

**Polk Transportation Planning Organization  
Consultant Services Authorization (CSA)**

Agenda Item 16  
Attachment 1  
TPO Board Meeting  
4/10/2025

<b>Firm</b>	Kimley-Horn and Associates, Inc.
<b>Master Agreement No.</b>	TPO-20-1009-02
<b>CSA No.</b>	TPO-20-1009-02-05
<b>Project Name</b>	2050 LONG RANGE TRANSPORTATION PLAN: Part Two
<b>Project Description</b>	Preparation and completion of the 2050 Long Range Transportation Plan in order to meet Federal requirements of the TPO.
<b>Project Exhibits and Attachments</b>	Exhibit "A" – Scope of Services Exhibit "B" - Fee Schedule (Master Agreement) Exhibit "C" – Reimbursable Cost Schedule Exhibit "D" – Insurance Documentation
<b>Duration</b>	The duration of the Project will extend to March 31, 2026.
<b>Compensation</b>	Not to exceed \$230,000.00.
<b>Special Contract Conditions</b>	See Scope of Services for details
<b>Insurance Requirements</b>	Professional Liability
<b>Liquidated Damages</b>	See Master Agreement No. TPO-20-1009-02-02
<b>Budget Source/Availability</b>	PL and SU funding will be used for this study; Fund no. 11148

IN WITNESS WHEREOF, the parties hereto have executed this CSA Modification on this 10th day of April, 2025.

ATTEST:

POLK TRANSPORTATION PLANNING  
ORGANIZATION:

\_\_\_\_\_  
Ryan Kordek, TPO Director

\_\_\_\_\_  
Mayor Trish Pfeiffer  
TPO Chairman

Approved by the TPO Attorney as to  
Form and legal sufficiency:

\_\_\_\_\_  
Heather Bryan, TPO Attorney

\_\_\_\_\_  
Kimley-Horn and Associates, Inc.

ATTEST:

CONSULTANT COMPANY NAME

\_\_\_\_\_  
Corporate Secretary

\_\_\_\_\_  
Authorized Corporate Officer

SEAL

\_\_\_\_\_  
Printed Name and Title

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**POLK TRANSPORTATION PLANNING ORGANIZATION (TPO)  
2050 LONG-RANGE TRANSPORTATION PLAN PART TWO  
SCOPE OF SERVICES**

**(CSA) TPO-20-1009-02-05**

**Prepared April 2, 2025**

**INTRODUCTION**

The Polk Transportation Planning Organization's (TPO) Adopted Fiscal Years 2024/25 -- 2025/26 Unified Planning Work Program (UPWP) contains a task and related funding for the update of the TPO's Long Range Transportation Plan to the year 2050, hereinafter referred to as the "2050 LRTP". This scope of services entails the analysis and development of the initial tasks required for the development of the 2050 LRTP that will serve as a guide for Polk County's local governments and the public.

The 2050 LRTP Update will address the following five (4) primary activities/sections listed in this scope of services:

- 1) Public Involvement Activities;
- 2) Transportation Needs Assessment;
- 3) Identification and Prioritization of Candidate Transportation Improvement Projects and Recommended Cost Feasible Transportation Network; and
- 4) Project Documentation.

The Project Consultant will develop project related materials and reports for website posting that adhere to the Polk County guidelines for addressing Americans with Disabilities Act (ADA) accessibility guidelines. The Polk TPO staff will be responsible for reviewing documents prior to posting to the TPOs website to ensure compliance with the appropriate guidelines.

The Kimley-Horn & Associates, Inc. hereafter referred to as the Project Consultant will complete the tasks outlined in this scope of services in close coordination with the TPO Project Manager and Staff. It is understood that the Project Consultant will serve as an extension of the TPO staff and will work very closely and in conjunction with the TPO in the completion of the work activities identified in the scope of services.

**PROJECT MANAGEMENT**

The Polk Transportation Planning Organization (TPO) will assign a TPO staff member to serve as the Project Manager.

