



CITY OF HOLLYWOOD, FLORIDA

PROCUREMENT SERVICES DIVISION

Piggybacking Request Form

(Use for purchase(s) over \$25,000, when piggybacking off other contracts)

Date 5/2/19

Department/Office Public Utilities/Underground Utilities

Division/Area 4000/401

Contract Administrator Robert Walker

Title Manager

Phone 954-921-3046

Email rawalker@hollywoodfl.org

2019 MAY 13 PM 2:56

CITY OF HOLLYWOOD
PROCUREMENT SERVICES
DIVISION

1. Requested Vendor Craig A Smith & Associates

Vendor Number 26688

Address 7777 Glades Rd, Suite #410, Boca Raton, FL 33434

Contact Person Jim Driscoll

Title President

Phone 754-224-6470

Email jdriscoll@craigasmith.com

2. Contract title requesting to piggyback? Renewal of Utility Locating Contract

Awarding Agency Pembroke Park

Contract Expiration Date 4/12/20

Copy of Contract and Awarding Agency documentation is attached.

☒ Yes ☐ No

3. Product/Service being requested (be specific). Locating & marking underground utilities

4. Detailed description of the products/services function and purpose. Marking of buried facilities per State and Federal statutes

Procurement Service Division use only

Requisition # R _____
(As Applicable)

Purchase Order # P _____
(As Applicable)

Blanket Purchase Order # BPO _____
(As Applicable)

5. Please explain what process the Department/Office took to verify and/or identify this contract. Received notification from vendor of end of Cooper City contract and availability of Permbroke Park Contract.

6. Were alternative contracts evaluated to determine that the City is obtaining the most advantageous contract pricing for the required product/service?

☐ Yes ☒ No

Please explain This vendor has provided us this service for the last decade and has an expert knowledge of our infrastructure.

7. Total cost of the requested product/service. \$300,000.00

8. Total estimated annual (fiscal year) cost of requested product/service. \$300,000.00

Account Number(s) 442.400201.53600.531170.000000.000.000-\$70,000.00,
442.400202.53600.531170.000000.000.000 -\$60,000.00, 443.410101.53800.531170.000000.000.000 -
\$110,000.00 & 001.500302.54100.531170.000000.000.000 - \$60,000.00

9. Is this product/service covered by a warranty? ☒ Yes ☐ No

If yes, please attach a copy of the warranty details.

10. Would this purchase(s) result in the potential of future purchases for related products/services being restricted to a particular vendor or create a specific vendor as sole source provider for related items?

☐ Yes ☒ No

If yes, please describe the related products/services and estimated cost(s.) _____

11. Would this purchase(s) result in any future maintenance costs which are not included in the initial purchase?

☐ Yes ☒ No

If yes, please attach a draft maintenance plan which includes cost estimates and funding source(s.) _____

12. Is this a grant related purchase? ☐ Yes ☒ No

If yes, please provide details (timeline, expiration dates, milestones, special procurement requirements, etc.) _____

Will this require matching funds? ☐ Yes ☐ No

What is the grant source? _____

What is the grant (dollar) amount? _____

13. Please complete an advanced search of the vendor recommended for award on the Federal Government's Systems for Award Management at www.sam.gov.

Procurement Service Division use only

Requisition # R _____
(As Applicable)

Purchase Order # P _____
(As Applicable)

Blanket Purchase Order # BPO _____
(As Applicable)

Date of Advanced Search _____

Company Name(s) Searched _____

Search Results _____

REQUESTING DEPARTMENT RECOMMENDATION

Note: By signing and returning this form, you are verifying and acknowledging that you have reviewed all portions (scope, terms, conditions, pricing, etc.) of the requested contract and recommend its approval based on the contract complying with the City of Hollywood's scope and pricing requirements and to the best of your knowledge the contract does not violate any applicable policy, statute, governing rule or regulation.

for Robert Walker

5/2/19

Contact Person's Signature

Date

for B. Walker

05/6/19

Supervisor's Signature

Date

[Signature]

05/06/19

Director's Signature

Date

APPROVAL (Procurement Service Division Use Only)

Verified By:	<i>u2</i>	Date	<i>5/29/19</i>
Approved By:	<i>Paltan</i>	Date	<i>5/30/2019</i>

Procurement Service Division use only

Requisition # R _____
(As Applicable)

Purchase Order # P _____
(As Applicable)

Blanket Purchase Order # BPO _____
(As Applicable)

Robert Lowery

From: Gregory Gibson
Sent: Thursday, May 23, 2019 6:32 PM
To: Robert Lowery; John Plaza; Stephanie Gardner
Cc: Daniel Mainero; Ginah Joseph
Subject: RE: Craig A. Smith & Associates Inc. Piggyback Request

Hi Robert,

Please utilize Contractual Services (account #001.500302.54100.531170.000000.000.000) in the amount of \$60,000 for Craig A. Smith and Associates, Inc.

Thanks.

Gregory

From: Robert Lowery
Sent: Thursday, May 23, 2019 11:15 AM
To: Gregory Gibson; John Plaza; Stephanie Gardner
Cc: Daniel Mainero; Ginah Joseph
Subject: RE: Craig A. Smith & Associates Inc. Piggyback Request

Good Morning Public Works,

Just checking in to see where we are with this request.

Thanks,

Rob

From: Robert Lowery
Sent: Tuesday, May 14, 2019 9:18 AM
To: Gregory Gibson; John Plaza; Stephanie Gardner
Cc: Daniel Mainero; Ginah Joseph
Subject: Craig A. Smith & Associates Inc. Piggyback Request

Good Morning Public Works,

We just received a piggyback request package from the Department of Public Utilities to utilize a contract with Craig A. Smith & Associates, Inc.

If the Department of Public Works would also like to be included in this BPO please respond to this email with an estimated annual amount and a budget account number(s).

Thank You,

Rob Lowery, MPA, CPPB
Procurement Contracts Officer



CRAIG A. SMITH & ASSOCIATES

21045 Commercial Trail • Boca Raton, FL 33486

CONSULTING ENGINEERS • SURVEYORS • UTILITY LOCATORS

www.craigasmith.com

May 21, 2019

City of Hollywood
Mr. Rob Lowery
Office of Procurement Services
2600 Hollywood Blvd., Room 303
Hollywood, FL 33020

**RE: UTILITY LOCATING SERVICES
PIGGYBACK OPPORTUNITY
CAS PROJECT NO. 05-1295**

Dear Mr. Lowery,

Craig A. Smith & Associates, Inc. is willing to extend pricing, terms and conditions as agreed to in our contract with the Town of Pembroke Park titled "Locate/Mark Underground Facilities" for RFP Utility Location Services. This contract has an expiration date of April 11, 2020 with an option to renew the contract for two (2) consecutive one-year (1) periods.

If you have any questions regarding the above referenced contract, please feel free to contact me.

