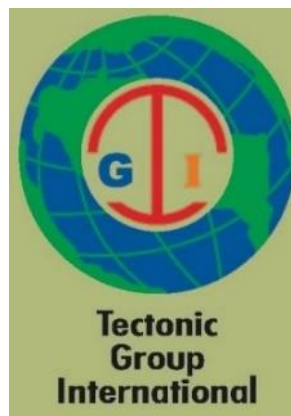




**CITY OF HOLLYWOOD RFQ-136-24-WV**

**Construction Engineering Inspection Services for Beverly Park Sidewalk Network**



**November 14, 2023**



**Mr. William Varandas**  
Senior Purchasing Agent  
2600 Hollywood Blvd  
City of Hollywood, Florida 33020

November 14, 2023

**Re: RFQ-136-24-WV (CEI Services for Beverly Park Sidewalk Network)**

**Tectonic Group International (TGI)** DBE/CBE/WBE firm is pleased to submit this letter of interest in providing Construction Engineering and Inspection services. TGI is FDOT pre-qualified in categories 10.1, 10.3, 10.4, and Miami-Dade County pre-qualified in categories 2.05, 3.08, 4.01, 4.02, 6.01, 6.02, 6.03, 11.00, 14.0, 16.0 & 17.0.

Our objective is to provide a quality product, on time, within budget and eliminate any burden on the City of Hollywood.

TGI team is an experienced team that has worked on similar infrastructure projects and can apply lessons learned from these prior experiences. Our staff are immediately available to demonstrate our commitment and capabilities to you.

**Why TGI:** Our proposed team has significant experience on similar projects such as the City of Hollywood Multiple Street CEI & sidewalk project and is highly qualified to handle the scope of work defined within the City's budget in quality and safety manner.

Our proposed staff includes Professional Engineers, Certified General Contractors, FDOT CTQP Certified Inspectors, and Graduate Engineers. We will raise the bar by providing top-notch services and exercise independent, professional judgment. We know consistent communication with all stakeholders is key to the success of this contract and we are dedicated to that goal. Our staff are immediately available to demonstrate our commitment and capabilities to deliver the project(s) in a quality & safety manner. We appreciate the opportunity; it is our privilege to be a part of the City's professional services community.

Sincerely,  
Raof Shams,  
President



<b>A. TABLE OF CONTENTS</b>	
<b>B. EXECUTIVE SUMMARY</b>	<b>4</b>
<b>C. FIRM QUALIFICATIONS AND EXPERIENCE</b>	<b>5</b>
C.1. Pre-qualifications and Certifications	5
C.2. Experience of Similar (or Larger) Projects	9
<b>D. ORGANIZATIONAL PROFILE AND PROJECT TEAM QUALIFICATIONS</b>	<b>11</b>
D.1. Experience and Knowledge of Proposed Key Staff	11
D.2. Organizational Chart	12
D.3. Key Staff Resume	13
<b>E. APPROACH TO SCOPE OF WORK</b>	<b>19</b>
E.1. Understanding of Scope	19
E.2. Challenges	20
E.3. Communications	21
E.4. Constructability Review & Value Engineering	21
E.5. Construction Cost Control	21
E.6. Problem Resolution / Unforeseen Conditions	21
E.7. Environmental Control / Sea Level Rise	22
E.8. Maintenance Of Traffic (MOT)	22
E.9. Safety, Health, Environment, and Risk Management (SHERM)	22
E.10. Quality	22
E.11. Meeting Project Time & Budget Requirements	23
E.12. Project Management and Administration	23
E.13. Local, State and Federal Compliance Requirements	24
E.14. Managing Consultant Budget	24
<b>G. FINANCIAL RESOURCES</b>	<b>25</b>
<b>H. LEGAL PROCEEDINGS AND PERFORMANC</b>	<b>26</b>
<b>I. REQUIRED FORMS/EXHIBITS (FDOT FORMS)</b>	<b>27</b>
I.1. Acknowledgement and Signature Page	27
I.2. Drug Free Workplace Program	28
I.3. References Questionnaire	29
I.4. Non-Collusion Affidavit	33
I.5. Statement of Qualification Certification	34
I.6. Sworn Statement Pursuant to Section 287.133(3) (a) Florida Status on Public Entity Crimes	35
I.7. Solicitation, Giving and Acceptance of Gift Policy	37
I.8. Truth in Negotiation Certification	38
I.9. Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion	39
I.10. Certification for Disclosure of Lobbying Activities on Federal-Aid Contracts (Exhibit C)	40
I.11. Disclosure of Lobbying Activities (Exhibit D)	41
<b>J. INSURANCES</b>	<b>42</b>



## **B. EXECUTIVE SUMMARY**

**B.1. Background:** Tectonic Group International, LLC is a technical professional services firm. We provide technical and professional construction management services, as well as specialty consulting for a broad range of clients globally. TGI was found in 1981 and it was registered in Florida in 2000. We provide a variety of consultant construction engineering, inspection, management, quality, and construction auditing services on infrastructure projects worldwide.

We have worked on mega projects such as I-595 Express (Florida), SH-288 (Texas), Ottawa LRT (Ottawa, Canada), and H427 (Toronto, Canada). Our staff have worked on numerous FDOT Infrastructure projects in South Florida. Projects range from complex projects such as I-595 Express, SR 826/SR 836 Interchange, SR 836/I-95, FLL, and MIA, to smaller projects such as City of Hollywood Multiple Streets, Miami-Dade County Districtwide Drainage, MDT Busway Segment 1 US 1, Earlington Heights Connector Miami Intermodal Center (MIC), US 441 Atlantic Avenue, SR A1A, SR 916 (Opa-Locka Blvd) to SR 922, Broward Boulevard Reconstruction, SR 817 (University Drive) in Plantation, US 441 (SR 7) Reconstruction in Broward County, US 27 from Griffin Road to the Palm Beach County Line, I-75 Alligator Alley (Broward County), Florida Turnpike/Glades Road Interchange, SR 882 (Forest Hill Boulevard) from Pinehurst Road to I-95, Venetian Causeway, and Port of Miami.

**B.2. Responsible Office:** TGI's office is located at 931 SW 171 Terrace Pembroke Pines, (10 miles from Project Site).

**B.3. Officers:** Maryam Shams (CEO), Raof Shams (President), Reza Javidan (VP).

**B.4. Contact Person:** Mr. Raof Shams will be the primary contact person for the contract. Mr. Shams can be reached at (954) 610-4482 or via e-mail at [raof.shams@tecgi.com](mailto:raof.shams@tecgi.com).

**B.5. Proposed Key Individuals:** Our team is led by Project Manager/Administrator, [Raof Shams](#), supported by Senior Project Engineer, [Reza Javidan, PE, SI](#), Senior Inspector, [Mansoor Shirazi](#), and Inspector, [Navid Afshar](#).

Our proposed staff have worked on similar FDOT & Municipality projects. We will raise the bar by providing top-notch services and exercise independent, professional judgment. We know consistent communication with all stakeholders is key to the success of this contract and we are dedicated to that goal. Our staff are immediately available to demonstrate our commitment and capabilities to deliver the project in quality & safety manners. TGI has assembled a strong and cohesive team with extensive experience in CM, CM at Risk, DBO&M, CEI, Building Inspection, Roadway, Asphalt, Utility, Maintenance of Traffic (MOT), and Environmental Protection. Our team has successfully delivered similar Sidewalk and Street Improvement project for the City of Hollywood. Our team is prepared and stands ready to deliver the project on time, on budget and in high quality & safety manners. Our team exceeds the experience and qualifications required by the scope of services. TGI's proposed team is capable of working on several project sites simultaneously, (same as our recent City of Hollywood Multiple Street Project; one inspector worked on five (5) different locations simultaneously). Our team has the appropriate FDOT CTQP, ACI, OSHA, IMSA, ASTM, Florida Building Code, CMEC, Advanced/Intermediate MOT and stormwater certifications. These qualifications enable our team to meet the City's expectations and to verify that the contractor meets the city & FDOT standards and specifications as called for in the proposed project(s) plans & specifications.

### **B.6. Key Elements:**

- Qualified & Experienced Staff
- Communications
- Constructability Review & Value Engineering
- Construction Cost Control
- Problem Resolution Technique / Unforeseen Condition
- Environmental Control
- Maintenance of Traffic (MOT)
- Safety, Health, Environment and Risk Management
- Quality
- Meeting Project Time and Budget Requirements
- Project Management & Administration
- Local, State and Federal Compliance Requirements



## C. FIRM QUALIFICATIONS AND EXPERIENCE

**Tectonic Group International (TGI)** is FDOT pre-qualified in categories 10.1 (Roadway Engineering & Inspection), 10.3 (Construction Material Inspection), 10.4 (Bridge & Miscellaneous Structures CEI), and Miami-Dade County pre-qualified in categories 2.05 (Mass Transit System – General Quality Engineering), 3.08 (Highway System), 4.01 (Aviation Systems – Engineering Design), 4.02 (Aviation System – Architectural Design), 6.01 (Water & Sanitary Sewer System – Water Distribution), 6.02 (Water & Sanitary Sewer System – Water & Sanitary Sewage Pumping Facility), 6.03 Water & Sanitary Sewer System – Water & Sanitary Sewage Treatment Plant), 11.00 (General Structural Engineering), 16.0 (General Engineering), and 17.0 (Engineering Construction Management).

Tectonic Group International, LLC is **CBE/WBE/DBE** certified, and pre-qualified in Broward County, FDOT, and Miami-Dade. TGI has assembled a strong and cohesive team with extensive experience in Airport, CEI, Building Inspection, Roadway, Asphalt, Utility, Maintenance of Traffic (MOT), and Environmental Protection. Our team has successfully delivered similar major capital improvement projects including Multiple Streets, Districtwide Drainage Improvement, Airports (MIA, FLL), Utilities, Highway Systems with Bridges, Rail, and Intermodal Facilities. TGI proposed CEI team members have worked together on several projects, our team consisting of professional engineers, certified contractors, and civil engineering graduates, is prepared and stands ready to deliver the project on-time in budget, and in high quality & safety manners. Our team exceeds the experience and qualifications required by the scope of services. TGI's proposed team is capable of working on several project sites simultaneously.

### C.1. Pre-qualifications and Certifications



Raof Shams, President  
TECTONIC GROUP INTERNATIONAL, LLC  
PO Box 822606  
Pembroke Pines, Florida 33082

Dear Mr. Shams:

The Florida Department of Transportation has reviewed your application for prequalification package and determined that the data submitted is adequate to technically prequalify your firm for the following types of work:

- Group 10 - Construction Engineering Inspection
  - 10.1 - Roadway Construction Engineering Inspection
  - 10.3 - Construction Materials Inspection
  - 10.4 - Minor Bridge & Miscellaneous Structures CEI

Your firm is now technically prequalified with the Department for Professional Services in the above referenced work types. The overhead audit has been accepted, and your firm may pursue projects in the referenced work types with fees of any dollar amount. This status shall be valid until June 30, 2024, for contracting purposes.

Approved Rates				
Home/ Branch Overhead	Facilities Capital Cost of Money	Premium Overtime	Reimburse Actual Expenses	Home Direct Expense
56.27%	0.270%	Excluded	No	7.25%

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

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

Sincerely,

Carliayn Kell  
Professional Services  
Qualification Administrator





# *State of Florida Department of State*


I certify from the records of this office that TECTONIC GROUP INTERNATIONAL, LLC is a limited liability company organized under the laws of the State of Florida, filed on February 28, 2014, effective February 9, 2000.

The document number of this limited liability company is L14000035690.

I further certify that said limited liability company has paid all fees due this office through December 31, 2023 and that its status is active.

*Given under my hand and the  
Great Seal of the State of Florida  
at Tallahassee, the Capital, this  
the Eighteenth day of January,  
2023*



  
*Secretary of State*

Tracking Number: 9424221408CC

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

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



Tectonic Group International (TGI)

City of Hollywood  
RFQ-136-24-WV

CEI Services for Beverly Park Sidewalk Network





**OFFICE OF ECONOMIC AND SMALL BUSINESS DEVELOPMENT  
Governmental Center Annex**

115 S. Andrews Avenue, Room A680 • Fort Lauderdale, Florida 33301 • 954-357-6400 • FAX 954-357-5674

May 4, 2023

Mr. Raof Shams  
**TECTONIC GROUP INTERNATIONAL, LLC. (TGI)**  
931 S.W. 171<sup>st</sup> Terrace  
Pembroke Pines, Florida 33027

Dear Mr. Shams:

The Broward County Office of Economic and Small Business Development (OESBD) is pleased to announce that your firm's **County Business Enterprise (CBE)** and **Small Business Enterprise (SBE)** certifications have been renewed.

**Your firm's certifications are continuing from your anniversary date but are contingent upon the firm verifying its eligibility annually through this office.** You will be notified in advance of your obligation to continue eligibility in a timely fashion. **However, the responsibility to ensure continued certification is yours.** Failure to document your firm's continued eligibility for the CBE and SBE programs within **thirty (30) days** from your anniversary may result in the expiration of your firm's certifications. Should you continue to be interested in certification after it has expired, you will need to submit a new application, and all required supporting documentation for review.

