highway Administration (FHWA), Federal Transit Administration (FTA) and Florida Department of Transportation (FDOT), if applicable. **(Limit response to two (2) pages)**

Tab 5 - Timely Completion of Projects (10 Points)

- Describe the firms' current and future projected workload. Describe specifically the firms' daily ability to handle each aspect of the scope of services described herein. (Limit response to two (2) pages maximum)

Tab 6 - Surveys of Past Performance (10 Points)

- Provide reference surveys from past clients for the projects identified under Tab 3.
- Procurement will take the average of all surveys, and score as follows (See Exhibit 1):
 - Average Score between 9-10 10 Points
 - Average Score between 7-8 8 Points
 - Average Score between 5-6 6 Points
 - Average Score between 3-4 4 Points
 - Average Score between 1-2 2 Points
 - Average Score of 0 0 Points

Each tab includes specific documentation and formatting requirements. See full instructions above for details.

Tab 7 - DBE Utilization

Each Proposer, as part of its submission, shall supply the following information:

- A completed Bid Opportunity List for Professional Consultant Services, and Commodities & Contractual Services (Attachment G) found on FTP Site. For consulting companies, this list must include all subcontractors contacting you and expressing an interest in teaming with you on a specific DOT assisted project.
- A completed DBE Utilization Form (Attachment H) found on FTP Site. This Form covers the DBE Utilization Statement, and the DBE Participation Schedule.
- Proposer shall also provide an original **DBE Letter of Intent** from each DBE listed in the **DBE Participation Schedule**, and an original **DBE Affidavit** from each DBE stating that there has not been any change in its status since the date of its last certification.

Tab 8 Additional Forms and Documentation

- Proposers should provide the following completed forms or documentation with their Proposal:
- Public Entity Crimes Statement (Attachment A)
- Drug-Free Workplace Form (Attachment B)
- Truth in Negotiation Certification (Attachment C)
- Conflict of Interest Certification (Attachment D)
- Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion for Federal Aid Contracts (Attachment E)
- Certification of Disclosure of Lobbying Activities on Federal Aid Contracts (Attachment F)
- FDOT AI Policy 010-325-065 (1) (Attachment I)

Bid Opening

Proposers attend the Bid Opening in person or via conference call by dialing (646) 558-8656 and enter Meeting ID: 327 647 2818. A listing of all proposers will be posted to Procurement's website as soon as possible after bid opening.

Selection Process

Proposals will be evaluated in accordance with this section and all applicable County procurement policies and procedures.

The TPO shall appoint a selection committee (the "Selection Committee") that will be responsible for evaluating and scoring/ranking the Proposals in accordance with this Section.

The County will use a competitive selection process based on the Elevation Levels described in this Section. At Elevation Levels 2 and 3, the Selection Committee will score and/or rank the Proposals as applicable.

Selection of a final Proposal will be based upon the following steps and factors:

Elevation Level 1 (Procurement Requirements Assessment):

- The County Procurement Division shall review all Proposals for conformance with RFP guidelines and detailed submittal requirements. At the County's discretion, non-conforming Proposals may be eliminated from further consideration and conforming Proposals shall be elevated to Elevation Level 2. Procurement will distribute Proposals and evaluation criteria to the Selection Committee.

- Procurement will also ensure all firms meet the requirement of certification as outlined in Florida Statute 287.055(3)(c).
- The Selection Committee may convene to review questions that arise during individual member review of submitted Proposals before Elevation Level 2 to allow for questions, clarifications, explanations, or other discussion to be held before the review of Proposals is completed.

Elevation Level 2 (Scoring)

- Procurement shall score each Proposal on the following evaluation criteria:

○ Surveys of Past Performance (Tab 6)	10 points
Subtotal Points	10 points

by the process stated under each corresponding Tab description as set forth on Page 16.

- 1) Each Selection Committee member shall score each Proposal on the following evaluation criteria:

• Approach to Project (Tab 2)	35 Points
• Experience, Expertise, (Tab 3) Personnel, and Technical Resources	35 Points
• Interactions with TPO and (Tab 4) Regulatory Agency Staff	10 points
• Timely Completion of Projects (Tab 5)	10 points
Subtotal Points	90 points

by the following process:

- 1) Each Selection Committee member shall determine which of the following descriptions applies to each of the foregoing evaluation criteria:

- EXCELLENT (1.0): Of the highest or finest quality; exceptional; superior; superb; exquisite; peerless.

The Proposer provided information for a given criteria that satisfied the requirements and described specifically how and what will be accomplished in such a manner that exhibited an exceptional and superior degree of understanding, skill, and competency, both qualitatively and quantitatively. The facts included in the narrative (including all supporting documentation, diagrams, drawings, charts, and schedules, etc.) demonstrate the Proposer's ability to perform and deliver far beyond expectation.

- VERY GOOD (0.8): To a high degree; better than or above competent and/or skillful.

The Proposer provided information for a given criteria that satisfied the requirements and described specifically how and what will be accomplished in such a manner that exhibited a very high degree of understanding, skill, and competency, both qualitatively and quantitatively. The facts included in the narrative (including all supporting documentation, diagrams, drawings, charts, and schedules, etc.) demonstrate the Proposer's ability to perform and deliver beyond expectation.

- GOOD (0.6): Having positive or desirable qualities; competent; skilled; above average.

The Proposer provided information for a given criteria that satisfied the requirements and described specifically how and what will be accomplished in such a manner that exhibited a skillful and above-average degree of understanding, skill, and competency,

both qualitatively and quantitatively. The facts included in the narrative (including all supporting documentation, diagrams, drawings, charts, and schedules, etc.) demonstrate the Proposer's ability to perform and deliver at the expected level.

- FAIR (0.4): Average; moderate; mediocre; adequate; sufficient; satisfactory; standard. The Proposer provided information for a given criteria that satisfied the requirements and described sufficiently how and what will be accomplished in a manner that exhibited an adequate and average degree of understanding, skill, and competency, both qualitatively and quantitatively. The facts included in the narrative (including all supporting documentation, diagrams, drawings, charts, and schedules, etc.) demonstrate the Proposer's ability to perform and deliver at a level slightly below expectation.
- POOR (0.2): Inadequate; lacking; inferior in quality; of little or less merit; substandard; marginal. The Proposer provided information for a given criteria that did not satisfy the requirements and described in an inadequate manner how and what will be accomplished. The information provided simply reiterated a requirement, contained inaccurate statements or references, lacked adequate information, or was of inferior quality. The facts included in the narrative (including all supporting documentation, diagrams, drawings, charts, and schedules, etc.) demonstrate the Proposer's ability to perform and deliver at a substandard and inferior level.
- UNACCEPTABLE (0.0): The Proposer failed to provide any information for a given criteria, provided information that could not be understood, or did not provide the information for a given category as requested.

After a Selection Committee member has determined the description applicable for each evaluation criterion, the total points available for such criterion shall be multiplied by the factor associated with the applicable description to produce the number of points allocated for that evaluation criterion. For example, a Selection Committee member classifies the "Experience and Expertise" criterion (which shall be worth 25 points for the purpose of this example) as "Very Good" (which is a description factor multiplier of 0.8). The points that Selection Committee member allocated for that evaluation criterion would be 20, calculated as follows: 25 available points x 0.8 applicable description factor multiplier = 20 points.

A Selection Committee member's total score for each Proposal shall equal the sum of the total points allocated for each evaluation criteria.

When all Selection Committee members have completed their Proposal evaluations, the individual Selection Committee member's total scores for each Proposal will be added together to produce a final score for each Proposal.

Procurement will confirm the calculations for the final score for each Proposal. Then, Procurement shall publish a rank-ordered listing of the Proposals to the Selection Committee with the Proposal receiving the highest point as the highest-ranked Proposal.

In accordance with Section 287.055(4)(a), Florida Statutes, if there are three (3) or more Proposers in Elevation Level 2, the Selection Committee will elevate no fewer than the three highest scored of such Proposers to Elevation Level 3 for interviews. If there are only two

Proposers in Elevation Level 2, the Selection Committee shall elevate those two Proposers to Elevation Level 3 for interviews. If there is only one Proposer in Elevation Level 2, then the Selection Committee may collectively decide if they would like to elevate the Proposer to Elevation Level 3 for interviews or if they would like to recommend the TPO Board authorize staff to enter into Contract Negotiations with the Proposer. In the latter case, after the TPO Board approval to authorize staff to negotiate a contract, the Proposer will then be elevated to Elevation Level 4 for contract negotiations.

Elevation Level 3 (Proposer Interviews)

The Selection Committee are required to conduct interviews of the Proposers that it has elevated from Elevation Level 2 to Elevation Level 3.

During an interview, elevated Proposers may be requested to make a presentation focusing on their qualifications, approach to the project and the ability to furnish the required services. The Selection Committee members will have an opportunity to inquire about any aspect of the RFP and the Proposer's Proposal. After all elevated Proposer interviews, each Selection Committee member will individually rank the Proposers in numerical order beginning at number 1 for the Proposer deemed to be the most highly qualified to perform the required services. In accordance with Section 287.055(4)(b), Florida Statutes, in determining whether a Proposer is qualified, each Selection Committee member shall consider such factors as:

- Ability of Personnel
- Whether a Proposer is a DBE
- Past performance
- Willingness to meet time and budget requirements
- Recent, current, and projected workloads

Procurement shall receive and compile each Selection Committee member's ranking of each Proposer, and then publish a rank-ordered listing of Proposers to the Selection Committee, based on the combined average rankings given each Proposer. The Selection Committee members will then collectively decide if they would like to recommend the TPO Board, authorize staff to enter into Contract Negotiations with all Proposers elevated to Proposer Interviews, starting with the highest-ranked Proposer. After the TPO Board approval to authorize staff to negotiate a contract, the highest-ranked Proposer will then be elevated to Elevation Level 4, Contract Negotiations.

Elevation Level 4 (Contract Negotiations)

If a Proposer is elevated to this level TPO, with the assistance of Procurement and the County Attorney's Office, shall negotiate an Agreement with the elevated Proposer(s) in accordance with Section 287.055(5), Florida Statutes.

If after negotiating for a reasonable time period the parties cannot agree on a contract, the County shall, in its sole discretion, terminate further contract negotiations with that Proposer. Procurement shall notify the Selection Committee that contract negotiations with the elevated Proposer have terminated. The Selection Committee shall then determine whether to recommend to the TPO Board to approve contract negotiations with the next-highest-ranked Proposer, and so on. If the Selection Committee decides not to recommend contract

negotiations with the next-highest-ranked Proposer, or if the County determines there is no other Proposer with whom the County can successfully negotiate a contract, then the RFP Selection Process shall terminate.

After contract negotiations with a Proposer are successfully completed pursuant to Elevation Level 4, the Selection Committee shall recommend to the TPO Board that it selects such Proposer to provide the services as outlined in the Agreement. The TPO Board shall make the final decision whether to enter into an Agreement with a Proposer.

GENERAL CONDITIONS

CONTACT

After the issuance of any Request for Proposal, prospective proposers shall not contact, communicate with or discuss any matter relating in any way to the Request for Proposal with the Board of County Commissioners, Polk County Transportation Planning Organization, and any employee of Polk County, other than the Procurement Director or as directed in the cover page of the Request for Proposal. This prohibition begins with the issuance of any Request for Proposal and ends upon completion execution of a contract. Such communications initiated by a proposer shall be grounds for disqualifying the offending proposer from consideration for award of the proposal and/or any future proposal.

INSURANCE REQUIREMENTS

The selected firm, if any, shall maintain, at all times, the following minimum levels of insurance and; shall, without in any way altering their liability, obtain, pay for and maintain insurance for the coverages and amounts of coverage not less than those set forth below. Provide to the County original Certificates of Insurance satisfactory to the County to evidence such coverage before any work commences. Polk County, a political subdivision of the State of Florida, shall be an additional named insured on all policies related to the project; excluding workers' compensation and professional liability. The Workers' Compensation and General Liability policies shall contain a waiver of subrogation in favor of Polk County. All insurance coverage shall be written with a company having an A.M. Best Rating of at least the "A" category and size category of VIII. The firm's self-insured retention or deductible per line of coverage shall not exceed \$100,000 without the permission of the County. In the event of any failure by the firm to comply with the provisions; the County may, at its option, on notice to the firm suspend the project for cause until there is full compliance. Alternatively, the County may purchase such insurance at the firm's expense, provided that the County shall have no obligation to do so and if the County shall do so, the firm shall not be relieved of or excused from the obligation to obtain and maintain such insurance amounts and coverages.

Worker's Compensation and Employer's Liability Insurance providing statutory benefits, including those that may be required by any applicable federal statute:

Admitted in Florida	Yes
Employer's Liability	\$100,000
All States Endorsement	Statutory
Voluntary Compensation	Statutory

Commercial General Liability Insurance. \$1,000,000 combined single limit of liability for bodily injuries, death, and property damage, and personal injury resulting from any one occurrence, including the following coverages:

Premises and Operations and Products/Completed Operations;

Broad Form Commercial General Liability Endorsement to include blanket contractual liability (specifically covering, but not limited to, the contractual obligations assumed by the Firm); Personal Injury (with employment and contractual exclusions deleted) and Broad Form Property Damage coverages;

Independent Contractors; Policy must include Separation of Insureds Clause.

Comprehensive Automobile Liability Insurance. \$1,000,000 combined single limit of liability for bodily injuries, death, and property damage, and personal injury resulting from any one occurrence, including all owned, hired and non-owned vehicles.

Professional Liability Insurance. \$2,000,000 for design errors and omissions, inclusive of defense costs. Selected firm shall be required to provide continuing Professional Liability Insurance to cover the project for a period of two (2) years after the projects are completed.

INDEMNIFICATION

To the maximum extent permitted by law, the Consultant shall indemnify, protect and hold the County, State of Florida, Florida Department of Transportation and the Polk Transportation Planning Organization and its officers, employees and agents, harmless from and against any and all, claims, actions, causes of action, liabilities, penalties, forfeitures, damages, losses, and expenses whatsoever (including, without limitation, reasonable attorneys' fees, costs, and expenses incurred during negotiation, through litigation and all appeals therefrom) including, without limitation, those pertaining to the death of or injury to any person, or damage to any property, to the extent arising out of or resulting from (i) the failure of Consultant to comply with applicable laws, rules or regulations, (ii) the breach by Consultant of its obligations under any Agreement with the TPO entered into pursuant to this RFP, (iii) any claim for trademark, patent, or copyright infringement arising out of the scope of Consultant's performance or nonperformance of this Agreement, or (iv) the negligent acts, errors or omissions, or intentional or willful misconduct, of Consultant or any persons or entities employed or utilized by Consultant in the performance of the Agreement. The obligations imposed by this Section shall survive the expiration or earlier termination of the Agreement.

PUBLIC ENTITY CRIMES STATEMENT

The Consultant declares and warrants that neither the Consultant nor any of the Consultant's affiliates, as that term is defined in Section 287.133, Florida Statutes, are subject to the restrictions in Section 287.133, Florida Statutes, regarding the commission of a public entity crime. If during the term of this Agreement, the Consultant

or any affiliate is convicted of a public entity crime or is otherwise prohibited from performing work for or transacting business with the County pursuant to Section 287.133, Florida Statutes, then the Consultant shall be in material default of this Agreement, and in such case, the County shall have the rights and remedies as provided herein.

EQUAL OPPORTUNITY/AFFIRMATIVE ACTION

The County is an equal opportunity/affirmative action employer. The County is committed to equal opportunity employment effort; and expects firms that do business with the County to have a vigorous affirmative action program.

WOMEN/MINORITY BUSINESS ENTERPRISE OUTREACH

The County hereby notifies all Proposers that W/MBEs are to be afforded a full opportunity to participate in any request for proposal by the County and will not be subject to discrimination on the basis of race, color, sex or national origin.

AFFIRMATION

By submitting their proposal, the Proposer affirms that the proposal is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation; the Proposer has not directly or indirectly induced or solicited any other person to submit a false or sham proposal; the Proposer has not solicited or induced any person, firm or corporation to refrain from submitting a proposal; and the Proposer has not sought by collusion to obtain for him/herself any advantage over other persons or over the County.

DEVELOPMENT COSTS

Neither the County nor its representative(s) shall be liable for any expenses incurred in connection with preparation of a response to the RFP. Proposers should prepare their proposals simply and economically, providing a straightforward and concise description of the proposer's ability to meet the requirements of the RFP.

ADDENDA

The County may record its responses to inquiries and any supplemental instructions in the form of written addenda. The addenda will be posted on the County's website at <https://www.polkfl.gov/business/procurement/>. It is the sole responsibility of the proposers to check the website to ensure that all available information has been received prior to submitting a proposal.

CODE OF ETHICS

If any proposer violates or is a party to a violation of the code of ethics of Polk County or the State of Florida, with respect to this proposal, such proposer may be disqualified from performing the work described in this proposal or from furnishing the goods or

services for which the proposal is submitted and shall be further disqualified from bidding on any future proposals for work, goods, or services for the County.

DRUG FREE WORKPLACE

Preference shall be given to businesses with Drug Free Workplace (DFW) programs. Whenever two or more proposals, which are equal with respect to price, quality and service, are received by the County for the procurement of commodities or contractual services, a proposal received from a business that has provided a statement that it is a DFW shall be given preference in the award process.

APPLICABLE LAWS AND COURTS

This RFP and any resulting agreements shall be governed in all respects by the laws of the State of Florida and any litigation with respect thereto shall be brought only in the courts of Polk County, Florida or the United States District Court, Middle District of Florida, located in Hillsborough County, Florida. The proposer shall comply with all applicable federal, state and local laws and regulations.

CONTRACTUAL MATTERS

All contracts are subject to final approval of the TPO Board or firms who incur expenses or change position in anticipation of a contract prior to the TPO Board's approval do so at their own risk.

PROPOSAL ACCEPTANCE PERIOD

A proposal shall be binding upon the offeror and irrevocable by it for ninety (90) calendar days following the proposal opening date. Any proposal in which offeror shortens the acceptance period may be rejected.

ADDITION/DELETION

The County reserves the right to add to or delete any item from this proposal or resulting agreements when deemed to be in the best interest of the County.

PROPRIETARY INFORMATION

In accordance with Chapter 119 of the Florida Statutes (Public Records Law), and except as may be provided by other applicable State and Federal Law, all proposers should be aware that Request for Proposals and the responses thereto are in the public domain. However, the proposers are required to identify specifically any information contained in their proposals which they consider confidential and/or proprietary and which they believe to be exempt from disclosure, citing specifically the applicable exempting law. Proposers should provide a redacted copy of proposal with submittal.

All proposals received from proposers in response to this Request for Proposal will become the property of the County and will not be returned to the proposers. In the event of contract award, all documentation produced as part of the contract will become the exclusive property of the County.

REVIEW OF PROPOSAL FILES

In accordance with Chapter 119.071 of the Florida Statutes, the responses received for this Request for Proposal are exempt from review for thirty (30) days after the Bid Opening Date or at Recommendation of Award, whichever event occurs first.

Should the RFP be cancelled and re-solicited for any reason, proposal responses shall remain exempt from disclosure for a period not to exceed twelve (12) months or at Recommendation of Award of the subsequent solicitation.

RFP PROTEST

Any proposer desiring to file a protest, with respect to a recommended award of any RFP, shall do so by filing a written protest. The written protest must be in the possession of the Procurement Division within three (3) working days of the Notice of Recommended Award mailing date. All proposers who submitted a proposal will be sent a Notice of Recommended Award, unless only one proposal was received.

A copy of the protest procedures may be obtained from the Polk County Procurement Division or can be downloaded from the County's website at <https://www.polkfl.gov/business/procurement/protest-procedures/>.

FAILURE TO FOLLOW PROTEST PROCEDURE REQUIREMENTS WITHIN THE TIME FRAMES PRESCRIBED HEREIN AS ESTABLISHED BY POLK COUNTY, FLORIDA, SHALL CONSTITUTE A WAIVER OF THE PROPOSER'S RIGHT TO PROTEST AND ANY RESULTING CLAIM.

UNAUTHORIZED ALIEN(S)

The Consultant agrees that unauthorized aliens shall not be employed nor utilized in the performance of the requirements of this solicitation. The County shall consider the employment or utilization of unauthorized aliens a violation of Section 274A(e) of the Immigration and Naturalization Act (8 U.S.C. 1324a). Such violation shall be cause for unilateral termination of this Agreement by the County. As part of the response to this solicitation, the successful consultant will complete and submit the form "AFFIDAVIT CERTIFICATION IMMIGRATION LAWS."

EMPLOYMENT ELIGIBILITY VERIFICATION (E-Verify)

A. Unless otherwise defined herein, terms used in this Section which are defined in Section 448.095, Florida Statutes, as may be amended from time to time, shall have the meaning ascribed in said statute.

B. Pursuant to Section 448.095(5), Florida Statutes, the consultant hereto, and any subcontractor thereof, must register with and use the E-Verify system to verify the work authorization status of all new employees of the consultant or subcontractor. The consultant acknowledges and agrees that (i) the County and the consultant may not enter into this Agreement, and the consultant may not enter into any subcontracts hereunder, unless each party to this Agreement, and each party to any subcontracts hereunder, registers with and uses the E-Verify system; and (ii) use of the U.S. Department of Homeland Security's E-Verify System and compliance with all other

terms of this Certification and Section 448.095, Fla. Stat., is an express condition of this Agreement, and the County may treat a failure to comply as a material breach of this Agreement.

C. By entering into this Agreement, the consultant becomes obligated to comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility," as amended from time to time. This includes but is not limited to utilization of the E-Verify System to verify the work authorization status of all newly hired employees, and requiring all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The consultant shall maintain a copy of such affidavit for the duration of this Agreement. Failure to comply will lead to termination of this Agreement, or if a subcontractor knowingly violates the statute or Section 448.09(1), Fla. Stat., the subcontract must be terminated immediately. If this Agreement is terminated pursuant to Section 448.095, Fla. Stat., such termination is not a breach of contract and may not be considered as such. Any challenge to termination under this provision must be filed in the Tenth Judicial Circuit Court of Florida no later than 20 calendar days after the date of termination. If this Agreement is terminated for a violation of Section 448.095, Fla. Stat., by the consultant, the consultant may not be awarded a public contract for a period of 1 year after the date of termination. The consultant shall be liable for any additional costs incurred by the County as a result of the termination of this Agreement. Nothing in this Section shall be construed to allow intentional discrimination of any class protected by law.

LIMITATIONS

This request does not commit Polk County to award a contract. Proposers will assume all costs incurred in the preparation of their response to this RFP. The County reserves the right to: 1) accept or reject qualifications and/or proposals in part or in whole; 2) request additional qualification information; 3) limit and determine the actual contract services to be included in a contract; 4) obtain information for use in evaluating submittals from any source and 5) reject all submittals.

ATTORNEY'S FEES AND COSTS:

Each party shall be responsible for its own legal and attorney's fees, costs and expenses incurred in connection with any dispute or any litigation arising out of, or relating to this Agreement, including attorney's fees, costs and expenses incurred for any appellate or bankruptcy proceedings.

Prohibition Against Considering Vendor Interests: In accordance with Section 287.05701, Florida Statutes, the County may not (i) request documentation of or consider a Vendor's social, political, or ideological interests when determining if the Vendor is a responsible vendor; or (ii) give preference to a Vendor based on the Vendor's social, political, or ideological interests.

PUBLIC RECORD LAWS

(a) The Consultant acknowledges the County's obligations under Article I, Section 24, of the Florida Constitution and under Chapter 119, Florida Statutes, to release public records to members of the public upon request and comply in the handling of the

materials created under this Agreement. The Consultant further acknowledges that the constitutional and statutory provisions control over the terms of this Agreement. In association with its performance pursuant to this Agreement, the Consultant shall not release or otherwise disclose the content of any documents or information that is specifically exempt from disclosure pursuant to all applicable laws.

(b) Without in any manner limiting the generality of the foregoing, to the extent applicable, the Consultant acknowledges its obligations to comply with Section 119.0701, Florida Statutes, with regard to public records, and shall:

(1) keep and maintain public records required by the County to perform the services required under this Agreement;

(2) upon request from the County's Custodian of Public Records or his/her designee, provide the County with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law;

(3) ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the term of this Agreement and following completion of this Agreement if the Consultant does not transfer the records to the County; and

(4) upon completion of this Agreement, transfer, at no cost, to the County all public records in possession of the Consultant or keep and maintain public records required by the County to perform the service. If the Consultant transfers all public records to the County upon completion of this Agreement, the Consultant shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Consultant keeps and maintains public records upon completion of this Agreement, the Consultant shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the County, upon request from the County's Custodian of Public Records, in a format that is compatible with the information technology systems of the County.

(c) IF THE CONSULTANT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONSULTANT'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE COUNTY'S CUSTODIAN OF PUBLIC RECORDS AT:

**RECORDS MANAGEMENT LIAISON OFFICER
POLK COUNTY
330 WEST CHURCH ST
BARTOW, FL 33830
TELEPHONE: (863) 534-7670**

EMAIL: RMLO@POLK-COUNTY.NET

Scrutinized Companies and Business Operations Certification; Termination.

A. Certification(s)

(I) By its execution of this Agreement, the Vendor hereby certifies to the County that the Vendor is not on the Scrutinized Companies that Boycott Israel List, created pursuant to Section 215.4725, Florida Statutes, nor is the Vendor engaged in a boycott of Israel, nor was the Vendor on such List or engaged in such a boycott at the time it submitted its bid, proposal, quote, or other form of offer, as applicable, to the County with respect to this Agreement.

(II) Additionally, if the value of the goods or services acquired under this Agreement are greater than or equal to One Million Dollars (\$1,000,000), then the Vendor further certifies to the County as follows:

- (a) the Vendor is not on the Scrutinized Companies with Activities in Sudan List, created pursuant to Section 215.473, Florida Statutes; and
- (b) the Vendor is not on the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, created pursuant to Section 215.473, Florida Statutes; and
- (c) the Vendor is not engaged in business operations (as that term is defined in Florida Statutes, Section 287.135) in Cuba or Syria; and
- (d) the Vendor was not on any of the Lists referenced in this subsection A(ii), nor engaged in business operations in Cuba or Syria when it submitted its proposal to the County concerning the subject of this Agreement.

(iii) The Vendor hereby acknowledges that it is fully aware of the penalties that may be imposed upon the Vendor for submitting a false certification to the County regarding the foregoing matters.

B. Termination. In addition to any other termination rights stated herein, the County may immediately terminate this Agreement upon the occurrence of any of the following events:

- (i) The Vendor is found to have submitted a false certification to the County with respect to any of the matters set forth in subsection A(i) above, or the Vendor is found to have been placed on the Scrutinized Companies that Boycott Israel List or is engaged in a boycott of Israel.
- (ii) The Vendor is found to have submitted a false certification to the County with respect to any of the matters set forth in subsection A(ii) above, or the Vendor is found to have been placed on the Scrutinized Companies with Activities in Sudan List, or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or has been engaged in business operations in Cuba or Syria, and the value of the goods or services acquired under this Agreement are greater than or equal to One Million Dollars (\$1,000,000).

SUPPLEMENTAL CONDITIONS FEDERAL CLAUSES

The projects resulting from this RFP may be partially or fully funded with Federal funds by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA); therefore, the selection process must adhere to all applicable Federal guidelines. In accordance with the federal procurement standards at 2 C.F.R. sections 200.317 through 200.327 the following clauses are incorporated in this RFP, any resulting award with the prime Consultant, and any resulting contracts between the prime Consultant and sub-contractors and material suppliers. The following conditions are supplemental to the General Terms and Conditions. Where there is conflict, these Supplemental Conditions prevail unless the General Terms and Conditions are stricter.

1. **Contract Work Hours and Safety Standards Act.** (Contracts in excess of \$100,000)

(1) Overtime requirements. Neither the Consultant, nor any subcontractor contracting for any part of the contract work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic in any workweek in which he or she is employed on such work to work in excess of forty hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of forty hours in such workweek.

(2) Violation; liability for unpaid wages; liquidated damages. In the event of any violation of the clause set forth in paragraph (1) of this section the Consultant and any subcontractor responsible therefor shall be liable for the unpaid wages. In addition, such consultant and subcontractor shall be liable to the United States (in the case of work done under contract for the District of Columbia or a territory, to such District or to such territory), for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards, employed in violation of the clause set forth in paragraph (1) of this section, in the sum of \$10 for each calendar day on which such individual was required or permitted to work in excess of the standard workweek of forty hours without payment of the overtime wages required by the clause set forth in paragraph (1) of this section.

(3) Withholding for unpaid wages and liquidated damages. The U.S. Department of Treasury, the applicable Federal agency, or Polk County as the recipient shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld, from any moneys payable on account of work performed by the consultant or subcontractor under any such contract or any other Federal contract with the same prime consultant, or any other federally-assisted contract subject to the Contract Work Hours and Safety Standards Act, which is held by the same prime consultant, such sums as may be determined to be necessary to satisfy any liabilities of such consultant or subcontractor for unpaid wages and liquidated damages as provided in the clause set forth in paragraph (2) of this section.

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

subcontractor or lower tier subcontractor with the clauses set forth in paragraphs (1) through (4) of this section.

2. **Clean Air Act and the Federal Water Pollution Control Act.** (Contracts in excess of \$150,000)

Clean Air Act

(1) The Consultant agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act, as amended, 42 U.S.C. § 7401 et seq.

(2) The Consultant agrees to report each violation to the County and understands and agrees that the County will, in turn, report each violation as required to assure notification to the FHWA and FTA and the appropriate Environmental Protection Agency Regional Office.

(3) The Consultant agrees to include these requirements in each subcontract exceeding \$150,000 financed in whole or in part with Federal assistance provided by the U.S. Department of Treasury.

Federal Water Pollution Control Act

(1) The Consultant agrees to comply with all applicable standards, orders or regulations issued pursuant to the Federal Water Pollution Control Act, as amended, 33 U.S.C. 1251 et seq.

(2) The Consultant agrees to report each violation to the County and understands and agrees that the County will, in turn, report each violation as required to assure notification to the FHWA and FTA, and the appropriate Environmental Protection Agency Regional Office.

(3) The Consultant agrees to include these requirements in each subcontract exceeding \$150,000 financed in whole or in part with Federal assistance provided by the U.S. Department of Treasury.

3. **Debarment and Suspension. (Exhibit "A")**

(1) This Contract/Purchase Order is a covered transaction for purposes of 2 C.F.R. pt. 180 and 2 C.F.R. pt. 3000. As such the Consultant is required to verify that none of the Consultant, its principals (defined at 2 C.F.R. § 180.995), or its affiliates (defined at 2 C.F.R. § 180.905) are excluded (defined at 2 C.F.R. § 180.940) or disqualified (defined at 2 C.F.R. § 180.935).

(2) The Consultant must comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C and must include a requirement to comply with these regulations in any lower tier covered transaction it enters into.

(3) This certification is a material representation of fact relied upon by Polk County. If it is later determined that the Consultant did not comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C, in addition to remedies available to the FHWA and FTA and the County. The Federal Government may pursue available remedies, including but not limited to suspension and/or debarment.

(4) The bidder or proposer agrees to comply with the requirements of 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C while this offer is valid and throughout the period of any contract or purchase order that may arise from this offer. The bidder or proposer further agrees to include a provision requiring such compliance in its lower tier covered transactions.

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

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

5. **Procurement of Recovered Materials.**

(1) In the performance of this Contract/Purchase Order, the Consultant shall to the greatest extent practicable and consistent with law, purchase, acquire, or use products and services that can be reused, refurbished, or recycled; contain recycled content, are biobased, or are energy and water efficient; and are sustainable. Additionally Consultants shall make maximum use of products containing recovered materials that are EPA- designated items unless the product cannot be acquired—

(i) Competitively within a timeframe providing for compliance with the contract performance schedule;

(ii) Meeting contract performance requirements; or

(iii) At a reasonable price.

(2) Information about this requirement, along with the list of EPA-designate items, is available at EPA's Comprehensive Procurement Guidelines web site, <https://www.epa.gov/smm/comprehensive-procurement-guideline-cpg-program>.

6. **Domestic Preference**

In accordance with 2 CFR §200.322, to the greatest extent practicable and consistent with law under a Federal award, the County must provide a preference for the purchase acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products). The requirements of this section must be included in all subawards including all contracts and purchase orders for work or products under this award. For purposes of this section:

(1) "Produced in the United States" means, for iron and steel products, that all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States.

(2) "Manufactured products" means items and construction materials composed in whole or in part of non-ferrous metals such as aluminum; plastics and polymer-based products such

as polyvinyl chloride pipe; aggregates such as concrete; glass, including optical fiber; and lumber.

7. **Affirmative Action.**

In accordance with 2 CFR §200.321, the County is committed to taking all necessary steps to assure that minority businesses, women's business enterprises, veteran-owned businesses, and labor surplus area firms are used when possible. The Consultant shall also take such affirmative steps in the selection of its subcontractors, laborers and materialmen. Affirmative steps include:

- (1) Placing qualified small and minority businesses, women's business enterprises, and veteran-owned businesses on solicitation lists;
- (2) Assuring that small and minority businesses, women's business enterprises, and veteran-owned businesses are solicited whenever they are potential sources;
- (3) Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, women's business enterprises, and veteran-owned businesses;
- (4) Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, women's business enterprises, and veteran-owned businesses; and
- (5) Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce.

8. **Access to Records.** The following access to records requirements apply to this Contract and any Purchase Order issued hereunder:

- (1) The Consultant agrees to provide Polk County and the FHWA and FTA, or any of their authorized representatives, including but not limited to the Government Accountability Office ("GOA"), Treasury's Office of Inspector General ("OIG"), and the Pandemic Relief Accountability Committee ("PRAC"), access to any books, documents, papers, and records of the Consultant which are directly pertinent to this Agreement for the purposes of making audits, examinations, excerpts, and transcriptions.
- (2) The Consultant agrees to permit any of the foregoing parties to reproduce by any means whatsoever or to copy excerpts and transcriptions as reasonably needed.
- (3) The Consultant agrees to provide the FHWA and FTA or their authorized representatives access to construction or other work sites pertaining to the work being completed under the applicable Purchase Order."

9. **Seal, Logo, and Flags.** The Consultant shall not use the FHWA and FTA seal(s), logos, crests, or reproductions of flags or likenesses of FHWA and FTA agency officials without specific FHWA and FTA pre- approval.

10. **Compliance with Federal Law, Regulations, and Executive Orders.** This is an acknowledgement that FHWA and FTA financial assistance will be used to fund the Contract only. The Consultant will comply will all applicable federal law, regulations, executive orders, policies, procedures, and directives.

11. **No Obligation by Federal Government.** The Federal Government is not a party to this Purchase Order and is not subject to any obligations or liabilities to the non-Federal entity, consultant, or any other party pertaining to any matter resulting from this Purchase Order.

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

The Consultant acknowledges that 31 U.S.C. Chap. 38 (Administrative Remedies for False Claims and Statements) applies to the Consultant's actions pertaining to this Purchase Order.

13. **Default and Remedy.** (Applicable to all contracts more than the simplified acquisition threshold)

Process. If the Consultant materially defaults in the timely performance of any Contract obligation, or if the Consultant is otherwise in material default of the Contract, including, without limitation, the Consultant's failure to timely deliver any portion, or the entirety, of the Project Work in accordance with the Contract documents, then the County shall have the right to (i) with or without terminating the Contract, immediately call in any bonds or other form of security, and engage other consultants or providers at the Consultant's sole cost and expense to provide those unperformed or deficient Contract obligations of the Consultant; (ii) set-off the monetary amount of any and all damages arising therefrom, whether direct or indirect, actual or liquidated, from the amounts due Consultant pursuant to the Contract documents, (iii) immediately terminate the Contract by delivering written notice to the Consultant, and (iv) pursue any and all remedies available in law, equity, and under the Contract, including, without limitation, the recovery of any increased cost to the County to complete the Project Work due to the loss of American Rescue Plan funding caused, directly or indirectly, by the Consultant's delay. Upon any such termination pursuant to this Section, the County shall pay the Consultant the full amount due and owing for all services properly performed through the date of the Contract termination, less any amount subject to the County's right of set-off, and all liability of the County to the Consultant shall cease.

Certain Material Defaults. Among other matters, including without limitation, the Consultant's failure to timely deliver any portion, or the entirety, of the Project Work in accordance with the Contract documents, as described immediately above, any of the following shall constitute the Consultant's material default of the Contract: the appointment of a receiver to take possession of all or substantially all of the Consultant's assets, a general assignment by the Consultant for the benefit of creditors, or any action taken by or suffered by Consultant under any insolvency or bankruptcy act; or the Consultant is convicted of a public entity crime, is determined to have violated federal or state law prohibiting discrimination as stated in Section 287.134, Florida Statutes, or is prohibited from performing work for or transacting business with the County pursuant to Section 287.133 or to Section 287.134, Florida Statutes; or an assignment of the Contract made without the express written consent of the County; or the submission of a false certification to the County or engagement in prohibited business operations, both as described in the Contract Documents.

14. **Prohibition on Certain Telecommunications and Video Surveillance Services or Equipment**

In accordance with 2 CFR §200.216 and Appendix II to Part 200, subsection (K), no funding or services provided pursuant to or in connection with this Contract, shall in any way be used to:

(1) Procure or obtain;

(2) Extend or renew a contract to procure or obtain; or

(3) Enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system. As described in Public Law 115–232, section 889, covered telecommunications equipment is telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities).

(i) For the purpose of public safety, security of government facilities, physical security surveillance of critical infrastructure, and other national security purposes, video surveillance and telecommunications equipment produced by Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities).

(ii) Telecommunications or video surveillance services provided by such entities or using such equipment.

(iii) Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of the National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise connected to, the government of a covered foreign country.

Proposers Incorporation Information

(Submittal Page)

The following section should be completed by all bidders and submitted with their bid submittal:

Company Name: _____

DBA/Fictitious Name (if applicable): _____

TIN #: _____

Address: _____

City: _____

State: _____

Zip Code: _____

County: _____

Note: Company name must match legal name assigned to the TIN number. A current W9 should be submitted with your bid submittal.

Contact Person: _____

Phone Number: _____

Cell Phone Number: _____

Email Address: _____

Type of Organization (select one type)

- ☐ Sole Proprietorship
- ☐ Partnership
- ☐ Non-Profit
- ☐ Sub Chapter
- ☐ Joint Venture
- ☐ Corporation
- ☐ LLC
- ☐ LLP
- ☐ Publicly Traded
- ☐ Employee Owned

State of Incorporation: _____

The Successful vendor must complete and submit this form prior to award. The Successful vendor must invoice using the company name listed above.

EXHIBIT 1

DETAILED INSTRUCTIONS ON HOW TO PREPARE AND SEND PERFORMANCE SURVEYS

The objective of this process is to identify the past performance of the Consultant submitting a proposal package. This is accomplished by sending survey forms to past customers. The customers should return the forms directly to the Consultant. The Consultant is to include all surveys in their proposal package.

Sending the Survey

The surveys shall be sent to all clients for whom the Consultant has identified under Tab 3. Surveys should correlate to all projects identified under Tab 3.

If more surveys are included then Procurement will only use those identified under Tab 3.

1. The Consultant shall complete the following information for each customer that a survey will be sent

CLIENT NAME	Name of the company that the work was performed for (i.e. Hillsborough County).
FIRST NAME	First name of the person who will answer customer satisfaction questions.
LAST NAME	Last name of the person who will answer customer satisfaction questions.
PHONE NUMBER	Current phone number for the reference (including area code).
EMAIL ADDRESS	Current email address for the reference.
PROJECT NAME	Name of the project (Feasibility and Planning Study for Regional Intermodal Station), Etc.
COST OF SERVICES	Cost of services (\$200,000)
DATE COMPLETE	Date when the services were completed. (i.e. 9/31/2020)

2. The Consultant is responsible for verifying that their information is accurate prior to submission for references.

3. The survey must contain different services/projects. You cannot have multiple people evaluating the same job. However, one person may evaluate several different jobs.

4. The past projects can be either completed or on-going.

5. The past client/owner must evaluate and complete the survey.

Preparing the Surveys

1. The Consultant is responsible for sending out a performance survey to the clients that have been identified under Tab 3. The survey can be found on the next page.
2. The Consultant should enter the past clients' contact information, and project information on each survey form for each reference. The Consultant should also enter their name as the Consultant being surveyed.
3. The Consultant is responsible for ensuring all references/surveys are included in their submittal under Tab 6
4. Polk County Procurement may contact the reference for additional information or to clarify survey data. If the reference cannot be contacted, there will be no credit given for that reference.

Survey Questionnaire – Polk County

RFP 25-687, Planning Services for the Polk Transportation Planning Organization (TPO)

To: _____ (Name of Person completing survey)

_____ (Name of Client Company/Consultant)

Phone Number: _____ Email: _____

Total Annual Budget of Entity _____

Subject: Past Performance Survey of Similar work:

Project name: _____

Name of Vendor being surveyed: _____

Cost of Services: Original Cost: _____ Ending Cost: _____

Contract Start Date: _____ Contract End Date: _____

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

NO	CRITERIA	UNIT	SCORE
1	Ability to manage cost	(1-10)	
2	Ability to maintain project schedule (complete on-time/early)	(1-10)	
3	Quality of workmanship	(1-10)	
4	Professionalism and ability to manage	(1-10)	
5	Close out process	(1-10)	
6	Ability to communicate with Client's staff	(1-10)	
7	Ability to resolve issues promptly	(1-10)	
8	Ability to follow protocol	(1-10)	
9	Ability to maintain proper documentation	(1-10)	
10	Appropriate application of technology	(1-10)	
11	Overall Client satisfaction and comfort level in hiring	(1-10)	
12	Ability to offer solid recommendations	(1-10)	
13	Ability to facilitate consensus and commitment to the plan of action among staff	(1-10)	

Printed Name of Evaluator _____

Signature of Evaluator: _____

Please fax or email the completed survey to: _____

Affidavit Certification Immigration Laws

POLK COUNTY WILL NOT INTENTIONALLY AWARD COUNTY CONTRACTS TO ANY CONSULTANT WHO KNOWINGLY EMPLOYS UNAUTHORIZED ALIEN WORKERS, CONSTITUTING A VIOLATION OF THE EMPLOYMENT PROVISIONS CONTAINED IN 8 U.S.C. SECTION 1324 A(E) {SECTION 274A(E) OF THE IMMIGRATION AND NATIONALITY ACT ("INA")}.

POLK COUNTY MAY CONSIDER THE EMPLOYMENT BY ANY CONSULTANT OF UNAUTHORIZED ALIENS A VIOLATION OF SECTION 274A(E) OF THE INA. **SUCH VIOLATION OF THE RECIPIENT OF THE EMPLOYMENT PROVISIONS CONTAINED IN 274A(E) OF THE INA SHALL BE GROUNDS FOR UNILATERAL CANCELLATION OF THE CONTRACT BY POLK COUNTY.**

BIDDER ATTEST THAT THEY ARE FULLY COMPLIANT WITH ALL APPLICABLE IMMIGRATION LAWS (SPECIFICALLY TO THE 1986 IMMIGRATION ACT AND SUBSEQUENT AMENDMENTS).

Company Name: _____

Signature: _____

Title: _____

Date: _____

State of: _____

County of: _____

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization, this _____ day of _____, 20____, by _____ (name) as _____ (title of officer) of _____ (entity name), on behalf of the company, who ☐ is personally known to me or ☐ has produced _____ as identification.

Notary Public Signature: _____

Printed Name of Notary Public: _____

Notary Commission Number and Expiration: _____

(AFFIX NOTARY SEAL)

EMPLOYMENT ELIGIBILITY VERIFICATION (E-VERIFY) CERTIFICATION

(Florida Statutes, Section 448.095)

PROJECT NAME: RFP 25-687, Planning Services for the Polk Transportation Planning Organization (TPO)

The undersigned, as an authorized officer of the consultant identified below (the "**Consultant**"), having full knowledge of the statements contained herein, hereby certifies to Polk County, a political subdivision of the State of Florida (the "**County**"), by and on behalf of the Consultant in accordance with the requirements of Section 448.095, Florida Statutes, as related to the contract entered into by and between the Consultant and the County on or about the date hereof, whereby the Consultant will provide labor, supplies, or services to the County in exchange for salary, wages, or other remuneration (the "**Contract**"), as follows:

1. Unless otherwise defined herein, terms used in this Certification which are defined in Section 448.095, Florida Statutes, as may be amended from time to time, shall have the meaning ascribed in said statute.