Sincerely,

CRAIG A. SMITH & ASSOCIATES

Stephen C. Smith, P.E.
Senior Vice President

Elizabeth Ducker

From: Jim Driscoll <JDriscoll@craigasmith.com>
Sent: Thursday, May 02, 2019 3:42 PM
To: Elizabeth Ducker; Shari Hudson
Subject: RE: Piggyback Pembroke Park Contract-Need COI, W9 & Acceptance of City's Terms & COnditions

Betty,

This email is to confirm that I, Jim Driscoll and Steve Smith have read and accepted the terms and conditions previously emailed to Craig A. Smith & Assoc for One Call Utility Locating.

Thanks
Jim Driscoll

Director Underground Utilities
CRAIG A. SMITH & ASSOCIATES
21045 Commercial Trail
Boca Raton, Florida 33486
(561) 314-4445 Ext. 229
www.craigasmith.com
jdriscoll@craigasmith.com

This message, and any attachments to it, may contain information that is privileged, confidential, and exempt from disclosure under applicable law. If the reader of this message is not the intended recipient, you are notified that any use, dissemination, distribution, copying, or communication of this message is strictly prohibited. If you have received this message in error, please notify the sender immediately by return e-mail and delete the message and any attachments. Thank you.

From: Elizabeth Ducker <EDUCKER@hollywoodfl.org>
Sent: Thursday, May 2, 2019 3:07 PM
To: Shari Hudson <SHudson@craigasmith.com>
Cc: Jim Driscoll <JDriscoll@craigasmith.com>
Subject: RE: Piggyback Pembroke Park Contract-Need COI, W9 & Acceptance of City's Terms & COnditions

Hi Shari,
All insurance and W-9 have been approved, the only thing I need now is acceptance via an email from Jim of the City of Hollywood's Terms and Conditions.

Thank You,

Elizabeth (Betty) Ducker
Administrative Specialist II,
Underground Utilities
Phone: 954-921-3046
Fax: 954-967-4574
educker@hollywoodfl.org



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

05/02/2019

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

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

PRODUCER	Sena & Whitney LLC 190 Glades Rd Suite C Boca Raton, FL 33432	CONTACT NAME: Debbie Adametz PHONE (A/C, No, Ext): 561-210-8715 FAX (A/C, No): 561-210-8716 E-MAIL ADDRESS: dadametz@thesenagroup.com
INSURED	CRAIG A. SMITH & ASSOCIATES 21045 COMMERCIAL TRAIL BOCA RATON, FL 33486	INSURER(S) AFFORDING COVERAGE INSURER A: Gemini Insurance Company INSURER B: AIG Specialty Insurance Company INSURER C: Hiscox Insurance Company INSURER D: Evanston Insurance Company, 35378 INSURER E: INSURER F:

COVERAGES

CERTIFICATE NUMBER: 00000000-1957093

REVISION NUMBER: 102

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


INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	Y	VGGP003730	12/01/2018	12/01/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
B	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$		BE022504441	12/01/2018	12/01/2019	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A				PER STATUTE E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
C	Professional Liab		ANE1201537.19	04/01/2019	04/01/2020	Professional 1,000,000
D	POLLUTION LIABILITY		CPLMOL100329	03/20/2019	03/20/2020	PER CLAIM/AGGR \$1M/\$3M

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

CITY OF HOLLYWOOD IS ADDITIONAL INSURED WITH RESPECTS TO COMMERCIAL LIABILITY WHEN REQUIRED BY WRITTEN CONTRACT.

CERTIFICATE HOLDER

CANCELLATION

CITY OF HOLLYWOOD 2600 HOLLYWOOD BLVD, RM 303 HOLLYWOOD, FL 33022-9045	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  (DEA)
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CERTIFICATE OF LIABILITY INSURANCE

Acct#: 2706687

DATE (MM/DD/YYYY)
04/12/2019

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

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

PRODUCER Lockton Affinity, LLC P. O. Box 879610 Kansas City, MO 64187-9610	CONTACT NAME: Lockton Affinity		
	PHONE (A/C, NO Ext): 877-320-9393	FAX (A/C, No): 913-652-7599	
	E-MAIL ADDRESS: EFM@locktonaffinity.com		
	INSURER(S) AFFORDING COVERAGE		
INSURED CRAIG A. SMITH & ASSOCIATES, INC. 21045 Commercial Tail Boca Raton, FL 33486	INSURER A: Old Republic Insurance Company		NAIC # 24147
	INSURER B:		
	INSURER C:		
	INSURER D:		
	INSURER E:		
INSURER F:			

COVERAGES**CERTIFICATE NUMBER****REVISION NUMBER**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY						
	Claims Made		Occur				EACH OCCURRENCE
							DAMAGE TO RENTED PREMISES (Ea occurrence)
							MED EXP (Any one person)
							PERSONAL & ADV INJURY
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE
	POLICY		PROJEC				PRODUCTS - COMP/OP AGG
	OTHER						
A	AUTOMOBILE LIABILITY			L106034-19	04/27/2019	04/27/2020	
	ANY AUTO						COMBINED SINGLE LIMIT (Ea accident)
	OWNED AUTOS ONLY	X	SCHEDULED AUTOS				BODILY INJURY (Per person)
	HIRED AUTOS		NON-OWNED AUTOS				BODILY INJURY (Per accident)
							PROPERTY DAMAGE (Per accident)
	UMBRELLA LIAB		OCCUR				EACH OCCURRENCE
	EXCESS LIAB		CLAIMS-				AGGREGATE
	D		RETENTION \$				
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y / N					PER STATUTE
	If yes, describe under DESCRIPTION OF OPERATIONS below	N / A					OTH-ER
							E.L. EACH ACCIDENT
							E.L. DISEASE - EA EMPLOYEE
							E.L. DISEASE - POLICY LIMIT

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) GPBR: 2QL2

Policy provides protection for any and all operations/jobs performed by the named insured where required by written contract. Certificate holder is an Additional Insured where required by written contract. Waiver of Subrogation included by written contract. Insurance is primary and non-contributory.

CERTIFICATE HOLDER**CANCELLATION**

City of Hollywood
Risk Management
2600 Hollywood Blvd
Hollywood, FL 33022-9045

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



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
05/02/2019

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

PRODUCER Bouchard Insurance for Frank Crum 101 Starcrest Drive Clearwater, FL 33758	CONTACT NAME:	
	PHONE (A/C, No, Ext):	FAX (A/C, No):
INSURED FrankCrum 6, Inc. Alt. Emp: CRAIG A. SMITH & ASSOCIATES, INC. 100 South Missouri Avenue Clearwater, FL 33756	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	
	INSURER A : American Zurich Insurance Company	
	INSURER B :	
	INSURER C :	
	INSURER D :	
INSURER E :		
INSURER F :		

COVERAGES **CERTIFICATE NUMBER:** 18FL080988411 **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY						
	<input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR						EACH OCCURRENCE \$
							DAMAGE TO RENTED PREMISES (Ea occurrence) \$
							MED EXP (Any one person) \$
							PERSONAL & ADV INJURY \$
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE \$
	<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						PRODUCTS - COMP/OP AGG \$
	OTHER:						\$
	AUTOMOBILE LIABILITY						
	<input type="checkbox"/> ANY AUTO						COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY						BODILY INJURY (Per person) \$
	<input type="checkbox"/> HIRED AUTOS ONLY						BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
							\$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR						EACH OCCURRENCE \$
	EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE						AGGREGATE \$
	DED <input type="checkbox"/> RETENTION \$						\$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY <input type="checkbox"/> Y / N						<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> N/A			WC 47-58-512-07	06/01/2018	06/01/2019	E.L. EACH ACCIDENT \$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
							E.L. DISEASE - POLICY LIMIT \$ 1,000,000
				Location Coverage Period:	04/08/2019	06/01/2019	Client# 60544-FL