To review current Broward County Government bid opportunities, visit: [www.broward.org/Purchasing](http://www.broward.org/Purchasing) and click on "Current Solicitations and Results." Also, from this website, you can log into your firm's profile in BidSync to ensure you have added all appropriate classification codes. Bid opportunities over \$3,500 will be advertised to vendors via e-mail and according to classification codes, so please ensure that both the Purchasing Division and OESBD are apprised of your current e-mail address.

Your primary certification group is: **Architecture and Engineering Services**. This is also how your listing in our directory will read. You may access your firm's listing by visiting the Office of Economic and Small Business Development Directory, located on the internet at: [www.broward.org/EconDev](http://www.broward.org/EconDev) and click on "Certified Firm Directories."

Your firm may compete for, and perform work on Broward County projects in the following area:

**NAICS CODE: 541330**

We look forward to working with you to achieve greater opportunities for your business through county procurement.

Sincerely,

SANDY-MICHAEL  
MCDONALD

Digitally signed by SANDY-  
MICHAEL MCDONALD  
Date: 2023.05.04 15:59:29  
-04'00'

Sandy-Michael McDonald, Director  
Office of Economic and Small Business Development

**Cert Agency: BC-CBE SBE  
ANNIVERSARY DATE: MARCH 30<sup>TH</sup>**

Broward County Board of County Commissioners  
Mark D. Bogen • Lamar P. Fisher • Beam Furr • Steve Geller • Robert McKinzie • Nan H. Rich • Hazelle P. Rogers • Tim Ryan • Michael Udine  
[www.broward.org](http://www.broward.org)





## C.2. Experience of Similar (or Larger) Projects

### **City of Hollywood (Multiple Streets) Project (Aug 2022 – Jun 2023)**

(Construction Engineering & Inspection Services). Projects included sidewalk replacement, swale restorations, milling & resurfacing of city of Hollywood multiple streets; North Park Road, West Park Road, North 26 Avenue, Raleigh Street and Sarazen Drive. Provided owner's representation & CEI services, reviewed & approved contractor's monthly pay estimates. Prepared punch list and final acceptance.



### **Miami-Dade County (Port Miami) (Jul 2021 – Mar 2023)**

(Construction Administration Engineering & Inspection Services). Providing Owner's Representation & Project Management Services for projects at Port of Miami. Projects included New Terminal V Building, Ancillary Cruise Terminal, Parking Garage Structure, Flyover, and Roadway & Civil Infrastructure. Projects Services included Architectural & Engineering design submittal review, construction project schedule review, construction cost management, perform construction engineering & inspections (CEI), construction materials sampling and testing, structural, building, threshold inspection, piling and bridge inspection. Port Project Manager: Victor Gutierrez, [victor.gutierrez@miamidade.gov](mailto:victor.gutierrez@miamidade.gov).



### **Miami-Dade County Facilities 40 Years Re-certification (2021 - Present)**

Recertification of numerous Miami-Dade County Facilities including structural, electrical inspection and certification condition of the building's general alignment, bulging, settlement, deflection, expansion, contraction, distress beams, roof, and columns. Inspection and certification of surface condition, finishes, spalling, cracks, peeling, moisture penetration, cracks in significant members, and deterioration.

Miami-Dade County Manager: Sarah Riggs, [sarah.riggs@miamidade.gov](mailto:sarah.riggs@miamidade.gov).



### **Miami-Dade County (DTWP), Miami, Florida (2019 - 2021)**

(Miami-Dade County Districtwide Drainage Improvements Projects). Provided CEI services. Responsible for confirming the Contractor adheres to permit requirements, review contractor's MOT, reviewed contractor's monthly pay estimates, monitoring project schedule, and utility adjustment. Reviewed quantities, erosion control, field changes and documentation of storm drainage, utility relocation, roadway reconstruction, milling & resurfacing, striping, and project closeout. MDC Manager: Leo Salgueiro, [leo.salgueiro@miamidade.gov](mailto:leo.salgueiro@miamidade.gov).



### **I-595 Express, Fort Lauderdale, Florida (2009 - 2020)**

Design, Build, Finance, Operation & Maintenance (D/B/F/O/M). Provided CEI Services, Quality Management, Safety Management and Auditing Services during Design, Construction, Operation, and Maintenance on PPP consortium created by ACS Infrastructure Development. Served as Consultant to the Concessionaire of the I-595 Corridor Improvements project through the 35-year agreement term in Broward County, Florida, for a total project length of 10.5 miles with 64 bridges. Acted as owner's representative, performed CEI inspection, quality management, reviewed and approved engineering design & construction Plans. Project CEO: Matt Pierce, [mpierce@i595express.com](mailto:mpierce@i595express.com)



### **SH 288 Blue Ridge Transportation Group, Houston, Texas (2016 - 2021)**

Design Build Finance Operation & Maintenance Project. Provided CEI , Quality Management and Auditing services during design & construction on PPP project 10.3-mile segment of SH 288 in Harris County. Initial Configuration included: Four (4) tolled lanes within existing SH 288 median - New Beltway 8 interchange. Reviewed and approved Safety Manual, Design & Construction Quality Plans, Operation & Maintenance Plan, and Procedures. Supported & advised project CEO and Managers. Project CEO: Enrique Martin, [emartin@btg288.com](mailto:emartin@btg288.com)





**Mosaic Transit Group, Finch LRT, Toronto, Canada (2021 - 2023)**

\$1.2 billion Design, Build, Finance, Operation & Maintenance (D/B/F/O/M) Public Private Partnership (PPP) consortium led by ACS Infrastructure. Providing QHSE services for the Finch West Light Rail Transit (LRT) 11 kilometre light rail transit line along Finch Avenue between Keele St. and Humber College. 18 stops/stations, including 16 surface stops, plus an underground interchange station at Finch West & below-grade terminal stop at Humber College. ACS Project Manager: Dan Mireanu, [dmireanu@mosaictransitgp.com](mailto:dmireanu@mosaictransitgp.com)



**Ottawa Light Rail Transit (OLRT), Ottawa, Canada (2013 - 2019)**

Design, Construction, Operation & Maintenance. Provided construction management & quality management services during design & construction period, on Public Private Partnership (PPP) forty (40) years agreement with Rideau Transit Group (RTG) the Concessionaire. The OLRT Construction Works involved 14 stations, upgrading converting of the existing Bus Rapid Transit system (BRT) into a Light Rail Transit system (LRT). Works involved upgrades & repair of existing stations, construction of new stations, construction of portions of a new track not within the existing infrastructure and tunneling through downtown Ottawa. Acted as owner representative. Project CEO: Antonio Estrada, [aestrada@acsinfra.com](mailto:aestrada@acsinfra.com)



**C.3. Experience of Similar (or Larger) Projects**

Project Name Project Role	Agency	Project Description / Scope of Work	Start/End Dates	Project Cost / Budget	Client Contact Name/Email/Phone
CEI Services (Prime Consultant)	City of Hollywood	(Construction Engineering & Inspection Services). Projects include sidewalk replacement, swale restorations, milling & resurfacing of city of Hollywood multiple streets; North Park Road, West Park Road, North 26 Avenue, Raleigh Street and Sarazen Drive. Providing owner's representation & CEI services,	Aug 2022 - July 2023 (Project completed on time & under budget \$1,197,870.17)	\$1,777,212.36	<b>Name:</b> Azita Behmardi, PE <b>Email:</b> <a href="mailto:abehmardi@hollywoodfl.org">abehmardi@hollywoodfl.org</a> <b>Phone:</b> (954) 682-8166
Construction Administration & CEI Services (Prime Consultant)	Miami-Dade County Port Miami	Projects include New Terminal V Building, Ancillary Cruise Terminal, Parking Garage Structure, Flyover, and Roadway & Civil Infrastructure. Projects Services includes Architectural & Engineering design submittal review, construction project schedule review, construction cost management, perform construction engineering & inspections (CEI), construction materials sampling and testing, structural, building, threshold inspection, piling and bridge inspection.	July 2021 - March 2023 (Project Completed on time and on budget)	\$15,475,290.00	<b>Name:</b> Victor Gutierrez <b>Email:</b> <a href="mailto:victor.gutierrez@miamidade.gov">victor.gutierrez@miamidade.gov</a> <b>Phone:</b> (305) 347-4802
Miami-Dade County Facilities Recertifications (Prime Consultant)	Miami-Dade County ISD	Recertification of numerous Miami-Dade County Facilities including structural, electrical inspection and certification condition of the building's general alignment, bulging, settlement, deflection, expansion, contraction, distress beams, roof, and columns. Inspection and certification of surface and foundation condition,	2021 - Present	\$200,000.00	<b>Name:</b> Sarah Riggs <b>Email:</b> <a href="mailto:sarah.riggs@miamidade.gov">sarah.riggs@miamidade.gov</a> <b>Phone:</b> (305) 812-8758
I-595 Express (Prime Consultant)	FDOT / ACS Infrastructure	FDOT 1.24 billion Design, Build, Finance, Operation & Maintenance (D/B/F/O/M) PPP I-595 project through the 35-year agreement term in Broward County, Florida, for a total project length of 10.5 miles with 64 bridges. Acted as owner's representative, performed CEI inspection, quality management, reviewed and approved engineering design & construction plans.	2009 - 2020 Design & Build (2009 -2013) on time and on budget. Operation & Maintenance is ongoing.	1.24 Billion	<b>Name:</b> Matt Pierce <b>Email:</b> <a href="mailto:mpierce@i595express.com">mpierce@i595express.com</a> <b>Phone:</b> (219) 628-3306
SH-288	TXDOT / ACS Infrastructure	TXDOT \$815 million, Design Build Finance Operation & Maintenance PPP project 10.3-mile segment of SH 288 in Harris County. Initial Configuration included: Four (4) tolled lanes within existing SH 288 median - New Beltway 8 interchange. Provided CEI services, reviewed and approved safety manual, design & construction quality plans, O&M Plan, and Procedures. Supported & advised project CEO and Managers.	2016 - 2021 Design & Construction completed early & on budget. Operation & Maintenance is ongoing.	\$815 Million	<b>Name:</b> Enrique Martin <b>Email:</b> <a href="mailto:emartin@acsinfra.com">emartin@acsinfra.com</a> <b>Phone:</b> (305) 542-8334



## **D. ORGANIZATIONAL PROFILE AND PROJECT TEAM QUALIFICATIONS**

### **D.1. Experience and Knowledge of Proposed Key Staff**

**Project Manager / Administrator – Raof Shams, PMP, CGC**, Mr. Shams has thirty-seven (37) years of engineering and construction experience, including 14 years on various CEI projects, and 23 years of executive and general supervision on construction of mega infrastructure projects worldwide, capable of managing several projects simultaneously. Experience in PPP, Design & Build, Finance and Construction Management at Risk, Construction Engineering, Constructability Review, Value Engineering, Inspection, Safety and QA/QC Programs per OSHA, NEBOSH, ACI, FDOT, FAA, AASHTO, ASTM, ANSI, EN & ISO requirements. Projects include multiple streets improvements, countywide drainage, airports, mega rail & APM systems, rail stations, MEP, underground (tunneling, cut & cover), pre-cast, cast-in-place, incremental launching, balanced cantilever methods with travelers, high level segmental bridges, conventional bridges, bascule bridges, BRT, roadway and asphalt inspection, buildings, and Interstate Highways with bridges.

**Senior Project Engineer - Reza Javidan, PE, SI**, Mr. Javidan is a registered professional civil engineer with more than thirty (30) years of experience in construction engineering inspection & design of buildings, bridges, roadways, pavements, deep and shallow foundation system in all types of soils as well as design and inspection of all types of structures, and pavement including parking area and roadways. Mr. Javidan is capable of managing several projects simultaneously. Projects include countywide drainage improvement, structural inspection, airports, bridges, BRT, intermodal center, roadway and asphalt inspection, buildings, and city infrastructures. He is experienced in PPP, Design & Build, Finance and Construction Management at Risk, Construction Engineering, Constructability Review, Value Engineering, Inspection, Safety and QA/QC Programs per ACI, FAA, AASHTO, ASTM, ANSI, EN requirements.