2. Pursuant to Section 448.095(5), Florida Statutes, the Consultant, and any subcontractor under the Contract, must register with and use the E-Verify system to verify the work authorization status of all new employees of the Consultant or subcontractor. The Consultant acknowledges and agrees that (i) the County and the Consultant may not enter into the Contract, and the Consultant may not enter into any subcontracts thereunder, unless each party to the Contract, and each party to any subcontracts thereunder, registers with and uses the E-Verify system; and (ii) use of the U.S. Department of Homeland Security's E-Verify System and compliance with all other terms of this Certification and Section 448.095, Fla. Stat., is an express condition of the Contract, and the County may treat a failure to comply as a material breach of the Contract.

3. By entering into the Contract, the Consultant becomes obligated to comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility," as amended from time to time. This includes but is not limited to utilization of the E-Verify System to verify the work authorization status of all newly hired employees, and requiring all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The Consultant shall maintain a copy of such affidavit for the duration of the Contract. Failure to comply will lead to termination of the Contract, or if a subcontractor knowingly violates the statute or Section 448.09(1), Fla. Stat., the subcontract must be terminated immediately. If the Contract is terminated pursuant to Section 448.095, Fla. Stat., such termination is not a breach of contract and may not be considered as such. Any challenge to termination under this provision must be filed in the Tenth Judicial Circuit Court of Florida no later than 20 calendar days after the date of termination. If the Contract is terminated for a violation of Section 448.095, Fla. Stat., by the Consultant, the Consultant may not be awarded a public contract for a period of 1 year after the date of termination. The Consultant shall be liable for any additional costs incurred by the County as a result of the termination of the Contract. Nothing in this Certification shall be construed to allow intentional discrimination of any class protected by law.

Executed this _____ day of _____, 20__.

ATTEST:

By: _____
PRINTED NAME: _____
Its: _____

CONSULTANT:

By: _____
PRINTED NAME: _____
Its: _____

February 6, 2026

POLK COUNTY, A POLITICAL SUBDIVISION OF THE STATE OF FLORIDA

ADDENDUM #1

RFP 25-687, Planning Services for the Polk Transportation Planning Organization (TPO)

This addendum is issued to clarify, add to, revise and/or delete items of the RFP Documents for this work. This Addendum is a part of the RFP Documents and acknowledgment of its receipt should be noted on the Addendum.

Contained within this addendum: Questions/answers and bid receiving extension.

The Bid Receiving Date has been extended one (1) week. The revised Bid Receiving Date is Wednesday, February 18, 2026, prior to 2:00 p.m. The deadline for submitting questions has passed, and no additional questions will be accepted.

Addendum 2 forthcoming.

Tabatha Shirah

Tabatha Shirah

Sr. Procurement Analyst

Procurement Division

This Addendum sheet should be signed and returned with your submittal. This is the only acknowledgment required.

Signature: _____

Printed Name: _____

Title: _____

Company: _____

RFP 25-687, Planning Services for the Polk Transportation Planning Organization (TPO)
Addendum #1

Q 1: Who has been identified as the Review Committee for the proposal and if different for interviews/presentation?

A 1: Selection Committee for this RFP:

1. Ryan Kordek, Polk TPO
2. Angela Kaufman, Polk TPO
3. Tracy Mullins, Polk TPO
4. Lorenzo Thomas, Polk TPO
5. Darrel Johnson, Supplier Diversity

Q 2: Have dates for shortlisting, interview/presentation and selection been set?

A 2: Dates have been finalized and posted on the RFP webpage; however they are subject to change. Link: <https://www.polkfl.gov/bid-form/rfp-25-687/>

Q3: Attachment I - FDOT AI Policy - are we to acknowledge / sign this form, or merely include it under Tab 8?

A3: Yes, we would request that Attachment I: FDOT AI Policy 010-325-065 be signed by an authorized officer or representative of the company.

Q4: Is there specific criteria for the size of the organizational chart, can it be 11x17?

A4: No specific size requirements apply to organizational charts included in hard copy submittals.

Q5: Attachment A - Public Entities Crime Affidavit and Exhibit B (actually F2) - Appendix A, 44 C.F.R. Part 18 – Certification Regarding Lobbying are both requested in both Tabs 1 and 8. Can you please confirm if they are indeed to be placed in both sections, and if not, which section should they be included?

A5: Tab 8.

Q6: Attachments E2, E3 and E5 - FDOT Forms - are we to include these, and if so, can you please provide further instructions on how to complete them?

A6: List of forms to provide with submittal is provided in Tab 8. Instructions from FDOT are provided on forms.

Q7: Attachment I - FDOT AI Policy - are we to acknowledge / sign this form, or merely include it under Tab 8?

A7: Yes.

Q8: Can we include hyperlinks within our proposal?

A8: No.

RFP 25-687, Planning Services for the Polk Transportation Planning Organization (TPO)
Addendum #1

- Q9:** Would you be able to provide a bit more detail about which kinds of projects are included under the following Major Types of Work? We want to make sure we're including the appropriate project examples.
- a. Safety and Security Planning
 - b. System connectivity
 - c. Land Planning/Engineering
 - d. Transportation Statistics, including traffic statistics and traffic data collection
 - e. Transportation System Monitoring/Data Collection
 - f. Transportation Improvement Program
- Q9:** Please see RFP Package, Scope of Work – page 8-10.
- Q10:** If we use one project for two separate categories of Major Types of Work, we assume that we have the client fill out a separate survey for both Major Types of Work under which we list the project. Is that correct?
- A10:** As stated in RFP Package, Exhibit 1, page 37: "The survey must contain different services/projects. You cannot have multiple people evaluating the same job. However, **one person may evaluate several different jobs.**"
- Q11:** Is it okay to have 11x17 pages?
- A11:** Yes.
- Q12:** Is it okay to have transition pages, cover pages, and a table of contents?
- A12:** Yes.
- Q13:** Is there a limit on number of resumes?
- Q13:** No.
- Q14:** Do you have a preferred way for us to demonstrate our qualifications in Tab 4 – *Interactions with TPO and Regulatory Agency Staff*? Specifically, how would you like us to provide documentation supporting the specialized qualifications of the proposed staff as outlined in RFP 25-687, page 16, Tab 4?
- A14:** Provide a narrative describing the firm's experience and ability to work with the listed agencies. Supporting documentation may include applicable agency certifications. Firms should demonstrate their qualifications to the best of their ability.
- Q15:** For Tab 5 – Timely Completion of Projects: Regarding workload would you prefer that we list the specific current and projected projects along with their anticipated completion dates, or is providing our current and projected staff availability percentages sufficient?
- Q15:** Sufficient, no required format.

RFP 25-687, Planning Services for the Polk Transportation Planning Organization (TPO)
Addendum #1

Q16: Included in the package of attachments from the FTP website are three forms not mentioned in the RFP; Attachment E2 - Competitive Purchase Attorney Cert, Attachment E3 - Competitive Purchase Documentation Form, and Attachment E5 - Competitive Purchase Price Analysis. These forms do not appear to be forms intended for firms submitting on this RFP to fill out. Can you confirm if these forms are supposed to be filled out by the prime firm?

A16: The forms mentioned above will be requested from the awarded firm(s).

Q17: In Tab 1 – Executive Summary, along with answering bullets (a–c), are we allowed to include a cover letter within the 2-page limit?

A17: Yes.

Q18: Due to underwriting restrictions, Consultant would need to request the following modifications to the insurance requirements outlined in the RFP General Conditions to be compliant. Consultant needs to clarify that the County would need named as an additional insured on its Commercial General and Auto policies not a “named insured”. Additionally, Consultant, as a design professional, cannot provide broad form contractual liability insurance, cannot apply contractual liability to indemnification, or provide “specifically covering” language. Indemnification provisions cover professional negligence and gross negligence, IP infringement, etc. which are not covered under commercial general liability policies. Consultant can provide contractual liability that is consistent with the contractual liability coverage afforded under the standard ISO GL form. Would the County be amenable?

A18: The County will discuss any potential agreement language changes with the awarded firm(s) during negotiations

Q19: As currently written, the City’s indemnification provision contained in the RFP General Conditions appears to overreach what is enforceable under Fla. Stat. § 725.08. Would the City be amendable to modifying this provision as follows upon any contract award to ensure it is consistent with Fla. Stat. § 725.08?

A19: The County will discuss any potential agreement language changes with the awarded firm(s) during negotiations.

February 11, 2026

POLK COUNTY, A POLITICAL SUBDIVISION OF THE STATE OF FLORIDA
ADDENDUM #2

RFP 25-687, Planning Services for the Polk Transportation Planning Organization (TPO)

This addendum is issued to clarify, add to, revise and/or delete items of the RFP Documents for this work. This Addendum is a part of the RFP Documents and acknowledgment of its receipt should be noted on the Addendum.

Contained within this addendum: Questions/answers and requested documents added to the FTP Site.

To obtain a copy of “**RFP 25-687, Addendum 2 Attachments**,” please go the following FTP site: <https://ftp3.polk-county.net>, you will be prompted for a User ID and Password. The User ID is procurevendor and the password is solicitation. After you have logged in to the FTP site, double click on the file folder “**RFP 25-687, RFP Attachments**”, select “Open” or “Save As” to download the proposal documents. If you need assistance accessing this website due to ADA or any other reason, please email Tabatha Shirah at tabathashirah@polkfl.gov.

Tabatha Shirah

Sr. Procurement Analyst

Procurement Division

This Addendum sheet should be signed and returned with your submittal. This is the only acknowledgment required.

Signature: _____

Printed Name: _____

Title: _____

Company: _____

RFP 25-687, Planning Services for the Polk Transportation Planning Organization

Addendum #2

- Q1:** Since FDOT removed DBE requirements and changed the certification process, there is confusion with our previous DBE partners as to who qualifies or what certification organization can be used. Can you clarify what DBE certifications can be used to meet this goal, and how to verify those certifications, since FDOT no longer tracks DBE status and the UCP DBE database no longer seems to function?
- A1:** Communications from FDOT state they are not currently accepting personal narratives/recertifications for the DBE program. They are awaiting final guidance from U.S. DOT regarding the updated requirements for the DBE/ACDBE program. Once those are received, FDOT will send out communication regarding the application process. At this time, please provide the information/documentation you have. We may request additional information after proposals have been submitted.
- Q2:** The RFP states that there is a DBE goal for this contract. However, per the USDOT Interim Final Rule (IFR) and guidance issued October 3, 2025, DOT grant recipients may not set DBE contract goals until the applicable state's UCP recertification is complete. Will an amendment to this RFQ be issued to address the DOT's IRF and guidance on this topic?
- A2:** As FDOT processes through this transition period, we will await communication regarding the application process.
- Q3:** Given that this is an on-call contract with undefined task order scopes, is it permissible for us to submit the DBE Utilization Statement without identifying specific DBE partners at this time? We will, of course, remain fully committed to meeting DBE participation requirements and exercising all good faith efforts to contract with qualified DBE firms as work orders are issued.
- A3:** As stated in RFP Package, Tab 7, page 17: "this list must include **all subcontractors contacting you and expressing an interest in teaming with you** on a specific DOT assisted project." New subcontractors during the term of agreement with awarded vendor would require approval from Polk TPO.
- Q4:** Since FDOT removed DBE requirements and changed the certification process, there is confusion with our previous DBE partners as to who qualifies or what certification organization can be used. Can you clarify what DBE certifications can be used to meet this goal, and how to verify those certifications, since FDOT no longer tracks DBE status and the UCP DBE database no longer seems to function?
- A4:** See response to Question 1.
- Q5:** For the request of an original DBE Affidavit, is there a form you want the DBE firm to fill out for this, or can they just write and sign a statement on a page with their firm's

RFP 25-687, Planning Services for the Polk Transportation Planning Organization

Addendum #2

letterhead? If so, can the request for an original DBE Letter of Intent and an original DBE Affidavit be combined into one letter that includes a statement confirming no change in DBE status?

A5: A letter on the firm's letterhead can contain the DBE Letter of Intent with a notarized authorized signature. Please review the Interim Final Rule as of October 2025 for any changes in DBE requirements. Note: FDOT is not performing DBE recertifications at this time.

Q6: Can you provide a sample contract?

A6: See "RFP 25-687, Addendum 2 Attachments," folder on the FTP Site. Instructions to access above. Previous RFP Agreement provided for sample, reminder this document is for informational purposes only and will not be part of the resulting agreements.

Q7: Due to underwriting restrictions, Consultant would need to request the following modifications to the insurance requirements outlined in the RFP General Conditions to be compliant. Consultant needs to clarify that the County would need named as an additional insured on its Commercial General and Auto policies not a "named insured". Additionally, Consultant, as a design professional, cannot provide broad form contractual liability insurance, cannot apply contractual liability to indemnification, or provide "specifically covering" language. Indemnification provisions cover professional negligence and gross negligence, IP infringement, etc. which are not covered under commercial general liability policies. Consultant can provide contractual liability that is consistent with the contractual liability coverage afforded under the standard ISO GL form. Would the County be amenable?

INSURANCE REQUIREMENTS

The selected firm, if any, shall maintain, at all times, the following minimum levels of insurance and; shall, without in any way altering their liability, obtain, pay for and maintain insurance for the coverages and amounts of coverage not less than those set forth below. Provide to the County original Certificates of Insurance satisfactory to the County to evidence such coverage before any work commences. Polk County, a political subdivision of the State of Florida, shall be named as an additional ~~named~~-insured on all policies related to the project; excluding workers' compensation and professional liability. The Workers' Compensation and General Liability policies shall contain a waiver of subrogation in favor of Polk County. All insurance coverage shall be written with a company having an A.M. Best Rating of at least the "A" category and size category of VIII. The firm's self-insured retention or deductible per line of coverage shall not exceed \$100,000 without the permission of the County. In the event of any failure by the firm to comply with the provisions; the County may, at its option, on notice to the firm suspend the project for cause until there is full compliance. Alternatively, the County may purchase such insurance at the firm's expense, provided that the County shall have no obligation to do so and if the County shall do so, the firm shall not be relieved of or excused from the obligation to obtain and maintain such insurance amounts and coverages.

RFP 25-687, Planning Services for the Polk Transportation Planning Organization

Addendum #2

Worker's Compensation and Employer's Liability Insurance providing statutory benefits, including those that may be required by any applicable federal statute:

Admitted in Florida	Yes
Employer's Liability	\$100,000
All States Endorsement	Statutory
Voluntary Compensation	Statutory

Commercial General Liability Insurance. \$1,000,000 combined single limit of liability for bodily injuries, death, and property damage, and personal injury resulting from any one occurrence, including the following coverages:

Premises and Operations and Products/Completed Operations;

~~Broad Form Commercial General Liability Endorsement to include blanket contractual liability consistent with ISO CG0001 or its equivalent (specifically covering, but not limited to, the contractual obligations assumed by the Firm);~~ Personal Injury (with employment and contractual exclusions deleted) and Broad Form Property Damage coverages;
Independent Contractors; Policy must include Separation of Insureds Clause.

~~Comprehensive Commercial Automobile Liability Insurance. \$1,000,000 combined single limit of liability for~~ bodily injuries, death, and property damage, and personal injury resulting from any one occurrence, including all owned, hired and non-owned vehicles.

Professional Liability Insurance. \$2,000,000 for design errors and omissions, inclusive of defense costs. Selected firm shall be required to provide continuing Professional Liability Insurance to cover the project for a period of two (2) years after the projects are completed.

A7: The County would be amendable to the redlined items.

Q8: As currently written, the County's indemnification provision contained in the RFP General Conditions appears to overreach what is enforceable under Fla. Stat. § 725.08. Would the County be amendable to modifying this provision as follows upon any contract award to ensure it is consistent with Fla. Stat. § 725.08?

To the maximum extent permitted by law, the Consultant shall indemnify, ~~protect and hold the County, State of Florida, Florida Department of Transportation and the Polk Transportation Planning Organization and its officers, and employees and agents, harmless from and against any and all, claims, actions, causes of action, liabilities, penalties, forfeitures, damages, losses, and expenses whatsoever costs (including, without limitation, reasonable attorneys' fees, costs, and expenses incurred during negotiation, through litigation and all appeals therefrom)~~ including, without limitation, those pertaining to the death of or injury to any person, or damage to any property, to the extent caused by arising out of or resulting from (i) the failure of Consultant to comply with applicable laws, rules or regulations, (ii) ~~the breach by Consultant of its obligations under any Agreement with the TPO entered into pursuant to this RFP,~~ (iii) any claim for trademark, patent, or copyright infringement arising out of the scope of Consultant's performance or nonperformance of this Agreement, or (iv) ~~iii~~ the negligent acts, errors or omissions, or intentional or willful misconduct, of Consultant or any persons or entities employed or utilized by Consultant in the performance of the Agreement. The obligations imposed by this Section shall survive the expiration or earlier termination of the Agreement.

RFP 25-687, Planning Services for the Polk Transportation Planning Organization

Addendum #2

- A8:** The County may consider revisions to this provision during the contract negotiation phase; however, the RFP will remain unchanged at this time.
- Q9:** Could you please provide the winning packages for the previous iteration of the Polk County TPO GPC?
- A8:** See "RFP 25-687, Addendum 2 Attachments," folder on the FTP Site. Instructions to access above. These documents are for informational purposes only and will not be part of the resulting agreements.

Public Entities Crimes Affidavit

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

THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICER AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted with a proposal to the Human Services Department.
2. This sworn statement submitted by _____.
(Name of entity submitting sworn statement)

whose business address is _____

and (if applicable) its Federal Employer Identification Number is _____.
3. My name is _____ and my relationship to the
entity named _____
(Print name of individual signing)

above is _____.
4. I understand that a "public entity crime" as defined in paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
5. I understand that "convicted" or "conviction" as defined in paragraph 287.133(1)(b), Florida Statutes means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1989, because of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.
6. I understand that an "affiliate" as defined in paragraph 287.133(1)(a), Florida Statutes means:
 - a. A predecessor or successor of a person convicted of a public entity crime; or
 - b. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members and agents who are active in the management of the affiliate. The ownership by one person of shares constituting a controlling interest in another person, or pooling of equipment of income among persons when not for fair market value under an arm's length agreement, shall be prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.
7. I understand that a "person" as defined in paragraph 287.133(1)(e), Florida Statutes means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bids on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members and agents who are active in the management of an entity.

Public Entities Crimes Affidavit (continued),

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

- ☐ Neither the entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members and agents who are active in the management of the entity, or an affiliate of the entity have been charged with and convicted of a public entity crime after July 1, 1989.
- ☐ The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members and agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime after July 1, 1989, AND (Indicate which additional statement below applies).
- ☐ There has been proceeding concerning the conviction before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer did not place the person or affiliate on the convicted vendor list. (Please attach a copy of the final order).
- ☐ The person or affiliate was placed on the convicted vendor list. There has been a subsequent proceeding before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer determined that it was in the public interest to remove the person or affiliate from the convicted vendor list. (Please attach a copy of the final order).
- ☐ The person or affiliate has not been placed on the convicted vendor list. (Please describe an action taken by or pending with the Department of General Services).

STATE OF _____

COUNTY OF _____

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization, this _____ day of _____, 20____, by _____ (name) as _____ (title of officer) of _____ (entity name), on behalf of the company, who ☐ is personally known to me or ☐ has produced _____ as identification.

Notary Public Signature: _____

Printed Name of Notary Public: _____

Notary Commission Number and Expiration: _____

(AFFIX NOTARY SEAL)

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION

DRUG-FREE WORKPLACE PROGRAM CERTIFICATION

287.087 Preference to businesses with drug-free workplace programs. Whenever two or more bids, proposals, or replies that are equal with respect to price, quality, and service are received by the state or by any political subdivision for the procurement of commodities or contractual services, a bid, proposal, or reply received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. In order to have a drug-free workplace program, a business shall:

(1) Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the 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' 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 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.

Does the individual responding to this solicitation certify that their firm has implemented a drug-free workplace program in accordance with the provision of Section 287.087, Florida Statutes, as stated above?

[] YES

[] NO

NAME OF BUSINESS: _____

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
TRUTH IN NEGOTIATION CERTIFICATION

375-030-30
PROCUREMENT
05/14

Pursuant to Section 287.055(5)(a), Florida Statutes, for any lump-sum or cost-plus-a-fixed fee professional services contract over the threshold amount provided in Section 287.017, Florida Statutes for CATEGORY FOUR, the Department of Transportation (Department) requires the Consultant to execute this certificate and include it with the submittal of the Technical Proposal, or as prescribed in the contract advertisement.

The Consultant hereby certifies, covenants, and warrants that wage rates and other factual unit costs supporting the compensation for this project's agreement are accurate, complete, and current at the time of contracting.

The Consultant further agrees that the original agreement price and any additions thereto shall be adjusted to exclude any significant sums by which the Department determines the agreement price was increased due to inaccurate, incomplete, or noncurrent wage rates and other factual unit costs. All such agreement adjustments shall be made within (1) year following the end of the contract. For purposes of this certificate, the end of the agreement shall be deemed to be the date of final billing or acceptance of the work by the Department, whichever is later.

Name of Consultant

By: _____

Date

CONFLICT OF INTEREST/CONFIDENTIALITY CERTIFICATION**Information entered on this page will carry over to subsequent pages.****When completed: Print this document to PDF by choosing File, Save as, and selection PDF as the file type (excluding page 1 from printing) or Print only the pages from the sections you need for signature using the printer icon buttons.**

Advertisement No./ Solicitation No	Description	Financial Project Number(s)

VERSIONS

TECHNICAL REVIEW COMMITTEE / DOT TECHNICAL ADVISORS	
SELECTION COMMITTEE	
PUBLIC OFFICERS / EMPLOYEES	
TECHNICAL REVIEW / AWARDS COMMITTEE FOR LOW BID PROJECTS	
CONSULTANT / CONTRACTOR SERVING IN THE ROLE OF PROJECT MANAGER	
CONSULTANT / CONTRACTOR / TECHNICAL ADVISORS	

Advertisement No./
Solicitation No

Financial Project Number(s)

[illegible]

Printed Names

Date _____

Printed Names

Date _____

[illegible]

I certify that I have no present conflict of interest on the projects identified below, and that I will recuse myself from any capacity of decision making, approval, disapproval, or recommendation of any consultant/contractor/vendor for selection on any contract if I have a conflict of interest or a potential conflict of interest. As set forth in Sections 112.313 and 334.193, Florida Statutes, employees of the Department may not have any interest, financial or otherwise, direct or indirect; engage in any business transaction or professional activity; or accept any obligation of any kind which is in conflict with the proper conduct of their duties in the public interest.

Employees are expected to safeguard their ability to make objective, fair, and impartial decisions, and therefore may not accept benefits of any sort under circumstances in which it could be inferred by a reasonable observer that the benefit was intended to influence a pending or future decision of theirs, or to reward a past decision. Employees should avoid any conduct (whether in the context of business, financial, or social relationships) which might undermine the public trust, whether or not that conduct is unethical or lends itself to the appearance of ethical impropriety.

Unless so ordered by a court of competent jurisdiction or an opinion of the Office of the Florida Attorney General, I will not divulge any Procurement Information except to individuals who have executed a Conflict of Interest/Confidentiality Certification which has been approved by the Department ("Project Personnel"). I understand that a list of Project Personnel will be maintained by Department. If I am contacted by any member of the public or the media with a request for Procurement Information, I will promptly forward such request to the Department's Procurement Office. I will also maintain security and control over all documents containing Procurement Information which are in my custody.

I agree not to engage in bid tampering, pursuant to Section 838.22, Florida Statutes.

[illegible]

Selection Committee Members:

Signatures

Additional Page

[illegible]

Each undersigned individual agrees to the terms of this Conflict of Interest/Confidentiality Certification.

Printed Names

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.[illegible]

CONFLICT OF INTEREST/CONFIDENTIALITY CERTIFICATION PUBLIC OFFICERS/EMPLOYEES

I certify that I have no present conflict of interest on the projects identified below, and that I will recuse myself from any capacity of decision making, approval, disapproval, or recommendation of any consultant/contractor/vendor for selection on any contract if I have a conflict of interest or a potential conflict of interest. As set forth in Sections 112.313 and 334.193, Florida Statutes, public officers or employees of an agency may not have any interest, financial or otherwise, direct or indirect; engage in any business transaction or professional activity; or accept any obligation of any kind which is in conflict with the proper conduct of their duties in the public interest.

I recognize that State of Florida public officers or employees of an agency are expected to honor the ethical obligations inherent in public service. These obligations go beyond mere legal obligations and demand from the public officer or agency employee a greater sensitivity to his or her conduct, as well as the public's perception of such conduct.

State of Florida public officers or employees of an agency are expected to safeguard their ability to make objective, fair, and impartial decisions, and therefore may not accept benefits of any sort under circumstances in which it could be inferred by a reasonable observer that the benefit was intended to influence a pending or future decision of theirs, or to reward a past decision. Public officers or employees of an agency should avoid any conduct (whether in the context of business, financial, or social relationships) which might undermine the public trust, whether or not that conduct is unethical or lends itself to the appearance of ethical impropriety.

I will maintain the confidentiality of all information not made public by the Florida Department of Transportation ("Department") related to the procurement of the above-referenced ("Project") that I gain access to as a result of my involvement with the Project ("Procurement Information"). I understand that Procurement Information includes, but is not limited to, documents prepared by or for the Department related to procurement of the Project. I also understand that Procurement Information includes, but is not limited to, documents submitted to the Department by entities seeking an award of the Project ("Proposers"). I understand that Procurement Information may include documents submitted by Proposers related to letters of response/letters of interest, technical proposals, price proposals, financial proposals, and information shared during exempt meetings. I also understand that Procurement Information may also include documents that evaluate or review documents submitted by Proposers, and information regarding Project cost estimates. I also agree not to discuss the Project with anyone who is a member of or acting on behalf of a Proposer.

Unless so ordered by a court of competent jurisdiction or an opinion of the Office of the Florida Attorney General, I will not divulge any Procurement Information except to individuals who have executed a Conflict of Interest/Confidentiality Certification which has been approved by the Department ("Project Personnel"). I understand that a list of Project Personnel will be maintained by Department. If I am contacted by any member of the public or the media with a request for Procurement Information, I will promptly forward such request to the Department's Procurement Office. I will also maintain security and control over all documents containing Procurement Information which are in my custody.

I agree not to solicit or accept gratuities, unwarranted privileges or exemptions, favors, or anything of value from any firm under consideration for an agreement associated with the Project, and I recognize that doing so may be contrary to statutes, ordinances, and rules governing or applicable to the Department or may otherwise be a violation of the law.

I agree not to engage in bid tampering, pursuant to Section 838.22, Florida Statutes.

I realize that violation of the above mentioned statutes would be punishable in accordance with Section 112.317, Section 334.193, or Section 838.22, Florida Statutes, and could result in disciplinary action.

Advertisement No./ Solicitation No	Description	Financial Project Number(s)
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Each undersigned individual agrees to the terms of this Conflict of Interest/Confidentiality Certification.
(continued on next page)

Printed Names	Signatures	Date
_____	_____	_____
_____	_____	_____
_____	_____	_____

Additional Page

[illegible][illegible]

I certify that I have no present conflict of interest on the projects identified below, and that I will recuse myself from any capacity of decision making, approval, disapproval, or recommendation of any consultant/contractor/vendor for selection on any contract if I have a conflict of interest or a potential conflict of interest. As set forth in Sections 112.313 and 334.193, Florida Statutes, employees of the Department may not have any interest, financial or otherwise, direct or indirect; engage in any business transaction or professional activity; or accept any obligation of any kind which is in conflict with the proper conduct of their duties in the public interest.

Employees are expected to safeguard their ability to make objective, fair, and impartial decisions, and therefore may not accept benefits of any sort under circumstances in which it could be inferred by a reasonable observer that the benefit was intended to influence a pending or future decision of theirs, or to reward a past decision. Employees should avoid any conduct (whether in the context of business, financial, or social relationships) which might undermine the public trust, whether or not that conduct is unethical or lends itself to the appearance of ethical impropriety.

Unless so ordered by a court of competent jurisdiction or an opinion of the Office of the Florida Attorney General, I will not divulge any Procurement Information except to individuals who have executed a Conflict of Interest/Confidentiality Certification which has been approved by the Department ("Project Personnel"). I understand that a list of Project Personnel will be maintained by Department. If I am contacted by any member of the public or the media with a request for Procurement Information, I will promptly forward such request to the Department's Procurement Office. I will also maintain security and control over all documents containing Procurement Information which are in my custody.

I agree not to engage in bid tampering, pursuant to Section 838.22, Florida Statutes.

Letting Date: _____

Contract Number(s): _____

Each undersigned individual agrees to the terms of this Conflict of Interest/Confidentiality Certification.

Date _____

[illegible]

**CONFLICT OF INTEREST/CONFIDENTIALITY CERTIFICATION
TECHNICAL REVIEW/AWARDS COMMITTEE
LOW BID PROJECTS**

CONFLICT OF INTEREST/CONFIDENTIALITY CERTIFICATION
TECHNICAL REVIEW/AWARDS COMMITTEE
LOW BIDDER PAGE

Contract Number(s): _____

Each undersigned individual agrees to the terms of this Conflict of Interest/Confidentiality Certification

[illegible]

Date _____

[illegible][illegible]

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION

**CONFLICT OF INTEREST/CONFIDENTIALITY CERTIFICATION
FOR CONSULTANT/CONTRACTOR/TECHNICAL ADVISORS**

375-030-50
PROCUREMENT
OGC – 1/20

I certify that I have no present conflict of interest, that I have no knowledge of any conflict of interest that my firm may have, and that I will recuse myself from any capacity of decision making, approval, disapproval, or recommendation on any contract if I have a conflict of interest or a potential conflict of interest.

Consultants/Contractors are expected to safeguard their ability to make objective, fair, and impartial decisions when performing work for the Department, and therefore may not accept benefits of any sort under circumstances in which it could be inferred by a reasonable observer that the benefit was intended to influence a pending or future decision of theirs, or to reward a past decision. Consultants performing work for the Department should avoid any conduct (whether in the context of business, financial, or social relationships) which might undermine the public trust, whether or not that conduct is unethical or lends itself to the appearance of ethical impropriety.

I will maintain the confidentiality of all information not made public by the Florida Department of Transportation ("Department") related to the procurement of the above-referenced ("Project") that I gain access to as a result of my involvement with the Project ("Procurement Information"). I understand that Procurement Information includes, but is not limited to, documents prepared by or for the Department related to procurement of the Project. I also understand that Procurement Information includes, but is not limited to, documents submitted to the Department by entities seeking an award of the Project ("Proposers"). I understand that Procurement Information may include documents submitted by Proposers related to letters of response/letters of interest, technical proposals, price proposals, financial proposals, and information shared during exempt meetings. I also understand that Procurement Information may also include documents that evaluate or review documents submitted by Proposers, and information regarding Project cost estimates. I also agree not to discuss the Project with anyone who is a member of or acting on behalf of a Proposer.

Unless so ordered by a court of competent jurisdiction or an opinion of the Office of the Florida Attorney General, I will not divulge any Procurement Information except to individuals who have executed a Conflict of Interest/Confidentiality Certification which has been approved by the Department ("Project Personnel"). I understand that a list of Project Personnel will be maintained by Department. If I am contacted by any member of the public or the media with a request for Procurement Information, I will promptly forward such request to the Department's Procurement Office. I will also maintain security and control over all documents containing Procurement Information which are in my custody.

I agree not to solicit or accept gratuities, unwarranted privileges or exemptions, favors, or anything of value from any firm under consideration for an agreement associated with the Project, and I recognize that doing so may be contrary to statutes, ordinances, and rules governing or applicable to the Department or may otherwise be a violation of the law.

I agree not to engage in bid tampering, pursuant to Section 838.22, Florida Statutes.

I realize that violation of the above mentioned standards could result in the termination of my work for the Department. I further realize that violation of the above mentioned statute would be punishable in accordance with Section 838.22, Florida Statutes..

Advertisement No./ Solicitation No	Description	Financial Project Number(s)

Each undersigned individual agrees to the terms of this Conflict of Interest/Confidentiality Certification.

Printed Names	Signatures	Date

**CONFLICT OF INTEREST/CONFIDENTIALITY CERTIFICATION
FOR CONSULTANT/CONTRACTOR/TECHNICAL ADVISORS**
Additional Page

[illegible][illegible]

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY
AND VOLUNTARY EXCLUSION-
LOWER TIER COVERED TRANSACTIONS FOR FEDERAL AID CONTRACTS
(Compliance with 2 CFR Parts 180 and 1200)**

It is certified that neither the below identified firm nor its principals are presently suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.

Name of Consultant/Contractor: _____

By: _____

Date: _____

Title: _____

Instructions for Certification

Instructions for Certification - Lower Tier Participants:

(Applicable to all subcontracts, purchase orders and other lower tier transactions requiring prior FHWA approval or estimated to cost \$25,000 or more - 2 CFR Parts 180 and 1200)

- a. By signing and submitting this proposal, the prospective lower tier is providing the certification set out below.
- b. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department, or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
- c. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous by reason of changed circumstances.
- d. The terms "covered transaction," "debarred," "suspended," "ineligible," "participant," "person," "principal," and "voluntarily excluded," as used in this clause, are defined in 2 CFR Parts 180 and 1200. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations. "First Tier Covered Transactions" refers to any covered transaction between a grantee or subgrantee of Federal funds and a participant (such as the prime or general contract). "Lower Tier Covered Transactions" refers to any covered transaction under a First Tier Covered Transaction (such as subcontracts). "First Tier Participant" refers to the participant who has entered into a covered transaction with a grantee or subgrantee of Federal funds (such as the prime or general contractor). "Lower Tier Participant" refers any participant who has entered into a covered transaction with a First Tier Participant or other Lower Tier Participants (such as subcontractors and suppliers).
- e. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
- f. The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions exceeding the \$25,000 threshold.
- g. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any lower tier prospective participants, each participant may, but is not required to, check the Excluded Parties List System website (<https://www.epls.gov/>), which is compiled by the General Services Administration.
- h. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
- i. Except for transactions authorized under paragraph e of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

Attorney Certification to Florida Department of Transportation

(Project Name) _____ (FM#) _____

(Project Description) _____

The undersigned serves as the General Counsel to the _____ (agency name) (the "Agency"). In reference to _____ (project name, contract number) between the Florida Department of Transportation (the "Department") and the Agency, this is to certify that, based upon my personal knowledge and information provided by the Agency and without independent examination, investigation or audit, that the selection by the Agency of _____ was done in compliance with the applicable provisions of Sections 287.057, Florida Statutes, known as the Procurement of Commodities or Contractual Services and the Agency's established procurement policies. This Information has been provided solely for the Department and for no other person and no other than the Department may rely on such certification.

(Agency Name)

By: _____
Attorney

Date: _____

Competitive Purchase ($\geq$ \$35,000) Documentation Form

Section 1: Sub-recipient Information

Agency: _____ Contact: _____
 Phone: _____ Email: _____
 Address: _____ City: _____
 ZIP Code: _____ County: _____

Section 2: Method of Procurement

☐ Request for Proposal ☐ Sealed Bid ☐ Competitive Proposal
☐ Invitation to Bid ☐ Qualification Based Proposal ☐ Sole Source

Section 3: Results of Competitive Purchase Bid Process

I, _____ certify that price or rate quotations were received from (# of) _____ sources for the purchase as summarized below. If a sole source justification is being sought, see additional documentation required below in lieu of obtaining at least three price or rate quotations.

Following completion of the procurement process, _____ (agency name) intends to award this procurement to _____ (supplier).

SUMMARY MATRIX OF COMPETITIVE BID RESULTS

Item	Price/Cost Analysis Findings	Competitive Bid #1	Competitive Bid #2	Competitive Bid #3

No Cost/Bid Splitting:

I, _____, certify that _____ (agency name) did not reduce the size of procurement merely to come within the competitive purchase limit as required by FTA Circular 4220.1F Chapter VI, 3.b(2)(b) and Rule 60A-1.002(5), F.A.C..

Required Documentation:

The following documentation must be provided for a competitive purchase:

- > Federal clause checklist to document that the purchase order or contract reference the appropriate Federal clauses) ☐ Yes ☐ No ☐ Not Applicable
- > Price analysis (Federal Funding Only) ☐ Yes ☐ No ☐ Not Applicable

- > Cost analysis (Federal Funding Only) ☐ Yes ☐ No ☐ Not Applicable (required in lieu of a price analysis if a single bid was received or procurement is being sought after a single source purchase)
- > Sole source justification form (if applicable) ☐ Yes ☐ No ☐ Not Applicable

Section 3: FDOT Internal Use Only

Form completed and signed? ☐ Yes ☐ No

Price within competitive purchase limits? ☐ Yes ☐ No

Required documentation attached? ☐ Yes ☐ No

If no, indicate what document is missing:

Additional information needed for competitive purchase approval? ☐ Yes ☐ No

Approved Sub-recipient Internal Procurement Policy Document on file? ☐ Yes ☐ No

Additional comments:

Approved by: _____ Date: _____

Competitive Purchase (>\$35,000) Price Analysis

Section 1: Sub-Recipient Information

Name of Agency	Item Description/Project Name	Delivery/Completion Date
Name/Signature of Preparer	Total Estimated Price/Cost	Date of Estimate

Section 2: Price Analysis Details

Method. The above estimate has been developed as follows (check all that apply):

- ☐ Published catalog or Internet price list (attach pertinent catalog or price list pages).
- ☐ Recent prices for the same or similar item/service (identify contracts, purchase orders, sources, and additional helpful information (e.g. dates of award), and attach any pertinent documents):

-
- ☐ In-house engineering or technical estimate (provide as cost analysis below).
- ☐ Independent Third-Party estimate developed by _____ (attach estimate).
- ☐ Other _____

If appropriate, the estimates/prices herein have been made current by adjusting for inflation using the following Producer or Consumer Price Index: _____

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
**CERTIFICATION FOR DISCLOSURE OF LOBBYING ACTIVITIES
ON FEDERAL-AID CONTRACTS**
(Compliance with 49CFR, Section 20.100 (b))

375-030-33
PROCUREMENT
01/24

The prospective participant certifies, by signing this certification, that to the best of his or her knowledge and belief:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

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

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

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

The prospective participant also agrees by submitting his or her proposal that he or she shall require that the language of this certification be included in all lower tier subcontracts, which exceed \$100,000 and that all such subrecipients shall certify and disclose accordingly.

Name of Consultant: _____

By: _____ Date: _____

Authorized Signature: _____

Title: _____

DISCLOSURE OF LOBBYING ACTIVITIES

Is this form applicable to your firm?

YES ☐ NO ☐If *no*, then please complete section 4 below for "Prime"

1. Type of Federal Action: a. contract b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance	2. Status of Federal Action: a. bid/offer/application b. initial award c. post-award	3. Report Type: a. initial filing b. material change For Material Change Only: Year: _____ Quarter: _____ Date of last report: _____ (mm/dd/yyyy)
4. Name and Address of Reporting Entity: ☐ Prime ☐ Subawardee Tier _____, if known: _____ _____ _____ Congressional District, if known: 4c _____		5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime: _____ _____ _____ Congressional District, if known: _____
6. Federal Department/Agency: _____ _____	7. Federal Program Name/Description: _____ _____ CFDA Number, if applicable: _____	
8. Federal Action Number, if known: _____	9. Award Amount, if known: \$ _____	
10. a. Name and Address of Lobbying Registrant <i>(if individual, last name, first name, MI):</i> _____ _____ _____	b. Individuals Performing Services <i>(including address if different from No. 10a)</i> <i>(last name, first name, MI):</i> _____ _____ _____	
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature: _____ Print Name: _____ Title: _____ Telephone No.: _____ Date (mm/dd/yyyy): _____	
Federal Use Only:		Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)

INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a followup report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the fullname, address, city, State and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Subawardee," then enter the full name, address, city, State and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number; Invitation for Bid (IFB) number; grant announcement number; the contract, grant, or loan award number; the application/proposal control number assigned by the Federal agency). Include prefixes, e.g., "RFP-DE-90-001."
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, State and zip code of the lobbying registrant under the Lobbying Disclosure Act of 1995 engaged by the reporting entity identified in item 4 to influence the covered Federal action.

(b) Enter the full names of the individual(s) performing services, and include full address if different from 10 (a). Enter Last Name, First Name, and Middle Initial (MI).
11. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB Control Number. The valid OMB control number for this information collection is OMB No. 0348-0046. Public reporting burden for this collection of information is estimated to average 10 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, DC 20503.

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
**BID OPPORTUNITY LIST FOR COMMODITIES & CONTRACTUAL
SERVICES**

375-040-62
PROCUREMENT
01/16

Prime Contractor: _____

Address/Phone Number: _____

Procurement Number: _____

49 CFR Part 26.11 The list is intended to be a listing of all firms that are participating, or attempting to participate, on DOT-assisted contracts. The list must include all firms that bid on prime contracts, or bid or quote subcontracts and supplies materials on DOT-assisted projects, including both DBEs and non-DBEs. This list must include all subcontractors contacting you and expressing an interest in teaming with you on a specific DOT-assisted project. Prime contractors must provide information for Numbers 1, 2, 3 and 4, and should provide any information they have available on Numbers 5, 6, and 7 for themselves, and their subcontractors.

1. Federal Tax ID Number: _____

2. Firm Name: _____

3. Phone: _____

4. Address: _____

6. ☐ DBE
☐ Non-DBE

7. Annual Gross Receipts
☐ Less than \$1 million
☐ Between \$1 - \$5 million
☐ Between \$5 - \$10 million
☐ Between \$10 - \$15 million
☐ More than \$15 million

5. Year Firm Established: _____

1. Federal Tax ID Number: _____

2. Firm Name: _____

3. Phone: _____

4. Address: _____

6. ☐ DBE
☐ Non-DBE

7. Annual Gross Receipts
☐ Less than \$1 million
☐ Between \$1 - \$5 million
☐ Between \$5 - \$10 million
☐ Between \$10 - \$15 million
☐ More than \$15 million

5. Year Firm Established: _____

1. Federal Tax ID Number: _____

2. Firm Name: _____

3. Phone: _____

4. Address: _____

6. ☐ DBE
☐ Non-DBE

7. Annual Gross Receipts
☐ Less than \$1 million
☐ Between \$1 - \$5 million
☐ Between \$5 - \$10 million
☐ Between \$10 - \$15 million
☐ More than \$15 million

5. Year Firm Established: _____

1. Federal Tax ID Number: _____

2. Firm Name: _____

3. Phone: _____

4. Address: _____

6. ☐ DBE
☐ Non-DBE

7. Annual Gross Receipts
☐ Less than \$1 million
☐ Between \$1 - \$5 million
☐ Between \$5 - \$10 million
☐ Between \$10 - \$15 million
☐ More than \$15 million

5. Year Firm Established: _____

AS APPLICABLE, PLEASE SUBMIT THIS FORM WITH YOUR:

**BID SHEET (Invitation to Bid – ITB)
PRICE PROPOSAL (Request for Proposal – RFP)
REPLY (Invitation to Negotiate – ITN)**

Attachment "H"
DBE UTILIZATION FORM

DBE UTILIZATION STATEMENT

The undersigned Proposer has satisfied the requirements of the solicitation in the following manner (please check the appropriate space):

☐ The Bidder/Offer is committed to a minimum of _____ % DBE utilization on this contract.

OR

☐ The Proposer (if unable to meet the DBE goal of 11.31 %) is committed to a minimum of .01% DBE utilization on this contract and submits documentation demonstrating good faith efforts.

DBE PARTICIPATION SCHEDULE

The Proposer shall provide the following information for all DBE's participating in the contract that comprises the DBE Utilization percent stated in the above DBE Utilization Statement. The Proposer shall also furnish the name and telephone number of the appropriate contact person should the TPO have any questions in relation to the information furnished herein. (Copy if necessary)

DBE IDENTIFICATION AND INFORMATION

Name and Address:

Contact Name and Telephone Number:

Participation Percentage (Of Total Contract Value):

Description of Work To Be Performed:

Ethnicity and Gender of Firm:

DBE IDENTIFICATION AND INFORMATION

Name and Address:

Contact Name and Telephone Number:

Participation Percentage (Of Total Contract Value):

Description of Work To Be Performed:

Ethnicity and Gender of Firm:

Vendor Name:_____.

Vendor Signature:_____.



Florida Department of Transportation

RON DESANTIS
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

JARED W. PERDUE, P.E.
SECRETARY

POLICY

Effective: May 21, 2024
Office: Transportation Technology
Topic No. 010-325-065-a

ARTIFICIAL INTELLIGENCE (AI) POLICY

To support the mission and vision of the Florida Department of Transportation (Department), it is the policy of the Department to responsibly, transparently, and ethically use artificial intelligence (AI) with human accountability.