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

Coverage is provided for only those co-employees of, but not subcontractors to:

CRAIG A. SMITH & ASSOCIATES, INC.
21045 COMMERCIAL TRAIL
BOCA RATON, FL 33486

CERTIFICATE HOLDER	CANCELLATION
City of Hollywood 2600 Hollywood Blvd. Hollywood, FL 33020	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

Elizabeth Ducker

From: Horace McLarty
Sent: Thursday, May 02, 2019 3:00 PM
To: Elizabeth Ducker
Cc: Julia Miller; Robert Walker; Angel Lopez; Francois Domond; Daniel Mainero; Robert Lowery
Subject: FW: Piggyback Pembroke Park Contract-Need COI, W9 & Acceptance of City's Terms & Conditions
Attachments: CraigASmithAssociate CityOfHollywood 2019.pdf; Cert of Ins - CITY OF HOLLYWOOD.PDF; CERT 19-20 City of Hollywood .pdf; W-9 SIGNED-2019.pdf

All is sufficient...thanks

Office of Human Resources/Risk Management
Phone: 954-921-3292
Fax: 954-921-3678

From: Elizabeth Ducker
Sent: Thursday, May 02, 2019 11:51 AM
To: Horace McLarty
Cc: Julia Miller; Robert Walker; Angel Lopez; Francois Domond; Daniel Mainero; Robert Lowery
Subject: FW: Piggyback Pembroke Park Contract-Need COI, W9 & Acceptance of City's Terms & Conditions

*Good Morning Horace,
Please verify all attached is sufficient.*

Thank You,

*Elizabeth (Betty) Ducker
Administrative Specialist II,
Underground Utilities
Phone: 954-921-3046
Fax: 954-967-4574
educker@hollywoodfl.org*



Notice: Florida has a broad public records law. All correspondence sent to the City of Hollywood via e-mail may be subject to disclosure as a matter of public record.

*There are two kinds of people, those who do the work and those who take the credit.
Try to be in the first group; there is less competition there! Indira Gandhi*

Never stop doing your best just because someone doesn't give you credit. Author unknown

From: Shari Hudson [mailto:SHudson@craigasmith.com]
Sent: Thursday, May 02, 2019 11:46 AM
To: Elizabeth Ducker <EDUCKER@hollywoodfl.org>
Subject: RE: Plggyback Pembroke Park Contract-Need COI, W9 & Acceptance of City's Terms & COnditions

Here are the updated certs for everything.

If anything changes on the Auto when they send back my request, then I will send it on to you.
WC agent said that the additional insured does not apply to workers comp.

Thanks Betty. ☺

Shari Hudson

Craig A. Smith & Associates, Inc
Accounting Department
21045 Commercial Trail
Boca Raton, FL 33486
P: 561-314-4445 ext. 235
F: 561-314-4459
shudson@craigasmith.com

From: Elizabeth Ducker <EDUCKER@hollywoodfl.org>
Sent: Thursday, May 02, 2019 11:10 AM
To: Shari Hudson <SHudson@craigasmith.com>
Subject: RE: Plggyback Pembroke Park Contract-Need COI, W9 & Acceptance of City's Terms & COnditions

Awesome thank you!

Thank You,

Elizabeth (Betty) Ducker
Administrative Specialist II,
Underground Utilities
Phone: 954-921-3046
Fax: 954-967-4574
educker@hollywoodfl.org



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*There are two kinds of people, those who do the work and those who take the credit.
Try to be in the first group; there is less competition there! Indira Gandhi*

Never stop doing your best just because someone doesn't give you credit. Author unknown

From: Shari Hudson [<mailto:SHudson@craigasmith.com>]
Sent: Thursday, May 02, 2019 11:08 AM
To: Elizabeth Ducker <EDUCKER@hollywoodfl.org>
Subject: FW: Piggyback Pembroke Park Contract-Need COI, W9 & Acceptance of City's Terms & COnditions

Hi Betty,

Here is the W-9. I have requested that all of our insurance providers add "City of Hollywood" as additional insured so as they come in from our agents I will forward them to you. As far as approving the terms conditions attached, I have requested that Jim Driscoll review and approve that so someone will send you an email with an okay on those.

Thank you,

Shari Hudson

Craig A. Smith & Associates, Inc
Accounting Department
21045 Commercial Trail
Boca Raton, FL 33486
P: 561-314-4445 ext. 235
F: 561-314-4459
shudson@craigasmith.com

From: Amanda Denton <adenton@craigasmith.com>
Sent: Thursday, May 02, 2019 10:44 AM
To: Shari Hudson <SHudson@craigasmith.com>
Cc: Jim Driscoll <JDriscoll@craigasmith.com>
Subject: FW: Piggyback Pembroke Park Contract-Need COI, W9 & Acceptance of City's Terms & COnditions

Shari,

Can you help with the COI and W-9?

Thanks!
Amanda

From: Elizabeth Ducker <EDUCKER@hollywoodfl.org>
Sent: Thursday, May 02, 2019 10:20 AM
To: Amanda Denton <adenton@craigasmith.com>; Jim Driscoll <JDriscoll@craigasmith.com>
Cc: Angel Lopez <ALOPEZ@hollywoodfl.org>; Robert Walker <RAWALKER@hollywoodfl.org>; Julia Miller <JMILLER@hollywoodfl.org>
Subject: Piggyback Pembroke Park Contract-Need COI, W9 & Acceptance of City's Terms & COnditions

Good Morning,

We are updating the Piggyback for Pembroke Park and the Certificate of Insurances have expired as did the W-9, please send me both of these listing the City of Hollywood as additionally insured on the COI(Sample is attached). I will also need for you to accept the City of Hollywood's Terms and Conditions (Attached). This can be done via an email that states "I accept the City of Hollywood's Terms & Conditions". Please send as soon as possible.

Thank You,

Elizabeth (Betty) Ducker
Administrative Specialist II,
Underground Utilities
Phone: 954-921-3046
Fax: 954-967-4574
educker@hollywoodfl.org



Notice: Florida has a broad public records law. All correspondence sent to the City of Hollywood via e-mail may be subject to disclosure as a matter of public record.