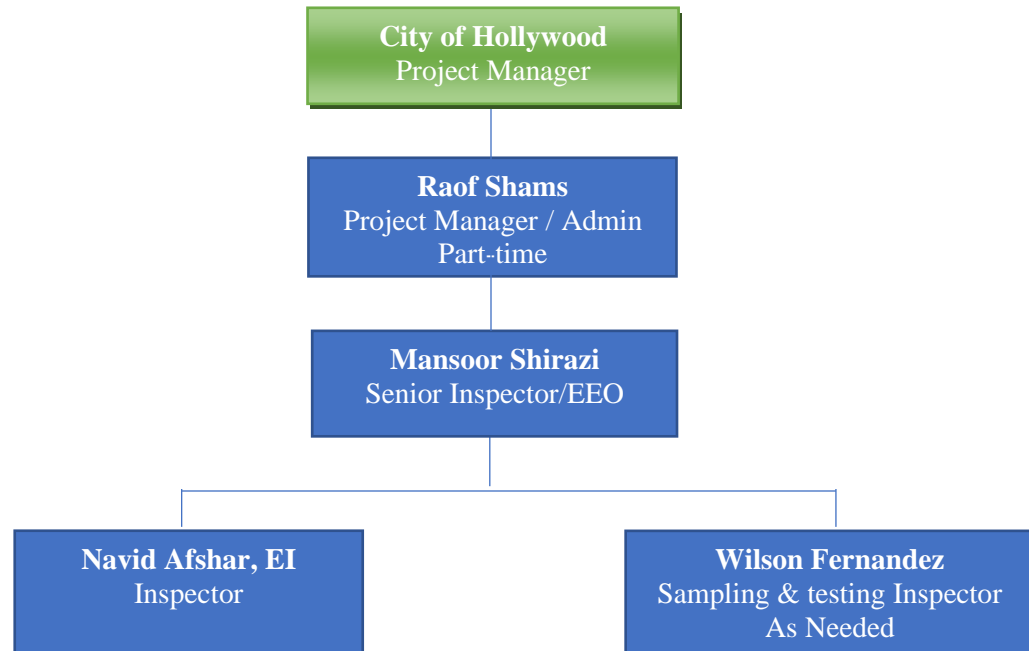
**Senior Inspector / EEO – Mansoor Shirazi**, Civil Engineer with over 30 years of practical experience in construction engineering and inspection from both the contractor's and engineer's perspective. His inspection experience ranges from earthwork operation, busway, car rental facility & rail station building, intermodal center, drainage, sidewalk, asphalt paving, concrete testing, to inspection of segmental and AASHTO/FIB bridges, as per FDOT & Florida Building Code. During his distinguished career, Mr. Shirazi has worked on many FDOT/Federal Aid projects. Mr. Shirazi is FDOT CTQP & MOT certified. During his distinguished career, Mr. Shirazi is familiar with FDOT EEO process, and has worked on many projects in the dual capacity of Senior Roadway/Utility/Building/Bridge Inspector, as well as Project Engineer and Field Engineer on major infrastructure projects.

**Inspector - Navid Afshar, EI** Mr. Afshar has more than 14 years construction engineering experience, duties include supervision of inspection and verification of the quality control/quality assurance process and safety for all aspects of highway and bridge construction. His Experience includes multiple streets, lighting, landscaping, underground utilities including water and sewer lines, embankment, subgrade, lime rock base, sidewalk and asphalt, and drainage inspection. Mr. Afshar is knowledgeable in pay item measuring, computations, and accurate site source record documentation and has performed daily inspection, under professional engineer supervision, and attended weekly construction meeting with engineers, architect, owner, contractors and subcontractors.

**Sampling & Testing Inspector – Wilson Fernandez**, Mr. Fernandez has over 10 years of experience in South Florida providing field and laboratory tests on soils and concrete for various projects, as well as roofing and structural inspections. He is well versed in load tests, coefficient of friction tests, fireproofing testing, adhesion/cohesion tests on various construction materials. He is also familiar with earthwork observations, soil borings, and has displayed a tremendous dedication, reliability, and technical knowledge in the various projects. General duties include periodic testing of construction materials, overseeing the lab and technicians to ensure that lab procedures are being correctly followed and all equipment calibrations are kept up to date.



## D.2. Organizational Chart



Additional Staff are available (if needed)

## Staff Training & Certifications

		ACI Transportation ACI Base Technician ACI Laboratory Testing Advanced MOT Asphalt Augercast Pile Certified General Contract Concrete Inspection Critical Structures Drilled Shaft Inspection Earthwork Inspection Erosion Control Final Estimates Grouting Hazmat ISO Lead Auditor Intermediate MOT OSHA Premavera Contract Admin Professional Engineer Pile Driving Inspection Quality Management Special Inspector Storm Water Management Rail Road Safety LBR Technician																											
Team Member	Role																												
Raof Shams, CGC, PMP	Project Manager/Administrator	x		x	x	x	x	x	x	x	x	x	x	x	x		x	x	x	x	x	x	x	x	x	x	x	x	x
Mansoor Shirazi	Sr. Inspector/EEO	x		x	x		x		x	x	x	x	x	x	x	x	x		x									x	x
Navid Afshar	Inspector	x	x		x	x			x			x					x											x	
Wilson Fernandez	Sampling & Testing Inspector	x	x		x				x		x						x												x





### D.3. Key Staff Resume

#### ➤ Raof Shams (Project Manager / Administrator)

Over Thirty (30) years of engineering and construction experience, including 14 years on various engineering /construction/ inspection projects, and 23 years of executive and general supervision on construction of mega infrastructure projects worldwide. Extensive experience in program, business development, project, construction management and techniques, *capable of managing several projects simultaneously*. Experienced in PPP, Design & Build, Finance and Construction Management at Risk, Construction Engineering, Constructability Review, Value Engineering, Inspection, Safety and QA/QC. Projects include Mega Rail & APM systems, stations, tunneling, cut & cover, pre- cast, cast-in-place, incremental launching, balanced cantilever methods with travelers, high level segmental bridges, airports, roadway and asphalt inspection, buildings, and Interstate Highway System with Toll and Bridges.

#### WORK EXPERIENCE

##### **City of Hollywood (Multiple Streets) Project / Principal** **Aug 2022 - Jun 2023**

(Construction Engineering & Inspection Services). \$1,777,212.00 projects include sidewalk replacement, swale restorations, new ADA Ramps, milling & resurfacing of city of Hollywood multiple streets: North Park Road, West Park Road, North 26 Avenue, Raleigh Street and Sarazen Drive. Providing owner's representation & CEI services. Reference: Azita Behmardi, PE, [abehmardi@hollywoodfl.org](mailto:abehmardi@hollywoodfl.org)

##### **Miami-Dade County / Port Miami, Principal/QA** **2021 - May 2023**

(Construction Administration Engineering & Inspection Services). Projects included Marine Works, New Terminal V Building, Ancillary Cruise Terminal, Garage Structure, Flyover, and Roadway & Civil Infrastructure. Projects Services includes Architectural & Engineering design submittal review, construction project schedule monitoring and review, construction cost management, perform construction engineering & inspections (CEI), construction materials sampling and testing, structural, building, threshold, and bridge inspection. Responsible for staff supervision & quality assurance. Reference: Seaport Project Manager: Victor Gutierrez, [victor.gutierrez@miamidade.gov](mailto:victor.gutierrez@miamidade.gov).

##### **I 595 Express / TGI, Quality Director/Principal** **Jul 2009 - 2021**

FDOT District 4, I-595 Corridor Improvements PPP (D/B/F/O/M) (\$1,814,000,000) Project. Public Private Partnership (P3), serve as the Concessionaire to design, build, finance, operate and maintenance (D/B/F/O/M) the I-595 Corridor Improvements project through the 35-year agreement term in central Broward County, Florida, for a total project length of approximately 10.5 miles with 64 bridges. Direct and supervision of CEI Resident Engineer, Design and Construction Managers. Lead surveillance and schedule audits during design, construction, operation & maintenance. Reference: Matt Pierce, [mpierce@i595express.com](mailto:mpierce@i595express.com)

##### **Rideau Transit Group / TGI, Ottawa, Ontario Canada, Quality Director/Principal** **Feb 2013 - Apr 2019**

City of Ottawa Light Railway Transit (OLRT) PPP (D/B/F/O/M) (\$2,100,000,000) Project. Public Private Partnership (P3) agreement with a consortium created by ACS Infrastructure Development, serve as the Concessionaire to D/B/F/O/M. The OLRT Construction and Design Works involves upgrades at some existing stations, construction of new 14 stations, construction of portions of a new track not within the Existing BRT Infrastructure, tunnelling through the downtown core, the construction of a new MSF and provision of rolling stock and train control. The project is divided into 5 segments (including the Maintenance Building) and the Highway 417. Act as owner representative, reporting directly to CEO. Reference: Antonio Estrada, [aestrada@acsinfra.com](mailto:aestrada@acsinfra.com)

##### **Parsons/TGI Fort Lauderdale Airport Terminal 1 Modernization Program (FLMP), QA Oversight** **Sep 2015 - Oct 2017**

BCAD/Southwest Airline Program Management Services, (CM at Risk) (\$250,000,000) Project. Program services included identify and define the scope of the FLMP, determination of project relationships, estimates of design, construction, and life cycle costs where appropriate, and determination of project sequencing and staging within the FLMP. Responsible for overall overseeing program Quality Assurance. Audit the project and ensure project is in compliance with project specifications as per FAA, ISO, AASHTO, ACI, ASTM, ANSI standards. Recommend and advised non-compliance report when necessary to the project Director and Managers. Lead surveillance and schedule audits. Reference: [Michael Ritus \(954\) 357-7221](tel:357-7221)

##### **Qatar Rail Company / TGI, Principal Program Construction Management Services** **July 2013 - Sep 2015**

Doha, Qatar, Doha Metro, D & B (\$8,200,000,000) Project. Act as owner representative, directs and manages progress of tendering assigned rail projects assigned (Long-Distance Rail, Major stations, Metro) and responsible for ensuring the safe, timely and efficient construction of the works in accordance with the project schedule and budget. Executives the project construction activities in line with the project specifications, scope of work, schedule and requirements. Maintained regular liaison with Project Engineers on technical issues. Ensures the implementation of the project's procedures. Lead team of engineers during constructability review and value engineering. Reference: Brian Hensen, [brian.dorin.hensen@gmail.com](mailto:brian.dorin.hensen@gmail.com).



**Parsons-Odebrecht JV / TGI, Project Manager Jan 2009 - Jul 2009**

MIA (Miami Airport) Mover APM System, Design Build (\$256,000,000) Project. Design Build people mover project connect the Miami Intermodal Centre (MIC) to the Miami International Airport (MIA). This project covered the design, construction and commissioning of the MIA Mover APM System. Responsible for supervision of Design, Construction and Operating system. Generate and approved project Quality Manual, Design Quality Plan, Construction Quality Plan, Operating Systems Quality Plan and procedures, Support and Advice Project Executive on quality matters. Audit the project and ensure project is in compliance with project specifications.

**Parsons / TGI, Project Manager Oct 2007- Jan 2009**

Dubai, UAE RTA, Dubai Metro Design Build (\$5,000,000,000) Project. Project consists of design and construction of both civil and rail system of 75.9 km of elevated pre-cast segment elements using Launching Girder method on piling. The project introduces the use of TBM (9.95 m diameter) for the tunneling of 11.6 km connecting underground stations with pre-cast segment tunnel lining serve as the tunnel walls. Underground stations constructed using "top down" method which entails the construction of diaphragm walls. Project included total of 47 elevated and underground stations. Responsible for supervision and monitoring of quality and safety activities.

**Parsons / TGI, Project Manager (Quality) Nov 2006 - Oct 2007**

Abu-Dhabi, UAE, Tourism Development & Investment Company (TDIC) Saadiyat Island Bridge (\$ 250,000,000) Project. The Saadiyat bridge project consist of eight structural units and four bridge types Responsible for Generating Project Management Plan, Monitoring QA/QC site procedures and testing laboratory procedures and activities, performed periodic audits to verify that Job Specific Quality and Safety Plans implementation are effective and remains in compliance with approved procedure, Supports and advise the Project Manager in project quality matters.

**Jacobs / TGI, Project Engineer Dec 2005 - Nov 2006**

Lee County, Florida, Sanibel Island Bridges & Toll Plaza, (CM at Risk) (\$ 69,000,000) Project. Jacobs Construction Services, Inc. (JCS) was selected by Lee County for the construction of the Sanibel Bridges and Toll Plaza Reconstruction Project. Responsible for supervision of inspection and overall quality control of the replacement of three Sanibel Island bridges.

**Dynamic Consultant Corp, Project Administrator / Engineer June 2005 - Dec 2005**

Miami, Florida, MDX (Accelerated Toll Project) Fast Track Project SR. 112 (Airport Expressway) Toll Plaza Conversion (\$7,000,000). Responsible for supervision of construction/inspection of the improvements to high traffic volume SR. 112 Toll Plaza including the installation of two express lanes, replacement of canopy roof with gantry, including additional lighting, widening and reconstruction of the approaches, and improvement of drainage.

**Parsons, Project Manager March 2003 - June 2005**

FDOT Projects (Le Jeune Rd, University Drive, Oakland Park, Flagler, Red Road) and SFRTA Projects, Florida (USD 115,000,000). Full operational responsibility for construction / inspection from design to completion and preparation of Project Management Plan, QC tests data and overall projects quality in accordance with plans and specifications. Responsible for ensuring the Project contractors are installing the work in strict compliance with the engineer's specifications and drawings. Coordinate the site construction activities. Review and approve progress claims and variations.

**Washington Group International / Morrison Knudsen Corp, Senior Inspector June 1991 - March 2003**

SFRTA-Tri-Rail (Design Built), Tri-Rail New River Bridge Ft. Lauderdale, Florida (\$68,000,000), Quality Manager  
FDOT, I-95 Connecting State Road to the West Palm Beach Airport (\$250,000,000), Senior Bridge Inspector. FDOT, Venetian Causeway Rehabilitation, Miami, Florida, Senior Inspector / M.O.T Coordinator / Radiation Safety Officer. FDOT, SR A1A Miami Beach, Florida, Senior Inspector. FDOT, I-95/SR 112/SR 836 Interchange, Miami, Florida, Senior Inspector / M.O.T Coordinator.

