



Prepared for: City of North Miami Beach  
Response to: RFQ No. 2012-10 CONTINUING CONTRACT FOR  
PROFESSIONAL SERVICES  
Due Date: 06/22/2012 @ 2:00pm



- CIVIL ENGINEERING
- TRANSPORTING ENGINEERING
- STRUCTURAL ENGINEERING
- WATER AND WASTEWATER
- ENVIRONMENTAL SERVICES
- LAND & URBAN PLANNING
- LAND SURVEYING & PLATTING
- CONSTRUCTION ADMINISTRATION
- VALUE ENGINEERING
- STREET IMPROVEMENT & REDEVELOPMENT



Prepared by:

**ROBAYNA**  
AND ASSOCIATES INC.  
ENGINEERS-PLANNERS-SURVEYORS



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**Title Page**

Respondent Firm: Robayna and Associates, Inc.

Address: 5723 NW 158<sup>th</sup> Street. Miami Lakes, Fl. 33014

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Contact Person: Rafael L. Robayna, PE

Submission Date: 06/22/2012 at 2:00 PM

Subject: RFQ No. 2012-10 Continuing Contract for Professional Services.

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June 1, 2012

Mr. Brian K. O'Connor  
City of North Miami Beach Procurement Management Division  
17011 NE 19 Ave. Room 315  
North Miami Beach, FL. 33162

RE: RFQ No. 2012-10 Continuing Contract for Professional Services.

Dear Mr. O'Connor;

Robayna and Associates, Inc., is pleased to submit this response to RFQ No. 2012-10 Continuing Contract for Professional Services. Our firm possess the necessary experience and qualification to provide the services outlined in the RFQ. Robayna and Associates, Inc. is a multidisciplinary Civil Engineering, Planning and Land Surveying firm. We have been providing professional services in the State of Florida since 1981. Our key personnel are experienced and exceptionally proficient in the professional services required for the City of North Miami Beach upcoming projects.

In our more than 30 years of existence we have provided professional services for numerous private and government entities. Within the public agencies, we have successfully completed work for numerous departments of Miami-Dade County, South Florida Water Management District, Federal Aviation Administration, Coast Guard, and municipalities like Sweetwater, Homestead, Opa-Locka, Hialeah, Miami, Florida City, etc.

In the private sector, we have served a variety of developers, architects, contractors and industrial clients. Some examples are: San Miguel Properties LLC, The Royal Bay Group LLC, G&D Miami LLC, Jamestown LLC, Eduardo Calil Architect, Bilay LLC, Borges and Associates, Triangle & Associates, Sailboat Development Corp., Weintraub Construction, Barreiro Concrete, Titan America Cement, General Real Estate Corp., Premier Homes, Univision Network, Lennar Homes, United Homes and countless others.

We have outlined our understanding of the work and methodology in the attached Executive Summary.

Robayna and Associates, Inc. is committed to serve the City of North Miami Beach to the utmost professional standards with our expertise and qualifications to meet the City's requirements. We look forward to develop a professional relationship with the City of North Miami Beach.

Sincerely yours,

ROBAYNA AND ASSOCIATES, INC.

Rafael L. Robayna, P.E  
President/C.E.O

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## Executive Summary

Robayna and Associates, Inc., is a multidisciplinary Civil Engineering, Planning and Land Surveying firm. We have been providing professional services in the State of Florida since 1981. Our key personnel are experienced, committed and exceptionally proficient in the professional services required by the City's Procurement Management Division.

Our founder and President/CEO, Mr. Rafael L. Robayna, is the authorized person to make any representations for this firm. Mr. Robayna's office address is 5723 NW 158<sup>th</sup> Street Miami Lakes, FL 33014 and the telephone number is 305-823-9316.

### **Summary of submittal key points**

**Licenses and Certifications:** The firm is certified as Minority Business Enterprise (MBE) by the State of Florida, Disadvantage (DBE) and Community Business Enterprise (CBE) by Miami-Dade County, among others certifications. We are licensed by the State of Florida Board of Professional Engineers and by the Board of Professional Surveyors and Mappers as Land Surveyors. We have included copies of them in this response.

Our key personnel are licensed as well, by the State of Florida Board of Professional Engineers and by the Board of Professional Surveyors and Mappers accordingly to their individual area of specialty. We have maintained in good standing our licenses and certifications at all times and it is our intention to continue this practice. We have included copies of these after the Standard Forms 330.

**Experience and Qualifications:** In our more than 30 years of existence we have provided professional services for numerous private and government entities. Within the government agencies, we have successfully completed project for several departments of Miami-Dade County like Public Works, Office of Community & Economic Development (OCED), Water and Sewer, Parks and Recreations, Environmental Resources Management (DERM), Aviation, etc. Other State and Federal agencies we have served are: South Florida Water Management District, Federal Aviation Administration, Coast Guard, General Services Administration, etc. And municipalities like Sweetwater, Homestead, Opa-Locka, Hialeah, Miami, Florida City, etc. See Previous Experience Projects Section.

**Understanding the Scope of Work:** We understand that the scope of work is variable, depending on the project assignment, but is basically defined as Civil Engineering Services including but not limited, as per the services our firm specializes, in: engineering; right-of-way and traffic engineering; highway design; construction and civil engineering; environmental permitting and engineering including environmental studies, water and sewer design, utility engineering; preparation of plans and specifications, construction management, highway planning, design and/or construction supervision and administration. In this qualifications statement we intent to demonstrate to the City, our staff capability and quality of work, as well as the ample experience in the mentioned areas by providing you wide example of previous similar project sheets, each of them include proper references.

Our reputation has been that of always complete our projects successfully and to strengthen out the relationship with the client. It is our standard to commit with the work to be done and achieve it to the utmost possible results. Robayna and Associates, Inc., is willing to meet any location, budget, task orders or minority business enterprise procurement goal that the City requires as our work history demonstrates.

Governmental References: We are able to meet the City's requirement of provide minimum of five (5) government agency references other than City of North Miami Beach.

E-Verify Compliance: Our Company is registered in the E-Verify system and complies with this requirement.

Going Green Policy: See attachment.

Robayna and Associates, Inc., is committed to serve the City of North Miami Beach to the highest professional standards with our expertise and qualifications of each key personnel individually and as a team.

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## Introduction Approach & Methodology

Robayna and Associates, Inc.'s philosophy since it was founded has been that there are two things that must be primary to our design, a) the quality of our work product must be the best possible under the restraints of the project requirements and b) the client is the most important member of our design team and as such his desires and requirements must be taken into consideration and implemented within the design parameters.

We have combined this primary philosophy with our 31-years of experience plus the accumulated knowledge of our entire staff. We have been involved with governmental infrastructure projects as well as land development and private projects since our inception. Our involvement with projects requiring multiple disciplines have increased our awareness of the importance of project coordination and observance of schedules from the beginning to end of any project.

Whether it is the design of roadways, bridges, buildings, drainage systems, sewage collection system, or water resource projects, Robayna and Associates, Inc. has the necessary civil engineering capabilities. We emphasize the importance of good initial data to achieve successful projects. Robayna and Associates, Inc., takes pride in its ability to develop engineering solutions within budget to satisfy our client's needs. These solutions are implemented within our frame of services, which emphasizes technical innovation and high competence always coordinated with our client's staff.

Software changes, new equipment and technology are key issues to be addressed in a regular basis to assure our technical competence. We constantly update our software and equipment to maintain up-to-date technology. Our professionals attend seminars and training sessions to increase knowledge and current competence.

The ever-increasing regulatory environment requires that our professionals maintain a current level of knowledge and involvement on today's issues. Sewer capacity, water supply availability, water quality, handicapped requirements, wetland regulations, stormwater management, pollution control and other environmental issues require constant review and awareness of codes as well as new technological changes. Our firm has always been, thru involvement in the regulatory process, part of engineering and industry organizations, and have subscribed to the philosophy that "No man is an island in his profession". Our professionals keep in touch with the agencies that create the rules that regulate our profession and stay current with knowledge of the regulatory changes.

The following describes in detail, Robayna and Associates, Inc., approach and methodology to the specific services requested under the Request for Qualifications for Continuing Contract for Professional Services.

Prior to starting any services and upon receiving a task order request from the City of North Miami Beach, Robayna and Associates, Inc. will analyze the information provided and clarify any concerns or question on the overall services and provide the City with a proposed budget. Once approved, our team will proceed with the task along the parameters shown on the attached sample approach and methodology depending on the services required.

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## Sample Approach and Methodology For Roadway and Right-of-Way Improvements

### I. Preliminary Forensic Services

The preliminary investigations are the most important step in the design. This step will allow for the engineer and design team to become extensively familiar with the conditions of the project. This would involve the performing of a topographic survey, collect utility as-built data and additionally locate those areas where underground utility information maybe sparse. If necessary, the services can be expanded, in coordination with the City, to include soft digs and other ground penetrating radar (GPR) to locate the underground utilities. The results from the GPR and soft digs could potentially reduce the occurrence of costly change orders at the time of construction.

### II. Design and Plans Preparation Phase

By the time that the plan preparations have begun the existing topography of the project will be near completion. Robayna and Associates, Inc. will proceed with the preparation of the roadway and drainage plans in the following fashion:

- The re-grading of the road based on the survey of adjacent property grades, critical for stormwater management and preparation of preliminary profile grades.
- Layout of drainage system, interconnecting the existing drainage, providing for water quality treatment, (see drainage approach below)
- Preparation of any required outfall details
- Preparation of roadway plans and profiles
- Preparation of roadway cross-sections, details and other roadway elements.
- Preparation of pavement marking, (see traffic design approach below)
- The street lighting will have to be checked for any sort of conflict
- Preparation of Landscaping Plans (see Landscape design and approach)
- Quantities
- Specifications
- Preparation of Final Construction Bidding package

As plans preparation progresses, milestone submittals (30%, 60%, 90% & 100%) will be made to the City for comments and approvals of plans, calculations, details, technical specifications, construction quantities and cost estimates. These milestones may vary depending on the scope of services required.

At each milestone of the project Robayna and Associates, Inc. will provide in-house Quality Assurance and Quality Control (QA/QC) prior to submittal to the City. The QA/AC process will focus on five areas; quality, clarity, completeness, constructability and bid potential. This should reduce the number of comments made by the City reviewers and keep the project on schedule for completion within the design period.

### III. Roadway Approach

It is important to have close coordination of all professionals involved in the project and the City staff form the start. Communication with the City in issues relating to existing facilities and City preferences is important to define the best location for drainage structures based on existing roadway conditions and grades. Once the existing Roadway profile and right-of-way elevations are defined from the topographic survey, changes to the profile may be made to the road as to more efficiently distribute its runoff. There will be cases where the City requires minimum disturbance of the existing conditions, to

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satisfy neighbors or existing businesses, and we will work closely to serve the objectives of the City.

While preparing plans for the roadway, coordination will be made with any applicable permitting agencies having jurisdiction including Highway Division of Miami-Dade Public Works and Waste Management Department, FDOT and other City agencies to define any requirements which may be needed so that permitting goes smoothly. Roadway design will follow ASSHTO, FDOT, City and Miami-Dade County Standards.

It may be the intent of the City to upgrade its traffic calming methods. This would be discussed with the City at the appropriate time in the design.

#### IV. Drainage Approach

Robayna and Associates Inc. will provide stormwater management design services. An exhaustive project approach is crucial in successfully designing and implementing upgrades for the stormwater management systems.

Given any as-built information to be provided by the City and the information collected in the field, a preliminary model will be developed for the roadway and contributing areas. Given the roadway profile collected in the topographic survey the usefulness of each existing drainage inlet will be determined. At this time it would be necessary to determine whether the use of exfiltration trench, drainage wells, outfalls, or if a combination of them would be appropriate. With the treatment system decided upon that best serves the City and the Residents we would continue to develop the design plans and drainage computer model.

During analysis we will define for the 5-year design storm if any elements need to be upgraded or kept. Reusing elements whenever possible within the existing drainage system is crucial to obtain substantial savings during the project construction.

#### Water Quality:

The FDEP, SFWMD, PERA and the City of North Miami Beach require that all projects meet state water quality standards, as set forth in Chapter 17-302, Florida Administrative Code (FAC). Because it has been well documented that the first inch of runoff generated by a storm event, also known as the first flush, contains over 90 percent of the total pollutants conveyed by stormwater runoff. Approximately 90 percent of the annual storm events in South Florida are less than one inch of rainfall. The state water quality standards are presumed to be met if the volume from the first flush is retained in the stormwater management system.

Projects within the PERA jurisdiction are required to retain 100 percent of the first one inch of runoff from the drainage basin within the stormwater management system. The methodology for estimating this volume is outlined in PERA's "Policy for Design of Drainage Structures." However, PERA's criteria typically generates larger volumes than SFWMD.

#### French Drains:

In Miami-Dade County, French drains, or exfiltration trenches, are the most widely used, when in-situ soil hydraulic conductivity and/or hydraulic head is sufficient to promote exfiltration of the required stormwater quality volume. As required by SFWMD, PERA and FDOT, French drains must be designed in accordance with the following design

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criteria and parameters:

- French drains cannot be located where there are contaminated soils.
- Exfiltration pipe should be 15 inches minimum to allow proper maintenance, with larger diameters required depending on the type of roadway.
- The invert elevation for exfiltration pipe should be at or above the design water table and for area close to Biscayne Bay and is dependent on tidal cycles when working in coastal areas.
- Miami-Dade County Department of Permitting, Environment and Regulatory Affairs (PERA) suggests a design water table of 1.60 feet NGVD in coastal area.
- The depth of the French drain trench will be determined from the geotechnical report borings.
- Sumps must be provided at inlets to minimize entrance of oils and sediments into exfiltration system. Baffles should be provided at signalized intersections or adjacent to parking.
- In-situ soil exfiltration capacity is typically determined by the SFWMD “Usual Open-hole Test,” or FDOT percolation test method. These tests will provide values for the hydraulic conductivity of the soil.
- Other regulations of preferences for design by the City of North Miami Beach, will be discussed at the time of the commencement of the design.

Drainage Wells:

In areas where space is inadequate to provide exfiltration trench or alternate treatment methods, drainage wells are frequently used. Drainage wells are either fed through gravity or force main. The deep wells are permitted by FDEP and Miami-Dade County PERA as Class V wells and rules set forth in Rule 62-528 of the Florida Administrative Code (FAC). There is a rule of thumb which dictates the average of one well for every acre of contributing area.

- Drainage wells have a requirement for the treatment of runoff defined by the receiving aquifer.
- In the South Florida Coastal area a 90 second detention time is required prior to discharge through a well. The detention tank must be separated from the well with a baffle to reduce the potential for oil, grease and other floating material to reach the well.
- The drainage well is limited in that at a maximum it can only receive the 5-year 1-hour rain event of approximately 3.2 inches per hour.
- The regulatory agency enforces the use of a large head-loss of approximately 1.5' which can make a system seem infeasible in locations with very low ground elevations.
- The drainage well capacity can be complimented by the installation of French drain if space is available.

**V. Geotechnical Investigation and Evaluations**

In-situ geotechnical investigations are performed by qualified testing laboratories following the guidelines as set forth by ASTM. The experienced professionals provide an insight to the clients regarding the type of structures the soil can hold and necessary modifications to increase the strength of the existing sub-grade materials. We will coordinate with a reputable testing laboratory to assure that the parameters used are in accordance with the needs of the projects.

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**VI. Roadway Signing, Pavement Marking and Channelization Plans**

The Signing and Pavement Marking Plans will be prepared in accordance, the Manual on Uniform Traffic Control Devices (MUTCD), Miami-Dade County Requirements and FDOT Standards (where applicable) and any local standards which have been adopted.

Robayna and Associates, Inc. will perform a sign inventory along the project. Signage in very good condition and shall be kept unless changes are required by the City. Relocation of signs may be needed to satisfy project parameters. If any sign along the roadway does not meet current standards it will be identified and replaced.

Design of required signs will be done along with the pavement marking plans to complement the channelization design of the project.

**VII. Environmental Issues**

During the forensic services stage for each task project, Robayna and Associates, will do an inventory of any environmental concerns through the records of Miami Dade PERA. Any contamination found within or adjacent to the projects will be addressed to reduce impact on the project and protect the public interest as prescribed by law.

When dealing with outfalls within the Biscayne Bay ecosystem the design team must be conscious of the environmental impacts that can occur at focused runoff discharge points, such as outfalls pipes. The presence of endangered seagrasses and corals that are a crucial part of the marine environment can be damaged during construction or as a result of system design and operation. It is crucial that the flow from outfall pipes maintain certain velocities as to promote the growth and not damage seagrasses. Coordination with Miami-Dade County PERA should be made when selecting the location of a new outfall. The development of environmental management plans at an early stage in the engineering and design process is an integral component of minimizing future project costs and delays.

**VIII. Permitting**

Robayna and Associates, Inc will process and obtain required permit approvals. Our team has been working in permitting civil engineering projects since 1981 in the South Florida area and has a long track record of success and professional relations with all the regulatory agencies.

Our team's knowledge of the standards and permitting procedures allow us provide for the needs for this specific project as describe below:

- 1- Contact all permitting agencies involved to identify their concerns and jurisdiction early on the process to avoid stumbling blocks. This will included:
  - 1.1 Agencies that have direct regulating responsibility for the Road Improvements, like:
    - Miami-Dade County Public Works and Waste Management Dept.
    - Miami-Dade County Permitting, Environment and Regulator Affairs (PERA)
  - 1.2 Agencies that have Right of Way or Property Rights Jurisdiction, like:
    - City of North Miami Beach
    - Miami-Dade County
    - Florida DOT
  - 1.3 Agencies and Companies that may have jurisdiction over affected or relocated utilities, like:
    - Florida Power and Light Co. (electric lines)

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- AT&T (communication lines)
  - Miami Dade Fire Rescue Dept. (Fire hydrants within the projects)
  - City of North Miami Beach Water Department and MD-WASD(if relocation of their utilities is required)
  - Gas and Cable Companies (if gas or cable lines are affected)
- 2-** Preparation of permit application packages.
- After completion of the plans permit submittal packages will be prepared, applications will be filled. Close coordination with the Departments and the permitting agencies will allow for smooth flow of this phase.
- 3-** Submittal of Permit application package through the Agencies. Some of these reviews are internal City reviews.
- 3.1** City of North Miami Beach Building Department  
     **3.2** City of North Miami Beach Public Works
- 4-** Environmental Permitting
- This project is not located in a Drainage Basin, expected impact to surface waters (Intercostal) will be affected in certain projects.
- Miami-Dade County Permitting, Environment and Regulator Affairs (PERA) Coastal Department
- 5-** Drainage Permitting
- In Miami-Dade County, the SFWMD has delegated permitting authority to PERA for following project conditions:
- No wetland impacts
  - Area less than 40 acres with overflow
  - Area less than 320 acres without overflow
  - Located outside western C-9 basin

The anticipated regulatory agencies having jurisdiction over the proposed stormwater management system for this project are:

- City of North Miami Beach Public Works Department
- Miami-Dade County PERA — Water Control Section
- Florida Department Environmental Protection (FDEP)

#### **IX. Construction Administration Assistance and Documentation**

Robayna and Associates, will assist and or coordinate, as required, in the bidding process, pre-construction meetings, shop drawings review and approval, field inspections, review of contractor's pay requests and as-builts documents for final engineer certifications as may be included in the agreement.

Our capabilities combined with a depth of local experience, knowledge and resources, allow us to provide The City of North Miami Beach with services that are unique to our Firm and Team. These qualifications and our reputation make Robayna and Associates, Inc.

#### **X. Overall Organization and Ability to Complete the Project**

Minimizing the number of sub consultants is an easy way to be sure that there is sufficient control in a project to complete the tasks within a given time frame. As stated within our qualifications we will be able to provide in-house the survey field information as it comes to the office on a daily basis. Given all of the information coming in, our engineers and draftsmen will be able to prepare an initial design with minimal changes to the survey drawings. Additionally, given the advent of 3D drafting in AutoCAD Civil 3D roadway profiles can be developed and updated rapidly where all information within the

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model is interconnected. Our production operation has streamlined and reduced the steps which took hours of outside consultant coordination.