This policy applies to all Department-related activities, employees, vendors, consultants, and contractors that use, acquire, collect, or develop AI solutions. This policy applies to Machine Learning, Generative Language Models, and covers all embedded and standalone AI technologies/tools.

The use of AI for Department-related purposes must occur within the following boundaries:

- AI must supplement or complement the work that is primarily accomplished by a human.
- AI usage must engage humans throughout the process, with human involvement in reviews and decisions. Humans are fully responsible for the work and products involving AI.
- AI systems and decision-making processes must be ethical and comply with all applicable laws, rules, regulations, and policies.
- AI systems and decision-making processes must be transparent and disclose if the products are generated partially or fully by an AI tool.
- AI systems must protect people's privacy and comply with all applicable data protection regulations.
- AI systems must protect information that is exempt from public disclosure pursuant to Florida's public records laws, and must comply with all applicable data protection laws, rules, regulations, and policies.
- AI data and the output from all AI-related models must be validated by humans to ensure AI data and its output are free of personally identifiable information and to prevent copyright infringement and other legal challenges.
- To ensure the quality and the security of the Department's data and IT systems, employees, vendors, consultants, and contractors are prohibited from attempting to gain access to AI applications not approved by the Department when using Department's systems, networks, computers, phones, or other communication devices, when conducting business under contract for the Department, or when using the Department's data.



Florida Department of Transportation

RON DESANTIS
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

JARED W. PERDUE, P.E.
SECRETARY

This AI Policy will be integrated into the Department’s internal manuals, guidelines and related documents governing the Department’s projects, including planning, designing, construction and operation of transportation facilities, as appropriate.

DocuSigned by:

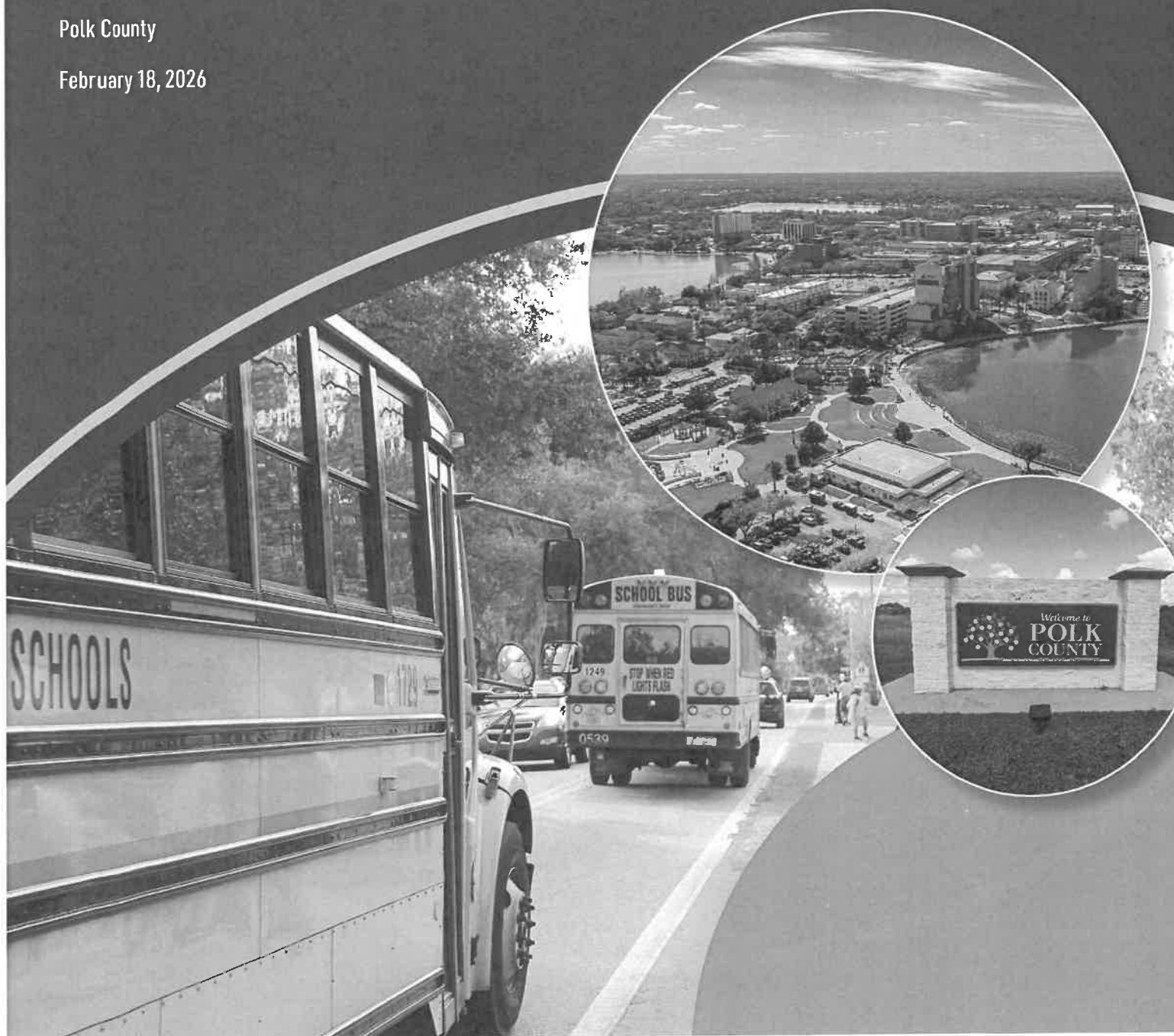
862D6B01E4FE447
Jared W. Perdue, P.E., Secretary

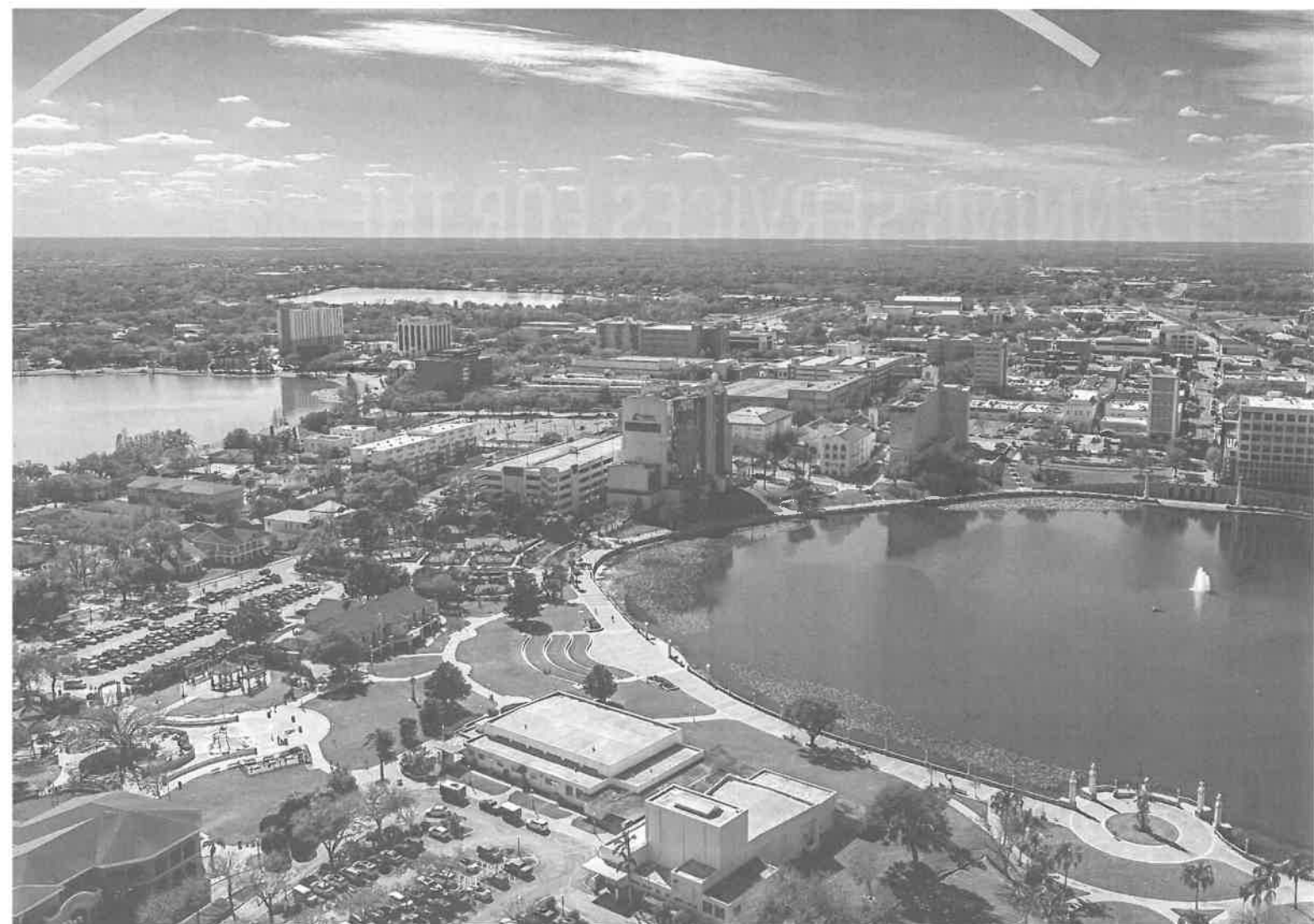
PLANNING SERVICES FOR THE POLK TRANSPORTATION PLANNING ORGANIZATION (TPO)

RFP # 25-687

Polk County

February 18, 2026





RFP #25-687, Planning Services for the Polk Transportation Planning Organization (TPO)

TAB 1

Executive Summary

AECOM

Delivering a better world

TAB 1

EXECUTIVE SUMMARY

COMPANY INFORMATION

COMPANY NAME AND CONTACT INFORMATION

AECOM Technical Services, Inc.

Moe Lavasani, PhD, PE, PTOE, RSP1
7650 West Courtney Campbell Causeway
T: (813) 286-1711 | M: (786) 709-2789
moe.lavasani@aecom.com



YEARS IN BUSINESS

AECOM Technical Services, Inc. has been in business for 55 years.

NUMBER OF FULL-TIME EMPLOYEES

AECOM has over 48K employees worldwide, including:

- Full-time employees in Tampa: 357
- Full-time employees in Orlando: 227
- Full-time employees in Florida: over 900

ABOUT AECOM

AECOM is recognized as a global leader in infrastructure consulting, consistently ranked among the world's top engineering, planning, and consulting firms. As a Fortune 500 company, we deliver comprehensive, end-to-end solutions that span transportation, planning, engineering, environmental services, and public engagement. Our integrated approach ensures that clients receive support from project conception through implementation. In Florida, AECOM has established a robust local presence, serving public agencies for decades and maintaining long-standing relationships with Polk County and the Polk TPO.

Our experience with Polk County is both deep and enduring. For more than 25 years, AECOM has provided professional services to Polk County, working under Master Consulting Agreements since 1998. We currently serve under agreements with the Polk County TPO and Polk County Roads & Drainage. Over this time, we have built strong working relationships with County technical staff, project managers, administration, purchasing, legal, and elected officials. Our performance is consistently evaluated highly, reflecting our commitment to delivering projects on time and within budget.

AECOM's role as a trusted advisor to the Polk TPO is demonstrated by our involvement in three consecutive general planning contracts. We have managed and delivered 2024 Roadway Network Database update (and currently working on 2025), the 2040 Long Range Transportation Plan (LRTP), the Consolidated Transit Development Plan, and a wide range of technical studies addressing multi-modal needs, transportation disadvantaged populations, and railroad noise. Our leadership in these efforts has helped shape the County's transportation vision and informed key policy and investment decisions.

Our project experience is broad and highly relevant. AECOM served as overall project manager for the 2035 LRTP update and led the 2040 LRTP, reinforcing a multi-modal focus that integrated bus rapid transit, bicycle and pedestrian connectivity, and land use considerations. We were responsible for public participation, needs analysis, and final plan production. AECOM supported all TPO task assignments, including technical analysis of transit services, mobility audits, and public presentations. AECOM is currently supporting the critical Polk TPO project for the Vision Zero Action Plan, contributing to eliminating Polk fatal and serious injury crashes throughout a systematic approach.

A particularly impactful initiative has been our development and updating of mobility audits for 15 disadvantaged neighborhoods. These audits identified infrastructure gaps and recommended over 300 improvements, many of which have been implemented, such as new sidewalks, transit stops, and trails 87. We have also successfully developed Safe Routes to School grant applications, securing nearly \$1.9 million for more than 3.75 miles of new sidewalks, directly improving student safety and access. Our technical expertise extends to updating the TPO's Roadway Network Database, incorporating new traffic counts, level of service calculations, and multimodal factors.

Beyond planning, AECOM has led and supported multiple corridor studies and PD&E studies in Polk County and the surrounding region, including Marigold Avenue, CR 580, and US 17/92. These efforts have integrated community impact assessments, robust public involvement, and technical analyses to ensure comprehensive, context-sensitive solutions. Our public engagement strategies are designed to be inclusive and equitable, employing bilingual outreach, workshops, and digital engagement, with a strong focus on ADA compliance and Environmental Justice.

AECOM's specialized capabilities are well-matched to the needs of the Polk TPO. Our expertise in multimodal planning encompasses transit, bicycle, pedestrian, and roadway planning, supported by advanced modeling and conceptual design. We are pioneers in data-driven decision making, utilizing mobility audits, network databases, and technical memoranda to inform project prioritization. Our team has a proven track record developing successful grant applications and supporting TPOs in securing state and federal funding. We are also deeply familiar with FDOT, FHWA, and local agency requirements, and have demonstrated our ability to navigate CCNA and federal procurement guidelines.



DOCUMENTATION OF INCORPORATION FROM STATE OF FLORIDA

State of Florida Department of State

I certify from the records of this office that AECOM TECHNICAL SERVICES, INC. is a California corporation authorized to transact business in the State of Florida, qualified on August 21, 1995.

The document number of this corporation is F95000004014.

I further certify that said corporation has paid all fees due this office through December 31, 2026, that its most recent annual report/uniform business report was filed on January 16, 2026, and that its status is active.

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

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Sixteenth day of January, 2026*




Secretary of State

Tracking Number: 1218352472CU

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

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

AECOM PROFESSIONAL FLORIDA LICENSES/CERTIFICATIONS

ENGINEERING

Licensee

Name: AECOM TECHNICAL SERVICES, INC. License Number: 8115
 Rank: Registry License Expiration Date:
 Primary Status: Current Original License Date: 01/22/1999

Related License Information

License Number	Status	Related Party	Relationship Type	Relation Effective Date	Rank	Expiration Date
55527	Current, Active	BLAZOWSKI, JEFFREY W	Registry		Professional Engineer	02/28/2027
36973	Current, Active	EVERETT, MARY JANET	Registry		Professional Engineer	02/28/2027
57637	Current, Active	WITMEIER, BENJAMIN JOSEPH	Registry		Professional Engineer	02/28/2027

GEOLOGY

Licensee

Name: AECOM TECHNICAL SERVICES INC License Number:
 Rank: Geology Business Information License Expiration Date:
 Primary Status: Current Original License Date: 02/15/1999
 Secondary Status: Active

Related License Information

License Number	Status	Related Party	Relationship Type	Relation Effective Date	Rank	Expiration Date
PG2398	Current, Active	MARSHALL, CHRISTOPHER B	Professional Geologist	08/01/2022	Professional Geologist	07/31/2026

ARCHITECTURE

Licensee

Name: AECOM TECHNICAL SERVICES, INC. License Number:
 Rank: Architect Business Information License Expiration Date:
 Primary Status: Current Original License Date: 08/06/2003

Related License Information

License Number	Status	Related Party	Relationship Type	Relation Effective Date	Rank	Expiration Date
AR92622	Current, Active	PANZARINO, STEPHEN DBA:URS CORP SOUTHERN, AECOM TECHNICAL SERV, INC., AECOM USA, INC.	Responsible Supervisor	09/26/2023	Architect	02/28/2027
AR92622	Current, Active	PANZARINO, STEPHEN DBA:URS CORP SOUTHERN, AECOM TECHNICAL SERV, INC., AECOM USA, INC.	Qualifying Architect	09/26/2023	Architect	02/28/2027

LANDSCAPE ARCHITECTURE

Licensee

Name: AECOM TECHNICAL SERVICES, INC. License Number:
 Rank: Landscape Architecture Business Info License Expiration Date:
 Primary Status: Current Original License Date: 03/18/2010

Related License Information

License Number	Status	Related Party	Relationship Type	Relation Effective Date	Rank	Expiration Date
LA666702	Current, Active	CRAWLEY, DAVID WAYNE DBA:AECOM TECHNICAL SERVICES, INC.; URS CORPORATION SOUTHERN	Landscape Architect	05/26/2015	Registered Landscape Architect	11/30/2027



Florida Department of Transportation

RON DESANTIS
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

JARED W. PERDUE, P.E.
SECRETARY

March 31, 2025

Jeff Blazowski, Vice President Transportation Lead
AECOM TECHNICAL SERVICES, INC.
7650 West Courtney Campbell Causeway, Suite 700
Tampa, FL 33607

Dear Mr. Blazowski:

The Florida Department of Transportation has reviewed your application for prequalification package and determined that the data submitted is adequate to technically prequalify your firm for the following professional services types of work per Rule 14-75, F.A.C.:

2.0 - Project Development & Environmental (PDE) Studies

- 3.1 - Minor Highway Design
- 3.2 - Major Highway Design
- 3.3 - Controlled Access Highway Design

- 4.1.1 - Miscellaneous Structures
- 4.1.2 - Minor Bridge Design
- 4.2.1 - Major Bridge Design - Concrete
- 4.2.2 - Major Bridge Design - Steel
- 4.2.3 - Major Bridge Design - Segmental
- 4.3.1 - Complex Bridge Design - Concrete
- 4.3.2 - Complex Bridge Design - Steel

- 5.1 - Conventional Bridge Inspection
- 5.3 - Complex Bridge Inspection
- 5.4 - Bridge Load Rating

- 6.1 - Traffic Engineering Studies
- 6.2 - Traffic Signal Timing
- 6.3.1 - Intelligent Transportation Systems Analysis and Design
- 6.3.2 - Intelligent Transportation Systems Implementation
- 6.3.3 - Intelligent Transportation Traffic Engineering Systems Communications
- 6.3.4 - Intelligent Transportation Systems Software Development

- 7.1 - Signing, Pavement Marking and Channelization
- 7.2 - Lighting
- 7.3 - Signalization

- 9.1 - Soil Exploration
- 9.4.1 - Standard Foundation Studies

- 10.1 - Roadway Construction Engineering Inspection
- 10.3 - Construction Materials Inspection
- 10.4 - Minor Bridge & Miscellaneous Structures CEI
- 10.5.1 - Major Bridge CEI - Concrete
- 10.5.2 - Major Bridge CEI - Steel
- 11.0 - Engineering Contract Administration and Management
- 13.3 - Policy Planning
- 13.4 - Systems Planning
- 13.5 - Subarea/Corridor Planning
- 13.6 - Land Planning/Engineering
- 13.7 - Transportation Statistics
- 14.0 - Architect
- 15.0 - Landscape Architect
- 21.0 - Acquisition, Negotiation, Closing, and Order of Taking
- 24.0 - Acquisition Relocation Assistance
- 25.0 - Right of Way Clearing and Leasing

Your firm is now technically prequalified with the Department for Professional Services in the above referenced work types. The overhead audit has been accepted, and your firm may pursue projects in the referenced work types with fees of any dollar amount. This status shall be valid until April 01, 2026, for contracting purposes.

Approved Rates

Home Overhead	Field Overhead	Premium Overtime	Home Direct Expense	Field Direct Expense
121.29%	104.11%	Excluded	10.84%	14.02%*

*Rent and utilities excluded from field office rate. These costs will be directly reimbursed on contracts that require the consultant to provide field office.

Per Title 23, U.S. Code 112, there are restrictions on sharing indirect cost rates. Refer to Code for additional information.

Should you have any questions, please feel free to contact me by email at marie.castaneda@dot.state.fl.us or by phone at 850-414-4597.

Sincerely,



Marie Castaneda
Professional Services Qualification Administrator

MC/cbkh

Proposers Incorporation Information

(Submittal Page)

The following section should be completed by all bidders and submitted with their bid submittal:

Company Name: AECOM Technical Services, Inc.

DBA/Fictitious Name (if applicable): N/A

TIN #: 95-2661922

Address: 7650 W Courtney Campbell Cswy

City: Tampa

State: Florida

Zip Code: 33607

County: Hillsborough County

Note: Company name must match legal name assigned to the TIN number. A current W9 should be submitted with your bid submittal.

Contact Person: Moe Lavasani, PhD, PE, PTOE, RSP1

Phone Number: (813) 286-1711

Cell Phone Number: (786) 709-2789

Email Address: moe.lavasani@aecom.com

Type of Organization (select one type)

- ☐ Sole Proprietorship
- ☐ Partnership
- ☐ Non-Profit
- ☐ Sub Chapter
- ☐ Joint Venture
- ☒ Corporation
- ☐ LLC
- ☐ LLP
- ☐ Publicly Traded
- ☐ Employee Owned

State of Incorporation: California

The Successful vendor must complete and submit this form prior to award. The Successful vendor must invoice using the company name listed above.

Affidavit Certification Immigration Laws

POLK COUNTY WILL NOT INTENTIONALLY AWARD COUNTY CONTRACTS TO ANY CONSULTANT WHO KNOWINGLY EMPLOYS UNAUTHORIZED ALIEN WORKERS, CONSTITUTING A VIOLATION OF THE EMPLOYMENT PROVISIONS CONTAINED IN 8 U.S.C. SECTION 1324 A(E) {SECTION 274A(E) OF THE IMMIGRATION AND NATIONALITY ACT ("INA")}.

POLK COUNTY MAY CONSIDER THE EMPLOYMENT BY ANY CONSULTANT OF UNAUTHORIZED ALIENS A VIOLATION OF SECTION 274A(E) OF THE INA. **SUCH VIOLATION OF THE RECIPIENT OF THE EMPLOYMENT PROVISIONS CONTAINED IN 274A(E) OF THE INA SHALL BE GROUNDS FOR UNILATERAL CANCELLATION OF THE CONTRACT BY POLK COUNTY.**

BIDDER ATTEST THAT THEY ARE FULLY COMPLIANT WITH ALL APPLICABLE IMMIGRATION LAWS (SPECIFICALLY TO THE 1986 IMMIGRATION ACT AND SUBSEQUENT AMENDMENTS).

Company Name: AECOM Technical Services, Inc.

Signature: [Signature]

Title: Jeff Blazowski, PE, Vice President / Authorized Signatory

Date: January 29, 2026

State of: Florida

County of: Hillsborough

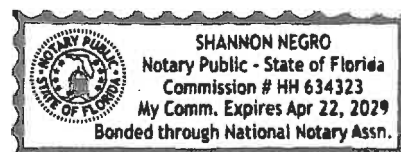
The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization, this 29th day of Jan, 2026 by Jeff Blazowski (name) as Vice President (title of officer) of AECOM (entity name), on behalf of the company, who ☒ is personally known to me or ☐ has produced N/A as identification.

Notary Public Signature: [Signature]

Printed Name of Notary Public: Shannon Negro

Notary Commission Number and Expiration: HH634323/4-22-2029

(AFFIX NOTARY SEAL)



EMPLOYMENT ELIGIBILITY VERIFICATION (E-VERIFY) CERTIFICATION

(Florida Statutes, Section 448.095)

PROJECT NAME: RFP 25-687, Planning Services for the Polk Transportation Planning Organization (TPO)

The undersigned, as an authorized officer of the consultant identified below (the "**Consultant**"), having full knowledge of the statements contained herein, hereby certifies to Polk County, a political subdivision of the State of Florida (the "**County**"), by and on behalf of the Consultant in accordance with the requirements of Section 448.095, Florida Statutes, as related to the contract entered into by and between the Consultant and the County on or about the date hereof, whereby the Consultant will provide labor, supplies, or services to the County in exchange for salary, wages, or other remuneration (the "**Contract**"), as follows:

1. Unless otherwise defined herein, terms used in this Certification which are defined in Section 448.095, Florida Statutes, as may be amended from time to time, shall have the meaning ascribed in said statute.

2. Pursuant to Section 448.095(5), Florida Statutes, the Consultant, and any subcontractor under the Contract, must register with and use the E-Verify system to verify the work authorization status of all new employees of the Consultant or subcontractor. The Consultant acknowledges and agrees that (i) the County and the Consultant may not enter into the Contract, and the Consultant may not enter into any subcontracts thereunder, unless each party to the Contract, and each party to any subcontracts thereunder, registers with and uses the E-Verify system; and (ii) use of the U.S. Department of Homeland Security's E-Verify System and compliance with all other terms of this Certification and Section 448.095, Fla. Stat., is an express condition of the Contract, and the County may treat a failure to comply as a material breach of the Contract.

3. By entering into the Contract, the Consultant becomes obligated to comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility," as amended from time to time. This includes but is not limited to utilization of the E-Verify System to verify the work authorization status of all newly hired employees, and requiring all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The Consultant shall maintain a copy of such affidavit for the duration of the Contract. Failure to comply will lead to termination of the Contract, or if a subcontractor knowingly violates the statute or Section 448.09(1), Fla. Stat., the subcontract must be terminated immediately. If the Contract is terminated pursuant to Section 448.095, Fla. Stat., such termination is not a breach of contract and may not be considered as such. Any challenge to termination under this provision must be filed in the Tenth Judicial Circuit Court of Florida no later than 20 calendar days after the date of termination. If the Contract is terminated for a violation of Section 448.095, Fla. Stat., by the Consultant, the Consultant may not be awarded a public contract for a period of 1 year after the date of termination. The Consultant shall be liable for any additional costs incurred by the County as a result of the termination of the Contract. Nothing in this Certification shall be construed to allow intentional discrimination of any class protected by law.

Executed this 29th day of January, 2026.

ATTEST:

By: Shannon Negro
PRINTED NAME: Shannon Negro
Its: Project Controls

CONSULTANT:

By: Jeff Blazowski
PRINTED NAME: Jeff Blazowski, PE
Its: Vice President / Authorized Signatory

February 6, 2026

POLK COUNTY, A POLITICAL SUBDIVISION OF THE STATE OF FLORIDA
ADDENDUM #1

RFP 25-687, Planning Services for the Polk Transportation Planning Organization (TPO)

This addendum is issued to clarify, add to, revise and/or delete items of the RFP Documents for this work. This Addendum is a part of the RFP Documents and acknowledgment of its receipt should be noted on the Addendum.

Contained within this addendum: Questions/answers and bid receiving extension.

The Bid Receiving Date has been extended one (1) week. The revised Bid Receiving Date is Wednesday, February 18, 2026, prior to 2:00 p.m. The deadline for submitting questions has passed, and no additional questions will be accepted.

Addendum 2 forthcoming.

Tabatha Shirah

Tabatha Shirah
Sr. Procurement Analyst
Procurement Division

This Addendum sheet should be signed and returned with your submittal. This is the only acknowledgment required.

Signature: 

Printed Name: Jeff Blazowski, PE

Title: Vice President / Authorized Signatory

Company: AECOM Technical Services, Inc.

February 11, 2026

POLK COUNTY, A POLITICAL SUBDIVISION OF THE STATE OF FLORIDA
ADDENDUM #2

RFP 25-687, Planning Services for the Polk Transportation Planning Organization (TPO)

This addendum is issued to clarify, add to, revise and/or delete items of the RFP Documents for this work. This Addendum is a part of the RFP Documents and acknowledgment of its receipt should be noted on the Addendum.

Contained within this addendum: Questions/answers and requested documents added to the FTP Site.

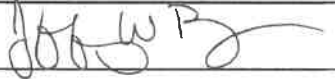
To obtain a copy of **"RFP 25-687, Addendum 2 Attachments,"** please go the following FTP site: <https://ftp3.polk-county.net>, you will be prompted for a User ID and Password. The User ID is procurevendor and the password is solicitation. After you have logged in to the FTP site, double click on the file folder **"RFP 25-687, RFP Attachments"**, select "Open" or "Save As" to download the proposal documents. If you need assistance accessing this website due to ADA or any other reason, please email Tabatha Shirah at tabathashirah@polkfl.gov.

Tabatha Shirah

Sr. Procurement Analyst

Procurement Division

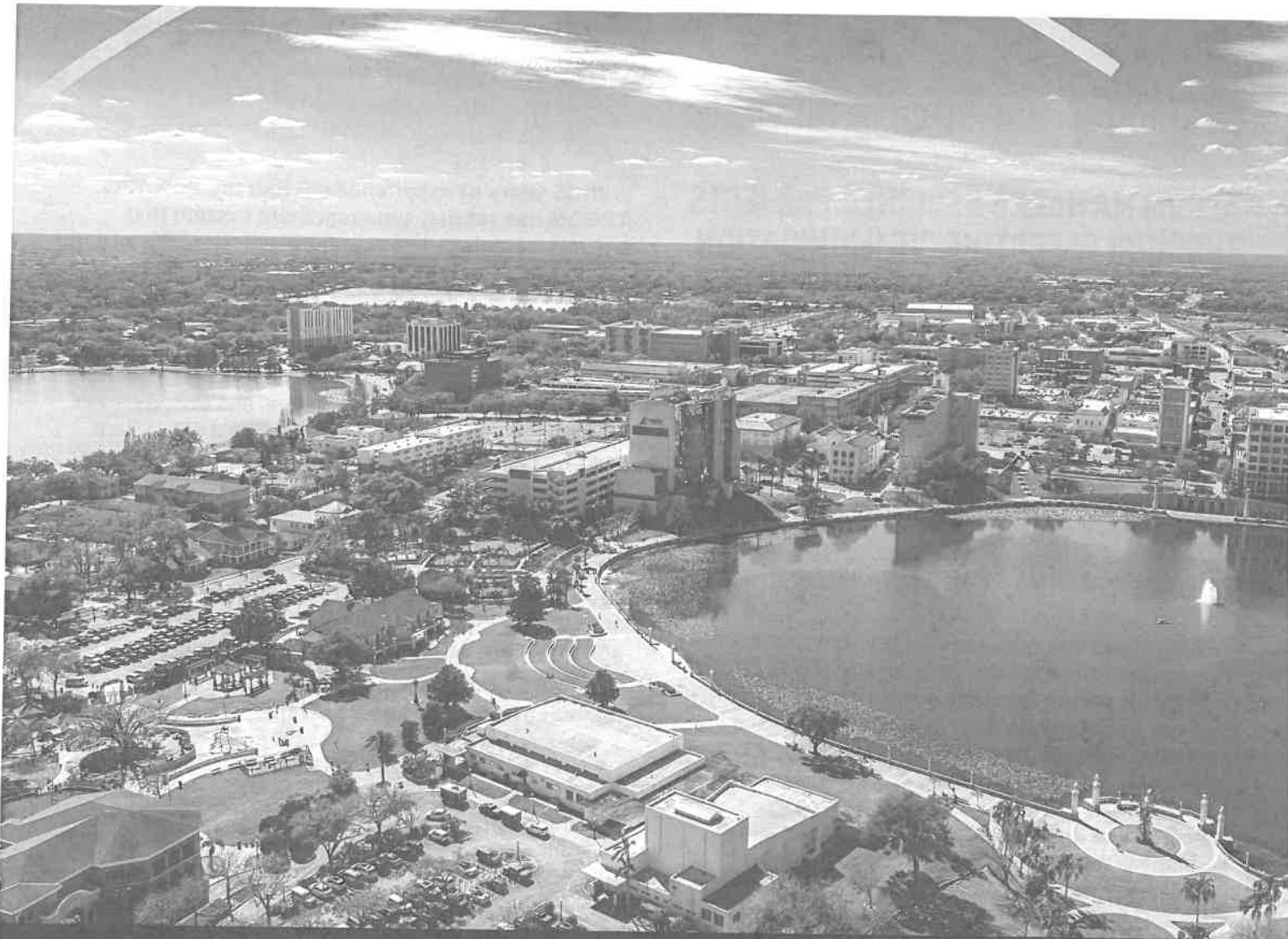
This Addendum sheet should be signed and returned with your submittal. This is the only acknowledgment required.

Signature: 

Printed Name: Jeff Blazowski, PE

Title: Vice President / Authorized Signatory

Company: AECOM Technical Services, Inc.



RFP #25-687, Planning Services for the Polk Transportation Planning Organization (TPO)

TAB 2

Approach to the Project

AECOM

Delivering a better world

TAB 2

APPROACH TO THE PROJECT

AECOM MANAGES ASSIGNED PROJECTS THROUGH EFFECTIVE COMMUNICATION

At the heart of AECOM's project management strategy lies a commitment to clear, consistent, and proactive communication, both with the Polk TPO and among our project team members. Communication is initiated early, maintained frequently, and forms the foundation of AECOM's Project Execution Plan (PEP). This plan guarantees that all team members, including our subconsultant partners, follow a cohesive framework for achieving results. As a result of this approach, the Polk TPO can anticipate regular updates regarding project timelines, deliverables, and budgets, which enhances transparency and builds trust throughout the project's duration.

AECOM has a demonstrated history of successful collaboration with the Polk TPO, highlighted by projects such as the annual Roadway Network Database (RND) updates, the ongoing Vision Zero Action Plan, and the innovative Sidewalk Inventory and Improvement initiative. Additionally, we have effectively conducted Roadway Safety Audits in partnership with our trusted subconsultant, Landis Evans + Partners. Our strong partnership with Landis Evans spans multiple contracts, including the Polk TPO Vision Zero initiative, showcasing our ability to work cohesively as a team to deliver impactful transportation planning solutions. This sustained collaboration reflects our dedication to leveraging established relationships and collective expertise to efficiently and effectively support the TPO's objectives.

To further strengthen our team, we have included Vrana Consulting, Earth Resources, and Adams Traffic to support key tasks such as public involvement, outreach, environmental planning, data collection, and inventory analysis. Our past collaborations with these subconsultants on various projects have demonstrated their expertise and reliability, giving us full confidence in their ability to deliver high-quality results that align with our standards and expectations.



The Polk TPO, AECOM and Landis Evans conducting a Public Meeting (October 2025)

With 15 years of experience serving the Polk TPO, AECOM has refined a management system that ensures seamless collaboration with the TPO and our team of subconsultants. Leading the effort is our dedicated and highly experienced Project Manager, Moe Lavasani, PhD, PE, PTOE, RSP1, who has previously supported or is supporting now, the Polk TPO on key initiatives such as the Polk Vision Zero Action Plan, Polk Roadway Network Database Update, and Polk Sidewalk Inventory Improvement. Supporting Moe are two Task Lead Managers, Jim Meyer and Domingo Noriega, who actively contribute to scoping, resource assignments, and maintaining consistent communication with subconsultant team members while ensuring adherence to project schedules. **Our Project Advisors play a critical role in scope development, verifying that both AECOM and subconsultant resources are appropriately assigned and available before presenting the scope to the TPO.**

AECOM's long-standing relationship equates to **effective management as we know how the TPO prefers scopes to be developed.** We also know that the TPO prefers updates on project activities and is a hands-on client that works as a partner on all tasks. We adhere to the TPO's time sensitive needs to meet demanding schedules for presentations to the TPO Board and Committees.

AECOM's qualifications to perform work as the TPO's partner starts with serving the TPO directly and managing numerous successful projects. **The Polk TPO scored AECOM with a perfect 100 for customer service, product delivery, management, cost control and schedule adherence for the Transit Investment Study (2019).**

AECOM's local experience includes managing multidisciplinary contracts in Polk County (GPCs for the TPO and GECs for Polk County). Our local qualifications create a flow of information that crosses all planning boundaries and improves opportunities for successful coordination with the County and FDOT. **AECOM conducts GPC contracts for similar clients such as Hillsborough, Pasco, Pinellas, Marion and Brevard MPOs and individual counties that increase our qualifications and promote sharing of best practices.** Our national experience through conducting LRTPs for regional MPOs in Chicago, Houston, and Phoenix increases our understanding of how regional issues are addressed nationally, particularly as Florida and Polk County continues to grow.

Resumes included in Tab 3 highlight the qualifications of the AECOM team to support the UPWP. The depth of staff that the AECOM team brings allows for flexibility in assigning personnel to tasks. The key personnel

presented in Tab 3 represent qualified professionals with availability to complete assigned tasks.

Our investment in infrastructure has the power to alleviate today's economic distress and create opportunities for tomorrow. AECOM provides scoping direction by drawing upon global projects that address social impact, resiliency, innovation, technology, securing resources and sustainability. Moe Lavasani will call upon our global resources to provide expertise for project development.

AECOM is proud to partner with subconsultant firms who align perfectly with the TPO's vision and Strategic Plan:

- Adams Traffic, Inc. a SBE/WBE firm specializing in data collection and inventory collection, provides field needed support
- Earth Resources, Inc. a SBE/WBE firms specializing in environmental planning, supporting AECOM with potential permitting, NEPA, wetland monitoring, etc.
- Landis Evans + Partners (SBE) providing bicycle and pedestrian planning services to the Polk TPO under consecutive AECOM contracts.
- Vrana Consulting (SBE/DBE) specializing in community planning with a focus on public engagement, civil rights and environmental justice considerations.



The Polk TPO, AECOM and Landis Evans conducting a Roadway Safety Audit

MOBILIZING MULTI-DISCIPLINARY EXPERTISE

To support the proposed scope of work, the AECOM Team will draw upon past work experience completed for the TPO previous GPCs including:

- Polk County Roadway Network Database
- Citrus Connection Maintenance Facility Design Concept Study
- School Sidewalk Inventory and Improvement Study Phases II and III, in addition to our innovative Sidewalk

Inventory and Improvement in 2025 which uses Artificial Intelligence (AI) to provide efficient outcomes

- Automated Development Tracker
- Countywide Transit Investment Study
- Roadway Safety Audits
- Roadway Network Database Update
- Bicycle and Pedestrian Safety Action Plan Updates
- Neighborhood Mobility Audit Update

Special focus on new and emerging technologies including the integration of ACES is highlighted in our resume qualifications, headed by our National Lead, Suzanne Murtha. Additionally, emphasis in our qualifications was added to highlight our expertise in transportation funding and economic analysis and engineering activities focused on reduced cost solutions including Transportation, System, Management and Operations (TSM&O). These areas of qualification are specifically highlighted in Tab 3 based on the rate at which technology is influencing transportation investment and on the understanding that the TPO may be operating in an increasingly fiscally constrained environment over the next three years.

AECOM ADHERES TO SCHEDULE, BUDGET AND PRODUCT DELIVERY

AECOM's project management approach is specifically tailored to meet the unique needs of the Polk TPO, ensuring success in budget adherence, schedule management, and product delivery. Our system is designed with the TPO's priorities in mind, and we assign a dedicated management team to each task work order. This team oversees the project's execution and maintains consistent communication with the Polk TPO, providing updates on key action items at milestone dates.

AECOM recognizes that time is money, and we are acutely aware of the TPO's need to adhere to schedules to meet state and federal budgeting requirements while remaining project-ready for funding opportunities. A prime example of our ability to exceed scheduling expectations and secure funding is our work on Safe Routes to School (SRTS) applications. In the 2017 funding cycle, **AECOM successfully reduced the delivery time for an SRTS Grant Application from four months to just two months, enabling the Polk TPO to secure grant funding from FDOT District One. Over three separate funding cycles, AECOM has consistently met the strict SRTS schedule requirements, securing a total of \$1.85 million in funding.**

AECOM PROJECT EXECUTION PROCESS

The AECOM internal project management system hinges on a Project Execution Plan (PEP), which is our "Action Plan to Success." The PEP documents AECOM's technical approach to each project, task-by-task staffing

and staff hour allocation, communication protocols, list(s) of deliverables, and staff dedicated to perform the Independent Technical Review of each deliverable before it is submitted to the TPO.

Our subconsultants are also required to submit a similar PEP for AECOM's approval with any task under this contract. The PEP must be reviewed and approved by the Project Manager, Moe Lavasani, and Principal-in-Charge, Jeff Blazowski, prior to launching a project.

All task team members receive a copy because it is our step-by-step game plan for successfully completing the work assigned. Reviews are conducted, which typically identify and resolve issues before products are delivered to the TPO. Once the responsible professional has completed the resolution of technical issues, our Project Manager and Quality Assurance Officer perform a final review for consistency, content, and overall intent of the assignment. The document or deliverable is then released for transmittal to the client. Our formal Quality Assurance Program ensures that every step of the process is documented in the project files.

ASSIGNMENT AND MANAGEMENT

To deepen our understanding of the TPO's challenges, showcase our qualifications, and enable the TPO to fully leverage our team's expertise, we have outlined the proposed disciplines in the scope of services in the table on the following page. This table provides a suggested assignment of potential GPC tasks by firm, including recommended lead and support roles based on current GPC projects. It serves as a practical guide for the TPO to identify specific UPWP tasks that need completion and the areas of expertise available through the AECOM team.

AECOM is committed to coordinating with the TPO to utilize the skills of our DBE staff, who bring valuable experience and insight to the TPO's projects. Mr. Moe Lavasani will collaborate with the AECOM Principal-in-Charge and Project Advisors to assign the most suitable personnel, drawing from both local and nationwide resources. Our team structure is intentionally designed to maximize the overlap of skills and foster collaboration, ensuring complementary expertise for the benefit of the Polk TPO.

With the combined strength of AECOM and our subconsultant staff, we are fully prepared to meet the demands and expectations of the Polk TPO.

EXECUTION

PREPARE TECHNICAL APPROACH

Methodology for report or investigation.
Preliminary design or approach for design project.
Management approach for construction services.

TECHNICAL APPROACH REVIEW

Stop, step back and review to ensure approach is sound before exceeding 15% of budget.

IMPLEMENTATION

Project Management

- Safety and Health
- Environment and Sustainability
- Project controls and reporting
- Client management
- Change management
- Financial governance
- Risk monitoring and control

Technical Delivery

- Deliverables preparation
- Delivery of construction service

CONDUCT INTERMEDIATE
PROJECT MGMT. REVIEWS

CHECKING

The team must be satisfied the deliverables are correct and ready for issue before verification.

VERIFICATION

Verification is to be undertaken by independent staff and a verification record is to be completed.

DELIVERABLES APPROVED FOR ISSUE

Only approved deliverables can be issued to the client.

CONSTRUCTION PHASE SERVICES

Cycle back through the execution phase to deliver scope of our construction phase responsibilities.