**BHA, Dodge Island, Senior Bridge Inspector May 1990 - June 1991**

FDOT D6, Port of Miami Segmental Bridge \$34v Million Project. Responsible for construction engineering and overall inspection of the 640 pre-cast segments at the casting yard and the erection site (balanced cantilever), geometry control of segments, casting curve, grouting, post- tensioning, and erection of segments.

**Metric Engineering, Senior Inspector June 1986 - May 1990**

FDOT, I-75 Alligator Alley Project. Construction Engineering and Inspection of 10.6 miles of multi-lane divided highway facilities and eight bridges of I-75 Alligator Alley FDOT Project in Broward County Florida. Responsible for CEI services of earthwork and asphalt inspections, preparation of final estimates, field books, and Maintenance of Traffic coordination of project, overall inspection, of construction activities.

**EDUCATION**

B.S., Civil Engineering, University of Miami, 1980

B.S., Construction Management, Florida International University, 1988



### ADDITIONAL CERTIFICATION & TRAINING

Value Engineering (SAVE International)  
Quality Management Lead Auditor (LRQA)  
Internal Auditor (BSI)  
FDOT, Construction Academy (Project Engineer School)  
CTQP, Quality Control Manager  
ATSSA, Work site Traffic Supervisors  
CTQP, Asphalt Paving Inspection Levels I & II  
UF/FEES, Building/Structural Transition Overview

UF/TT Environmental Impacts of Highway Construction  
Erosion Control/Storm Water Management  
Primavera, Contract Administration  
OASHA Training Certification  
Preparation of Final Estimates Level I  
UF/CTQP, Earthwork Inspection Levels I & II  
CTQP, Final Estimates Level II  
OSHA, 29 CFR 1926 Construction Standards

### ➤ **Mansoor Shirazi (Senior Field Engineer)**

Mr. Shirazi Civil Engineer has over 30 years of practical experience in construction engineering and inspection from both the contractor's and engineer's perspective. His inspection experience ranges from earthwork operation, busway, car rental facility & rail station building, intermodal center, water, sewer, drainage, asphalt paving, concrete testing, to inspection of segmental and AASHTO/FIB bridges, as per FDOT & Florida Building Code. During his distinguished career, Mr. Shirazi has worked on many projects in the dual capacity of Senior Roadway/Utility/Bridge Inspector, as well as Project Engineer and Field Engineer on major infrastructure projects. Mr. Shirazi is FDOT CTQP & MOT certified. During his distinguished career, Mr. Shirazi has worked on many projects in the dual capacity of Senior Roadway/Utility/Building/Bridge Inspector, as well as Project Engineer and Field Engineer on major infrastructure projects.

### WORK EXPERIENCE

#### **Miami-Dade County / Port Miami, Sr. Bridge Inspector** **2021 - May 2023**

(Construction Administration Engineering & Inspection Services). Projects include Marine Works, New Terminal V Building, Ancillary Cruise Terminal, Garage Structure, Flyover, and Roadway & Civil Infrastructure. Projects Services includes Architectural & Engineering design submittal review, construction project schedule monitoring and review, construction cost management, perform construction engineering & inspections (CEI), construction materials sampling and testing, structural, building, threshold, and bridge inspection. Responsible for engineering inspection of Flyover bridge. Seaport Project Manager: Roberto Cortiza, [roberto.cortiza@miamidade.gov](mailto:roberto.cortiza@miamidade.gov).

#### **Miami-Dade County (DTPW)** **Nov 2019 - Jun 2021**

County Districtwide Drainage Improvements Projects. Responsible for supervision of inspection and documentation of storm drainage, utility relocation, maintenance of traffic, roadway reconstruction, milling & resurfacing.

Reference: Miami-Dade County Project Manager, Leo Salgueiro, [leo.salgueiro@miamidade.gov](mailto:leo.salgueiro@miamidade.gov).

#### **Florida Turnpike/Glades Road Palm Beach County, Florida – Turnpike** **Jun 2017 - Feb 2019**

Project includes replacement of NB Turnpike Off-Ramp Bridge at Glades Road. Mr. Shirazi served as Senior Inspector responsible for monitoring MOT and inspection of pile driving and concrete bridge deck placement.

Reference: Elizabeth Jett, P.E./American Engineering Group, 305-951-0015.

#### **SR 826/SR 836 Interchange, Miami-Dade County, Florida – FDOT Dist. VI** **Nov 2013 - Jun 2017**

Project includes construction of 46 bridges with over four million cubic yards of embankment. Mr. Shirazi served as Senior Segmental Erection and Casting Yard Inspector and was responsible for inspecting segmental erections and casting yard operations. He also serves as Assistant Project Administrator. FDOT Project Manager: Dari Vorce, [dari.vorce@dot.state.fl.us](mailto:dari.vorce@dot.state.fl.us), 305-499-2392; FDOT Design PM: Ali Toghiani, PE, [ali.toghiani@dot.state.fl.us](mailto:ali.toghiani@dot.state.fl.us), 305-333-1138.

#### **Car Rental and CS East Concourse MIC, Miami, Florida** **Feb 2011 - Sep 2013**

Senior Inspector, Project Engineer, Construction Support for Car Rental and CS East Concourse MIC, (FDOT District 6), Miami, FL (249937-5-52-01 & 406800-2-52-03); Responsible for construction administration management tasks on several road and bridge projects associated with the MIC. This project consists of three million square feet of floor space with a terminal quality customer service lobby and multi-floor refuelling system. construction inspection for Tracks, platforms for TRI-RAIL and AMTRACK with station. Contract Cost \$ 600,000,000. Reference: Colin Johnson, Project Manager, Phone: (305) 401-1615

#### **US 27 (SR 25) from Griffin Road to Broward Countyline, Florida – FDOT Dist. IV** **Feb 2009 - Nov 2010**

Senior Inspector, project involved milling and resurfacing, selective clearing and grubbing, MOT, guardrail, drainage, and landscaping. The project length was approximately 20.4 miles. FDOT Project Manager: Eghbal Jalali, [eghbal.jalali@dot.state.fl.us](mailto:eghbal.jalali@dot.state.fl.us), 954-958-7642.

#### **SR 882 Forest Hill Boulevard to I-95, Florida – FDOT Dist. IV** **Nov 2008 - Feb 2009**

Mr. Shirazi served Senior Bridge/Roadway Inspector for this project which was approximately 1.8 miles in length. The scope of services included milling and resurfacing, median modifications, widening, ADA improvements and sidewalks, signalization, signing, landscaping. FDOT Program Manager: Jacques Beaubrun, [jacques.beaubrun@dot.state.fl.us](mailto:jacques.beaubrun@dot.state.fl.us), 561-432-4966.



**Widening from SR 916 Opa-Locka Blvd, Miami, Florida – FDOT Dist. VI Jun 2007 - Jul 2008**

Senior Inspector on two I-95 (SR 9A) widening projects which involved widening three bridges from SR 916 to SR 922 (Northwest 125th Street) with on and off ramp improvements and the replacement of damaged concrete pavement slabs from SR 836 to US1. The project included storm drainage, Intelligent Transportation Systems fiber optic relocation, drilled shaft foundations, concrete columns, caps, AASHTO beams, concrete slabs, MSE walls, cantilever barrier walls, cast-in-place walls with soldier piles and soil anchors, concrete slabs on mainline. FDOT Project Manager: Ivan Hay, PE 305-650-0016.

**SR 809 from Okeechobee Blvd to 45th St. & SR 710, Florida - FDOT Dist. IV Nov 2005 - Jun 2007**

Mr. Shirazi served as a Senior Roadway Inspector on these projects which included storm drainage, utility relocation, maintenance of traffic, roadway reconstruction, milling and resurfacing, signing, signalization, landscaping, and sound wall installation. His responsibilities included the supervision of inspectors and reviewing quantities for the preparation of final estimates. Combined project lengths encompassed approximately 6.7 miles. FDOT Manager: Jacques Beaubrun 561-719-7812.

**Broward Boulevard Reconstruction, Broward County, Florida – FDOT Dist. IV Jan 2005 - Jun 2005**

Mr. Shirazi served as Senior Inspector on this project which was approximately 3.2 miles in length and involved the milling and resurfacing of Broward Boulevard from University Drive to west of SR 7. The project included sheet piling, drainage, signalization, concrete, and other general improvements. FDOT Project Manager: Antonio Piedra, PE.

**SR 809 from 45th St to Beeline Highway & SR 708 to I-95, Florida – FDOT Dist. IV Nov 2002 - Jan 2005**

Mr. Shirazi served as Senior Roadway/Utility/Bridge Inspector on these projects that included utility relocation, maintenance of traffic, milling and resurfacing, signing, signalization, landscaping, sound walls, reconstruction and widening of Blue Heron Boulevard from four to six lanes. Project included drainage improvements, expansion of the Veterans Affairs Hospital Lake #6 pond, signalization, lighting, signing, pavement markings, landscaping, and privacy walls. FDOT Project Manager: Jacques Beaubrun 561-719-7812.

**SR 817 (University Drive), Plantation, Florida – FDOT Dist. IV Feb 2001 - Nov 2002**

Mr. Shirazi served as Senior Roadway/Utility Inspector for this project which consisted of widening, milling and resurfacing, drainage, signalization, signing, landscaping, and other general improvements from south of Broward Boulevard to the C-13 canal approximately 1.8 miles.

**US 441 (SR 7) Reconstruction, Plantation, Florida – FDOT Dist. IV Oct 1999 - Jan 2001**

Mr. Shirazi served as Roadway Inspector for this project that widened US 441 from four to six lanes and provided medians and turn lanes from Riverland Road to north of Broward Boulevard approximately 2.25 miles. Mr. Shirazi was responsible for inspecting of maintenance of traffic, drainage, construction excavation and embankment operations, composite base, asphalt, concrete curb and sidewalk, pavement markings, signalization, roadway lighting, and landscaping.

**Sabir Construction, Concrete Specialist/Construction Manager Sep 1991 - Jun 1999**

Pishin & Tagand Dams Projects. Responsible for overall day-to-day construction engineering, tendering/bidding process, work force coordination, estimating, general supervision of construction, concrete mix designs of two earth dam projects.

**BHA, Dodge Island, Senior Bridge Inspector, Florida – FDOT Dist. VI May 1989 - June 1991**

FDOT, Port of Miami Segmental Bridge Project. Responsible for construction engineering and overall inspection of the 640 pre-cast segments at the casting yard and the erection site (balanced cantilever), geometry control of segments, casting curve, grouting, post-tensioning and erection of segments.

**Metric Engineering, Senior Inspector, Florida - FDOT Dist. IV June 1986 - May 1989**

FDOT I-75 Alligator Alley Project. Construction Engineering and Inspection of 10.6 miles of multi-lane divided highway facilities and eight bridges of I-75 Alligator Alley FDOT Project in Broward County Florida. Responsible for CEI services of earthwork and asphalt inspections, preparation of final estimates, field books, and Maintenance of Traffic coordination & inspection, of construction activities.

**EDUCATION**

BS, Civil Engineering, Florida International University 1980

**ADDITIONAL COURSE WORK AND TRAINING**

ACI Concrete Field-Testing Technician Grade I  
CTQP Earthwork Construction Inspection Levels I & II  
ASBI Grouting Technician Levels I & II  
CTQP Final Estimates Levels I & II  
CTQP Concrete Field Inspector Level I  
OSHA, 29 CFR 1926 Construction Standards  
National Pollutant Discharge Elimination System

ACI Concrete transportation  
CTQP Asphalt Paving Technician Levels I & II  
ASBI Qualified Post-Tensioning Technician  
Advanced MOT  
CTQP Drilled Shaft Inspection  
CTQP Pile Driving





➤ **Navid Afshar (Inspector)**

Mr. Afshar has more than 14 years construction engineering & inspection experience, duties including supervision of inspection and verification of the quality control/quality assurance process and safety for all aspects of highway and bridge construction. Experience includes multiple streets, lighting, landscaping, underground utilities including water and sewer lines, street lighting, embankment, subgrade, lime rock base and asphalt construction inspection, drainage inspection, and MOT. Mr. Afshar is knowledgeable in pay item measuring, computations, and accurate site source record documentation. Performed daily inspection, under professional engineer supervision. Attended weekly construction meeting with Engineers, architect, owner, contractors, and subcontractors.

WORK EXPERIENCE

**Broward County / City of Hollywood (Multiple Streets) Projects / Inspector** **Aug 2021 - Jun 2023**

(Construction Engineering & Inspection Services). Projects include sidewalk replacement, swale restorations, lighting, milling & resurfacing of city of Hollywood multiple streets Projects; North Park Road, West Park Road, North 26 Avenue, Raleigh Street and Sarazen Drive. Responsible for ensuring the project contractors are installing the work in strict compliance with the City & FDOT specifications and drawings. Duties including inspection of maintenance of traffic, roadway reconstruction, swale restoration, lighting, pavement markings, signing, landscaping, and milling & resurfacing. Reference: Azita Behmardi, PE [abehmardi@hollywoodfl.org](mailto:abehmardi@hollywoodfl.org)

**Miami-Dade County (DTPW), Florida / Inspector** **Dec 2019 - Jun 2021**

County Districtwide Drainage Improvements Projects CEI. Responsible for ensuring the project contractors are installing the work in strict compliance with the city & FDOT specifications and drawings. Duties included inspection and documentation of storm drainage, utility relocation, street lighting, maintenance of traffic, roadway reconstruction, milling & resurfacing. Reference: Leo Salgueiro, [leo.salgueiro@miamidade.gov](mailto:leo.salgueiro@miamidade.gov)

**TGI / Sopher investment Inc, Florida / Field Engineer** **May 2018 - 2019**

Field Engineer, Performed Field inspection for the contractor prior to the city inspection in order to comply with approved engineering design and specification. Created inspection reports and updated project log daily to keep the owner, engineers and city informed. Created punch list items and reported to the engineers in order to passing final inspection. Reviewed and confirmed project materials per specification.