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# ARCHITECT - ENGINEER QUALIFICATIONS

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## PART I - CONTRACT-SPECIFIC QUALIFICATIONS

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### A. CONTRACT INFORMATION

1. TITLE AND LOCATION (*City and State*)

2. PUBLIC NOTICE DATE

3. SOLICITATION OR PROJECT NUMBER

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### B. ARCHITECT-ENGINEER POINT OF CONTACT

4. NAME AND TITLE

5. NAME OF FIRM

6. TELEPHONE NUMBER

7. FAX NUMBER

8. E-MAIL ADDRESS

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### C. PROPOSED TEAM

(Complete this section for the prime contractor and all key subcontractors.)

(Check)				9. FIRM NAME	10. ADDRESS	11. ROLE IN THIS CONTRACT
PRIME	J-V	PARTNER	SUBCONTRACTOR			
a.				<input type="checkbox"/> CHECK IF BRANCH OFFICE		
b.				<input type="checkbox"/> CHECK IF BRANCH OFFICE		
c.				<input type="checkbox"/> CHECK IF BRANCH OFFICE		
d.				<input type="checkbox"/> CHECK IF BRANCH OFFICE		
e.				<input type="checkbox"/> CHECK IF BRANCH OFFICE		
f.				<input type="checkbox"/> CHECK IF BRANCH OFFICE		

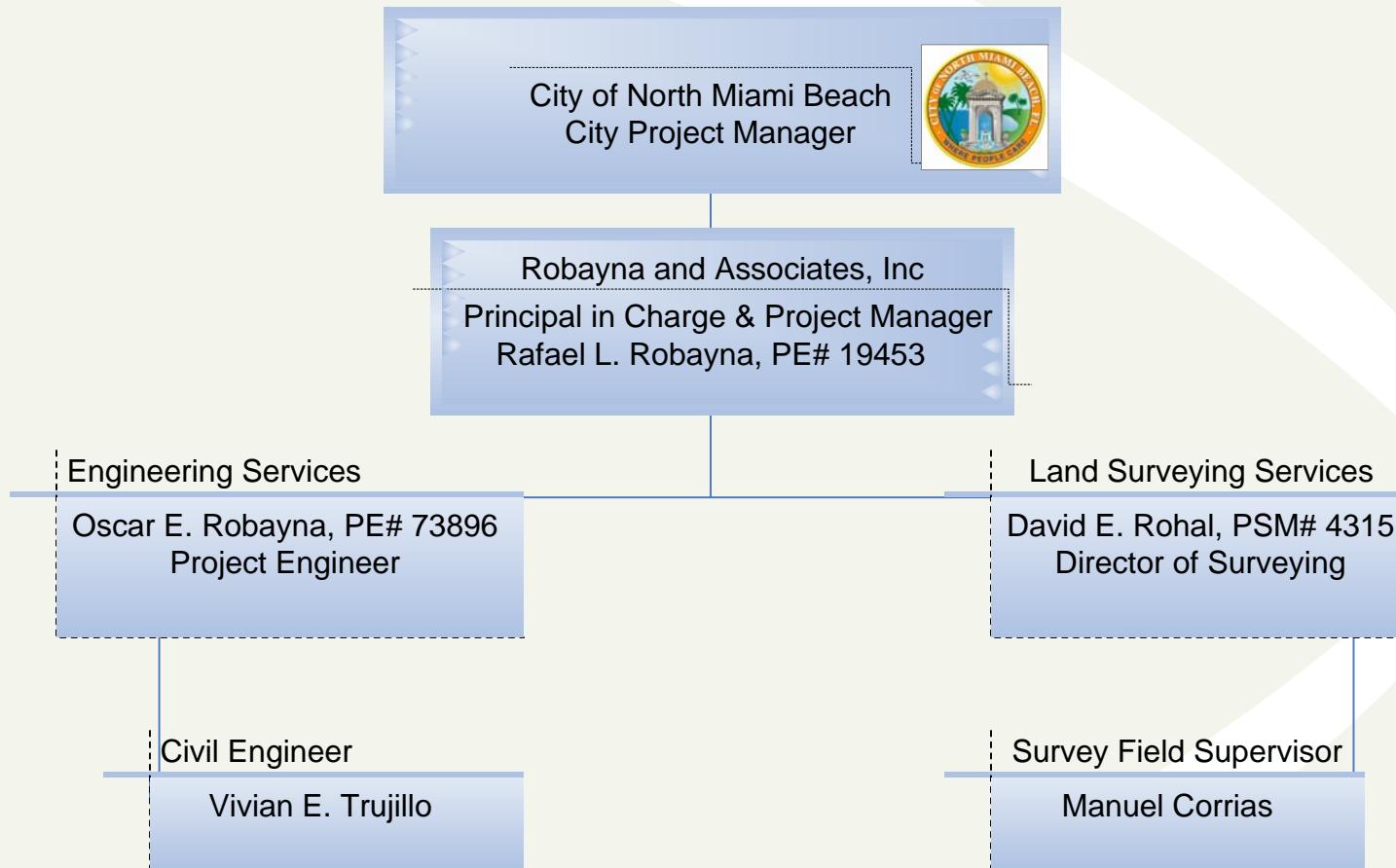
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### D. ORGANIZATIONAL CHART OF PROPOSED TEAM

(*Attached*)

# Robayna and Associates, Inc.

## Organizational Chart



RFQ No. 2012-10 Continuing Contract for Professional Services

**E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT**  
*(Complete one Section E for each key person.)*

12. NAME	13. ROLE IN THIS CONTRACT	14. YEARS EXPERIENCE	
Rafael L. Robayna, P.E.	Principal in Charge	a. TOTAL	b. WITH CURRENT FIRM
		41	31
15. FIRM NAME AND LOCATION ( <i>City and State</i> ) Robayna and Associates, Inc., Miami Lakes, FL 33014			
16. EDUCATION ( <i>Degree and Specialization</i> ) Bachelor in Building Construction, University of Florida, 1969 (Recognized as an Engineering Degree) A.A of Architecture, MDCommunity College, 1967		17. CURRENT PROFESSIONAL REGISTRATION ( <i>State and Discipline</i> ) Professional Engineer, State of Florida, P.E. No. 19453 since 1976	
18. OTHER PROFESSIONAL QUALIFICATIONS ( <i>Publications, Organizations, Training, Awards, etc.</i> ) American Society of Civil Engineers ASCE, National Committee of Equal Opportunity Programs, BASF, Cuban American Association of Civil Engineers, Miami-Dade County Flood Management Task Force. MDCollege Hall of Fame, Plinio Villanueva Award and Francisco Albear Award by CAACE.			
19. RELEVANT PROJECTS			
(1) TITLE AND LOCATION ( <i>City and State</i> ) Miami-Dade County WASD NAP Project Various Locations		(2) YEAR COMPLETED PROFESSIONAL SERVICES CONSTRUCTION ( <i>If applicable</i> ) 2003 2008	
a.	(3) BRIEF DESCRIPTION ( <i>Brief scope, size, cost, etc.</i> ) AND SPECIFIC ROLE Principal in Charge. Various water improvement projects along local roads & major arterials. Services provided: Survey & design, plans preparation, permitting, specifications, construction administration for water distribution system, utilities relocations, pavement restoration, pavement marking and M.O.T. Total Cost \$60.0 M.		
(1) TITLE AND LOCATION ( <i>City and State</i> ) Miami-Dade County FEMA DORM E01-DERM 05 Various Locations		(2) YEAR COMPLETED PROFESSIONAL SERVICES CONSTRUCTION ( <i>If applicable</i> ) 2002 2004	
b.	(3) BRIEF DESCRIPTION ( <i>Brief scope, size, cost, etc.</i> ) AND SPECIFIC ROLE Principal in Charge. Consisted of drainage improvements and pavement restoration for areas damaged by passing hurricanes some consisted of replacing damaged drainage systems or roadway, while others included the addition of new systems entirely. Services include drainage design, pavement marking, MOT, incidental construction, etc. Cost \$5.0 M.		
(1) TITLE AND LOCATION ( <i>City and State</i> ) Tunnel Replacement of 54" Sanitary force main and 20" Water main.		(2) YEAR COMPLETED PROFESSIONAL SERVICES CONSTRUCTION ( <i>If applicable</i> ) 2010 2014	
c.	(3) BRIEF DESCRIPTION ( <i>Brief scope, size, cost, etc.</i> ) AND SPECIFIC ROLE Principal in Charge. Survey & utility engineering preparation of a design criteria package for the replacement of the 54" diameter sanitary sewage force main and 20" Water main under Gov Cut & Fisher Island to connect from Virginia Key to The City of Miami Beach. Includes permitting, land rights acquisition, etc. Const Cost \$130M.		
(1) TITLE AND LOCATION ( <i>City and State</i> ) Arcola Lakes Park Senior Center / NW 14th Ave. and NW 83rd St.		(2) YEAR COMPLETED PROFESSIONAL SERVICES CONSTRUCTION ( <i>If applicable</i> ) 2008	
d.	(3) BRIEF DESCRIPTION ( <i>Brief scope, size, cost, etc.</i> ) AND SPECIFIC ROLE Principal in Charge. The project consist of the planning and development of a Senior Recreational Center on a parcel which is been added to an existing park, Arcola Lakes Park. Services included paving & drainage, water &sewer design,a lift station design and 1700 LF of sewage force main. Construction cost approximate \$1M		
(1) TITLE AND LOCATION ( <i>City and State</i> ) Mirage at Sailboat Cove Subdivision Opalocka, FL.		(2) YEAR COMPLETED PROFESSIONAL SERVICES CONSTRUCTION ( <i>If applicable</i> ) 2004 2007	
e.	(3) BRIEF DESCRIPTION ( <i>Brief scope, size, cost, etc.</i> ) AND SPECIFIC ROLE Principal in Charge. This project is a 12.5-acre subdivision project, with an existing lake. The project required the design and construction of access road, and the design & construction of water transmission lines, sewer collection systems to serve the project. Construction Cost: \$5.5M		

**E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT**  
*(Complete one Section E for each key person.)*

12. NAME	13. ROLE IN THIS CONTRACT	14. YEARS EXPERIENCE	
David E. Rohal, P.S.M.	Professional Land Surveyor	a. TOTAL	b. WITH CURRENT FIRM
		36	1
15. FIRM NAME AND LOCATION ( <i>City and State</i> ) Robayna and Associates, Inc. Miami Lakes, FL 33014			
16. EDUCATION ( <i>Degree and Specialization</i> ) Associates of Art Degree. University of Florida -1972 Advance Surveying and Civil Engineering Curriculum - Fl. International University		17. CURRENT PROFESSIONAL REGISTRATION ( <i>State and Discipline</i> ) Professional Land Surveyor and Mapper P.S.M No. 4315, since 1986	
18. OTHER PROFESSIONAL QUALIFICATIONS ( <i>Publications, Organizations, Training, Awards, etc.</i> ) Member of Fl. Soc. Mappers & Surveyors (FSMS).			
19. RELEVANT PROJECTS			
(1) TITLE AND LOCATION ( <i>City and State</i> ) Univision Network 9405 NW 36 Stret.  (3) BRIEF DESCRIPTION ( <i>Brief scope, size, cost, etc.</i> ) AND SPECIFIC ROLE		(2) YEAR COMPLETED PROFESSIONAL SERVICES CONSTRUCTION ( <i>If applicable</i> ) 2011 2012  <input checked="" type="checkbox"/> Check if project performed with current firm	
a.	Land Surveyor. The scope of services included boundary, topographic, trees and specific purposes surveys; platting, preparation of legal descriptions and affidavits, as well as route survey along NW 41 Street. Survey of the new addition. Construction cost: \$14.0 M		
(1) TITLE AND LOCATION ( <i>City and State</i> ) Westview Gulf Club 2601 NW 117 Stret.  (3) BRIEF DESCRIPTION ( <i>Brief scope, size, cost, etc.</i> ) AND SPECIFIC ROLE		(2) YEAR COMPLETED PROFESSIONAL SERVICES CONSTRUCTION ( <i>If applicable</i> ) 2012  <input type="checkbox"/> Check if project performed with current firm	
b.	Land Surveyor. The scope included preparing legal descriptions, locate buildings and pavement modifications, adjacent road improvements, parcels to be release. Also review title commitment, obtain location of the lakes and obtain elevations on the lands areas and adjacent boundary roadways. No construction cost associated.		
(1) TITLE AND LOCATION ( <i>City and State</i> ) Chase Bank Florida City  (3) BRIEF DESCRIPTION ( <i>Brief scope, size, cost, etc.</i> ) AND SPECIFIC ROLE		(2) YEAR COMPLETED PROFESSIONAL SERVICES CONSTRUCTION ( <i>If applicable</i> ) 2012 2012  <input checked="" type="checkbox"/> Check if project performed with current firm	
c.	Land Surveyor. The project consisted of boundary and topographic survey for construction purposes as well as elevation certificate for FEMA. Also legal description with sketch, set benchmarks, and control points, additional services while construction as needed. Construction Cost: 1 M		
(1) TITLE AND LOCATION ( <i>City and State</i> ) Tradition at Kendall 8454 Hammocks Blvd.  (3) BRIEF DESCRIPTION ( <i>Brief scope, size, cost, etc.</i> ) AND SPECIFIC ROLE		(2) YEAR COMPLETED PROFESSIONAL SERVICES CONSTRUCTION ( <i>If applicable</i> ) 2007 2012  <input checked="" type="checkbox"/> Check if project performed with current firm	
d.	Land Surveyor. Project consists of boundary and topographic survey of 15.81ac. parcel with existing lake. Includes setting vertical control points, location of all existing features, ground elevations, lake sections, tree survey and utility verification. And more recently update survey. Construction cost estimated in 5.5 M. Ongoing construction		
(1) TITLE AND LOCATION ( <i>City and State</i> ) Grandeville at Avalon Park  (3) BRIEF DESCRIPTION ( <i>Brief scope, size, cost, etc.</i> ) AND SPECIFIC ROLE		(2) YEAR COMPLETED PROFESSIONAL SERVICES CONSTRUCTION ( <i>If applicable</i> ) 2010  <input type="checkbox"/> Check if project performed with current firm	
e.	Land Surveyor. This project consist of 508 acres development of regional impact. Prepared multi-use subdivision plat. Unknown Construction cost.		

**E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT**  
*(Complete one Section E for each key person.)*

12. NAME		13. ROLE IN THIS CONTRACT		14. YEARS EXPERIENCE		
				a. TOTAL	b. WITH CURRENT FIRM	
<b>Oscar Ernesto Robayna, P.E.</b>		<b>Project Engineer</b>		7	7	
15. FIRM NAME AND LOCATION ( <i>City and State</i> )		Miami Lakes, FL 33014				
Robayna and Associates, Inc.						
16. EDUCATION ( <i>Degree and Specialization</i> )		17. CURRENT PROFESSIONAL REGISTRATION ( <i>State and Discipline</i> )				
University of Central Florida, BS in Civil Engineering Completed in May 2007 Miami-Dade Community College, AA in Computer Engineering, May 2003		Professional Engineer # 73896, State of Florida				
18. OTHER PROFESSIONAL QUALIFICATIONS ( <i>Publications, Organizations, Training, Awards, etc.</i> )						
Member of the American Association of Civil Engineers (ASCE), AutoCAD Civil3D 2008 Training.						
19. RELEVANT PROJECTS						
(1) TITLE AND LOCATION ( <i>City and State</i> )				(2) YEAR COMPLETED		
Arcola Lakes Park Senior Center / Miami, FL NW 14th Ave. and NW 83rd St.				PROFESSIONAL SERVICES	CONSTRUCTION ( <i>If applicable</i> )	
				2008	2013	
(3) BRIEF DESCRIPTION ( <i>Brief scope, size, cost, etc.</i> ) AND SPECIFIC ROLE				<input checked="" type="checkbox"/> Check if project performed with current firm		
a.	Senior Engineer. The project consist of the planning and engineering design of a Senior Recreational Center on a parcel which is been added to an existing park, Arcola Lakes Park. Services included paving & drainage, water & sewer design, a lift station design and 1700 LF of sewage force main. Construction cost approximate \$1M					
(1) TITLE AND LOCATION ( <i>City and State</i> )				(2) YEAR COMPLETED		
Venetian Causeway Streetscape Miami Beach, FL. Improvements				PROFESSIONAL SERVICES	CONSTRUCTION ( <i>If applicable</i> )	
				2007	2012	
(3) BRIEF DESCRIPTION ( <i>Brief scope, size, cost, etc.</i> ) AND SPECIFIC ROLE				<input checked="" type="checkbox"/> Check if project performed with current firm		
b.	Civil Engineer. The objective is to provide beautification enhancements and engineering improvements to the Venetian Cswy. Include new road alignment w/ curb & gutter, bicycle path and pedestrian sidewalks, storm water drainage improvements design, pavement marking and MOT. Special purpose survey for proposed outfalls to the bay. Const C. \$8.5M					
(1) TITLE AND LOCATION ( <i>City and State</i> )				(2) YEAR COMPLETED		
Tamiami Basketball Pavilion Park Miami, Forida MDC Parks and Recreation Dept.				PROFESSIONAL SERVICES	CONSTRUCTION ( <i>If applicable</i> )	
				2009		
(3) BRIEF DESCRIPTION ( <i>Brief scope, size, cost, etc.</i> ) AND SPECIFIC ROLE				<input checked="" type="checkbox"/> Check if project performed with current firm		
c.	Civil Engineer. Partially responsible for paving, grading & drainage as well as utility connections for new basketball pavilion. 7.6 acres +- . Grading of road surfaces and coordination in resolving existing utility conflicts. Performed calcs. for exfiltration trenches and submittal for SFWMD and DERM ERP and lift station. Project cancelled					
(1) TITLE AND LOCATION ( <i>City and State</i> )				(2) YEAR COMPLETED		
Tradition at Kendall Miami, Florida 8454 Hammocks Blvd. Kendall				PROFESSIONAL SERVICES	CONSTRUCTION ( <i>If applicable</i> )	
				2006	2007	
(3) BRIEF DESCRIPTION ( <i>Brief scope, size, cost, etc.</i> ) AND SPECIFIC ROLE				<input checked="" type="checkbox"/> Check if project performed with current firm		
d.	Project Manager. 228 Rental Unit residential project (15.81ac). Boundary and topographic survey, lake Sections. Site plan design plans preparation for sanitary sewer collection system, water distribution system, drainage system design, storm water management, Pump Station, environmental resources permit, roadway design, etc. Construction Cost \$5.5 M					
(1) TITLE AND LOCATION ( <i>City and State</i> )				(2) YEAR COMPLETED		
Street Improvements for SW 27 Ave Miami, Fl from US 1 to Bayshore Drive.				PROFESSIONAL SERVICES	CONSTRUCTION ( <i>If applicable</i> )	
				2008	2010	
(3) BRIEF DESCRIPTION ( <i>Brief scope, size, cost, etc.</i> ) AND SPECIFIC ROLE				<input checked="" type="checkbox"/> Check if project performed with current firm		
e.	Civil Engineer & Project Manager. The project consisted of 1/2 mile of road improvements consisting of 3 & 4 lane undivided road with left turns and signalized intersections. Preparation of signing and pavement marking, as well as MOT phasing. This includes final quantities for re-phasing of the project into two phases. Const cost \$1.6M					

