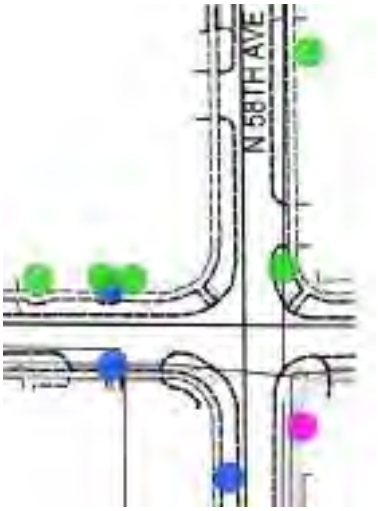
City staff and the community on final tree-related design decisions. Through this proactive and data driven approach, the HBC Team will deliver a sidewalk network that balances infrastructure improvements with environmental stewardship, preserving the community's landscape character while achieving the project's mobility and accessibility goals.

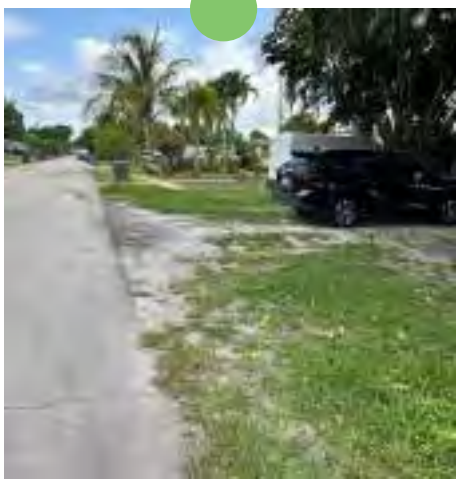
Strategies and Recommendations

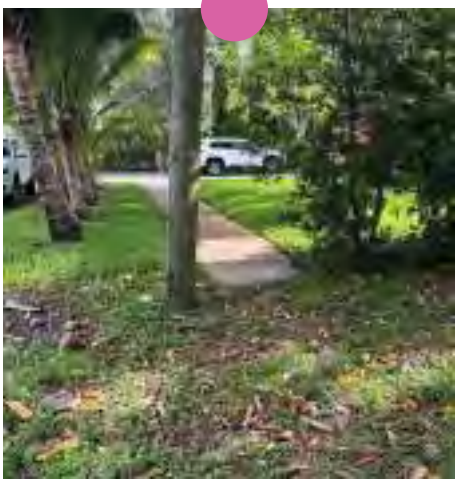
Our tree impact mitigation approach follows a four-tiered strategy:



LEGEND

- **No Conflict**
- **Root Pruning may be Necessary**
- **May Require Flexi-Pave**
- **Recommend Adjusting Sidewalk Location to Avoid**





Condition 1

Description:
Areas where the addition of a 5' concrete sidewalk will not impact on any existing trees or palms.

Strategy and Recommendation:
The standard sidewalk installation can occur in these areas.

Condition 2

Description:
Areas where there is a larger existing tree adjacent to the proposed sidewalk that may require root grinding to install sidewalks.

Strategy and Recommendation:
The concrete sidewalk can be installed in these areas. Details will be provided for the contractor for the proposed way to handle any roots present in these areas. These details and methods have been used on other FDOT District 4 Projects

Condition 3

Description:
Areas where there is an existing narrow sidewalk where widening will impact the root zones of large existing trees. Additionally, areas where a new sidewalk is proposed and there are large existing trees directly adjacent to the proposed walk.

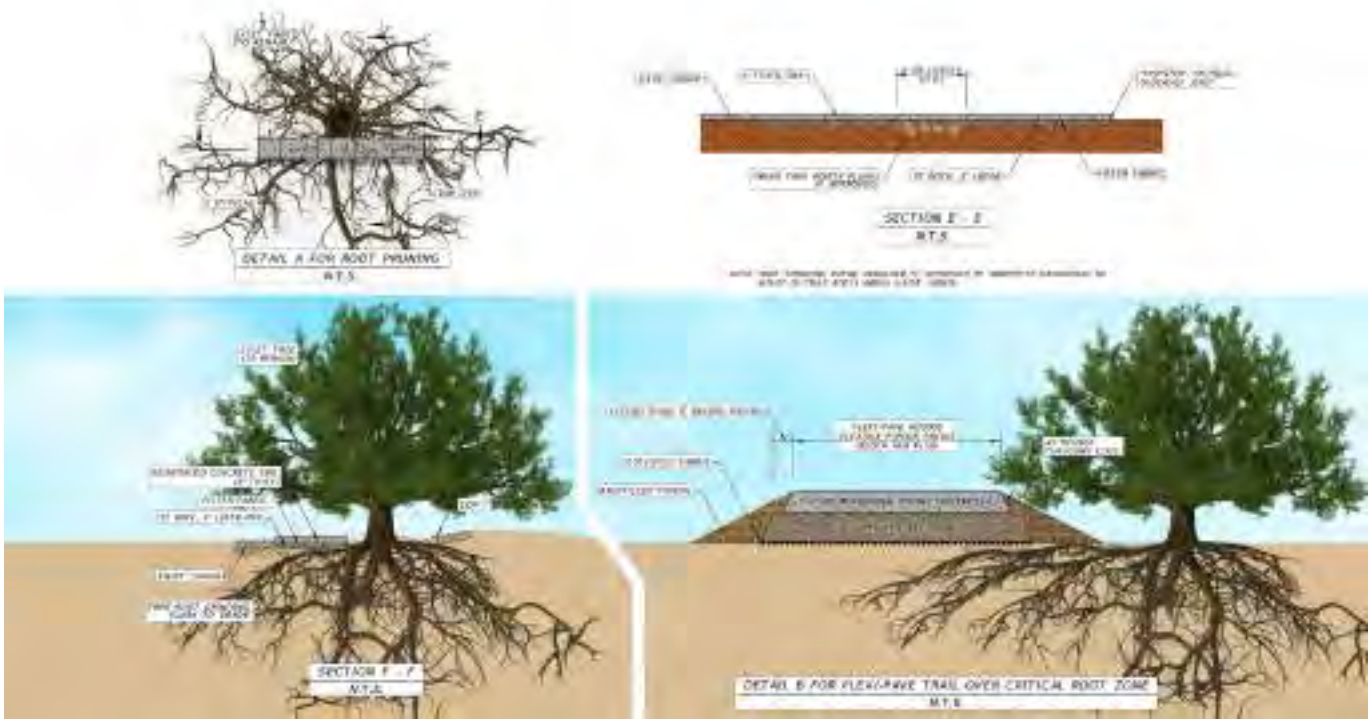
Strategy and Recommendation:
We propose to use the Flexi-Pave system within the Critical Root Zone of the large existing trees. In areas where the trunk of the large tree is very close to the proposed sidewalk, the Flexi-Pave may actually touch the trunk of the tree. The Flexi-Pave creates an ADA compliant walking surface and allows for the large trees to remain.