*There are two kinds of people, those who do the work and those who take the credit.
Try to be in the first group; there is less competition there! Indira Gandhi*

Never stop doing your best just because someone doesn't give you credit. Author unknown

LOCATE / MARK UNDERGROUND FACILITIES

AGREEMENT

THIS AGREEMENT, made and entered into on this 5th day of April, 2016 ~~17~~

by and between Craig A. Smith & Associates, Inc. Party of the First Part, and

Town of Pembroke Park (OWNER), Party of the Second Part:

WITNESSETH:

That, the First Party, for the consideration hereinafter fully set out, hereby agrees with the Second Party as follows:

1. That the First Party shall furnish all the materials, and perform all of the work in manner and form as provided by the Specifications and Instructions which are attached hereto and made a part hereof, as if fully contained here:
2. That the First Party shall commence the work to be performed under this Agreement on a date to be specified in a written order of the Second Party and shall complete all work hereunder within the length of time stipulated in the BID.
3. That the Second Party hereby agrees to pay to the First Party for the faithful performance of this Agreement, subject to additions and deductions as provided in the Specifications of Proposal, in lawful money of the United States based on the actual quantities and Unit or Lump Sum Prices contained herein.
4. That the Second Party shall make monthly payments to the First Party on the basis of a duly certified and approved invoice of work performed during each calendar month by the First Party, LESS any credits, deletions or damages as provided in the General Conditions.
5. It is further mutually agreed between the parties hereto that if, at any time after the execution of this Agreement and the Surety Bond hereto attached for its faithful performance and payment, the Second Party shall deem the Surety or Sureties upon such bond to be unsatisfactory, or if, for any reason such bond ceases to be adequate to cover the performance of the work, the First Party shall, at its expense within five (5) business days after the receipt of notice from the Second Party so to do, furnish an additional bond or bonds in such form and amount and with such Surety or Sureties as shall be satisfactory to the Second Party. In such event, no further payment to the First Party shall be deemed to be due under this Agreement until such new or additional security for the faithful performance of the work shall be furnished in manner and form satisfactory to the Second Party.

LOCATE / MARK UNDERGROUND FACILITIES

AGREEMENT (continued)

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the day and date first above written, in three (3) counterparts, each of which shall, without proof or accounting for the other counterpart be deemed an original Contract.

WITNESSES:

Amanda Denton
John K. Koonie

CONTRACTOR:

Craig A. Smith & Associates, Inc.

BY:

[Signature]

NAME:

Stephen C. Smith, P.E.

TITLE:

Senior Vice President

OWNER:

BY: NAME:

ASHIRA MOHAMMED

TITLE:

MAYOR

[Signature]

AUTHENTICATION:

BY:

[Signature]

NAME:

EMMA Shoaff

TITLE:

Acting Clerk-Commissioner

APPROVED AS TO FORM:

BY:

[Signature]

NAME:

CHRISTOPHER J RYAN

TITLE:

TOWN ATTORNEY

END OF SECTION

TOWN OF PEMBROKE PARK

Request for Proposals for **Underground Utility Location Services**

MARCH 2, 2017

Prepared by:



CRAIG A. SMITH & ASSOCIATES

CONSULTING ENGINEERS • SURVEYORS • UTILITY LOCATORS • GRANTS SPECIALISTS

7777 Glades Road, Suite 410

Boca Raton, FL 33434

(561) 314-4445 • Fax (561) 314-4458

LOCATE / MARK UNDERGROUND FACILITIES

TO: Owner

All blanks have been filled in, BID SHEET is attached to the completed "Invitation For Bid" and returned herewith. In accordance with all terms, conditions, specifications and requirements, the bidder offers the following:

Item #	Estimated Annual Quantity	Unit	Description of Service	Unit Price	Item Total
1	1,000.00	EA	Standard Locate and mark ALL City Owned Facilities the Area Specified in the SSOCOF Ticket, or White Lined by Excavator. See Attachment "C" - Standard Locate	14.95	14,950.00
2	150.00	EA	Locates with Ground Penetrating Radar (GPR) and Mark City Owned Facilities. See Attachment "C" - GPR Locates	39.95	5,992.50
3	5.00	EA	Locate with Vacuum Digging (POT-HOLING) and Mark Owned Facility. See Attachment "C" - Potholing.	199.50	997.50
4	5.00	EA	Placement of Electronic Markers after a line has been exposed through Vacuum Digging. Owner to supply Electronic Markers. See Attachment "C" - Placement of Electronic Markers.	0.01	0.05
5	50.00	EA	The taking of GPS coordinates utilizing sub-meter equipment. See Attachment "C" - GPS Coordinates.	64.95	3,247.50

LOCATE / MARK UNDERGROUND FACILITIES

6	<u>10.00</u>	EA	Emergency — Standard Locate 5:00 p.m. — 5:00 a.m. Weekdays and all day Saturday & Sunday. See Attachment "C" - Emergency Locates.	<u>1.00</u>	<u>10.00</u>
7	<u>1,000.00</u>	EA	Electronic Ticket Management. Receipt and Delivery of Request to Locate tickets from Sunshine State One Call.	<u>0.85</u>	<u>850.00</u>
8	<u>1,000.00</u>	EA	Screened and Cleared Tickets. Receive Request to locate ticket from SSOCOF, screen and clear for "out of area" etc. See Attachment "C" Screen & Clear Tickets.	<u>2.00</u>	<u>2,000.00</u>
9	<u>1.00</u>	SF	Perform Three-Dimensional Radar Services for small surface area at least 1000 SF to a maximum of 5000 SF. Price per SF. See Attachment "C" - Three-Dimensional Radar Services (small area).	<u>1.50</u>	<u>1.50</u>
10	<u>1.00</u>	SF	Perform Three-Dimensional Radar Services for medium surface area at least 5001 SF to a maximum of 25000 SF. Price per SF. See Attachment "C" - Three-Dimensional Radar Services (medium area).	<u>0.85</u>	<u>0.85</u>
11	<u>1.00</u>	SF	Perform Three-Dimensional Radar Services for large surface area at least 25001 SF and greater. Price per SF. See Attachment "C" - Three- Dimensional Radar Services (large area).	<u>0.55</u>	<u>0.55</u>
					<u>\$28,050.45</u>
Subtotal for 1st Year Usage					
Subtotal for 2nd Year Usage					<u>\$28,050.45</u>
Total for 3 Year Usage					<u>\$28,050.45</u>

LOCATE / MARK UNDERGROUND FACILITIES

Jobsite visitation is strongly recommended; submission of a Bid will be construed that the Bidder is acquainted sufficiently with the work to be performed.

Delivery requirements will be identified in each Purchase Order issued against this contract.

Acknowledgment is hereby made of the following Addenda or Amendments (identified by number) received since issuance of this bid:

Addendum 1 (Dated 2/24/17)

NAME OF COMPANY: Craig A. Smith & Associates, Inc.

AUTHORIZED SIGNATURE: _____

By signing this bid sheet the firm is agreeing to the terms and conditions of the Invitation for Bid.

LOCATE / MARK UNDERGROUND FACILITIES

In accordance with "Special Instructions to Bidder" indicate if an exception to insurance requirements is being requested. Be specific and state reason:

WOULD YOU ACCEPT CREDIT CARDS AS PAYMENT FROM OWNER? YES

☒

NO

☐

THE UNDERSIGNED BIDDER WILL EXTEND THE SAME PRICE, TERMS AND CONDITIONS TO OTHER GOVERNMENTS LOCATED IN BROWARD COUNTY DURING THE PERIOD COVERED BY THIS CONTRACT, IF REQUESTED.