**E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT**  
*(Complete one Section E for each key person.)*

12. NAME	13. ROLE IN THIS CONTRACT	14. YEARS EXPERIENCE	
Vivian Trujillo	Civil Engineer	a. TOTAL	b. WITH CURRENT FIRM
15. FIRM NAME AND LOCATION ( <i>City and State</i> ) Robayna and Associates, Inc.		Miami Lakes, FL 33014	
16. EDUCATION ( <i>Degree and Specialization</i> ) Bachelor of Science in Civil Engineering - University of Oriente, Santiago de Cuba, Cuba. 1986		17. CURRENT PROFESSIONAL REGISTRATION ( <i>State and Discipline</i> )	
18. OTHER PROFESSIONAL QUALIFICATIONS ( <i>Publications, Organizations, Training, Awards, etc.</i> ) Storm water and Hydrology Course - 1996 Engineering Economics and Budget Course - 1996 In house training AutoCAD Civil 3D - 2007			
19. RELEVANT PROJECTS			
(1) TITLE AND LOCATION ( <i>City and State</i> ) MDC WASD NW 37th Ave area Water & Sewer Improvement. Contract MISC-21		(2) YEAR COMPLETED PROFESSIONAL SERVICES      CONSTRUCTION ( <i>If applicable</i> ) 2008                          2012	
a. (3) BRIEF DESCRIPTION ( <i>Brief scope, size, cost, etc.</i> ) AND SPECIFIC ROLE Civil Engineer. Water and Sewer improvements for 8,500 LF of water main including plan production, details and cross sections in the areas of concern along the project. Field Visits and Utility Coordination during project. Construction Cost \$2.0 M		<input checked="" type="checkbox"/> Check if project performed with current firm	
(1) TITLE AND LOCATION ( <i>City and State</i> ) Arcola Lakes Park Senior Center / NW 14th Ave. and NW 83rd St.		(2) YEAR COMPLETED PROFESSIONAL SERVICES      CONSTRUCTION ( <i>If applicable</i> ) 2008	
b. (3) BRIEF DESCRIPTION ( <i>Brief scope, size, cost, etc.</i> ) AND SPECIFIC ROLE Civil Engineer. The project consist of the planning and engineering design of a Senior Recreational Center on a parcel which is been added to an existing park, Arcola Lakes Park. Services included paving & drainage, water &sewer design,a lift station design and 1700 LF of sewage force main. Construction cost approximate \$1M		<input checked="" type="checkbox"/> Check if project performed with current firm	
(1) TITLE AND LOCATION ( <i>City and State</i> ) Mirage at Sailboat Cove		(2) YEAR COMPLETED PROFESSIONAL SERVICES      CONSTRUCTION ( <i>If applicable</i> ) 2004                          2008	
c. (3) BRIEF DESCRIPTION ( <i>Brief scope, size, cost, etc.</i> ) AND SPECIFIC ROLE Civil Engineer Designer. This project is a 12.5-acre subdivision residential project in Opa-Locka. Our scope included lake cross sections,design of water & sewer plans; 3,000LF of 12" & 3,600LF of 8" water main; 1,000LF of 8" gravity sewer and 1,200LF of 6" sewer force main. Design plans for paving and drainage, etc. Cost \$5.5 M (Phase One Built)		<input checked="" type="checkbox"/> Check if project performed with current firm	
(1) TITLE AND LOCATION ( <i>City and State</i> ) Venetian Causeway Streetscape Improvements		(2) YEAR COMPLETED PROFESSIONAL SERVICES      CONSTRUCTION ( <i>If applicable</i> ) 2007                          2012	
d. (3) BRIEF DESCRIPTION ( <i>Brief scope, size, cost, etc.</i> ) AND SPECIFIC ROLE Civil Eng Designer.The objective is to provide beautification enhancements & engineering improvements to the Venetian Cswy. Include new road alignment w/ curb & gutter, bicycle path and pedestrian sidewalks, storm water drainage improvements design, pavement marking & MOT. Special purpose survey for proposed outfalls to the bay. Cons C. \$8.5M		<input checked="" type="checkbox"/> Check if project performed with current firm	
(1) TITLE AND LOCATION ( <i>City and State</i> ) Highway Improvements Services for SW/NW 62 Ave-SW 24St. to NW 7St.		(2) YEAR COMPLETED PROFESSIONAL SERVICES      CONSTRUCTION ( <i>If applicable</i> ) 2008                          2011	
e. (3) BRIEF DESCRIPTION ( <i>Brief scope, size, cost, etc.</i> ) AND SPECIFIC ROLE Civil Eng Designer.The project consisted of 2 miles of road improvement design services. Upgrade from 2-lane roadway to a 3 & 4-lane roadway w/left turns at major intersections. Preparation of traffic pavement, marking, signing and canalization, design plans, drainage, pavement markings and signing. Also topographic survey. Const Cost \$1.6 M		<input checked="" type="checkbox"/> Check if project performed with current firm	

**E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT**  
*(Complete one Section E for each key person.)*

12. NAME  <u>Manuel Corrias</u>	13. ROLE IN THIS CONTRACT  Survey Field Supervisor	14. YEARS EXPERIENCE  a. TOTAL      b. WITH CURRENT FIRM 17              7
16. FIRM NAME AND LOCATION ( <i>City and State</i> )  Robayna and Associates, Inc.		Miami Lakes, FL 33014
16. EDUCATION ( <i>DEGREE AND SPECIALIZATION</i> )  Degree in Aerial Photogrammetry and Geodetics, Military School, Havana Cuba, 1994.		17. CURRENT PROFESSIONAL REGISTRATION ( <i>STATE AND DISCIPLINE</i> )

18. OTHER PROFESSIONAL QUALIFICATIONS (*Publications, Organizations, Training, Awards, etc.*)

In House Training with GPS, GIS, Total Station and other survey equipment-2007 & 2008

**19. RELEVANT PROJECTS**

a.	(1) TITLE AND LOCATION ( <i>City and State</i> )  Tunnel Replacement of 54" Sanitary force main and 20" Water main.      Miami, FL		(2) YEAR COMPLETED  PROFESSIONAL SERVICES      CONSTRUCTION ( <i>If applicable</i> ) 2010              2014	
	(3) BRIEF DESCRIPTION ( <i>Brief scope, size, cost, etc.</i> ) AND SPECIFIC ROLE  Survey Field Supervisor. Survey for tunneling under Government Cut and Fisher Island to connect proposed 54" Sanitary and 20" Water main from Virginia Key to The City of Miami Beach. Included the route survey, topographic survey as well as a bathymetric survey of Government Cut. Estimated Construction Cost \$130M. Construct planned to complete in 2014			
b.	(1) TITLE AND LOCATION ( <i>City and State</i> )  M-DC Greenways Black C. Trail Seg A Black C. Marina to Penny Thompson      Miami, FL		(2) YEAR COMPLETED  PROFESSIONAL SERVICES      CONSTRUCTION ( <i>If applicable</i> ) 2009              2012	
	(3) BRIEF DESCRIPTION ( <i>Brief scope, size, cost, etc.</i> ) AND SPECIFIC ROLE  Survey Party Chief. Responsible for GPS control survey and tying SFWMD r-o-w, route, topographic and elevation survey, including setting a baseline and surveying required for the engineering design for approximately 9.2 miles of bicycle path. Calculations for setting surveying baseline & tying into the existing r-o-w. Construction Cost Est \$1.4 M			
c.	(1) TITLE AND LOCATION ( <i>City and State</i> )  Miami-Dade County DERM Survey of C-111 Basin Model Area      Miami, FL		(2) YEAR COMPLETED  PROFESSIONAL SERVICES      CONSTRUCTION ( <i>If applicable</i> ) 2008	
	(3) BRIEF DESCRIPTION ( <i>Brief scope, size, cost, etc.</i> ) AND SPECIFIC ROLE  Survey Party Chief. Responsible for GPS Survey of flood control structures in the canals within the model area which comprises the most southern coastal wetland areas of the County. Also hydrographic survey of canals, including crossections and as-builts of all structures, culverts and existing features. No construction cost associated.			
d.	(1) TITLE AND LOCATION ( <i>City and State</i> )  Highway Improvements Services for SW/NW 62 Ave-SW 24St. to NW 7St.      Miami, FL E03-PW-02		(2) YEAR COMPLETED  PROFESSIONAL SERVICES      CONSTRUCTION ( <i>If applicable</i> ) 2008              2011	
	(3) BRIEF DESCRIPTION ( <i>Brief scope, size, cost, etc.</i> ) AND SPECIFIC ROLE  Survey Party Chief. Responsible for route topographic and elevation survey, and surveying required for the engineering design for street improvements. Construction Cost \$800,000.00			
e.	(1) TITLE AND LOCATION ( <i>City and State</i> )  Tradition at Kendall 8454 Hammocks Blvd.      Miami, FL.		(2) YEAR COMPLETED  PROFESSIONAL SERVICES      CONSTRUCTION ( <i>If applicable</i> ) 2007              2012	
	(3) BRIEF DESCRIPTION ( <i>Brief scope, size, cost, etc.</i> ) AND SPECIFIC ROLE  Party Chief. Project consists of boundary and topographic survey of 15.81ac. parcel with existing lake. Includes setting vertical control points, location of all existing features, ground elevations, lake sections, tree survey and utility verification for the purposes of re-platting and engineer design. Water boundary survey performed. Cost 5.5 M			

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 1
21. TITLE AND LOCATION <i>(City and State)</i> Arcola Lakes Senior Center & Pool NW 14th Ave. and NW 83rd St.		22. YEAR COMPLETED PROFESSIONAL SERVICES CONSTRUCTION <i>(If applicable)</i> 2008 2012
24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT <i>(Include scope, size, and cost)</i>  PROJECT DESCRIPTION: The project consist of the planning and development of a Senior Recreational Center on a parcel which is been added to an existing park, Arcola Lakes Park, part of the improvements are designed to upgrade the park infrastructure. The Senior Center has meeting rooms, passive recreation facilities and a pool. The site fronts on NW 14th Ave, while the rest of the park fronts on NW 83rd St.  SCOPE OF SERVICES: Civil engineering work consisted of boundary and topographic land surveying, initial investigation of utility and development requirements, assisting the architect on the site planning as it relates to parking facilities, traffic circulation, drop off and pick up areas, handicap requirements, site drainage requirements, and location of a required sewage pump station on site. The project continued with the planning of provisions for the water and sewage service to the site, which required investigation of available sewage connection points, planning of route for the sewage force main and agreement coordination with Miami Dade Water and Sewer Department. Also coordination with other service utilities like power, telephone and gas services.		

The engineering design plans on site consisted of stormwater management computations, drainage plans, pavement and grading plans, water extension plans, gravity sewage collection lines, sewage pump station, force main, utility services and resolving conflicts with the existing park on improvements that cross the existing site. And the off-site engineering services include the access and improvements of the road right of way for NW 13 Ave., water line extension and 1950 LF sewage force main extension, which required extensive right of way route surveying through the existing park, and then on to NW 83 St. and NW 12 Ave. to the connection point North of NW 79th St.

CONSTRUCTION COST: \$1 M for civil engineering improvements.

SIZE: 8.0 Acres + 2800 Feet route survey

PROJECT UNDER CONTRACT ANTICIPATED TO BE CONSTRUCTED IN 2012

#### 25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Robayna and Associates, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Miami Lakes, FL 33014	(3) ROLE Land survey, civil engineering design and Land planing, Engi-
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE neers of record.
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 2
21. TITLE AND LOCATION (City and State)	22. YEAR COMPLETED PROFESSIONAL SERVICES CONSTRUCTION (If applicable) 2010 2014	
Design Criteria Package for 54" & 20" waterline replacement at Government Cut Miami, FL		

### 23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER	b. POINT OF CONTACT NAME	c. POINT OF CONTACT TELEPHONE NUMBER
M-DC WASD/AECOM, Inc	Mr. Roger Williams, P.E	(305) 718-4828

### 24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size, and cost)

**PROJECT DESCRIPTION:** As a result of the planned deepening of the Government Cut by the Corps of Engineers to allow access to the Port on Miami of Larger Commercial Ships, the existing sub-aqueous utility crossing of this Cut have to be relocated to a deeper location. The proposed replacement pipelines will need to be designed, constructed and placed into service prior to the decommissioning of the existing pipeline, which needs to be removed from service and properly abandoned prior to the start of the Miami Harbor (Government Cut) Navigation Project. The project extends from Miami Beach, under Fisher Island and connect to the Treatment Plant on Virginia Key.

**SCOPE OF SERVICES:** The project required a variety of technical services including permitting, surveying, subsurface investigation, land rights acquisition, developing contract documents, post design services during construction and project coordination services on and as needed basis and any supportive task ancillary to the primary scope of services. In addition, the ENGINEER prepare the design criteria package with the best available technology for the replacement of the 54-inch diameter sanitary sewage force main and 20-inch water main.

Robayna and Associates, Inc. was specifically responsible for the overall surveying of the project, both land and hydrographic, as well as utility engineering. The survey included GPS survey of all the land bodies, which never had been survey on a single coordinate system, plotting record water and ground easements and the sub-aqueous location of the existing 48" force main. Additional services include: evaluating sanitary conveyance alternative routes; finalizing preliminary route selection; assistance for permitting for the by field locations and providing maps and legal descriptions; site investigations; coordination with other utilities; assistance with the securing "land rights" through the County's Public Works Department, and any other governmental agencies and/or municipalities'; preparation of reports; and project schedules.

**CONSTRUCTION COSTS:** \$130 M

**SIZE:** Approximate 3 miles of land & water route survey (100 feet and 90 feet respectively) as well as 20 +/- Acres of other land areas.

### 25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
a.	Robayna and Associates, Inc.	Miami Lakes, FL 33014	Civil Engineering and Land Survey
b.			
c.			
d.			
e.			
f.			

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		<b>20. EXAMPLE PROJECT KEY NUMBER</b>  3
<b>21. TITLE AND LOCATION (City and State)</b> Venetian Causeway Streetscape Improvements		<b>22. YEAR COMPLETED</b> PROFESSIONAL SERVICES      CONSTRUCTION <i>(If applicable)</i> 2009                          2012

### 23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER	b. POINT OF CONTACT NAME	c. POINT OF CONTACT TELEPHONE NUMBER
MDC Public Works D/Kimley-Horn	Ms. Svetlana Moorey, P.E. (Lana)	(305) 375-2863

#### 24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

**PROJECT DESCRIPTION:** The Venetian Causeway is approximately 10,560 LF of roadway with a variable right-of-way, from 55 feet to 350 feet. The project boundaries extend from Alton Road to the western boundary of the City of Miami Beach, and from Bayshore Drive to eastern boundary of the City of Miami. The objective of this project is to provide beautification enhancements and improvements to the Venetian Causeway.

**SCOPE OF SERVICES:** Our services, as sub-consultant Kimley-Horn and Associates, included stormwater drainage design (including evaluation of pressurized deep well alternatives), pavement marking and maintenance of traffic design, utilities coordination, public hearings, permitting thru Agencies (MDC DERM, SFWMD, FDEP), and structural design. Also special purpose survey for the proposed outfalls to the bay. Included analysis of drainage alternatives for low lying R-O-W areas like drainage, pumping systems, gravity & exfiltration trenches, etc.

Design included new road alignment with a curb and gutter, bicycle path and pedestrian sidewalks, stormwater drainage improvements, landscape and lighting.

Project required extensive public involvement. Drainage outfalls through the existing bridge abutments required additional survey and coordination of soft-dig location of existing underground foundations and utilities.

Plans incorporated the drainage improvements to San Marco Island done by City of Miami.

Construction Cost:\$8.5M. Actual Construction Cost: Under Construction.

### 25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Robayna and Associates, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Miami Lakes, FL 33014	(3) ROLE Land survey,drainage design, structural design, paving
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE marking & signing, maintenance of traffic.
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		<b>20. EXAMPLE PROJECT KEY NUMBER</b> 4
<b>21. TITLE AND LOCATION (City and State)</b> Highway Improvements Services for SW/NW 62 Ave-SW 24St. to NW 7St. Miami, FL		<b>22. YEAR COMPLETED</b> PROFESSIONAL SERVICES CONSTRUCTION <i>(If applicable)</i> 2008 2011

### 23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER	b. POINT OF CONTACT NAME	c. POINT OF CONTACT TELEPHONE NUMBER
MDC Public Works/APCT Engineer	Hector Aleman	305-375-4866

### 24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

**PROJECT DESCRIPTION:** The project consisted of two miles of road improvement design services. Upgrade from two-lane roadway to a three & four-lane roadway with left turns at major intersections. Services by Robayna and Associates include detailed right of way route and topographic survey and location of all existing improvements, along the road right of way for the project and all intersecting streets; existing dedicated right of way research and investigation; and determination of additional required right of way acquisition.

Also services included the civil engineering design necessary for the transportation traffic marking and signing plans. Operational improvements included the installation of two traffic turnabouts (rotondas), road widening with parking lanes on both sides, continuous three-lane section with widening to four-lanes at major intersections.

**SCOPE OF SERVICES:** Right of way route and topographic survey for an arterial road project including GPS alignment of roadway, elevation survey, and right of way justification. Also preparation of traffic pavement, marking, signing and channelization.

Also surveying to include assisting Public Works with the right of way verification.

**CONSTRUCTION COST:** Estimate Cost \$1.6 M

**SIZE:** 2 Miles

### 25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Robayna and Associates, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Miami Lakes, FL 33014	(3) ROLE Civil Engineering and Land surveying
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		<b>20. EXAMPLE PROJECT KEY NUMBER</b> 5
<b>21. TITLE AND LOCATION (City and State)</b> Various Needs Assessment Program (NAP) All around Miami Dade County		<b>22. YEAR COMPLETED</b> PROFESSIONAL SERVICES 2008
		CONSTRUCTION <i>(If applicable)</i> 2009

### 23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER MDC WASD/AECOM, Inc	b. POINT OF CONTACT NAME Felix Valdes	c. POINT OF CONTACT TELEPHONE NUMBER 786-552-8161
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

SIZE: Over 10 Miles of 8" and 12" water lines.

#### TYPE OF SERVICES:

Route survey, preparation of alignment and right-of-way lines, location of underground utilities and existing drainage. Plot utility information from as-builts and verify with survey information.

Design and plans preparation, permitting, specifications, limit construction administration for water distribution systems, including utilities relocations, pavement restoration, pavement marking and MOT. Construction layout & as-builts.

**PROJECT DESCRIPTION:** Route and right-of-way surveying for various water improvement projects including right-of-way and route topographic location, along local roads and intersections with major arterials, GPS controls for over project adding to over 10 miles in length. Vertical and Horizontal Network Control. Establish or recover of VPNC for datum control point.

Engineering services included assisting M-DC WASD with selection of lines to be replaced or added, engineering design of water lines including interconnections and resolution of conflicts. Preparation of plans including profile views and details, quantity sheets and specifications. Assist WASD with bidding process and construction services.

CONSTRUCTION COSTS: 1.5M

SIZE: Approximately 10 miles in length

### 25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Robayna and Associates, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Miami Lakes, FL 33014	(3) ROLE Land survey, civil engineering, waterlines design, permitting,
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE specifications.
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		<b>20. EXAMPLE PROJECT KEY NUMBER</b> 6
<b>21. TITLE AND LOCATION (City and State)</b> Airport Radar Surveillance Relocation Ft. Lauderdale, FL		<b>22. YEAR COMPLETED</b> PROFESSIONAL SERVICES CONSTRUCTION <i>(If applicable)</i> 2011

### 23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER	b. POINT OF CONTACT NAME	c. POINT OF CONTACT TELEPHONE NUMBER
Federal Aviation Administratio	Neil Bolen, P.E	(404) 389-8692

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

**PROJECT DESCRIPTION:** The project consists of surveying and engineering services to modify a portion of an existing parking lot for the FAA to relocate an Airplane Surveillance Radar from the Fort Lauderdale Airport to a site West of I-95.

**SCOPE OF SERVICES:** Our services included boundary and topographic survey of parcel including tree survey and drainage retention areas. Adjacent roadway survey for connection to SW 24 Street and modification of non-vehicular address. Also right-of-way connection, tree relocation, concrete pavement design, culvert design and regrading of the site. Additionally, there was a relocation of a water main and new sewer service.

**CNSTRUCTION COST:** \$8.5M. Under bidding

**SIZE:** 1.02 Acres

### 25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Robayna and Associates, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Miami Lakes, FL 33014	(3) ROLE Land surveying and Civil engineering
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		<b>20. EXAMPLE PROJECT KEY NUMBER</b> <i>7</i>
<b>21. TITLE AND LOCATION (City and State)</b> Tamiami Park Basketball Pavilion Center Miami, FL		<b>22. YEAR COMPLETED</b> PROFESSIONAL SERVICES CONSTRUCTION <i>(If applicable)</i> 2009

### 23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER	b. POINT OF CONTACT NAME	c. POINT OF CONTACT TELEPHONE NUMBER
MDC Park & Recreation/Indigo S	Ricardo Fernandez (Indigo Serv.)	(305) 858-7800

#### 24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

**PROJECT DESCRIPTION:** The project consisted of planning and designing the civil engineering components of a Basketball Arena at this park for the purpose of park re-design by Architect. With a parking lot to serve the facility, as well as additional 220 parking spaces to serve other park facilities. The project included the relocation of the existing hockey ring, Florida Power and Light transmission lines and roadways on the site. The size of the park, which, we had previously survey is 165 Acres.