**PROJECT ADMINISTRATION**

The Project Consultant will be responsible for periodic invoices to the TPO. These invoices shall include the required documentation of project costs and a progress report that includes an identification of the percent of project and task completion.

**RESPONSIBILITIES OF THE CONSULTANT AND TPO**

The responsibilities of the listed parties are specified in the following scope of services.

**SCOPE OF SERVICES**

**SECTION 1.0 PUBLIC INVOLVEMENT ACTIVITIES**

The Project Consultant will support the TPO Project Manager and TPO Public Information Specialist with the Public Involvement Process. The TPO shall be responsible for the coordination and implementation of public education and involvement efforts for the Project; as well as producing summaries of the specific public involvement efforts and related public comment. The TPO will be responsible for preparing a LRTP report chapter and associated technical appendix that documents these efforts. The public involvement activities conducted in support of the 2050 LRTP Update shall be consistent with the TPO's recently adopted Public Participation Plan..

**1.1 PUBLIC WORKSHOPS (IN PERSON & VIRTUAL)**

The TPO's Public Involvement Specialist will coordinate and schedule public workshops and public outreach efforts. These public involvement activities will provide an opportunity for the public to provide their views regarding transportation needs and priorities and to review and comment on draft plan recommendations. Up to 3 public workshops will be held throughout the county. The Project Consultant will attend these workshops and assist TPO staff in developing presentations and materials. The TPO's Public Information Specialist will identify opportunities to make presentations at neighborhood and community group meetings as part of the plan's outreach efforts with material support by the Project Consultant. The Project Consultant

will also prepare for and present at up to two virtual public workshops which will be produced by the Polk TPO and PGTV.

### **1.2 TPO BOARD AND COMMITTEE PRESENTATIONS**

The Project Consultant will attend and provide presentations during the course of the plan to the TPO's Technical Advisory Committee (TAC), and Board. These presentations will be scheduled to keep the respective bodies informed of the plan's progress. The Project Consultant will be expected to attend and provide presentations for these two (2) groups on four (4) separate occasions during the course of the 2050 LRTP Update.

### **1.3 PUBLIC COMMUNICATION MATERIALS**

The Project Consultant will prepare up to three (3) sets of public communication materials throughout the plan. The Project Consultant will coordinate closely with the TPO's Project Manager and TPO's Public Information Specialist regarding the content contained in these materials. It is envisioned that the materials prepared for this task will include the following:

- Materials prepared at the start of the project to serve as an overall guide to the project for the public and elected officials.
- Materials that highlight the identified transportation needs and the next steps for the development of the cost feasible plan.
- Materials prepared toward the end of the plan to present the draft plan recommendations.
- Attention is directed to the fact that other materials will be provided for use by the TPO staff as provided for in other tasks.

### **1.4 VIDEO PRODUCTION SUPPORT**

The Project Consultant through their subconsultant Valerin will Provide video production services to the TPO to create and produce four (4) approximately one-minute social media videos that highlight the successful implementation of projects from previous Polk TPO Long Range Transportation Plans (LRTP) to present day delivery and operation. The video theme will illustrate the importance and benefits of public participation in the LRTP process; help tell the story of how the POLK TPO is supporting transportation infrastructure improvements and prioritizing investments to meet the future mobility needs of Polk County residents and businesses; and encourage viewers to visit the Polk LRTP website for opportunities to share their views and contribute to the 2050 LRTP. The videos will be developed for a public audience and will incorporate visually appealing imagery and informative narrative showcasing the successful delivery of the following four (4) previous Polk TPO LRTP priority projects:

- Central Polk Parkway
- Complete Streets (POLK TPO to identify completed project)
- Regional Trails (Fort Fraser Trail)
- Winter Haven Transit (POLK TPO to provide project background)

## **2.0 TRANSPORTATION NEEDS ASSESSMENT**

The Project Consultant will conduct an existing and projected transportation needs analysis for Polk County. The focus of this analysis will be based on the recommendations and projects contained in the Momentum 2045 Plan (2045 LRTP). The transportation needs analysis will help support an investment strategy to guide the development of the 2050 LRTP. This analyses will also evaluate the need for capacity-related road improvements, transit services, pedestrian and bicycle facilities and multi-use trails through the year 2050. The application of a subset of the TPO's performance measures will provide the basis for the existing needs analyses while a subset of the performance measures should be used to direct the future needs analysis.