MAJOR TYPES OF WORK AND TASKS

[Indicates: L = Lead Role; S = Supporting Role]

	AECOM	LANDIS EVANS	VRANA	EARTH RESOURCES	ADAMS TRAFFIC
SYSTEMS PLANNING	POLICY PLANNING: Access Management Studies Plans Review				
	MULTIMODAL PLANNING: Trail Planning Pedestrian and Bicycle Planning				
	PLANNING IMPACT: Community Impact Assessment Traffic Modeling Livability and Complete Streets Planning				
	ACTION PLANS: Bicycle/Pedestrian Action Plan				
	FREIGHT: Freight Planning				
	LANDUSE PLANNING: Modeling Land Use Scenarios				
	PLANNING & FEASIBILITY STUDIES: PD&E Review Toll Feasibility Studies ETDM				
	SUB-AREA and CORRIDOR PLANNING: Sub-area Studies Corridor Studies Origin and Destination Studies				
	LAND PLANNING: Comprehensive Planning Land Planning ROW Analysis				
	TRANSIT PLANNING: TDP Facility Design Annual Performance Report Ridership Analysis				
	TRANSPORTATION DISADVANTAGED PLANNING: ADA Compliance LEP Civil Rights Socio-Economic Data Analysis				
	SHORT AND LONG RANGE PLANNING: LRTP Modeling Assistance				
	ENGINEERING: Roadway Design Conceptual Design Cost-Estimate Development				
	RAIL STUDIES: Passenger Rail Commuter Rail Light Rail High Speed Rail				
	REGIONAL PLANNING: DRI Regional Planning				
	SAFETY & SECURITY PLANNING: Safety Planning RSA Safety Analysis Crash Data Analysis				
	SYSTEM CONNECTIVITY: Safe Routes to School				
	RESILIENCE: Urban Planning and Resilience Sustainability Resilience Environmental Data Collection & Analysis				
	ACES: AV/CV Technology AV/CV Modeling and Planning				
	TSM&O: Traffic Operations and Simulation LOS Analysis TSM&O/ITS Traffic Incident Management Signal Timing				
SYSTEMS MANAGEMENT	SYSTEM MONITORING: RND Sidewalk Network Analysis Neighborhood Mobility Audits Performance Measures Federal Compliance				
	TRAFFIC DATA COLLECTION: Data Collection Traffic Count Multi-Modal Counts Origin and Destination Studies Big Data Analysis				
PLANNING AND MANAGEMENT SUPPORT	TRAFFIC STATISTICS: Traffic Forecasting Project Traffic Development				
	TIP: TIP TRIP				
	SAFETY & SECURITY PLANNING: Safety Planning RSA Safety Analysis Crash Data Analysis				
	SYSTEM CONNECTIVITY: Safe Routes to School				
	RESILIENCE: Urban Planning and Resilience Sustainability Resilience Environmental Data Collection & Analysis				
	ACES: AV/CV Technology AV/CV Modeling and Planning				
	TSM&O: Traffic Operations and Simulation LOS Analysis TSM&O/ITS Traffic Incident Management Signal Timing				
	SYSTEM MONITORING: RND Sidewalk Network Analysis Neighborhood Mobility Audits Performance Measures Federal Compliance				



RFP #25-687, Planning Services for the Polk Transportation Planning Organization (TPO)

TAB 3

Experience, Expertise, Personnel & Technical Resources

AECOM

Delivering a better world

TAB 3

EXPERIENCE, EXPERTISE, PERSONNEL & TECHNICAL RESOURCES

MARIGOLD AVENUE STUDY AND DESIGN

POLK COUNTY, FLORIDA

Project Size

4.1 Miles

Project Cost

Construction (estimated): \$39M

Project Representative

William Lorenzo, P.E. – Project Manager
 Polk County Roads & Drainage Division
 3000 Sheffield Road
 Winter Haven, FL 33880
 T: 863.535.2286
 WilliamLorenzo@polk-county.net

Completion Date - Original | Actual

2025 | 2025

AECOM Responsibility

Prime Consultant: transportation planning and design, natural resources / environmental evaluations, water resources / drainage studies and design

Key Staff | Role

Domingo Noriega, PE/Traffic Engineering
 Robert Julius, PE/Project Manager
 Alex Mousadi, PE/Lighting

Budget - Original | Final

\$4.3M | \$4.3M

Change Orders due to Unforeseen Circumstances or Design Errors / Oversights

N/A

Time Extensions due to Change Orders

N/A

Alignment Study. AECOM conducted this Project Development and Environmental (PD&E) Study to evaluate potential options of widening Marigold Avenue from Palmetto Street to Cypress Parkway (CR 580), approximately 2.2 miles. AECOM also evaluated improving Cypress Parkway CR580 from Poinciana Parkway to Marigold Avenue, approximately 1.9 miles. This project is expected to enhance the connectivity of the regional roadway network; provide the needed capacity to meet growing travel demand in northeastern Polk County; and improve safety.

The project consisted of evaluating three different typical 4-lane sections along Marigold Avenue (urban, sub-urban, and rural). Each typical was evaluated for three different alignments (east, center, and west), for a total of nine different alternatives developed for Marigold Avenue.

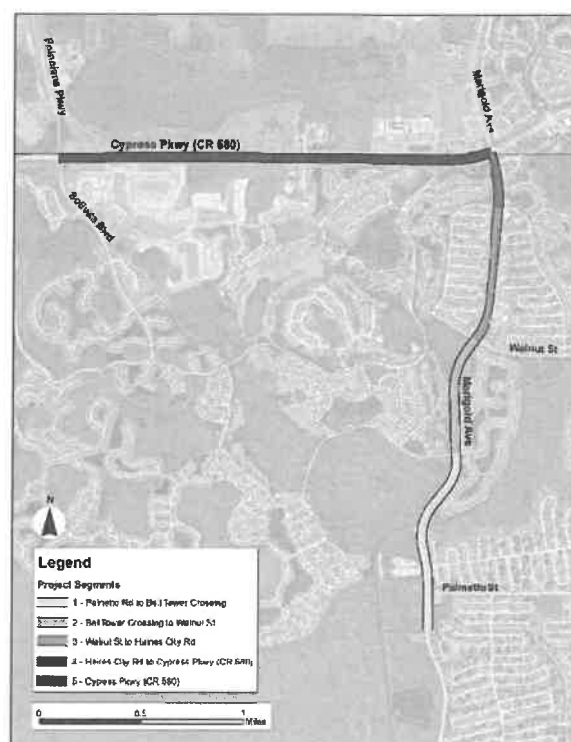
A 4-lane typical was developed Cypress Parkway (CR 580) that would accommodate planned improvements for the CFX Southport Connector.

As part of the study, AECOM prepared engineering conceptual plans, conducted environmental field reviews, organized public outreach activities, and compiled additional detailed site-specific information that will be used in final design of the project.

This project included significant floodplain impacts and high water table issues that required careful consideration when establishing the vertical alignment, drainage features, and compensation sites.

Project Design. The recommended alignment from the study was used for the design basis. Specific features of the design include 4-lane divided urban roadway with bike lanes, sidewalk on the right side, and a multi-use trail on the left. There was significant conservation land which made siting ponds difficult. Construction plan sets that were developed include, roadway, signing and pavement marking, signalization, and lighting. The roadway plans include culvert designs, structural wall designs, drainage details and structures, driveway turnouts, and extensive temporary traffic control plans and details.

Coordination with Agencies / Stakeholders. The design phases required coordination with the following agencies -- South Florida Water Management District (SFWMD), Central Florida Expressway (CFX), Osceola County, and various HOAs throughout the project limits.



49TH STREET SAFETY STUDY

PINELLAS COUNTY, FLORIDA

Project Size

2.9 Miles

Project Cost

\$176K

Project Representative

Valerie Brookens

310 Court Street

Clearwater, FL 33756

T: (727) 464-5653

vbrookens@forwardpinellas.org

Completion Date - Original | Actual

2025 | 2025

AECOM Responsibility

Prime Consultant: Safety analysis, traffic operations and multimodal data collection, proposed safety improvements

Key Staff | Role

Domingo Noriega, PE/Project Manager

Andrew Lloyd, PE/Project Engineer

Barbara Lopez/Transportation Planner

Bob Gisetto/Transportation Planner

Satya Gedala/Transportation Planner

Budget - Original | Final

\$176K | \$176K

Change Orders due to Unforeseen Circumstances or Design Errors / Oversights

N/A

Time Extensions due to Change Orders

N/A

AECOM served as the prime consultant supporting Pinellas County in the 49th Street Safety Study, focused on improving safety along two key corridor segments:

- South Focus Area: 40th Avenue N to 62nd Avenue N
- North Focus Area: Ulmerton Road to south of Roosevelt Boulevard

The study aimed to develop actionable, data-driven safety recommendations for all users, supporting future Safe Streets for All (SS4A) grant applications and advancing the County's Vision Zero goal of eliminating serious injuries and fatalities by 2045.

AECOM conducted detailed crash analyses, identified high-risk segments, and evaluated roadway geometry, traffic operations, and multimodal conditions. The team developed targeted safety improvements for pedestrians, bicyclists, and motorists, ensuring recommendations aligned with SS4A and Vision Zero objectives. AECOM also coordinated with Pinellas County and regional partners, preparing public-facing materials to communicate priorities and enhance grant readiness.

This project is similar in type and complexity to Collier County's safety and corridor planning efforts, requiring comprehensive crash analysis, GIS-based evaluations, and extensive coordination with local agencies.

TECHNICAL

We provided comprehensive crash and systemic safety analysis integrating roadway geometry, multimodal considerations, and traffic operations.

Recommendations were developed to align with FDOT, Vision Zero, and SS4A requirements, addressing both site-specific and systemic safety improvements.

COMMUNITY

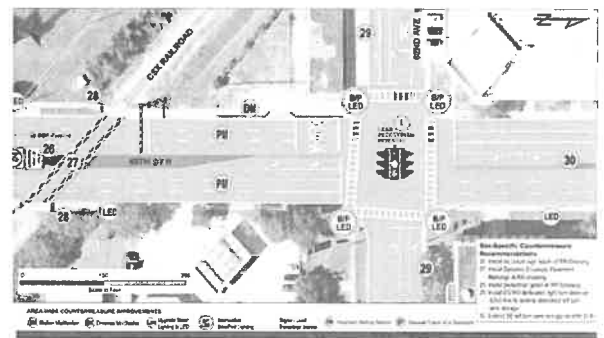
AECOM supported outreach and communication of safety priorities through public-facing materials. The project emphasized equity and vulnerable road user needs, ensuring that proposed improvements reflected community values and safety goals.

PROJECT DELIVERY

The project was delivered under a continuing services framework, maintaining schedule and budget adherence while positioning the County to pursue future SS4A funding opportunities.

RESULTS / OUTCOMES

- Completed on time and within budget
- Provided a prioritized set of safety improvements for implementation and grant pursuit
- Strengthened Pinellas County's competitiveness for SS4A funding
- Advanced the County's Vision Zero goal of zero fatalities and serious injuries by 2045.



MLK STATION AREA PLAN & SITE DEVELOPMENT ANALYSIS

MIAMI-DADE COUNTY, FLORIDA

Project Size

5 stations along a 20-mile corridor

Project Cost

\$543K

Project Representative

Francisco Arbelaez
701 NW 1st Court, 11th Floor
Miami, FL 33136
T: (786) 469-5310
francisco.arbelaez@miamidade.gov

Completion Date - Original | Actual

June 2026 | Ongoing

AECOM Responsibility

Prime/Lead Consultant

Key Staff | Role

Genevieve Cave-Hunt, ENV SP/Transit
Technical Advisor
Toni Horst/Economic CBA
Carlos Fleitas/Sr. Urban Designer
Christopher Riale/Urban Design
Technical Advisor

Budget - Original | Final

\$543K | \$543K

Change Orders due to Unforeseen Circumstances or Design Errors / Oversights

N/A

Time Extensions due to Change Orders

N/A

AECOM is leading the Transit-Oriented Development (TOD) planning efforts for the Martin Luther King Jr. Plaza Metrorail Station in Miami-Dade County. This project, initiated by the Department of Transportation and Public Works (DTPW), focuses on transforming the county-owned site, which includes an aging public parking structure and corrections department, into a vibrant, equitable, and transit-oriented community. AECOM's scope includes developing a comprehensive TOD Master Plan that integrates mixed-use development, affordable housing, enhanced mobility, and public realm improvements. The plan emphasizes equity-driven strategies to connect underserved communities to transit, jobs, and essential services while fostering sustainable growth and economic vitality.

Through extensive stakeholder and community engagement, AECOM will deliver a vision for the TOD District, Station Area, and County Site scales. This includes detailed market analyses, conceptual site plans, and actionable implementation strategies. The project will address land use, multimodal connectivity, climate resilience, and placemaking to create a walkable, accessible, and inclusive urban environment. By leveraging public-private partnerships and innovative planning tools, AECOM aims to establish the MLK Plaza Metrorail Station as a model for equitable TOD, enhancing quality of life for current and future residents while supporting Miami-Dade County's long-term transit and development goals.



S.M.A.R.T. PHASE 1 - TOD MASTER PLAN FOR THE SOUTH CORRIDOR

MIAMI-DADE COUNTY, FLORIDA

Project Size

30 stations

Project Cost

\$1.3M

Project Representative

Francisco Arbelaez

701 NW 1st Court, 11th Floor

Miami, FL 33136

T: (786) 469-5310

francisco.arbelaez@miamidade.gov

Completion Date - Original | Actual

2025 | 2025

AECOM Responsibility

Prime/Lead Consultant

Key Staff | Role

Genevieve Cave-Hunt/Advisor

Toni Horst/Economic CBA

Carlos Fleitas/Sr. Urban Designer

Christopher Riale/Urban Design

Technical Advisor

Budget - Original | Final

\$1.3M | \$1.3M

Change Orders due to Unforeseen Circumstances or Design Errors / Oversights

N/A

Time Extensions due to Change Orders

N/A

AECOM led the Transit-Oriented Development (TOD) Planning Study for the South Corridor (South Dade Transitway), a 20-mile Bus Rapid Transit (BRT) corridor running parallel to US-1 South Dixie Highway in Miami-Dade County. This transformative project, part of the Strategic Miami Area Rapid Transit (SMART) Plan, focuses on enhancing mobility, sustainability, and economic growth along the corridor. AECOM developed a comprehensive TOD Master Plan that established station typologies for 30 stations, integrating mixed-use, walkable urban centers with affordable housing, commercial opportunities, and vibrant public spaces. The plan also included detailed station-area designs, a Local Economic Expansion Prospectus, water and wastewater capacity analyses, and a bicycle and pedestrian facilities plan to ensure seamless connectivity and infrastructure readiness.

Through robust public engagement and innovative tools like ESRI StoryMaps, AECOM created a vision for equitable, climate-resilient development that prevents displacement and fosters long-term economic vitality. By leveraging public-private partnerships and creative funding strategies, the TOD plan positions the South Corridor as a model for sustainable urbanism, enhancing transit ridership while creating livable, accessible communities that align with Miami-Dade County's SMART Plan goals.

ILLUSTRATIVE PLAN



Figure 2. Illustrative Plan

AREA MASSING ILLUSTRATION

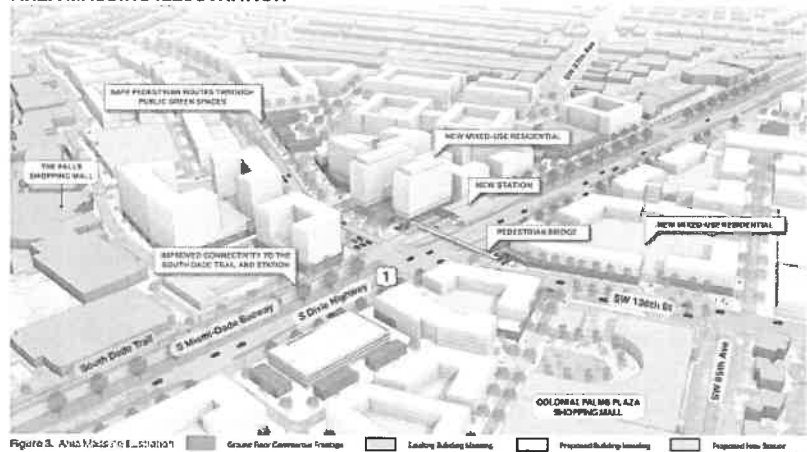


Figure 3. Area Massing Illustration

RESUMES OF AECOM TEAM PERSONNEL

On the following pages are one-page resumes of AECOM personnel named on the below Team Organizational Chart. Resumes for the identified subconsultant firms are included in the Subconsultant's Qualifications and Resume Section of Tab 3.





Project Assignments

Project Manager,
Sub-Area/Special Project/Corridor
Planning, Transit Planning, Short and
Long Range Planning, Safety &
Security Planning, CV Vehicles and
Systems, Traffic Data Collection, Public
Participation

Education

PhD, Transportation Engineering,
Florida International University
MS, Transportation Engineering,
University of Tehran
BS, Civil Engineering, Iran University of
Science and Technology

Registration

Professional Engineer: FL
Professional Traffic Operations
Engineer
Roadway Safety Professional

Training

FSUTMS Introduction to Modeling
FSUTMS Cube Avenue Workshop
Introduction to FreightSIM R
Multi-modal and Multi-context Trip
Generation and Network Analysis
Using OTISS 4.0
Adaptive Traffic Control System, FAU
Certificate of Training

Years of Experience

With AECOM: 1 Years
With Other Firms: 15 Years

Moe Lavasani, PhD, PE, PTOE, RSP1

Travel Demand Modeling Manager

Moe Lavasani is a highly experienced project manager and transportation expert with 15 years of experience in traffic engineering and transportation planning. His expertise encompasses travel demand modeling, traffic simulation, and impact studies. Over the years, he has led and managed junior planners and engineers, gaining valuable leadership experience. Moe has worked on a wide range of projects, including PD&Es, interchange feasibility studies, reversible lane analyses, traffic impact studies, corridor analyses, and port-related data collection and traffic analysis. His skills extend to big data analysis, performance measurement reporting, GIS mapping, and various traffic operations studies. He is proficient in using industry-leading software such as Cube and VISUM for travel demand modeling, as well as VISSIM and Synchro for traffic operations analysis. His Ph.D. research focused on the implications of autonomous vehicles in South Florida's transportation demand model, with findings published in national peer-reviewed journals and presented at the Transportation Research Board in Washington, D.C.

Deputy Project Manager, Polk TPO Vision Zero Action Plan, Polk County, FL. Moe is leading the community-focused Vision Zero Action Plan with Polk TPO, developing a comprehensive Safety Vision Zero Action Plan under the Safe Streets and Roads for All (SS4A) initiative. The plan includes an in-depth analysis of five years of crash data, identifying the top 20 intersections and top 20 corridors with the highest rates of fatal and serious injury crashes on County-managed roadways. Key components of the project include extensive public and stakeholder engagement through multiple meetings, selection of priority projects with FHWA planning-level countermeasures, design of countermeasures for top-ranked crash hotspots, and quick-build and demonstration project analysis at the intersection level. The plan emphasizes equity, safety, and data-driven decision-making to improve transportation outcomes for all users, particularly in high-risk and underserved areas. **Contract Fee: \$919K**

Senior Engineer, Polk TPO Planning Support Sidewalk Inventory and Improvement, Polk County, FL. Moe serves as a Senior Engineer for the Polk Transportation Planning Organization's (TPO) initiative to achieve 100% sidewalk coverage within one mile of all public schools in Polk County, as outlined in the 2040 Long Range Transportation Plan. He is responsible for overseeing data collection and analysis to evaluate existing sidewalk infrastructure and identify gaps, conducting quality assurance/quality control (QA/QC) reviews to ensure accuracy and compliance with project objectives, managing project schedules to meet milestones efficiently, and supporting the preparation and review of invoices to ensure alignment with contractual requirements. **Contract Fee: \$50K**

Project Manager, Traffic Statistics Program – Continuing Services, FDOT District 7, FL. Moe was the project manager for this contract, overseeing traffic counts and special tasks. The contract includes routine traffic counts in FDOT District 7 (Hillsborough, Pinellas, Pasco, Citrus, and Hernando Counties), traffic monitoring site inspections, and special counts. **Contract Fee: \$5M**

Deputy Project Manager, Hillsborough County Safety & Mobility, Hillsborough County, FL. Moe is leading a range of initiatives under Hillsborough County Safety & Mobility, including Tier 1 and Tier 2 intersection improvements at locations with high crash histories, as well as corridor safety improvement studies. The proposed improvements are informed by field observations, crash data analysis, complete streets principles, and roadway and MUTCD guidelines. They encompass a variety of interventions, from updating sidewalks, crosswalks, signs, and signals to implementing access management strategies, establishing no-passing zones, and other targeted safety enhancements. **Contract Fee: \$4.5M**



Project Assignments

Project Advisor, Systems Management Lead, Systems Planning, Sub-Area/Special Project/Corridor Planning, Transportation Disadvantaged Planning, Regional Planning, Safety & Security Planning

Education

BS, Civil Engineering,
University of South Florida

Registration

Professional Engineer: FL

Years of Experience

With AECOM: 38 Years

With Other Firms: 4 Years

Domingo Noriega, PE

Associate Vice President. Traffic Engineering Manager

Domingo Noriega is a senior transportation engineer in the AECOM Tampa office and manages the traffic engineering and planning group. He has worked and managed a wide gamut of complex and unique transportation projects around the world. Domingo's responsibilities have included the preparation, management and coordination of transportation planning and engineering studies, parking and multimodal studies, alternatives development, feasibility studies, public involvement, preliminary engineering, travel demand modeling, traffic micro-simulation, environmental impact statements, interchange justification/modification reports, signing, markings and signalization plans and numerous data collection studies.

Project Manager, Transportation Development and Design Contract, Hillsborough County, FL. Project Manager in charge of a multidisciplinary team for this general contract. Duties have included development of scope, fee, and schedules for the task work orders, preparation of RFPs and contracts on behalf of the County, financial management of the tasks, meetings and coordination with clients, the AECOM team, including subconsultants, preparation and participation in public meetings and workshops, briefings to County commissioners and administrators. Projects managed under this contract have included

resurfacing, intersection improvements, Project Controls and Scheduling, Asset Management studies and inventories for Pavement, Bridges and Sidewalks, traffic studies and traffic data collection, travel demand forecasting using Streetlight Data, Preliminary Land Use Assessment and Transportation (PLAT) studies and owner's representative services. Projects managed under this contract have included resurfacing projects for Hanley Road, Armenia Avenue, Waters Avenue and George Road, intersection improvements for the Benjamin/Barry Roads intersection, bridge replacement for Saffold Road, several task work orders to review plans and reports for Hillsborough County, continued in house services for Project Controls and Scheduling, Asset Management studies and inventories for Pavement, Bridges and Sidewalks, traffic studies and traffic data collection, travel demand forecasting using Streetlight Data, Landscaping for ponds in Bloomingdale and Valrico, a Preliminary Land Use Assessment and Transportation (PLAT) Study for 131st Avenue from Nebraska Avenue to Bruce B Downs Blvd. and Owners Representative Services for the planned South County to MacDill High Speed Ferry. **Cost: \$3.5M**

Project Manager and Engineer of Record, Traffic Engineering and Roadway Safety Audits, Hillsborough County, FL. Provided Traffic Engineering, Safety Studies and Roadway Safety Audit (RSA) support to Hillsborough County Traffic Services Division continuously since 2006. Duties included organization, supervision, preparation, and review of traffic studies and RSA reports, identification of safety issues, evaluations of crash history, including predictive methods, preparation of improvement recommendations, as well as preliminary design for implementation of recommended improvements. Specific projects have included: Pilot Study for Safe Routes to School, Methodology for SRTS studies, County Wide School Zone updates, dozens of signal warrant and four way stop studies and RSAs for numerous crash prone corridors, including 50th Street from Fowler to Fletcher Avenue, Waters Avenue from Sheldon Avenue to Hanley Road, Apollo Beach Boulevard from US 41 to Surfside Boulevard, Linebaugh Avenue from Race Track Road to Countryway Boulevard, Morris Bridge Road from Tampa By-Pass Canal to the Pasco County Line, US 301 from Stacy Road to McIntosh Road, and Durant Road from S. Miller Road to Mulrennan Road. **Cost: \$4.5M**

Project Manager and Lead Traffic Engineer, Overpass Road and I-75 Interchange Justification Report, Pasco County, FL. Managed the study to document the justification of a new interchange on I-75 and Overpass Road in Pasco County. Duties included data collection, travel demand forecasting, traffic operations analysis and evaluation of interchange justification criteria according to current FDOT and FHWA standards. **Cost: \$350K**

Project Manager and Engineer of Record, Fletcher Avenue Pedestrian and Bike Safety Action Plan and Complete Streets Project, Hillsborough County, FL. Completed a study for the Fletcher Avenue corridor (from Nebraska Avenue to Bruce B. Downs Boulevard) to enhance the safety and livability of the corridor and to identify short-term/quick response countermeasures to improve bike and pedestrian safety. Duties included the organization, supervision and review of the bicycle/pedestrian/traffic data collection program, participation in the identification of safety issues, evaluations of crash history, preparation of improvement recommendations and coordination with ongoing multimodal and planning projects taking place concurrently for the corridor. **Cost: \$150K**



Project Assignments

Project Advisor, Systems Planning, Transit Planning, Short / Long Range Planning, Passenger Rail, Regional Planning, Transportation Improvement Program, Public Participation

Education

MSP, Environmental Planning and Resource Management, Florida State University
BS, Political Science, Florida State University
OSHA 40-Hour Hazardous Materials Training

Registration

American Institute of Certified Planners

Years of Experience

With AECOM: 28 Years
With Other Firms: 4 Years

Martin Peate, AICP

Associate Vice President; Senior Project Manager; Planning Manager – Florida

Marty Peate is the Florida Planning Manager, and is integrally involved in the environmental, planning and related activities associated with the firm's transportation planning and design projects for DOTs, MPO/TPOs, Counties, Cities and private clients. Mr. Peate's typical responsibilities include project management; preparation, oversight, and evaluation of NEPA documents (FHWA, FTA, FRA, USCG, USACE, FWS and NASA); preparation of public involvement programs; Section 4(f) evaluations; land use analyses; freight/goods movement studies; new corridor/alignment studies; transportation feasibility studies; and application of emerging and innovative technologies.

Senior Advisor, Polk County TPO, Polk County, FL. Provided support and advisory to assist the Project Manager for contract and multiple independent Task Work Orders (TWO) including the TPO's Countywide Vision Zero Action Plan Roadway Network Database Update, Safe Routes to School Education Program, Neighborhood Mobility Audits (APA Florida Award of Excellence in 2017), Bicycle and Pedestrian Safety Action Plans, School Sidewalk Assessment Phases 1, 2, and 3, Transit Investment Study, major update of the Transit Development Plan Major, and CSX Rail Noise Analysis Study. **Cost: N/A**

Freight/Goods Movement Task Lead, I-35 Texas Corridor Study, Texas Department of Transportation (TXDOT) Corridor Planning Branch, Statewide, TX. Leading the freight/goods movement and supply chain efforts for nearly 600 miles of I-35 in Texas from the US/MX LPOE crossing Nuevo Laredo/Laredo to the Oklahoma border. Issue include commodity flows, international trade, mobility/congestion, connectivity, supply chain resiliency, emerging technologies and asset preservation for both truck and rail movements. **Cost: \$4.6M**

Senior Advisor, Hillsborough County TPO, Hillsborough County, FL. Provided support and advisory to assist the Project Manager for contract and multiple independent Task Work Orders (TWO) including the TPO's Supply Chain Resilience Study, 2050 Long Range Transportation Plan (LRTP) Goods Movement & Hillsborough County Truck Route Plan Update. **Cost: N/A**

Subarea/Corridor Planning Task Lead, TXDOT Border Transportation Master Plan, TXDOT TPP, TX. Leading the evaluation and analysis of international, state and local level impacts of trade trends and influences along the 1,254-mile Texas-Mexico Border, identification and mitigation of impacts from supply chain disruptions, accommodate for multimodal options and development a resilient implementation plan and strategy for both truck and rail movements. Included public/private binational (US/MX) coordination and engagement. **Cost: \$4.2M**

Priority Corridors Task Lead, TXDOT Statewide Long-Range Transportation Plan (SLRTP), Statewide, TX. Lead the prioritization of corridors, projects, or areas of the state that are of particular concern to the department in meeting the SLRTP's goals, such as Safety, Mobility and Goods Movement. **Cost: \$3M**

Program Manager, Brightline, LLC, NEPA Studies for Segment 3 between Orlando International Airport (OIA) and Disney Springs, FL. Program management oversight of subconsultant development of Federal Railroad Administration (FRA) NEPA clearance (Class of Action TBD) for Brightline passenger rail service between OIA and a new Disney Springs station, approximately 17.5 miles. **Cost: \$1M**

Project Manager, Brightline, LLC, NEPA Studies for Segment 3 between Disney Springs and downtown Tampa, FL. Managed the development of Federal Railroad Administration (FRA) NEPA clearance (Class of Action TBD) for Brightline passenger rail service between a new Disney Springs station and downtown Tampa, approximately 67 miles. **Cost: \$1M**

Senior Advisor, Sociocultural Effects and Public Involvement Activities, FDOT Office of Environmental Management (OEM), Tallahassee, FL. Providing senior level advisement for this statewide OEM Contract with services that include: assisting FDOT in managing its statewide Sociocultural Effects (SCE) and Public Involvement (PI) Programs.



Project Assignments

Project Advisor,
Conceptual Design Services

Education

MBA; Marketing, Finance,
Management; University of South
Florida
BS, Mechanical Engineering,
University of South Florida

Registration

Professional Engineer: FL

Years of Experience

With AECOM: 27 Years
With Other Firms: 11 Years

Robert Julius, PE, MBA

Senior Project Manager

Rob Julius' experience includes corridor analysis, design, plans production and permitting for transportation facilities, utilities and other civil engineering projects, for local, state and federal clients as well as the private sector. Currently, he is managing a General Engineering Consultant (GEC) contract for Polk County Transportation. GEC services include roadway design, planning, plan review, construction engineering and inspection (CEI) services, post design services, cost estimating, and public coordination.

Project Manager, NE Polk County Minor Projects, Polk County, FL. Project involved the improvement of 1.7 miles of Deen Still Road, Waverly Barn Road, and new alignment for North Ridge Trail. Included addition of curb and gutter, bike lanes, and sidewalks. A new signalized intersection was developed at Deen Still and North Ridge Trail along with the modification of the signals at US 27 and Deen Still and US 27 and Waverly Barn. Project coordination included FDOT, SWFWMD, and ACOE. The anticipated construction cost is \$16 million. This project also included developing 0.56 miles of new alignment for Holly Hill Road and the improvement of 0.49 miles of Florida Development Road. This project included the development of curb and gutter and sidewalk. **Estimated Cost: Construction - \$7M, Design - \$2.9M**

Project Manager, North Ridge Trail Extension, Polk County, FL. Project involved creation of a new four-mile two-lane roadway parallel to US 27 from Deen Still Road to Sand Mine Road. Key project features included design of traffic circles, aesthetic lighting, landscape, irrigation, and traffic calming features. **Cost: Construction - \$36.7M (anticipated), Design - \$1.3M**

Project Manager, Marigold Avenue/CR 580 Widening, Polk County, FL. Managed the development and evaluation of alternative roadway design and alignments, recommending a preferred alignment and preparing preliminary roadway plans for the widening of Marigold Avenue from the south side of Palmetto Street to CR 580 (Cypress Parkway) and for the widening of CR 580 (Cypress Parkway) from the west side of Solivita Boulevard (West) to Solivita Boulevard (East) in Poinciana. The project corridor is approximately four miles long. Efforts included traffic modeling, pond siting, drainage consideration, contamination screening, archeological screening, and environmental review. Also include the design and permitting of the Marigold portion of the project. **Cost: Construction - \$44M (anticipated), Design - \$4M**

Project Manager, North Wabash Avenue Study and Design, Polk County, FL. Project consisted of a corridor study and design for extending North Wabash north of 10th Street to Fairbanks/Bella Vista Drive. Project improvements included two 12-foot lanes along with bicycle lanes and curb and gutter throughout the project limits, 0.8 miles. A signal was designed at the intersection of North Wabash and 10th Street. The project included significant wetland and floodplain impacts as well as street lighting was also included. **Cost: \$3.5M (anticipated)**

Project Manager, FDC Road/Holly Hill Road Alignment Study, Polk County, FL. Managed reevaluation of 2007 study for potential alignments for FDC road and Holly Hill Road. These projects are parallel facilities to US 27 from Patterson Road to South of Interstate 4, approximately six miles in length for each corridor. Project includes pond siting analysis, corridor location review, traffic analysis, and environmental screening.

Project Manager, Clubhouse Road Sidewalk, Polk County, FL. Managed the development of construction plans for the addition of sidewalk and related improvements along the north side of Clubhouse Road from east of Maryknoll Drive to Dismuke Drive and from Vintage View Blvd. to Creekmure Lane. Total project length is approximately 1.5 miles.

Project Manager, Power Line Road/Johnson Avenue, Polk County, FL. Provided a minor traffic study and modeling to determine necessary improvements. Preliminary improvements included a design of a single lane roundabout. Due to impacts to overhead power projects were changed to a standard signalized intersection. Total project length is about 0.75 miles. Project design responsibilities included design and preparation of a complete set of construction contract plans and documents to improve the intersection of Power Line Road and Johnson Road. Improvements involved additions of turn lanes and a signal, as dictated by traffic counts and developed traffic memorandum. There were also significant wetland impacts that were addressed/mitigated during the design.



Project Assignments

Systems Planning Lead,
Short and Long Range Planning,
Transportation Improvement Program

Education

MS, Civil Engineering,
University of Wisconsin-Milwaukee
Master of Urban Planning,
University of Wisconsin-Milwaukee
BS, Architectural Studies,
University of Wisconsin-Milwaukee

Registration

American Institute of Certified Planners

Years of Experience

With AECOM: 23 Years
With Other Firms: 7 Years

Jim Meyer, AICP

Transportation Planning Senior Manager

Jim brings 30 years of experience preparing long range transportation plans, transit plans, and active transportation plans. He has prepared over 40 LRTPs/MTPs/RTPs across the country and serves as project manager, deputy project manager, strategic advisor, and multimodal task leader. He has experience in multimodal needs analysis, performance-based planning, project scoring and prioritization, financial planning/fiscal constraint analysis, and scenario planning. He is also actively engaged in public, agency, and stakeholder outreach.

Project Manager, Tampa Bay Tri-County 2045 Long Range Transportation Plan (MetroQuest Survey and Public Outreach Strategy), Hillsborough, Pinellas, and Pasco MPOs, FL. Jim oversaw the development of a MetroQuest scenario planning survey to support the Tampa Bay Tri-County LRTP and Hillsborough, Pinellas, and Pasco MPO LRTP updates. This effort included the development of a detailed public outreach strategy. Nearly 10,000 surveys were completed which at the time set a United States MetroQuest record. Presented findings to the various MPO boards. **Cost: \$100K**

Project Manager, 2045 Long Range Transportation Plan (Fiscal Constraint Analysis and Plan Development), Clearwater-St. Petersburg, FL. Jim managed the cost feasible analysis for the Forward Pinellas MPOs 2045 LRTP. The analysis identified funding sources, by mode, and compared it to available revenue projections. The analysis also included developing planning level cost estimates to reflect year of expenditure costs. He worked with the MPO staff to develop the final 2045 LRTP. **Cost: \$50K**

Project Manager, 2045 Long Range Transportation Plan (LRTP Revenue Projections and Fiscal Constraint Analysis, Tampa, FL. Jim oversaw the development of the LRTP revenue projections and cost feasible analysis for the Hillsborough County MPO. He coordinated meetings with the project team, MPO, and regional planning partners to document current and projected transportation revenues. The process included the development of alternative funding scenarios to support a regional transportation sales tax being considered by area residents. **Cost: \$75K**

Project Manager, Texas Department of Transportation (TxDOT), 2050 Statewide Long Range Transportation Plan, TX. Jim managed a two-year long effort to update the TxDOT SLRTP. This included confirmation of goals, objectives, and performance measures. He oversaw a multimodal needs analysis, scenario planning, assessment of investment alternatives, performance outcomes for funding scenarios, and recommended multimodal strategies. He was actively engaged in an extensive stakeholder and public outreach effort. **Cost: \$6.3M**

Project Manager, Texas Department of Transportation (TxDOT), Statewide Bicycle Assessment and District Bicycle Plan Development, Texas and four TxDOT Districts. Jim managed a statewide bicycle safety and connectivity assessment and oversaw four District Bicycle Plans, the first comprehensive District Bicycle plans for the state. These plans, along with the methodology, will be used to complete bicycle plans for the remaining 21 TxDOT districts. **Cost: \$1.3M**

Senior Advisor/Interim Project Manager, 2050 Regional Transportation Plan, Phoenix, AZ. Jim developed a performance-based project evaluation framework to help the Maricopa Association of Governments evaluate regionally significant projects. He also supported the RTP scenario planning process and reviewed the plan for federal and state compliance. He also served as interim Project Manager for two months. **Cost: \$1.1M**

Project Manager, Kingsport 2045 Long Range Transportation Plan, Kingsport, TN. Jim managed the 2045 LRTP which included an online Virtual Room to encourage public outreach. He oversaw the development of a fiscally constrained list of prioritized future year transportation investments for the Kingsport MPO. FHWA/FTA commended the team on the preparation of the Future Year Needs/Opportunities analysis in identifying the highest-need multimodal improvements. He coordinated an extensive update of the travel demand model which was reviewed/approved by TDOT modeling division. Participated in a two-day model training for the MPO staff. **Cost: \$225K**



Project Assignments

Systems Planning – Trail Planning

Education

BLA, Landscape Architecture,
University of Georgia
MA, Mathematics, University of
Louisville
BS, Mathematics, Furman University

Registration

Registered Landscape Architect: FL,
CA, MI, GA, SC

Years of Experience

With AECOM: 24 Years
With Other Firms: 6 Years

Paul Kurtz, RLA, CLARB

Senior Landscape Architect

Paul Kurtz serves as a Senior Landscape Architect in the Tampa office within AECOM's Urbanism Group, a subset of the Buildings and Places practice. He has a Landscape Architecture degree from the University of Georgia and has over twenty years of experience with park planning and design, master planning, urban design, transportation, and public participation. His focus is on creating active transportation solutions for pedestrians and bicyclists for a broad range of projects of varying scales in both public and private projects in the United States and abroad. His experience also includes work in complete streets, multi-use trail planning and design, and long-range transportation plans.

Senior Landscape Architect/Planner, Wire Road Multi-Use Trail, Zephyrhills, FL. AECOM assisted the Pasco County MPO with the collection of data and field review for an analysis effort to identify opportunities and constraints for a bicycle and pedestrian connection along Wire Road from Piedmont Avenue south to the northern right-of-way line for SR 54. The study considered plans that may impact the area including the Pasco County Greenways, Trails, and Blueways Plan, the Pasco County Long Range Transportation Plan (2045 LRTP), the MPO's Active Transportation facility inventory, and any State and City improvements planned for this area. Responsible for analysis of existing conditions (Level of Traffic Stress, existing R/W, traffic posted speed, infrastructure) for future shared use path connection under supervision of licensed landscape architects, production of analysis document. Presented findings at Pasco County BPAC meeting (February 25, 2022). **Cost: \$50K**

Senior Landscape Architect/Planner, Suncoast Trail Rest Area, Pasco County, FL. AECOM assisted Pasco County with the preparation of Construction Plans to identify the layout and amenities for a trailhead for the Suncoast Trail. Responsible for preparing a site layout for the trailhead site arrangement that shows the connection to the existing trail along with the location of the water well, drinking water dispenser, concrete pad for composting toilet, bicycle facilities and signage. **Cost: \$75K**

Senior Landscape Architect/Planner, Pasco County Active Transportation Plan, Pasco County, FL. The purpose of this planning study and project was to identify the procedures necessary to be conducted by the Pasco MPO to create an active transportation plan and identifying a strategy and schedule for public engagement throughout plan development, followed by the processes to develop an active transportation plan. Responsible for developing a list of current and planned active transportation infrastructure projects within Pasco County and adjacent counties and cities that will support a connected system. **Cost: \$125K**

Senior Landscape Architect/Planner, Courtney Campbell Causeway Trail Amenities Plan, City of Clearwater, FL. The Courtney Campbell Trail provides a dedicated pedestrian and bicycle trail spanning Old Tampa Bay with a separate trail bridge built adjacent to the travel lanes of the existing causeway. The addition of user amenities such as seating, shade shelters, wayfinding signage, and landscaping will enhance the user experience along this significant trail. Managed team that developed landscape and hardscape design, production of construction documents, and production of concept graphics. **Cost: \$80K**

Senior Landscape Architect, Anclote Coastal Trail Alignment Study, Pasco County, FL. This project is a planning study to planning study to identify the preferred trail alternative for an underpass of U.S. 19 (S.R. 55) at the Cotee River in the City of Port Richey to connect with Baylea Avenue on the east side of U.S. 19 and with River Gulf Road and/or Bridge Street on the west side of U.S. 19. Project was unique in that it accommodated golf carts and cyclists and pedestrians and accounted for sea level rise of the Cotee River. Responsible for conceptual trail design and the associated written report and final opinion of probable construction costs delivered to the client. Other contributions include the production of illustrative graphics and maps to aid in site inventory and analysis, for use in public involvement workshops, and included in the final report. Also participated in stakeholder and public meetings. **Cost: \$45K**



Project Assignments

Systems Planning, Transportation
System Monitoring/Data Collection,
Transportation Statistics

Education

MS, Analytics, Georgia Institute of
Technology (in progress)
MSP, Urban & Regional Planning,
Florida State University
BA, Architecture, Huazhong University
of Science and Technology, China

Years of Experience

With AECOM: 11 Years
With Other Firms: 0 Years

Lian Ji

Transportation Planner

Lian Ji is a transportation planner with over a decade of experience specializing in travel demand modeling, transportation planning and data analytics, with the past three years focused on integrating artificial intelligence (AI) into transportation planning and safety initiatives. She currently serves as Co-lead of the Digital AI initiative for AECOM's East & LATAM Region, where she drives the adoption of trustworthy and ethical AI in mobility and safety planning. Lian brings strong experience leading multi-disciplinary teams and delivering innovative solutions for state DOTs, metropolitan planning organizations, and local agencies. Her work spans AI solution development and advisory, safety and traffic analysis, big data analytics, and geospatial decision support.

Digital AI Team Co-lead, AECOM East & Latam Region. Provide cross-functional leadership in the development and implementation of AI solutions for internal operations and client projects. Coordinated efforts across planning, engineering, and digital practices to deliver scalable tools that improved workflow efficiency, analytics, and service delivery. Led AI and digital advisory support on strategic pursuits and proposals, helping AECOM secure innovation-driven roles in competitive engagements. **Cost: N/A**

Task Lead, Sidewalk Inventory and Improvement, Polk TPO GPC, Polk County, FL. Leading the end-to-end development of a county-wide sidewalk dataset using Raster Vision and Python. Orchestrated the model training and prediction workflow and engineered an automated ArcPy post-processing pipeline to remove spatial noise. Designed the hybrid QA/QC strategy to prioritize school buffers, delivering a verified network specifically tailored for School Sidewalk Improvement Analysis. **Cost: \$50K**

Task Lead, Machine Learning for Context Classification, 2025 RND Update, Polk TPO GPC, Polk County, FL. Leading the automated context classification of the Polk County roadway network using machine learning. Developed a Random Forest model in Python to predict FDOT Context Classifications for over 4,500 road segments by integrating diverse datasets - including population density, employment, and intersection density. Built a custom geoprocessing pipeline to aggregate point-based predictions into continuous road segments with confidence scoring and transition metrics, ensuring data-driven consistency and significantly reducing manual classification effort. **Cost: \$70K**

Task Lead, AI-Driven Safety Report Automation, Florida Turnpike Enterprise Leading the development of a hybrid automation workflow for transportation safety reporting, combining a custom Python application for data validation with an Enterprise AI agent for narrative generation. Engineered strict prompt logic and style guide integration to enforce technical standards, resulting in a scalable system that eliminates manual data errors and standardizes crash summary outputs across the team. **Cost: N/A**

Task Lead, QA/QC Automation, Florida Turnpike Enterprise Leading development of a Python-driven QA/QC automation tool for transportation planning technical reports. Built modular checks based on the client's Manual of Style to reduce manual review time, standardize reporting quality, and improve consistency across multi-author technical documents. **Cost: N/A**

Transportation Planner, FTE General Engineering Contract, Florida Turnpike Enterprise, FL. Support safety studies with data-driven analysis and visualization. Clean and preprocess historical crash data; develop interactive dashboards using ArcGIS Pro and Power BI. Perform predictive safety analysis using HSM methods to identify high-risk intersections and roadway segments. **Cost: N/A**

Transportation Planner Modeling & Safety Analytics, ETDM Consultant Support, FDOT, FL. Provide modeling and data analytics support for Purpose and Need assessments. Conduct crash data analysis to identify safety trends and improvement areas. Perform travel demand modeling to forecast future daily and peak hour volumes, contributing to strategic planning and environmental review. **Cost: N/A**

Deputy Project Manager and Modeling Lead, Travel Demand Modeling support for Traffic Impact Studies, FL. Deputy Project Manager and modeling lead for Traffic Impact Studies across Florida. Conduct traffic analysis using Cube and ArcGIS to evaluate existing conditions and forecast future daily and peak hour volumes. Support impact assessments and provide data-driven insights for project recommendations. **Cost: \$178K**



Project Assignments

Systems Planning, TSM&O

Education

MS, Civil Engineering, University of South Florida

BS, Mechanical Engineering, University of Shanghai, China

Registration

Professional Engineer: FL

Professional Traffic Operations Engineer

Roadway Safety Professional

Years of Experience

With AECOM: 17 Years

With Other Firms: 6 Years

Kevin Gu, PE, PTOE, RSP

Transportation Engineer/Planner

Kevin Gu has worked on a range of projects that required the extensive application of VISSIM, CORSIM, SYNCHRO/SIMTRAFFIC, Highway Capacity Software (HCS), and SIDRA for traffic operations analysis and simulation. His responsibilities have included performing technical analyses in support of Interchange Access Requests, airport landside traffic studies, site impact studies, signal warrant analyses, lane closure evaluations, safety analyses, Intersection Control Evaluations (ICE), and signal timing optimization and coordination. Additionally, he has contributed to various access management projects and reviewed access connection study reports.