**SCOPE OF SERVICES:** Site plan design, boundary and topographic survey of the project site, utilities coordination, design and plans preparation for gravity sanitary sewer collection system, pump station and sewage force main, water distribution system, stormwater management, parking, drainage system, local environmental resources permit, roadway design for SW 117 Ave. modifications, pavement marking and signing, and traffic signal relocation and modification.

**ROLE OF THE FIRM AND RESPONSIBILITIES:** Boundary and topographic survey, route survey for SW 117 Ave and for interior road, utility investigation, engineering design for storm water management, paving grading and drainage, potable water distribution system and loop, sewage collection system including gravity sewer, pump station and force main, additional parking lot design and ADA compliance. Highway re-design of SW 117 Ave. alignment and the interior road exiting form the park and the Youth Fair, re-design and relocation of traffic signal on SW 117 Ave. Permitting through all agencies involved

**ESTIMATED CONSTRUCTION COST:: \$4,0 M**

**CONSTRUCTION:** Project design and permitting was completed but project is on indefinite hold

### 25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Robayna and Associates, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Miami Lakes, FL 33014	(3) ROLE Land surveying and Civil Engineering
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		<b>20. EXAMPLE PROJECT KEY NUMBER</b> 8
<b>21. TITLE AND LOCATION (City and State)</b> Miami-Dade DERM C-111 Basin Model Area Survey-South Dade Area.	<b>22. YEAR COMPLETED</b> PROFESSIONAL SERVICES 2008	CONSTRUCTION <i>(If applicable)</i>

### 23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER	b. POINT OF CONTACT NAME	c. POINT OF CONTACT TELEPHONE NUMBER
Miami-Dade County DERM	Frank Velazquez	(305) 372-6490

### 24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

**PROJECT DESCRIPTION:** The project consists in the preparation of a Master Basin Model to determine flow parameters and Hydrologic analysis.

**SCOPE OF SERVICES:** Special purpose survey consisting of GPS and conventional Surveying methods to establish horizontal and vertical control for a hydrographic survey including canal cross-sections, topographic survey and as-builts of canal control structures, culverts and other related improvements and existing features. Prepare survey sketches of all data obtained in the field and submit it to M-DC DERM to be incorporated into the department GIS database. A static GPS horizontal control network was established throughout the project from published Miami-Dade PWD GPS control points. Elevations were assigned to all set control points by conventional level runs or loops. All cross sections and structures were surveyed by conventional methods and submitted to DERM to be integrated into their database.

**CONSTRUCTION COST:** no construction cost was associated with this project

**SIZE:** Entire C-111 Basin

### 25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME Robayna and Associates, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Miami Lakes, FL 33014	(3) ROLE Land Surveying - Prime
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 9
21. TITLE AND LOCATION <i>(City and State)</i> W&S Improvements NW 37th Avenue Area Contract MISC-21, GOB-70267, E05-WASD-01 Miami, FL		22. YEAR COMPLETED PROFESSIONAL SERVICES 2008 CONSTRUCTION <i>(If applicable)</i> 2013

### 23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Miami-Dade County WASD	b. POINT OF CONTACT NAME Felix Valdes	c. POINT OF CONTACT TELEPHONE NUMBER (786) 552-8263
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

PROJECT DESCRIPTION: This project consisted of design of approximately 2 miles of water distribution and sanitary sewage collection improvements from NW 41st Street to NW 51st St. between NW 35th Ave. and NW 36th Ave.

SCOPE OF SERVICES: Robayna and Associates performed the right-of-way route and topographic survey, including the determination of existing rights of way and verification of existing utilities, setting baselines of survey, Geographic Position System Survey and full location of all existing features in the right of way and front of the adjacent parcels, elevation survey, etc.

Also designed the 12" water distribution system within the rights of way in the area of the project, tying to existing WASD's owned lines, abandoning any substandard lines owned by the City of Hialeah. Coordinate proposed design with existing utilities. Also coordinate and resolve conflicts with the proposed sewer system been designed by the prime consultant and prepare construction plans, specifications and contract documents.

Robayna and Associates, Inc. will participate in the Construction Management of the project when plans are complete and bided.

CONSTRUCTION COST: Estimated cost \$1.20M. water main only. Under construction  
SIZE: Approximately 2 miles

### 25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a. (1) FIRM NAME Robayna and Associates, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Miami Lakes, FL 33014	(3) ROLE Civil engineer design for storm water and land surveying
b. (1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
c. (1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
d. (1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
e. (1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
f. (1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		<b>20. EXAMPLE PROJECT KEY NUMBER</b> 10
<b>21. TITLE AND LOCATION (City and State)</b> Highway Design and Drainage Improvement to SW 137 Ave/ Outfall Drainage Program Miami, FL		<b>22. YEAR COMPLETED</b> PROFESSIONAL SERVICES      CONSTRUCTION <i>(If applicable)</i> 2000                          2001

### 23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER	b. POINT OF CONTACT NAME	c. POINT OF CONTACT TELEPHONE NUMBER
MDC DERM Environmental Resourc	Rene Diaz, P.E.	305-372-6697

### 24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

**PROJECT DESCRIPTION:** The project is located at SW 137th Ave. between Coral Way and SW 8th St. including Coral Way between SW 137th Ave. and the SW 132nd Ave. Canal. SW 137th Ave is an existing 4 lane divided arterial road constructed in the development process by several residential projects with major drainage problems. The drainage system was a variety of unconnected ex-filtration systems. RAA research originals plans, which included French drains and slab covered trenches, analyzed the situation of the existing drainage systems on the roadway and interconnecting adjacent street, including the intersection with Coral Way. Most drainage system did not have sufficient capacity to handle major storms, had maintenance problems or were constructed in a way that intersecting roads overburden the systems. Design plans were prepared to interconnect the individual systems along SW 137th Ave. to handle the arterial drainage by adding a new system along the south bound lane, as well as the contributing areas from the adjacent streets, which were partially re-graded. This system was also interconnected with the system in Coral Way outfalling to the SW 132nd Ave. Canal. A plugged connection capability was provided on the Tamiami Trail end of the project to connect to the proposed 137th Ave. project to the north and future Tamiami Road Improvements in the future.

**SCOPE OF SERVICES:** Includes Route Survey, paving, drainage, and pavement design, pavement marking, and maintenance of traffic and incidental items.

**CONSTRUCTION COST:** \$1.3 M

**SIZE:** 1.73 Miles

### 25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
a.	Robayna and Associates, Inc.	Miami Lakes, FL 33014	Civil Engineering and Land surveying
b.			
c.			
d.			
e.			
f.			

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**G. KEY PERSONNEL PARTICIPATION IN EXAMPLE PROJECTS**

26. NAMES OF KEY PERSONNEL (From Section E, Block 12)	27. ROLE IN THIS CONTRACT (From Section E, Block 13)	28. EXAMPLE PROJECTS LISTED IN SECTION F (Fill in "Example Projects Key" section below before completing table. Place "X" under project key number for participation in same or similar role.)									
		1	2	3	4	5	6	7	8	9	10

**29. EXAMPLE PROJECTS KEY**

NO.	TITLE OF EXAMPLE PROJECT (FROM SECTION F)	NO.	TITLE OF EXAMPLE PROJECT (FROM SECTION F)
1		6	
2		7	
3		8	
4		9	
5		10	

## H. ADDITIONAL INFORMATION

29. PROVIDE ANY ADDITIONAL INFORMATION REQUESTED BY THE AGENCY. ATTACH ADDITIONAL SHEETS AS NEEDED:

Robayna and Associates, Inc. is specialized in Civil Engineering and Land Surveying. Our experience includes completion of several roadway improvement projects, parking lots, shopping centers, townhouses, subdivisions, concrete batch plants, and several water and sewer mains of different sizes. Our professional services are complemented with our in-house specialty Land Surveying Service. Because of our staff's experience and expertise, we can offer accurate professional services.

### Civil Engineering Services

- Stormwater Management Design
- Pavement Marking and Maintenance of Traffic Design
- Utilities Coordination
- Water Main design
- Pump/Lift Station design
- Sewer Collection Systems
- Parking Lot Design
- Roadway Design
- Paving and Drainage systems
- Land and Site Planning
- Value Analysis and Life Cycle Costing
- Construction Estimating and Management
- Permitting with Local and State Agencies
- Zoning and Land Use Studies

### Land Survey Services

- Platting
- Boundary survey
- Route survey
- Special purpose surveys
- Legal descriptions
- Topographic survey

Our professionals have served several Municipal and Federal agencies as well as private clients across South Florida. Notably, we have served as general consultants to various departments within Miami-Dade County. We are well known for our professionalism and competency in providing services and additionally for project completion with time and budget.

### Miami-Dade County Departments Served

Aviation Department  
Department of Environmental Resources Management  
Fire Department  
General Services Administration  
Office of Community and Economic Development  
Office of Capital Improvements  
Park and Recreation  
Police Department  
Port of Miami  
Public Housing Agency  
Public Works  
Water and Sewer

### Other local Cities served

City of Florida City  
City of Hialeah  
City of Homestead  
City of Miami  
City of Miami Lakes  
City of Sweetwater

1. **AUTHORIZED REPRESENTATIVE**  
The foregoing is a statement of facts.

30. SIGNATURE OF AUTHORIZED REPRESENTATIVE:

31. DATE SIGNED: 06/01/2012

32. NAME AND TITLE OF SIGNER: Rafael L. Robayna, P.E President/CEO



## ARCHITECT – ENGINEER QUALIFICATIONS

1. SOLICITATION NUMBER (*If any*)  
RFQ No. 2012-10

### PART II – GENERAL QUALIFICATIONS

*(If a firm has branch offices, complete for each specific branch office seeking work.)*

2a. FIRM (OR BRANCH OFFICE) NAME <b>Robayna and Associates, Inc.</b>			3. YEAR ESTABLISHED 1981	4. DUNS NUMBER 03-371-1896
2b. STREET <b>5723 NW 158<sup>th</sup> Street</b>			5. OWNERSHIP	
2c. CITY <b>Miami Lakes</b>		2d. STATE <b>FL</b>	2e. ZIP CODE <b>33014</b>	a. TYPE <b>S-Corporation</b>
6a. POINT OF CONTACT NAME AND TITLE <b>Rafael L. Robayna, P.E President/CEO</b>			b. SMALL BUSINESS STATUS <b>Small Disadvantaged</b>	
6b. TELEPHONE NUMBER <b>305-823-9316</b>		6c. E-MAIL ADDRESS <b>rrobayna@robayna.com</b>		7. NAME OF FIRM ( <i>If block 2a is a branch office</i> )  <b>N/A</b>
8a. FORMER FIRM NAME(S) ( <i>If any</i> )  <b>N/A</b>			8b. YR. ESTABLISHED	8c. DUNS NUMBER

### 9. EMPLOYEES BY DISCIPLINE

### 10. PROFILE OF FIRM'S EXPERIENCE AND ANNUAL AVERAGE REVENUE FOR LAST 5 YEARS

a. Function Code	b. Discipline	c. No. of Employees (1) FIRM      (2) BRANCH	a. Profile Code	b. Experience	c. Revenue Index Number (see below)
02	Administrative	2	S10	Surveying	4
08	CAD technicians	2	S13	Engineering Paving and Drainage	3
12	Civil Engineer	2	H07	Engineering Roadway	2
38	Land Surveyor	1	W03	Engineering Water & Sewer	3
38	Survey Field Supervisor	1	P05	Land Planning	2
48	Project Manager	1	C15	Construction Management	2
58	Party Chief	2	E12	Engineering Environmental	1
58	Survey Crew	4			
<hr/>					
<b>Other Employees</b>					
<b>Total</b>		<b>15</b>			

11. ANNUAL AVERAGE PROFESSIONAL SERVICES REVENUES OF FIRM FOR LAST 3 YEARS  
(Insert revenue index number shown at right)

### PROFESSIONAL SERVICES REVENUE INDEX NUMBER

a. Federal Work	1
b. Non-Federal Work	4
c. Total Work	4

### 12. AUTHORIZED REPRESENTATIVE

The foregoing is a statement of facts.

a. SIGNATURE	b. DATE
06/01/2012	

c. NAME AND TITLE

Rafael L. Robayna, P.E President/CEO

State of Florida  
Board of Engineers  
**Robayna Associates, Inc.**



Is authorized under the provisions of Section 471.101, Florida Statutes, to offer engineering services to the public through a Professional Engineer, duly licensed under Chapter 471, Florida Statutes.

**Certificate of Authorization**

**EXPIRATION: 2/28/2013**

**CA. LIC. NO:**

**AUDIT NO: 228201300614**

**3304**



Florida Department of Agriculture and Consumer Services  
Division of Consumer Services  
Board of Professional Surveyors and Mappers  
2005 Apalachee Pkwy Tallahassee, Florida 32399-6500

License No.: **LB5004**

Expiration Date: February 28, 2013

**Professional Surveyor and Mapper Business License**  
Under the provisions of Chapter 472, Florida Statutes

**ROBAYNA AND ASSOCIATES INC**  
5723 NW 158TH ST  
MIAMI LAKES, FL 33014-6719

A handwritten signature in black ink, appearing to read "Adam H. Putnam".

**ADAM H. PUTNAM**  
COMMISSIONER OF AGRICULTURE

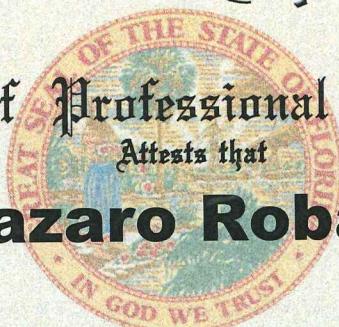
This is to certify that the professional surveyor and mapper whose name and address are shown above is licensed as required by Chapter 472, Florida Statutes.

*State of Florida*

Board of Professional Engineers

Attest that

**Rafael Lazaro Robayna, P.E.**



IS LICENSED AS A PROFESSIONAL ENGINEER UNDER CHAPTER 471, FLORIDA STATUTES

EXPIRATION: 2/28/2013

P.E. LIC. NO:

AUDIT No: 228201306861

19453



Florida Department of Agriculture and Consumer Services  
Division of Consumer Services  
Board of Professional Surveyors and Mappers  
2005 Apalachee Pkwy Tallahassee, Florida 32399-6500

License No.: LS4315

Expiration Date: February 28, 2013

### Professional Surveyor and Mapper License

Under the provisions of Chapter 472, Florida Statutes

DAVID E ROHAL  
6561 FERN ST  
MARGATE, FL 33063

A handwritten signature in black ink, appearing to read "Adam H. Putnam".

---

ADAM H. PUTNAM  
COMMISSIONER OF AGRICULTURE

This is to certify that the professional surveyor and mapper whose name and address are shown above is licensed as required by Chapter 472, Florida Statutes.

*State of Florida*

Board of Professional Engineers

**OSCAR ERNESTO ROBAYNA, P.E.**



IS LICENSED AS A PROFESSIONAL ENGINEER UNDER CHAPTER 471, FLORIDA STATUTES

EXPIRATION: 2/28/2013

AUDIT No: 2282013323721

P.E. LIC. NO:

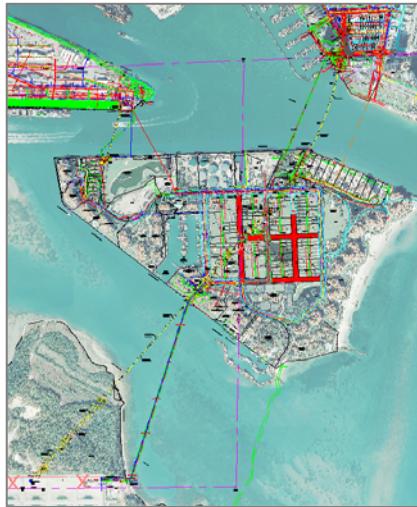
**73896**

## **Design-Build Criteria Package Survey, Geotechnical and Engineering Services for Government Cut Tunnel**

Preparing Design Criteria Package for a Tunnel Replacement of a 54-inch sanitary force main from Miami Beach, through Fisher Island to the Virginia Key's District Waste Water Treatment Plant (CDWWTP), and a Tunnel Replacement of 20-inch a water main from the Port of Miami to Fisher Island.

The team under the direction of AECOM has prepared the design criteria packages with the best available technology for the replacement of the 54-inch diameter and the sanitary sewage force main and 20-inch water main. The project required a variety of technical services including permitting, surveying, subsurface investigation, land rights acquisition, developing contract documents, post design services during construction and project coordination services on and as needed basis and any supportive task ancillary to the primary scope of services

**Role of the Firm and Responsibilities:** Our firm's technical involvement included data collection including the identification of all properties affected or adjacent to the alternates routes, including government easements, rights of way, plats, and utility engineering to identify potential conflicts throughout the project. This has been the first time that the four land bodies had been jointly surveyed using GPS controls, requiring adjustments to the surveying data as well as to the utility engineering data R&A participated with the prime consultant, other team consultants and MDWASD in the selection of the final corridor alignment, methodology and project parameters.



This included meeting with stakeholders, definition of permitting agencies and other jurisdictions. R&A worked very close with all parties involved in the determination of connection points location to the existing lines, coordination with biological and geotechnical consultants for plotting their data to tie into the overall base plan prepared by our firm. Our duties included complete topographic, bathymetric, hydrographic and sub-bottom profiling of existing force main under Government Cut as well as soft dig location of critical portions of the force main on Fisher Island. Layout and location of soil borings both on land and water were performed by the firm. Data was refined in order to analyze construction considerations

for the proposed design parameters and risk factors were jointly assessed by the entire team for the final alignments of both the permanent construction and the interim pipe connections. In addition this expertise allowed us to work with the MDW Public Works Department in prepare rights of way and easements documents maps of the Southern portion of Miami Beach, Fisher Island, Virginia Key and Port of Miami and assisting to secure land rights for the construction for the different jurisdictions and land owners. Every data obtained was entered into Geographic Positioning plans and cataloged and referenced as to where it was coming from verification done.

Project Manager & Utility Coordinator: Rafael L. Robayna, PE

Project Manager Surveying: Jose M. Rives, PSM  
Project Start: December 2008

Project Status: Under Construction

Reference: Roger Williams, AECOM, Inc.

Address: 800 Douglas Entrance 2<sup>nd</sup> Fl. Coral Gables, Fl. 33134

Tel: (305) 718-4828

E-mail: roger.f.williams@aecom.com

## Venetian Causeway Streetscape Improvements



The Venetian Causeway is approximately 10,560 LF of roadway with a right of way, which varies from 55 feet to 350 feet. The project boundaries extend from Alton Road to the western boundary of the City of Miami Beach and from Bayshore Drive to eastern boundary of the City of Miami. The objective of this project is to provide beautification enhancements and engineering improvements to the Venetian Causeway. Including new road alignment with a curb and gutter, bicycle path and pedestrian sidewalks, Stormwater drainage improvements, landscape and lighting.

The overall stormwater drainage design concept is based on the treatment of the first inch of runoff for water quality and discharging into Biscayne Bay as per MDC DERM requirements through an emergency outfall structure. The drainage system is designed to attenuate the runoff generated from the causeway within the right of way and any additional contributing area on each side of the right of way.



**Role of the Firm and Responsibilities:** Stormwater Drainage Design, Pavement Marking and Maintenance of Traffic Design, Utilities Coordination, Public Hearings, Structural Design, Special Purpose Survey for the proposed outfalls to the bay.