YES

☒

NO

☐

WILL THIS PRICING BE EXTENDED TO OTHER GOVERNMENTS LOCATED IN DADE OR PALM BEACH COUNTIES?

YES

☒

NO

☐

OTHER GOVERNMENTS LOCATED WITHIN THE STATE OF FLORIDA?

YES

☐

NO

☒

ACKNOWLEDGMENT IS HEREBY MADE OF THE FOLLOWING ADDENDA OR AMENDMENTS (IDENTIFIED BY NUMBER) RECEIVED SINCE ISSUANCE OF THIS BID:

Addendum 1 (Dated 2/24/17)

Email Address: ssmith@craigasmith.com

Cellular #: (954) 815-4111


Federal Tax ID #: 59-2010476

Remit Address: 7777 Glades Road, Suite 410, Boca Raton, FL 33434

NOTICES TO BIDDER:

1. Please check the Federal Employer's Identification Number (FEIN) and other information on the face of the invitation for Bid/Bidder Acknowledgment Form (IFB) and MAKE APPROPRIATE CORRECTIONS ON THE IFB.
2. IF THE OWNER DOES NOT HAVE THE CORRECT INFORMATION, PAYMENTS CANNOT BE MADE TO YOUR FIRM
3. BE SURE TO HAVE THE INVITATION FOR BID, [BIDDER ACKNOWLEDGMENT FORM] SIGNED BY AN AUTHORIZED REPRESENTATIVE OF YOUR FIRM OR YOUR BID WILL NOT BE CONSIDERED RESPONSIVE.

NAME OF COMPANY: Craig A. Smith & Associates, Inc.

AUTHORIZED SIGNATURE: 

MEMORANDUM

TOWN OF PEMBROKE PARK
3150 S.W. 52ND AVENUE
PEMBROKE PARK, FL 33023
TEL (954) 966-4600
FAX (954) 966-9781

To: Bidders

From: Town of Pembroke Park

Date: February 24, 2017

Project: RFP for Utility Location Services

Subject: ADDENDUM No. 1

Bidders are required to acknowledge receipt of this ADDENDUM on Page A-1 of the BID Documents. Bidders are also required to include this ADDENDUM with your submitted BID. Failure to do so may cause the BID to be considered informal or irregular, and subject to rejection.

The BID Documents are hereby amended as follows:

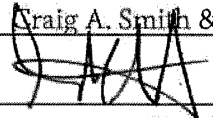
A. REVISED BID SHEET:

1. Bidders are to use the attached BID SHEET included with this ADDENDUM.

ACKNOWLEDGMENT OF RECEIPT OF ADDENDUM

I hereby acknowledge receipt of ADDENDUM No. 1 to the BID Documents (consisting of five pages) for the Town of Pembroke Park Utility Location Services RFP.

Name of Bidder: Craig A. Smith & Associates, Inc.

By: 

Title: Stephen C. Smith, P.E.
Senior Vice President

Date: 03/01/2017

LOCATE / MARK UNDERGROUND FACILITIES

ATTACHMENT "D"
DRUG FREE WORKPLACE CERTIFICATION

The undersigned vendor hereby certifies that it will provide a drug-free workplace program by:

- (1) Publishing a statement notifying its employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the offeror's workplace, and specifying the actions that will be taken against employees for violations of such prohibition;
- (2) Establishing a continuing drug-free awareness program to inform its employees about:
 - (i) The dangers of drug abuse in the workplace;
 - (ii) The offeror's policy of maintaining a drug-free workplace;
 - (iii) Any available drug counseling, rehabilitation, and employee assistance programs; and
 - (iv) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
- (3) Giving all employees engaged in performance of the contract a copy of the statement required by subparagraph (1);
- (4) Notifying all employees, in writing, of the statement required by subparagraph (1), that as a condition of employment on a covered contract, the employee shall:
 - (i) Abide by the terms of the statement; and
 - (ii) Notify the employer in writing of the employee's 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 of any state, for a violation occurring in the workplace NO later than five days after such conviction.
- (5) Notifying Owner in writing within 10 calendar days after receiving notice under subdivision (4) (ii) above, from an employee or otherwise receiving actual notice of such conviction. The notice shall include the position title of the employee;
- (6) Within 30 calendar days after receiving notice under subparagraph (4) of a conviction, taking one of the following actions with respect to an employee who is convicted of a drug abuse violation occurring in the workplace:
 - (i) Taking appropriate personnel action against such employee, up to and including termination; or
 - (ii) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency; and
 - (7) Making a good faith effort to maintain a drug-free workplace program through implementation of subparagraphs (1) through (6).

(Vendor Signature)

Stephen C. Smith, P.E., Sr. Vice President

(Print Vendor Name)

STATE OF Florida COUNTY OF Palm BEach

The foregoing instrument was acknowledged before me this 1st day of March, 2016, 2017

By Stephen C. Smith

(Name of person who's signature is being notarized)

As Senior Vice President OF Craig A. Smith & Associates, Inc. (Title)

(Name of Corporation/Company)

known to me to be the person described herein, or who produced _____
as identification, and who did/did not take an oath.

(Type of Identification)

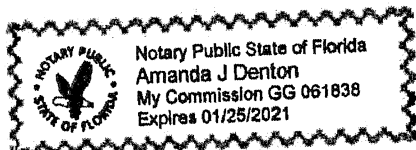
NOTARY PUBLIC:

(Signature)

Amanda J. Denton

(Print Name)

My commission expires: 01/25/2021



8:51:12 AM 3/2/2017

Licensee Details**Licensee Information**

Name: **CRAIG A. SMITH & ASSOCIATES, INC. (Primary Name)**
Main Address: **7777 GLADES ROAD
SUITE 410
BOCA RATON Florida 33434**
County: **PALM BEACH**
License Mailing:
License Location:

License Information

License Type: **Certificate of Authorization**
Rank: **Cert of Auth**
License Number: **3110**
Status: **Current**
Licensure Date: **02/23/1981**
Expires: **02/28/2019**

Special Qualifications **Qualification Effective**

Alternate Names**View Related License Information****View License Complaint**

2601 Blair Stone Road, Tallahassee FL 32399 :: Email: **Customer Contact Center** :: Customer Contact Center: 850.487.1395

The State of Florida is an AA/EEO employer. **Copyright 2007-2010 State of Florida. Privacy Statement**

Under Florida law, email addresses are public records. If you do not want your email address released in response to a public-records request, do not send electronic mail to this entity. Instead, contact the office by phone or by traditional mail. If you have any questions, please contact 850.487.1395. *Pursuant to Section 455.275(1), Florida Statutes, effective October 1, 2012, licensees licensed under Chapter 455, F.S. must provide the Department with an email address if they have one. The emails provided may be used for official communication with the licensee. However email addresses are public record. If you do not wish to supply a personal address, please provide the Department with an email address which can be made available to the public. Please see our **Chapter 455** page to determine if you are affected by this change.