Traffic Engineer, US 27, Polk County, FL. Evaluated current and future traffic operating conditions and provided an ICE evaluation and comparative analysis to determine the optimal Build Alternative, thereby supporting FDOT's approval of proposed improvements. **Cost: \$2.9M**

Traffic Engineer, Master Plan Study I-4 (SR 400), FDOT District One, Polk County, FL. The primary purpose of this master plan study is to identify capacity deficiencies of roadway segments operating below the acceptable level of service adopted for this facility as part of the Strategic Intermodal System (SIS) designation and develop long and short-term capacity needs along the I-4 mainline and managed lanes. **Cost: \$490K**

Traffic Engineer, Signal Timing and Coordination of Intersection of Hallam Preserve Boulevard, City of Lakeland, Polk County, FL. Conducted a traffic study to evaluate a potential signal at the intersection of Hallam Preserve Boulevard and County Road 540A, developed the signal timing plan at this intersection, and produced signal coordination with adjacent intersections. **Cost: \$80K**

Traffic Engineer, Old Road 37 and School House Road Train Signal Preemption Study, Polk County, FL. Conducted a traffic study to evaluate potential train signal preemption for the railroad crossing, located immediately east of the intersection of Old Road 37 and School House Road. The purpose of this traffic study is to assess whether the potential train signal preemption would adequately serve the traffic needs without negatively impacting adjacent roadways regarding LOS, delay, and queuing, and to determine whether any other roadway/control type improvements would be necessary as a result of the train signal preemption. **Cost: \$66K**

Traffic Engineer, Marigold Avenue and CR 580 (Cypress Parkway) Widening, Polk County, FL. Responsible for performing traffic operational and safety analysis in support of the Marigold Avenue and Cypress Widening Project. The goal of this study is to develop and evaluate alternative roadway design and alignments, recommend a preferred alignment, and prepare preliminary roadway plans for the widening of Marigold Avenue and CR 580 (Cypress Parkway). **Cost: \$4M**

Traffic Engineer, Broadway Lane Repurposing, Kissimmee, Osceola County, FL. Performed traffic operations analysis for both existing and future conditions and documented the findings from the safety analysis. Presented the results as the technical basis for supporting and justifying the proposed Broadway Lane Repurposing project. **Cost: \$3M**

Traffic Engineer, SR 45 (US 41) at SR 54 PD&E Study, Pasco County, FL. Provided a comparative analysis to identify an optimum configuration for the intersection of US 41 at SR 54 that maximizes existing and future traffic operations by using VISSIM microsimulation. Evaluated the No-Build and the preferred Build alternatives and identify required improvements for the US 41 (SR 45) at SR 54 intersection to improve the flow of people and goods. **Cost: \$239K**

Traffic Engineer, Westshore Boulevard Complete Streets, Hillsborough County, FL. Provided assistance to the Project Development and Environment (PD&E) Study for Westshore Boulevard, with special consideration of complete streets approaches and the needs of all roadway users. The goal of the project was to provide an enhanced roadway corridor with improved safety, mobility, and congestion relief through a context-sensitive and environmentally sensitive design, which was supported by the community and key project stakeholders. **Cost: \$430K**

Traffic Engineer, SR 45 (US 41) at SR 54 Feasibility Study, Pasco County, FL. Provided a feasibility analysis to identify an optimum configuration for the intersection of US 41 at SR 54 that maximizes existing and future traffic operations by using VISSIM microsimulation. **Cost: \$380K**



Project Assignments

Systems Planning, Transit Planning, Transportation Disadvantaged Planning, Transportation System Monitoring/Data Collection, Public Participation

Education

MA, Urban Planning, University of Florida
BSc, Sustainability and the Built Environment, University of Florida

Years of Experience

With AECOM: 4 Years
With Other Firms: 2 Years

Larissa Krinos

Transportation Planner

Larissa Krinos works as a transportation planner based in the AECOM Tampa office. She graduated from the University of Florida in 2022 with a Master of Arts in Urban and Regional Planning. She has worked on several projects that have given her working experience with FDOT processes, sociocultural impacts, freight, sustainability, and safety along with associated mapping via ArcGIS.

Planner, Polk TPO Vision Zero Action Plan, Polk County, FL. Vision Zero is an initiative designed to reduce all traffic related fatalities and serious injury to zero. The Polk Transportation Planning Organization (TPO) is producing a Vision Zero Action Plan as a method for addressing traffic safety concerns and achieving Vision Zero in Polk County. As part of this Action Plan, activities include engaging in ongoing outreach efforts including the creation of a public website, surveys, planning and executing several community meetings, and other community events. The final product will include sociocultural and demographic reviews for the area, the relationship to the identified High-Injury Network, and two selected corridors targeted for specific community engagement, walkthroughs, and countermeasures.

Cost: \$919K

Planner, US 41 at SR 54 PD&E, Florida Department of Transportation (FDOT) District Seven, FL. Facilitated the scheduling and execution of a public hearing as part of PD&E for the intersection improvements at US 41 and SR 54. Activities include the preparation of necessary documentation for the public hearing such as PowerPoint presentations, scripts, and newsletters, locating and communicating with appropriate facilities for holding the public hearing, and coordinating with necessary stakeholders including property owners, elected officials, and Homeowner Associations. **Cost: \$3.3M (total), \$380K (AECOM subagreement)**

Planner, Efficient Transportation Decision Making (ETDM) Support Contract, FDOT District One and District Six, FL. Assist in the preparation of ETDM documentation for upcoming projects. Activities include agency coordination, development of purpose and need statements, Sociocultural Effects (SCE) Evaluations, Summary Reports, Advance Notification (AN) Packages [including Preliminary Environmental Discussions (PEDs)], project recommendations, Class of Action (COAs) determinations, and Environmental Technical Advisory Team (ETAT) webinars/meetings/workshops/training sessions preparation and execution. **District 1 Cost: \$1.5M District 7 Cost: \$1.2M**

Planner, Connecting Communities, FDOT District One, FL. The purpose of this project is to facilitate communications on upcoming transportation projects between the state and local governments and the public. The effort is focused on projects within Sarasota and Manatee County and the municipalities within each county. Activities for this project include communication and organization of collaborative efforts between different governmental organizations, mapping of existing projects with corresponding spreadsheets to aid in discussion and tracking and scheduling appearances at local community events to establish relationship with public. **Cost: \$15M**

Planner, I-35 Texas Corridor Study, Texas Department of Transportation (TxDOT), TX. Assist in the preparation of a Socioeconomic and Freight Analysis Summary. Activities include reviewing existing demographic and freight data related to the I-35 corridor in Texas. Review freight data to determine relationship between commodity and corridor usage. The prepared Freight Analysis Summary will identify existing gaps and determine recommendations for future corridor improvements. **Cost: \$4.55M**

Planner, 2050 Long Range Transportation Plan (LRTP) Goods Movement & Hillsborough County Truck Route Plan Updates; Hillsborough Transportation Planning Organization (TPO), Hillsborough County, FL. The purpose of this project is to provide recommendations to the Hillsborough TPO on updates for the Goods Movement and Truck Route Plan through the compilation and analysis of relevant data. Responsibilities include collecting data, primarily shapefiles for mapping on ArcGIS Pro, to create a database to assist in the ranking of importance, reviewing, mapping, and categorizing survey results, and aiding in the production of the final written product. **Cost: \$90K**

Planner, Brightline Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Grant Categorical Exclusion (CE), Florida East Coast Industries, FL. Primary author of a Federal Railroad Administration (FRA) CE support Brightline's RAISE Grant to design and construct safety improvements along 220 miles of the Brightline corridor from Miami to Cocoa Beach. Efforts include the collection and organization of data related to land use, cultural resources, environmental factors, and community impacts for mapping via ArcGIS Pro and summarizing this data collection in the FRA CE support grant application. **Cost: \$125K**



Project Assignment

Regional Planning
Safety & Security Planning

Education

MS, Civil Engineering (Major in Transportation), University of South Florida
BS, Civil Engineering, Bangladesh University of Engineering & Technology

Registration

Road Safety Professional 1
AECOM Certified Project Manager

Years of Experience

With AECOM: 12 Years
With Other Firms: 11 Years

Tanzina Atique, RSP1

Transportation Planner IV

Tanzina has worked on a variety of transportation engineering and planning projects in Florida for 24 years. Her responsibilities have included the preparation, management and coordination of transportation planning and engineering studies, Project Development & Environment (PD&E) studies, interchange justification/modification reports, feasibility studies, travel demand forecasts, and safety studies.

Traffic Task Leader, 95 (SR 9) and Florida Turnpike's Mainline (SR 91) Direct Connection (MP 125), Interchange Justification Report (IJR), Martin County, FL. Transportation Planner responsible for preparation of an IJR as part of a PD&E study to improve connectivity between I-95 and Florida's Turnpike. Duties included freeway, ramp and interchange traffic operation analysis, benefit-cost analyses, preparation of interchange access requests report based on FDOT Interchange Access Request User's Guide (IARUG) 2022, historic crash review, fatal crash trends and quantitative safety analysis based on predictive methods in Chapter 12 and 19 of the Highway Safety Manual (HCM). **Cost: \$4M**

Task Leader, I-4 (SR 400) Project Development & Environment (PD&E) Study from West of SR 570 (Polk Parkway) to West of US 27 Interchange, FDOT District One, Polk County, FL. Responsibilities included determination of traffic analysis of this corridor in accordance with guidance from the PD&E Manual, FDOT Interchange Access Request

User's Guide, Traffic Analysis Handbook, and Project Traffic Forecasting Handbook. Coordinated development of daily and design hour traffic volumes using the model forecasts based on District One Regional Planning Model (D1RPM v 2.0), identified traffic trends along I-4 corridor and the model volumes were adjusted following the National Cooperative Highway Research Program (NCHRP) Report 765 methodology, where applicable. **Phase II Cost: \$454K**

Deputy Project Manager, SR 45 (US 41) at SR 54, PD&E Study, Pasco County, FL (2019-present): Assist Project Manager to oversee project team in all project deliverables and tasks, including developing traffic projections, conducting traffic analysis, and determining ultimate build-out year alternatives for this intersection, and coordination with FDOT District Seven. Parallel Flow Intersection (PFI) and Continuous Flow Intersection (CFI) are the innovative intersection configurations which were developed for this project. Participated in Public Hearing as one of panelists to answer traffic related questions in March 2025. **Cost: \$475K**

Transportation Planner, SR 29 Project Development & Environment (PD&E) Study, FDOT District One, Polk County, FL. Responsible for traffic operations analysis as part of the Traffic Technical Memorandum, which is an update to the PTR that was prepared in support of the PD&E Study in May 2008. **Cost: \$2.6M**

Transportation Consultant, Traffic Impact Studies, and Assessments, DRI Notice of Proposed Change (NOPC) DRI, FL. Planned and managed traffic impact studies and assessments for traffic solutions consulting firm. Worked on a Noticed of Proposed Change (NOPC) of a Development of Regional Impact (DRI's) in Pasco County. **Cost: \$500K**

Production Manager, Development of Regional Impact (DRI) projects Traffic Impact Studies, FL. Performed DRI's traffic studies for Pasco, Hillsborough, Pinellas, Sumter, and Manatee counties. Planned and led various traffic impact studies and assessments for Florida counties. Collected and analyzed data, ensured Florida Standard Urban Transportation Model Structure (FSUTMS) used for all traffic distribution patterns and growth rate calculations, and prepared reports. **Cost: \$1M**

Production Manager, Wiregrass Ranch Development of Regional Impact (DRI), Pasco County, FL. Completed one of largest projects in Pasco County, involving Wiregrass DRI. Performed detailed transportation analysis for 5,000+ acre mixed-use DRI, including evaluation of overall transportation impact of $\pm 12,500$ residential units and ± 3.9 million sq. ft. of retail and office space, and identification of multi-million-dollar transportation mitigation strategy. Also formulated design traffic projects for roadways within Wiregrass DRI. Prepared simulation models to demonstrate traffic operation of new 6-lane state road. **Cost: \$500K**



Project Assignments

Safety & Security Planning,
System Connectivity,
Transportation System Monitoring/
Data Collection,
Public Participation,
System Connectivity,
Annual Reports

Education

Introduction to Computer-Based
Systems Course, Tampa College
Systems Networking, Administration
Course Wang Laboratories
Business & Finance Studies,
Hillsborough Community College

Training

FSUTMS Basic Workshop
TransCAD
Technical Writing Course
VISSIM

Years of Experience

With AECOM: 39 Years
With Other Firms: 2 Years

Barbara Lopez

Transportation Planner

Barbara Lopez's experience includes a variety of projects that involve working with Synchro/SimTraffic, VISSIM, CORSIM and highway capacity software (HCS). Her assignments have included intersection and corridor traffic studies, travel demand forecasts using FSUTMS modeling, signal warrant studies, safety analysis, and signal timing optimization/coordination. Ms. Lopez also has experience with the Efficient Transportation Decision Making (ETDM) Process providing support to FDOT Districts One and Six with project entry, GIS analyses and mapping, and the development of Sociocultural Effects Evaluations and Summary Reports. In addition, she has been involved with the Tampa Creative Imaging Group on several 3D state-of-the-art visualization productions using VISSIM microscopic, time step and behavioral-based simulation models.

Planner/GIS, Polk County TPO Vision Zero, Polk County, FL. Assist in conducting comprehensive review and evaluation and data-analysis for the Polk County's Vision Zero Literature Review. The review of 15+ multimodal safety studies and municipal plans into a single evidence-based report that guided the countywide Vision Zero Action Plan. Collaborated with TPO staff, municipal stakeholders, and the PRC to evaluate crash trends for integrating Safe System principles and actionable recommendations that positioned the county for federal SS4A funding and informed subsequent corridor safety audits. **Cost: \$1M**

Task Leader/GIS, 49th Street Safety Study, Forward Pinellas and Pinellas County, Pinellas County, FL. Responsible for analysis of existing traffic and historical crash data to identify high-risk locations and assessment of existing infrastructure in the development of implementable actions to improve safety along two segments from 40th Ave N to 62nd Ave and from Ulmerton Rd to South of Roosevelt Boulevard. GIS mapping of existing conditions, public involvement conceptual improvements plans, fatal and severity injury collision diagrams, crash density heat maps, and site focused improvements maps. **Cost: \$176K**

Planner/GIS, Roadway Network Database Update, Polk Transportation Planning Organization, Polk County, FL. Responsible for the annual update of the Polk TPO's Roadway Network Database. Activities included the incorporation of new crash statistics, traffic counts, calculation of roadway level of service, and incorporation of multi-modal factors into an extensive database. AECOM was the first consultant team to complete an update of the database typically maintained by TPO staff. **Cost: \$60K**

Planner/GIS, Florida's Turnpike Enterprise Projects, Statewide, FL. Assist in the development of GIS mapping project location and area of influence map, historical crash data summaries including crash density heat maps, fatal vehicular and pedestrian/bicycle crash locations for a variety of Florida's Turnpike projects. **Cost: N/A**

Planner/GIS, I-95 (SR 9) and Florida Turnpike's Mainline (SR 91) Direct Connection (MP 125), Interchange Justification Report (IJR), Martin County, FL. An IJR as part of a PD&E study to improve connectivity between I-95 and Florida's Turnpike. Cost savings and predicted future crash conditions analysis for proposed Build and No Build using ISATe analysis for mainline, ramps and ramp terminals. Development of existing and future traffic volumes, geometry and presentation graphics, crash density heat mapping, pedestrian and bicycle crash locations. **Cost: \$4M**

Task Leader, NE Polk US 27 Mobility Study: Road Safety Audit for US 27 from North SR 60 to US 192, Polk County, FL. Reviewed/analyzed five-year historical crash data for 31 miles of US 27 corridor including pedestrian, bicycle and heavy vehicle crashes. The \$141K Road Safety Audit (RSA) was conducted for the top 10 high crash intersections and three miles of high crash corridor segments were identified and evaluated for identification of safety countermeasures to assist in the decision-making process to justify short-term roadway safety. **Cost: \$141K**



Project Assignments

Safety & Security Planning

Education

MS, Civil Engineering,
Wayne State University
BS, Civil Engineering, Kakatiya
University, India

Registration

Professional Engineer: FL

Years of Experience

With AECOM: 16 Years
With Other Firms: 17 Years

Vivek Reddy, PE

Senior Project Manager

Vivek Reddy has 33 years of experience in traffic engineering, safety, access management, traffic operations, signal timing, fatal crash investigations, project management, public involvement, and intelligent transportation systems. Prior to joining AECOM, Vivek worked for the Florida Department of Transportation for more than 10 years, including six years as the District 4 Safety Engineer (DSE). As DSE, he was responsible for the development and implementation of multimillion-dollar Highway Safety Improvement Programs and management of the CTST Program. Vivek has successfully managed 20 Traffic Operations/Safety Studies contracts for FDOT Districts 2, 4, and 6. Also, he served as Senior Traffic Engineer on D/W Traffic Operations/Safety Studies contracts in Districts 1 and 7 (while working with other firms).

Vivek serves as a member of the ITE Executive Safety Council and as such, he stays abreast of the latest developments in traffic engineering/safety. Also, he participates in technical research related to traffic engineering safety and has authored research publications and presented the results at the ITE International Conference on Enhancing Transportation Safety in the 21st Century and the other conferences.

Project Manager, Districtwide Traffic Operational and Safety Studies, FDOT District 4, FL. Responsible for the development of safety improvements to address vehicular and pedestrian/bicycle crash patterns, preparing engineering reports, coordination with local government agencies, and overall management of this task work-order based contract. Performed a variety of studies, such as intersection and corridor safety studies, access management studies, signal warrant studies, interchange safety studies, traffic engineering studies, mid-block pedestrian crossing warrant studies, feasibility studies for Adaptive Signal Control Systems, 3R Safety Reviews, RSAs, fatal crash reviews, roadway lighting studies, GIS Cluster Analysis, pedestrian/bicycle safety studies, before/after studies, construction cost estimates for roadway improvements, benefit/cost and net present value analysis of traffic engineering/safety projects. Other general services provided include the development of a methodology to identify potential locations for pedestrian channelization barriers and GIS-based tool to proactively identify locations for pedestrian/bicycle improvements, pedestrian conflict analysis using video analytics, evaluation of requests from citizens/police officers/elected officials, development of Strategic Safety Plans, and working with CTSTs to enhance safety through "4E" improvements. Also, conducted a before/after study to evaluate the effectiveness of a pedestrian channelization barrier in reducing mid-block crossings. **Cost: \$6M**

Project Manager/Senior Traffic Engineer, Districtwide Traffic Operational and Safety Studies, FDOT District 6, FL. Responsible for overall management of this contract. Also, performed a variety of traffic engineering/safety studies such as intersection and corridor safety studies, traffic engineering/operations studies, bottleneck analysis and congestion mitigation studies, signal timing analysis, capacity analysis, 3R safety reviews, fatal crash reviews, GIS Cluster Analysis for safety emphasis areas, pedestrian RSAs, pedestrian safety studies, mid-block crossing warrant analysis, preparation of construction cost estimates and benefit/cost analysis for traffic engineering/safety projects. Also, provided MOT/traffic engineering support services (evaluation of traffic impacts due to lane closures, review of traffic control plans and making suggestions to minimize traffic impacts, coordination with the District Construction Office and CEI offices) and provided support for public involvement meetings. **Cost: \$1M**

Project Manager, Transportation Planning and Traffic Engineering Services, Monroe County, FL. Responsible for the overall management of this contract. Providing a wide range of services: review of traffic impact studies, travel time and delay studies, intersection improvement studies, public involvement meetings, US 1 Master Plan, Origin-Destination Study using Streetlight data, and Presentations to the Board of County Commissioners. **Cost: N/A**

Senior Engineer, I-595 Roadway Improvement, FDOT District 4, Fort Lauderdale, FL. Responsible for coordination associated with ITS, traffic signal and signing/pavement marking plans for this \$1.2 billion Design-Build project; conducted lane closure analysis to support MOT and traffic detour plans, evaluation of access needs for the surrounding businesses and residential areas; conducted capacity analysis to evaluate different roadway design alternatives; coordinated with other disciplines (roadway, structures, lighting, utilities, etc.) to ensure potential conflicts are identified and resolved in a timely manner. **Cost: \$1.2B**



Project Assignments

Resilience,
Transportation System Monitoring/
Data Collection

Education

MS, Plant and Environmental Science
and Nutrient Dynamics,
Clemson University
BS, Plant and Environmental Science
with Minor in Sustainability,
Clemson University

Training

NAWM Hydric Soils Training Module
01: The Five Factors of Soil Formation
and Horizonation vs. Simple Processes
NAWM Hydric Soils Training Module
02: Soil Texture and Structure
Virginia Water Protection Permit
Program Certificate of Training/DEQ

Years of Experience

With AECOM: 2 Years
With Other Firms: 1 Years

Emily Jordan

Environmental Scientist

Emily Jordan is an Environmental Scientist with experience in environmental resource assessment, documentation, permitting and mitigation. She has field experience in multiple states including wetland and waterway delineations, forest stand delineations, natural resource inventories and assessments and Critical Area assessments. She has evaluated the effectiveness of mitigation strategies and ensured environmental compliance with yearly SHA, USACE, and MDE monitoring requirements via intensive fieldwork and post processing data with AutoCAD and ArcGIS-Pro mapping. Emily is proficient at logging field data with GPS and using ArcGIS Pro to process/view data and GIS maps. Her technical writing experience includes publishing a research article based on her Master's Thesis on nutrient cycling in restored and unrestored stream systems, this article can be found here: [Frontiers | Nutrient dynamics in restored and unrestored urban streams in the Piedmont ecoregion of South Carolina](#). She also published a smaller academic article regarding acidic soils on the Southeastern shoreline of SC. Other writing experience includes submitting yearly MDE and USACE monitoring reports to reviewers, forest stand delineations, natural resource inventories, wetland mitigation monitoring reports and endangered species reports.

Project Planner, Polk Transportation Planning Organization Sidewalk Inventory and Improvement Project, Polk County, FL. Provided sidewalk gap analysis within a 1-mile radius from public schools using GIS in a QA/QC manual effort. Manually delineated missing sidewalks in areas obscured by trees, shadows, or buildings. **Cost: \$50k**

Project Planner, TXDOT Border Transportation Master Plan (BTMP), TXDOT TPP, TX. Project Planner responsible for performing peer state reviews of other border state plans, reviewed and summarized applicable adjacent and overlapping state and local plans to develop baseline visions, mission, goals and objectives to move forward to current BTMP update. **Cost: \$4M**

Project Planner, Lynn Turner Road Vision Zero Corridor Safety Retrofit – Type I Categorical Exclusion (CE), Hillsborough County, FL. Project Planner for this study that evaluates location and design concepts for constructing bike ramps, 3 raised cross walks, and several medians for approximately 1.5 miles along Turner Road, south of Ehrlich Road and north of Gunn Highway (County Road 587) in Hillsborough County. Tasks include the development of a Natural Resources Evaluation (NRE) Technical Memorandum, Contamination Screening Evaluation Report (CSER) Technical Memorandum and Type I Categorical Exclusion (CE) Checklist and supporting documentation. **Cost: \$57K**

Project Planner, Keystone Heights Airport Master Plan Update, Clay and Bradford County, FL. Developed the Environmental Overview (EO), which included an environmental inventory of biological resources, coastal resources, Section 4(f) properties, farmland soil, hazardous material, historic cultural resources, land use and cover, socioeconomics statistics, and water resources. Some of these resources were mapped using GIS. **Cost: \$592K**

Project Planner, Palmetto Trails Network Project Development & Environment (PD&E) Study-Type 2 Categorical Exclusion (CE), FDOT District One, Palmetto, FL. Performed updates of socio-cultural and economic demographic, supported Section 4(f) coordination and supported updates to the CE. **Cost: \$700k**

Project Planner, US 17/92 Hinson Avenue PD&E Study-Type 2 CE, FDOT District One, Haines City, FL. Performed updates of socio-cultural and economic demographic with GIS, Public Involvement Plan (PIP) and supported Section 4(f) coordination. **Cost: \$150k**

Project Planner, Interchange 3 Tributary to Beaver Brook Mitigation Plan, Floristic Quality Assessment (FQA), New Jersey Turnpike Authority, NJ. Conducted an evaluation of existing wetland species and coverage on site using "A Guide to Wetland Types" in New Jersey with Ecoregional Floristic Quality Assessment Metrics. Created a map with a transect and survey plots within the study area and recorded flora species within the survey plots to determine the quality of the site using the UniversalFQA.org as a metric. This data will be used to guide the planting stage of the restoration and compare with the quality of the site post-restoration. **Cost: \$17M**



Project Assignments

Transportation System Monitoring/Data Collection, Development & Analysis of Performance Measures, GIS Services

Education

MS, Geomatics-GIS, Purdue University
BS, Survey Engineering, Wu Han University

Registration

Certified Floodplain Manager
GIS Professional

Years of Experience

With AECOM: 15 Years
With Other Firms: 6 Years

Huilan Luo, CFM, GISP

Senior GIS Specialist V

Huilan Luo is a GIS developer and analyst specializing in enterprise-level ESRI GIS solutions and custom web application development. She has extensive experience in SDE geodatabase design, attribute rule implementation, and data QA/QC automation to ensure accuracy and consistency across large spatial datasets.

Her core strengths include developing and maintaining enterprise geodatabases, automating workflows with Python and SQL, and scheduling data processes to support efficient multi-user environments. Huilan is proficient in creating and customizing ArcGIS Web AppBuilder widgets and Portal for ArcGIS applications, delivering intuitive tools that enhance data access and operational decision-making.

She provides database- and application-level support and configuration within ArcGIS Enterprise environments, collaborating closely with IT and project teams to integrate GIS into transportation, stormwater, and utility systems. In addition, her prior FEMA project experience has strengthened her expertise in spatial analysis and enterprise data management.

Lead GIS Developer, Enterprise GIS Database Development, Chicago, IL. Lead GIS

Developer supporting the design, implementation, and enhancement of the City's enterprise ArcGIS system. Responsibilities include designing and optimizing SDE geodatabases with schema design, attribute rules, and data versioning workflows to support multi-departmental operations. Develops Python- and SQL-based automation tools for data validation, synchronization, and scheduled updates across enterprise datasets. Collaborates with GIS and IT teams to improve data integrity, performance, and accessibility through automated QA/QC and process optimization. Supports the integration of ArcGIS Enterprise and Portal applications, ensuring consistent data delivery to both desktop and web GIS environments. **Cost: \$5M**

Application Developer, Survey123 Plaza and Customer Survey Application, FDOT District 1, FL. Application Developer developed and maintained Survey123-based mobile data collection apps supporting annual turnpike plaza and customer surveys. Configured GPS-calibrated, data-enabled devices to ensure positional accuracy and managed updates and data integration with ArcGIS Online for seamless analysis and reporting. **Cost: \$2M**

Web Application Developer, Development Tracker Web Application, Polk County, FL. Web Application Developer designed and developed a custom JavaScript and ESRI SDK-based web application to analyze and visualize countywide development activity. Implemented multi-level query and filter tools by geography and attributes, generated interactive maps, tables, and trend reports for planning and transportation analysis, and enhanced stakeholder access to real-time development data for decision support.

Developer, Form Automation, Florida Department of Environmental Protection (FDEP), FL. Developer creating automated Excel applications that extract, calculate, and populate compliance data directly from database tables. Streamlines the generation of FDEP compliance forms and automates PDF report exports, reducing manual entry time and increasing accuracy in compliance documentation through integrated VBA scripting.

Developer, Web Application and Data Management, Ohio Turnpike, OH. GIS Developer responsible for developing and maintaining an enterprise geodatabase with domains and related tables for asset management of bridges, culverts, signs, and structures. Designs data models supporting ArcGIS Online, ArcGIS Portal, and Field Maps for mobile data collection, and creates offline maps for use in areas without network connectivity. Develops Python scripts for data download/upload, QA/QC, and automated generation of photologs, Excel tables, and GIS maps. Enhances and maintains Access-based reporting applications for project analytics.

Database Developer, Access Database Application for 5310 Program, FDOT District 7, FL. Database Developer created and maintained a custom Microsoft Access application with integrated VBA automation for managing FDOT 5310 project data. Designed tables, queries, forms, and reports for managing agency and vehicle records. Automated email notifications, mapping integration, and reporting workflows to improve program oversight and compliance tracking.

GIS Tool Developer, Automated Validation Tool, FEMA Coordinated Needs Management Strategy (CNMS), Nationwide. GIS Tool Developer collaborating with the FEMA CNMS team to design and develop automated GIS validation tools using C# and Python. Creates an ArcGIS Add-In for automated quality control and reporting, and develops an Access-Word integration to auto-populate FEMA forms from database inputs, streamlining documentation and review.

SUBCONSULTANT'S QUALIFICATIONS AND RESUMES

ADAMS TRAFFIC, INC.

(DBE/SB)

Adams Traffic, Inc.

Traffic Data Collection Services

Adams Traffic (AT) has provided traffic data collection services in Florida for 25 years. AT serves as the traffic data collection subconsultant on numerous FDOT districtwide contracts including traffic and safety studies, statistics annual counts, signal re-timing, and PD&E studies. Recent projects include:

- FDOT District One Districtwide Traffic Studies
- FDOT District One Traffic Operations Signal Timing CSC
- FDOT District One Districtwide Statistics Traffic Counts
- FDOT District One District Environmental Management Office (DEMO) Consultant
- FDOT District One Districtwide Safety Studies and Design
- FDOT District Five TSM&O Traffic Signal
- FDOT District Five Districtwide Safety Studies & Design
- FDOT District Five Continuing Services Contract for Roadway Design
- FDOT District Seven Districtwide Traffic Operational Studies for Innovative Intersection and Interchange Treatments
- FDOT District Seven Districtwide Corridor, Subarea and Special Transportation Studies
- FDOT District Seven PD&E Consulting Services (Continuing)
- FDOT District Seven CTST Consultant Study/Design for Safety Design Projects-Continuing
- Hillsborough County Traffic Data Collection, Analysis & Miscellaneous Traffic Engineering Services
- Hillsborough County Miscellaneous Traffic Engineering Services
- Hillsborough County MPO GPC
- Hillsborough County Intersection Improvements Various Locations

Data is collected by experienced staff utilizing high quality equipment including machine traffic counters and video camera systems. AT staff are both knowledgeable of data collection standards and committed to accurate traffic counts on schedule. All counts are reviewed by a professional engineer before submittal to the client.

State of Florida Department of State

I certify from the records of this office that ADAMS TRAFFIC, INC. is a corporation organized under the laws of the State of Florida, filed on May 12, 2004.

The document number of this corporation is P04000077500.

I further certify that said corporation has paid all fees due this office through December 31, 2026, that its most recent annual report/uniform business report was filed on January 26, 2026, 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 Twenty-sixth day of January, 2026



[Signature]
Secretary of State

Tracking Number: 6307036670CC

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

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



Licensee

Name:	ADAMS TRAFFIC, INC.	License Number:	8959
Rank:	Registry	License Expiration Date:	
Primary Status:	Current	Original License Date:	07/13/2001

Related License Information

License Number	Status	Related Party	Relationship Type	Relation Effective Date	Rank	Expiration Date
49288	Current Active	ADAMS, NANCY D	Registry	06/28/2004	Professional Engineer	02/28/2027

NANCY ADAMS, P.E.
Adams Traffic, Inc.

Nancy Adams is president of Adams Traffic, Inc., which provides traffic data collection services throughout Florida. Nancy has 35 years of engineering experience. She started her career in roadway design and then joined FDOT District Seven in the traffic design department before starting a traffic engineering consulting firm. Nancy started Adams Traffic in 2001 with a commitment to providing accurate, professional traffic data collection services on schedule. Nancy's traffic count experience is extensive. She has been responsible for hundreds of data collection assignments for the Florida DOT and many local government agencies. She provides hands-on service and is personally involved in the management, scheduling, collection, reporting and quality review of each Adams Traffic assignment. Nancy reviews every count before submittal to the client and has been responsible for the collection of thousands of accurate traffic counts in the past 25 years.

Registration:

Professional Engineer, Florida - #49288, 1995

Education:

B.S., Civil Engineering, University of South Florida, 1990

Work Experience:

President, Adams Traffic, Inc., January 2001 to Present

President, Markham – Stukes, Inc., May 1994 to December 1999

Traffic Design Engineer, Florida DOT District Seven, February 1992 to May 1994

Project Engineer, Seminole Engineering, May 1990 to February 1992

Project Experience:

Ms. Adams has served as Adams Traffic's project manager on the following recent projects:

Districtwide Traffic Studies, FDOT District One – Subconsultant providing traffic data collection on two concurrent district-wide contracts. Assignments have included approach counts, turning movement counts, delay studies, and speed studies throughout the district.

Traffic Operations Signal Timing CSC, FDOT District One – Subconsultant providing traffic data collection on task work order signal retiming contract. Responsible for collecting peak season traffic counts along multiple corridors.

Statistics Traffic Counts, FDOT District One – Subconsultant providing annual volume and classification counts in Highlands, Polk, DeSoto, Manatee, Lee, and Hardee Counties.

Districtwide Safety Studies & Design, FDOT District One – Subconsultant providing traffic data collection in support of safety projects throughout the district. Collected pedestrian crossing counts along SR 70 in Okeechobee County and SR 80 in Hendry County.

TSM&O Traffic Signal Retiming, FDOT District Five – Subconsultant providing traffic data collection on signal retiming assignments. Responsible for the collection of turning movement counts and 7-day volume counts for multiple corridors.

Districtwide Safety Studies & Design, FDOT District Five – Subconsultant providing traffic data collection in support of safety projects throughout the district. Responsible for the collection of turning movement, speed, and pedestrian crossing counts.

Districtwide Traffic Operational Studies for Innovative Intersection and Interchange Treatments, FDOT District Seven – Subconsultant responsible for traffic data collection services to the District Traffic Operations office. Data collection includes volume, intersection turning movement, and pedestrian counts.

Districtwide Corridor, Subarea and Special Transportation Studies, FDOT District Seven – Subconsultant responsible for traffic data collection services for various studies performed for the District Planning department. Assignments included collecting volume, turning movement, and pedestrian counts along SR 580 in Pinellas County and Gibsonton Drive in Hillsborough County.



Florida Department of Transportation

RON DESANTIS
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

JARED W. PERDUE, P.E.
SECRETARY

September 12, 2025

Nancy Adams, President
ADAMS TRAFFIC, INC.
2404 Airport Road
Suite 2
Plant City, FL 33563

Dear Ms. Adams:

The Florida Department of Transportation has reviewed your application for prequalification package and determined that the data submitted is adequate to technically prequalify your firm for the following professional services types of work per Rule 14-75, F.A.C.:

6.1 - Traffic Engineering Studies

7.1 - Signing, Pavement Marking and Channelization

7.3 - Signalization

Your firm is now technically prequalified with the Department for Professional Services in the above referenced work types. The overhead audit has been accepted, and your firm may pursue projects in the referenced work types with fees of any dollar amount. This status shall be valid until July 02, 2026, for contracting purposes.

Approved Rates

Home Overhead	Facilities Capital Cost of Money (FCCM)	Premium Overtime	Home Direct Expense	Published Fee Schedule
172.18%	0.600%	Reimbursed	6.24%	No

Per Title 23, U.S. Code 112, there are restrictions on sharing indirect cost rates. Refer to Code for additional information.

Should you have any questions, please feel free to contact me by email at FDOT.PSPrequalification@dot.state.fl.us.

Sincerely,

Philip Pitts
Professional Services Qualification Administrator
PP/YG

EARTH RESOURCES, INC. (DBE/WBE)

Earth Resources, Inc. is a Florida-based environmental consulting firm with more than 20 years of experience supporting transportation planning and delivery projects for counties, municipalities, and transportation agencies across the state. We provide science-based, cost-effective environmental services that support roadway, transit, and multimodal planning initiatives while ensuring compliance with all applicable federal, state, and local regulations.



Earth Resources understands the environmental considerations and coordination requirements associated with transportation planning projects in Central Florida, including Polk County. Our multidisciplinary staff, including wildlife biologists, botanists, GIS professionals, and environmental permitting specialists, has extensive experience supporting PD&E studies, corridor planning, and feasibility evaluations. We routinely complete environmental screening and constraints mapping, natural resource assessments, protected species evaluations, wetland and surface water delineations, contamination screening, and impact assessments to inform planning-level decision-making.

We maintain strong working relationships with FDOT District One, FDOT Central Office, and Polk County, as well as regulatory agencies including the Water Management Districts, FDEP, USACE, FWC, USFWS, and NMFS. Our familiarity with agency expectations and permitting regulations allows us to streamline reviews and avoid project delays.

Our team is equipped with advanced GPS, GIS, and remote sensing technologies, and our staff maintains a wide range of transportation-relevant certifications including Professional Wetland Scientists, FWC Authorized Gopher Tortoise Agents, Manatee Observers, PADI Scientific Divers, Qualified Shorebird Monitors, Wetland Assessment Procedure (WAP), and Qualified Caracara Observers, Bat Acoustic Surveys, Bald Eagle Nest Monitoring.

For two decades, Earth Resources has been a trusted environmental partner on transportation planning and infrastructure programs across Florida. Our experienced staff, commitment to quality, and strong agency relationships allow us to deliver timely and effective environmental services that will help Polk County TPO advance transportation planning initiatives.

State of Florida Department of State

I certify from the records of this office that EARTH RESOURCES, INC. is a corporation organized under the laws of the State of Florida, filed on September 2, 2005.

The document number of this corporation is P05000121938.

I further certify that said corporation has paid all fees due this office through December 31, 2026, that its most recent annual report/uniform business report was filed on January 29, 2026, 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 Twenty-ninth day of January,
2026*



[Signature]
Secretary of State

Tracking Number: 8896916649CC

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

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

State of Florida

*Business Services
Certification*

Earth Resources, Inc.

Is certified under the provisions of
287 and 295.187, Florida Statutes, for a period from:
07/22/2025 07/22/2027

[Signature]

Paula Almeida
Florida Department of Management Services



Office of Supplier Development
4050 Expressway West, Suite 380
Tallahassee, Florida 32309
850-WBT-0915
www.dms.myflorida.com/



Nancy Scott
Chief Scientist

Ms. Scott is the President of Earth Resources, Inc. based in Tampa, Florida. Her extensive experience includes wetland mitigation design, long term wetland health assessments and monitoring, state and federal environmental permitting, protected species surveys and permitting, wetland delineation, UMAM, preparation of NEPA documents. She has diverse professional experience with interests in wildlife ecology, permitting and wetlands ecology. Ms. Scott has experience working in both the public and private sector. Her tenure at a state regulatory agency gives her a unique insight into the permitting process. She has built excellent relationships with regulatory staff, scientists and engineers that increases the potential for successful collaborations. She has managed all aspects of environmental projects including coordinating teams of multi-disciplinary professionals.



EXPERIENCE

FDOT General Engineering and Continuing Services Contracts. Various Counties. Earth Resources is performing various environmental services on a task work order basis as a subconsultant on the following contracts: District 7 GEC; District 7 Miscellaneous Design CSC; District 5 Roadway Design CSC; District 1 GEC; District 1 EMO CSC.

FDOT District 1 Environmental Management Office (EMO) Continuing Services Contract, Districtwide, Florida. Ms. Scott assists the D1 EMO with the review of PD&E documents including Natural Resource Evaluations and re-evaluations; conducts protected species surveys; and develops staff hours and scope of services for requested task assignments.

SR 70 from East of Jefferson Avenue to East of CR 29 Project Development and Environment Study (FPID 414506), Highlands County, Florida. This project involves a study for the widening, rehabilitation or replacement of State Road 70. Ms. Scott was responsible for coordinating and managing the field data collection effort including wetland delineation, protected floral and faunal surveys and assisted in preparing the Natural Resources Evaluation Report.

SR 60 from US41 to US301 (FPID 441663-1) Hillsborough County, Florida. This on-going FDOT Resurfacing, Restoration and Rehabilitation project involves improvements to S.R. 60 including signalization upgrades, drainage improvements and sidewalk construction. Tasks included wetland delineation, preparing environmental permit applications for submittal to the Southwest Florida Water Management District, habitat and protected species assessments and coordinating with the regulatory commenting agencies.

SR 78 from Evalena Lane to New Post Road/Hart Road (FPID 447875-1) Lee County, Florida. This on-going FDOT project involves improvements to SR 78 including signalization upgrades, pavement reconstruction, drainage improvements and sidewalk construction. Tasks include wetland delineation, preparing environmental permit applications for submittal to the South Florida Water Management District, habitat and protected species assessments and coordinating with the regulatory commenting agencies.

SR 60 from Turkey Creek Road to Clarence Gordon Jr. Road (FPID 423053-1) Hillsborough County, Florida. This FDOT Resurfacing, Restoration and Rehabilitation project involved signalization upgrades and 5'-wide sidewalks on both the north and south sides of the road. Tasks included wetland delineation, preparing environmental permit applications for submittal.

EXPERTISE

CORE COMPETENCIES

- Project management
- Protected species surveys and permitting
- Mitigation design
- State & federal environmental permitting
- Wetland delineation
- PD&E and NEPA

EDUCATION & CERTIFICATIONS

Bachelor of Science - Biology
University of Central Florida, 1992

Geographic Information System
Master's Certificate, University of
West Florida

FWC Authorized Gopher Tortoise
Agent, GTA-09-0027G

FDEP Certified Stormwater and
Erosion Control Inspector

PROFESSIONAL AFFILIATIONS

Women in Transportation

American Council of Engineering
Companies

Design Build Institute of America

Florida Association of Environmental
Professionals, Tampa Bay Chapter

Society of Wetland Scientists

TEAMFL

YEARS OF EXPERIENCE

30

YEARS WITH EARTH RESOURCES

20

LANDIS, EVANS & PARTNERS, INC.

Landis Evans + Partners is a full-service civil and transportation engineering firm. Its engineers and planners support federal, state, and local government agencies throughout the southeast and across the country. Over the last 45 years, the firm has earned a reputation for excellence in:



LANDIS EVANS
+ PARTNERS

- **Transportation Planning.** Landis Evans has conducted planning studies for FDOT and numerous TPOs, counties, and cities nationwide. The firm's efforts include developing planning tools such as Level of Service measures for bicyclists and pedestrians, Latent Demand Models, mode shift/induced recreational demand non-motorized predictive models, and a Present Value of Development Tool that calculates long-term costs associated with various development patterns.
- **Roadway, Bicycle, and Pedestrian Facility Design.** Landis Evans' staff includes roadway designers with extensive experience designing facilities ranging from interstates and arterials to trails and sidewalks. Several of the firm's trail projects have been featured in FHWA documents as "best practices."
- **Safety Studies.** In addition to local and FDOT safety projects, Landis Evans staff have helped FHWA evaluate numerous pedestrian and bicycle safety countermeasures. Their work has contributed to the Highway Safety Manual and the Manual on Uniform Traffic Control Devices.
- **Stormwater/Drainage/Hydrology.** The firm has extensive experience in designing and permitting comprehensive surface and groundwater management plans, as well as hydrology and hydraulic analyses for large-scale projects.
- **Areawide Planning.** Landis Evans develops transit access studies, trail access studies, pedestrian and bicycle master plans, and regional safety plans.
- **Training Development and Delivery.** The firm develops training for local and state agencies, as well as FHWA. These courses include Traffic Monitoring Methods, Pedestrian Facility Design, Bike Facility Design, Applications of the ADA, and Complete Streets Modeling. Its staff have been recognized by FHWA as Instructors of Excellence.

Landis Evans + Partners is composed of transportation planners, modal specialists, traffic engineers, and roadway designers, all experts in multimodal, micro-mobility, bicycle and pedestrian safety, and facility design. The team provides innovative designs that safely and reliably accommodate transportation needs and help communities achieve their connectivity goals.

With more than four decades of trusted service, Landis Evans + Partners remains a dependable partner to public agencies across the country, shaping infrastructure that works—for people, for communities, and for the future.