### **Project Manager: Rafael L. Robayna, PE**

Project Design Started: November 2007

Project Design Finish: June 2009

Project Completion Date: Under Construction

Estimated Construction Cost: \$8.5M

Reference: Lana Moorey, PE

MDC- Public Works Department / under Kimley-Horn and Associates, Inc

Address: 111 NW 1<sup>st</sup> Street, Suite 1510 Miami, Fl. 33128-1970

Tel: (305) 375-2863 / Fax: (305) 679-7738

E-mail: lana@miamidade.gov

## **Highway Design and Drainage Improvement to SW 137<sup>th</sup> Ave / Outfall Drainage Programs**

SW 137<sup>th</sup> Ave is an existing 4 lane divided arterial road constructed in the development process by several residential projects with major drainage problems. The drainage system was a variety of unconnected exfiltration systems. RAA research originals plans, which included French drains and slab covered trenches, analyzed the situation of the existing drainage systems on the roadway and interconnecting adjacent street, including the intersection with Coral Way. Most drainage system did not have sufficient capacity to handle major storms, had maintenance problems or were constructed in a way that intersecting roads overburden the systems. Design plans were prepared to interconnect the individual systems along SW 137<sup>th</sup> Ave. to handle the arterial drainage by adding a new system along the south bound lane, as well as the contributing areas from the adjacent streets, which were partially re-graded. This system was also interconnected with the system in Coral Way outfalling to the SW 132nd Ave. Canal. A plugged connection capability was provided on the Tamiami Trail end of the project to connect to the proposed 137<sup>th</sup> Ave. project to the north and future Tamiami Road Improvements in the future.



Curb and gutters with grading problems were modified or reconstructed to provide proper flow of the stormwater. Landscaping affected by the construction was reconstructed as was the pavement along the entire East side of SW 137<sup>th</sup> Ave. and crossing to the West side were reconstructed. Maintenance of Traffic (MOT) plans was also prepared for this busy highway. Limited construction consultation and inspections were also required.

**Role of the Firm and Responsibilities:** Includes Route Survey, paving, drainage, and pavement design, pavement marking, and maintenance of traffic and incidental items.

The location of project is: SW 137<sup>th</sup> Ave. between Coral Way and SW 8<sup>th</sup> St. including Coral Way between SW 137<sup>th</sup> Ave. and the SW 132<sup>nd</sup> Ave. Canal.

**Project Manager: Rafael L. Robayna, PE**  
Project Design Start /Finish date: Jan 2000/May 2001  
Project Started: January 2000  
Project Completion Date: May 2001  
Estimated Construction Cost: \$1.4 M  
Actual Construction Cost: \$1.3 M

Reference:  
Mr. Rene Diaz, P.E.  
MDC- Department of Environmental Resource  
Management (DERM)  
Address: 111 N.W. 1st Street 14<sup>th</sup> Floor. Miami, FL 33128  
Tel: (305) 372-6697  
E-mail: diazr@miamidade.gov



## San Miguel Shopping Plaza

This project consists of a shopping center with a separate building for a bank. The project required the design and construction of on-site and off-site water transmission and fire lines, sewer collection systems, wetland permitting with SFWMD and DERM, parking lot design, paving and drainage systems, including a DOT frontage entrance and swale design, structural design, coordination of building design, environmental assessment, site planning.



Project Manager: Rafael L. Robayna, PE  
 Project Design Started: May 2003  
 Project Construction Start Date: August 2007  
 Project Completion Date: 2009  
 Estimated Construction Cost: \$9.5M  
 Actual Construction Cost: \$9.0M



Role of the Firm and Responsibilities: Surveying, platting, complete civil engineering design, permitting and construction management for both the engineering infrastructure and the buildings. Robayna and Associates acted as the client representative since the client lived outside the United States.



**Reference:**  
 Mr. Luis Guillermo Vallalta  
 San Miguel Property, LLC  
 13910 SW 8th Street  
 Miami, Fl 33184  
 Tel: (305) 480-0044  
 Email: lgvallalta@gmail.com

## Mirage at Sailboat Cove Subdivision

This project is a 12.5-acre subdivision project in the City of Opalocka, with an existing lake. The project required the design and construction of access road, and the construction of water transmission lines, sewer collection systems to serve the project. The site was previously used as a construction material pump and required environmental investigation and assessment, as well as the removal of all the foreign materials. It also required stormwater routing calculations as per SFWMD and permitting through DERM's Water Control Section. Our involvement started with the planning and approval of the subdivision, and has continued through the platting of 171 units, surveying, engineering, landscaping and construction administration of all phases of the project. Lake Soundings at 50 feet intervals utilizing conventional lead and line to better analyze the lake bottom contour for calculations involving surface water storm drainage and constructability.



### Role of the Firm and Responsibilities:

Our involvement started with the environmental service, site surveying, site planning and approval of the subdivision, and continued through the platting of 171 units, construction surveying, civil engineering, landscaping, permitting and construction administration of all the phases of the project.

### Project Manager: Rafael L. Robayna, PE

Project Design Started: March 2004

Project Completed: December 2007.

Estimated Construction Cost: \$5.45 M

Actual Construction Cost: \$5.5 M

### Reference:

Mr. Jose Perez de Corcho, P.E

Sailboat Cove Venture

Wrangler Construction, Inc.

12855 SW 136 Ave., Suite 206

Miami, Florida 33186

Tel: (305) 278-4719

Email: jose@wrangler-construction.com



**Water and Sewer Improvements at NW 37<sup>th</sup> Ave.**  
**Contract MISC-21 GOB-70267, ER# 16139**



Water distribution and sanitary sewage collection improvements from NW 41<sup>st</sup> Street to NW 51<sup>st</sup> St., between NW 35<sup>th</sup> Ave. and NW 36<sup>th</sup> Ave. This was an existing neighborhood with mixture of residential and industrial development. The design required resolution of numerous conflicts and restoration of roadways. Existing lines from City of Hialeah has to be abandoned /removed to be reconnected to water lines.



**Role of the Firm and Responsibilities:**

Route survey, 12" water main design, plans preparation permitting, utility coordination, construction specifications and construction management.

**Project Manager: Rafael L. Robayna, PE**

Project Started: June 2008

Project Completion Date: Design completed October 2010

Estimated Construction Cost: 1.4 M (only water distribution construction)

Actual Construction Cost: Under Construction



Reference:  
 Felix Valdes  
 Miami-Dade Water and Sewer Department / Under  
 Kimley- Horn and Associates, Inc.  
 3071 SW 38<sup>th</sup> Avenue  
 Miami, Florida 33146  
 Tel: (786) 552-8263 / Fax: (786) 552-8605  
 E-mail: fvald@miamidade.gov

## **Design services of 8-Inch Water Main MDC WASD Project UWMR-77A NAP**

Engineering design, surveying and limited construction management services for 5,200 LF of new 8" DIP water main in the vicinity of NW 59<sup>th</sup> Ct between Flagler Street and NW 3<sup>rd</sup> St, NW 59<sup>th</sup> Ave. between NW 3<sup>rd</sup> St and NW 7<sup>th</sup> St., NW 58<sup>th</sup> Court between NW 2<sup>nd</sup> St and NW 7<sup>th</sup> St. Soil conditions as well as pump station located in the middle of the right of way made this project very difficult to design



Role of the Firm and Responsibilities: Route survey, 8" water main design, plans preparation, permitting, maintenance of traffic, construction administration services, specifications and construction management.

**Project Manager: Rafael L. Robayna, PE**

Project Started: March 2003

Project Design Completed: Aug 2005

Project Completed: May 2007

Estimated Construction Cost: \$643,610\*\*

Actual Construction Cost: \$750,000\*\*\*

\*\* Design and permitting completed by 2005.

Project bided 2006.

\*\*\*Hidden conditions encountered overrun cost.

Reference:

Eduardo Curiel, P.E.

AECOM/ Before Earthech, Inc

M-DC WASD/ under Earthech, Inc.

800 Douglas Entrance 2<sup>nd</sup> Floor

Coral Gables, Fl. 33134

Tel: (305) 718-4817 / Fax: (305) 716-5155

E-mail: eduardo.curiel@aecom.com



## Santa Barbara Subdivision Phase I and II

This project consisted of surveying, platting and civil engineering of a project consisting of a 194 residential units, which was platted and developed in two phases, Santa Barbara and Santa Barbara First Addition.



**Role of the Firm and Responsibilities:** Surveying & platting, civil engineering design for paving, drainage, storm water management, water and sewer including modification of existing MDC WASD pump station, lake shore design, environmental coastal wetland permitting and certification, and construction administration, inspection and certification for all earthwork and civil engineering construction.

### Project Manager: Rafael L. Robayna, PE

Project Started: January 2003

Project Completed: September 2005

Estimated Construction Cost: \$4.0 M

Actual Construction Cost: \$3.65 M

#### Reference:

Mr. Silvio Cardoso

United Developments, Inc.

7975 N.W. 154 Street, Suite 400

Miami Lakes, FL. 33016

Tel: (305) 558-2600 Ext 320

Email: scardoso@unitedhomesintl.com



This project was awarded in several categories from BASF/Miami Herald

- Best design-Silver
- Overall Community 151-300 Units

## **Titan Cement Plant Access Road & Tarmac Pennsucco Cement Plant at NW 106<sup>th</sup> Street and NW 112<sup>th</sup> Ave.**

The project included: surveying, planning, design and permitting of a new access road and traffic circulation re-routing within the plant with new access to NW 106<sup>th</sup> St. Includes earthwork, identification of structures to be demolished, paving and drainage plans with connection to existing facilities, storm water management design and permitting, lighting, communication lines duct banks, gated entrance, parking, culvert crossing, left turn lane from NW 106<sup>th</sup> Street into site with new curb cut, signalization and pavement marking, and construction management. The construction of this project was substantially completed except the culvert crossing and connection to NW 106<sup>th</sup> Street that was delayed due to economic conditions.



The project design took in consideration the heavy traffic of large trucks, specially turning radiiuses and interaction with loading and unloading areas, some on them within existing facilities. Also the relation with existing structures which required demolition and relocation of facilities. Provisions were made for the access road to be extended into the proposed aggregate plants that will connect to the plant access road system.

During construction Robayna and Associates was involved in regular field inspections to verify the construction of the rigid pavement, guardrails, adjacent swales and stormwater retention areas. R&A was also required to perform closeout inspections for the project and recommend payment to the contractor.

**Role of the Firm and Responsibilities:** Surveying, planning, civil engineering design for paving, drainage, stormwater management, pavement and marking, street lighting and communications ducts, permitting and construction administration, inspection and certification for all earthwork and civil engineering construction.

**Project Manager: Rafael L. Robayna, PE**

Project Started: April 2006

Date Completed: Partial Completion June 2009

Construction Cost: \$4M for access road only.

Total construction Cost: \$ 60 M

**Reference:**

Mr. Carlos Gonzalez / Titan America, LLC

Address: 11000 NW 121 Way Medley, Fl. 33178

Tel: 305-200-1661 /Fax: 305-364-2272

Email: cgonzalez@titanamerica.com

## Egret Lakes/Venetian Isles at SW 26<sup>th</sup> Street and SW 152<sup>nd</sup> Ave.



This project is a 127.5 Ac. residential subdivision project consisting of 590-lot development with nine phases, with several large interconnected lakes to provide Storm water routing. The project consisted of a network of interior collector roadways, between the lakes and interior local roads to serve the individual phases. The project was constructed in the Bird Drive Basin and required extensive wetland determination and permitting from SFWMD and DERM. Robayna and Associates involvement started with the boundary and topographic, as well as hydrographic survey, wetland determination and permitting, land planning, public involvement to get neighbors support for the project and public hearing presentations. Then continued to the platting process, paving and drainage

design, as well as storm water management, water distribution and transmission systems, gravity sewage collection system, pump station and force main connecting a mile to the South, with pavement restoration of route and continued thru the construction surveying for the infrastructure and the house construction.

**Role of the Firm and Responsibilities:** Our involvement started with the planning and approval of the subdivision, and has continued through the platting, surveying, civil engineering, environmental assessment, wetland consulting, landscaping design and permitting.

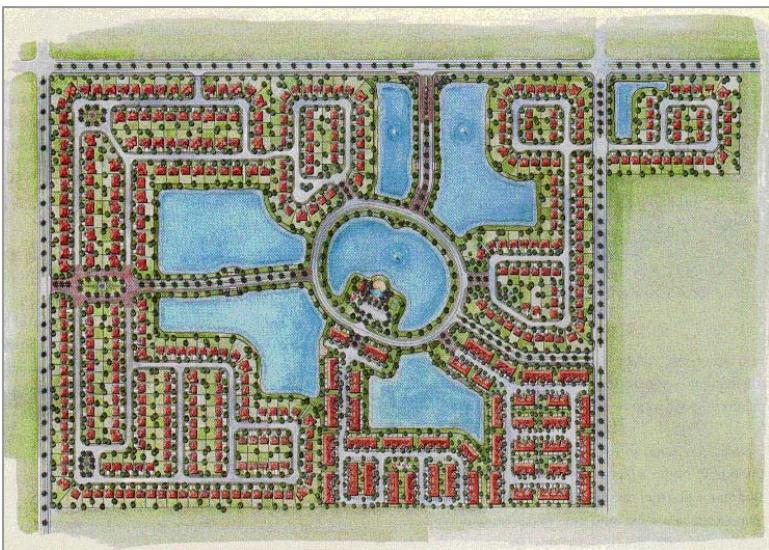
### Project Manager: Rafael L. Robayna, PE

Project Started: 2000

Project Completed: May 2006

Estimated Construction Cost: \$19.5 M

Actual Construction Cost: \$20.0M



### Reference:

Mr. Agustin Herran.

General Real Estate Corporation

8500 S.W. 8th Street, # 228

Miami, Fl 33144

Tel: (305) 262-2070

Email: aherrean@greccorp.com

This project was awarded in several categories from BASF and Miami Herald.

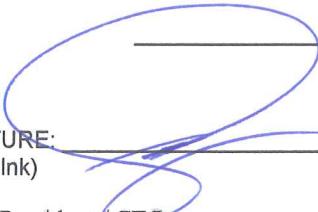
- Best Land planning – Platinum
- Planned Community
- Multiple Products Preconstruction
- Overall Community

**SECTION 6.0 CITY REQUIRED FORMS**

**6.1 ACKNOWLEDGEMENT FORM**

**NAME OF COMPANY:**

Robayna and Associates, Inc.  
(Name of company submitting RFQ)

**SIGNATURE:**   
(Sign in Ink) Rafael L. Robayna  
(Print Name)

**TITLE:** President / CEO **E-MAIL ADDRESS:** rrobayna@robayna.com

**ADDRESS:** 5723 NW 158th Street. Miami Lakes, FL. 33014

**TELEPHONE NO.:** 305-823-9316 **FAX NO.:** 305-823-1569

By signing and submitting this submittal, we acknowledge having read and agreeing to all times and conditions of these specifications, including, but not limited to, agreeing to indemnify and hold the City harmless from any and all claims, suits, actions, damages, causes of action, or attorney's fees arising from any personal injury, loss of life, or damage to person or property sustained by reason of or as a result of the products or services supplied, or negligence of contractor supplier, his employees, agents, or assigns.

By signing and submitting this bid proposal, we certify that this company has current insurance coverage specified herein. The insurance policy number(s) and expiration date(s) are provided below, or copies of the insurance certificate(s) are enclosed. If awarded the contract, we will provide the City with proof of the required insurance and include the City as an additional insured on our general liability coverage.

Do you give prompt payment discounts?

Yes, Percentage of discount \_\_\_\_\_ % Term \_\_\_\_\_  No

I certify that this submittal is made without prior understanding, agreement or connection with any corporation, firm, or person submitting a proposal for the same materials, supplies, or equipment, and is in all respects fair and without collusion or fraud. I agree to abide by all conditions of this bid and certify that I am authorized to sign this bid for the bidder.

**INSURANCE POLICY NO(S):** See attached Certificate of Insurance

**EXPIRATION DATE(S):** See attached Certificate of Insurance

**INSURANCE CERTIFICATE(S) ENCLOSED:**  YES  NO

  
(Sign In Ink) Rafael L. Robayna  
(Print Name)

**WARRANTIES** \_\_\_\_\_

If the undersigned contractor is awarded a construction Agreement on this Proposal, the Surety who will provide the Public Construction Payment and Performance Bond will be:

N/A

whose address is \_\_\_\_\_

Zip Code \_\_\_\_\_



# CERTIFICATE OF LIABILITY INSURANCE

ROBAY01 OP ID: EA

DATE (MM/DD/YYYY)

05/29/12

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERNS 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 be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER FILER INSURANCE, INC. 9440 S.W. 77 Avenue Miami,, FL 33156 A.J. Hosea		305-270-2100 305-270-2195	CONTACT NAME: Michelle Wilson PHONE (A/C, No, Ext): 305-270-2100 E-MAIL ADDRESS: mwilson@filerins.com	FAX (A/C, No): 305-270-2195
			INSURER(S) AFFORDING COVERAGE	NAIC #
			INSURER A : Hanover Insurance Company	22292
INSURED Robayna & Associates Inc. 5723 NW 158th Street Miami Lakes, FL 33014			INSURER B : Continental Casualty Company	
			INSURER C : Retail First Insurance Co.	
			INSURER D :	
			INSURER E :	
			INSURER F :	

## COVERS

## CERTIFICATE NUMBER:

## REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WWD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS		
A	GENERAL LIABILITY  X COMMERCIAL GENERAL LIABILITY  CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR		ZHJ854438805	01/01/12	01/01/13	EACH OCCURRENCE	\$ 1,000,000	
						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 1,000,000	
						MED EXP (Any one person)	\$ 5,000	
						PERSONAL & ADV INJURY	\$ 1,000,000	
						GENERAL AGGREGATE	\$ 2,000,000	
						PRODUCTS - COMP/OP AGG	\$ Included	
							\$	
A	AUTOMOBILE LIABILITY  X ANY AUTO ALL OWNED AUTOS <input checked="" type="checkbox"/> X HIRED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS		AHJ853908604	01/01/12	01/01/13	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000	
						BODILY INJURY (Per person)	\$	
						BODILY INJURY (Per accident)	\$	
						PROPERTY DAMAGE (Per accident)	\$	
							\$	
	UMBRELLA LIAB EXCESS LIAB	OCCUR CLAIMS-MADE				EACH OCCURRENCE	\$	
	DED	RETENTION \$				AGGREGATE	\$	
							\$	
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	0520-38552	01/01/12	01/01/13	X WC STATUTORY LIMITS	OTH-ER	
						E.L. EACH ACCIDENT	\$ 1,000,000	
						E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000	
						E.L. DISEASE - POLICY LIMIT	\$ 1,000,000	
B	Professional Liabi		AEH006159427	04/02/12	04/02/13	Per Claim	1,000,000	
						Ded	10,000	

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

## CERTIFICATE HOLDER

## CANCELLATION

PROOF OF INSURANCE	PROOF01  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   ELENA ANDRES - A006635

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**6.4 RFQ SIGNATURE PAGE FOR CORPORATION**

The officers of the Corporation are as follows:

<u>NAME</u>	<u>ADDRESS</u>
President <u>Rafael L. Robayna</u>	<u>3851 SW 132 Ave. Miami, Fl 33175</u>
Vice-President <u>None</u>	
Secretary <u>Rafael L. Robayna</u>	<u>3851 SW 132 Ave. Miami, Fl 33175</u>
Treasurer <u>Rafael L. Robayna</u>	<u>3851 SW 132 Ave. Miami, Fl 33175</u>
Registered Agent <u>Rafael L. Robayna</u>	<u>3851 SW 132 Ave. Miami, Fl 33175</u>

The full names and residences of stockbrokers, persons, or firms interested in the foregoing Bid, as principals, are as follows:

Rafael L. Robayna 3851 SW 132 Ave. Miami, Fl 33175

Post Office Address                                   BIDDER:  
Robayna and Associates, Inc.  
(CORPORATE NAME)

rrobayna@robayna.com  
\_\_\_\_\_  
PRESIDENT'S SIGNATURE AND E-MAIL ADDRESS

Is this corporation incorporated in the State of Florida?