### **2.1 HIGHWAY NEEDS**

The Project Consultant will identify existing and projected highway needs for Polk County. The Polk County Roadway Network Database will be used to identify existing highway needs. The TPO's 2050 population and employment forecasts and the associated travel demand will be used to determine the additional need for capacity-related road improvements in Polk County. Travel demand modeling will be performed by a FDOT Consultant based on guidance from the Project Consultant. This will include 2050 traffic being assigned to the Existing plus Committed (E+C) Network using the newly validated Polk County Standard Transportation Model.

## **2.2 TRANSIT NEEDS**

The adopted Transit Development Plan (TDP) and current update to the TPD under development will be the basis for the transit needs identified in this task. In particular, this will include the multimodal transportation strategy and options that have been identified for core transit corridors as identified in the TDP. Candidate projects in Polk County will include both those contained in the TDP, as well as other regionally identified transit needs and Florida Department of Transportation (FDOT) studies or reports.

## **2.3 IDENTIFY STRATEGIC BICYCLE/PEDESTRIAN FACILITY NETWORK NEEDS**

The Polk TPO will provide the Project Consultant an inventory of existing bicycle and pedestrian facilities for all rural major collector, urban collector and arterial roads in Polk County that will be used as part of the Transportation Needs Analysis. The Polk TPO will coordinate with the Project Consultant and the LRTP Update Steering Committee in developing a methodology to identify strategic network needs and improvements. In determining strategic bicycle and pedestrian network needs, the TPO shall consider the following: access to transit services; proximity to schools, neighborhoods, activity centers, park and recreational facilities and multi-use trails; recommendations from the Momentum 2045 Plan, Congestion Management Plan, and Master Transit Stop Improvement Plan; ongoing Polk TPO planning projects related to complete streets and high crash corridors; and socioeconomic variables.

## **2.4 EVALUATE EXISTING AND PLANNED MULTI-USE TRAIL NETWORK AND IDENTIFY THE NEED AND OPPORTUNITY FOR ADDITIONAL TRAILS**

The Polk TPO will provide the Project Consultant with a refined (existing and planned) multi-use trail network that will be used as part of the Transportation Needs Analysis. The Polk TPO will evaluate the planned multi-use trails that were adopted as part of the Momentum 2045 Plan and confirm their classification as local or regional trails. The Project Consultant will use this information for performance evaluation.

## **SECTION 3.0 CANDIDATE TRANSPORTATION IMPROVEMENT PROJECTS**

The Project Consultant will prepare a summary of recommended candidate transportation projects and strategies for inclusion in a balanced and cost effective 2050 Long-Range Transportation Plan. These candidate projects will include the following: highway, transit, congestion management, intelligent transportation system, pedestrian, and bicycle and multiuse trail projects.

### **3.1 HIGHWAY NETWORK IMPROVEMENT ALTERNATIVES**

The Project Consultant will identify and analyze (with support from the FDOT Consultant for demand modeling) a series of up to three transportation network alternatives to develop a recommended or preferred network that is best suited to meet the projected 2050 travel demand.

The Project Consultant will consider the following in the development of the Cost Feasible Plan:

- Transportation Safety/Vision Zero
- FDOT District 1 TSMO Plan and guidance
- Transportation Impact Fee funding and transportation needs

The Project Consultant will recommend a preferred network alternative based on the listed analyses.