Condition 4

Description:
Areas where a new sidewalk is proposed and there are large existing trees directly in the footprint of that walk.

Strategy and Recommendation:
We propose that the concrete sidewalk be stopped at the edge of the critical Root Zone, and a Flexi-Pave path be installed between the tree and the roadway. This would require a small section of curb at the street edge. The curb would allow for the Flexi-Pave to sit above the root system and provide a safer environment for the pedestrians using the sidewalk. The Flexi-Pave creates and ADA compliant walking surface and allows for large trees to remain.

City Arborist will be consulted, and removal may be proposed with appropriate mitigation or replacement. Landscape encroachments such as decorative driveways, fences, and planter walls will be documented during field review **(as shown on the next page at the top).** Property owners will be notified through written correspondence and public meetings. Final designs will include protection zones, removal limits, and restoration plans in accordance with City policies.



Maintenance of Traffic (MOT)

This project will be constructed in accordance with FDOT Standard Plans Index 102-600 series. Our Temporary Traffic Control Plan (TTCP) is designed to establish safe and efficient work zones that preserve mobility for all users while minimizing disruptions during construction activities. TTCP will ensure continuous and accessible ADA compliant pedestrian routes throughout the construction corridor. Emergency access will be maintained at all times for fire and police first responders operating within the project area. As confirmed through coordination with Broward County Transit (BCT), there are transit stops along Johnson Street, SR 7/US 441, and Hollywood Blvd; therefore, bus stop accommodation is anticipated.

To safely accommodate pedestrian traffic during sidewalk and ramp reconstruction, we will implement temporary pedestrian detour plans that align with FDOT Standard Plans 102-660 and 102-661. These detour plans will clearly illustrate the phasing sequence of ramp closures and re-openings, ensuring that safe alternate paths are provided throughout the duration of construction. This approach reflects our commitment to maintaining public safety, accessibility, and regulatory compliance during project execution.

Work Zone Hourly Restrictions: To minimize impacts on the surrounding community and ensure safe passage for residents, construction work hours will adhere to the City of Hollywood's standard work zone restrictions. Work within the public ROW will generally be permitted between 8:00 a.m. and 6:00 p.m., Monday through Saturday and all-day Sunday. No work will be performed on weekends or observed City holidays unless prior written approval is granted by the City Engineer.

Lane closures, sidewalk interruptions, or other temporary access restrictions will be implemented only during approved hours and in strict coordination with the City. Advance notification signage and coordination with adjacent property owners will be conducted to minimize disruptions. These restrictions are designed to ensure a safe work environment, reduce traffic impacts, and maintain access for residents, schools, and emergency services.

Geotechnical Services

If deemed necessary by the City or required for drainage or pavement section analysis, HBC will perform geotechnical exploration in accordance with the FDOT Soils and Foundations Handbook. The HBC team will re-use as much data as possible to reduce costs and time associated with geotechnical field and laboratory testing programs. The geotechnical exploration program will consist of marking the locations in the field, notifying 811-Sunshine, performing ground penetrating radar (GPR) scanning at each borehole location to detect presence of privately owned utilities, obtaining a right-of-way permit from the Broward County, preparing a temporary traffic control plan, conducting the field exploration program activities, and restoring the borehole sites to original condition. We will use multiple drill rigs to minimize impact to traffic by taking advantage of a single lane closure and to expedite the drilling schedule. After the performance of the field exploration program, all samples will be delivered to our office so a geotechnical engineer can visually classify all soil/rock samples and obtain representative specimens for laboratory testing.

Public Involvement

The Gracewood Neighborhood project requires a proactive and culturally responsive public involvement program that communicates the purpose, benefits, and potential impacts of proposed pedestrian and sidewalk improvements. Our work encompasses all project phases, planning, design, right-of-way, construction, and CEI, ensuring the public remains informed and engaged throughout the project lifecycle.

The HBC team brings a proven record of success in neighborhoods similar to Gracewood, where maintaining transparency and minimizing disruptions are essential to community acceptance. Our combined services include media relations, bilingual (English and Spanish) outreach, marketing, graphic design, digital engagement, and grassroots door-to-door communication. We understand the importance of early and continuous coordination with the City of Hollywood, residents, local schools, churches, and small businesses to identify concerns before they escalate. Our philosophy centers on informing and educating the public through consistent, accessible communication that builds trust, fosters consensus, and supports smooth project delivery. .

Approach

HBC's public involvement strategy emphasizes early identification of stakeholders, clear messaging, and continuous communication throughout design and construction. In coordination with the City, our team will develop a tailored Community Awareness Plan (CAP) identifying key audiences such as homeowners' associations, schools, places of worship, and local businesses. Outreach will include multilingual mailers, door-to-door notifications, public meetings, and online engagement to ensure inclusivity and accessibility. Educational materials will highlight the safety, connectivity, and aesthetic benefits of the sidewalk improvements while providing clear information on construction timelines, detours, and restoration efforts. Regular updates through newsletters, project flyers, and social media channels will sustain engagement and transparency. By maintaining open lines of communication and promptly addressing community feedback, our team will minimize disruption to pedestrian and vehicular circulation, preserve neighborhood access, and strengthen public confidence in the City's infrastructure investment.

The specific goals which will be implemented include:

- Establish a Community Awareness Plan or

Public Participation Plan with direct coordination with the City's Communications, Marketing & Economic Development Director, Joann Hussey

- Coordinate early and often, with businesses, residents and other entities to allow interaction among stakeholders
- Meet with representatives and elected officials
- Maximize the municipalities' communication resources to get the word out and increase public involvement in the process
    - At least one Public Meeting will be held to share information about the proposed project and the anticipated impacts during construction. HBC will assist with the preparation, attendance and follow-up of this meeting
    - Record all comments and commitments to providing solid documentation.

Cultural Resource

The HBC team has successfully prepared numerous LAP projects within the FDOT District 4 service area, and all cultural resources documents have received concurrence from the State Historic Preservation Officer/Florida Division of Historical Resources. The HBC team can assist with any necessary documentation that is required by the Programmatic Agreement among the Federal Highway Administration (FHWA), the Florida Department of Transportation (FDOT), the Advisory Council on Historic Preservation (ACHP), and the Florida State Historic Preservation Officer (SHPO) Regarding Implementation of the Federal-Aid Highway Program in Florida.