ATTEST: \_\_\_\_\_  
SECRETARY

YES  NO

If no, give address of principal place of business: \_\_\_\_\_

## 6.6 DRUG-FREE WORKPLACE PROGRAM

**IDENTICAL TIE BIDS -** Preference shall be given to businesses with drug-free workplace programs. Whenever two or more bids which 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 received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. Established procedures for processing tie bids will be followed if none of the tied vendors have a drug-free workplace program. 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's policy of maintaining 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 employee that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

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

VENDOR'S SIGNATURE

Rafael L. Robayna

PRINTED NAME

Robayna and Associates, Inc.  
NAME OF COMPANY

#### 6.7 SOLICITATION, GIVING, AND ACCEPTANCE OF GIFTS POLICY

Florida Statute 112.313 prohibits the solicitation or acceptance of Gifts. - "No Public officer, employee of an agency, or candidate for nomination or election shall solicit or accept anything of value to the recipient, including a gift, loan, reward, promise of future employment, favor, or service, based upon any understanding that the vote, official action, or judgment of the public officer, employee, or candidate would be influenced thereby." "... The term 'public officer' includes any person elected or appointed to hold office in any agency, including any person serving on an advisory body."

The City of North Miami Beach policy prohibits all public officers, elected or appointed, all employees, and their families from accepting any gifts of any value, either directly or indirectly, from any contractor, vendor, consultant, or business with whom the City does business. Only advertising office stationery or supplies of small value are exempt from this policy - e.g. calendars, note pads, pencils.

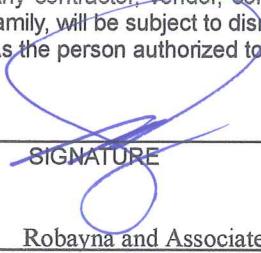
The State of Florida definition of "gifts" includes the following:

Real property or its use,  
Tangible or intangible personal property, or its use,  
A preferential rate of terms on a debt, loan, goods, or services,  
Forgiveness of indebtedness,  
Transportation, lodging, or parking,  
Membership dues,  
Entrance fees, admission fees, or tickets to events, performances, or facilities,  
Plants, flowers or floral arrangements

Services provided by persons pursuant to a professional license or certificate. Other personal services for which a fee is normally charged by the person providing the services. Any other similar service or thing having an attributable value not already provided for in this section. To this list, the City of North Miami Beach has added food, meals, beverages, and candy.

Any contractor, vendor, consultant, or business found to have given a gift to a public officer or employee, or his/her family, will be subject to dismissal or revocation of contract.

As the person authorized to sign the statement, I certify that this firm will comply fully with this policy.

  
SIGNATURE

Rafael L. Robayna

PRINTED NAME

Robayna and Associates, Inc.  
NAME OF COMPANY

President / CEO

TITLE

Failure to sign this page shall render your bid non-responsive

**6.8 VENDOR REGISTRATION, CERTIFICATION AND LICENSES**

3. If you are not a City of North Miami Beach current registered vendor follow the instructions when you go to:

<http://www.keepandshare.com/doc/1759482/vendor-registration-form-2010-pdf-february-19-2010-9-51-am-360k?da=y>

4. Include Minority Business Enterprise Certificate in this section
5. Include State of Florida regulated licenses in this section



State of Florida  
*Minority, Women &  
Service-Disabled Veteran*  
Business Certification

ROBAYNA AND ASSOCIATES, INC.

Is certified under the provisions of  
287 and 295.187, Florida Statutes for a period from:

04/10/2012 to 04/10/2014

---

John P Miles, Secretary

*Florida Department of Management Services  
Office of Supplier Diversity*

# *State of Florida*

## *Department of State*

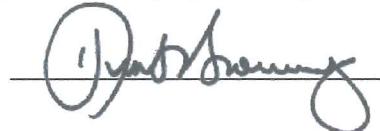
I certify from the records of this office that ROBAYNA AND ASSOCIATES, INC. is a corporation organized under the laws of the State of Florida, filed on July 30, 1981.

The document number of this corporation is 696931.

I further certify that said corporation has paid all fees due this office through December 31, 2012, that its most recent annual report was filed on January 6, 2012, and 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  
Florida, at Tallahassee, the Capital, this the  
Twenty Fourth day of January, 2012*



*Secretary of State*



Authentication ID: 800216904198-012412-696931

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

<https://efile.sunbiz.org/certaauthver.html>

State of Florida  
Board of Engineers  
**Robayna & Associates, Inc.**



Is authorized under the provisions of Section 471.101, Florida Statutes, to offer engineering services to the public through a Professional Engineer licensed under Chapter 471, Florida Statutes.

**Certificate of Authorization**

**EXPIRATION:** 2/28/2013

**AUDIT NO.:** 228201300614

**CA. LIC. NO.:**

**3304**



Florida Department of Agriculture and Consumer Services  
Division of Consumer Services  
Board of Professional Surveyors and Mappers  
2005 Apalachee Pkwy Tallahassee, Florida 32399-6500

**License No.:** **LB5004**

**Expiration Date:** February 28, 2013

**Professional Surveyor and Mapper Business License**  
Under the provisions of Chapter 472, Florida Statutes

**ROBAYNA AND ASSOCIATES INC**  
5723 NW 158TH ST  
MIAMI LAKES, FL 33014-6719

A handwritten signature of Adam H. Putnam.

**ADAM H. PUTNAM**  
COMMISSIONER OF AGRICULTURE

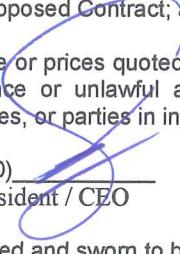
This is to certify that the professional surveyor and mapper whose name and address are shown above is licensed as required by Chapter 472, Florida Statutes.

**6.9 NONCOLLUSION AFFIDAVIT**

STATE OF: Florida  
COUNTY OF: Miami Dade

Rafael L. Robayna, being first duly sworn, deposes and says that:

- (1) He/she is President / CEO of Robayna and Associates, Inc., the Bidder that has submitted the attached Bid.
- (2) Bidder has been fully informed regarding the preparation and contents of the attached Bid and of all pertinent circumstances regarding such Bid;
- (3) Such Bid is genuine and is not a collusion or sham Bid;
- (4) Neither the said Bidder nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant has in any way colluded, conspired, connived or agreed, directly or indirectly with any other Bidder, firm or person to submit a collusive or sham Bid in connection with the contractor for which the attached Bid has been submitted or to refrain from bidding in connection with such contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm or person to fix the price or prices, profit or cost element of the Bid price or the Bid price of any other Bidder, or to secure through advantage against the City of North Miami Beach (Local Public Agency) or any person interested in the proposed Contract; and
- (5) The price or prices quoted in the attached Bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

(SIGNED)   
Title President / CEO

Subscribed and sworn to before me this  
31 day of May, 2012  
My commission expires:



#### 6.10 SOURCE OF INFORMATION

How did you find out about this solicitation? Check all that applies.

- |                                      |   |
|--------------------------------------|---|
| 1. www.citynmb.com                   | <input checked="" type="checkbox"/> x   |
| 2. www.demandstar.com                | <input type="checkbox"/>  |
| 3. Daily Business Review             | <input type="checkbox"/>  |
| 4. The Miami Herald                  | <input type="checkbox"/>  |
| 5. Referral/word- of mouth           | <input type="checkbox"/> Specify Source: _____  |
| 6. Search Engine/Internet search     | <input type="checkbox"/>  |
| 7. E-mail, newsgroup, online chat    | <input checked="" type="checkbox"/> x Specify Source: <u>E-mail notification for the City's website</u> |
| 8. Banner or Link on another website | <input type="checkbox"/>  |
| 9. Flyer, newsletter, direct mail    | <input type="checkbox"/> Specify Source: _____  |
| Other                                | <input type="checkbox"/> Specify Source: _____  |

**7.3 RESPONDENTS CERTIFICATION**

I have carefully examined the Request for Qualification.

I hereby propose to furnish the services specified in the Request for Qualification. I agree that my submittal will remain firm for a period of at least 365 days in order to allow the City adequate time to evaluate the submittals and determine a ranking of the most qualified firms.

I certify that all information contained in this submittal is truthful. I further certify that I am duly authorized to provide this submittal on behalf of the firm as its act and deed and that the firm is ready, willing and able to perform if awarded the contract.

I further certify, under oath, that this submittal is made without prior understanding, agreement, connection, discussion, or collusion with any other person, firm or corporation tendering a submittal for the same service; that no officer, employee or agent of the City of North Miami Beach or any other respondent is interested in said submittal; and that the undersigned executed this Respondent's Certification with full knowledge and understanding of the matters therein contained and was duly authorized to do so.

Robayna and Associates, Inc.  
Name of Business

BY:

Signature

Rafael L. Robayna President / CEO  
Name and Title, Typed or Printed

5723 NW 158th Street  
Mailing Address

Miami Lakes, Fl. 33014  
City, State, Zip Code

( 305 ) 823-9316  
Telephone Number

Sworn to and subscribed before me  
this 31 day of May, 2012

Jennifer Perdigon  
Notary Public  
STATE OF Florida

Oct 22, 2012  
My Commission Expires



**7.4 SWORN STATEMENT ON PUBLIC ENTITY CRIMES**

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

1. This sworn statement is submitted to the CITY OF NORTH MIAMI BEACH, FLORIDA by: Raafel L. Robayna President / CEO  
(print individual's name and title)  
for: Robayna and Associates, Inc.  
(print name of entity submitting sworn statement)  
whose business address is: 5723 NW 158th Street, Miami Lakes, Fl. 33014  
and (if applicable) its Federal Employer Identification Number (FEIN) is: 59-2119073.  
(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_.)
2. 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 public entity or with an agency or political subdivision of any other state or of 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 misrepresentations.
3. 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 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:
  1. A predecessor or successor of a person convicted of a public entity crime; or
  2. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a 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.
5. 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 bid 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 management of an entity.
6. Based on information and belief, the statement, which I have marked below, is true in relations to the entity submitting this sworn statement. (Indicate which statement applies).

Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or 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 subsequent to July 1, 1989.

The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or 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 subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list (attach a copy of the final order).

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

City of North Miami Beach, Florida

Procurement Management Division  
948-2946

Signature

Sworn to and subscribed before me this 31 day of May, 2012.

Personally known ✓  
OR  
Produced identification \_\_\_\_\_

Type of identification \_\_\_\_\_  
public

Notary Public – State of Florida

My commission expires: Oct 22, 2012

Jennifer Perdigon  
Printed, typed or stamped commissioned name of notary



**ADDENDUM TO RFQ DOCUMENTS**

<b>SOLICITATION</b>	<b>RFQ 2012-10 CONTINUING CONTRACTS FOR PROFESSIONAL SERVICES</b>		
Addendum No.	<u>1</u>	OPENING DATE	<u>5/25/2012</u>
		TODAY'S DATE	<u>5/15/2012</u>

**To All Bidders:**

This addendum is issued to modify the previously issued RFQ documents and/or given for informational purposes, and is hereby made a part of the RFQ documents. Please attach this addendum to the documents in your possession and acknowledge receipt of this addendum by signing and including this form in the response package.

**RFI'S:**

- Q1: Please let me know if civil engineering and land surveying services are anticipated for the RFQ No. 2012-10 continuing Contract for Professional Services. After reading the scope of service shown in item 3.2 page 34 of the document it is not clear.
- A1: Yes, those services are anticipated. Please refer to the list of disciplines under form Standard Form 330.
- Q.2: Will you be selecting firms who only provide a portion of the required services or are you only looking for comprehensive architectural and engineering teams (one prime firm with several specialty subconsultants) or will you select a list of both?
- A.2: The City is not requiring that all submittals be from comprehensive architectural and engineering teams. Firms may submit qualifications for one service only. Please refer to the list of disciplines under form Standard Form 330. Please see section 3.1 Purpose and Intent and, section 3.2 Scope of Services.
- Q.3: Do you want subconsultants to submit reference forms as well as the prime?
- A.3: Prime contractors should submit Part II of their subcontractors, including references.
- Q.4: Do you want subconsultants to submit complete SF330 documents (Parts I and II) or just Part II?
- A.4: Prime contractors should submit Part II of their subcontractors.
- Q.5: In regards the above RFQ, please advise if the City is accepting responses from firms applying to cover only a portion of the scope of work. We specialize in structural engineering, and would like to submit a response to provide structural services.
- A.5: See answer A.2.

- Q.6: The requirement for 5 Government Reference as a minimum, if a firm does not have but maybe 3 reference but multiple projects with these 3 reference will that be acceptable or will the respondent be deemed non responsive if they do not provide 5 references. Can 2 references come from one source?
- A.6: The respondent may be deemed non responsive if 5 references are not submitted. Two references cannot come from one source. Please submit 1 reference per government agency.
- Q.7: Will there be any Geotechnical Engineering or Construction Testing services in this RFQ.
- A.7: Construction testing will be accepted and added to the list of disciplines. Geotechnical Engineering is part of Civil Engineering.
- Q.8: On page 36, Section 4.0, Submittal Content, Item D.1. (Form SF 330), indicates that Evaluations will be based on Part II only.
- A.8: Yes, the intent of the City is to pre-qualified firms for continuing contracts using information from part II. Once the projects are allocated/identified the City use Part I to assign tasks or projects.
- Q.9: On page 36, Section 4.0, Submittal Content, Item D.2 (Form SF 330), also indicates that we should state whether the business is licensed or certified to do business in the State of Florida and attach copies of such licenses. Should we also include copies of our key staff PE licenses?
- A.9: Yes, include also copies of your key staff PE licenses.
- Q.10: Section 1.57 Insurance Requirements – Please clarify Professional Liability Requirements as they are not listed.
- A.10: Limits of liability for professional liability shall be, at a minimum, \$1,000,000 per occurrence or claim and \$1,000,000 aggregate.
- Q.11: Will the City accept the State of Florida Minority, Women, & Service –Disabled Veteran Business Certification or is the requirement limited to only Miami-Dade County SBE/MBE certification?
- A.11: Yes, the City will accept the State of Florida Certification.

**REVISED FORMS**

Section 7.3 Respondents Certifications and Section 7.4 Sworn Statement on Public Entity Crimes has been revised.  
See forms attached.

Reviewed by:



Chief Procurement Officer  
Procurement Management Division

<b>Acknowledged by:</b>	Robayna and Associates, Inc.
<b>Contractor</b>	Rafael L. Robayna
<b>Authorized Representative (Printed)</b>	President / CEO
<b>Title</b>	
<b>Signature</b>	05/30/2012
<b>Date</b>	

**ADDENDUM TO RFQ DOCUMENTS**

SOLICITATION	<b>RFQ 2012-10 CONTINUING CONTRACTS FOR PROFESSIONAL SERVICES</b>		
Addendum No.	2	DUE DATE	6/8/2012 2:00PM
			TODAY'S DATE <u>5/16/2012</u>

To All Bidders:

This addendum is issued to modify the previously issued RFQ documents and/or given for informational purposes, and is hereby made a part of the RFQ documents. Please attach this addendum to the documents in your possession and acknowledge receipt of this addendum by signing and including this form in the response package.

**DUE DATE EXTENSION**

The Due Date for this RFQ has been extended. The New Due Date and time is June, 8, 2012 at 2:00pm. The address is the same: 17011 NE 19<sup>th</sup> Ave Room 315, North Miami Beach, FL 33162.

**REVIEW COMMITTEE MEETING**

The new Review Committee meeting date will be posted at [www.citynmb.com](http://www.citynmb.com) shortly after the RFQ due date.

Reviewed by:

Chief Procurement Officer  
Procurement Management Division

**Acknowledged by:**

Robayna and Associates, Inc.

Contractor

Rafael L. Robayna

Authorized Representative (Printed)

President / CEO

Title

Signature

05/30/2012

Date



## ADDENDUM TO RFQ DOCUMENTS

SOLICITATION	RFQ 2012-10 CONTINUING CONTRACTS FOR PROFESSIONAL SERVICES		
Addendum No.	3	DUE DATE	6/8/2012 2:00PM

TODAY'S DATE 5/21/2012

To All Bidders:

This addendum is issued to modify the previously issued RFQ documents and/or given for informational purposes, and is hereby made a part of the RFQ documents. Please attach this addendum to the documents in your possession and acknowledge receipt of this addendum by signing and including this form in the response package.

## RFI'S:

- Q1: What is the duration of the contract and the contract value?  
 A1: There is no duration of the contract but there is a Termination clause. The expenditure under this contract will be established within the budgetary amount for each fiscal year.
- Q2: Can a firm bid as a Prime and also be a Sub-consultant to another bidding firm?  
 A2: Yes, it can.
- Q3: Section 7, Article 7.1 Exhibit "A" – List of Projects, lists many projects requiring different specialties, be it civil engineering, architecture, mechanical engineering, planning, etc...Should we submit separate SF330, Part 1, for each type of project or one comprehensive SF330 for all available services that the firm can provide.  
 A3: Please submit one comprehensive SF330 for available services that the firm can provide.
- Q4: Are the contracts to be awarded on professional discipline basis – i.e. for Architecture, and Engineering Separately?  
 A4: The contracts will be awarded on a qualification basis for each discipline.
- Q5: How many contracts are expected to be awarded under this RFQ?  
 A5: The number of contracts to be awarded will be set by the Review Committee team.
- Q6: There appears to be missing information on page 45 of 69 of the subject Request for Qualifications. Specifically, for Section 6.8, VENDOR REGISTRATION, CERTIFICATION AND LICENSES. The numbered list begins with the numeral "3." What is the intended content of numerals 1-2, which appear to have been omitted from the subject document?  
 A6: The list is complete. Omit the numerals.
- Q7: In regarding to the above referenced RFQ; we acknowledge text in Section 1.5 Preparation of bids that states that should be used the forms you provided and no other will be accepted. My questions is: For the SF 300, will the City accept said form in its pdf format (which contains the same information), or should be strictly used the format provided by the City in the RFQ?  
 A7: Yes, PDF format is acceptable. Per Section 1.7, subsection D, Bids should be submitted in duplicate. Submit one original and one copy. Please include in your proposal package a CD or flash drive containing a copy of the entire original submission.

- Q.8: FDOT does not fill out reference forms as you have requested. FDOT provides a score sheet rating our performance on each project and that is available for us to print and submit. Can this form be substituted for your form as it relates to FDOT. Also would district 4 and 6 be considered two different sources which would give us the required 5 references?
- A.8: Yes, this form can be substituted as it relates to FDOT. District 4 and 6 can be considered two sources as long as it relates to professional services, not construction services.
- Q.9: Page 36, Item D1 states that only Part II of the SF 330 will be evaluated which was also confirmed by Addendum No. 1. However, in Section 5.1 on page 37 it states that 65 of the 100 evaluation points is based on personnel and firm experience which are required in Part I of the SF 330. Would you like to see this information duplicated in the Executive Summary section for RFQ evaluation purposes?
- A.9: This information is part of SF330 Part II, item 9 and 10. Also, the information given under the Reference Questionnaires will be utilized. You may include relevant information under Executive Summary.
- Q.10: Does the City have an S/MBE goal for this project?
- A.10: No, but the City is encouraging S/MBE to participate in this RFQ.
- Q.11: Are there specific requirements to address "Financial Stability and Past Record?"
- A.11: Please provide information required under SF330 Part II, item 10 and11.
- Q.12: Part I, F of SF 330 – does the City have a limit to the number of project examples allowed or is 10 the maximum?
- A.12: Please use 10 of the most current government project examples.
- Q.13: Kindly advise if a firm may submit a response for itself alone as prime, and also be a subconsultant in another team. Are there any teaming restrictions, in general?
- A.13: Please see A.2
- Q.14: The Contract is for Professional Engineering and Architectural Services, however, the contract provided has many references to bidders and the documentation typically required by construction contractors. Is there an alternate contract specific to professional services or will the non applicable sections be stricken before signature?
- A.14: Every reference to a bid or request for proposal shall be and mean the same as request for qualifications. Every reference to a contractor shall be and mean the same as consultant. The following does not apply to this contract: Pollution Liability, 1.91 Asbestos Statement.
- Q.15: With regard to the reference form, we wish to confirm that we are to provide the form to our references, ask them to complete the reference questions and sign the form, and then we are to include these original reference documents in our response – we as respondents are to obtain the references.
- A.15: Yes, confirmed.
- Q.16: Is this RFQ 2012-10 contract the same as contract 2007-04EE, or is it a different contract?
- A.16: No, the contract is not the same. RFQ2012-10 contains a more comprehensive list of disciplines and projects and will replace RFQ 2007-04.
- Q.17: We're a Construction Manager and would like to submit in response to this RFQ. Does NMB anticipate selecting one or more Construction Managers, for a continuing services contract, to assist NMB in executing/cost estimating for constructing some of the projects listed in Exhibit A that fall under the dollar value threshold for continuing services?
- A.17: This will be determined by the Review Committee.
- Q.18: The scope of services is very diverse. Can we submit multiple 330 forms to cover the different areas? If not, is the 330 limited to 10 projects?
- A.18: See A.3 and A.12.