BROWARD COUNTY LOCAL BUSINESS TAX RECEIPT

115 S. Andrews Ave., Rm. A-100, Ft. Lauderdale, FL 33301-1895 - 954-831-4000
VALID OCTOBER 1, 2016 THROUGH SEPTEMBER 30, 2017

DBA:
Business Name: CRAIG A SMITH & ASSOC OF FLA

Receipt #: 315-6237
Business Type: ENGINEER (ENGINEERING & LAND SURVEYORS O)

Owner Name: CRAIG A SMITH & ASSOC OF FLA
Business Location: 277 GOOLSBY BLVD, UNIT 4C-B
DEERFIELD BEACH
Business Phone: 782-8222

Business Opened: 07/16/1993
State/County/Cert/Reg: PD6 1043
Exemption Code:

Rooms Seats Employees Machines Professionals

1

For Vending Business Only						
Number of Machines:			Vending Type:			
Tax Amount	Transfer Fee	NSE Fee	Penalty	Prior Years	Collection Cost	Total Paid
30.00	0.00	0.00	0.00	0.00	0.00	30.00

THIS RECEIPT MUST BE POSTED CONSPICUOUSLY IN YOUR PLACE OF BUSINESS

**THIS BECOMES A TAX RECEIPT
WHEN VALIDATED**

This tax is levied for the privilege of doing business within Broward County and is non-regulatory in nature. You must meet all County and/or Municipality planning and zoning requirements. This Business Tax Receipt must be transferred when the business is sold, business name has changed or you have moved the business location. This receipt does not indicate that the business is legal or that it is in compliance with State or local laws and regulations.

Mailing Address:

CRAIG A SMITH & ASSOC OF FLA
PO BOX 880128
BOCA RATON, FL 33488

Receipt # 1CP-15-00024375
Paid 09/13/2016 30.00

2016 - 2017

BROWARD COUNTY LOCAL BUSINESS TAX RECEIPT



ANNE M. GANNON
CONSTITUTIONAL TAX COLLECTOR
Serving Palm Beach County
Serving you.

P.O. Box 3353, West Palm Beach, FL 33402-3353
www.pbctax.com Tel: (561) 355-2264

****LOCATED AT****

7777 GLADES RD #410
BOCA RATON, FL 33434

TYPE OF BUSINESS	OWNER	CERTIFICATION #	RECEIPT #/DATE PAID	AMT PAID	BILL #
56-0016 ENGINEER BUSINESS	CRAIG A SMITH & ASSOCIATES OF FL INC	3110	U16.699674 - 09/09/16	\$33.00	B40133222

This document is valid only when receipted by the Tax Collector's Office.

CRAIG A SMITH & ASSOCIATES OF FL INC
CRAIG A SMITH & ASSOCIATES OF FL INC
7777 GLADES RD #410
BOCA RATON, FL 33434-4193



B1 - 697

**STATE OF FLORIDA
PALM BEACH COUNTY
2016/2017 LOCAL BUSINESS TAX RECEIPT**

**LBTR Number: 200900590
EXPIRES: SEPTEMBER 30, 2017**

This receipt grants the privilege of engaging in or managing any business profession or occupation within its jurisdiction and MUST be conspicuously displayed at the place of business and in such a manner as to be open to the view of the public.

LOCATE / MARK UNDERGROUND FACILITIES

Section "F" Client Reference Form

Client: City of Hollywood

Contact Name: Rob Walker

Contact Address: 2600 Hollywood Blvd, Hollywood, FL 33020

Contact Phone: (954) 921-3046 Contact Fax: _____

Contact Email Address: rawalker@hollywoodfl.org

Specific Work Performed: Locate/mark underground utilities

Period of Performance: From: 2005 To: Ongoing

Contract Value: \$360,000 Annually

At-Fault Damages?: _____ Yes (if Yes, details Below) X No

All Damage Issues Settled?: _____ Yes _____ No (if No, Detail below)

Information will be verified with Reference. Failure to provide above information or falsifying any information will result in disqualification and rejection of your bid package as non-responsive.

LOCATE / MARK UNDERGROUND FACILITIES

Section "F" Client Reference Form

Client: Town of Davie

Contact Name: Bill Peele

Contact Address: 6591 Orange Drive, Davie, FL 33314

Contact Phone: (954) 448-0429 Contact Fax: _____

Contact Email Address: bill_peele@davie-fl.gov

Specific Work Performed: Locate/mark underground utilities

Period of Performance: From: 2003 To: Ongoing

Contract Value: \$99,000 Annually

At-Fault Damages?: _____ Yes (if Yes, details Below) X No

All Damage Issues Settled?: _____ Yes _____ No (if No, Detail below)

Information will be verified with Reference. Failure to provide above information or falsifying any information will result in disqualification and rejection of your bid package as non-responsive.

LOCATE / MARK UNDERGROUND FACILITIES

Section "F" Client Reference Form

Client: City of Coconut Creek

Contact Name: Jean Dupuis

Contact Address: 4800 West Copans Road, Coconut Creek, FL 33063

Contact Phone: (954) 973-6786 Contact Fax: _____

Contact Email Address: jdupuis@coconutcreek.net

Specific Work Performed: Locate/mark underground utilities

Period of Performance: From: 2003 To: Ongoing

Contract Value: \$75,000 Annually

At-Fault Damages?: _____ Yes (if Yes, details Below) X No

All Damage Issues Settled?: _____ Yes _____ No (if No, Detail below)

Information will be verified with Reference. Failure to provide above information or falsifying any information will result in disqualification and rejection of your bid package as non-responsive.

AT-FAULT DAMAGE HISTORY

1. Utility Owner Agency:	Pembroke Pines Utilities
2. Contact Information:	Ron Abel, (321) 288-0337
3. Type of Facility Damaged:	8" Sanitary Sewer
4. Date of Incident:	June 2016
5. Actual or Estimated Dollar Amount of Damages:	\$53,000
6. Time to Repair or Restore:	48 hours
7. Number of Customers Affected:	250 +/-
8. Root Cause of Damage:	Unmarked
9. Information as to any supplemental or third party claims:	N/A
10. Excavator Down Time:	N/A
11. Status or Disposition of Damage Incident:	Paid in full

1. Utility Owner Agency:	Martin County Utilities
2. Contact Information:	Daren Brothers, (773) 223-4845
3. Type of Facility Damaged:	12" Waterline
4. Date of Incident:	October 2016
5. Actual or Estimated Dollar Amount of Damages:	\$26,000
6. Time to Repair or Restore:	48 hours
7. Number of Customers Affected:	0
8. Root Cause of Damage:	Mismarked
9. Information as to any supplemental or third party claims:	N/A
10. Excavator Down Time:	N/A
11. Status or Disposition of Damage Incident:	Paid in full

CRAIG A. SMITH & ASSOCIATES

ENGINEERS ■ SURVEYORS ■ UTILITY LOCATORS ■ GRANT SPECIALISTS



Craig A. Smith & Associates, Inc.