**TXDOT /TGI SH288 PPP Project, Texas / Inspector** **Jul 2016 - May 2018**

(Design, Build, Finance. Operation & Maintenance Project) Public Private Partnership (PPP) agreement with a consortium led by ACS Infrastructure/ Dragados USA Development serve as the Concessionaire to Design, Build, Finance, Operate and Maintenance (D/B/F/O/M) 10.3-mile segment of SH 288 from US 59 to the Harris County line for a 52-year term agreement. Four (4) tolled lanes (2 each direction) within existing SH 288 median. Performed Field inspection included underground utilities including water and sewer lines, embankment, subgrade, lime rock base and asphalt construction inspection, drainage inspection. Generated inspection reports and updated project log daily to keep the owner, engineers and city informed. Created punch list items and reported to the engineers in order to passing final inspection. Reviewed and confirmed project materials per engineering specification.

**Pars Development, Florida** **Oct 2014 - Jul 2016**

Field Engineer, Responsible for daily inspection, under Professional engineer supervision. Attended weekly construction meeting with Engineers, owner, contractors and subcontractors. Generated inspection reports and updated project log daily to keep the owner, engineers and city informed. Worked with city inspectors in regard to rough and final inspections. Reviewed and responded to comments from city. Reviewed construction process in alignment with project scope, budget and schedule.

**AyeenTadbir, Engineering Contractor** **Sep 2009 - Dec 2010**

Field Engineer, Plans leads and coordinates subcontractors work activities. Take lead on productivity issues and monitors work performance and productivity of project employees to ensure project plans and schedule are followed. Coordinated and supervised all construction activities. Maintained construction schedule and solved problems. Assisted project manager with preparations, scheduling and supervising of the completion of the final punch list. Created and maintained project log of daily reports. Coordinated site testing and inspection efforts. Preparation of the project status report.

**Shargan Consulting Engineering** **Jul 2008 - Sep 2009**

Civil & Structural Inspector. Responsibilities included attending daily meetings with project manager. Attended weekly meetings with owner and project manager. Attended daily meetings with Contractors and Subcontractors. Controlled and checked all civil and structure Contractor works in the project. Confirmed permits for civil and structure works, and all civil and structure contractor works, according to project specifications. Reviewed statement of the contractors. Confirmed Rough inspection for contractors. Prepared punch list for contractors' activities. Reviewed all the punch list items from start to finish and approval of final inspection.



**Petro SazeKousha**

**Feb 2006 - Jun 2008**

Civil & Structural Inspector. Responsible for daily meetings with Project manager. Attended weekly meetings with Owner and project manager. Attended daily meetings with Contractors and Subcontractors. Controlled and checked all civil and structure Contractor works in the project. Confirmed permits for civil and structure works. Controlled all civil and structure contractor works, according to project specifications. Reviewed statement of the contractors. Confirmed Rough inspection for contractors. Prepared punch list for contractors' activities. Reviewed all the punch list items from start to finish and approval of final inspection.

**Shargan Consulting Engineering**

**Jul 2005 - Sep 2006**

Civil & Structural Inspector. Responsibilities included attending daily meetings with project manager. Attended weekly meetings with owner and project manager. Attended daily meetings with Contractors and Subcontractors. Controlled and checked all civil and structure Contractor works in the project. Confirmed permits for civil and structure works, and all civil and structure contractor works, according to project specifications. Reviewed statement of the contractors. Confirmed Rough inspection for contractors. Prepared punch list for contractors' activities. Reviewed all the punch list items from start to finish and approval of final inspection.

**Paz Omrangostar Construction Company**

**Mar 2004 - Jun 2005**

Field Inspector. Responsible for planning, leads and coordinates subcontractors work activities. Take lead on productivity issues and monitors work performance and productivity at project employees to ensure project plans and schedule are followed. Coordinated and supervised all construction activities. Maintained construction schedule and solved problems. Assisted project manager with preparations, scheduling or supervising of the completion of the final punch list. Generated and maintains project log of daily reports. Coordinated site testing and inspection activities.

**EDUCATION**

BS, Civil Engineering

**ADDITIONAL COURSE WORK AND TRAINING**

FDOT CTQP M.O.T.

FDOT Earthwork Inspection

Microsoft Office (Excel, Word, PowerPoint)

Integrated Building Design Software (ETABS)

OSHA, 29 CFR 1926 Construction Standards

Traffic Signalization & Street Lighting

FDOT CTQP Asphalt Paving

ACI Concrete transportation

Microsoft Project Management

Traffic Signalization & Street Lighting

Erosion Control/Storm Water Management

➤ **Wilson Fernandez (Sampling & Testing Inspector)**

Mr. Fernandez has over 10 years of experience in South Florida providing field and laboratory tests on soils and concrete for various projects, as well as roofing and structural inspections. He is well versed in load tests, coefficient of friction tests, fireproofing testing, adhesion/cohesion tests on various construction materials. He is also familiar with earthwork observations, soil borings, and has displayed a tremendous dedication, reliability, and technical knowledge in the various projects. General duties include periodic testing of construction materials. overseeing the lab and technicians to ensure that lab procedures are being correctly followed and all equipment calibrations are kept up to date.

**RELATED PROJECT EXPERIENCE**

Miami-Dade County / Port Miami, Sampling & Testing Inspector	2021 - 2023
Fort Lauderdale Int'l Airport, Terminal 3 Modifications, Sampling & Testing Inspector	2022 - 2023
Fort Lauderdale Airport, Terminal 4-BHS, Sampling & Testing Inspector	2021 - 2022
Infrastructure Improvements, Lauderdale Lake, Florida, Sampling & Testing Inspector	2020 - 2021
Riverside Promenade, Pompano Beach, Florida, Sampling & Testing Inspector	2020
FIU Student Academic Support Center, Miami, Florida, Sampling & Testing Inspector	2017 - 2018
Wal-Mart Rehabilitation, Tamarac, Florida, Sampling & Testing Inspector	2016
Andrews Avenue Extension, Pompano Beach, Florida, Sampling & Testing Inspector	2014 - 2016

**TRAINING & CERTIFICATIONS**

Nuclear Gauge Operator Certification

HAZMAT Certification

Radiation Safety Officer Class Certification



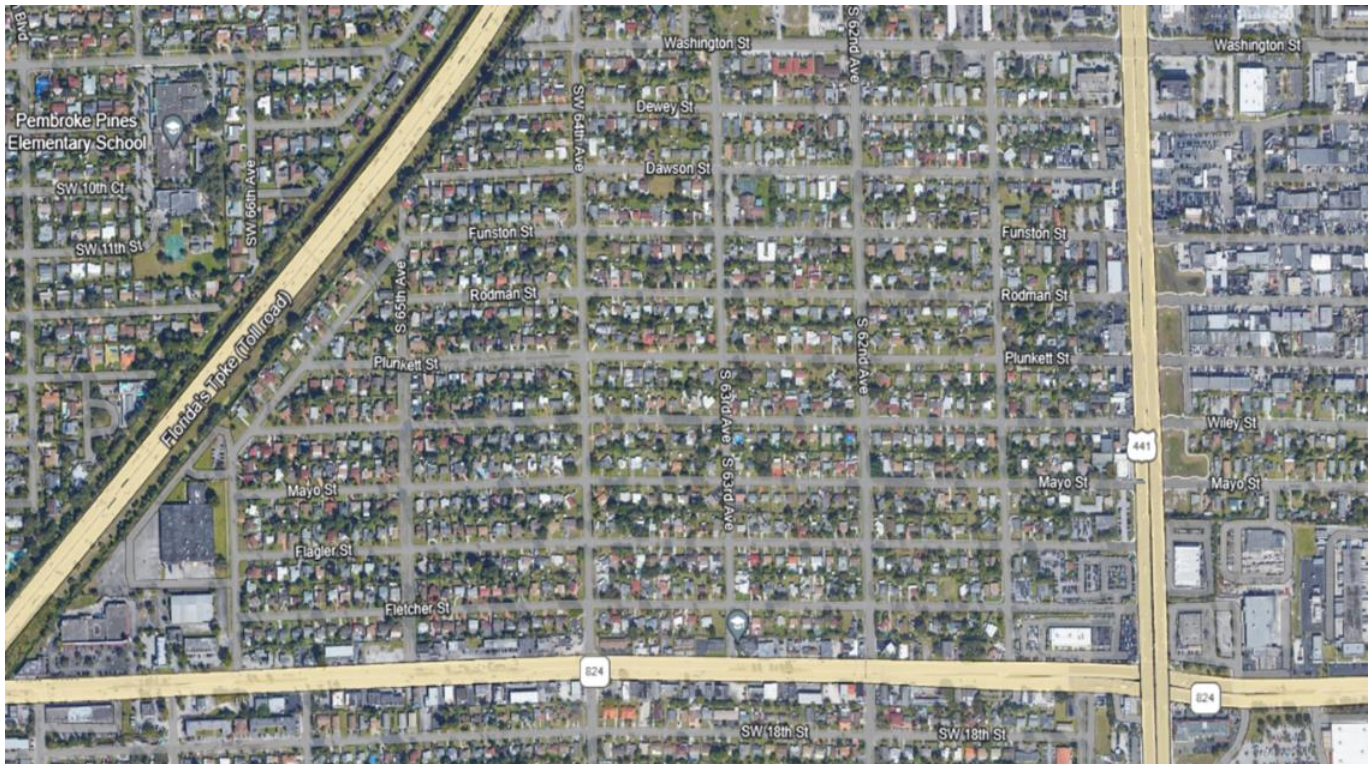
ACI Concrete Field-Testing Technician  
ACI Aggregate Testing Technician Level 1  
ACI Aggregate Base Testing Technician Level 1  
ACI Concrete Laboratory Testing Technician Level 1  
ACI Concrete Strength Testing Technician  
CTQP Qualified Base Testing Technician  
CTQP Qualified Aggregate Testing  
CTQP Qualified Concrete Laboratory Technician – Level 1  
CTQP Qualified LBR Technician  
CTQP Qualified Concrete Field Technician – Level 1  
CTQP Qualified Sampler Technician

#### **D.4. Project Manager**

Mr. Raof Shams will be the primary contact person for the contract. Mr. Shams can be reached at (954) 610-4482 or via e-mail at [raof.shams@tecqi.com](mailto:raof.shams@tecqi.com). With the support of the project team, he interacts with stakeholders, the city, and the contractor. Mr. Shams has thirty-seven (37) years of engineering and construction experience, including 14 years on various CEI projects, and 23 years of executive and general supervision on construction of mega infrastructure projects worldwide. He is capable of managing several projects simultaneously. He has worked with City of Hollywood previously; he is familiar with City and FDOT requirements (please refer to Mr. Shams resume detailed qualifications).

### **E. APPROACH TO SCOPE OF WORK**

#### **E.1. Understanding of Scope**



The scope of Beverly Park Sidewalk Network FM # 443944-1-58-01 (Federal Funds) project consists of clearing & grubbing, new and improvement of existing 5' sidewalks, driveways, curb, tree removal, swale restoration, new detectable warnings, and utility fixture/valve adjustments, at SW 66 Avenue (from Pembroke Road to Pines Parkway), S 65 Avenue (from Pembroke Road to North of Funston Street), SW 64 Avenue (from Pembroke Road to Washington Street), SW 61 Avenue (from Pembroke Road to Washington Street), Fletcher Street (from SW 66 Ave. to SR-7), Flagler Street (from SW 66 Ave. to SR-7), Mayo Street (from SW 66 Ave. to SR-07), Wiley Street (from Pines Parkway to SR-07), SW 66 Avenue (from Pines Parkway to Washington Street), Plunkett Street (from Pines Parkway to SR-07), Rodman Street (from 66<sup>th</sup> Ave. to SR-07).