Reviewed by:



-----  
Chief Procurement Officer  
Procurement Management Division

**Acknowledged by:**  
Robayna and Associates, Inc.  
Contractor  
Rafael L. Robayna  
Authorized Representative (Printed)  
President / CEO  
Title  
  
**Signature:**  
05/30/2012  
**Date:**

**ADDENDUM TO RFQ DOCUMENTS**

<b>SOLICITATION</b>	<b>RFQ 2012-10 CONTINUING CONTRACTS FOR PROFESSIONAL SERVICES</b>		
Addendum No.	4	DUE DATE	6/8/2012 2:00PM

To All Bidders:

This addendum is issued to modify the previously issued RFQ documents and/or given for informational purposes, and is hereby made a part of the RFQ documents. Please attach this addendum to the documents in your possession and acknowledge receipt of this addendum by signing and including this form in the response package.

**RFI'S:**

- Q1: Please kindly clarify what information is sought in the field "Warranties" of Section 6.1 "Acknowledgment Form"  
 A1: If your firm offers warranties of your services, please provide it.
- Q2: Form 6.4 "RFQ Signature Page for Corporation" (Pg 41) requests we provide "full names and residences of stockbrokers, persons, or firms interested in the foregoing Bid, as principals..." Can you clarify which persons or firms should be provided in response to this request?  
 A2: The principals of the corporation, firm or organization submitting qualifications.
- Q3: Page 34, Section 3.2 Scope of Services, paragraph 1 states: "The City may select multiple qualified persons or Firms for each category of specialized services as described in Form 330." Will the City please clarify if this corresponds to the "List of Disciplines (Function Codes)" found on pg. 6 of the attached SF330? If not, will the City please advise where a comprehensive list of categories can be found?  
 A3: Yes, confirmed.
- Q4: Is the SF330 Part I, Section F, also considered to be a reference since it requires a point of contact and Telephone number. It is clear that respondents cannot use NMB projects to satisfy the five (5) required in Section 6.3, however, can respondents include previous experience with the City of North Miami Beach as one of the 10 projects included within Section F of the SF330 Part I?  
 A4: Yes, they can.
- Q5: It is understood that firms are limited to submitting a total of 10 projects (within Section F) per the SF330 part I. It is also understood that each team subconsultant is required to include an SF330 as well as references for the discipline of service they are anticipated to provide. As a result, a prime firm teamed with multiple subs will have the opportunity to include more than 10 projects overall. This appears to create a disadvantage to a single firm wishing to submit for multiple disciplines. Will the City consider allowing a single firm, submitting on multiple disciplines, to submit 10 projects per discipline so that it would have ample opportunity to demonstrate relevant experience as would a firm responding to one discipline?  
 A5: Firms are allowed to submit 10 projects per discipline.
- Q6: Addendum 1; Q3 – Are sub-consultants required to submit City's Reference Questionnaire form 6.3 as well as the Prime Consultant?  
 A6: Yes.

- Q.7: Addendum 3; Q7 – Form 330 is created on a government forms software with same information as noted on the RFQ but slightly different look. Confirm that the government form software is also acceptable.
- A.7: The City will accept this version as long as the same information required is submitted and if the differences are cosmetic.
- Q.8: Is it admissible to use the SF 330 form issued by the GSA or is the only form permitted the one include in the RFQ package?
- A.8: The form included in the RFQ package is issued by GSA. If you are referring to the pdf version also issued by GSA, then yes, the City will accept it.
- Q.9: We have reviewed item 1.36 Indemnification and Hold Harmless Agreement for RFQ No. 2012-10 Continuing Contract for Professional Services for North Miami Beach and find that it does not comply with Chapter 725 of the Florida Statutes. Will the City modify its indemnification language to comply with Chapter 725.08 of the Florida Statutes?
- A.9: This question will be answered in a subsequent addendum.
- Q.10: Do we need to have a vendor number before submitting our qualification package?
- A.10: No, your vendor registration form may be submitted along with your qualification package.
- Q.11: Some departments within Miami Dade County are restricted from provide references. Please advise if past references directed to third parties could be used to satisfy this request.
- A.11: Past references directed to third parties will not be accepted.
- Q.12: In regards to the five references requested on form 6.3 Reference Questionnaire, should these five references include one for our subcontractor or should all five references be for the prime?
- A.12: Include five references questionnaires for the prime and five for your subcontractor.
- Q.13: Are sub-section tabs allowed to be used in a firm's submittal, beyond the listed sections on page 36.
- A.13: Yes.

**ADDITIONS**

- National Pollutant Discharge Elimination System (NPDS) compliance study is being added to the list of projects.

Reviewed by:



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Chief Procurement Officer  
Procurement Management Division

<b>Acknowledged by:</b>
Robayna and Associates, Inc.
Contractor
Rafael L. Robayna
Authorized Representative (Printed)
President / CEO
Title
Signature
06/06/2012
Date



**ADDENDUM TO RFQ DOCUMENTS****SOLICITATION** RFQ 2012-10 CONTINUING CONTRACTS FOR PROFESSIONAL SERVICES

6/22/2012

**Addendum No.**5**DUE DATE**

2:00PM

**TODAY'S DATE**

6/6/2012

**To All Bidders:**

This addendum is issued to modify the previously issued RFQ documents and/or given for informational purposes, and is hereby made a part of the RFQ documents. Please attach this addendum to the documents in your possession and acknowledge receipt of this addendum by signing and including this form in the response package.

**DUE DATE EXTENSION**

The Due Date for this RFQ has been extended. The New Due Date and time is June, 22, 2012 at 2:00pm. The address is the same: 17011 NE 19<sup>th</sup> Ave Room 315, North Miami Beach, FL 33162.

Reviewed by:

A handwritten signature in black ink, appearing to read "Brian K. Robayna".

Chief Procurement Officer  
Procurement Management Division

**Acknowledged by:**

Robayna and Associates, Inc.

Contractor

Rafael L. Robayna

Authorized Representative (*Printed*)

President / CEO

Title

Signature

06/13/2012

Date



## ADDENDUM TO RFQ DOCUMENTS

SOLICITATION RFQ 2012-10 CONTINUING CONTRACTS FOR PROFESSIONAL SERVICESAddendum No. 6 DUE DATE 6/22/2012 2:00PM TODAY'S DATE 6/11/2012

To All Bidders:

This addendum is issued to modify the previously issued RFQ documents and/or given for informational purposes, and is hereby made a part of the RFQ documents. Please attach this addendum to the documents in your possession and acknowledge receipt of this addendum by signing and including this form in the response package.

## RFI'S:

- Q1: I am preparing a proposal for the City of North Miami Beach (RFQ 2012-10), however, I am unable to find a logo that has a good resolution for printing, is this something that you can assist me with?
- A1: You may use the City of North Miami Beach logo in your proposal package only. You may e-mail your request at [bids@citynmb.com](mailto:bids@citynmb.com).
- Q.2: We have reviewed item 1.36 Indemnification and Hold Harmless Agreement for RFQ No. 2012-10 Continuing Contract for Professional Services for North Miami Beach and find that it does not comply with Chapter 725 of the Florida Statutes. Will the City modify its indemnification language to comply with Chapter 725.08 of the Florida Statutes?
- A.2: Add the following language to Section 1.36 Indemnification and Hold Harmless Agreement: The forgoing indemnification is limited by Section 725.08 (2) Fla Stat. for the part of the contract which is a professional services contract as defined in Section 725.08, Fla. Stat.
- Q.3: Please define Discipline.
- A.3: See Standard Form 330, page 1.
- Q.4: Regarding conflicts between Addendum No.3; A.12 and Addendum No.4; A5.
- A.4: Addendum No.3; A.12 prevails. See also Addendum No.1; A.8.

Reviewed by:

-----  
Chief Procurement Officer  
Procurement Management Division

<b>Acknowledged by:</b>
Robayna and Associates, Inc.
Contractor
Rafael L. Robayna
Authorized Representative (Printed)
President / CEO
Title
Signature
06/13/2012
Date

### 6.3 REFERENCE QUESTIONNAIRE

It is the responsibility of the contractor/vendor to provide a minimum of five (5) government agency references other than North Miami Beach using this form and providing this information with your submission. Failure to do so may result in the rejection of your submission.

Giving reference for: (Bidder) Robayna and Associates, Inc.

Firm giving Reference: Federal Aviation Administration

Address: Atlanta Engineering Center PO Box 20636 Atlanta, GA 30320

Phone: 404-389-8692

Fax: 404-729-7702

Email: Neil.Bolen@faa.gov

1. Q: What was the title of the contract or job assigned to Bidder?

A: Survey of Property Boundary for ASR-9 (RADAR) @ FLL

2. Q: What was the scope or work/services assigned to Bidder?

A: SURVEY, PERMITS, SITE DESIGN, PERMITS, MORE PERMITS

3. Q: What was the dollar value of the contract?

A: ~ 546K

4. Q: Have there been any change orders, and if so how many?

A: YES, I added lots of scope to the project.

5. Q: Do they perform on a timely basis as required by the agreement?

A: YES

6. Q: Was the project manager easy to get in contact with?

A: YES

7. Q: Would you use them again?

A: YES

8. Q: Overall, what would you rate their performance? (Scale from 1-5)

A:  5 Excellent  4 Good  3 Fair  2 Poor  1 Unacceptable

9. Q: Is there anything else we should know, that we have not asked?

A: ROBAYNA MADE ME LOOK BETTER WITH THEIR PERFORMANCE.

The undersigned does hereby certify that the foregoing and subsequent statements are true and correct and are made independently, free from vendor interference/collusion.

Name: Neil Bolen, PE Neil Title: Senior Civil Engr

Print Name: NEIL BOLEN Date: 6-7-12

### 6.3 REFERENCE QUESTIONNAIRE

It is the responsibility of the contractor/vendor to provide a minimum of five (5) government agency references other than North Miami Beach using this form and providing this information with your submission. Failure to do so may result in the rejection of your submission.

Giving reference for: (Bidder) Robayna and Associates, Inc.

Firm giving Reference: Miami-Dade County Parks, Recreation and Open Spaces Department

Address: 275 NW 2nd Street, 4th Floor Miami, FL 33128

Phone: 305-755-7858

Fax: 305-755-7991

Email: ivanm@miamidade.gov

1. Q: What was the title of the contract or job assigned to Bidder?  
A: Arcola Lakes Park Senior Center & Pool

2. Q: What was the scope or work/services assigned to Bidder?  
A: Survey Services, Civil Services, Civil Engineers of Record

3. Q: What was the dollar value of the contract?  
A: N/A

4. Q: Have there been any change orders, and if so how many?  
A: None

5. Q: Do they perform on a timely basis as required by the agreement?  
A: Yes

6. Q: Was the project manager easy to get in contact with?  
A: Yes

7. Q: Would you use them again?  
A: Yes

8. Q: Overall, what would you rate their performance? (Scale from 1-5)  
A:  5 Excellent  4 Good  3 Fair  2 Poor  1 Unacceptable

9. Q: Is there anything else we should know, that we have not asked?  
A: All work has been performed with professionalism and to the satisfaction of teh Owner.

The undersigned does hereby certify that the foregoing and subsequent statements are true and correct and are made independently, free from vendor interference/collusion.

Name: Ivan Marroquin Title: Architect 3  
Digitally signed by Ivan Marroquin  
Date: 2012.05.22 17:07:00 -04'00'

Print Name: Ivan Marroquin Date: 22 May 2012

### 6.3 REFERENCE QUESTIONNAIRE

It is the responsibility of the contractor/vendor to provide a minimum of five (5) government agency references other than North Miami Beach using this form and providing this information with your submission. Failure to do so may result in the rejection of your submission.

Giving reference for: (Bidder) Robayna and Associates, Inc.

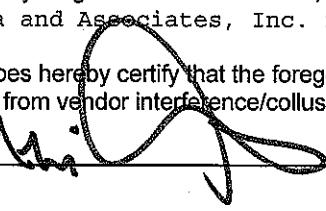
Firm giving Reference: Miami-Dade Aviation Department

Address: P.O. Box 025504

Phone: (305) 876-7077

Fax: (305) 876-0948

Email: Jabreu@miami-airport.com

1. Q: What was the title of the contract or job assigned to Bidder?  
A: Tamiami Executive Airport Survey
  2. Q: What was the scope or work/services assigned to Bidder?  
A: To provide an airport survey by conducting title searches, field verifying existing boundary monumentation and delivering a survey sketch with legal description of the airport.
  3. Q: What was the dollar value of the contract?  
A: \$99,935
  4. Q: Have there been any change orders, and if so how many?  
A: No, there were no change orders.
  5. Q: Do they perform on a timely basis as required by the agreement?  
A: Yes, they completed their work on time.
  6. Q: Was the project manager easy to get in contact with?  
A: Yes, Mr. Robayna was very accessible to us throughout the job.
  7. Q: Would you use them again?  
A: Yes I would.
  8. Q: Overall, what would you rate their performance? (Scale from 1-5)  
A:  5 Excellent  4 Good  3 Fair  2 Poor  1 Unacceptable
  9. Q: Is there anything else we should know, that we have not asked?  
A: Robayna and Associates, Inc. is a great firm and a pleasure to work with.
- The undersigned does hereby certify that the foregoing and subsequent statements are true and correct and are made independently, free from vendor interference/collusion.
- Name:  Title: Aviation Director
- Print Name: Jose Abreu, P.E. Date: 5-24-12

### 6.3 REFERENCE QUESTIONNAIRE

It is the responsibility of the contractor/vendor to provide a minimum of five (5) government agency references other than North Miami Beach using this form and providing this information with your submission. Failure to do so may result in the rejection of your submission.

Giving reference for: (Bidder) Robayna and Associates, Inc.

Firm giving Reference: Miami-Dade County Public Housing and Community Development  
Address: 701 NW 1st Court  
Phone: 305-469-2153  
Fax:  
Email: mrf@miamidade.gov

1. Q: What was the title of the contract or job assigned to Bidder?  
A: West Little River Driveways Improvements
2. Q: What was the scope or work/services assigned to Bidder?  
A: Surveying and Limited Engineering Services
3. Q: What was the dollar value of the contract?  
A: \$198,000
4. Q: Have there been any change orders, and if so how many?  
A: None
5. Q: Do they perform on a timely basis as required by the agreement?  
A: Yes
6. Q: Was the project manager easy to get in contact with?  
A: Yes
7. Q: Would you use them again?  
A: Yes
8. Q: Overall, what would you rate their performance? (Scale from 1-5)  
A:  5 Excellent  4 Good  3 Fair  2 Poor  1 Unacceptable
9. Q: Is there anything else we should know, that we have not asked?  
A:

The undersigned does hereby certify that the foregoing and subsequent statements are true and correct and are made independently, free from vendor interference/collusion.

Name: Maria Rodriguez Porto

Title: Engineer 3

Print Name: Maria Rodriguez Porto

Date: 5/29/12

### 6.3 REFERENCE QUESTIONNAIRE

It is the responsibility of the contractor/vendor to provide a minimum of five (5) government agency references other than North Miami Beach using this form and providing this information with your submission. Failure to do so may result in the rejection of your submission.

Giving reference for: (Bidder) Robayna and Associates, Inc.

Firm giving Reference: Miami-Dade County Public Works Dept.

Address: 111 NW 1st Street

Phone: 305-375-5774

Fax:

Email: LZL@MiamiDade.gov

1. Q: What was the title of the contract or job assigned to Bidder?  
A: General Land and Engineering Surveying Services
2. Q: What was the scope or work/services assigned to Bidder?  
A: County Wide Surveying Services
3. Q: What was the dollar value of the contract?  
A: \$555,555.65
4. Q: Have there been any change orders, and if so how many?  
A: None
5. Q: Do they perform on a timely basis as required by the agreement?  
A: yes
6. Q: Was the project manager easy to get in contact with?  
A: yes
7. Q: Would you use them again?  
A: yes
8. Q: Overall, what would you rate their performance? (Scale from 1-5)  
A:  5 Excellent  4 Good  3 Fair  2 Poor  1 Unacceptable
9. Q: Is there anything else we should know, that we have not asked?  
A:

The undersigned does hereby certify that the foregoing and subsequent statements are true and correct and are made independently, free from vendor interference/collusion.

Name: Luis Lacau, PLS

Title

Head of Special Projects & Survey Section

Print Name: Luis Lacau

Date:

5/29/12

### 6.3 REFERENCE QUESTIONNAIRE

It is the responsibility of the contractor/vendor to provide a minimum of five (5) government agency references other than North Miami Beach using this form and providing this information with your submission. Failure to do so may result in the rejection of your submission.

Giving reference for: (Bidder) Robayna and Associates, Inc.

Firm giving Reference: City of Opalocka

Address: 12950 NW 42 Ave, Opalocka, FL 33054

Phone: 305-953-2895

Fax: 305-953-2824

Email: mnnasir@opalockafl.gov

1. Q: What was the title of the contract or job assigned to Bidder?

A: NW 143rd Street Drainage Project

2. Q: What was the scope or work/services assigned to Bidder?

A: Topographic survey, office calculations, full right of way survey.

3. Q: What was the dollar value of the contract?

A: \$4,900.00

4. Q: Have there been any change orders, and if so how many?

A: None

5. Q: Do they perform on a timely basis as required by the agreement?

A: Yes

6. Q: Was the project manager easy to get in contact with?

A: Yes, at all times

7. Q: Would you use them again?

A: Yes

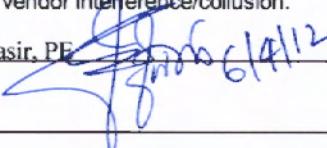
8. Q: Overall, what would you rate their performance? (Scale from 1-5)

A:  5 Excellent  4 Good  3 Fair  2 Poor  1 Unacceptable

9. Q: Is there anything else we should know, that we have not asked?

A:

The undersigned does hereby certify that the foregoing and subsequent statements are true and correct and are made independently, free from vendor interference/collusion.

Name: Mohammad Nasir, PE  Title: Interim Public Works Director

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_



## MIAMI-DADE COUNTY, FLORIDA

### Capital Improvements Information System Miami-Dade Water and Sewer Department

#### Project Evaluation

Evaluation Type: Standard Evaluation

Contract: E01-WASD-05, Project 4, EP 2      Work Order No: Task 21  
 Contract Name: Design of Neighborhood Water Distribution and Sewage Collection and Transmission Systems  
 Award Amount: \$770,000.00      Contact: Sara Leu  
 Contract Type: PSA      (786) 552-8045  
 Contractor / Consultant: Robayna and Associates, Inc.      FEIN: 592119073

Evaluator ID: fvald      Date: 8/3/2010      Period: Project conclusion or closeout

Rating *						
	4	3	2	1	N/A	Criteria
1-	✓					Schedule - Quality of schedule & adherence to schedule resulting in timeliness and minimizing delay to the owner and community.
2-	✓					Cost effectiveness & efficiency - Budget compliance & value of work.
3-					✓	Vision - Design - Concepts or adherence to criteria.
4-	✓					Cooperation - Teamwork & relationship with owner, subs and suppliers.
5-	✓					Coordination - Ability to organize, schedule and complete tasks in adherence to the schedule.
6-					✓	Accuracy & Technical Skills - Cost estimating, scheduling, shop and other drawings, plans, manuals, project documentation and conflict resolution.
7-	✓					Completeness - Compliance with contract documents, permits, Codes & standards.
8-	✓					Responsiveness - Timely, clear & concise responses to owner comments and correspondence.
9-	✓					Commitment - Intangibles & contribution to project success.
10-	✓					Personnel - Quality and dedication of project staff.
11-	✓					Management - Leadership ability.
12-	✓					Quality - Work performed correctly the first time.