### **3.2 DEVELOPMENT OF COST FEASIBLE TRANSPORTATION PLAN**

The Project Consultant will prepare cost estimates for the proposed transportation improvements which may be considered for inclusion in the cost feasible transportation plan, including:

- Highway Projects;
- Freight Projects;
- Transit Projects;
- Bicycle/Pedestrian Facilities
- Multi-Use Trails; and
- Congestion Management and ITS Improvements

### **3.3 RECOMMENDED COST-FEASIBLE PLAN**

In conjunction with the TPO staff, the Project Consultant will identify and summarize recommended candidate transportation projects and strategies for inclusion in a financially constrained 2050 Long-Range Transportation Plan. The recommended multi-modal cost-feasible plan will include a staged implementation strategy for candidate projects. The recommended cost-feasible plan will include a Tier 1 (E+C Projects), Tier 2 (E+C to Interim Year (2030 to 2040) Projects), Tier 3 (Interim Year (2040) to 2050 Projects), Tier 4 (Illustrative Projects/High Priority Needs), and Tier 5 (Other Unfunded Needs) . Projects will be costed based on Year of Expenditure (YOE) requirements from FHWA and FDOT. Financial resources developed by FDOT for projects on the Strategic Intermodal System (SIS) will be reviewed and used to develop the cost-feasible plan.

### **3.4 REGIONAL TRANSPORTATION SYSTEM**

The Project Consultant will document transportation needs and cost-feasible projects in Polk County that are part of the regional transportation system (highway, transit, multi-use trails). This plan component will be basis for the regional projects.

## **SECTION 4.0 PROJECT DOCUMENTATION**

The Project Consultant will prepare separate draft report chapters and related technical support appendices for the analysis provided in the previous sections throughout the course of the project. These draft chapters will be revised and finalized to prepare the Final LRTP Report and Technical Appendix documentation. In addition to the Final Report, the Project Consultant will prepare a LRTP Map Summary Report and Summary Report.

### **4.1 LRTP MAP SUMMARY REPORT**

The Project Consultant will prepare a graphical summary of the adopted LRTP. It is envisioned that this summary will be a map-based summary similar to the size and content of the summary prepared for the Momentum 2045 Plan. The Project Consultant will prepare a draft of the LRTP Map Summary Report after the TPO Board opens the public hearing for the adoption of the LRTP and will provide to the TPO staff for review. The Project Consultant will revise and finalize the report based on guidance from the TPO staff.

### **4.2 FINAL LRTP REPORT AND TECHNICAL APPENDIX DOCUMENTATION**

Subsequent to the adoption of the 2050 LRTP by the TPO Board, the Project Consultant will prepare the Final LRTP Document. The Final LRTP Document should be a well-organized, professionally prepared document and should be suitable for submittal to FDOT and FHWA per Chapter Four of the MPO Program Manual Handbook. The final document will incorporate final changes, TPO comments and recommendations, supporting technical information, project listings, maps and graphics and public involvement documentation. The LRTP Final Report will be organized by chapter and will include a separate Technical Appendix that provides additional technical analysis and detail.

## **COMPLETION SCHEDULE**

The Polk TPO is required to adopt the 2050 LRTP by December 10, 2025. The contract for this project will expire on March 31, 2026.

The following schedule will guide the completion of important tasks:

### **2025**

Draft 2050 Needs Assessment	April/May 2025
Preliminary 2050 Cost Feasible Projects	July 2025
Draft LRTP Summary Document	July/August 2025
TPO Approval of Draft Plan	September 2025 (for public review and comment)
Draft LRTP Summary Report	November/December 2025
TPO Final Adoption	December 9, 2025

### **2026**

Final LRTP Document	February 2026
Final LRTP Technical Appendix	February 2026

## **Fees**

The Project Consultant will undertake the above services for an amount not exceed \$230,000 which will be invoiced on a monthly basis.

# EXHIBIT B

RFP 20-1009 - Polk TPO

General Planning Consulting services for the Polk Transportation Planning Organization

Fee Schedule and List of Key Personnel

Kimley-Horn and Associates, Inc.