## E.2. Challenges

Project is in mainly heavy residential area. During the construction of the project, lane closures & detours will be implemented to allow construction crews to perform the work safely. Traffic impacts relating to these closures will be of concern to mainly local commuters. Additional concerns that will pertain during construction are residence access, environmental impacts such as equipment noise, erosion, dust control, and possible contaminated soil. **Challenge:** Vehicular, pedestrians, bicycles, and wheelchairs traffic. **Solution:** Traffic Control Plan (TCP) to be developed in order to ensure the safety of motorists, bicyclists, and pedestrians throughout the duration of the construction project. The TCP plan shall include information concerning all phases of construction. All lane closure to be performed between 9:00 am To 3:00 pm. No lane closure is allowed during non-working hours. Night or weekend work is not permitted, unless approved in writing by the Engineer. Only closure of one lane of traffic shall be permitted, any additional lane closure shall be approved by the Engineer. VMS boards are to be installed 14 days in advance of construction. We recommend flyers to be distributed to residences in coordination with city PIO, and the use of Off-duty Law Enforcement Officers during lane closures on an as needed basis. **Challenge:** Possible Contaminated site(s). **Solution:** Contaminated soil may cause many unexpected issues, such as flooding, or groundwater flow can transfer soil contamination, site boundary such as a wall or fence is not sufficient to act as a barrier to prevent the migration of contaminants to adjacent properties or sites. We ensure that a decontamination plan developed / approved and set up before any soil disturbing activities, personnel or equipment enter areas where the potential for exposure to hazardous substances exists. If any contamination occur, we will notify The LAP City of Hollywood Engineer (954) 777-4286, and monitor/enforce contractor decontamination activities as per approved plan. **Challenge:** Damage to Homeowner Driveway. **Solution:** We will conduct a survey of all existing conditions of all driveways, sprinkler system, crack walls, etc. prior to any construction activities. We will prepare a Resident Complaint Log, for tracking purposes and possible repair, as per project requirement. **Challenge:** Tree Removal. Possibility of damaging pavement, and utilities during tree removal. **Solution:** We ensure that work is under supervision of an ISA-certified Arborist, all utilities are located, MOT has been set-up as per approved TCP, and all excavation near & around utilities are performed by hand, in presence of utility owners. **Challenge:** Possibility of Utility Damage during Construction. **Solution:** Extreme caution to be taken in working around/near existing utilities. We make sure that all utilities are located, all excavation near & around utilities are performed by hand, and in presence of utility owner's/city of Hollywood utility representatives. **Challenge:** Underground Gas Pipelines. **Solution:** Extreme caution to be taken in working around/near gas pipelines. We ensure that all pipelines are located, and all work complies with Florida Status 556.105, all work to be hand dig in presence of People Gas representative. **Challenge:** Project is within 2024-2025 Hurricane season. **Solution:** We will review, approve and monitor contractor's Hurricane Preparation Plan. **Challenge:** Pedestrian Traffic to near School. **Solution:** The TCP should have a note precluding traffic impediment during school pick-up and drop-off hours. Meet school officials prior to any construction activities near schools. Ensure safe walkable pedestrian access for school children. **Challenge:** Residence Access. **Solution:** We will ensure TCP includes safe & appropriate access for all residents during construction, in addition to daily inspection of safe access. **Challenge:** Drainage Issue / Flooding during Construction. **Solution:** We make sure that contractor provides street flooding prevention plan, and additional/backup retention equipment. **Challenge:** Unforeseen Conditions. **Solution:** Our team will inspect the area, generate detailed reports, and recommendations to city PM and EOR accordingly. **Challenge:** Drop offs/Potholes. As part of MOT, the contractor needs to address repairing of any drop offs /potholes during the duration of the project. **Solution:** We recommend a note be added to the MOT plan for correction of all drop-offs/potholes and related cost. **Challenge:** Variable Asphalt Thicknesses can be challenging for the contractor, in particular with the multiple special typical sections. **Solution:** We will conduct pre-activity meetings in the field and review the proposed operation to ensure the paving crew and the CEI are on the same page. The contractor's survey will be a key to the project's success. We will verify that the contractor is properly survey the new high points of each lane and the asphalt overbuild is being placed per the overbuild details and typical sections in the plans. Our inspectors will use an electronic smart level and verify overbuild placement throughout the operation every 50 feet as required by the overbuild details. We will continuously compare QC and VT cross slope results to ensure compliance with the plans. Our team will work very closely with the contractor to ensure his plan for this area will be successful.







### Current Projects and Awarded Projects (Awaiting NTP)

Project	Current Project	Completion Date	Awaiting NTP/WO
Miami-Dade County 40 Years Certification for Multiple County Facilities	x	Dec. 2024	
Miami-Dade County Transportation Public Works (FDOT LAP) CEI			x

#### E.3. Communications

Communication and direct interface are critical to resolving permitting issues, plan discrepancies, budget issues, field conflicts, and unforeseen or changed conditions. TGI will provide City with an efficient and responsive team, fully capable of handling all project details. Conflicts and unforeseen conditions can significantly influence project progress and drive-up costs. We believe effective communication and relationships can make the difference on any construction project. Our proactive approach to addressing project challenges with the Contractor, City and Stakeholders has proven time after time to result in better quality, reduced cost, and time benefits. TGI team will work closely with the contractor to vigorously pursue solutions by providing immediate and swift decisions that will allow the contractor to continue work. We will assemble all relevant information, review, and evaluate information. Work closely with the contractor to vigorously pursue solutions and recommend the most efficient and effective course of action. We will forward recommendations to the City's PM and the EOR for review. Upon resolution, TGI team will verify that approved remedial actions are carried out and that all contract administration associated with the change are accurately tracked and documented accordingly. We know consistent communication with all stakeholders is key to the success of this contract and we are dedicated to that goal.

#### E.4. Constructability Review & Value Engineering

Constructability reviews provide the opportunity for experienced personnel to identify construction-related issues prior to production work. Our staff has been instrumental in identifying construction issues and successfully resolving them in the design stage/prior to beginning of construction. Our success in this area is a direct result of our experienced reviewers' hands-on field experience. If needed, our seasoned project team will work with the design team to provide in-depth constructability reviews & value engineering to identify areas of potential conflict, along with time and cost saving innovations, prior to construction. The end result will be cost and time savings through avoidance of major impacts during construction. We understand that Value Engineering (VE) should be performed early in the design process. However, TGI team led by [Raof Shams](#) (SAVE International VE certified) will conduct any opportunity for cost saving and quality improvements.

#### E.5. Construction Cost Control

Construction cost control includes the effective use of money by the contractor. Unforeseen site conditions and material overruns and underruns are not uncommon. Should the contractor request additional funding for overruns or unforeseen conditions, the TGI team will thoroughly evaluate the request prior to recommending any additional funding. This thorough evaluation includes a review of the plans, specifications, technical and supplemental specifications, plan notes and details, bid tabulation and/or schedule of values, bidder addenda, permits, and the signed contract. Following this review, should additional funding be warranted, we will coordinate with the contractor to establish a fair cost for the additional work. In some cases, actual quantities installed may be less than planned. During such an event, TGI team will scrutinize the activity to verify that the intent of the plans has been met. Should the underrun be accurate, we will verify that the contractor's monthly request for payment only includes quantities encompassing the work actually performed.

#### E.6. Problem Resolution / Unforeseen Conditions

TGI team will provide City with an efficient and responsive team, fully capable of handling all project details. Conflicts and unforeseen conditions can significantly influence project progress as well as drive up costs. TGI team, led by QA [Raof Shams](#) will prepare [Proactive](#) project specific [Quality Management Plans \(QMPs\)](#), [Inspection Test Plans \(ITPs\)](#), [Witness & Hold Points Process](#), [Risk Management Matrix](#) including identifying potential issues, resolution and cost saving opportunities which benefits the project stakeholders, as well as the City. In addition, we will create project specific [SharePoint](#) consist of set of PDF plans, City, and FDOT Specifications, Standard Plans, Materials Approved Product List, FDOT MOT Index 600, Design Standards, ITPs, Shop Drawings, Job Guide Schedule, Installation Plans, Inspection Checklists, Quality Management Plans, and Inspection Request for TGI team and all project stakeholders to use. Communication and direct interface are critical to [Problem-Solving](#) such as permitting issues, plan discrepancies, budget issues, field conflicts, unforeseen or changed conditions. We will work closely with the contractor to vigorously pursue solutions by providing immediate and swift decisions that will allow the contractor to continue the work. We will assemble all relevant information, review, and evaluate that information, work closely with the contractor to vigorously pursue solutions, and recommend the most efficient and effective course of action. We will forward

recommendations to the City's project manager and the EOR for review. Upon resolution, we will verify that approved remedial actions are carried out and that all contract administration associated with the change are accurately tracked and documented. With the support of our project manager, [Mansoor Shirazi](#) will address problems as they arise and will keep the key decision makers informed of all pending issues. Our approach to resolving conflicts that occur throughout the project's construction is to [Prioritize Issues](#) based on their impact to safety, quality, project schedule, stakeholders, or their potential for a change request.

#### **E.7. Environmental Control / Sea Level Rise**

We are aware that sea level is rising in the city through sunny day flooding events, and sea level rise above 2 feet NAVD by 2060, the frequency of flooding event would be 226 days/year. Broward County is proposing seawalls that are 4 feet NAVD by 2035 and 5 feet NAVD by 2050, allowing 2 years for municipal implementation. Resiliency challenges of sea level rise, extreme rainfall and drought, coastal and inland flooding, increased storm intensity, saltwater intrusion, beach erosion, rising temperatures, and ocean acidification. Flood risk is an immediate and growing threat across the region. We are experienced in seawall construction and will make sure that there is an approved Environmental Control Resiliency Plan (ECRP) before any construction activity can begin. We will ensure that all environmental protection devices, included the required, silt fence, sediment barrier and wind erosion control devices are in place and in accordance with the specification, the ECRP, and the Storm Water Pollution Prevention Plan (SWPPP). In addition, we will prepare project's specific Environmental Quality Management Plan (EQMP). Project's Environmental requirements will be audited by our QA ([Raof Shams](#)) on regular basis for compliance and improvement as per project requirements.



#### **E.8. Maintenance Of Traffic (MOT)**

TGI team will prepare project specific [Traffic Quality Management Plan \(TQMP\)](#). As early as the pre-construction meeting, Contractor's Traffic Control Plan that will be used in the project will be reviewed and discussed to make sure that it warrants the safe flow of traffic during all MOT phases. TGI team will enforce and coordinate daily and weekly MOT inspections within the limits of the project, in coordination and joint site visit/inspection with the contractor(s). TGI's Project Administrator & Inspectors will walk the project consistently and review the weekly MOT reports to make sure that all deficiencies are corrected immediately, and any other deficiencies are corrected within 24 hours. All lane closure requests on the project must be coordinated with the City & County Traffic Operations Center, in advance of any lane closures. Furthermore, all lane closures must be coordinated with the City's PM, as well as local special events. TGI staff will make sure all stakeholders are aware of upcoming lane closures in coordination with the city's PM. Safety of the traveling public is a primary concern of TGI team. Safety is achieved by executing a concise, clearly identified traffic control plan. TGI team understands the importance of MOT and has made a strategic decision to maximize the knowledge of our staff. Project MOT will be audited by our QA ([Raof Shams](#)) on regular basis for compliance & improvements.

#### **E.9. Safety, Health, Environment, and Risk Management (SHERM)**

SHERM Management is TGI's Safety, Health, Environment and Risk Management program and one of the most important tools in our corporate commitment to implementing best practices in achieving zero harm zero incident. SHERM manual will help TGI Project Managers to implement effective SHERM Management programs on projects by explaining each step in the health, safety, and risk management process. The manual outlines roles and responsibilities and provides examples and sample forms, so Project Managers have ready access to everything needed to establish a strong safety program at the outset of a project.

#### **E.10. Quality**

TGI has established and maintains a Quality Management System (QMS) that meets the requirements of City & ISO 9001:2015. Our team has prepared, performed, maintained, implemented & approved Quality Management System on mega projects such as I-595 Express, SH 288, Ottawa Rail, Toronto H-427, Dubai Metro, Doha Metro during DBO&M periods. TGI quality system is designed and built into the work during planning, preparation and implemented during review/checking, and Witness & Hold points process. TGI team will provide project specific Quality Assurance Plan, based on the City, ISO and TGI ["Do It Right First Time, All The Time"](#) quality policy. Periodic internal audits will be performed by QA ["Raof Shams"](#), a certified auditor. We will provide the following quality services:

- Prepare project specific quality plans and procedures
- Train all project stakeholders on project QMS
- Prepare Inspection Test Plans
- Review procedures intended for the QA and QC of the works
- Recommend and agree with all parties involved in any improvements of QMS as appropriate
- Monitor testing activities to ensure tests are properly carried out and audit compliance of test results



- Monitor sampling in the field to ensure compliance with testing procedures
- Ensure the contractor has a robust system for the periodic checking and calibration of laboratory equipment
- Review materials testing results to ensure compliance with specifications and recommendations
- Undertake verification of sample taking and coordinate testing for required independent testing
- Review all laboratory test results submitted by the contractor as part of the material approval process
- Certify quality of work performed as part of monthly payment process
- Perform periodic audit of QMS for compliance and improvements
- Certify contractor's monthly estimate in regard to quality of work performed
- Witness critical tests required as part of the commissioning of the works
- Review and monitor the contractor's concrete mix design, placing, and curing techniques

#### **E.11. Meeting Project Time & Budget Requirements**

Throughout construction, it is essential that the project schedule is accurately maintained. We will provide written review of the schedule identifying significant omissions, improbable or unreasonable activity durations, error in logic, and any other concerns. TGI has in-house technical professionals who specialize in comprehensive schedule analysis and control. In order to facilitate project execution, we will provide oversight and evaluation of the contractor's baseline CPM schedule and all corresponding updates. Our team will work with the contractor to assist him in maintaining his schedule and will coordinate the inspection team to meet the demands of the items being constructed, with increases or decreases to staffing levels being adjusted regularly. We will identify potential areas and/or activities that could increase production rates, will discuss them at the [Progress Meetings](#) and note them in the 2-week look ahead. Any potential issue that could delay the project will be discussed with the contractor immediately. Analyzing and monitoring the project schedule will allow us to proactively mitigate cost overruns by identifying areas where the contractor can save time and money. We will provide written review of the schedule identifying significant omissions, improbable or unreasonable activity durations, error in logic, and any other concerns. TGI scheduling professionals have the means to produce several views of the contractor's schedule (i.e., critical path activities only, activities sorted by proposed early start date, etc.), which is extremely useful in verifying controlling items of work, determining impacts of inclement weather, and delay claims.