Our team has expertise in producing LAP documentation according to the FDOT requirements and has received concurrence on every LAP report prepared for municipalities or directly for the Department. Our team has completed recent LAP projects for Fellsmere, Hallandale Beach, Lake Worth, West Palm Beach, and recently completed a larger PD&E Study for I-95 in the City of Hollywood. A key aspect of this project will be the development of an Area of Potential Effect (APE). There are numerous (over 240) historic resources adjacent to the proposed sidewalk improvements and the APE will determine what historic resources will be documented. Although the project corridor is urbanized, archaeological shovel tests will also be excavated in any undisturbed locations in keeping with DHR standards. A Cultural Resources Assessment Survey (CRAS) will include all historic and archaeological resources that fall within the APE and will assess their significance.

Project Approach

Once the notice to proceed (NTP) is given, the HBC's Team approach is:

- Meet with City of Hollywood, obtain and review existing sidewalk information,
- Perform field review,
- Conduct sidewalk inventory from existing plans and field review,
- Generate prioritization list with cost/benefit analysis of repairs,

- Contact utility companies,
- Coordinate tree/landscape with City, property owners, and arborist,
- Initial submittal,
- Constructability submittal, and
- Production submittal.

Project Schedule & Coordination with Adjacent Projects

HBC will maintain a detailed project schedule using Primavera P6 or Microsoft Project, updated monthly and submitted with progress reports. Major milestones will include survey, environmental clearance, each plan submittal phase, and bid support activities. Phase deliverables will follow LAP production timelines and quality assurance procedures.

We will actively coordinate with adjacent projects including:

- Robert Lopes, PM for SR-7/US-441 Transit Corridor Improvements Group/Priority 9, FPID 429576-9-52-01/02
- Landy Ductan, PM for City of Hollywood Various Location LAP FPID 443976-1-52-01.

Project Quality Control, Quality Assurance, and Constructability Reviews

Our Team will tailor our Quality Control Plan (QCP) specifically to this project using the district 4 Quality Control Plan for Project Design as posted in the District's Knowledge Base, including specific phase submittal completeness checklists.

Key components of our Product QC review process include:

Quality Control (QC) Reviews

Quality Control reviews will be performed by senior-level professionals designated by the QC Manager who have had no prior involvement in the development of the plans or related submittal components. The assigned QC reviewer will conduct independent field verification to assess the proposed design's compatibility with existing conditions, including ROW constraints, potential utility conflicts, drainage features, and topographical variations.

As part of our Quality Control (QC) process, we will conduct thorough cross-referencing with adjacent design project plans to ensure full coordination and consistency. This step is essential given the number of concurrent LAP and MPO initiatives within the City of Hollywood. HBC follows a documented and proven QA/QC Plan, leveraging Bluebeam as a collaborative review platform. All deliverables whether produced by HBC or subconsultant team members will undergo a rigorous five-step QA/QC process, including review, concurrence, correction, and verification. These procedures align with FDOT FDM Chapters 124 and 125 and are tailored to the specific requirements of each Task Work Order (TWO).

Quality Assurance (QA) Reviews

Edgar Diaz, P.E. (HBC) will conduct independent QA audits of the reviewed products already subjected to QC review to verify compliance with the QCP. The Reviewer in Charge will be responsible for certifying that each formal deliverable submitted to FDOT D4 has undergone a compliant review process per the QCP. Certification will be documented through signed QA/QC checklists and verification statements included in the submittal package. Our internal QA/QC process ensures constructability and biddability at every design phase, reducing the likelihood of supplemental agreements during construction. Our familiarity with LAP deliverables, including topographic surveys, digital terrain models (DTMs), and design submittals at 60%, 90%, and 100% phases, guarantees streamlined coordination with City and FDOT reviewers.

Our team has a documented and proven QA/QC Plan, using Bluebeam as a collaborative tool to ensure that all deliverables, whether completed by HBC or a team member, undergo our 5-step QA/QC process with checking, concurrence, corrections, and verification steps crafted per FDM Chapters 124 and 125 and tailored

to each TWO's specific needs.

Constructability Reviews

HBC will perform constructability reviews during each design milestone to proactively identify and resolve elements that may result in field implementation challenges, change orders, or schedule delays. These reviews will evaluate construction sequencing, work zone access, material staging areas, utility relocation timing, and maintenance of traffic requirements. Emphasis will be placed on minimizing impacts to the public, maintaining emergency access, and ensuring compliance with FDOT and City standards. One of the first deliverables submitted to the FDOT D4 following Notice to Proceed (NTP) will be the project specific QCP. This document will outline the procedures, responsibilities, and protocols to be followed throughout the life of the contract. All project activities will be executed in strict adherence to the QCP to maintain design integrity, reduce risks, and uphold LAP program requirements.

Proposed Staffing & Availability

HBC is well positioned to successfully deliver the Gracewood LAP assignment, leveraging our extensive experience with similar projects in Broward and Miami-Dade Counties. Our team group is currently engaged in multiple LAP funded initiatives, and the Gracewood project aligns seamlessly with our workload. To ensure uninterrupted progress and adherence to the 365-day schedule outlined in the RFQ, we have pre-assigned a dedicated team of project managers and design professionals. This team is fully able to begin work immediately, with the capacity and expertise necessary to meet all project milestones efficiently and effectively.

Our current workload is strategically managed to maintain a high level of quality and responsiveness. This contract integrates directly into our sidewalk and multimodal infrastructure practice. Our team is readily available for field reviews, stakeholder engagement, and plan development in accordance with the expedited timelines specified in the RFQ.

The HBC Team has assembled a highly qualified and multidisciplinary group of professionals to support the successful delivery of the City of Hollywood's Gracewood Sidewalk Improvement Project. Each team member brings specialized expertise in their respective discipline and will play a critical role in ensuring that the project complies with FDOT LAP standards, meets City objectives, and is delivered on schedule and within budget.

Hernan Lugo, MS, PE will serve as the Project Manager and Lead Roadway Engineer, bringing extensive experience in managing FDOT LAP projects. Mr. Lugo is 100% available and will be responsible for overall project coordination, schedule management, and the production of construction-ready plans.