A North Carolina Corporation Headquartered in Raleigh, North Carolina

Federal ID #56-0885615

Schedule of Rates: 2025 - 2026

Classifications	Direct Hourly Rate		Billing Rate	
	Low	High	Low	High
Principal	\$ 95.94	\$ 124.51	\$ 336.00	\$ 436.00
Chief Planner	\$ 75.24	\$ 105.25	\$ 263.00	\$ 368.00
Senior Planner	\$ 56.84	\$ 78.84	\$ 199.00	\$ 276.00
Project Planner	\$ 43.14	\$ 59.88	\$ 151.00	\$ 210.00
Planner	\$ 38.08	\$ 45.34	\$ 133.00	\$ 159.00
Planner Tech	\$ 25.00	\$ 38.48	\$ 88.00	\$ 135.00
Program Manager	\$ 90.54	\$ 106.97	\$ 317.00	\$ 374.00
Senior Engineer	\$ 69.62	\$ 90.78	\$ 244.00	\$ 318.00
Engineer 1	\$ 46.46	\$ 63.35	\$ 163.00	\$ 222.00
Engineer 2	\$ 55.82	\$ 77.02	\$ 195.00	\$ 270.00
Engineer Intern	\$ 39.14	\$ 54.89	\$ 137.00	\$ 192.00
Engineering Technician	\$ 39.28	\$ 56.13	\$ 137.00	\$ 196.00
Senior Programmer	\$ 84.52	\$ 114.50	\$ 296.00	\$ 401.00
Senior Designer	\$ 39.20	\$ 75.94	\$ 137.00	\$ 266.00
Graphic Designer	\$ 37.50	\$ 54.32	\$ 131.00	\$ 190.00
Admin/Clerical	\$ 25.54	\$ 65.44	\$ 89.00	\$ 229.00
Senior Landscape Architect	\$ 60.48	\$ 116.25	\$ 212.00	\$ 407.00
Landscape Architect	\$ 43.96	\$ 64.62	\$ 154.00	\$ 226.00
Landscape Designer	\$ 39.58	\$ 47.22	\$ 139.00	\$ 165.00