2025 FLORIDA PROFIT CORPORATION ANNUAL REPORT		FILED Apr 08, 2025 Secretary of State 4315127330CC	
DOCUMENT# F88519			
Entity Name: LANDIS, EVANS AND PARTNERS, INC.			
Current Principal Place of Business: 3810 NORTHDAL BLVD SUITE 100 TAMPA, FL 33624			
Current Mailing Address: 3810 NORTHDAL BLVD SUITE 100 TAMPA, FL 33624 US			
FEI Number: 59-2200597		Certificate of Status Desired: Yes	
Name and Address of Current Registered Agent: LANDIS, BRUCE WILLIAM 3810 NORTHDAL BLVD SUITE 100 TAMPA, FL 33624 US			
The above named entity submits this statement for the purpose of changing its registered office or registered agent, or both, in the State of Florida			
SIGNATURE: BRUCE W. LANDIS		04/08/2025	
Electronic Signature of Registered Agent			
Officer/Director Detail:			
Title: DIRECTOR		Title: PRESIDENT, DIRECTOR	
Name: LANDIS, STUART		Name: LANDIS, BRUCE W.	
Address: 3810 NORTHDAL BLVD SUITE 100		Address: 3810 NORTHDAL BLVD SUITE 100	
City-State-Zip: TAMPA FL 33624		City-State-Zip: TAMPA FL 33624	
Title: DIRECTOR		Title: SECRETARY, DIRECTOR, VP	
Name: LANDIS, DIANE		Name: GIBBS, MATT	
Address: 3810 NORTHDAL BLVD. SUITE 100		Address: 3810 NORTHDAL BLVD SUITE 100	
City-State-Zip: TAMPA FL 33624		City-State-Zip: TAMPA FL 33624	
Title: TREASURER, DIRECTOR		Title: DIRECTOR, VP	
Name: MORGAN, MARY FRANCES		Name: HUGGINS, VICTOR	
Address: 3810 NORTHDAL BLVD. SUITE 100		Address: 3810 NORTHDAL BLVD SUITE 100	
City-State-Zip: TAMPA FL 33624		City-State-Zip: TAMPA FL 33624	
Title: DIRECTOR		Title: DIRECTOR	
Name: MORGAN, KEVIN DR.		Name: LANDIS, GABRIELA	
Address: 3810 NORTHDAL BLVD SUITE 100		Address: 3810 NORTHDAL BLVD SUITE 100	
City-State-Zip: TAMPA FL 33624		City-State-Zip: TAMPA FL 33624	
I hereby certify that the information indicated on this report or supplemental report is true and accurate and that my electronic signature shall have the same legal effect as if made under oath, that I am an officer or director of the corporation or the reviewer or trustee empowered to execute this report as required by Chapter 607, Florida Statutes, and that my name appears above, or on an attachment with all other the empowered.			
SIGNATURE: BRUCE W. LANDIS		PRESIDENT	
Electronic Signature of Signing Officer/Director Detail		Date	
		04/08/2025	

Licensee

Name:	LANDIS, EVANS AND PARTNERS, INC.	License Number:	4548
Rank:	Registry	License Expiration Date:	
Primary Status:	Current	Original License Date:	11/12/1986

Related License Information

License Number	Status	Related Party	Relationship Type	Relation Effective Date	Rank	Expiration Date
41968	Current, Active	LANDIS, BRUCE WILLIAM	Registry	10/11/2017	Professional Engineer	02/28/2027



Bruce W. Landis, P.E., AICP
Chief Engineer 2
 40 yrs experience



CERTIFICATION **Professional Engineer**

Florida: 41968, 1989
 Alabama: 31019
 Colorado: 41980
 Missouri: 2012011337
 Delaware: 10952
 North Carolina: 058870
 Georgia: 027540
 Kansas: 19056

American Institute of
 Certified Planners: 8934

EDUCATION
Master of Science
Civil Engineering
 University of South
 Florida

Bachelor of Civil
Engineering
 Georgia Institute of
 Technology, graduate
 w/ Highest Honors

EXPERIENCE
37+ Years

AWARDS
 and
ORGANIZATIONS
 Expert Review Panel
Highway Capacity
Manual
 Transportation
 Research Board
 National Academy of
 the Sciences

Mr. Landis is an experienced project manager, design engineer and EOR for PD&E and roadway design projects throughout Florida. He is the project manager and/or EOR on multiple urban roadway design and capacity improvement projects. He has served for many years on the national TRB Highway Capacity Committee, personally serving the FDOT Central Office in establishing/enhancing the FDOT LOS capacity methodologies for urban arterials and intersections LOS procedures for through- and auxiliary-lane determinations, saturation flow rate effects on through-lane geometry, and urban intersection geometry for turn lane widths, radii, islands, and geometric design taper rates. Mr. Landis is also a multi-year recipient of the Instructor of Excellence in roadway design from the National Highway Institute for his extensive experience (via multiple FHWA contracts) training state DOT engineers in the application of AASHTO manuals design approaches.

Relevant Projects

Palmetto Trails Plan PD&E Study – Mr. Landis is leading the public involvement, production of concept typical sections and alternatives, and development of engineering documents for this project. He has led multiple virtual meetings with local stakeholders and government agencies. Palmetto Trails Network Plan (PTNP) is to reestablish multimodal, community connections throughout the City of Palmetto, Manatee County that was previously affected during the construction of US 41.

US 17 (SR 15) PD&E Study from SR 40 north to Volusia/Putnam Co, Line (District 5) – This FDOT PD&E study focuses on a critical 14-mile link in the St. Johns River to Sea Loop, a SUN Trail priority regional trail network. The Landis Evans Team is evaluating several alignment alternatives within the US 17 (SR 15) corridor, considering evaluative criteria such as user benefits, community effects, environmental and cultural effects, safety, and design and construction cost considerations, and utility impacts in identifying the preferred alternative. Additional key study elements include innovative drainage/cross-flow treatments, threatened and endangered species considerations, and a Specific Purpose Survey to confirm FDOT-owned right of way. Bruce was the study Project Manager.

SR 26 (University Avenue) Multimodal Emphasis Corridor Study – Gainesville, FL - Funded by **FDOT District 2**, this capacity and multimodal capacity study led by Mr. Landis developed and evaluated capacity and multimodal alternatives for quick implementation. The project had immediate benefits linking multiple modes of transportation to reduce traffic, pedestrian and bicyclist conflicts and enhance flow on SR 26/University Avenue. This is a key transportation corridor connecting the University of Florida, downtown Gainesville, and the neighborhoods of East Gainesville. Through community driven initiatives with stakeholders and the public, as well as pedestrian path mapping via automated traffic recorders, this project is remedying many of the right of way geometric issues, unregulated pedestrian crossings, and another transportation infrastructure needs.

FDOT District 1 - Downtown Sarasota Mobility Study – Bruce Landis led this project to identify measures that the District, the City of Sarasota, and other stakeholders can undertake to enhance the area's transportation network and policies to implement the adopted *City of Sarasota Downtown Master Plan*. Landis Evans staff analyzed traffic data and roadway geometry to assess motor vehicle traffic, bicycling, walking, and transit conditions within the transportation network in downtown Sarasota. They developed alternatives and conceptual designs that will improve mobility for all modes.

FDOT Central Office – Statewide Modal LOS Evaluation Methodology – Bruce Landis led multiple statewide technical updates to the FDOT Level of Service Handbook, the precursor to today's FDOT Source Book as well as the multimodal technical foundation to the Context Classification system.

Atlanta Regional Pedestrian and Bicycle Master Plan – Bruce led this sweeping 18-county, 220-municipality regional plan addressing bicycle and pedestrian transportation and safety issues. Groundbreaking components include a *Mid-Block Pedestrian Crossings Treatments Protocol* and *Neighborhoods Bicycle and Pedestrian (land development) Connectivity Design Guidelines*.



Florida Department of Transportation

RON DESANTIS
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

JARED W. PERDUE, P.E.
SECRETARY

June 30, 2025

Alberto Castellon, Financial Controller
LANDIS, EVANS AND PARTNERS, INC.
3810 Northdale Boulevard
Suite 100
Tampa, FL 33624
accounting@landisevans.com

Dear Castellon:

The Florida Department of Transportation has reviewed your application for prequalification package and determined that the data submitted is adequate to technically prequalify your firm for the following professional services types of work per Rule 14-75, F.A.C.:

2.0 - Project Development & Environmental (PD&E) Studies

- 3.1 - Minor Highway Design
- 3.2 - Major Highway Design

6.1 - Traffic Engineering Studies

- 7.1 - Signing, Pavement Marking and Channelization
- 7.2 - Lighting
- 7.3 - Signalization

- 13.3 - Policy Planning
- 13.4 - Systems Planning
- 13.5 - Subarea/Corridor Planning
- 13.6 - Land Planning/Engineering
- 13.7 - Transportation Statistics

Your firm is now technically prequalified with the Department for Professional Services in the above referenced work types. The overhead audit has been accepted, and your firm may pursue projects in the referenced work types with fees of any dollar amount. This status shall be valid until June 30, 2026, for contracting purposes.

Approved Rates

Home Overhead	Field Overhead	Facilities Capital Cost of Money (FCCM)	Premium Overtime	Home Direct Expense	Field Direct Expense	Published Fee Schedule
130.98%	108.11%	0.186%	Reimbursed	2.07%	2.07%	No

Per Title 23, U.S. Code 112, there are restrictions on sharing indirect cost rates. Refer to Code for additional information.

Should you have any questions, please feel free to contact me by email at FDOT.PSPrequalification@dot.state.fl.us.

Sincerely,



Philip Pitts
Professional Services Qualification Administrator
PP/YG

VRANA CONSULTING, INC. (DBE/SB)

Vrana Consulting, Inc. (VCI) is a Florida-based professional services firm specializing in land use and transportation planning and public engagement for local governments, MPOs/TPOs, and FDOT. Established in 2007 and headquartered in Safety Harbor, VCI is a certified Disadvantaged Business Enterprise (DBE) under the Florida Unified Certification Program and a Small Business Enterprise (SB) by FDOT, Hillsborough County, Pinellas County, and other agencies. The firm provides an integrated locally grounded approach that strengthens the connection between land use, mobility, and community aspirations.



VCI is led by Tammy Vrana, AICP, President, who brings nearly four decades of planning experience in Florida. Her background includes comprehensive planning, corridor planning, the Efficient Transportation Decision Making (ETDM) Process, Sociocultural Effects (SCE) Evaluations, and public participation strategy and implementation. She played a central role in developing the SCE module and automated Sociocultural Data Reports (SDRs) within FDOT's Environmental Screening Tool (EST) and currently supports the FDOT Office of Policy Planning with statewide community engagement guidance and training across the transportation project lifecycle.

VCI has supported a range of MPO/TPO projects, including LRTP updates, corridor and station area studies, freight and truck route planning, language assistance planning, and multimodal access and safety initiatives. Recent and representative work includes development of a Language Assistance Plan for the Pasco County MPO; focus group and stakeholder engagement for the Advantage Pinellas LRTP; special area planning for Forward Pinellas; and a Freight Supply Chain Resilience Study and a multimodal access survey for the Brightline Station Area Study for the Hillsborough TPO.

VCI also brings direct, relevant experience in Polk County. The firm supported FDOT District One on the Fort Fraser Trail Extension PD&E Study, developing the project's SCE Evaluation and supporting public involvement for a multi-use trail. VCI also served as Task Manager for the Polk Rural Land Stewardship Program, preparing a compendium of transfer of development rights programs to guide conservation of natural and agricultural lands, and has conducted ETDM planning and programming phase screenings for multiple transportation projects in Polk County. This experience reflects VCI's familiarity with Polk County's planning context and the importance of coordinating land use and transportation strategies.

For the Polk County TPO, VCI offers a proven combination of MPO/TPO-specific experience, direct familiarity with Polk County, and deep expertise in community engagement and impact assessment. This positions VCI to deliver dependable, high-quality continuing services in support of the AECOM team and the TPO's mission.

State of Florida Department of State

I certify from the records of this office that VRANA CONSULTING, INC. is a corporation organized under the laws of the State of Florida, filed on November 21, 2007.

The document number of this corporation is P07000126087.

I further certify that said corporation has paid all fees due this office through December 31, 2026, that its most recent annual report/uniform business report was filed on January 9, 2026, 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 Ninth day of January, 2026*



[Signature]
Secretary of State

Tracking Number: 4709303487CC

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

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

This certificate hereby qualifies

Tammy B. Vrana

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

Certified Planner Number: 01077



[Signature]
Joel Albizo, FASAC, CFP
Chief Executive Director

[Signature]
Karen Wolf, FASAC
President



Verify: www.aicp.org/verify



Florida Department of Transportation

CHARLIE CRIST
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

STEPHANIE C. KOPELOUSOS
SECRETARY

March 4, 2010

Certified Mail – Return Receipt Requested

Vrana Consulting, Inc.
Ms. Tammy Vrana
260 Tucker St.
Safety Harbor FL 34695

ANNIVERSARY DATE – Annually on 3/3

Dear Ms. Vrana:

The Florida Department of Transportation [FDOT] is pleased to announce that your firm is certified under the **Florida Unified Certification Program [UCP]** as a **Disadvantaged Business Enterprise [DBE]** in accordance with Part 49 Section 26, Code of Federal Regulations.

DBE certification is continuing, but is contingent upon the firm maintaining its eligibility annually through this office. You will be notified of your annual responsibilities in advance of the **Anniversary Date**. You must submit the annual **AFFIDAVIT FOR CONTINUING ELIGIBILITY** no later than the **Anniversary Date**. Failure to do so will result in immediate action to remove certification.

Only those firms listed in the UCP DBE Directory, are certified by Florida UCP Members. **Prime contractors and consultants should verify your firm's DBE certification status, and identify the work area(s) for which the firm is DBE eligible, through this Directory.**

Your firm will be listed in Florida's UCP DBE Directory which can be accessed via the internet, at <http://www.bipincwebapps.com/biznetflorida/> or through The Department's website at www.dot.state.fl.us/equalopportunityoffice, then select "DBE Directory."

DBE certification is **NOT** a guarantee of work, but enables the firm to compete for, and perform, contract work on all USDOT Federal Aid (FAA, FTA and FHWA) projects in Florida as a DBE contractor, sub-contractor, consultant, sub-consultant or material supplier.

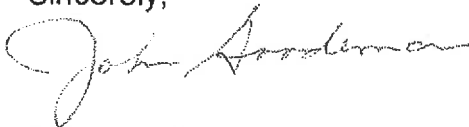
If, at any time, there is a material change, you **must advise this office, by sworn affidavit and supporting documents, within thirty [30] days.** Changes include, but are not limited to, ownership, officers, Directors, management, key personnel, scope of work performed, daily operations, on-going business relationships with other firms or individuals, or the physical location of your firm. After our review you should receive instructions as to how you should proceed, if necessary. Failure to do so will be deemed a failure, on your part, to cooperate, and will result in immediate action to Remove DBE certification.

Your firm is eligible to compete for, and perform, work on all USDOT Federal Aid projects throughout Florida, and may earn DBE credit for work performed in the following areas:

<u>NAICS:</u>	<u>FDOT Specialty Code & Description</u>
541990	300-Transportation Planning
541820	968-Public Relation Services

All other concerns should be directed to this office by mail or telephone. Our telephone number is (850) 414-4747. Our Fax number is (850) 414-4879

Sincerely,



John Goodeman
DBE, Certification Manager



VRANA
CONSULTING

Tammy Vrana, AICP

President | Community Outreach and Engagement

OVERVIEW

Community planner with 39 years of experience serving local governments, MPOs, and FDOT in West Central Florida. Expertise includes comprehensive planning, corridor planning, and environmental evaluations (human). A seasoned public involvement professional specializing in strategic communications, community engagement, and consensus building. Skilled in interdisciplinary collaboration with diverse stakeholders to identify issues, opportunities, and consensus-driven solutions.

SELECT RELEVANT EXPERIENCE

Subconsultant, Public Involvement and SCE Evaluation Support, FDOT Office of Policy Planning (2019–Present). Assist in developing tools, trainings, and guidance materials integrating community engagement and impact assessment (human environments) across the project lifecycle.

Subconsultant, Public Involvement and SCE Evaluation Support, FDOT Office of Environmental Management (2011–2019). Participated in refining the Sociocultural Data Report and developing guidance materials for FDOT staff and consultants. Provided recommendations to improve SCE evaluation quality and consistency across districts.

Subconsultant, Language Assistance Plan, Pasco County MPO (2024). Led the development of the plan to ensure effective communication with LEP populations, including a methodology grounded in the USDOT four-factor analysis and data maps.

Freight Supply Chain Resilience Study, Hillsborough TPO (2022). Led stakeholder engagement to assess disaster-related disruptions to lifelines and community habitability; coordinated interviews and developed digital content for outreach.

Subconsultant, Brightline Station Area Study, Hillsborough Transportation Planning Organization (2025). Led a regional multimodal access survey and coordinated outreach with MPO partners, generating nearly 12,000 responses to inform station planning and next-phase recommendations.

Subconsultant, Resilient Pinellas Action Plan, Pinellas County (2020-2023). Led community engagement tasks, including a detailed opinion survey and advisory group meetings to lay the foundation for the County's robust sustainability and resiliency plan. Supported strategy development and documentation.

Subconsultant, Gateway Master Plan, Forward Pinellas MPO (2018-2019). Organized engagement for a 35-member study management team and community groups to explore regional mobility and connectivity, redevelopment, housing, and resiliency opportunities.

Sulphur Springs Neighborhood Action Plan, City of Tampa (2024–Present). Supporting planning and community engagement to develop a neighborhood vision and prioritized actions for public investment, programs, and partnerships.

Subconsultant, Fort Fraser Trail Extension PD&E Study, FDOT District 1 (Polk County, 2014–2017). Developed the SCE Evaluation and supported the public involvement tasks for a multi-use trail extension through environmentally sensitive areas.

Subconsultant, Advantage Pinellas Long Range Transportation Plan Focus Group, Forward Pinellas MPO (2018-2019). Led formation, outreach, organization, and documentation of focus group meetings to inform the plan update.

Expertise

Community Outreach & Engagement
Community Characteristics Inventory
Environmental Evaluation (Human)
PD&E Study Documentation
Coastal Resilience Policy
Comprehensive Planning

Education

B.A. Economic Geography, University of Florida, 1986
Coursework, Sustainable Community Design, University of South Florida

Years of Experience

Vrana Consulting - 18 Years
Other Consulting Firms - 18 Years
County/City Governments - 6 Years

Certifications/Affiliations/Trainings

American Institute of Certified Planners
Trainer – FDOT Statewide Community Engagement Workshops (2024-2025)
Flood Protection Information Committee, Pasco County (2025)
Forward Pinellas Citizens Advisory Committee (2015-2023)
Pinellas MPO Bicycle Advisory Committee (2001-2009)
Safety Harbor Planning & Zoning Board (1998-2001 & 2009-2015)
FHWA Title VI Data Collection & Analysis (2019)
Designing for Pedestrian Safety (2016)
FDOT Transit Accessibility & Facilities Design (2011)
Sustainable Floridian, UF/IFAS Pinellas County Extension (2011)



Florida Department of Transportation

RON DESANTIS
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

JARED W. PERDUE, P.E.
SECRETARY

February 01, 2026

Tammy Vrana, President
VRANA CONSULTING, INC.
260 Tucker Street
Safety Harbor, FL 34695
tammy@vranaconsulting.com

Dear Ms. Vrana:

The Florida Department of Transportation has reviewed your application for prequalification package and determined that the data submitted is adequate to technically prequalify your firm for the following professional services types of work per Rule 14-75, F.A.C.:

- 13.5 - Subarea/Corridor Planning
- 13.6 - Land Planning/Engineering

Your firm is now technically prequalified with the Department for Professional Services in the above referenced work types. Your firm may pursue projects in the referenced work types with fees estimated at less than \$500,000.00.* This status shall be valid until February 01, 2027, for contracting purposes.

*Limit for FDOT projects only

Should you have any questions, please feel free to contact me by email at FDOT.PSPrequalification@dot.state.fl.us.

Sincerely,

A handwritten signature in cursive script that reads "Philip Pitts".

Philip Pitts
Professional Services Qualification Administrator
PP



RFP #25-687, Planning Services for the Polk Transportation Planning Organization (TPO)

TAB 4

Interactions with TPO and Regulatory Agency Staff

AECOM

Delivering a better world

TAB 4

INTERACTION WITH COUNTY AND REGULATORY AGENCY STAFF

AECOM has a long-standing history of collaboration with the Polk TPO on projects that necessitate regular interaction with various stakeholders, including Polk County, local municipalities, Citrus Connection/LAMTD, the Polk County School Board, FDOT District One, adjacent FDOT Districts and MPOs, the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), the Federal Railroad Administration (FRA), the U.S. Department of Transportation, and other regulatory agencies.

Our involvement in multiple Polk Vision activities, as well as participation in Sidewalk Advisory and Technical Advisory Committee meetings, has allowed our staff to engage with the agencies that support the Polk TPO. We provide regular support for Polk TPO as needed, such as our recent presentations with Polk TPO TAC and TPO Board for the Vision Zero Action Plan (January and February 2026). AECOM was awarded the current Polk TPO contract in 2021, which is set to expire in May 2026 (Polk County TPO #20-1009).

Since 2011, AECOM has supported three consecutive General Planning Contracts (GPCs) for the Polk TPO, with recent tasks including updates to the Transit Development Plan (TDP), the Roadway Network Database, six Roadway Safety Audits, Sidewalk Inventories, and a Transit Technology White Paper. Our team has had the opportunity to work directly with all TPO Project Managers and staff, fostering relationships and enhancing communication with multiple agencies and funding partners.

The success of our partnership with the Polk TPO is exemplified by the completion of the Mobility Audits (2015-2017), which received the Florida APA 2017 Planning Award of Excellence. This achievement was celebrated at the State and National APA Annual Conferences in 2018, as well as the 2018 National MPO Conference in Georgia, where TPO staff and AECOM presented our findings.

Also, as part of the Polk Vision Zero Action Plan, our team continuously coordinates with multiple partner agencies and stakeholders, including FDOT District One, Polk County, municipalities within the county, local colleges and universities, pedestrian and bicycle advocacy organizations, and nonprofit organizations such as Polk Vision and Mothers Against Drunk Driving (MADD).

EXPERIENCE WITHIN POLK COUNTY

The AECOM team has built a strong and trusted working relationship with Polk County through our support on Master Consulting Agreements since 1998. Our current Master Consultant Agreements include:

- Polk County Transportation Engineering
- Polk County Utilities
- Polk County Parks & Natural Resources
- Polk County Roads & Drainage



The TPO has advanced 20 Mobility Audit projects across eight neighborhoods for design and construction, illustrating AECOM's ability to coordinate with multiple local municipalities to develop viable recommendations.

Recent County projects demonstrate our commitment to delivering impactful solutions. These include the Safe Routes to Schools (SRTS) Grant Applications, where all three applications were awarded funding totaling \$1,850,000. Additionally, we have successfully completed the FDC Grove Road and Holly Hill Road Corridor Studies, the Marigold and CR 580 PD&E Study, and the Grandview Parkway and North Ridge Trail Extension Studies. Our local government experience extends to the City of Lakeland, where we evaluated the extension of North Wabash Road.

AECOM has also provided Construction Engineering and Inspection (CEI) services for Polk County on projects such as Heller Brothers Boulevard, FDC Grove Road, and Ernie Caldwell Boulevard—Sections IIB and III. These efforts consistently earn high performance evaluation scores across all our Polk County contracts, reflecting our dedication to quality and excellence.

In addition to these achievements, AECOM is proud to support Polk County's Vision Zero Action Plan and the Safe Streets for All (SS4A) Grant, further demonstrating our commitment to advancing safety and sustainability in transportation planning.

EXPERIENCE WITH FDOT

AECOM has extensive experience working with FDOT District One, leveraging our expertise to evaluate projects through the Efficient Transportation Decision Making (ETDM) process, which incorporates input from multiple agencies. Our team has successfully completed PD&E Studies and coordinated on impactful projects, such as six Roadway Safety Audits (RSAs) for the Polk TPO.

For PD&E projects, AECOM routinely collaborates with a wide range of regulatory agencies to ensure compliance and project success. For example, our ongoing PD&E Study on US 17/92 in Haines City has required coordination with the City of Haines City, Polk County, Polk TPO, FDOT, the Florida Department of Environmental Protection (FDEP), the Florida Department of State, Division of Historic Resources, the Florida Fish & Wildlife Conservation Commission, the Southwest Florida Water Management District (SWFWMD), the St. Johns River Water Management District (SJRWMD), the





AECOM worked with FDOT D1 to complete a PD&E Study on US 17/92 in Haines City, FL

U.S. Army Corps of Engineers (USACE), the U.S. Fish & Wildlife Service, the U.S. Geological Survey, and local utility companies.

Beyond planning and environmental studies, AECOM has a proven track record of planning, designing, and providing Construction Engineering and Inspection (CEI) services for FDOT District One. We bring this extensive experience to every project we undertake for the Polk TPO, ensuring that projects are not only well-planned but also positioned to secure the necessary funding for successful implementation.

EXPERIENCE WITH STATE, FEDERAL, AND OTHER AGENCIES

AECOM has extensive experience working with virtually every regulatory agency that has jurisdiction or oversight of projects in Polk County. Our staff is highly skilled in coordinating and negotiating with agencies such as the Southwest Florida Water Management District (SWFWMD), the St. Johns River Water Management District (SJRWMD), and the Florida Department of Environmental Protection (FDEP). This expertise, combined with a deep understanding of regulatory requirements, enables us to efficiently and effectively secure approvals, ensuring smooth project progression.

Many of AECOM's senior staff bring valuable experience from their prior roles within these agencies, further enhancing our ability to navigate complex processes. For example, Brian Smart, who is assigned to support passenger rail tasks for this contract, for FTA Region 4 in charge of environmental docs.

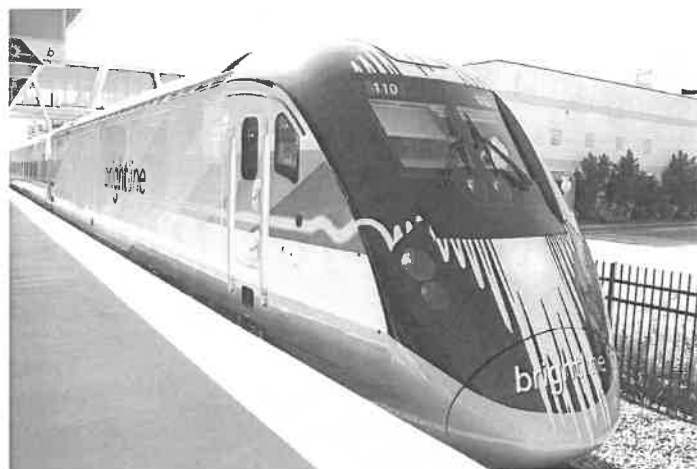
Additionally, Vrana Consulting, a DBE partner on our team, collaborated with AECOM to support FDOT Central Office in a statewide effort to reevaluate and update guidance for Sociocultural Effects Evaluation and Public Involvement processes. This project involved coordination with environmental staff across all seven FDOT Districts as well as Florida's Turnpike Enterprise. The result was an updated PD&E Manual, reflecting revised policies and procedures that enhance efficiency and compliance statewide.

PRIVATE SECTOR CLIENTS

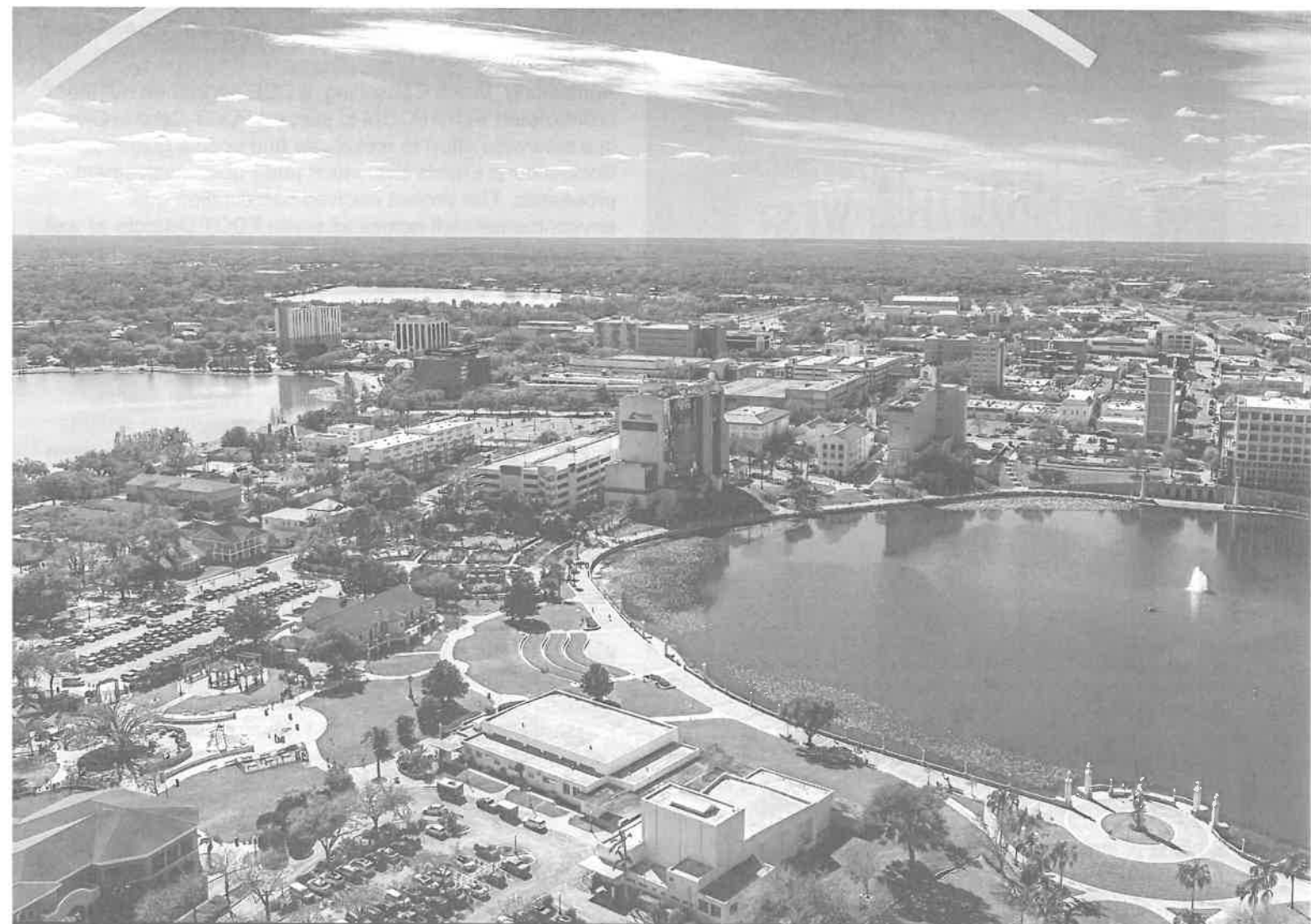
In addition to serving local, state, and federal clients, AECOM brings valuable experience and unique insights through our work with private sector clients in the tourism and entertainment industry in Orlando. These industries serve as major employers for residents in northeast Polk County, and our involvement supports the region's economic vitality and connectivity.

AECOM also collaborates with private transportation companies, including Brightline, which is currently planning a rail extension through Polk County. Our team completed the environmental document supporting the establishment of passenger rail service between Miami, Ft. Lauderdale, and West Palm Beach, a transformative project that has enhanced regional mobility. AECOM provided similar support for the planned rail connection between Orlando International Airport, Disney Springs, and downtown Tampa.

Our familiarity with the plans and priorities of these private sector clients provides significant benefits to other planning processes, enabling us to integrate private and public sector goals seamlessly and deliver innovative, forward-thinking solutions.



AECOM led the NEPA Study to extend Brightline's passenger rail service from Orlando to Tampa through Polk County



RFP #25-687, Planning Services for the Polk Transportation Planning Organization (TPO)

TAB 5

Timely Completion of Projects

AECOM

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TAB 5**TIMELY COMPLETION OF PROJECTS****CURRENT AND FUTURE PROJECTED WORKLOAD**

The Polk TPO's defined project schedules are closely tied to funding, making timely delivery of work products a critical priority. AECOM fully understands the importance of adhering to these schedules, as flexibility in delivery dates is often not an option due to federal, state, or local requirements. Having supported the TPO for over a decade on similar contracts, AECOM is well-versed in delivering high-quality work on time and within budget.

TIME EQUALS MONEY

AECOM has consistently demonstrated its ability to meet compressed schedules without compromising quality. For example, Polk County and the TPO relied on AECOM's resources to meet an accelerated timeline for Safe Routes to Schools (SRTS) Grant Applications, cutting the delivery time in half—from four months to just two. This effort secured FDOT District One funding as part of the 2017 cycle. Over three separate funding cycles, AECOM has successfully met strict SRTS schedule requirements, securing a total of \$1.85 million in funding.

Our team has successfully integrated AI-driven solutions to enhance operational efficiency, streamline document production, and reduce resource hours, resulting in significant cost savings. Recent applications of AI include automating quality assurance and quality control (QA/QC) processes for documents, extracting and analyzing crash data with precision, and supporting the Polk County 2025 Sidewalk Inventory and Improvement initiative. These innovations have not only improved the accuracy and speed of routine tasks but also empowered our team to focus on higher-value activities, driving better overall performance.

MANAGEMENT STRUCTURE

The AECOM team will be led Moe Lavasani, PhD, PE, PTOE, RSP, who brings extensive experience and a proven track record of success with the Polk TPO. Moe is currently leading various tasks or serves as Deputy Project Manager for tasks, including Polk Vision Zero Action Plan, Polk TPO 2025 Roadway Network Database Update and Sidewalk Inventory Improvement. Our team including our Project Advisors led the award-winning 2017 Neighborhood Mobility Audits, developed a "shortest route path for student trips" tool to prioritize sidewalk projects, and authored three successful SRTS Grant Applications, securing a total of \$1.85 million in funding. Moe will serve as the primary point of contact for AECOM and our subconsultant team members, ensuring seamless communication and coordination with the TPO.

Moe will establish weekly communications with the TPO for open task assignments and provide detailed monthly

progress reports to support the management of active tasks. He is committed to ongoing engagement with the TPO by attending monthly TPO Board meetings and other relevant Committee meetings.



Supporting Moe will be Task Leads Jim Meyer, AICP, and Domingo Noriega, PE, who will assist in directing activities within their areas of responsibility. They will also support the assessment of progress on assigned projects and provide technical analysis. Together, Moe, Jim, and Domingo will ensure that resources are always available to meet the schedules of the TPO Board, TPO Committees, the Advisor Network, and overall task timelines.

TEAM AVAILABILITY

The AECOM Team Availability table illustrates the current and projected availability of key staff. Moe Lavasani is over 60% available for this contract, and Jim Meyer and Domingo Noriega are also ready to begin supporting the TPO immediately. As existing contracts and projects are completed, AECOM's staff availability will increase further in 2027, allowing the team to dedicate ample time to new efforts assigned by the Polk TPO. Similarly, our subconsultants have provided workload projections that show increased availability over the next year, ensuring sufficient resources to meet the TPO's needs.

DAILY ABILITY TO HANDLE SCOPE OF SERVICES

AECOM has the depth of staff and expertise to maintain the prescribed schedules for current TPO/MPO, County, and agency contracts. As reflected in our survey scores (Tab 6), we consistently receive high marks for project management, scope adherence, and budget maintenance. The key to our success lies in keeping core team members actively engaged throughout the project and defining concepts clearly from the outset.

To further enhance project delivery, AECOM will coordinate closely with the TPO to leverage the skills of our DBE staff, who bring valuable experience and insights to support the TPO's goals effectively.

COMMITMENT TO SCHEDULE AND BUDGET

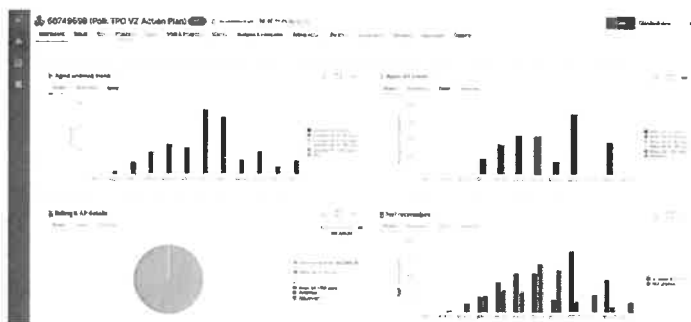
AECOM's core mission is to deliver high-quality projects for our clients on time and budget. To support this continuing mission, we use WorkBench, a powerful project management and financial tracking tool used by our project managers. Our APIC software provides a measure of the actual cost of work performed (ACWP), which is the total cost incurred to date and the earned value or budgeted cost of work performed (BCWP), which is the value of actual work completed, not just the amount of money spent. This performance tool allows us to

control the metrics of the project, protecting the project from overruns or schedule failures as work progresses. This system includes performance measurement techniques to ensure budget and schedules are met throughout the project. Our team's PMP provides for continuous monitoring and improvement.

By continuously monitoring the baseline against these two key parameters, we can monitor not only the current situation but can also forecast if we are heading towards problems associated with cost and/or schedule. We can then implement measures to prevent overruns before they occur. Other scenarios which will be closely monitored include these potential problems and their solutions:

- The actual cost is trending towards exceeding the budgeted cost baseline. Is the earned value equal to or greater than the actual cost? If so, this is an indication that the team is simply ahead of schedule. If not, there could be a potential problem with cost overruns and preventive actions must be taken.

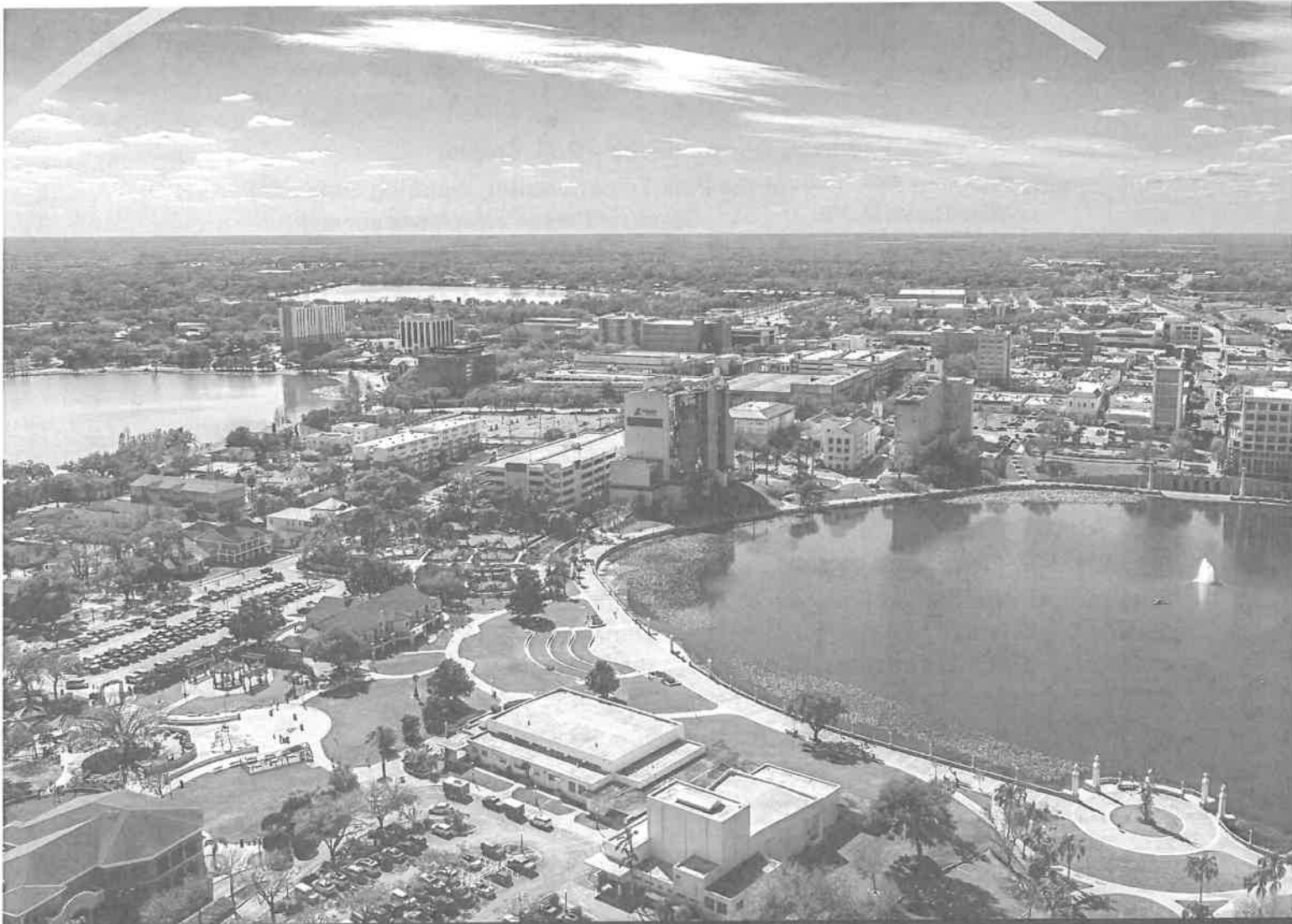
- The actual cost is trending towards exceeding the value earned. This is an indication of a potential cost overrun and corrective action will be taken.
- The earned value is trending below the baseline. This is an indication that the project is falling behind schedule. As long as the actual cost is less than or equal to the earned value, this is only a schedule issue which needs to be reviewed.



AECOM Workbench Software for Project Schedule and Cost Tracking

NAME	AVAILABILITY
AECOM TECHNICAL SERVICES, INC.	
Moe Lavasani, PhD, PE, PTOE, RSP1	60%
Domingo Noriega, PE	40%
Marty Peate, AICP	50%
Rob Julius, PE, MBA	60%
Jim Meyer, AICP	40%
Jeff Blazowski, PE	40%
Chris Rizzolo, PE	50%
John Metroka	50%
Paul Kurtz, RLA	60%
Megan Mckinney	70%
Lian Ji	80%
Vishal Patil, PE	60%
Kevin Gu, PE, PTOE, RSP1	60%
Sima Moradi	80%
Larissa Krinos	70%
Andrew Lloyd, PE	50%
Rick Sparer	60%
Genevieve Cavé-Hunt, ENV SP	50%
Carlos Fleitas	50%
Christopher Riale	50%
Felipe Poletto	60%
Brian Smart	50%
Tanzina Atique, RSP1	60%
Barbara Lopez	70%
Vivek Reddy, PE	40%
Marcia Tobin, AICP	50%

NAME	AVAILABILITY
Erica Harris	60%
Claire Still, MPH	50%
Emily Jordan	90%
Suzanne Murtha	40%
Veronica Siranosian, AICP	50%
Alex Mousadi	60%
Bob Edelstein	50%
Robert Murphy	50%
Kostas Kapetanakis	60%
Huillan Lou, CFM, GISP	70%
Evan Volkin	60%
Toni Horst	50%
Bob Gisetto	80%
Satya Gedala	80%
Carol Cook	60%
Shannon Negro	60%
Lucy Chaplin Trumbull	80%
LANDIS, EVANS AND PARTNERS, INC.	
Bruce Landis, PE	30%
Theo Petritsch, PE, PTOE, RSP2B	40%
VRANA CONSULTING, INC.	
Tammy Vrana, AICP	40%
EARTH RESOURCES, INC.	
Nancy Scott	55%
ADAMS TRAFFIC, INC.	
Nancy Adams, PE	60%



RFP #25-687, Planning Services for the Polk Transportation Planning Organization (TPO)

TAB 6

Surveys of Past Performance

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Survey Questionnaire – Polk County

RFP 25-687, Planning Services for the Polk Transportation Planning Organization (TPO)

To: William Lorenzo, PE (Name of Person completing survey)
Polk County (Name of Client Company/Consultant)
Phone Number: 863.535.2286 Email: WilliamLorenzo@polk-county.net
Total Annual Budget of Entity _____

Subject: Past Performance Survey of Similar work:

Project name: Marigold Avenue PD&E Study / Design from Palmetto Street to CR 580

Name of Vendor being surveyed: AECOM Technical Services, Inc.