Edgar Diaz, PE will act as the Lead Quality Assurance and Quality Control (QA/QC) Manager. With decades of experience overseeing transportation infrastructure design, Mr. Diaz will ensure the project adheres to rigorous QA/QC protocols. He is 90% available for the duration of the project.

Christopher Soto, PE, RSO will serve as the Lead LAP Compliance Specialist, leveraging his knowledge of FDOT LAP procedures to ensure all design and documentation align with state and federal funding requirements. Mr. Soto is 100% available.

Sonny Abia, PhD, PE will serve as the Utility Coordinator, overseeing the identification and coordination of utility conflicts, transmittals, and relocation planning. He is 80% available and will ensure all utility impacts are resolved in accordance with FDOT's Utility Accommodation Manual.

Todd Mohler, RLA, ISA, IA will lead the Landscape Architecture component of the project. Mr. Mohler will address streetscape enhancements, tree preservation, and sidewalk harmonization strategies, and is 75% available for design consultation and permit support.

Mark Clark, MS, CEP will provide environmental expertise as the Lead Environmental and Permitting Engineer, ensuring compliance with environmental regulations, including ERP, NPDES, and SWPPP requirements. Mr. Clark is 80% available.

Kenneth Hardin will be the Lead Cultural Resources Specialist, responsible for managing the Cultural Resource Assessment Survey (CRAS), including coordination with the State Historic Preservation Office (SHPO). He is 60% available.

Paulette Summer will serve as the Lead Public Involvement Officer, organizing community outreach, stakeholder engagement, and coordination with adjacent property owners. She is 80% available to facilitate proactive public participation and communication.

Frank Paruas, PSM, will lead the Topographic Surveying effort, ensuring accurate mapping of existing field conditions, utility locations, and right-of-way features. He is 90% available and will oversee the survey's deliverables in compliance with FDOT standards.

Wesley C. Foster PE, SI, MBA will lead the Geotechnical effort, ensuring each project meets environmental and regulatory requirements. He is 75% available.

James Pepe, Chief Archaeologist, will provide Cultural Resources expertise for this project. He is 80% available.

This strategic team composition ensures technical depth, FDOT LAP compliance, and resource availability aligned with the project's scope, schedule, and complexity.

Relevant Project Experience:

- Broward County Hollywood Gardens Sidewalk
- SR 858/Hallandale Beach Boulevard
- SR 7/US 441 Transit Corridor Improvements
- The Hammocks Signage Project
- SR 7/NW 7th Ave Safety Improvement, FDOT D6
- Hallandale Beach Boulevard, FDOT D4
- SW 147th Ave/Tree Island Park Rehabilitation, Miami-Dade Transit
- SR-817/University Drive from Nova Drive to SR-84
- Various Locations / Sheridan Park LAP Projects

Workload and Resource Capacity

HBC is fully prepared to support the Gracewood LAP Improvements project with the staffing, availability, and

oversight necessary to meet all schedule milestones. We currently maintain a well-balanced project portfolio, and our resource planning ensures we do not pursue contracts unless we can confidently commit qualified personnel and maintain delivery standards. This disciplined approach has enabled us to consistently meet deadlines across LAP, FDOT, and municipal contracts throughout South Florida.

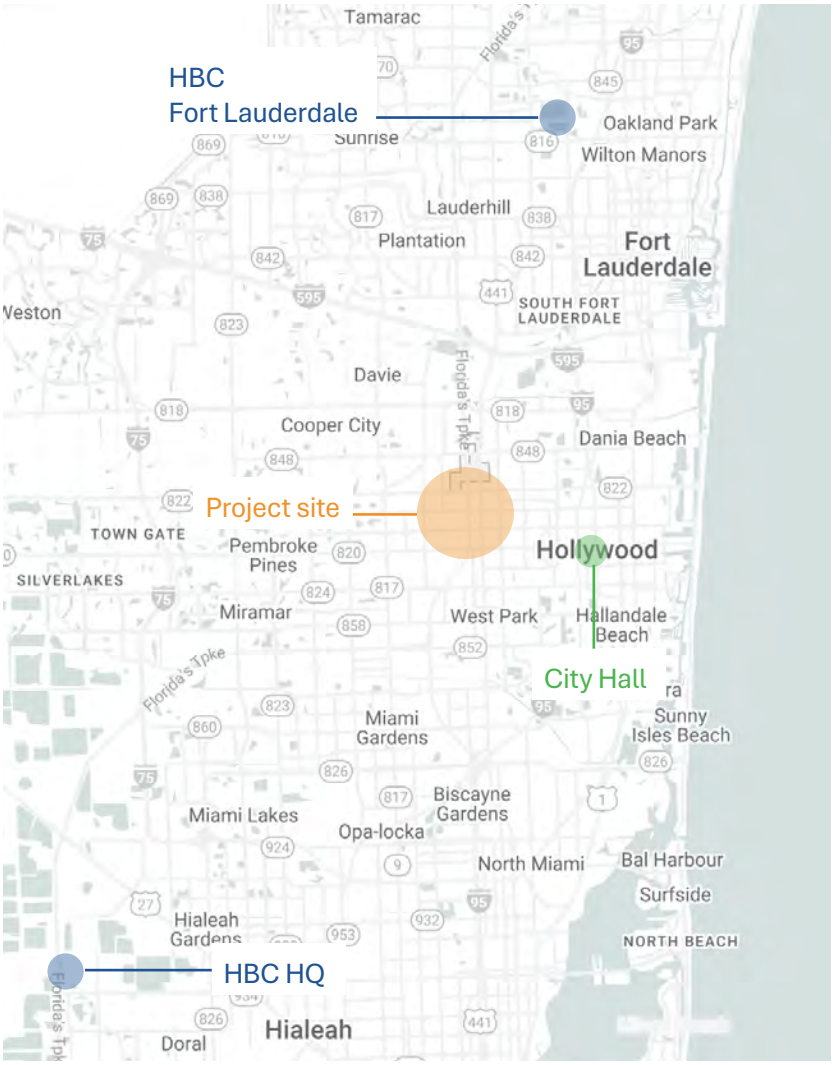
Our team availability averages over 70%, and our proposed Project Manager is 90% available, ensuring focused leadership and timely task execution. Weekly internal reviews and resource allocation meetings allow HBC to adapt dynamically to project needs without sacrificing quality or schedule.

Our team includes over 322 engineers and technicians with and overall team availability exceeds 75%, and our proposed Project Manager, Hernan Lugo, MS, PE, is 95% available to provide focused leadership throughout this contract. Weekly internal production meetings and real-time resource allocation allow us to dynamically adjust workloads as needs evolve—ensuring efficient execution without delays.