## Key Personnel:

Campano, Alex

Capelli, Jill

Coffman, Sydney

Emmons, Erin

Eng, Clarence

Falcon, Macy

Filaroski, Taylor

Fluitt, Allison

Fonseca, Alex

Garau, Michael

Garrett, Harrison

Gartner, Amber

Hansford, Matthew

Harland, Jennifer

Hatton, Christopher

Hill, Rachel

Ispass, Marc

Johnson, Lily

Jones, Marah

Kamm, Brett

Keys, Lauren

Klepper, Bryon

Layne, Shanda

Lorenzo, Laurie

Lubbers, Tia

Luna, Alejandro

Lust, Connor

Mauldin, Courtney

Nadeau, Gary

Naeem, Sana

Nichols, Harrison

Niforatos, Christopher

Nuckols, Ryan

Padgett, Timothy

Robertson, Stewart

Roll, William

Schneider, Jared

Shaw, Terrel

Slautterback, Lindsay

Smith, Krystal

Spahr, Vincent

Stansbery, Stephen

Stone, Heather

Stutzman, Alyssa

Suarez, Ryan

Tate, Clif

Taylor, James

Vaudo, Michael

Viteri, Sabrina

Ware, Kayla

Whitehurst, Jonathan

Wood, James

Woodward, Michael

**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. **Reproduction Cost**

	Single Side	Double Sided
A. Regular Copying .....		
8 ½ x 11 (black & white).....	\$ 0.15/page	\$ 0.25/sheet
8 ½ x 11 (color).....	\$ 0.30/page	\$ 0.40/sheet
8 ½ x 14 (black & white).....	\$ 0.15/page	\$ 0.25/sheet
8 ½ x 14 (color).....	\$ 0.30/page	\$ 0.40/sheet
11 x 17 (black & white).....	\$ 0.25/page	\$ 0.35/sheet
11 x 17 (color).....	\$ 0.40/page	\$ 0.50/sheet
9 ½ x 24 Single Side Only.....	\$ 1.00/page	
17 x 22 Single Side Only.....	\$ 2.00/page	
18 x 24 Single Side Only.....	\$ 2.00/page	
24 x 36 Single Side Only.....	\$ 3.00/page	
30 x 30 Single Side Only.....	\$ 5.00/page	
32 x 34 Single Side Only.....	\$ 5.00/page	
Other sizes-per square inch.....	\$ 0.03/page	
Compact Digital Disk .....	\$ 6.00/disk	
B. Blueprint Copy.....		\$10.00/page
2. **Subcontractor Services** Actual Costs
3. **Special Consultants** Actual costs
4. **Computer Services** Non-reimbursable
5. **Travel Expenses** In accordance with Chapter 112.061, F.S.;  
and further defined in the Polk County Employee Handbook.
6. **Postage, Fed Express, UPS** Actual Costs
7. **Pre-approved Equipment**  
(includes purchase and rental of equipment used in project) Actual Costs





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/21/2025

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

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

<b>PRODUCER</b> Edgewood Partners Insurance Agency 3780 Mansell Rd. Suite 370 Alpharetta GA 30022	<b>CONTACT</b> <b>NAME:</b> Jerry Noyola <b>PHONE</b> (A/C. No. Ext): 7702207699 <b>E-MAIL</b> ADDRESS: greylingcerts@greyling.com	<b>FAX</b> (A/C. No):
<b>INSURED</b> Kimley-Horn and Associates, Inc. 421 Fayetteville Street, Suite 600 Raleigh, NC 27601	<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> National Union Fire Ins Co of Pittsburg <b>INSURER B:</b> Allied World Assurance Co (U.S.) Inc. <b>INSURER C:</b> New Hampshire Insurance Company <b>INSURER D:</b> Lloyd's of London <b>INSURER E:</b> <b>INSURER F:</b>	<b>NAIC #</b> 19445 19489 23841 85202

**COVERAGES****CERTIFICATE NUMBER:** 1811331371**REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Contractual Liab GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC <input type="checkbox"/> OTHER:			GL5268169	4/1/2025	4/1/2026	EACH OCCURRENCE \$2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$1,000,000 MED EXP (Any one person) \$25,000 PERSONAL & ADV INJURY \$2,000,000 GENERAL AGGREGATE \$4,000,000 PRODUCTS - COMP/OP AGG \$4,000,000 \$
A	<input checked="" type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			CA4489663 (AOS) CA2970071 (MA)	4/1/2025 4/1/2025	4/1/2026 4/1/2026	COMBINED SINGLE LIMIT (Ea accident) \$2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			03127930	4/1/2025	4/1/2026	EACH OCCURRENCE \$5,000,000 AGGREGATE \$5,000,000 \$
C	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input checked="" type="checkbox"/> N	N/A	WC067961230 (AOS) WC013711885 (CA)	4/1/2025 4/1/2025	4/1/2026 4/1/2026	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$2,000,000 E.L. DISEASE - EA EMPLOYEE \$2,000,000 E.L. DISEASE - POLICY LIMIT \$2,000,000
D	Professional Liability			B0146LDUSA2504949	4/1/2025	4/1/2026	Per Claim \$2,000,000 Aggregate \$2,000,000

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

Re: Polk Transportation Planning Organization; William Roll. The Polk Transportation Planning Organization is named as an Additional Insured with respects to General & Automobile Liability where required by written contract. Waiver of Subrogation in favor of Additional Insured(s) where required by written contract & allowed by law.

**CERTIFICATE HOLDER****CANCELLATION**

Polk County, a Political Subdivision  
of the State of Florida  
330 West Church Street  
P.O. Box 9005 Drawer AS05  
Bartow FL 33831-9005

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

AUTHORIZED REPRESENTATIVE

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