Cost of Services: Original Cost: \$4.3M Ending Cost: \$4.3M

Contract Start Date: 2019 Contract End Date: 2025

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

NO	CRITERIA	UNIT	SCORE
1	Ability to manage cost	(1-10)	10
2	Ability to maintain project schedule (complete on-time/early)	(1-10)	10
3	Quality of workmanship	(1-10)	10
4	Professionalism and ability to manage	(1-10)	10
5	Close out process	(1-10)	10
6	Ability to communicate with Client's staff	(1-10)	10
7	Ability to resolve issues promptly	(1-10)	10
8	Ability to follow protocol	(1-10)	10
9	Ability to maintain proper documentation	(1-10)	10
10	Appropriate application of technology	(1-10)	10
11	Overall Client satisfaction and comfort level in hiring	(1-10)	10
12	Ability to offer solid recommendations	(1-10)	10
13	Ability to facilitate consensus and commitment to the plan of action among staff	(1-10)	10

Printed Name of Evaluator William G. Lorenzo

Signature of Evaluator: William G Lorenzo Digitally signed by William G Lorenzo
Date: 2026.01.26 13:24:57 -05'00'

Please fax or email the completed survey to: richard.lackinger@aecom.com

Survey Questionnaire – Polk County

RFP 25-687, Planning Services for the Polk Transportation Planning Organization (TPO)

To: Valerie Brookens (Name of Person completing survey)

Forward Pinellas (Name of Client Company/Consultant)

Phone Number: 727.464.5653 Email: vbrookens@forwardpinellas.org

Total Annual Budget of Entity _____

Subject: Past Performance Survey of Similar work:

Project name: 49th Street Safety Study, Pinellas County, FL

Name of Vendor being surveyed: AECOM

Cost of Services: Original Cost: \$176,497.90 Ending Cost: \$176,497.90

Contract Start Date: 2023 Contract End Date: 2025

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

NO	CRITERIA	UNIT	SCORE
1	Ability to manage cost	(1-10)	10
2	Ability to maintain project schedule (complete on-time/early)	(1-10)	9
3	Quality of workmanship	(1-10)	10
4	Professionalism and ability to manage	(1-10)	9
5	Close out process	(1-10)	10
6	Ability to communicate with Client's staff	(1-10)	10
7	Ability to resolve issues promptly	(1-10)	9
8	Ability to follow protocol	(1-10)	9
9	Ability to maintain proper documentation	(1-10)	10
10	Appropriate application of technology	(1-10)	10
11	Overall Client satisfaction and comfort level in hiring	(1-10)	9
12	Ability to offer solid recommendations	(1-10)	10
13	Ability to facilitate consensus and commitment to the plan of action among staff	(1-10)	9

Printed Name of Evaluator Valerie Brookens

Signature of Evaluator: Valerie Brookens

Please fax or email the completed survey to: _____

Survey Questionnaire – Polk County

RFP 25-687, Planning Services for the Polk Transportation Planning Organization (TPO)

To: Francisco Arbelaez / Brandon Fennell (Name of Person completing survey)

Department of Transportation & Public Works - Planning Division (Name of Client Company/Consultant)

Phone Number: 786-469-5310 / 678-778-4433 Email: francisco.arbelaez@miamidade.gov
brandon.fennell@miamidade.gov

Total Annual Budget of Entity _____

Subject: Past Performance Survey of Similar work:

Project name: MLK Station Area Plan & Site Development Analysis

Name of Vendor being surveyed: AECOM Technical Services, Inc.

Cost of Services: Original Cost: \$543,576.00 Ending Cost: on-going

Contract Start Date: January 9, 2025 Contract End Date: June 2026 (est)

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

NO	CRITERIA	UNIT	SCORE
1	Ability to manage cost	(1-10)	10
2	Ability to maintain project schedule (complete on-time/early)	(1-10)	10
3	Quality of workmanship	(1-10)	9
4	Professionalism and ability to manage	(1-10)	10
5	Close out process	(1-10)	10
6	Ability to communicate with Client's staff	(1-10)	10
7	Ability to resolve issues promptly	(1-10)	10
8	Ability to follow protocol	(1-10)	9
9	Ability to maintain proper documentation	(1-10)	9
10	Appropriate application of technology	(1-10)	10
11	Overall Client satisfaction and comfort level in hiring	(1-10)	10
12	Ability to offer solid recommendations	(1-10)	10
13	Ability to facilitate consensus and commitment to the plan of action among staff	(1-10)	10

Printed Name of Evaluator Francisco Arbelaez

Signature of Evaluator: [Signature]

Please fax or email the completed survey to: _____

Survey Questionnaire – Polk County

RFP 25-687, Planning Services for the Polk Transportation Planning Organization (TPO)

To: Francisco Arbelaez / Brandon Fennell (Name of Person completing survey)

Department of Transportation & Public Works - Planning Division (Name of Client Company/Consultant)

Phone Number: 786-469-5310 / 678-778-4433 Email: francisco.arbelaez@miamidade.gov
brandon.fennell@miamidade.gov

Total Annual Budget of Entity _____

Subject: Past Performance Survey of Similar work:

Project name: S.M.A.R.T Phase 1 - TOD Master Plan for the South Corridor

Name of Vendor being surveyed: AECOM Technical Services, Inc.

Cost of Services: Original Cost: \$1,300,000 Ending Cost: \$1,300,000

Contract Start Date: July 18, 2022 Contract End Date: December 31, 2025

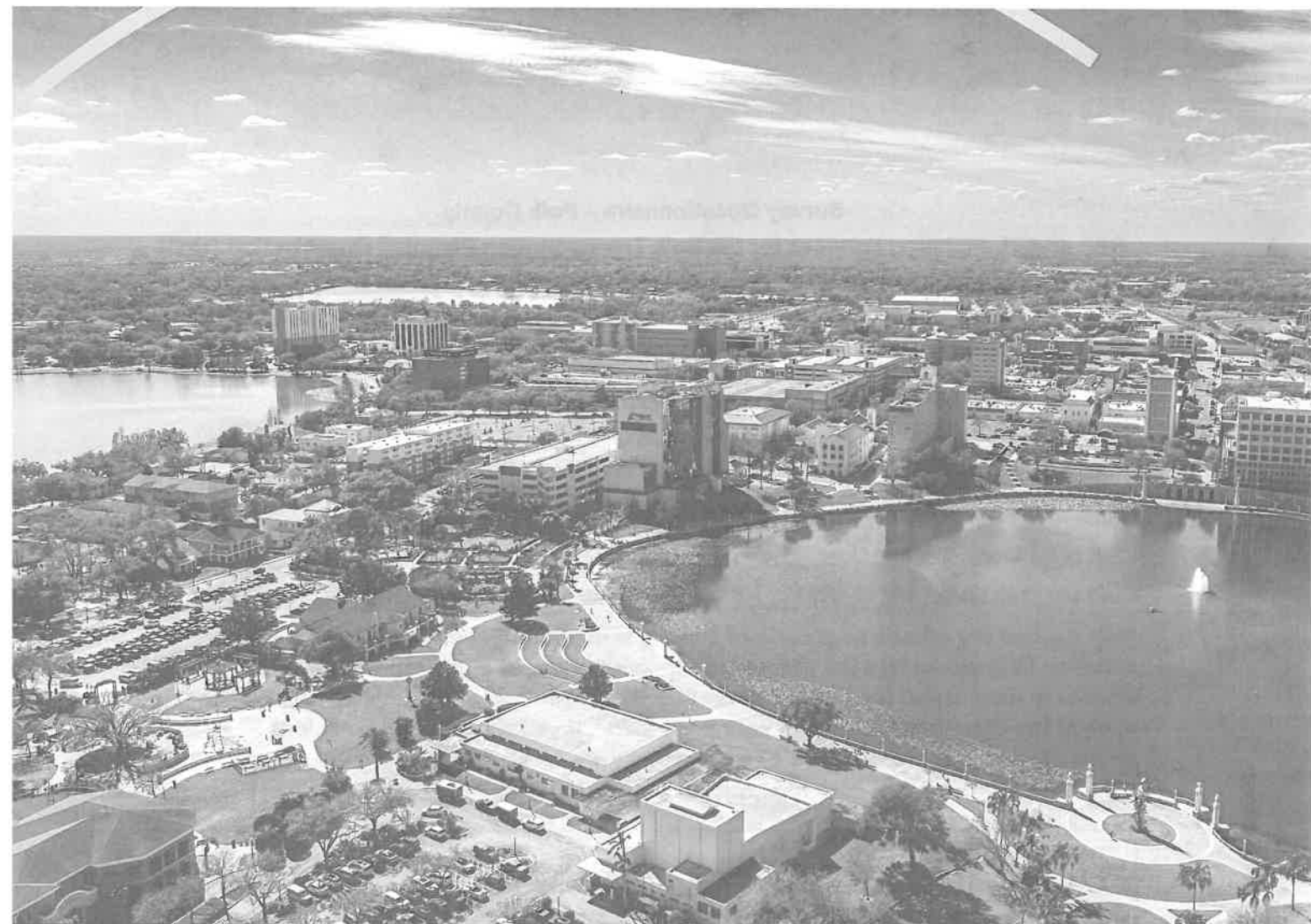
Rate each of the criteria on a scale of 1 to 10, with 10 representing that you were very satisfied (and would hire the Consultant /individual again) and 1 representing that you were very unsatisfied (and would never hire the Consultant /individual again). Please rate each of the criteria to the best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

NO	CRITERIA	UNIT	SCORE
1	Ability to manage cost	(1-10)	10
2	Ability to maintain project schedule (complete on-time/early)	(1-10)	10
3	Quality of workmanship	(1-10)	9
4	Professionalism and ability to manage	(1-10)	10
5	Close out process	(1-10)	10
6	Ability to communicate with Client's staff	(1-10)	10
7	Ability to resolve issues promptly	(1-10)	10
8	Ability to follow protocol	(1-10)	9
9	Ability to maintain proper documentation	(1-10)	9
10	Appropriate application of technology	(1-10)	10
11	Overall Client satisfaction and comfort level in hiring	(1-10)	10
12	Ability to offer solid recommendations	(1-10)	8
13	Ability to facilitate consensus and commitment to the plan of action among staff	(1-10)	10

Printed Name of Evaluator Francisco Arbelaez

Signature of Evaluator: [Signature]

Please fax or email the completed survey to: _____



RFP #25-687, Planning Services for the Polk Transportation Planning Organization (TPO)

TAB 7

DBE Utilization

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STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
**BID OPPORTUNITY LIST FOR COMMODITIES & CONTRACTUAL
 SERVICES**

375-040-62
 PROCUREMENT
 01/16

Prime Contractor: AECOM Technical Services, Inc.

Address/Phone Number: 7650 West Courtney Campbell Causeway, Tampa, FL 33607 / (813) 728-5666

Procurement Number: 25-687

49 CFR Part 26.11 The list is intended to be a listing of all firms that are participating, or attempting to participate, on DOT-assisted contracts. The list must include all firms that bid on prime contracts, or bid or quote subcontracts and supplies materials on DOT-assisted projects, including both DBEs and non-DBEs. This list must include all subcontractors contacting you and expressing an interest in teaming with you on a specific DOT-assisted project. Prime contractors must provide information for Numbers 1, 2, 3 and 4, and should provide any information they have available on Numbers 5, 6, and 7 for themselves, and their subcontractors.

1. Federal Tax ID Number: 95-2661922
 2. Firm Name: AECOM Technical Services, Inc.
 3. Phone: (813) 728-5666
 4. Address: 7650 West Courtney Campbell Causeway
Tampa, FL 33607
 5. Year Firm Established: 1970

6. ☐ DBE
☒ Non-DBE

7. Annual Gross Receipts
☐ Less than \$1 million
☐ Between \$1 - \$5 million
☐ Between \$5 - \$10 million
☐ Between \$10 - \$15 million
☒ More than \$15 million

1. Federal Tax ID Number: 34-1993664
 2. Firm Name: Adams Traffic, Inc.
 3. Phone: (813) 763-7763
 4. Address: PO Box 997 Plant City, FL 33564
 5. Year Firm Established: 2001

6. ☒ DBE
☐ Non-DBE

7. Annual Gross Receipts
☒ Less than \$1 million
☐ Between \$1 - \$5 million
☐ Between \$5 - \$10 million
☐ Between \$10 - \$15 million
☐ More than \$15 million

1. Federal Tax ID Number: 20-3422039
 2. Firm Name: Earth Resources, Inc.
 3. Phone: (813) 333-2971
 4. Address: 3411 W. Dorchester Street
Tampa, FL 33611
 5. Year Firm Established: 2005

6. ☒ DBE
☐ Non-DBE

7. Annual Gross Receipts
☐ Less than \$1 million
☒ Between \$1 - \$5 million
☐ Between \$5 - \$10 million
☐ Between \$10 - \$15 million
☐ More than \$15 million

1. Federal Tax ID Number: 59-2200597
 2. Firm Name: Landis, Evans and Partners, Inc.
 3. Phone: (813) 949-7449
 4. Address: 3810 Northdale Blvd., Suite 100
Tampa, FL 33624
 5. Year Firm Established: 1982

6. ☐ DBE
☒ Non-DBE

7. Annual Gross Receipts
☐ Less than \$1 million
☐ Between \$1 - \$5 million
☐ Between \$5 - \$10 million
☐ Between \$10 - \$15 million
☐ More than \$15 million

AS APPLICABLE, PLEASE SUBMIT THIS FORM WITH YOUR:

**BID SHEET (Invitation to Bid – ITB)
 PRICE PROPOSAL (Request for Proposal – RFP)
 REPLY (Invitation to Negotiate – ITN)**

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
**BID OPPORTUNITY LIST FOR COMMODITIES & CONTRACTUAL
 SERVICES**

375-040-62
 PROCUREMENT
 01/16

Prime Contractor: AECOM Technical Services, Inc.

Address/Phone Number: 7650 West Courtney Campbell Causeway, Tampa, FL 33607 / (813) 728-5666

Procurement Number: 25-687

49 CFR Part 26.11 The list is intended to be a listing of all firms that are participating, or attempting to participate, on DOT-assisted contracts. The list must include all firms that bid on prime contracts, or bid or quote subcontracts and supplies materials on DOT-assisted projects, including both DBEs and non-DBEs. This list must include all subcontractors contacting you and expressing an interest in teaming with you on a specific DOT-assisted project. Prime contractors must provide information for Numbers 1, 2, 3 and 4, and should provide any information they have available on Numbers 5, 6, and 7 for themselves, and their subcontractors.

1. Federal Tax ID Number: 26-1977781
 2. Firm Name: Vrana Consulting, Inc.
 3. Phone: (727) 415-1200
 4. Address: 260 Tucker St, Safety Harbor, FL 34695

6. ☒ DBE
☐ Non-DBE

7. Annual Gross Receipts
☒ Less than \$1 million
☐ Between \$1 - \$5 million
☐ Between \$5 - \$10 million
☐ Between \$10 - \$15 million
☐ More than \$15 million

5. Year Firm Established: 2007

1. Federal Tax ID Number: _____
 2. Firm Name: _____
 3. Phone: _____
 4. Address: _____

6. ☐ DBE
☐ Non-DBE

7. Annual Gross Receipts
☐ Less than \$1 million
☐ Between \$1 - \$5 million
☐ Between \$5 - \$10 million
☐ Between \$10 - \$15 million
☐ More than \$15 million

5. Year Firm Established: _____

1. Federal Tax ID Number: _____
 2. Firm Name: _____
 3. Phone: _____
 4. Address: _____

6. ☐ DBE
☐ Non-DBE

7. Annual Gross Receipts
☐ Less than \$1 million
☐ Between \$1 - \$5 million
☐ Between \$5 - \$10 million
☐ Between \$10 - \$15 million
☐ More than \$15 million

5. Year Firm Established: _____

1. Federal Tax ID Number: _____
 2. Firm Name: _____
 3. Phone: _____
 4. Address: _____

6. ☐ DBE
☐ Non-DBE

7. Annual Gross Receipts
☐ Less than \$1 million
☐ Between \$1 - \$5 million
☐ Between \$5 - \$10 million
☐ Between \$10 - \$15 million
☐ More than \$15 million

5. Year Firm Established: _____

AS APPLICABLE, PLEASE SUBMIT THIS FORM WITH YOUR:

**BID SHEET (Invitation to Bid – ITB)
 PRICE PROPOSAL (Request for Proposal – RFP)
 REPLY (Invitation to Negotiate – ITN)**

Attachment "H"
DBE UTILIZATION FORM

DBE UTILIZATION STATEMENT

The undersigned Proposer has satisfied the requirements of the solicitation in the following manner (please check the appropriate space):

 X The Bidder/Offer is committed to a minimum of 13 % DBE utilization on this contract.

 OR

 The Proposer (if unable to meet the DBE goal of 11.31 %) is committed to a minimum of .01% DBE utilization on this contract and submits documentation demonstrating good faith efforts.

DBE PARTICIPATION SCHEDULE

The Proposer shall provide the following information for all DBE's participating in the contract that comprises the DBE Utilization percent stated in the above DBE Utilization Statement. The Proposer shall also furnish the name and telephone number of the appropriate contact person should the TPO have any questions in relation to the information furnished herein. (Copy if necessary)

DBE IDENTIFICATION AND INFORMATION

Name and Address:

Vrana Consulting, Inc. | 260 Tucker St, Safety Harbor, FL 34695

Contact Name and Telephone Number:

Tammy Vrana, AICP | (727) 415-1200

Participation Percentage (Of Total Contract Value):

5%

Description of Work To Be Performed:

Land Planning/Engineering, Transportation Disadvantaged Planning, Public Participation

Ethnicity and Gender of Firm:

Non-Hispanic | Woman-Owned (100%)

DBE IDENTIFICATION AND INFORMATION**Name and Address:**

Earth Resources, Inc. | 3411 W. Dorchester Street, Tampa, FL 33611

Contact Name and Telephone Number:

Nancy Scott | (813) 333-2971; (813) 748-6262

Participation Percentage (Of Total Contract Value):

5%

Description of Work To Be Performed:

NEPA, State and Federal Environmental Permitting

Ethnicity and Gender of Firm:

Woman-owned business

Name and Address:

Adams Traffic, Inc. | PO Box 997 Plant City, FL 33564

Contact Name and Telephone Number:

Nancy Adams, PE, President | (813) 763-7763

Participation Percentage (Of Total Contract Value):

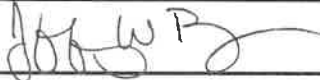
3%

Description of Work To Be Performed:

Traffic Counts

Ethnicity and Gender of Firm:

Woman-owned business

Vendor Name: AECOM Technical Services, Inc.**Vendor Signature:** 

Jeff Blazowski, PE, Vice President / Authorized Signatory



January 30, 2026

AECOM
7650 W Courtney Campbell Causeway
Tampa, Florida 33607

Attn: Domingo Noriega, Associate Vice President

Subject: DBE Letter of Intent – Planning Services for Polk County Transportation Planning Organization (RFP #25-687)

Dear Mr. Noriega,

Vrana Consulting Inc. (VCI) hereby submits this Letter of Intent to confirm our commitment to participate as a Disadvantaged Business Enterprise (DBE) subconsultant to AECOM in pursuit of the Planning Services Contract for the Polk County Transportation Planning Organization (TPO).

VCI is certified under the Florida Unified Certification Program (UCP) as a Disadvantaged Business Enterprise (DBE) and as a Small Business Enterprise (SBE). The firm specializes in land use and transportation planning, sociocultural effects evaluation, and community engagement for local governments, MPOs/TPOs, and the Florida Department of Transportation. Our anticipated role on the team includes providing planning, community engagement, and other technical assistance tasks as requested by the Polk County TPO.

VCI commits to negotiating in good faith and to performing the scope of services associated with assigned tasks under work orders issued to AECOM under this contract.

Thank you for the opportunity to join the AECOM team in service to the Polk County TPO.

Sincerely,
VRANA CONSULTING INC.

A handwritten signature in black ink, appearing to read "Tammy Vrana". The signature is stylized with a large, looped "T" and a cursive "Vrana".

Tammy Vrana, AICP
President

**DBE AFFIDAVIT**

(Florida Unified Certification Program)

I, Tammy Vrana, hereby certify that I am the President and authorized representative of Vrana Consulting, Inc. (VCI), located at 260 Tucker Street, Safety Harbor, Florida 34695.

I further certify that there has been no change in the ownership, management, control, or DBE certification status of Vrana Consulting, Inc. since the date of its most recent certification or recertification.

This statement is submitted in connection with proposals and contracting requirements for public sector professional services and may be relied upon by contracting agencies and prime consultants.

I declare that the foregoing is true and correct to the best of my knowledge.

Signature: _____

A handwritten signature in black ink, appearing to read "Tammy Vrana", written over a horizontal line.

Tammy Vrana, President
Vrana Consulting, Inc.

Date: February 2, 2026

Adams Traffic, Inc.

P.O. Box 997, Plant City, FL 33564

Phone: 813-763-7763

February 16, 2026

Domingo Noriega, PE

AECOM

7650 West Courtney Campbell Causeway

Tampa, FL 33607

RE: RFP 25-687; Planning Services for the Polk Transportation Planning Organization (TPO)

Dear Mr. Noriega,

Adams Traffic hereby submits this Letter of Intent to confirm our commitment to participate as a Disadvantaged Business Enterprise (DBE) subconsultant to AECOM in pursuit of the Planning Services Contract for the Polk County Transportation Planning Organization (TPO).

Adams Traffic was certified under the Florida Unified Certification Program (UCP) as a Disadvantaged Business Enterprise (DBE) and as a Small Business Enterprise (SBE). There has been no change in the ownership, management, control, or DBE certification status of Adams Traffic since the date of its most recent certification or recertification.

Adams Traffic commits to negotiating in good faith and to performing the scope of services associated with assigned tasks under work orders issued to AECOM under this contract.

Thank you for the opportunity to join the AECOM team in service to the Polk County TPO.

Sincerely,

Adams Traffic, Inc.

A handwritten signature in black ink that reads "Nancy Adams". The signature is fluid and cursive, with a long horizontal stroke at the end.

Nancy Adams, P.E.
President



February 16, 2026

Mr. Domingo Noriega
AECOM
7650 West Courtney Campbell Causeway
Tampa, FL 33607-1462

Dear Mr. Noriega,

Earth Resources, Inc. hereby submits this Letter of Intent to confirm our commitment to participate as a Disadvantaged Business Enterprise (DBE) subconsultant to AECOM in pursuit of the Planning Services Contract for the Polk County Transportation Planning Organization (TPO).

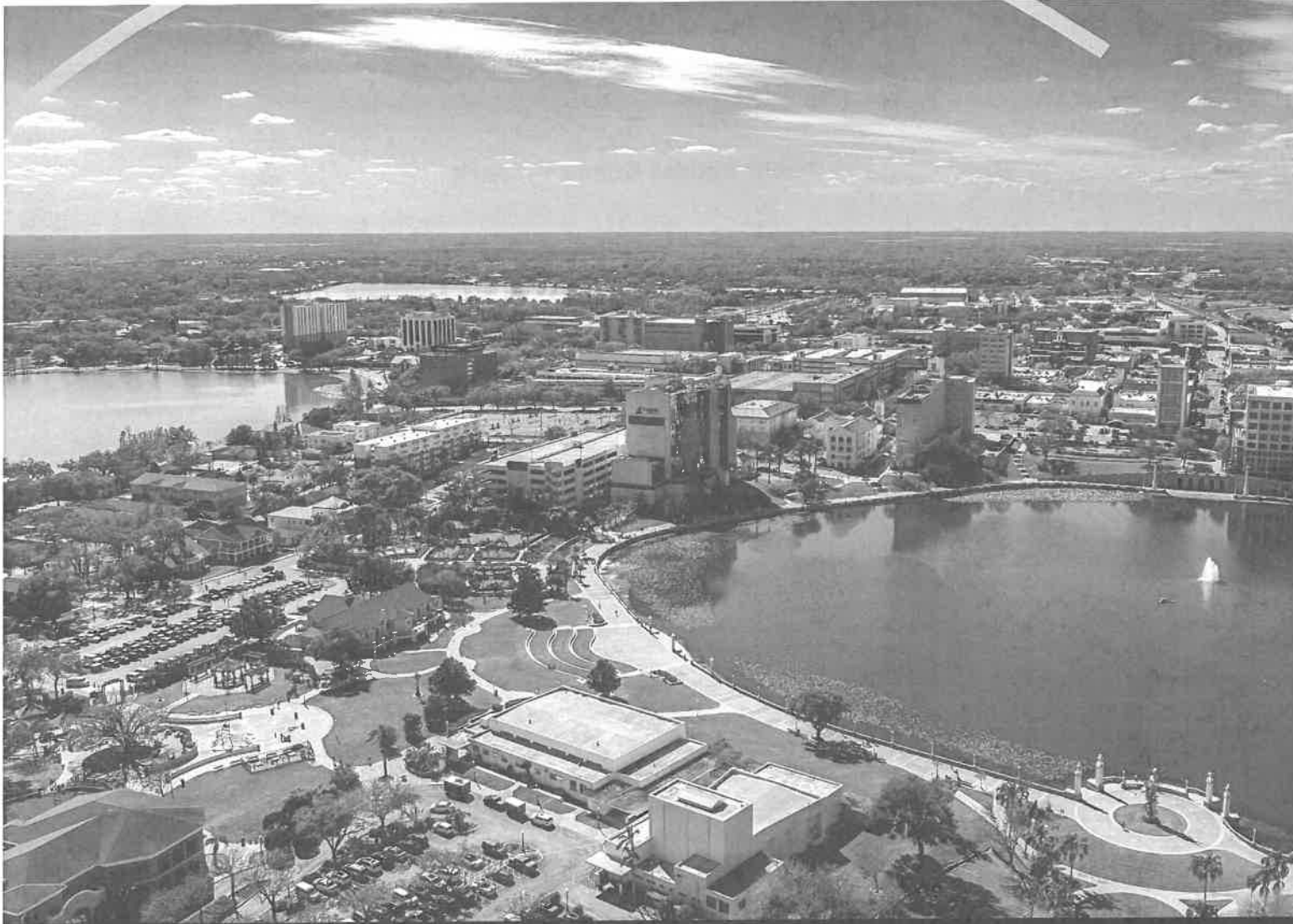
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Earth Resources, Inc. commits to negotiating in good faith and to performing the scope of services associated with assigned tasks under work orders issued to AECOM under this contract.

Thank you for the opportunity to join the AECOM team in service to the Polk County TPO.

Sincerely,
Earth Resources, Inc. (D/SBE)

Nancy Scott



RFP #25-687, Planning Services for the Polk Transportation Planning Organization (TPO)

TAB 8

Additional Forms and Documentation

AECOM

Delivering a better world

Public Entities Crimes Affidavit

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

THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICER AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted with a proposal to the Human Services Department.
2. This sworn statement submitted by AECOM Technical Services, Inc.
(Name of entity submitting sworn statement)
whose business address is 7650 West Courtney Campbell Causeway, Tampa, FL 33607
and (if applicable) its Federal Employer Identification Number is 95-2661922.
3. My name is Jeff Blazowski, PE and my relationship to the
entity named _____
(Print name of individual signing)
above is Vice President / Authorized Signatory.
4. I understand that a "public entity crime" as defined in paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
5. I understand that "convicted" or "conviction" as defined in paragraph 287.133(1)(b), Florida Statutes means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1989, because of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.
6. I understand that an "affiliate" as defined in paragraph 287.133(1)(a), Florida Statutes means:
 - a. A predecessor or successor of a person convicted of a public entity crime; or
 - b. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members and agents who are active in the management of the affiliate. The ownership by one person of shares constituting a controlling interest in another person, or pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.
7. I understand that a "person" as defined in paragraph 287.133(1)(e), Florida Statutes means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bids on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members and agents who are active in the management of an entity.

Public Entities Crimes Affidavit (continued),

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

☒ Neither the entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members and agents who are active in the management of the entity, or an affiliate of the entity have been charged with and convicted of a public entity crime after July 1, 1989.

☐ The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members and agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime after July 1, 1989, AND (Indicate which additional statement below applies).

☐ There has been proceeding concerning the conviction before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer did not place the person or affiliate on the convicted vendor list. (Please attach a copy of the final order).

☐ The person or affiliate was placed on the convicted vendor list. There has been a subsequent proceeding before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer determined that it was in the public interest to remove the person or affiliate from the convicted vendor list. (Please attach a copy of the final order).

☐ The person or affiliate has not been placed on the convicted vendor list. (Please describe an action taken by or pending with the Department of General Services).

STATE OF Florida
COUNTY OF Hillsborough

[Signature]
1/28/2026

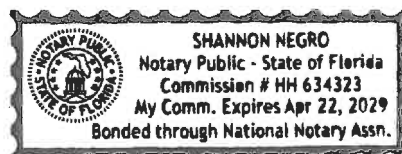
The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization, this 28th day of Jan, 2026 by Jeff Blazowski (name) as Vice President (title of officer) of BEcom (entity name), on behalf of the company, who ☒ is personally known to me or ☐ has produced N/A as identification.

Notary Public Signature: [Signature: Shannon Negro]

Printed Name of Notary Public: Shannon Negro

Notary Commission Number and Expiration: 4-22-2029 / HH 634323

(AFFIX NOTARY SEAL)



STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION

DRUG-FREE WORKPLACE PROGRAM CERTIFICATION

287.087 Preference to businesses with drug-free workplace programs. Whenever two or more bids, proposals, or replies that are equal with respect to price, quality, and service are received by the state or by any political subdivision for the procurement of commodities or contractual services, a bid, proposal, or reply received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. In order to have a drug-free workplace program, a business shall:

(1) Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the 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' 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 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.

Does the individual responding to this solicitation certify that their firm has implemented a drug-free workplace program in accordance with the provision of Section 287.087, Florida Statutes, as stated above?

☒ YES

☐ NO

NAME OF BUSINESS: AECOM Technical Services, Inc.

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
TRUTH IN NEGOTIATION CERTIFICATION

375-030-30
PROCUREMENT
05/14

Pursuant to Section 287.055(5)(a), Florida Statutes, for any lump-sum or cost-plus-a-fixed fee professional services contract over the threshold amount provided in Section 287.017, Florida Statutes for CATEGORY FOUR, the Department of Transportation (Department) requires the Consultant to execute this certificate and include it with the submittal of the Technical Proposal, or as prescribed in the contract advertisement.

The Consultant hereby certifies, covenants, and warrants that wage rates and other factual unit costs supporting the compensation for this project's agreement are accurate, complete, and current at the time of contracting.

The Consultant further agrees that the original agreement price and any additions thereto shall be adjusted to exclude any significant sums by which the Department determines the agreement price was increased due to inaccurate, incomplete, or noncurrent wage rates and other factual unit costs. All such agreement adjustments shall be made within (1) year following the end of the contract. For purposes of this certificate, the end of the agreement shall be deemed to be the date of final billing or acceptance of the work by the Department, whichever is later.

AECOM Technical Services, Inc.

Name of Consultant

By: _____

Jeff Blazowski, PE

01/30/2026

Date

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION

**CONFLICT OF INTEREST/CONFIDENTIALITY CERTIFICATION
FOR CONSULTANT/CONTRACTOR/TECHNICAL ADVISORS**

375-030-50
PROCUREMENT
OGC - 1/20

I certify that I have no present conflict of interest, that I have no knowledge of any conflict of interest that my firm may have, and that I will recuse myself from any capacity of decision making, approval, disapproval, or recommendation on any contract if I have a conflict of interest or a potential conflict of interest.

Consultants/Contractors are expected to safeguard their ability to make objective, fair, and impartial decisions when performing work for the Department, and therefore may not accept benefits of any sort under circumstances in which it could be inferred by a reasonable observer that the benefit was intended to influence a pending or future decision of theirs, or to reward a past decision. Consultants performing work for the Department should avoid any conduct (whether in the context of business, financial, or social relationships) which might undermine the public trust, whether or not that conduct is unethical or lends itself to the appearance of ethical impropriety.

I will maintain the confidentiality of all information not made public by the Florida Department of Transportation ("Department") related to the procurement of the above-referenced ("Project") that I gain access to as a result of my involvement with the Project ("Procurement Information"). I understand that Procurement Information includes, but is not limited to, documents prepared by or for the Department related to procurement of the Project. I also understand that Procurement Information includes, but is not limited to, documents submitted to the Department by entities seeking an award of the Project ("Proposers"). I understand that Procurement Information may include documents submitted by Proposers related to letters of response/letters of interest, technical proposals, price proposals, financial proposals, and information shared during exempt meetings. I also understand that Procurement Information may also include documents that evaluate or review documents submitted by Proposers, and information regarding Project cost estimates. I also agree not to discuss the Project with anyone who is a member of or acting on behalf of a Proposer.

Unless so ordered by a court of competent jurisdiction or an opinion of the Office of the Florida Attorney General, I will not divulge any Procurement Information except to individuals who have executed a Conflict of Interest/Confidentiality Certification which has been approved by the Department ("Project Personnel"). I understand that a list of Project Personnel will be maintained by Department. If I am contacted by any member of the public or the media with a request for Procurement Information, I will promptly forward such request to the Department's Procurement Office. I will also maintain security and control over all documents containing Procurement Information which are in my custody.

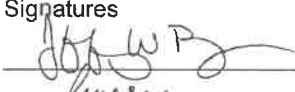
I agree not to solicit or accept gratuities, unwarranted privileges or exemptions, favors, or anything of value from any firm under consideration for an agreement associated with the Project, and I recognize that doing so may be contrary to statutes, ordinances, and rules governing or applicable to the Department or may otherwise be a violation of the law.

I agree not to engage in bid tampering, pursuant to Section 838.22, Florida Statutes.

I realize that violation of the above mentioned standards could result in the termination of my work for the Department. I further realize that violation of the above mentioned statute would be punishable in accordance with Section 838.22, Florida Statutes..

Advertisement No./ Solicitation No	Description	Financial Project Number(s)
25-687	Planning Services for the Polk Transportation Planning Organization (TPO)	N/A

Each undersigned individual agrees to the terms of this Conflict of Interest/Confidentiality Certification.

Printed Names	Signatures	Date
Jeff Blazowski, PE		1/30/2026
Moe Lavasani, PhD, PE, PTOE, RSP1		1/30/2026
Domingo Noriega, PE		1/30/2026
Martin (Marty) A. Peate, AICP		1/30/2026

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
**CONFLICT OF INTEREST/CONFIDENTIALITY CERTIFICATION
FOR CONSULTANT/CONTRACTOR/TECHNICAL ADVISORS**

375-030-50
PROCUREMENT
OGC – 1/20

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Printed Names

Nancy Adams, PE

Signatures

Nancy Adams

Date

2/2/26

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION

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FOR CONSULTANT/CONTRACTOR/TECHNICAL ADVISORS**

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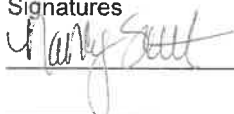
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Advertisement No./ Solicitation No	Description	Financial Project Number(s)
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Printed Names	Signatures	Date
Nancy Scott		2/4/2026

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
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FOR CONSULTANT/CONTRACTOR/TECHNICAL ADVISORS**

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OGC – 1/20

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Advertisement No./ Solicitation No	Description	Financial Project Number(s)
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Printed Names

Theodore Petritsch

Signatures



Date

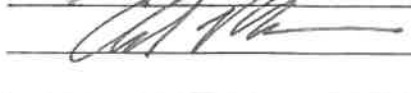
2/4/2026

Tung Vo



2/4/2026

Chad Rohde



2/4/2026

I certify that I have no present conflict of interest, that I have no knowledge of any conflict of interest that my firm may have, and that I will recuse myself from any capacity of decision making, approval, disapproval, or recommendation on any contract if I have a conflict of interest or a potential conflict of interest.

Consultants/Contractors are expected to safeguard their ability to make objective, fair, and impartial decisions when performing work for the Department, and therefore may not accept benefits of any sort under circumstances in which it could be inferred by a reasonable observer that the benefit was intended to influence a pending or future decision of theirs, or to reward a past decision. Consultants performing work for the Department should avoid any conduct (whether in the context of business, financial, or social relationships) which might undermine the public trust, whether or not that conduct is unethical or lends itself to the appearance of ethical impropriety.

I will maintain the confidentiality of all information not made public by the Florida Department of Transportation ("Department") related to the procurement of the above-referenced ("Project") that I gain access to as a result of my involvement with the Project ("Procurement Information"). I understand that Procurement Information includes, but is not limited to, documents prepared by or for the Department related to procurement of the Project. I also understand that Procurement Information includes, but is not limited to, documents submitted to the Department by entities seeking an award of the Project ("Proposers"). I understand that Procurement Information may include documents submitted by Proposers related to letters of response/letters of interest, technical proposals, price proposals, financial proposals, and information shared during exempt meetings. I also understand that Procurement Information may also include documents that evaluate or review documents submitted by Proposers, and information regarding Project cost estimates. I also agree not to discuss the Project with anyone who is a member of or acting on behalf of a Proposer.

Unless so ordered by a court of competent jurisdiction or an opinion of the Office of the Florida Attorney General, I will not divulge any Procurement Information except to individuals who have executed a Conflict of Interest/Confidentiality Certification which has been approved by the Department ("Project Personnel"). I understand that a list of Project Personnel will be maintained by Department. If I am contacted by any member of the public or the media with a request for Procurement Information, I will promptly forward such request to the Department's Procurement Office. I will also maintain security and control over all documents containing Procurement Information which are in my custody.

I agree not to solicit or accept gratuities, unwarranted privileges or exemptions, favors, or anything of value from any firm under consideration for an agreement associated with the Project, and I recognize that doing so may be contrary to statutes, ordinances, and rules governing or applicable to the Department or may otherwise be a violation of the law.

I agree not to engage in bid tampering, pursuant to Section 838.22, Florida Statutes.

I realize that violation of the above mentioned standards could result in the termination of my work for the Department. I further realize that violation of the above mentioned statute would be punishable in accordance with Section 838.22, Florida Statutes..

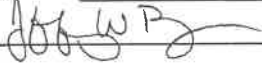
Each undersigned individual agrees to the terms of this Conflict of Interest/Confidentiality Certification.

Printed Names	Signatures	Date
Tammy Vrana, AICP		February 2, 2026

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY
AND VOLUNTARY EXCLUSION-
LOWER TIER COVERED TRANSACTIONS FOR FEDERAL AID CONTRACTS**
(Compliance with 2 CFR Parts 180 and 1200)

It is certified that neither the below identified firm nor its principals are presently suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.

Name of Consultant/Contractor: AECOM Technical Services, Inc.

By: Jeff Blazowski, PE 

Date: 01/30/2026

Title: Vice President / Authorized Signatory

Instructions for Certification

Instructions for Certification - Lower Tier Participants:

(Applicable to all subcontracts, purchase orders and other lower tier transactions requiring prior FHWA approval or estimated to cost \$25,000 or more - 2 CFR Parts 180 and 1200)

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

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

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

d. The terms "covered transaction," "debarred," "suspended," "ineligible," "participant," "person," "principal," and "voluntarily excluded," as used in this clause, are defined in 2 CFR Parts 180 and 1200. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations. "First Tier Covered Transactions" refers to any covered transaction between a grantee or subgrantee of Federal funds and a participant (such as the prime or general contract). "Lower Tier Covered Transactions" refers to any covered transaction under a First Tier Covered Transaction (such as subcontracts). "First Tier Participant" refers to the participant who has entered into a covered transaction with a grantee or subgrantee of Federal funds (such as the prime or general contractor). "Lower Tier Participant" refers any participant who has entered into a covered transaction with a First Tier Participant or other Lower Tier Participants (such as subcontractors and suppliers).

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

f. The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions exceeding the \$25,000 threshold.

g. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any lower tier prospective participants, each participant may, but is not required to, check the Excluded Parties List System website (<https://www.epls.gov/>), which is compiled by the General Services Administration.

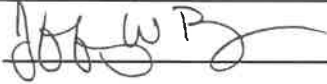
h. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of participant is not required to exceed that which is normally possessed by a prudent person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

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

DISCLOSURE OF LOBBYING ACTIVITIES

Is this form applicable to your firm?

YES ☐ NO ☒If *no*, then please complete section 4
below for "Prime"

1. Type of Federal Action: a. contract b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance	2. Status of Federal Action: a. bid/offer/application b. initial award c. post-award	3. Report Type: a. initial filing b. material change For Material Change Only: Year: _____ Quarter: _____ Date of last report: _____ (mm/dd/yyyy)
4. Name and Address of Reporting Entity: ☒ Prime ☐ Subawardee Tier _____, if known: AECOM Technical Services, Inc. 7650 West Courtney Campbell Causeway Tampa, FL 33607 Congressional District, if known: 4c		5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime: _____ _____ _____ Congressional District, if known: _____
6. Federal Department/Agency: _____ _____ _____	7. Federal Program Name/Description: _____ _____ _____ CFDA Number, if applicable: _____	
8. Federal Action Number, if known: _____	9. Award Amount, if known: \$ _____	
10. a. Name and Address of Lobbying Registrant <i>(if individual, last name, first name, MI):</i> _____ _____ _____	b. Individuals Performing Services <i>(including address if different from No. 10a)</i> <i>(last name, first name, MI):</i> _____ _____ _____	
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature:  Print Name: Jeff Blazowski, PE Title: Vice President / Authorized Signatory Telephone No.: 813-728-5666 Date (mm/dd/yyyy): 01/30/2026	
Federal Use Only:		Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)



Florida Department of Transportation

RON DESANTIS
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

JARED W. PERDUE, P.E.
SECRETARY

POLICY

Effective: May 21, 2024
Office: Transportation Technology
Topic No. 010-325-065-a

ARTIFICIAL INTELLIGENCE (AI) POLICY

To support the mission and vision of the Florida Department of Transportation (Department), it is the policy of the Department to responsibly, transparently, and ethically use artificial intelligence (AI) with human accountability.

This policy applies to all Department-related activities, employees, vendors, consultants, and contractors that use, acquire, collect, or develop AI solutions. This policy applies to Machine Learning, Generative Language Models, and covers all embedded and standalone AI technologies/tools.

The use of AI for Department-related purposes must occur within the following boundaries:

- AI must supplement or complement the work that is primarily accomplished by a human.
- AI usage must engage humans throughout the process, with human involvement in reviews and decisions. Humans are fully responsible for the work and products involving AI.
- AI systems and decision-making processes must be ethical and comply with all applicable laws, rules, regulations, and policies.
- AI systems and decision-making processes must be transparent and disclose if the products are generated partially or fully by an AI tool.
- AI systems must protect people's privacy and comply with all applicable data protection regulations.
- AI systems must protect information that is exempt from public disclosure pursuant to Florida's public records laws, and must comply with all applicable data protection laws, rules, regulations, and policies.
- AI data and the output from all AI-related models must be validated by humans to ensure AI data and its output are free of personally identifiable information and to prevent copyright infringement and other legal challenges.
- To ensure the quality and the security of the Department's data and IT systems, employees, vendors, consultants, and contractors are prohibited from attempting to gain access to AI applications not approved by the Department when using Department's systems, networks, computers, phones, or other communication devices, when conducting business under contract for the Department, or when using the Department's data.



Florida Department of Transportation

RON DESANTIS
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

JARED W. PERDUE, P.E.
SECRETARY

This AI Policy will be integrated into the Department's internal manuals, guidelines and related documents governing the Department's projects, including planning, designing, construction and operation of transportation facilities, as appropriate.

A handwritten signature in black ink, appearing to read "Jeff Blazowski".

Jeff Blazowski, PE

DocuSigned by:
A handwritten signature in black ink, appearing to read "Jared W. Perdue".
862D6B01F4FF447...

Jared W. Perdue, P.E., Secretary

About AECOM

AECOM is the global infrastructure leader, committed to delivering a better world. As a trusted professional services firm powered by deep technical abilities, we solve our clients' complex challenges in water, environment, energy, transportation and buildings. Our teams partner with public- and private-sector clients to create innovative, sustainable and resilient solutions throughout the project lifecycle – from advisory, planning, design and engineering to program and construction management. AECOM is a Fortune 500 firm that had revenue of \$16.1 billion in fiscal year 2024. Learn more at aecom.com.