In parallel, our internal QA/QC protocols are structured to support constructability and biddability at every design stage. We are highly experienced with LAP deliverables, including topographic surveys, DTMs, and phased submittals at 60%, 90%, and 100%. This familiarity ensures streamlined coordination with FDOT and City reviewers and minimizes the risk of supplemental agreements during construction.

With the available bandwidth of both inhouse staff and committed subconsultants, HBC has the capacity to meet the City of Hollywood's timeline expectations and deliver a fully compliant, high-quality project from start to finish.

Proximity to the Project



Technological Capabilities and Facilities

At HBC, we recognize that delivering technologically advanced services to our clients requires a solid internal technological infrastructure. We maintain a robust network of computer-aided design (CAD), building information modeling (BIM), Geographic Information System (GIS) stations, and advanced project management software. These tools enable us to offer precise and efficient design solutions, ensuring all projects meet high standards.

Design Software & Tools: We utilize state-of-the-art CAD and BIM platforms, which allow us to develop accurate and detailed design models that can quickly adapt to project changes. These tools are integrated across our network, ensuring all stakeholders can access the most up-to-date project information.

Project Management Systems: Our sophisticated project management software allows us to track progress, allocate resources, and manage timelines effectively. This ensures that all project phases—from planning to execution—are well-coordinated and meet established milestones. Project managers have real-time access to cost data and performance metrics, helping us deliver projects on time and within budget.

Geospatial & Surveying Technology: To further enhance our precision, we employ advanced geospatial tools such as GIS and GPS for projects requiring surveying or subsurface utility engineering. These technologies provide accurate and reliable data critical for making informed decisions about design and construction.

Drone Technology: We are also pioneers in incorporating drone technology into our surveying and inspection processes. Our uncrewed aerial vehicles (UAVs) capture high-resolution imagery and 3D data, allowing us to conduct aerial surveys, monitor construction progress, and identify potential issues with unparalleled accuracy. Drone technology enables rapid data collection over large areas, reducing time and labor costs while improving project efficiency and safety.

Centralized Networking: HBC maintains a centralized data storage and networking infrastructure, ensuring seamless sharing of CADD files, GIS data, and other critical project information. Our system supports efficient drawing management and cross-disciplinary collaboration, ensuring that all team members across multiple locations can work cohesively.

Sustainable Engineering Practices: We integrate sustainable engineering solutions throughout our projects, advocating for energy-efficient designs and environmentally responsible practices. Our designs prioritize resource management and long-term sustainability, aligned with eco-friendly infrastructure development.

Custom IT Solutions: HBC's Technology Solutions Group extends beyond core engineering services by offering specialized IT services such as database development, web design, and custom application creation. This enables us to enhance project delivery with tailored technological solutions that address each client's and project's needs.

By leveraging cutting-edge technology like drones, efficient project management systems, and centralized technological infrastructure, HBC is well prepared to deliver innovative, cost-efficient, high-quality services.

Project Management and Coordination Approach

Strategies for Controlling the Project Design Schedule.

HBC Engineering Company (HBC) is committed to completing the design phase of the City of Hollywood – Various Locations / Gracewood LAP Project in alignment with the LAP schedule milestones and project delivery expectations. We will develop a detailed project schedule using standard tools such as Primavera P6 or Microsoft Project. The schedule will include logical and achievable tasks, critical path activities, and milestones, and will incorporate ample time for City and FDOT LAP review periods, permitting agency coordination, and comment resolution processes.

Upon Notice to Proceed (NTP), a project kickoff meeting will be held with the City's Project Manager, FDOT LAP coordinators, and other key stakeholders to review and finalize the schedule, deliverable deadlines, and coordination protocols. Monthly progress reports and biweekly meetings (virtual or in-person) will be implemented to monitor schedule adherence, identify delays early, and adjust work plans to maintain momentum and milestone completion.

Strategies for Controlling the Project Budget.

HBC will monitor project costs beginning Day 1 and throughout the design lifecycle. Our approach includes:

Design: To maintain strict budget control during the design phase, HBC will implement a proactive cost management approach by regularly updating cost estimates to reflect current design progress. Scope creep will be carefully managed by tracking all changes resulting from ERC comments, stakeholder input, and field discoveries, with concurrence from the City of Hollywood to ensure alignment with project objectives. Project issues will be continuously reviewed, and alternative solutions will be analyzed to mitigate unnecessary scope growth. Additionally, design progress will be tracked using a payout curve, ensuring that invoice values remain consistent with the planned budget and that financial forecasting remains accurate throughout the design lifecycle.

Construction: During construction, HBC will develop and update detailed cost estimates at each design milestone (30%, 60%, 90%, and 100%) to ensure accurate fund allocation and compliance with LAP documentation and pay item standards. Engineer Cost Breakdowns will be prepared for all lump sum pay items, supported by field verification to validate constructability. At the 90% design phase, the CEI Project Engineer will conduct on-site field reviews to confirm constructability, reduce contractor RFIs, and prevent costly delays. Early identification and resolution of constructability issues will be prioritized to maintain schedule integrity and control construction costs effectively.

Our experience delivering the 7.5-mile Hollywood Gardens Sidewalk Project and multiple Safe Routes to School programs equips us with cost-saving techniques, including simplified sidewalk treatments for constrained corridors and root-zone treatments to minimize tree removals.

Our team's experience delivering the 7.5-mile Hollywood Gardens Sidewalk Project and multiple Safe Routes to School initiatives has refined our ability to identify cost-saving techniques early in the design. HBC applies value-engineering principles such as simplified sidewalk treatments in constrained corridors and specialized root-zone protection methods to reduce tree removals and associated restoration costs.

Based on our preliminary construction cost estimate, the anticipated federal funding allocation for this FDOT LAP Project FM 449717-1 is considered sufficient to complete construction within the approved scope and performance requirements.

Project Coordination & Stakeholder Engagement.

We will employ a proactive coordination with City, subconsultants, external agencies, and stakeholders around the following principles:

City Coordination: All project communication will be centralized through HBC's Project Manager, Hernan Lugo, PE, who will coordinate directly with the City's PM and disseminate updates to the design team and subconsultants.

Monthly Progress Meetings: Formal updates will include technical, budget, and schedule progress, supported by meeting minutes and updated project tracking tools.

Communication Protocols: Defined during kickoff and reinforced via Microsoft Teams and Bluebeam Studio for real time updates and shared access.