#### **E.12. Project Management and Administration**

TGI team will follow project specific, and effective construction program from the pre-construction phase through construction, documentation, project acceptance, and closeout:

- **Pre-Construction Phase:**
  - Review contractor's bid documents to ensure compliance with the requirements
  - Generate project specific Quality Management System (QMS)
  - Perform preconstruction survey of project existing condition of sidewalks and adjacent existing structures
  - Meet with the contractor to identify key personnel associated with the project(s)
  - Establish project-level lines of authority and communication
  - Conduct pre-construction meeting to coordinate and communicate project expectations
  - Perform constructability reviews & possible value engineering as necessary
  - Communicate and coordinate with the residents, public agencies, and utility owners
- **Construction Phase:**
  - Conduct project meetings on a weekly/bi-weekly basis
  - Perform pre-activity meeting, prior to major construction activities
  - Review and approve the contractor's Request for Information (RFI)
  - Review the contractor's monthly invoice
  - Review, approve and/or coordinate shop drawings
  - Review & approve Traffic Control Plan (TCP)
  - Review & approve contractor's Quality Plan
  - Review & approve contractor's Hurricane Action Plan
  - Review & approve the contractor's material testing reports, and field records
  - Maintain a daily, complete, and accurate record of all activities and events
  - Verify contractor correct wage table
  - Performed monthly employee EEO labor interview as per FDOT LAP requirements
  - Attend compliance audits & assist FDOT Dist. IV Compliance Manager
  - Submit monthly LAP compliance checklist
  - Verify DBE goals as per Federal & State requirements
  - Communicate construction progress, issues, deficiencies, with the City's Project Manager



- Monitor adjacent existing structures within project limit
- Perform verification sampling and testing of materials
- Verify that the contractor's sampling and testing of materials in compliance with project requirements
- Evaluate conflicts accurately and thoroughly to provide fair and equitable report
- Analyze the submittal and the validity of the claim(s), and provide recommendation to the City
- Advise the City in writing, of any omissions, substitutions, defects, and deficiencies
- Monitor contractor's compliance with the contract documents and permitting agency requirement
- Minimize the impact of construction on traffic flow for all users by aggressively enforcing the MOT
- Analyze changes to the plans, specifications or contract provisions
- Analyze contractor's baseline critical path method (CPM) schedule for completeness and logic
- Provide high resolution digital photos daily of each construction project sites
- **Post-Construction Phase:**
  - Conduct a final site inspection to verify that work has been constructed in accordance with the construction documents
  - Continue reviewing contractor claim(s) and prepare & process required documents
  - Initiate jurisdictional permitting agencies closeout procedures
  - Review construction closeout documents, record drawings, and warranties delivered by the contractor for contract compliance with Project, State and Federal requirements
  - Prepare a recommendation for the city regarding the disposition of final acceptance, based on project completion of punch list items and the final site inspection
  - Submit the final estimate(s) and set of final "as-built plans" documenting the Contractor's work in compliance with requirements
  - Prepare final project reports and financial summary
  - Obtain release of liens from all contractors.
  - Provide project lessons learned.

#### **E.13. Local, State and Federal Compliance Requirements**

This project includes Federal Funds; hence we will coordinate EEO compliance with the assigned RCS. Conduct and review Employee EEO labor interviews with Contractor's employees, as per FDOT LAP requirements for contractors to ensure that all DBE and EEO/AA subcontractors are paid timely, and payments are verified. We are aware and implemented FDOT specification 344-1.2.1 for Local AGENCY PROGRAM (LAP) (Class-D) for Concrete Sidewalk.

#### **E.14. Managing Consultant Budget**

Our goal is to complete contracts without requesting additional funds from the City and we do this by managing our budget. As we have done on other projects, even though time extensions may have been granted to the contractor, our projects still have been within the original budget. We will be assigning staff when needed and at the level required by the demands of the project. TGI makes a concerted effort to adjust staffing levels based on the activities being performed. This is accomplished by continuous communication with the project team, a cross comparison of the contractor's two-week look ahead with the updated CPM schedule, and through communication between the on-site inspection staff and the contractor. If it is determined that staffing levels can be reduced or should be increased, TGI PM will coordinate with and provide a recommendation to the City Project Manager. In addition, as part of monthly invoice, we will submit a monthly Burndown Chart which we use for budget tracking and forecasting of expenditures, to the City Project Manager. TGI PM will monitor inspection staff overtime (if any) and when necessary will implement a staggered schedule to provide essential services while minimizing overtime usage. We are committed to saving for the City by combining responsibilities such as Project Administrator & Contract Support Specialist / Project Control.





**Tectonic Group International (TGI)**

City of Hollywood  
RFQ-136-24-WV  
CEI Services for Beverly Park Sidewalk Network

## **G. FINANCIAL RESOURCES**



**Tectonic Group International, LLC**

City of Hollywood  
2600 Hollywood Blvd  
Annex Building Room 16W  
Hollywood, Florida 33301

November 14, 2023

**Re: RFQ-136-24-WV (CEI Services for Beverly Park Sidewalk Network) - Financial Letter**

This is to certify that Tectonic Group International, LLC is financially in a good condition, and never has been involved in any litigation or bankruptcy proceeding.

Should you have any question, or required additional information, please do not hesitate to call at 954.290-2056 or email at [maryam.shams@tecgi.com](mailto:maryam.shams@tecgi.com).

Best Regards,

A handwritten signature in blue ink that reads "Maryam Shams".

Maryam Shams  
CFO

CC: File



**Tectonic Group International (TGI)**

City of Hollywood  
RFQ-136-24-WV

CEI Services for Beverly Park Sidewalk Network

## **H. LEGAL PROCEEDINGS AND PERFORMANCE**



**Tectonic Group International, LLC**

City of Hollywood  
2600 Hollywood Blvd  
Hollywood, Florida 33020

November 14, 2023

**Re: RFQ-136-24-WV – Legal Proceedings and Performance**

This is to certify that Tectonic Group International, LLC has never been involved in any:

- Arbitration
- Lawsuit
- Litigation
- Bankruptcy proceeding
- Termination by other party
- Bonding to pay subconsultant or supplier

Should you have any question, or required additional information, please do not hesitate to call at 954.610-4482 or email at [raof.shams@tecgi.com](mailto:raof.shams@tecgi.com).

Best Regards,

A handwritten signature in blue ink that reads 'A. Raof A. Shams'.

Raof Shams  
President

CC: File



## I. REQUIRED FORMS/EXHIBITS (FDOT FORMS)

### I.1. Acknowledgement and Signature Page

RFQ- 136-24-WV

#### ACKNOWLEDGMENT AND SIGNATURE PAGE

This form must be completed and submitted by the date and the time of proposal/response opening.

**Tectonic Group International**

Legal Company Name (include d/b/a if applicable): \_\_\_\_\_ Federal Tax Identification Number: **65-1001637**

If Corporation - Date Incorporated/Organized: **February 10, 2000**

State Incorporated/Organized: **Florida**

Company Operating Address: **931 SW 171 Terrace**

City **Pembroke Pines** State **FL** Zip Code **33027**

Remittance Address (if different from ordering address): **P.O.Box 822606**

City **Pembroke Pines** State **FL** Zip Code **33082**

Company Contact Person: **Raof Shams** Email Address: **raof.shams@tecgi.com**

Phone Number (include area code): **954-610-4482** Fax Number (include area code): \_\_\_\_\_

Company's Internet Web Address: **www.tecgi.com**

IT IS HEREBY CERTIFIED AND AFFIRMED THAT THE PROPOSER/RESPONDENT/CONSULTANT CERTIFIES ACCEPTANCE OF THE TERMS, CONDITIONS, SPECIFICATIONS, ATTACHMENTS AND ANY ADDENDA. THE PROPOSER/RESPONDENT/CONSULTANT SHALL ACCEPT ANY AWARDS MADE AS A RESULT OF THIS SOLICITATION.

\_\_\_\_\_  
President *A. Raof Shams* 11/14/2023  
Proposer/Respondent/Consultant's Authorized Representative's Signature: \_\_\_\_\_ Date

Type or Print Name: **Raof Shams**

THE EXECUTION OF THIS FORM CONSTITUTES THE UNEQUIVOCAL OFFER OF PROPOSER/RESPONDENT/CONSULTANT TO BE BOUND BY THE TERMS OF ITS PROPOSAL/STATEMENT OF QUALIFICATIONS (SOQ). FAILURE TO SIGN THIS SOLICITATION WHERE INDICATED BY AN AUTHORIZED REPRESENTATIVE SHALL RENDER THE PROPOSAL/RESPONSE NON-RESPONSIVE. THE CITY MAY, HOWEVER, IN ITS SOLE DISCRETION, ACCEPT ANY PROPOSAL/RESPONSE THAT INCLUDES AN EXECUTED DOCUMENT WHICH UNEQUIVOCALLY BINDS THE PROPOSER/RESPONDENT/CONSULTANT TO THE TERMS OF ITS OFFER.

**ANY EXCEPTION, CHANGES OR ALTERATIONS TO THE GENERAL TERMS AND CONDITIONS, HOLDHARMLESS/INDEMNITY DOCUMENT OR OTHER REQUIRED FORMS MAY RESULT IN THE PROPOSAL/RESPONSE BE DEEMED NON-RESPONSIVE AND DISQUALIFIED FORM THE AWARD PROCESS**





## I.2. Drug Free Workplace Program

RFQ-

### 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: **NOT APPLICABLE TO FEDERALLY FUNDED PROJECT 287.087 F.S.**

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).
4. In the statement specified in subsection (1), notify the 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 these requirements.

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

SIGNATURE

Raof Shams

PRINTED NAME

Tectonic Group International

NAME OF COMPANY

RFQ Number: 136-24-WV

Title: President



### I.3. References Questionnaire

#### REFERENCE QUESTIONNAIRE

Construction Engineering Inspection Services for Beverly Park (RFQ-136-24-WV)

Giving reference for: **Tectonic Group International, LLC**

Firm giving Reference: **Miami-Dade County (ISD)**

Address: **111 NW 1<sup>st</sup> Street Suite 2420 Miami, Florida 33128**

Phone: **(305) 812- 8758**

Fax: \_\_\_\_\_

Email: **sarah.riggs@miamidade.gov**

1. **Q:** What was the dollar value of the contract?

**A: \$200,000**

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

**A: No**

3. **Q:** Did they perform on a timely basis as required by the agreement?

**A: YES**

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

**A: YES**

5. **Q:** Would you use them again?

**A: YES, DEFINITELY**

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

**A: XX Excellent ☐ 4 Good ☐ 3 Fair ☐ 2 Poor ☐ 1 Unacceptable**

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

**A: Great prices. Great responsiveness. Very easy to work with. Great professionals and knowledge. Top notch team.**

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: **Sarah Riggs**

Title: **Project Manager**

Signature: *Sarah Riggs*

Date: **10.27.2023**



## REFERENCE QUESTIONNAIRE

Construction Engineering Inspection Services for Beverly Park (RFQ-136-24-WV)

Giving reference for: **Tectonic Group International, LLC**

Firm giving Reference: **Miami-Dade County (Port Miami)**

Address: **1015 North America Way, 3<sup>rd</sup> Floor Miami, Florida 33132**

Phone: **(305) 347-4802**

Fax: \_\_\_\_\_

Email: **victor.gutierrez@miamidade.gov**

1. **Q:** What was the dollar value of the contract?

**A:** **\$498,489.82**

2. Have there been any change orders, and if so, how many?

**A:** **No**

3. **Q:** Did they perform on a timely basis as required by the agreement?

**A:** **Yes**

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

**A:** **Yes**

5. **Q:** Would you use them again?

**A:** **Yes**

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

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

7. **Q:** Is there anything else we should know that we have not asked?