Engineers • Surveyors • Subsurface Utility Engineering • 3D Subsurface Imaging • Utility Coordination

Areas of Expertise

- 3D Radar Tomography
- Subsurface Utility Engineering
- Utility Locating
- Ground Penetrating Radar
- Utility Coordination
- Project Logistics
- Complex Field Survey
- Quality Assurance

Education

- Broward Community College
- US Army
- Route Surveying
- Survey & Engineering
- MOT Training
- OSHA Training
- OQ Training

Certifications

- Certified Utility Locator
- Certified GPR Technician
- OQ Training Certification

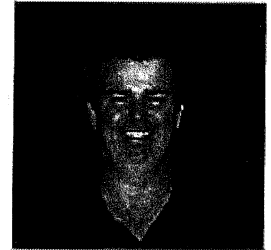
Affiliations

- National Utility Locating Contractors Association (NULCA)

James F. Driscoll

Director

Subsurface Utility Engineering



Mr. Driscoll has over 25 years of experience in the engineering, survey and utility location fields.

Mr. Driscoll serves as the operator and field manager of Radar Tomography projects throughout USA. Mr. Driscoll coordinates Sunshine State One Call ticket management and locating services for numerous Florida municipalities and privately owned utility companies, provides assistance in the performance of electronic designating, layout, and completion of vital soft dig information for vacuum excavation projects. Performs ground penetrating radar surveys for various clients to locate and identify underground facilities. Mr. Driscoll also serves as Division Training Manager and QC Auditor.

Mr. Driscoll has performed over 5000 G.P.R. Surveys and over 9000 miles of utility surface designating throughout the US. Additionally, Mr. Driscoll has performed in excess of five million square feet of 3D Radar Tomography scanning projects at various locations throughout the USA. Proficient with state-of-the-art traditional and GPS surveying equipment, substantial proficiency with EM designating equipment, vacuum excavation equipment and various GPR systems with special emphasis on 3D Radar Tomography systems.

Selected Relative Experience:

City of Hollywood Public Utilities, Utility Location and Ticket Management Services - Hollywood, Florida. Mr. Driscoll served as the field manager and coordinator overseeing One Call Locates and Ticket Management for one of the largest City-Owned Utilities in South Florida. The system includes Water, Sewer, Reclaimed Water, Raw Water, Effluent, Street Lighting, Minor Power and Networked Communications for parking systems. Currently Mr. Driscoll oversees ticket Management of 17,000 locates annually for the City of Hollywood.

Town of Davie Public Utilities, Utility Location and Ticket Management Services - Town of Davie, Florida. Mr. Driscoll served as the coordinator overseeing One Call Locates and Ticket Management for one of the largest Town-Owned Utilities in South Florida. Facilities include water, sewer, reclaim, raw water and effluent pipelines. Currently Mr. Carbonell oversees ticket management and day to day coordination for the Town of Davie.

Town of Jupiter, Utility Location and Ticket Management Services - Jupiter Florida. Mr. Driscoll served as coordinator overseeing One Call Locates and Ticket Management for City-Owned Utilities Palm Beach County. The system includes Water, Sewer, Reclaimed Water, Raw Water, Minor Power and Networked Communications. Currently Mr. Driscoll oversees ticket Management of 7,200 locates annually for the Town of Jupiter.



Craig A. Smith & Associates, Inc.

Engineers • Surveyors • Subsurface Utility Engineering • 3D Subsurface Imaging • Utility Coordination

Areas of Expertise

- Subsurface Utility Engineering
- Utility Locating
- Ground Penetrating Radar
- 3D Radar Tomography
- Utility Coordination
- Utility Construction

Education

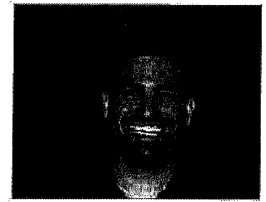
- Staking U
- Mala GPR Tech
- EM Theory & Application
- MOT Training
- OSHA Training
- Confined Space Entry

Affiliations

- National Utility Locating Contractors Association (NULCA)

Raul Carbonell

Field Supervisor
SUE / Utility Locates



Mr. Carbonell has over 13 years of experience in the utility locating, SUE, survey and utility construction fields.

Mr. Carbonell has been employed with CAS since February 2004, starting as a Soft Dig Crew Member, and through experience advancing from utility locator to Senior Locator and recently Field Manager overseeing all locating field operations. Mr. Carbonell has performed or overseen in excess of 5,000 vacuum soft digs, as well as thousands of Ground Penetrating Radar surveys and Utility Mapping efforts.

Mr. Carbonell is a Certified Underground Utility Locator and GPR Technician. Mr. Carbonell is also MOT Certified, Confined Space Entry Certified and OSHA 10hr Certified.

Selected Relative Experience:

City of Hollywood Public Utilities, Utility Location and Ticket Management Services - City of Hollywood, Florida. Mr. Carbonell has served as a Utility Locator, Senior Locator and Field Manager overseeing One Call Locates and Ticket Management for one of the largest City-Owned Utilities in South Florida. The system includes Water, Sewer, Reclaimed Water, Raw Water, Effluent, Street Lighting, Minor Power and Networked Communications for parking systems. Recently Mr. Carbonell is overseeing the City of Hollywood Water Main Replacement Program coordinating utility locates for multiple construction crews and city engineering staff.

Town of Davie Public Utilities, Utility Location and Ticket Management Services - Town of Davie, Florida. Mr. Carbonell has served as Utility Locator and Field/Client Manager for this sprawling utility system. Davie is the largest municipality in Broward County by land area and serves a significant population. Facilities include water, sewer, reclaim, raw water and effluent pipelines. Currently Mr. Carbonell oversees ticket management and day to day coordination for the Town of Davie.

Town of Coconut Creek Utility Location and Ticket Management Services - Coconut Creek, Florida. Mr. Carbonell has served Field Manager for this large City-Owned utility system. Facilities include water, sewer, reclaim, and city owned Networked Communications. Currently Mr. Carbonell oversees ticket management and day to day coordination for the Town of Coconut Creek.



Craig A. Smith & Associates, Inc.

Engineers • Surveyors • Subsurface Utility Engineering • 3D Subsurface Imaging • Utility Coordination

Areas of Expertise

- Subsurface Utility Engineering
- Utility Locating
- Ground Penetrating Radar
- Utility Coordination
- Utility Construction

Education

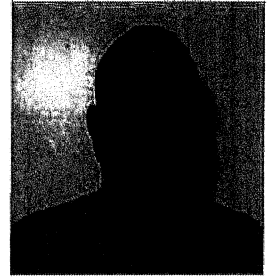
- EM Theory & Application Certification
- GPR Technician Certification
- MOT Training
- OSHA Training

Affiliations

- National Utility Locating Contractors Association (NULCA)

Jim Ruback

Utility Locator
SUE / Utility Locates



Mr. Ruback has over 15 years of experience in the utility locating, SUE, survey and utility construction fields.

Mr. Ruback has been employed with CAS since October 2012, as a Utility Locator. Mr. Ruback has performed in excess of 15,000 locate tickets, as well as thousands of Ground Penetrating Radar surveys and Utility Mapping efforts.

Prior to his employment with CAS, Mr. Ruback was employed with JAG Florida Ventures from 2010 to 2012, where he performed utility locates as well as investigations.

Mr. Ruback is a Certified Underground Utility Locator and GPR Technician. Mr. Ruback is also MOT Certified, Confined Space Entry Certified and OSHA 10hr Certified.