Subconsultant Integration: Defined scopes and responsibilities will be issued at project initiation. Biweekly coordination meetings will be held to manage cross-disciplinary activities and ensure quality and timely deliverables.

Public Engagement: We will coordinate public outreach, including property owner notifications and workshops, to collect feedback and foster community support.

Coordination with Subconsultants

The firms comprising our team have a proven history of successful collaboration on complex, multi-disciplinary projects. Notable examples include:

NE 2nd Avenue Reconstruction: 1-mile full reconstruction from NE 20th Street to SR 25/NW 36 Street.

NW 84th Avenue Improvements: From NW 58th Street to NW 74th Street.

SR-7/US-441 Transit Corridor Improvements: From Orange Drive to NW 31st Avenue.

On both projects, HBC led a team of subconsultants to develop and submit 100% design plans simultaneously, completing both within an accelerated 18-month schedule.

Each subconsultant will be integrated into the project team from the outset with clearly defined roles and responsibilities.

The HBC Project Manager will:

- Oversee subconsultant performance.
- Ensure deliverables meet quality standards and are submitted on schedule.

Biweekly design coordination meetings will be conducted to:

- Review ongoing design decisions.
- Plan upcoming activities.
- Address schedule-related issues.

Meetings will be held at HBC's office and led by Hernan Lugo, PE, who will document all design decisions in detailed meeting minutes.

The team will follow FDOT processes and procedures as a foundational framework, tailored to meet the specific requirements of the City of Hollywood.

Hollywood Gardens Sidewalk Complete Streets Project

To illustrate our approach in practice, the Hollywood Gardens Sidewalk Complete Street Project is a prime example of HBC's capabilities. For this Broward County MPO Complete Streets initiative, HBC provided comprehensive design services to enhance multimodal connectivity for pedestrians and cyclists in the Hollywood Gardens Beach area, known as the Hollywood Big X. HBC served as the Engineer of Record, handling critical aspects such as utility coordination, drainage report preparation, sidewalk harmonization, parking layout, lighting upgrades, and landscape adjustments. We also oversaw the design and construction of new sidewalks, designated bike lanes, and shared-lane facilities to create a safe, accessible corridor.

Key project elements included the development of construction documents, a detailed SWPPP (Stormwater Pollution Prevention Plan), and Temporary Traffic Control Plans, all designed to meet FDOT standards. Throughout the project, HBC addressed public concerns and design challenges, such as coordinating with property owners on right-of-way encroachments and managing utility conflicts. This project reflects HBC's commitment to delivering high quality, client-centered solutions prioritizing safety, accessibility, and community needs.

Agency Coordination and Issue Resolution

In addition to supporting the city with public outreach campaign, we understand the importance of gaining consensus from agencies with jurisdiction over the project. We recognize that public perception and community support are essential to the success of any infrastructure project. Our Team will support the city's community outreach plan, including public meetings, informational sessions, and regular updates through various media channels.

Issue Resolution: Our Team will be prepared to address any concerns or issues raised by stakeholders promptly. We will establish a formal issue resolution process, ensuring that all concerns are documented, addressed, and resolved in a manner that is satisfactory to all parties involved.

Agency Coordination: We will engage early and continuously with relevant agencies to ensure that all regulatory requirements are met. This proactive approach will help mitigate potential delays related to permitting and approvals.

Risk Management and Resource Allocation.

To deliver high-quality design services on time and within budget, we will implement a comprehensive resource allocation and risk management plan:

Staffing Plan: Our staffing plan is designed to provide the right mix of expertise and experience at each stage of the project. Key personnel will be allocated, based on the specific needs of each task, with additional resources available, as needed, to meet project demands. We will maintain flexibility in our staff to adapt to changes in project scope or schedule. We will leverage the latest software design programs, including AutoCAD Civil 3D, MicroStation, and Bentley OpenRoads, to ensure accuracy and efficiency in our design work. Additionally, our project management tools will facilitate real-time tracking of each project's progress, enabling us to respond quickly to any issues that arise.

Risk Management: At the outset of the project, HBC will conduct a comprehensive risk assessment to identify potential risks associated with design, right of way, permitting, construction, and stakeholder engagement. HBC's team will evaluate each risk based on its likelihood and potential impact on the project's scope, schedule and budget. Through a collaborative Risk Assessment (RA) Workshop, we will bring together multidisciplinary experts to thoroughly analyze and quantify risks, ensuring a holistic understanding of project vulnerabilities. For each identified risk, HBC will develop tailored mitigation strategies, which may include design modifications, schedule adjustments, or the inclusion of contingency plans to minimize potential disruptions. These mitigation strategies will be actively incorporated into a risk register, which will be continuously updated throughout the project to account for emerging risks. To further safeguard project success, HBC will allocate contingency allowances in both the budget and schedule, ensuring flexibility to address unforeseen events.

Quality Assurance/Quality Control (QA/QC).

The HBC Team's Quality Control Plan (QCP) will be submitted within ten (10) days following the execution of the contract. The QCP will delineate the professional duties and responsibilities of each team member involved in the creation of engineering documents, including plans, inspections, reports, studies, calculations, or any other deliverables assigned to the HBC Team by FDOT or the City of Hollywood. Our QCP outlines a comprehensive process designed to minimize rework, eliminate errors and omissions, reduce construction claims, and optimize the use of design and construction funds. The QCP adheres to the guidelines specified in FDM Chapters 124 and 125, featuring a 5-step, color-coded check/back-check process conducted by independent senior staff. Additionally, all deliverables, including those from our partnering teams, will undergo Quality Assurance (QA) certification. To ensure a seamless and efficient QC process, we employ Bluebeam Studio Sessions and the HBC custom toolbox.

Edgar Diaz, MS, PE, PSM | Quality Assurance/Quality Control Manager

Edgar Diaz, MS, PE, PSM, will oversee the Quality Assurance process as HBC's Quality Assurance Manager. With over 38 years of extensive experience, Edgar will be supported by a dedicated quality control team, and Constructability Review specialist, Christoher Soto, PE, RSO. A centralized QC calendar managed by HBC will coordinate all review processes, ensuring timely adherence to project schedules.

The HBC Team's Design Project Managers, along with HBC staff and subcontractors, will submit each set of plans to our constructability review team at each project phase. This collaborative effort will ensure thorough constructability and maintainability evaluations, aiding the EOR and design team in producing fully functional and constructible plans. Christopher Soto, PE, RSO, HBC's CEI Project Manager, brings over 13 years of experience in the Construction Engineering and Inspection (CEI) industry, specifically in highway and bridge construction and FDOT plan reviews. His expertise is crucial in preventing time and cost impacts by ensuring that all plans are feasible for construction.