EXHIBIT "Aiii"

**FEDERAL HIGHWAY ADMINISTRATION
EXHIBITS TO COMPETITIVE GRANT AGREEMENTS**

Date: November 19, 2025

EXHIBIT A
APPLICABLE FEDERAL LAWS AND REGULATIONS

By entering into this grant agreement under the grant program on the title page of Schedules A to H to the Grant Agreement the Recipient assures and certifies, with respect to this Grant, that it will comply with all applicable Federal laws, regulations, executive orders, policies, guidelines, and requirements as they relate to the application, acceptance, and use of Federal funds for this Project. Performance under this grant agreement shall be governed by and in compliance with the following requirements, as applicable, to the type of organization of the Recipient and any applicable sub-recipients. The applicable provisions to this grant agreement include, but are not limited to, the following:

General Federal Legislation

- a. Davis-Bacon Act – 40 U.S.C. 3141, et seq., as applicable under 23 U.S.C. 113
- b. Federal Fair Labor Standards Act – 29 U.S.C. 201, et seq.
- c. Hatch Act – 5 U.S.C. 1501, et seq.
- d. Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 – 42 U.S.C. 4601, et seq.
- e. National Historic Preservation Act of 1966 - Section 106 – 54 U.S.C. 306108
- f. Archeological and Historic Preservation Act of 1974 – 54 U.S.C. 312501, et seq.
- g. Native American Graves Protection and Repatriation Act – 25 U.S.C. 3001, et seq.
- h. Clean Air Act, P.L. 90-148, as amended – 42 U.S.C. 7401, et seq.
- i. Section 404 of the Clean Water Act, as amended – 33 U.S.C. 1344
- j. Section 7 of the Endangered Species Act, P.L. 93-205, as amended – 16 U.S.C. 1536
- k. Coastal Zone Management Act, P.L. 92-583, as amended – 16 U.S.C. 1451, et seq.
- l. Flood Disaster Protection Act of 1973 - Section 102(a) – 42 U.S.C. 4012a
- m. Age Discrimination Act of 1975 – 42 U.S.C. 6101, et seq.
- n. American Indian Religious Freedom Act, P.L. 95-341, as amended
- o. Drug Abuse Office and Treatment Act of 1972, as amended – 21 U.S.C. 1101, et seq.
- p. The Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970, P.L. 91-616, as amended – 42 U.S.C. 4541, et seq.
- q. Sections 523 and 527 of the Public Health Service Act of 1912, as amended – 42 U.S.C. 290dd through 290dd-2
- r. Architectural Barriers Act of 1968 – 42 U.S.C. 4151, et seq.
- s. Power Plant and Industrial Fuel Use Act of 1978, P.L. 100-42 - Section 403 – 42 U.S.C. 8373
- t. Contract Work Hours and Safety Standards Act – 40 U.S.C. 3701, et seq.
- u. Copeland Anti-kickback Act, as amended – 18 U.S.C. 874 and 40 U.S.C. 3145
- v. National Environmental Policy Act of 1969 – 42 U.S.C. 4321, et seq.
- w. Wild and Scenic Rivers Act, P.L. 90-542, as amended – 16 U.S.C. 1271, et seq.
- x. Federal Water Pollution Control Act, as amended – 33 U.S.C. 1251-1376
- y. Single Audit Act of 1984 – 31 U.S.C. 7501, et seq.
- z. Americans with Disabilities Act of 1990 – 42 U.S.C. 12101, et seq.
- aa. Title IX of the Education Amendments of 1972, as amended – 20 U.S.C. 1681 through 1683 and 1685 through 1687
- bb. Section 504 of the Rehabilitation Act of 1973, as amended – 29 U.S.C. 794

- cc. Title VI of the Civil Rights Act of 1964 – 42 U.S.C. 2000d, et seq.
- dd. Title IX of the Federal Property and Administrative Services Act of 1949 – 40 U.S.C. 1101 -1104, 541, et seq.
- ee. Limitation on Use of Appropriated Funds to Influence Certain Federal Contracting and Financial Transactions – 31 U.S.C. 1352
- ff. Freedom of Information Act – 5 U.S.C. 552, as amended
- gg. Magnuson-Stevens Fishery Conservation and Management Act – 16 U.S.C. 1855
- hh. Farmland Protection Policy Act of 1981 – 7 U.S.C. 4201, et seq.
- ii. Noise Control Act of 1972 – 42 U.S.C. 4901, et seq.
- jj. Fish and Wildlife Coordination Act of 1956 – 16 U.S.C. 661, et seq.
- kk. Section 9 of the Rivers and Harbors Act and the General Bridge Act of 1946 – 33 U.S.C. 401 and 525
- ll. Section 4(f) of the Department of Transportation Act of 1966 – 49 U.S.C. 303 and 23 U.S.C. 138
- mm. Comprehensive Environmental Response, Compensation, and Liability Act of 1980 (CERCLA), as amended – 42 U.S.C. 9601, et seq.
- nn. Safe Drinking Water Act – 42 U.S.C. 300f to 300j-26
- oo. Wilderness Act – 16 U.S.C. 1131-1136
- pp. Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act of 1976 – 42 U.S.C. 6901, et seq.
- qq. Migratory Bird Treaty Act – 16 U.S.C. 703, et seq.
- rr. The Federal Funding Transparency and Accountability Act of 2006, as amended (Pub. L. 109–282, as amended by section 6202 of Public Law 110–252)
- ss. Cargo Preference Act of 1954 – 46 U.S.C. 55305
- tt. Section 889 of the John D. McCain National Defense Authorization Act for Fiscal Year 2019, Pub. L. 115-232

Executive Orders

- a. Executive Order 11990 – Protection of Wetlands
- b. Executive Order 11988 – Floodplain Management
- c. Executive Order 12372 – Intergovernmental Review of Federal Programs
- d. Executive Order 12549 – Debarment and Suspension
- e. Executive Order 14005 – Ensuring the Future is Made in All of America by All of America’s Workers
- f. Executive Order 14025 – Worker Organizing and Empowerment
- g. Executive Order 14149 – Restoring Freedom of Speech and Ending Federal Censorship
- h. Executive Order 14151 – Ending Radical and Wasteful Government DEI Programs and Preferencing
- i. Executive Order 14154 – Unleashing American Energy
- j. Executive Order 14168 – Defending Women from Gender Ideology Extremism and Restoring Biological Truth to the Federal Government
- k. Executive Order 14173 – Ending Illegal Discrimination and Restoring Merit-based Opportunity

Presidential Policy Directives and Memorandums

- a. Presidential Policy Directive 21 – Critical Infrastructure Security and Resilience
- b. National Security Presidential Memorandum on Improving Cybersecurity for Critical Infrastructure Systems

General Federal Regulations

- a. Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards – 2 C.F.R. Parts 200, 1201
- b. Non-procurement Suspension and Debarment – 2 C.F.R. Parts 180, 1200
- c. Investigative and Enforcement Procedures – 14 C.F.R. Part 13
- d. Procedures for predetermination of wage rates – 29 C.F.R. Part 1
- e. Contractors and subcontractors on public building or public work financed in whole or part by loans or grants from the United States – 29 C.F.R. Part 3
- f. Labor standards provisions applicable to contracts governing federally financed and assisted construction (also labor standards provisions applicable to non-construction contracts subject to the Contract Work Hours and Safety Standards Act) – 29 C.F.R. Part 5
- g. Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor (Federal and federally assisted contracting requirements) – 41 C.F.R. Parts 60, et seq.
- h. New Restrictions on Lobbying – 49 C.F.R. Part 20
- i. Nondiscrimination in Federally Assisted Programs of the Department of Transportation – Effectuation of Title VI of the Civil Rights Act of 1964 – 49 C.F.R. Part 21, including any amendments thereto
- j. Uniform relocation assistance and real property acquisition for Federal and Federally assisted programs – 49 C.F.R. Part 24
- k. Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance – 49 C.F.R. Part 25
- l. Nondiscrimination on the Basis of Handicap in Programs and Activities Receiving or Benefiting from Federal Financial Assistance – 49 C.F.R. Part 27
- m. DOT's implementation of DOJ's ADA Title II regulations compliance procedures for all programs, services, and regulatory activities relating to transportation under 28 C.F.R. Part 35
- n. Enforcement of Nondiscrimination on the Basis of Handicap in Programs or Activities Conducted by the Department of Transportation – 49 C.F.R. Part 28
- o. Denial of public works contracts to suppliers of goods and services of countries that deny procurement market access to U.S. contractors – 49 C.F.R. Part 30
- p. Governmentwide Requirements for Drug-Free Workplace (Financial Assistance) – 49 C.F.R. Part 32
- q. DOT's implementing ADA regulations for transit services and transit vehicles, including the DOT's standards for accessible transportation facilities in Part 37, Appendix A – 49 C.F.R. Parts 37 and 38
- r. Participation by Disadvantaged Business Enterprises in Department of Transportation Financial Assistance Programs – 49 C.F.R. Part 26, including any amendments thereto (as applicable under section 18.3 of this grant agreement)

Office of Management and Budget Circulars

- a. Any applicable OMB Circular.

Highway Federal Legislation

- a. Highways – Title 23, U.S.C. including but not limited to:
- b. Brooks Act (for FHWA projects, this incorporates Title IX of the Federal Property and Administrative Services Act of 1949 (formerly 40 U.S.C. 541, et seq.)) – 40 U.S.C. 1101-1104; 23 U.S.C. 112(b)(2)
- c. Letting of Contracts, 23 U.S.C. 112
- d. Highway Design and Construction Standards, 23 U.S.C. 109
- e. Prevailing Rate of Wage, 23 U.S.C. 113
- f. Planning, 23 U.S.C. 134 and 135 (except for projects that are not regionally significant that do not receive funding under Title 23 or Chapter 53 of Title 49)
- g. Tolls, 23 U.S.C. 301 (to the extent the Recipient wishes to toll an existing free facility that has received Title 23 funds in the past); except as authorized by 23 U.S.C. 129 and 166.
- h. Size, Weight, and Length Limitations – 23 U.S.C. 127, 49 U.S.C. 31101 et seq.
- i. Buy America – 23 U.S.C. 313
(see http://www.fhwa.dot.gov/construction/contracts/buyam_qa.cfm)
- j. Nondiscrimination – 23 U.S.C. 140
- k. Efficient Environmental Reviews - 23 U.S.C. 139

Federal Highway Regulations

- a. Highways – Title 23, C.F.R. including but not limited to the specific parts identified herein.
- b. Planning – 23 C.F.R. Part 450 (except for projects that are not regionally significant that do not receive funding under Title 23 or Chapter 53 of Title 49)
- c. National Highway System Design Standards – 23 C.F.R. Part 625
- d. Preconstruction Procedures – 23 C.F.R. Part 630 Subparts A and B
- e. Construction and Maintenance – 23 C.F.R. Part 635
- f. Manual on Uniform Traffic Control Devices – 23 C.F.R. Part 655
- g. Environmental Impact and Related Procedures – 23 C.F.R. Part 771
- h. Procedures for Abatement of Highway Traffic and Construction Noise – 23 C.F.R. Part 772
- i. Intelligent Transportation System Architecture and Standards – 23 C.F.R. Part 940
- j. Procedures Implementing Section 4(f) of the Department of Transportation Act – 23 C.F.R. Part 774
- k. Permitting Requirements under the National Pollutant Discharge Elimination System – 40 C.F.R. Part 122
- l. Required Contract Provisions – 23 C.F.R. Part 633 (Form 1273)
- m. External Programs – 23 C.F.R. Part 230

Specific assurances required to be included in the grant agreement by any of the above laws, regulations, or circulars are hereby incorporated by reference into this grant agreement.

EXHIBIT B
ADDITIONAL STANDARD TERMS

TERM B.1
TITLE VI ASSURANCE
(Implementing Title VI of the Civil Rights Act of 1964, as amended)

**ASSURANCE CONCERNING NONDISCRIMINATION IN FEDERALLY-ASSISTED
PROGRAMS AND ACTIVITIES RECEIVING OR BENEFITING FROM FEDERAL
FINANCIAL ASSISTANCE**

(Implementing the Rehabilitation Act of 1973, as amended, and the Americans With Disabilities
Act, as amended)

49 C.F.R. Parts 21 (including any amendments thereto), 25, 27, 37 and 38

The United States Department of Transportation (USDOT)

Standard Title VI/Non-Discrimination Assurances

DOT Order No. 1050.2A

By signing and submitting the Technical Application and by entering into this grant agreement under the grant program on the title page of Schedules A to H to the Grant Agreement, the Recipient **HEREBY AGREES THAT**, as a condition to receiving any Federal financial assistance from the U.S. Department of Transportation (DOT), through the Federal Highway Administration (FHWA), it is subject to and will comply with the following:

Statutory/Regulatory Authorities

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*, 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin);
- 49 C.F.R. Part 21, including any amendments thereto (entitled *Non-discrimination In Federally-Assisted Programs Of The Department Of Transportation—Effectuation Of Title VI Of The Civil Rights Act Of 1964*);
- 28 C.F.R. section 50.3 (U.S. Department of Justice Guidelines for Enforcement of Title VI of the Civil Rights Act of 1964);

The preceding statutory and regulatory cites hereinafter are referred to as the “Acts” and “Regulations,” respectively.

General Assurances

In accordance with the Acts, the Regulations, and other pertinent directives, circulars, policy, memoranda, and/or guidance, the Recipient hereby gives assurance that it will promptly take any measures necessary to ensure that:

“No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity,” for which the Recipient receives Federal financial assistance from DOT, including the FHWA.

The Civil Rights Restoration Act of 1987 clarified the original intent of Congress, with respect to Title VI and other Non-discrimination requirements (The Age Discrimination Act of 1975, and Section 504 of the Rehabilitation Act of 1973), by restoring the broad, institutional-wide scope and coverage of these non-discrimination statutes and requirements to include all programs and activities of the Recipient, so long as any portion of the program is Federally assisted.

Specific Assurances

More specifically, and without limiting the above general Assurance, the Recipient agrees with and gives the following Assurances with respect to its Federally assisted award under the grant program on the title page of Schedules A to H to the Grant Agreement:

1. The Recipient agrees that each “activity,” “facility,” or “program,” as defined in §§ 21.23 (b) and 21.23 (e) of 49 C.F.R. Part 21, including any amendments thereto, will be (with regard to an “activity”) facilitated, or will be (with regard to a “facility”) operated, or will be (with regard to a “program”) conducted in compliance with all requirements imposed by, or pursuant to the Acts and the Regulations.
2. The Recipient will insert the following notification in all solicitations for bids, Requests For Proposals for work, or material subject to the Acts and the Regulations made in connection with an award under the grant program on the title page of Schedules A to H to the Grant Agreement and, in adapted form, in all proposals for negotiated agreements regardless of funding source:

“The Recipient, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that for any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.”

3. The Recipient will insert the clauses of Appendix A and E of this Assurance in every contract or agreement subject to the Acts and the Regulations.
4. The Recipient will insert the clauses of Appendix B of this Assurance, as a covenant running with the land, in any deed from the United States effecting or recording a transfer of real property, structures, use, or improvements thereon or interest therein to a Recipient.

5. That where the Recipient receives Federal financial assistance to construct a facility, or part of a facility, the Assurance will extend to the entire facility and facilities operated in connection therewith.
6. That where the Recipient receives Federal financial assistance in the form, or for the acquisition of real property or an interest in real property, the Assurance will extend to rights to space on, over, or under such property.
7. That the Recipient will include the clauses set forth in Appendix C and Appendix D of this Assurance, as a covenant running with the land, in any future deeds, leases, licenses, permits, or similar instruments entered into by the Recipient with other parties:
 - a. for the subsequent transfer of real property acquired or improved under the applicable activity, project, or program; and
 - b. for the construction or use of, or access to, space on, over, or under real property acquired or improved under the applicable activity, project, or program.
8. That this Assurance obligates the Recipient for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is to provide, or is in the form of, personal property, or real property, or interest therein, or structures or improvements thereon, in which case the Assurance obligates the Recipient, or any transferee for the longer of the following periods:
 - a. the period during which the property is used for a purpose for which the Federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits; or
 - b. the period during which the Recipient retains ownership or possession of the property.
9. The Recipient will provide for such methods of administration for the program as are found by the Secretary of Transportation or the official to whom he/she delegates specific authority to give reasonable guarantee that it, other recipients, sub-recipients, contractors, subcontractors, consultants, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the Acts, the Regulations, and this Assurance.
10. The Recipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Acts, the Regulations, and this Assurance.

By signing this ASSURANCE, the Recipient also agrees to comply (and require any sub-recipients, contractors, successors, transferees, and/or assignees to comply) with all applicable provisions governing the FHWA's access to records, accounts, documents, information, facilities, and staff. You also recognize that you must comply with any program or compliance reviews, and/or complaint investigations conducted by the FHWA. You must keep records, reports, and submit the material for review upon request to FHWA, or its designee in a timely,

complete, and accurate way. Additionally, you must comply with all other reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance.

The Recipient gives this ASSURANCE in consideration of and for obtaining any Federal grants, loans, contracts, agreements, property, and/or discounts, or other Federal-aid and Federal financial assistance extended after the date hereof to the recipients by the U.S. Department of Transportation under the grant program on the title page of Schedules A to H to the Grant Agreement . This ASSURANCE is binding on the Recipient, other recipients, sub-recipients, contractors, subcontractors and their subcontractors', transferees, successors in interest, and any other participants in the award under the grant program on the title page of Schedules A to H to the Grant Agreement.

APPENDIX A

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the “contractor”) agrees as follows:

1. **Compliance with Regulations:** The contractor (hereinafter includes consultants) will comply with the Acts and the Regulations relative to Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation, Federal Highway Administration (FHWA), as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.
2. **Non-discrimination:** The contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor will not participate directly or indirectly in the discrimination prohibited by the Acts and the Regulations, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 C.F.R. Part 21, including any amendments thereto.
3. **Solicitations for Subcontracts, Including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding, or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the contractor of the contractor’s obligations under this contract and the Acts and the Regulations relative to Non-discrimination on the grounds of race, color, or national origin.
4. **Information and Reports:** The contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Recipient or the FHWA to be pertinent to ascertain compliance with such Acts, Regulations, and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the contractor will so certify to the Recipient or the FHWA, as appropriate, and will set forth what efforts it has made to obtain the information.
5. **Sanctions for Noncompliance:** In the event of a contractor’s noncompliance with the Non-discrimination provisions of this contract, the Recipient will impose such contract sanctions as it or the FHWA may determine to be appropriate, including, but not limited to:
 - a. withholding payments to the contractor under the contract until the contractor complies; and/or
 - b. cancelling, terminating, or suspending a contract, in whole or in part.
6. **Incorporation of Provisions:** The contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The contractor will take action with respect to any subcontract or procurement as

the Recipient or the FHWA may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the contractor becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the contractor may request the Recipient to enter into any litigation to protect the interests of the Recipient. In addition, the contractor may request the United States to enter into the litigation to protect the interests of the United States.

APPENDIX B

CLAUSES FOR DEEDS TRANSFERRING UNITED STATES PROPERTY

The following clauses will be included in deeds effecting or recording the transfer of real property, structures, or improvements thereon, or granting interest therein from the United States pursuant to the provisions of Specific Assurance 4:

NOW, THEREFORE, the U.S. Department of Transportation as authorized by law and upon the condition that the Recipient will accept title to the lands and maintain the project constructed thereon in accordance with the terms and conditions of the award under the grant program on the title page of Schedules A to H to the Grant Agreement, and the policies and procedures prescribed by the Federal Highway Administration (FHWA) of the U.S. Department of Transportation in accordance and in compliance with all requirements imposed by Title 49, Code of Federal Regulations, U.S. Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation, including any amendments thereto, pertaining to and effectuating the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252; 42 U.S.C. § 2000d to 2000d-4), does hereby remise, release, quitclaim and convey unto the Recipient all the right, title and interest of the U.S. Department of Transportation in and to said lands described in Exhibit A attached hereto and made a part hereof.

(HABENDUM CLAUSE)

TO HAVE AND TO HOLD said lands and interests therein unto Recipient and its successors forever, subject, however, to the covenants, conditions, restrictions and reservations herein contained as follows, which will remain in effect for the period during which the real property or structures are used for a purpose for which Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits and will be binding on the Recipient, its successors and assigns.

The Recipient, in consideration of the conveyance of said lands and interests in lands, does hereby covenant and agree as a covenant running with the land for itself, its successors and assigns, that (1) no person will on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination with regard to any facility located wholly or in part on, over, or under such lands hereby conveyed [,] [and]* (2) that the Recipient will use the lands and interests in lands and interests in lands so conveyed, in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, U.S. Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation, including any amendments thereto, Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations and Acts may be amended[, and (3) that in the event of breach of any of the above-mentioned non-discrimination conditions, the Department will have a right to enter or re-enter said lands and facilities on said land, and that above described land and facilities will thereon revert to and vest in and become the absolute property of the U.S. Department of Transportation and its assigns as such interest existed prior to this instruction].*

(*Reverter clause and related language to be used only when it is determined that such a clause is necessary in order to make clear the purpose of Title VI.)

APPENDIX C

CLAUSES FOR TRANSFER OF REAL PROPERTY ACQUIRED OR IMPROVED UNDER THE ACTIVITY, FACILITY, OR PROGRAM

The following clauses will be included in deeds, licenses, leases, permits, or similar instruments entered into by the Recipient pursuant to the provisions of Specific Assurance 7(a):

- A. The (Recipient, lessee, permittee, etc. as appropriate) for himself/herself, his/her heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree [in the case of deeds and leases add “as a covenant running with the land”] that:
 - 1. In the event facilities are constructed, maintained, or otherwise operated on the property described in this (deed, license, lease, permit, etc.) for a purpose for which a U.S. Department of Transportation activity, facility, or program is extended or for another purpose involving the provision of similar services or benefits, the (Recipient, licensee, lessee, permittee, etc.) will maintain and operate such facilities and services in compliance with all requirements imposed by the Acts and Regulations (as may be amended) such that no person on the grounds of race, color, or national origin, will be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities.
- B. With respect to licenses, leases, permits, etc., in the event of breach of any of the above Non-discrimination covenants, Recipient will have the right to terminate the (lease, license, permit, etc.) and to enter, re-enter, and repossess said lands and facilities thereon, and hold the same as if the (lease, license, permit, etc.) had never been made or issued.*
- C. With respect to a deed, in the event of breach of any of the above Non-discrimination covenants, the Recipient will have the right to enter or re-enter the lands and facilities thereon, and the above described lands and facilities will there upon revert to and vest in and become the absolute property of the Recipient and its assigns.*

(*Reverter clause and related language to be used only when it is determined that such a clause is necessary to make clear the purpose of Title VI.)

APPENDIX D

CLAUSES FOR CONSTRUCTION/USE/ACCESS TO REAL PROPERTY ACQUIRED UNDER THE ACTIVITY, FACILITY OR PROGRAM

The following clauses will be included in deeds, licenses, permits, or similar instruments/agreements entered into by Recipient pursuant to the provisions of Specific Assurance 7(b):

- A. The (Recipient, licensee, permittee, etc., as appropriate) for himself/herself, his/her heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree (in the case of deeds and leases add, “as a covenant running with the land”) that (1) no person on the ground of race, color, or national origin, will be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities, (2) that in the construction of any improvements on, over, or under such land, and the furnishing of services thereon, no person on the ground of race, color, or national origin, will be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination, (3) that the (Recipient, licensee, lessee, permittee, etc.) will use the premises in compliance with all other requirements imposed by or pursuant to the Acts and Regulations, as amended, set forth in this Assurance.
- B. With respect to (licenses, leases, permits, etc.), in the event of breach of any of the above Non-discrimination covenants, Recipient will have the right to terminate the (license, permit, etc., as appropriate) and to enter or re-enter and repossess said land and the facilities thereon, and hold the same as if said (license, permit, etc., as appropriate) had never been made or issued.*
- C. With respect to deeds, in the event of breach of any of the above Non-discrimination covenants, Recipient will there upon revert to and vest in and become the absolute property of Recipient and its assigns.*

(*Reverter clause and related language to be used only when it is determined that such a clause is necessary to make clear the purpose of Title VI.)

APPENDIX E

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the “contractor”) agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

Pertinent Non-Discrimination Authorities:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*, 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 C.F.R. Part 21, including any amendments thereto.
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 *et seq.*), (prohibits discrimination on the basis of sex);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 *et seq.*), as amended, (prohibits discrimination on the basis of disability); and 49 C.F.R. Part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 *et seq.*), (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 U.S.C. § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms “programs or activities” to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131 – 12189) as implemented by Department of Transportation regulations at 49 C.F.R. Parts 37 and 38;
- The Federal Aviation Administration’s Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. § 1681 *et seq.*).

TERM B.2
CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER
RESPONSIBILITY MATTERS -- PRIMARY COVERED TRANSACTIONS

2 C.F.R. Parts 180 and 1200

These assurances and certifications are applicable to all Federal-aid construction contracts, design-build contracts, subcontracts, lower-tier subcontracts, purchase orders, lease agreements, consultant contracts or any other covered transaction requiring FHWA approval or that is estimated to cost \$25,000 or more – as defined in 2 C.F.R. Parts 180 and 1200.

By signing and submitting the Technical Application and by entering into this agreement under the grant program on the title page of Schedules A to H to the Grant Agreement, the Recipient is providing the assurances and certifications for First Tier Participants and Lower Tier Participants in the award under the grant program on the title page of Schedules A to H to the Grant Agreement, as set out below.

1. Instructions for Certification – First Tier Participants:

- a. The prospective first tier participant is providing the certification set out below.
- b. The inability of a person to provide the certification set out below will not necessarily result in denial of participation in this covered transaction. The prospective first tier participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective first tier participant to furnish a certification or an explanation shall disqualify such a person from participation in this transaction.
- c. The certification in this clause is a material representation of fact upon which reliance was placed when the contracting agency determined to enter into this transaction. If it is later determined that the prospective participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the contracting agency may terminate this transaction for cause of default.
- d. The prospective first tier participant shall provide immediate written notice to the contracting agency to whom this proposal is submitted if any time the prospective first tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
- e. The terms "covered transaction," "civil judgment," "debarred," "suspended," "ineligible," "participant," "person," "principal," and "voluntarily excluded," as used in this clause, are defined in 2 C.F.R. Parts 180 and 1200. "First Tier Covered Transactions" refers to any covered transaction between a Recipient or subrecipient of Federal funds and a participant (such as the prime or general contract). "Lower Tier Covered Transactions" refers to any covered transaction under a First Tier Covered Transaction (such as subcontracts). "First Tier Participant" refers to

the participant who has entered into a covered transaction with a Recipient or subrecipient of Federal funds (such as the prime or general contractor). “Lower Tier Participant” refers to any participant who has entered into a covered transaction with a First Tier Participant or other Lower Tier Participants (such as subcontractors and suppliers).

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

g. The prospective first tier participant further agrees by submitting this proposal that it will include the clause titled “Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transactions,” provided by the department or contracting agency, entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions exceeding the \$25,000 threshold.

h. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any lower tier prospective participants, each participant may, but is not required to, check the System for Award Management website (<https://www.sam.gov/>), which is compiled by the General Services Administration.

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

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

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – First Tier Participants:

a. The prospective first tier participant certifies to the best of its knowledge and belief, that it and its principals:

(1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any Federal department or agency;

(2) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment, including a civil settlement, rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(3) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (a)(2) of this certification; and

(4) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.

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

2. Instructions for Certification - Lower Tier Participants:

(Applicable to all subcontracts, purchase orders and other lower tier transactions requiring prior FHWA approval or estimated to cost \$25,000 or more - 2 C.F.R. Parts 180 and 1200)

a. The prospective lower tier participant is providing the certification set out below.

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

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

d. The terms “covered transaction,” “civil settlement,” “debarred,” “suspended,” “ineligible,” “participant,” “person,” “principal,” and “voluntarily excluded,” as used in this clause, are defined in 2 C.F.R. Parts 180 and 1200. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations. “First Tier Covered Transactions” refers to any covered transaction between a Recipient or subrecipient of Federal funds and a participant (such as the prime or general contract). “Lower Tier Covered Transactions” refers to any covered transaction under a First Tier Covered Transaction (such as subcontracts). “First Tier Participant” refers to the participant who has entered into a covered

transaction with a Recipient or subrecipient of Federal funds (such as the prime or general contractor). “Lower Tier Participant” refers any participant who has entered into a covered transaction with a First Tier Participant or other Lower Tier Participants (such as subcontractors and suppliers).

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

f. The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled “Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction,” without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions exceeding the \$25,000 threshold.

g. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any lower tier prospective participants, each participant may, but is not required to, check the System for Award Management website (<https://www.sam.gov/>), which is compiled by the General Services Administration.

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

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

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion -- Lower Tier Participants:

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

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

TERM B.3
REQUIREMENTS REGARDING DELINQUENT TAX LIABILITY OR A FELONY
CONVICTION UNDER ANY FEDERAL LAW

As required by sections 744 and 745 of Title VII, Division E of the Consolidated Appropriations Act, 2023, Pub. L. No. 117-328 (Dec. 29, 2022), similar provisions in prior appropriation acts, and anticipated for future appropriations acts, and implemented through USDOT Order 4200.6, the funds provided under this award shall not be used to enter into a contract, memorandum of understanding, or cooperative agreement with, make a grant to, or provide a loan or loan guarantee to, any corporation that:

- (1) Has any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability, where the awarding agency is aware of the unpaid tax liability, unless a Federal agency has considered suspension or debarment of the corporation and made a determination that suspension or debarment is not necessary to protect the interests of the Government; or
- (2) Was convicted of a felony criminal violation under any Federal law within the preceding 24 months, where the awarding agency is aware of the conviction, unless a Federal agency has considered suspension or debarment of the corporation and made a determination that suspension or debarment is not necessary to protect the interests of the Government.

The Recipient therefore agrees:

1. **Definitions.** For the purposes of this exhibit, the following definitions apply:

“**Covered Transaction**” means a transaction that uses any funds under this award and that is a contract, memorandum of understanding, cooperative agreement, grant, loan, or loan guarantee.

“**Felony Conviction**” means a conviction within the preceding 24 months of a felony criminal violation under any Federal law and includes conviction of an offense defined in a section of the United States Code that specifically classifies the offense as a felony and conviction of an offense that is classified as a felony under 18 U.S.C. 3559.

“**Participant**” means the Recipient, an entity who submits a proposal for a Covered Transaction, or an entity who enters into a Covered Transaction.

“**Tax Delinquency**” means an unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted, or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability.

2. **Mandatory Check in the System for Award Management.** Before entering a Covered Transaction with another entity, a Participant shall check the System for Award Management (the “SAM”) at <http://www.sam.gov/> for an entry describing that entity.

3. **Mandatory Certifications.** Before entering a Covered Transaction with another entity, a Participant shall require that entity to:

- (1) Certify whether the entity has a Tax Delinquency; and
- (2) Certify whether the entity has a Felony Conviction.

4. **Prohibition.** If

- (1) the SAM entry for an entity indicates that the entity has a Tax Delinquency or a Federal Conviction;
- (2) an entity provides an affirmative response to either certification in section 3; or
- (3) an entity’s certification under section 3 was inaccurate when made or became inaccurate after being made

then a Participant shall not enter or continue a Covered Transaction with that entity unless the USDOT has determined in writing that suspension or debarment of that entity are not necessary to protect the interests of the Government.

5. **Mandatory Notice to the USDOT FHWA.**

- (a) If the SAM entry for a Participant indicates that the Participant has a Tax Delinquency or a Felony Conviction, the Recipient shall notify the USDOT FHWA in writing of that entry.
- (b) If a Participant provides an affirmative response to either certification in section 1, the Recipient shall notify the USDOT FHWA in writing of that affirmative response.
- (c) If the Recipient knows that a Participant’s certification under section 1 was inaccurate when made or became inaccurate after being made, the Recipient shall notify the USDOT FHWA in writing of that inaccuracy.

6. **Flow Down.** For all Covered Transactions, including all tiers of subcontracts and subawards, the Recipient shall:

- (1) require the SAM check in section 2;
- (2) require the certifications in section 3;
- (3) include the prohibition in section 4; and

- (4) require all Participants to notify the Recipient in writing of any information that would require the Recipient to notify the USDOT FHWA under section 5.

TERM B.4
RECIPIENT POLICY TO BAN TEXT MESSAGING WHILE DRIVING

(a) *Definitions.* The following definitions are intended to be consistent with the definitions in DOT Order 3902.10, Text Messaging While Driving (Dec. 30, 2009) and Executive Order 13513, Federal Leadership on Reducing Text Messaging While Driving (Oct. 1, 2009). For clarification purposes, they may expand upon the definitions in the executive order.

For the purpose of this Term B.4, “**Motor Vehicles**” means any vehicle, self-propelled or drawn by mechanical power, designed and operated principally for use on a local, State or Federal roadway, but does not include a military design motor vehicle or any other vehicle excluded under Federal Management Regulation 102-34-15.

For the purpose of this Term B.4, “**Driving**” means operating a motor vehicle on a roadway, including while temporarily stationary because of traffic congestion, a traffic signal, a stop sign, another traffic control device, or otherwise. It does not include being in your vehicle (with or without the motor running) in a location off the roadway where it is safe and legal to remain stationary.

For the purpose of this Term B.4, “**Text messaging**” means reading from or entering data into any handheld or other electronic device (including, but not limited to, cell phones, navigational tools, laptop computers, or other electronic devices), including for the purpose of Short Message Service (SMS) texting, e-mailing, instant messaging, obtaining navigational information, or engaging in any other form of electronic data retrieval or electronic data communication. The term does not include the use of a cell phone or other electronic device for the limited purpose of entering a telephone number to make an outgoing call or answer an incoming call, unless this practice is prohibited by State or local law. The term also does not include glancing at or listening to a navigational device that is secured in a commercially designed holder affixed to the vehicle, provided that the destination and route are programmed into the device either before driving or while stopped in a location off the roadway where it is safe and legal to remain stationary.

For the purpose of this Term B.4, the “**Government**” includes the United States Government and State, local, and tribal governments at all levels.

(b) *Workplace Safety.* In accordance with Executive Order 13513, Federal Leadership on Reducing Text Messaging While Driving (Oct. 1, 2009) and DOT Order 3902.10, Text Messaging While Driving (Dec. 30, 2009), the Recipient, subrecipients, contractors, and subcontractors are encouraged to:

(1) adopt and enforce workplace safety policies to decrease crashes caused by distracted drivers including policies to ban text messaging while driving—

(i) Company-owned or -rented vehicles or Government-owned, leased or rented vehicles; or

(ii) Privately-owned vehicles when on official Government business or when performing any work for or on behalf of the Government.

(2) Conduct workplace safety initiatives in a manner commensurate with the size of the business, such as—

(i) Establishment of new rules and programs or re-evaluation of existing programs to prohibit text messaging while driving; and

(ii) Education, awareness, and other outreach to employees about the safety risks associated with texting while driving.

(c) *Subawards and Contracts.* To the extent permitted by law, the Recipient shall insert the substance of this exhibit, including this paragraph (c), in all subawards, contracts, and subcontracts under this award that exceed the micro-purchase threshold, other than contracts and subcontracts for the acquisition of commercially available off-the-shelf items.

EXHIBIT C
PROJECT PROGRESS REPORTS AND RECERTIFICATIONS:
FORMAT AND CONTENT

1. **Purpose.** The purpose of the Project Progress Reports and Recertifications under the grant program on the title page of Schedules A to H to the Grant Agreement are to ensure that the project scope, schedule, and budget will be maintained to the maximum extent possible.
2. **Format and Content.** The Recipient shall produce a cost, schedule, and project status report that contains the sections enumerated in the following list. At the discretion of the FHWA, modifications or additions can be made to produce a progress reporting format that will most effectively serve both the Recipient and the FHWA. Some projects will have a more extensive project progress status reporting than others. For smaller projects, the FHWA may determine that the content of the project progress reports will be streamlined and project status meetings will be held on a less-frequent basis. The first project progress report should include a detailed description and, where appropriate, drawings of the items funded.
 - (a) **Project Overall Status.** This section provides an overall status of the project's scope, schedule and budget. The Recipient shall note and explain any deviations from the scope of work, the schedule, or the budget that are described in this grant agreement.
 - (b) **Project Significant Activities and Issues.** This section provides highlights of key activities, accomplishments, and issues occurring on the project during the previous quarter. Activities and deliverables to be reported on should include meetings, audits and other reviews, design packages submitted, advertisements, awards, construction submittals, construction completion milestones, submittals related to any grant award requirements, media or Congressional inquiries, value engineering/constructability reviews, and other items of significance.
 - (c) **Action Items/Outstanding Issues.** This section should draw attention to, and track the progress of, highly significant or sensitive issues requiring action and direction in order to resolve. The Recipient should include administrative items and outstanding issues that could have a significant or adverse effect on the project's scope, schedule, or budget. Status, responsible person(s), and due dates should be included for each action item/outstanding issue. Action items requiring action or direction should be included in the quarterly status meeting agenda. The action items/outstanding issues may be dropped from this section upon full implementation of the remedial action, and upon no further monitoring anticipated.
 - (d) **Project Scope Overview.** The purpose of this section is to provide a further update regarding the project scope. If the original scope contained in the grant agreement is still accurate, this section can simply state that the scope is unchanged.
 - (e) **Project Schedule.** An updated master program schedule reflecting the current status of the program activities should be included in this section. A Gantt (bar) type chart is probably the most appropriate for quarterly reporting purposes, with the ultimate format to be agreed upon between the Recipient and the USDOT. It is imperative that

the master program schedule be integrated, i.e., the individual contract milestones tied to each other, such that any delays occurring in one activity will be reflected throughout the entire program schedule, with a realistic completion date being reported. Narratives, tables, and/or graphs should accompany the updated master program schedule, basically detailing the current schedule status, delays and potential exposures, and recovery efforts. The following information should also be included:

- Current overall project completion percentage vs. latest plan percentage.
- Completion percentages vs. latest plan percentages for major activities such as right-of-way, major or critical design contracts, major or critical construction contracts, and significant force accounts or task orders. A schedule status description should also be included for each of these major or critical elements.
- Any delays or potential exposures to milestone and final completion dates. The delays and exposures should be quantified, and overall schedule impacts assessed. The reasons for the delays and exposures should be explained, and initiatives being analyzed or implemented in order to recover the schedule should be detailed.

(f) Project Cost. An updated cost spreadsheet reflecting the current forecasted cost vs. the latest approved budget vs. the baseline budget should be included in this section. One way to track project cost is to show: (1) Baseline Budget, (2) Latest Approved Budget, (3) Current Forecasted Cost Estimate, (4) Expenditures or Commitments to Date, and (5) Variance between Current Forecasted Cost and Latest Approved Budget. Line items should include all significant cost centers, such as prior costs, right-of-way, preliminary engineering, environmental mitigation, general engineering consultant, section design contracts, construction administration, utilities, construction packages, force accounts/task orders, wrap-up insurance, construction contingencies, management contingencies, and other contingencies. The line items can be broken-up in enough detail such that specific areas of cost change can be sufficiently tracked and future improvements made to the overall cost estimating methodology. A Program Total line should be included at the bottom of the spreadsheet. Narratives, tables, and/or graphs should accompany the updated cost spreadsheet, basically detailing the current cost status, reasons for cost deviations, impacts of cost overruns, and efforts to mitigate cost overruns. The following information should be provided:

- Reasons for each line item deviation from the approved budget, impacts resulting from the deviations, and initiatives being analyzed or implemented in order to recover any cost overruns.
- Transfer of costs to and from contingency line items, and reasons supporting the transfers.

- Speculative cost changes that potentially may develop in the future, a quantified dollar range for each potential cost change, and the current status of the speculative change. Also, a comparison analysis to the available contingency amounts should be included, showing that reasonable and sufficient amounts of contingency remain to keep the project within the latest approved budget.
- Detailed cost breakdown of the general engineering consultant (GEC) services (if applicable), including such line items as contract amounts, task orders issued (amounts), balance remaining for tasks, and accrued (billable) costs.
- Federal obligations and/or disbursements for the project, compared to planned obligations and disbursements.

(g) Federal Financial Report (SF-425). The Federal Financial Report (SF-425) is a financial reporting form used throughout the Federal Government Grant system. Recipients shall complete this form and attach it to each quarterly Project Progress and Monitoring Report. The form is available at <https://www.grants.gov/forms/post-award-reporting-forms.html>.

(h) Certifications.

- i. A certification that the Recipient is in compliance with 2 C.F.R. 200.303 (Internal Controls) and 2 C.F.R. Part 200, Subpart F (Audit Requirements).
- ii. The certification required under 2 C.F.R. 200.415(a).

EXHIBIT D
FORM FOR SUBSEQUENT OBLIGATION OF FUNDS

The FHWA and **[recipient name]** entered a grant agreement for the **[project name]** that was executed by the FHWA on **[date of FHWA signature on original grant agreement]** (the “**Agreement**”).

As described in section 4.2(f) of the General Terms and Conditions, this instrument authorizes the obligation of **[\$XXX]** for **[insert portion of project listed in the Fund Obligation Table in section 1 of schedule C]**.

[Recipient name] states that:

- (1) schedule B of the Agreement accurately describe the Project’s activities;
- (2) for each completion date listed in section 2 of schedule C of the Agreement, the Recipient’s estimate for that milestone is not more than six months after the date listed in section 2 of schedule C of the Agreement;
- (3) comparing the Project’s current budget with the amounts listed in section 3 of schedule D of the Agreement, the “Non-Federal Funds” amount has not decreased and the total eligible project costs amount has not decreased; and
- (4) under the terms of article 5 of the General Terms and Conditions, the Recipient is not presently required to request a modification to the Agreement.

[Recipient name] acknowledges that FHWA is acting in reliance on the Recipient’s statements above.

_____	By:	_____
Date		Signature of Recipient’s Authorized Representative
		[insert name]

		Name
		[insert title]

		Title

The FHWA has determined that:

- (1) all applicable Federal requirements for obligating these funds are satisfied.

	By:
Date	Signature of FHWA Division Administrator
	[insert name]
	Name
	[insert title]
	Title

EXHIBIT "B" - FEE SCHEDULE**RFP 25-687 - Polk TPO****General Planning Consulting services for the Polk Transportation Planning Organization
Fee Schedule and List of Key Personnel****AECOM Technical Services, Inc.**

A STATE Corporation Headquartered in: 300 South Grand Avenue, 9th Floor, Los Angeles, California 90071
F95-2661922

Schedule of Rates

Classifications	Direct Hourly Rate		Billing Rate	
	Low	High	Low	High
Principal	\$ 109.30	\$ 129.58	\$ 304.95	\$ 361.53
Chief Planner	\$ 106.41	\$ 112.97	\$ 296.88	\$ 315.19
Senior Planner	\$ 62.27	\$ 72.51	\$ 173.73	\$ 202.30
Project Planner	\$ 33.01	\$ 39.56	\$ 92.10	\$ 110.37
Planner	\$ 45.87	\$ 49.43	\$ 127.98	\$ 137.91
Project Manager	\$ 71.67	\$ 94.59	\$ 199.96	\$ 263.91
Senior Engineer	\$ 103.05	\$ 134.28	\$ 287.51	\$ 374.64
Engineer 1	\$ 71.07	\$ 76.22	\$ 198.29	\$ 212.65
Engineer 2	\$ 79.33	\$ 114.07	\$ 221.33	\$ 318.26
Engineer Intern	\$ 44.92	\$ 47.44	\$ 125.33	\$ 132.36
Engineering Technician	\$ 40.00	\$ 40.02	\$ 111.60	\$ 111.66
Senior Programmer	\$ 40.02	\$ 76.03	\$ 111.66	\$ 212.12
Senior Designer	\$ 47.90	\$ 102.36	\$ 133.64	\$ 285.58
Graphic Designer	\$ 34.23	\$ 51.14	\$ 95.50	\$ 142.68
Admin/Clerical	\$ 35.55	\$ 39.91	\$ 99.18	\$ 111.35
Chief Scientist	\$ 105.60	\$ 110.58	\$ 294.62	\$ 308.52
GIS Specialits	\$ 40.88	\$ 50.81	\$ 114.06	\$ 141.76
GIS Technician	\$ 34.19	\$ 45.00	\$ 95.39	\$ 125.55

EXHIBIT B

Key Personnel:

Jeff Blazowski
Domingo Noriega
Marty Peate
Tanzina Atique
Megan McKinney
Larissa Krinos
Emily Jordan
Lian Ji
Barbara Lopez
Moe Lavasani
Vivek Reddy
Christopher Rizzolo
Shitao (Kevin) Gu
Satya Gedela
Robert Gisetto
Robert Julius
Lucy Trumbull
Shannon Negro

Keith Stannard
Pamela Hartwick
Huilan Luo
Josephine Lynch
Genevieve Cave-Hunt
Andrew Lloyd
Dustin Perkins
Patrick Nevah
Jarred Robinson
Elizabeth Sofsky
Charles Uwilingiyimana
Mike Konikoff
Kenny Kwan
Robert Martini
Diane Kline
Kelley Samuels
Eric Sweeter

Fran McAskill
Director
Procurement Division



330 West Church Street
P.O. Box 9005, Drawer AS05
Bartow, Florida 33831-9005
Phone: (863) 534-6757
Fax: (863) 534-6789
www.polk-county.net

EXHIBIT C

Board of County Commissioners

REIMBURSABLE COST SCHEDULE

- | | |
|--|---|
| 1. Subcontractor Services | Actual Costs |
| 2. Travel & Mileage Expenses | In accordance with Chapter 112.061, F.S.; and further defined in the Polk County Employee Handbook for pre-approved out-of-county travel (excluding travel from home offices located outside of Polk County to the Polk County line). |
| 3. Pre-approved Equipment
(includes purchase and rental of equipment used in project) | Actual Costs |

REQUEST FOR LEGAL SERVICES

To: County Attorney's Office
Attention: Noah Milov

From: Brad Howard, Ext. 6706

Division: Procurement

Date: June 22, 2026

Request (in detail): Please review and sign the attached Contract Document (RFP #25-687) for a Master Consulting Agreement with AECOM Technical Services.

Reviewed by Procurement Manager: MS 6/23/26
(Initials) (Date)

Please indicate any time limits involved and attach all necessary documentation.

For County Attorney office use only:

Assign to: Noah Date: JUN 23 2026
County Attorney Project No.: 2026-418
Logged out: 7/2/2024