**A:** **Tectonics' personnel was responsive and resourceful**

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: **Victor M. Gutierrez, PE**

Title: **Project Manager**

Signature: **Victor M.  
Gutierrez**

Digitally signed by Victor M. Gutierrez  
DN: cn=Victor M. Gutierrez, o=CEI  
email=victor.gutierrez@miamidade.gov, c=US  
Date: 2023.10.27 17:42:17 -0400

Date: **10/27/2023**





## REFERENCE QUESTIONNAIRE

Construction Engineering Inspection Services for Beverly Park (RFQ-136-24-WV)

Giving reference for: **Tectonic Group International, LLC**

Firm giving Reference: **I 595 Express**

Address: **10368 SR 84 Davie, Suite 202, Florida 33324**

Phone: **(219) 628 - 3306**

Email: **mpierce@i595express.com**

1. Q: What was the dollar value of the contract?  
A: **\$1.5 Billion total project value**
2. Have there been any change orders, and if so, how many?  
A: **Yes, total of 10 change orders**
3. Q: Did they perform on a timely basis as required by the agreement?  
A: **Yes**
4. Q: Was the project manager easy to get in contact with?  
A: **Yes**
5. Q: Would you use them again?  
A: **Yes**
6. Q: Overall, what would you rate their performance? (Scale from 1-5)  
A: ☐ 5 Excellent ☒ 4 Good ☐ 3 Fair ☐ 2 Poor ☐ 1 Unacceptable
7. Q: Is there anything else we should know, that we have not asked?  
A: **No**

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: **Matt Pierce**

Title: **CEO**

Signature:  Date: **10/27/23**



## REFERENCE QUESTIONNAIRE

Construction Engineering Inspection Services for Beverly Park (RFQ-136-24-WV)

Giving reference for: **Tectonic Group International, LLC**

Firm giving Reference: **Blue Ridge Transit Group**

Address: **6538 South FWY Houston, Texas 77021**

Phone: **(305) 542 - 8334**

Fax: \_\_\_\_\_

Email: **emartin@btg288.com**

1. **Q:** What was the dollar value of the contract?

**A:** \$952,000.00

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

**A:** No

3. **Q:** Did they perform on a timely basis as required by the agreement?

**A:** Yes

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

**A:** Yes

5. **Q:** Would you use them again?

**A:** Yes

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

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

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

**A:** Easy to communicate with them and responsive

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: **Enrique Martin**

Title: **CEO**

Signature:

Date:

11/2/2023.



#### I.4. Non-Collusion Affidavit

RFQ-136-24-WV

### NON-COLLUSION AFFIDAVIT

STATE OF: Florida

COUNTY OF: Broward, being first duly sworn, deposes and says that:

- (1) He/she is Raf Shams of Tectonic Group Int., the Bidder that has submitted the attached Bid.
- (2) He/she 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 an advantage against the City of Hollywood 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) A. Phil. A. & President  
Title

Subscribed and sworn to before me this

1<sup>st</sup> day of November, 2023

My commission expires: 06/15/2026



NOZOMI UEKI-PONCE  
Notary Public  
State of Florida  
Comm# HH276556  
Expires 6/15/2026

RFQ Number: 136-24-WV Title: President



**I.5. Statement of Qualification Certification**

RFQ- 136-24-WV

**STATEMENT OF QUALIFICATION CERTIFICATION****Please Note:** All fields below must be completed. If the field does not apply to you, please note N/A in that field.If you are a foreign corporation, you may be required to obtain a certificate of authority from the department of state, in accordance with Florida Statute §607.1501 (visit <http://www.dos.state.fl.us/> ).Company: (Legal Registration) Tectonic Group International, LLCName/Principal/Project Manager: Raof ShamsAddress: 931 SW 171 TerraceCity: Pembroke Pines State: Florida Zip: 33027Telephone No. 954-610-4482 FEIN/Tax ID No. 65-1001637 Email: raof.shams@tecgi.comDoes your firm qualify for DBE : YES X NO       **ADDENDUM ACKNOWLEDGEMENT** - Proposer acknowledges that the following addenda have been received and are included in the proposal:

<u>Addendum No.</u>	<u>Date Issued</u>	<u>Addendum No.</u>	<u>Date Issued</u>
_____	_____	_____	_____
_____	_____	_____	_____

**VARIANCES:** State any variations to specifications, terms and conditions in the space provided below or reference in the space provided below all variances contained on other pages of bid, attachments or bid pages. No variations or exceptions by the Proposer will be deemed to be part of the bid submitted unless such variation or exception is listed and contained within the bid documents and referenced in the space provided below. If no statement is contained in the below space, it is hereby implied that your bid/proposal complies with the full scope of this solicitation. If this section does not apply to your bid, simply mark N/A. If submitting your response electronically through OPENGGOV you must click the exception link if any variation or exception is taken to the specifications, terms and conditions.

The below signatory hereby agrees to furnish the following article(s) or services at the price(s) and terms stated subject to all instructions, conditions, specifications addenda, legal advertisement, and conditions contained in the bid/proposal. I have read all attachments including the specifications and fully understand what is required. By submitting this signed proposal I will accept a contract if approved by the City and such acceptance covers all terms, conditions, and specifications of this bid/proposal. The below signatory also hereby agrees, by virtue of submitting or attempting to submit a response, hereby agrees that in no event shall the City's liability for respondent's indirect, incidental, consequential, special or exemplary damages, expenses, or lost profits arising out of this competitive solicitation process, including but not limited to public advertisement, bid conferences, site visits, evaluations, oral presentations, or award proceedings exceed the amount of five hundred dollars (\$500.00). This limitation shall not apply to claims arising under any provision of indemnification or the City's protest ordinance contained in this competitive solicitation.

Submitted by:

Raof Shams

Name (printed)

11/14/2023

Date:

Signature

President

Title



## I.6. Sworn Statement Pursuant to Section 287.133(3) (a) Florida Status on Public Entity Crimes

RFQ- 136-24-WV

### SWORN STATEMENT PURSUANT TO SECTION 287.133 (3) (a) FLORIDA STATUTES 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 form statement is submitted to City of Hollywood  
by Raof Shams for Tectonic Group International  
(Print individual's name and title) (Print name of entity submitting sworn statement)  
whose business address is 931 SW 171 Terrace Pembroke Pines, Florida 33027  
and if applicable its Federal Employer Identification Number (FEIN) is 65-1001637 If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement.  
595-48-1402

2. I understand that "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 with the United States, including, but not limited to, any bid, proposal, reply, or contract for goods or services, any lease for real property, or any contract for the construction or repair of a public building or public work, involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misinterpretation.

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 an 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, nonjury trial, or entry of a plea of guilty or nolo contendere.

4. I understand that "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 "person," as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or any 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 let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, 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 relation to the entity submitting this sworn statement. (Please indicate which statement applies.)

☒ Neither the entity submitting sworn statement, nor any of its officers, director, 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.



RFQ- 136-24-WV

\_\_\_\_\_ 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, 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, but the Final Order entered by the Hearing Officer in a subsequent proceeding before a Hearing Officer of the State of the State of Florida, Division of Administrative Hearings, 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 (ONE) 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 THAT PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017 FLORIDA STATUTES FOR A CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

A. M. A-S  
(Signature)

Sworn to and subscribed before me this 1st day of November, 2023

Personally known \_\_\_\_\_

Or produced identification FLDL#A562-000-57 Notary Public-State of Florida

FL DL  
(Type of identification)

my commission expires 06/15/2026



Notary Public  
State of Florida  
Comm# HH276556  
Expires 6/15/2026

Nozomi Ueki-Ponce  
(Printed, typed or stamped commissioned name of notary public)

RFQ Number: 136-24-WV

Title: President





## 1.7. Solicitation, Giving and Acceptance of Gift Policy

RFQ-136-24-WV

### 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, local government attorney, 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, local government attorney, 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 Hollywood 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.

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 or terms on a debt, loan, goods, or services,
- Forgiveness of indebtedness,
- Transportation, lodging, or parking,
- Food or beverage,
- 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.

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.

*A. Raof Shams*

SIGNATURE

**Raof Shams**

PRINTED NAME

**Tectonic Group International**

NAME OF COMPANY

**President**

TITLE

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



## I.8. Truth in Negotiation Certification

### Exhibit A

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION  
**TRUTH IN NEGOTIATION CERTIFICATION**

375-030-30  
PROCUREMENT  
05/14

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

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

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

**Tectonic Group International**

\_\_\_\_\_  
Name of Consultant

By: **Raof Shams** *A.R.A.S.* \_\_\_\_\_

**11/14/2023**

\_\_\_\_\_  
Date



## I.9. Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion

### Exhibit B

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

375-030-32  
PROCUREMENT  
11/15

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

Name of Consultant/Contractor: Tectonic Group International

By: Raof Shams

Date: 11/14/2023

Title: President

#### Instructions for Certification

Instructions for Certification - Lower Tier Participants:

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

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



**I.10. Certification for Disclosure of Lobbying Activities on Federal-Aid Contracts (Exhibit C)**

**Exhibit C**

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

375-030-33  
PROCUREMENT  
10/01

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

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

(2) If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities", in accordance with its instructions. (Standard Form-LLL can be obtained from the Florida Department of Transportation's Professional Services Administrator or Procurement Office.)

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

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

Name of Consultant: Tectonic Group International

By: Raof Shams Date: 11/14/2023

Authorized Signature: A. R. A. S.

Title: President





## I.11. Disclosure of Lobbying Activities (Exhibit D)

## Exhibit D

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION  
DISCLOSURE OF LOBBYING ACTIVITIES375-030-34  
PROCUREMENT  
02/16

Is this form applicable to your firm?

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

<b>1. Type of Federal Action:</b> a. contract b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance	<b>2. Status of Federal Action:</b> a. bid/offer/application b. initial award c. post-award	<b>3. Report Type:</b> a. initial filing b. material change <b>For Material Change Only:</b> Year: _____ Quarter: _____ Date of last report: _____ (mm/dd/yyyy)
<b>4. Name and Address of Reporting Entity:</b> <input checked="" type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known: Tectonic Group International 931 SW 171 Terrace Pembroke Pines, FL 33027  Congressional District, if known: 4c _____		<b>5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime:</b> _____ _____ _____  Congressional District, if known: _____
<b>6. Federal Department/Agency:</b> _____ _____		<b>7. Federal Program Name/Description:</b> _____ _____ CFDA Number, if applicable: _____
<b>8. Federal Action Number, if known:</b> _____		<b>9. Award Amount, if known:</b> \$ _____
<b>10. a. Name and Address of Lobbying Registrant</b> (if individual, last name, first name, MI): _____ _____ _____		<b>b. Individuals Performing Services</b> (including address if different from No. 10a) (last name, first name, MI): _____ _____ _____
<b>11.</b> Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.		Signature: <u>A. Raif A. Shams</u> Print Name: <u>Raof Shams</u> Title: <u>President</u> Telephone No.: <u>954-610-4482</u> Date (mm/dd/yyyy): <u>11/14/2023</u>
<b>Federal Use Only:</b>		Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)



## J. INSURANCES

ACORD®		CERTIFICATE OF LIABILITY INSURANCE		DATE (MM/DD/YYYY) 11/13/2023				
THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.								
IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must 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 TWFG INSURANCE SERVICES LLC/PHS 61614728 The Hartford Business Service Center 3600 Wiseman Blvd San Antonio, TX 78251			CONTACT NAME: PHONE (866) 225-7966 FAX (A/C, No, Ext): (A/C, No): E-MAIL ADDRESS:					
INSURED TECTONIC GROUP INTERNATIONAL, LLC. PO BOX 822606 PEMBROKE PINES FL 33082-2606			INSURER(S) AFFORDING COVERAGE		NAIC#			
			INSURER A : Sentinel Insurance Company Ltd.		11000			
			INSURER B : Hartford Casualty Insurance Company		29424			
			INSURER C :					
			INSURER D :					
			INSURER E :					
			INSURER F :					
<b>COVERAGES</b> <b>CERTIFICATE NUMBER:</b> <b>REVISION NUMBER:</b>								
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 INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	COMMERCIAL GENERAL LIABILITY	X		61 SBM UH1927	01/12/2023	01/12/2024	EACH OCCURRENCE	\$1,000,000
	CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$1,000,000
	X General Liability						MED EXP (Any one person)	\$10,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						PERSONAL & ADV INJURY	\$1,000,000
	POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC						GENERAL AGGREGATE	\$2,000,000
	OTHER:						PRODUCTS - COMP/OP AGG	\$2,000,000
A	AUTOMOBILE LIABILITY			61 SBM UH1927	01/12/2023	01/12/2024	COMBINED SINGLE LIMIT (Ea accident)	\$1,000,000
	ANY AUTO		BODILY INJURY (Per person)					
	ALL OWNED AUTOS	SCHEDULED AUTOS	BODILY INJURY (Per accident)					
	X HIRED AUTOS	X NON-OWNED AUTOS	PROPERTY DAMAGE (Per accident)					
	UMBRELLA LIAB EXCESS LIAB						EACH OCCURRENCE	
	DED RETENTION \$						AGGREGATE	
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	Y/N <input type="checkbox"/> N/A		61 WEC AN3381	01/12/2023	01/12/2024	X PER STATUTE	OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						E.L. EACH ACCIDENT	\$500,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE -EA EMPLOYEE	\$500,000
							E.L. DISEASE - POLICY LIMIT	\$500,000
A	EMPLOYMENT PRACTICES LIABILITY			61 SBM UH1927	01/12/2023	01/12/2024	Each Claim Limit	\$10,000
							Aggregate Limit	\$10,000
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)								
Those usual to the Insured's Operations. Certificate holder is an additional insured per the Business Liability Coverage Form SS0008, attached to this policy.								
CERTIFICATE HOLDER City of Hollywood & FDOT 2600 HOLLYWOOD BLVD HOLLYWOOD FL 33020-4807					CANCELLATION 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 <i>Susan L. Castaneda</i>			

© 1988-2015 ACORD CORPORATION. All rights reserved.

ACORD 25 (2016/03)

The ACORD name and logo are registered marks of ACORD