Conclusion

HBC Engineering Company is uniquely qualified to deliver this LAP-funded sidewalk improvement project for the City of Hollywood **(as shown at the top).** Our proven approach to sidewalk and reflects a deep understanding of FDOT's Local Agency Program (LAP) requirements, combined with hands-on experience coordinating with municipal agencies and residents in urban, residential environments. Notably, HBC successfully designed the Broward County Hollywood Gardens Sidewalk Project, a 7.5-mile initiative located adjacent to the current project limits. A map of that project has been included for reference.

Our integrated approach incorporates context-sensitive geometric design, ADA compliance, stormwater mitigation, and robust community engagement. By strategically applying Complete Streets principles and balancing design priorities with right-of-way, environmental, and utility constraints, we ensure that the final product is functional and community supported.

HBC offers the City of Hollywood a capable, responsive team with extensive LAP experience, a successful track record in delivering similar infrastructure projects, and a collaborative mindset committed to transparency, quality, and accountability. We are confident in our ability to deliver a constructible, bid-ready design that meets the City's goals for connectivity, safety, and long-term community value.

Tab F

References

VENDOR REFERENCE FORM

City of Hollywood Solicitation #: *RFQ-354-26-WV*
Reference for: HBC Engineering Company

Organization/Firm Name providing reference: Florida Department of Transportation D4
Organization/Firm Contact Name: James Hughes, PE
Title: Consultant Management PM - Supervisor
Email: james.hughes@dot.state.fl.us
Phone: 954-777-4419
Name of Referenced Project: Hallandale Beach Blvd from SR7 to Lakeshore Dr.
Contract No: C-9519
Date Services were provided: 10/2014
Project Amount: $900K

Referenced Vendor's role in Project: ☒ **Prime Vendor** ☐ **Subcontractor/ Subconsultant**

Would you use the Vendor again? ☒ **Yes** ☐ **No. Please specify in additional comments**

Description of services provided by Vendor (provide additional sheet if necessary):
HBC was selected by FDOT as the prime consultant to provide design services for the 1.943-mile milling and resurfacing project along SR-858/Hallandale Beach Boulevard, from east of SR-7/US-441 to west of Lakeshore Drive. The scope included ADA upgrades, shoulder widening for new bike lanes, drainage improvements to address flooding, and updated signage, pavement markings, and signalization.

Please rate your experience with the Vendor	**Need Improvement**	**Satisfactory**	**Excellent**	**Not Applicable**
Vendor's Quality of Service				
a. Responsive	☐	☐	☒	☐
b. Accuracy	☐	☐	☒	☐
c. Deliverables	☐	☐	☒	☐
Vendor's Organization:				
a. Staff expertise	☐	☐	☒	☐
b. Professionalism	☐	☐	☒	☐
c. Staff turnover	☐	☒	☐	☐
Timeliness/Cost Control of:				
a. Project	☐	☐	☒	☐
b. Deliverables	☐	☐	☒	☐

Additional Comments (provide additional sheet if necessary):

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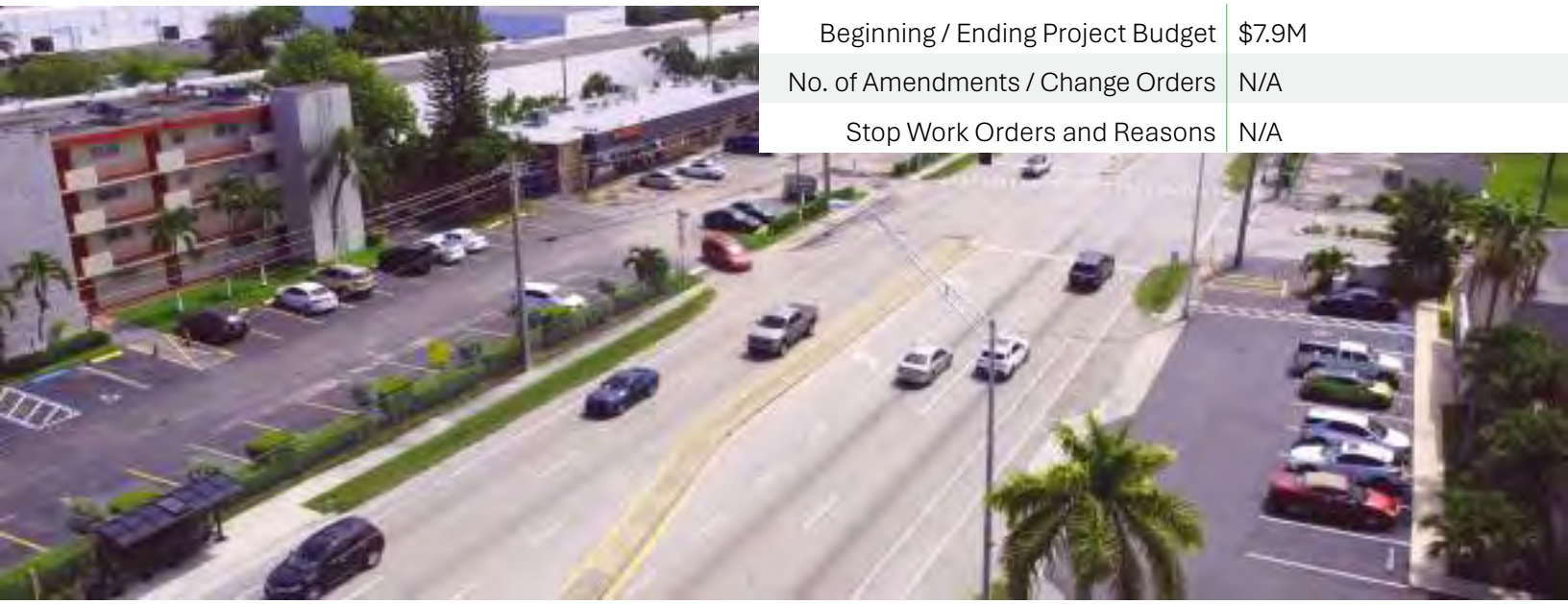
Verified by:	**Name:**				**Title:**	
	Department:				**Date:**	

SR-858/Hallandale Beach Boulevard from SR-7/US-441 to Lakeshore Drive

FDOT District 4

Beginning / Ending Project Budget	$7.9M
No. of Amendments / Change Orders	N/A
Stop Work Orders and Reasons	N/A



HBC was selected by the Florida Department of Transportation (FDOT) to provide professional engineering design services for the Resurfacing, Restoration, and Rehabilitation (RRR) project along SR-858/Hallandale Beach Boulevard, from east of SR-7/US-441 (MP 0.233) to west of Lakeshore Drive (MP 2.176), for a total project length of approximately 1.943 miles (10,259 feet). Within the project corridor, SR-858 is a divided four-lane urban roadway consisting of two 12-foot-wide travel lanes in each direction, a raised median, 6-foot-wide shoulders (5 feet paved and 1 foot unpaved), and 5-foot-wide sidewalks on both sides.