Selected Relative Experience:

City of Coconut Creek Public Utilities, Utility Location and Ticket Management Services - Coconut Creek Florida. - Mr. Ruback has served as a Utility Locator for the City Utilities since his employment began with CAS. The system includes water, sewer, reclaimed water, raw water.

Town of Davie Public Utilities, Utility Location and Ticket Management Services - Davie, Florida Mr. Ruback has served as Utility Locator for the Town since his employment began with CAS. Facilities include water, sewer, reclaim, raw water and effluent, and minor power.

Cooper City Public Utilities, Utility Location and Ticket Management Services - Cooper City, Florida Mr. Ruback has served as a Utility Locator for Cooper City since becoming a client of CAS Facilities include water, sewer, reclaim, raw water and effluent, and minor power. Mr. Ruback currently is coordinating Asbestos Water Main Replacement Program and coordinates all utility locations with construction crews and city engineering staff.

SURVEY & LOCATING EQUIPMENT

SURVEY EQUIPMENT

- (3) Topcon Total Stations
- (1) Trimble SC Total Station
- (1) Trimble 5800 RTK Base/Rover (CPS)
- (1) Trimble 5800 RTK Base/Rovers (CPS)
- (1) Leica HDS 3000 Laser Scanner
- (3) Recon 400 TDS Data Collectors
- (1) FS 3 Husky Data Collector

- (1) Ranger 500X Data Collector
- (2) Topcon ATC Levels
- (3) Wild Levels
- (3) Dell Laptop Computers

All support equipment needed for field operations including
RODS, LEGS, Prism's, etc.

LOCATING EQUIPMENT

Utility Designating Equipment

- Metrotech 9890 DXLT Elec Verifier (9 Units)
- Metrotech i5000 Elec Locator (8 units)
- Subsite R75 Electronic Verifier (2 units)
- Pipehorn Classic Pipe & Cable Locator (2 units)
- Metro Tech 810DX Electronic Verifier (2 Units)
- Vivax Vloc Pro 5w Locator (15 units)
- Vivax Vloc ML 5w Locator (1 unit)
- Metrotech Transmitting Sondes (9.82 KHz)
- Metrotech Transmitting Sondes (982Hz)
- RD 100 Non-Metallic Fish Cables for Sondes
- Metro Tech HPL50 -- 50 Watt Transmitter

Vacuum Excavation Equipment

- 1998 VacMaster System 3000 vacuum excavator
- 2008 Utiliscope Vacuum Excavator System
- 2007 Utiliscope Vacuum Excavator System
- 2004 Utilivac Canister Vacuum Excavator (2 units)
- 2002 Ingersoll-Rand 185s Compressor
- 2008 Ingersoll-Rand 185s Compressor
- 1999 Ingersoll-Rand 250s Compressor
- Sullair 90lb air actuated jack hammer w/ bits (3)
- IR 90lb air actuated jack hammer w/ bits
- Sullair MBT6 air actuated pencil tip compactor (2)
- American Air Products pencil tip compactor
- Utiliscope 6' Air Lance -- Pistol Activated
- Utiliscope 12' Air Lance -- Pistol Activated
- Vacmasters 6' Fiberglass / Composite Air Lance
- Vacmasters 12' Fiberglass / Composite Air Lance

Survey Equipment

- Trimble 5603 Robotic TS System (2 Systems)
- Aluminum Tripod (6 Sets)
- Titanium Tribrachs (6 Units)
- 360 Backsight & Foresight Prisms
- Gel Cell Battery Systems
- UHF/VHF/Optical Prism Sighting/Control System
- 2007 Trimble Recon Data Collector (2 Systems)
- 2007 Trimble 360° Powered Prism (2 Systems)
- 2007 Trimble 360° Powered Prism (2 Systems)
- Trimble TDS Software Package -- Robotic Control
- SurveyLink Software -- Coordinate Control System
- 2008 Leica HDS3000 -- 3D Laser Scanning System
- 2005 Leica Processing Computer
- 2005 Leica Targeting System
- 2009 Trimble -- GPServe RTK System (2 units)

2D Ground Penetrating Radar Equipment

- 2010 MALA Easy Locator 500MHz GPR System
- 2015 MALA HDR GPR System (8 Units)

Computer Equipment

- Dell D520 2.6 GHz laptop computer (10 units)
- Toshiba Satellite P4 2.4 GHz laptop computer (2)
- Thinkpad 2.8 GHz laptop computer (3 units)
- Toshiba P4 1.8 GHz laptop computer
- Dell Centrino 1.6GHz laptop computer (3 Units)
- Dell P4 2.4 GHz Desktop Computer System
- Dell P4 2.6 GHz Desktop Computer System
- Dell Dual Xeon 3.6GHz Desktop Computer System
- Dell Dual Xeon 3.6GHz Desktop Computer System
- HP500c ANSI "D" Plotter
- Microstation v8 User License w/Geopak
- Microstation SE/J Multiple User Licenses
- AutoCAD 2011 Multiple User Licenses (Desktop)
- AutoCAD LT 2007 Multiple User Licenses
- AutoDesk GIS Software (Four user licenses)
- EasyView/Easy 3D GPR Data Acquisition Software
- MatLab 3D Processing Software

Communication Equipment

- Verizon Motorola Droid x (5 Units)
- Verizon Wireless Phones (37 units)
- Verizon Blackberrys (9 units)
- Verizon AirCard (Broadband 500Kbps) (16 Units)

3D Radar Tomography Equipment

- 1994 Isuzu FSR Crew Cab 22.5K GVW Transport
- Amida FDOT certified Arrow Board
- 2004 EAS TMC180 Truck Mount Crash Attenuator
- 1993 Isuzu FSR Crew Cab 23K GVW Transport
- Amida FDOT certified Arrow Board
- 2003 EAS TMC180 Truck Mount Crash Attenuator
- 2004 WTI / MALA 200MHz Antenna Array (3 units)
- 2005 Bobcat Tool Cat 5600 (CART Pusher) (2)
- 2002 WTI / MALA 400MHz Antenna Array
- 2002 John Deere F1145 Tractor System
- Dell P4 2.8 GHz CART Data Collection System
- Dell P4 3.2 GHz CART Data Collection System

Vehicles

- 2007 Chevy LTZ
- 2007 Malibu LS -- 2 units
- 2010 Silverado -- 2 units
- 2008 Silverado -- 4 units
- 2006 Scion XB -- 4 units
- 2006 Envoy
- 2006 Envoy LT
- 2008 Park Avenue
- 2004 Ford Explorer
- 2010 F150 4x4
- 2008 Jeep Patriot -- 3 units (29 ordered)

Proposed Equipment Acquisitions

- Vivax Vloc Pro Locators (6 freq, 5W, SSD) 28 Units
- Vivax Vloc ML Marker Locators 8 units
- Mala Easy Locator 500MHz GPR System 5 units
- Jeep Patriot 29 units
- Nissan Titan SE Ext Cab Trucks (4 units)

CRAIG A. SMITH & ASSOCIATES

ENGINEERS ■ SURVEYORS ■ UTILITY LOCATORS ■ GRANT SPECIALISTS