Overall Performance Average: 4.0

Documentation that supports this evaluation and Contractor's/Consultant's comments can be obtained by contacting:

Felix Valdes at Phone# 786-552-8163

Evaluation Reviewed by: Supervisor  Division Chief  Assistant Director  Director

The method of delivery of this evaluation to contractor/consultant: Certified Mail  EMail  Fax   
Hand

(Unresponsive Performance by contractor/consultant requires 2 delivery methods)

Evaluation delivered to: Rafael Robayna

<http://intra.miamidade.gov/CIIS/Contracts/frmContractorEvaluation.asp?SelCICCNO=505...> 8/3/2010

\* Rating Key

- 4 Superior performance - Exemplary quality, no intervention required - project completed on time or early at or below budget with no change orders or amendments other than owner requested changes.
- 3 Satisfactory performance - Minor errors noted, addressed with timely corrective action. No serious errors noted or corrective action needed.
- 2 Guarded performance Errors and Omissions documented in writing with timely corrective action.
- 1 Unresponsive performance documented in writing without timely corrective action.
- N/A. No Information

FIRST-CLASS  
U.S. POSTAGE  
PAID  
MIAMI, FL  
PERMIT NO. 231

126306-0

THIS IS NOT A BILL - DO NOT PAY

RENEWAL

BUSINESS NAME / LOCATION  
ROBAYNA RAFAEL L  
5723 NW 158 ST  
33014 MIAMI LAKES

RECEIPT NO.  
STATE# PE0019453

126306-0

OWNER  
ROBAYNA RAFAEL L  
Sec. Type of Business  
212 PROFESSIONAL

THIS IS ONLY A LOCAL  
BUSINESS TAX RECEIPT. IT  
DOES NOT PERMIT THE  
HOLDER TO VIOLATE ANY  
EXISTING REGULATORY OR  
ZONING LAWS OF THE  
COUNTY OR CITIES. NOR  
DOES IT EXEMPT THE  
HOLDER FROM ANY OTHER  
PERMIT OR LICENSE  
REQUIRED BY LAW. THIS IS  
NOT A CERTIFICATION OF  
THE HOLDER'S QUALIFICA-  
TIONS.

DO NOT FORWARD

ROBAYNA RAFAEL L  
ROBAYNA & ASSOCIATES INC  
5723 NW 158 ST  
MIAMI LAKES FL 33014

PAYMENT RECEIVED  
MIAMI-DADE COUNTY TAX  
COLLECTOR:

09/13/2011  
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SEE OTHER SIDE

FIRST-CLASS  
U.S. POSTAGE  
PAID  
MIAMI, FL  
PERMIT NO. 231

123744-5  
BUSINESS NAME / LOCATION

ROBAYNA & ASSOCIATES INC  
5723 NW 158 ST  
33014 MIAMI LAKES

RENEWAL  
RECEIPT NO. 123744-5  
STATE# EB0003304

OWNER  
ROBAYNA & ASSOCIATES INC  
Sec. Type of Business  
212 P.A./CORP/PARTNERSHIP/FIRM

EMPLOYEE/S  
8

THIS IS ONLY A LOCAL  
BUSINESS TAX RECEIPT. IT  
DOES NOT PERMIT THE  
HOLDER TO VIOLATE ANY  
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ZONING LAWS OF THE  
COUNTY OR CITIES. NOR  
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DO NOT FORWARD

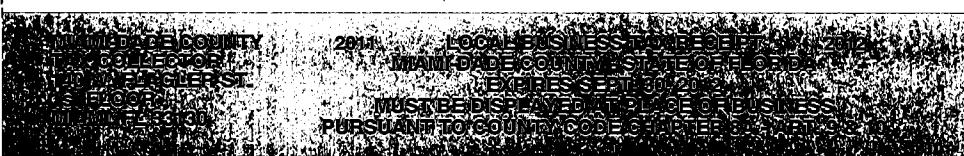
ROBAYNA & ASSOCIATES INC  
5723 NW 158 ST  
MIAMI LAKES FL 33014

PAYMENT RECEIVED  
MIAMI-DADE COUNTY TAX  
COLLECTOR:

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SEE OTHER SIDE



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696915-9

BUSINESS NAME / LOCATION  
ROBAYNA & ASSOCIATES INC  
5723 NW 158 ST  
33014 MIAMI LAKES

NEW  
RECEIPT NO.  
STATE# LB5004

724484-1

OWNER

ROBAYNA & ASSOCIATES INC

EMPLOYEE/S  
8

Sec. Type of Business  
212 P.A./CORP/PARTNERSHIP/FIRM

DO NOT FORWARD

ROBAYNA & ASSOCIATES INC  
RAFAEL L ROBAYNA  
5723 NW 158 ST  
MIAMI LAKES FL 33014

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THE HOLDER'S QUALIFICA-  
TIONS.

PAYMENT RECEIVED  
MIAMI-DADE COUNTY TAX  
COLLECTOR:

04/03/2012  
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SEE OTHER SIDE

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miamidade.gov

**Small Business Development**

111 NW 1 Street, 19<sup>th</sup> Floor  
Miami, Florida 33128  
T 305-375-3111 F 305-375-3160

CERT. NO: 4022  
ANNIVERSARY DATE: 06/30/2012

April 12, 2011

Mr. Rafael Robayna  
ROBAYNA AND ASSOCIATES, INC.  
5723 NW 158th St  
Miami Lakes, FL 33014-0000

Dear Mr. Robayna:

The Department of Small Business Development (SBD) has completed the review of your application and the attachments submitted for certification. Your firm is officially certified as a Disadvantaged Business Enterprise (DBE) in accordance with the State of Florida Unified Certification Program (UCP) approved by the U.S. Department of Transportation (FDOT) in the categories listed below. This certification affords your company the opportunity to participate in contracts throughout the State of Florida with DBE measures.

Your DBE certification requires you to complete a Continuing Eligibility affidavit annually. To ensure timely processing the Continuing Eligibility affidavit is accessible at [http://www.miamidade.gov/sba/library/continuing\\_eligibility\\_package.pdf](http://www.miamidade.gov/sba/library/continuing_eligibility_package.pdf). A hard copy is available upon request and may be sent to you via mail or facsimile. Failure to complete and submit the required affidavit with the required supporting documents on or before your anniversary date may result in the removal of your company from the Florida DBE Unified Certification Program.

If any changes occur within your company during the certified period (such as ownership, address, telephone number, trade category, licensing, technical certification, bonding capacity, or if the business ceases to exist) you are required to notify this department within 30 days in writing. It is of critical importance that the current information regarding your company be maintained. All inquiries or changes related to this certification should be directed to Karla Licona in the Certification Unit.

Should you have questions regarding your firm's certification, Karla Licona will be pleased to assist you.

We look forward to your participation and success in Miami-Dade County's disadvantaged business enterprise programs.

Sincerely,

Penelope Townsley  
Director

**CATEGORIES:** (Your firm may bid or participate on contracts only under these categories)  
ENGINEERING SERVICES (DBE)  
SURVEYING AND MAPPING (EXCEPT GEOPHYSICAL) SERVICES (DBE)

cc: Karla Licona, Certification Specialist



miamidade.gov

**Sustainability, Planning and Economic  
Enhancement Department**

111 NW 1 Street, 19<sup>th</sup> Floor  
Miami, Florida 33128  
T 305-375-3111 F 305-375-3160

April 5, 2012

CERT. NO: 2034

Approval Date: 04/05/2012 - CBE Tier 1

Expiration Date: 04/30/2015

Mr. Rafael Robayna  
ROBAYNA AND ASSOCIATES, INC.  
5723 NW 158th St  
Miami Lakes, FL 33014-0000

ANNUAL ANNIVERSARY: 04/05/2013

Dear Mr. Robayna:

Small Business Development (SBD), a division of Sustainability, Planning and Economic Enhancement Department (SPEED) has completed the review of your application and attachments submitted for certification. Your firm is officially certified as a Community Business Enterprise (CBE) in accordance with section 2-10.4.01 of the Code of Miami Dade County.

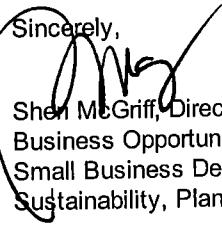
This certification is valid for three years provided there are no changes rendering your firm ineligible for certification. You are required to submit a "Continuing Eligibility Affidavit" annually with specific supporting documents on or before your Anniversary Date as listed above. You will be notified in advance of your firm's Anniversary Date. Failure to comply with the said responsibilities may result in immediate action to decertify your firm. Every three years you will receive a full recertification review that may include an onsite investigation; SBD will also notify you accordingly.

If at any time during the certification period, there is a material change in your firm, including, but not limited to ownership, officers, Director, scope of work being performed, daily operations, affiliations with other business (es) or physical location of the firm, you must notify this office in writing within (30) days. Notification should include supporting documentation. You will receive timely instructions from this office as to how you should proceed, if necessary.

Your company is certified in the following categories as listed below, affording you the opportunity to bid and participate on contracts with small business measures. Please note that the categories listed are very general and are used only to assist our customers in searching the directory for certified firms to meet contract needs. The directory for all certified firms can be accessed on the Miami-Dade County SPEED website <http://www.miamidade.gov/sba>.

Thank you for doing business with Miami Dade County.

Sincerely,

  
Sher McGriff, Director  
Business Opportunity Support Services  
Small Business Development Division  
Sustainability, Planning and Economic Enhancement Department

**CATEGORIES: (Your firm may bid or participate on contracts only under these categories)**

HIGHWAY SYSTEMS-SITE DEVELOP/PARKING LOT DESIGN (CBE)  
HIGHWAY SYSTEMS-HIGHWAY DESIGN (CBE)  
HIGHWAY SYSTEMS-BRIDGE DESIGN (CBE)  
HIGHWAY SYSTEMS-TRAFFIC COUNTS (CBE)  
HIGHWAY SYSTEMS-TRAFFIC CALMING (CBE)  
PORT & WATERWAY SYSTEMS-ENGINEERING DESIGN (CBE)

Mr. Robayna  
ROBAYNA AND ASSOCIATES, INC.  
April 5, 2012  
Cert No: 2034

**CATEGORIES:** (Your firm may bid or participate on contracts only under these categories)

W & S SEWER SYS-WATER DIST & SANITARY SEWAGE COLL (CBE)  
W & S SEWER SYS-MAJOR WATER & SEWER PUMPING FACILI (CBE)  
ENVIRONMENTAL ENG-STORMWATER DRAINAGE DESIGN SERV (CBE)  
GENERAL STRUCTURAL ENGINEERING (CBE)  
SURVEYING AND MAPPING-LAND SURVEYING (CBE)  
GENERAL CIVIL ENGINEERING (CBE)  
ENGINEERING CONSTRUCTION MANAGEMENT (CBE)  
VALUE ANALYSIS/LIFE-CYCLE COSTING-HIGHWAY SYSTEMS (CBE)  
VALUE ANALYSIS/LIFE-CYCLE COSTING-WATER & SANITARY (CBE)  
VALUE ANALYSIS/LIFE-CYCLE COSTING-GEN CIVIL ENG (CBE)  
HIGHWAY SYSTEMS-TRAFFIC SIGNAL TIMING (CBE)  
HIGHWAY SYSTEMS-SIGNING, PAVEMENT MARKING, CHANNEL (CBE)  
HIGHWAY SYSTEMS-SIGNALIZATION (CBE)  
ENVIRONMENTAL ENG-CONTAMINATION ASSESS & MONITOR (CBE)  
ENVIRONMENTAL ENG-REMEDIAL ACTION PLAN DESIGN (CBE)  
ENVIRON ENG-REMEDIAL ACTION PLAN IMPLE/OPER/MAINT (CBE)  
UNDERGROUND UTILITY LOCATION (CBE)  
ENGINEERING SERVICES (CBE)  
SURVEYING AND MAPPING (EXCEPT GEOPHYSICAL) SERVICES (CBE)

c: Karla Licona, Certification Specialist  
Veronica Clark, SPEED, SBD

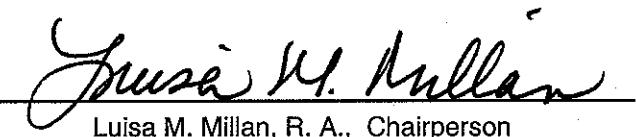


**Miami-Dade County  
Office of Capital Improvements**

**Statement of Technical Certification Categories**

Firm: Robayna and Associates, Inc.  
5723 NW 158 Street  
Miami Lakes, FL 33014

CATEGORY NO:	CATEGORY DESCRIPTION	APPROVAL DATE	EXPIRATION DATE
3.01	HIGHWAY SYSTEMS - SITE DEVELOPMENT AND PARKING LOT DESIGN	6/1/2011	6/30/2013
3.02	HIGHWAY SYSTEMS - HIGHWAY DESIGN	6/1/2011	6/30/2013
3.03	HIGHWAY SYSTEMS - BRIDGE DESIGN	6/1/2011	6/30/2013
3.05	HIGHWAY SYSTEMS - TRAFFIC COUNTS	6/1/2011	6/30/2013
3.06	HIGHWAY SYSTEMS - TRAFFIC CALMING	6/1/2011	6/30/2013
3.07	HIGHWAY SYSTEMS - TRAFFIC SIGNAL TIMING	6/1/2011	6/30/2013
3.09	HIGHWAY SYSTEMS - SIGNING, PAVEMENT MARKING, AND CHANNELIZATION	6/1/2011	6/30/2013
3.11	HIGHWAY SYSTEMS - SIGNALIZATION	6/1/2011	6/30/2013
5.01	PORT AND WATERWAY SYSTEMS - ENGINEERING DESIGN	6/1/2011	6/30/2013
6.01	WATER AND SANITARY SEWER SYSTEMS - WATER DISTRIBUTION AND SANITARY SEWAGE COLLECTION AND TRANSMISSION SYSTEMS	6/1/2011	6/30/2013
6.02	WATER AND SANITARY SEWER SYSTEMS - MAJOR WATER AND SANITARY SEWAGE PUMPING FACILITIES	6/1/2011	6/30/2013
10.01	ENVIRONMENTAL ENGINEERING - STORMWATER DRAINAGE DESIGN ENGINEERING SERVICES	6/1/2011	6/30/2013
10.05	ENVIRONMENTAL ENGINEERING - CONTAMINATION ASSESSMENT AND MONITORING	6/1/2011	6/30/2013
10.06	ENVIRONMENTAL ENGINEERING - REMEDIAL ACTION PLAN DESIGN	6/1/2011	6/30/2013
10.07	ENVIRONMENTAL ENGINEERING - REMEDIAL ACTION PLAN IMPLEMENTATION/ OPERATION/ MAINTENANCE	6/1/2011	6/30/2013
11.00	GENERAL STRUCTURAL ENGINEERING	6/1/2011	6/30/2013

  
Luisa M. Millan, R. A., Chairperson  
Chief, Professional Services Division  
Office of Capital Improvements

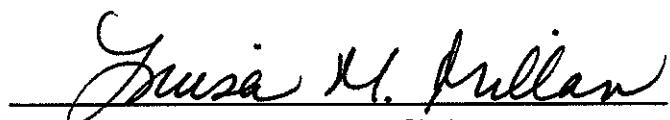


**Miami-Dade County  
Office of Capital Improvements**

**Statement of Technical Certification Categories**

Firm: Robayna and Associates, Inc.  
5723 NW 158 Street  
Miami Lakes, FL 33014

CATEGORY NO:	CATEGORY DESCRIPTION	APPROVAL	EXPIRATION
		DATE	DATE
15.01	SURVEYING AND MAPPING - LAND SURVEYING	6/1/2011	6/30/2013
15.03	UNDERGROUND UTILITY LOCATION	5/5/2010	6/30/2013
16.00	GENERAL CIVIL ENGINEERING	6/1/2011	6/30/2013
17.00	ENGINEERING CONSTRUCTION MANAGEMENT	6/1/2011	6/30/2013
19.03	VALUE ANALYSIS AND LIFE-CYCLE COSTING - HIGHWAY SYSTEMS	6/1/2011	6/30/2013
19.06	VALUE ANALYSIS AND LIFE-CYCLE COSTING - WATER AND SANITARY SYSTEMS	6/1/2011	6/30/2013
19.16	VALUE ANALYSIS AND LIFE-CYCLE COSTING - GENERAL CIVIL ENGINEERING	6/1/2011	6/30/2013



Luisa M. Millan, R. A., Chairperson  
Chief, Professional Services Division  
Office of Capital Improvements

## Sustainable In-House Policy

Robayna and Associates, Inc. has taken certain actions over the past years to move into a more sustainable future.

- Since the year 2000 we have adopted a computer reuse methodology, which allows us to recycle our CADD stations to our accounting and secretarial staff, which does not require such great processing power. Computer hardware upgrades occur on average every three years.
- In addition to the reuse of equipment, in the last five years all of our newly purchased electronic hardware has been Energy Star Compliant in order to reduce energy consumption.
- The largest waste generation in any company typically comes from its paper waste. Robayna and Associates, Inc. has striven to minimize its generation of paper waste through a handful of actions. The ultimate goal is to go as paperless as our industry allows us. Currently Robayna and Associates is taking the following steps since approximately mid 2006:
  - A majority of printing is done double sided. (Client Permitting)
  - Permit applications which are available in PDF, are filled and checked electronically and only printed when the permit package is to be reviewed and submitted.
  - Robayna and Associates submits all plans and documentation for review by governmental agency whenever possible in an electronic format.
  - Before sending paper to our recycling company we use it for scrap paper if possible.
  - All timesheets are prepared electronically with a program that does no allow paper copies.
  - Paper phone messages were eliminated and are all transmitted via e-mail.
- Recycling printer ink cartridges.
- Air conditioning units in our office are the property of the landlord but we have taken measures to minimize energy consumption by:
  - Installing programmable temperature controls in 2008.
  - Automatically resetting temperatures throughout the day to programmed values incase someone has adjusted the temperature.
  - Changing filters every month
  - Increasing the temperature by two degrees and balancing the temperature.
  - Installing window tinting film in our South facing Conference Room to reduce heat loss.
  - All doors to the outside have self-closing arms, including the storage warehouse swing door to the interior of the office.
- Company vehicles are required to be turn off when vehicle reaches its destination.
- Company vehicles are serviced regularly to minimize gas consumption and optimize performance.
- Delivery vehicle are scheduled so as to minimize travel distance. And deliveries are organized to reduce the number of trips.
- Other sustainable features are planned and will be implemented in the future as budget allows:
  - Having motion sensors in all rooms to turn off lights when the room is empty.
  - Changing to low flush toilets
  - If an air conditioner needs to be replaced it will replaced with high efficiency unit.

---

## Green and Sustainable Measures in Civil Engineering

Throughout the years, Robayna and Associates, Inc. has striven to provide designs which are sustainable and effective for our clients needs through recycling, preservation and low impact development when possible. Some items which we key to define with our client throughout the design process are:

1. Tree preservation - Evaluate and try to preserve exiting trees on site
2. Work with landscapers to strategically place trees for shade, in the planning process of commercial/industrial facilities that include outside lunch and rest areas for employees.
3. Work with landscapers to encourage the use of Florida-Friendly vegetation and landscaping to be eco-friendly and drought tolerant.
4. Natural features - Evaluate the location of new buildings, retention areas, parking lots, etc. against the existing topography to minimize earthwork movement.
5. Consider depressed swale design on parking lots to reduce irrigation requirements.
6. Site Building Orientation - During the planning stages consider the building orientation for energy efficiency such as in the placement of window openings.
7. Site Planning - Consider minimum on-site vehicle circulation for energy efficiency, and reduce paved driving areas in the process.
8. Material Durability - Take in consideration life-cycle analysis to prevent unnecessary maintenance and future reconstruction.
9. Storm Water Management - Reuse retainable water on site for irrigation and replenishment through cisterns.
10. Promote the use of porous or semi-porous pavement, as long that the design is maintainable and long lasting.
11. Recycled Materials - Consider the use of recycled materials for construction whenever feasible.
12. Promote the use of energy saving lighting and equipment use in our design.
13. Encourage clients during the planning stage to hire other professionals that promote green and sustainable measures as part of their design.