As the prime consultant, HBC was responsible for the development of the master plan, design criteria package, and preparation of construction documents in accordance with FDOT standards, current design bulletins, and field conditions. The scope of work included pavement milling and resurfacing, ADA-compliant sidewalk and ramp upgrades, widening of the existing shoulder to accommodate a 5-foot-wide paved bicycle lane with a 1-foot-wide unpaved shoulder, and restoration of grass swales in locations that had been overlaid with asphalt and exhibited drainage issues. HBC also performed drainage evaluation and design to address known ponding and improve stormwater conveyance.

Additional elements of the scope included roadway geometry review, typical section development, utility coordination, and preparation of signing and pavement marking plans. The project also required signalization design and replacement at designated intersections to

Location
Hallandale Beach, FL

Dates
2014 - 2015

Budget
HBC Fee: $900K
Construction Cost: $7M

Reference
Jim Hughes, PE
(954) 777-4419
james.hughes@
dot.state.fl.us
3400 W Commercial Blvd,
Fort Lauderdale, FL 33309

Key Components
Design services, resurfacing, ADA and bicycle improvements, drainage upgrades, signal and signage enhancements.

enhance operational efficiency and safety. All work was coordinated closely with FDOT District 4 staff to ensure compliance with project requirements, permitting needs, and constructability standards.

This project was completed on time and on budget.

Relevance to the Scope

1. FDOT RRR Design
2. Bicycle & Pedestrian Upgrades
3. Drainage Evaluation & Design
4. Signalization & Safety Enhancements
5. Utility Coordination & Compliance

VENDOR REFERENCE FORM

City of Hollywood Solicitation #: *RFQ-354-26-WV*
Reference for: HBC Engineering Company

Organization/Firm Name providing reference: Florida Department of Transportation D4
Organization/Firm Contact Name: Kenzot Jasmin, PE
Title: Project Manager
Email: Kenzot.jasmin@dot.state.fl.us
Phone: 954-777-4462
Name of Referenced Project: Hollywood Gardens Sidewalk Project
Contract No: 434679-1-32-01
Date Services were provided: 12/2017
Project Amount: $555K

Referenced Vendor's role in Project: ☒ **Prime Vendor** ☐ **Subcontractor/ Subconsultant**

Would you use the Vendor again? ☒ **Yes** ☐ **No. Please specify in additional comments**

Description of services provided by Vendor (provide additional sheet if necessary):
HBC served as Project Manager and Engineer of Record for the Broward MPO's Complete Streets initiative in the Hollywood Gardens Beach area, delivering design services that included sidewalk and bike lane construction, drainage improvements, utility coordination, parking layout, and lighting upgrades. The team addressed community concerns related to driveway impacts, landscaping encroachments, and ROW adjustments while incorporating bioswales, French drains, and ADA-compliant features into the final construction documents.

Please rate your experience with the Vendor	**Need Improvement**	**Satisfactory**	**Excellent**	**Not Applicable**
Vendor's Quality of Service				
a. Responsive	☐	☐	☒	☐
b. Accuracy	☐	☐	☒	☐
c. Deliverables	☐	☐	☒	☐
Vendor's Organization:				
a. Staff expertise	☐	☐	☒	☐
b. Professionalism	☐	☐	☒	☐
c. Staff turnover	☐	☐	☒	☐
Timeliness/Cost Control of:				
a. Project	☐	☐	☒	☐
b. Deliverables	☐	☐	☒	☐

Additional Comments (provide additional sheet if necessary):
HBC Engineerin Company provided excellent design and management services for the project. The team demostrated professionalism and was very responsive durin the design and consturction of the project.

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Verified via:	**Email:**	☐	**Verbal:**	☐	**Mail:**	☐
Verified by:	**Name:**				**Title:**	
	Department:				**Date:**	

Hollywood Gardens Sidewalk Complete Streets Project

Florida Department of Transportation (FDOT) District 4

Beginning / Ending Project Budget	$4.1M
No. of Amendments / Change Orders	N/A
Stop Work Orders and Reasons	N/A

HBC provided design services for this Broward MPO-funded Complete Streets initiative in the Hollywood Gardens Beach area—bounded by Hollywood Boulevard, Johnson Street, SR 7/US 441, and 56th Avenue (the "Hollywood Big X"). The project aimed to enhance multimodal connectivity for pedestrians and cyclists, improve access to neighborhood commercial areas and transit, and implement traffic-calming measures.

HBC prepared construction documents and oversaw the design of an interconnected sidewalk network, designated and shared bicycle lanes, and other infrastructure improvements. The scope included sidewalk and driveway harmonization, repair of damaged sidewalks, minor drainage improvements, utility coordination, intersection lighting upgrades, offsite/on-street parking layout, landscape adjustments, R/W coordination, and permitting. Deliverables included typical sections, drainage structures, roadway plans, SWPPP, and Temporary Traffic Control Plans.

Key design challenges addressed included:

- Resolving conflicts where new sidewalks intersect existing driveways, private landscaping, and encroachments (fencing, parking)
- Installing roadside ditches, French drains, and bioswales for drainage mitigation
- Retrofitting sidewalk-to-road connections with truncated domes or per Index 304
- Ensuring all existing median openings remain unchanged
- Restriping 4-foot shared shoulders
- Coordinating with utilities to resolve conflicts with proposed improvements

Location
Hollywood, FL

Dates
01/2015 - 01/2019

Budget
HBC Fee: $555K

Construction Cost: $3.5M

Reference
Kenzot Jasmin, PE
(954) 777-4462
kenzot.jasmin
@dot.state.fl.us
3400 W Commercial Blvd,
Fort Lauderdale, FL 33309

Key Components
Sidewalk network design, Bicycle facilities, Drainage improvements, Utility coordination, Lighting upgrades, Parking layout, Landscape adjustments, Right-of-way coordination, Permitting, Construction documentation, ADA compliance, Traffic control planning, Community integration.