

Submitted to:
City of Riviera Beach
City Clerk
600 West Blue Heron Boulevard, Riviera Beach Gardens, Florida 33404

Request for Qualification Statements for:
Owner's Representative
Construction Management Services
RFQ No. 995-20-2

August 18, 2020





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City of Riviera Beach
Althea Pemsel, Procurement Director
2051 MLK Blvd. Suite 310
Riviera Beach, FL 33404

RE: Request for Qualifications City of Riviera Beach
Owner's Representative Construction Management Services – RFQ No. 995-20-2

Dear Ms. Pemsel:

PSA Management, Inc. (PSA) in association with Wingate Construction, LLC (WC) is pleased to submit our Statement of Qualifications to provide Owner's Representative / Construction Management services for the City of Riviera Beach. The PSA professional staff has reviewed the RFQ solicitation document and clearly understands the project requirements and we strongly believe that our in-depth expertise, knowledge, and experience in providing similar scope of services with other clients will assure the delivery of projects of high quality, on-time and within budget.

PSA is a licensed General Contractor and Professional Engineer in Florida and Texas and a Licensed General Contractor in Louisiana; with over 25 years of providing Owner's Representative / Construction Management including CMAR services in Airport Infrastructure, Seaports, Educational Facilities, Convention Centers, Sport Facilities and Water Treatment Plants. Over the years we have developed a reputation as one of the premier Owner's Representative / Construction Management firms with extensive experience with the following clients: Palm Beach, Miami, Orlando, Dallas/Ft. Worth, Salt Lake City, Sky Harbor, Phoenix, George Bush Intercontinental, and Houston International Airports, as well as, Duval and Orange County Public Schools, Port of Palm Beach, City of Riviera Beach Redevelopment Agency, and the Palm Beach and Orange County Convention Centers.

Wingate Corporation, LLC, a Palm Beach County certified MBE, is a licensed General Contractor in the State of Florida, as well as a county resident, and has been meeting customer's residential needs for over 30 years. Wingate will participate in estimating, and construction inspection services on this project.

Kena Brown is a team member and a resident of the City of Riviera Beach and will be involved in the outreach services under PSA mentorship Protégé Program led by Pam Ervin-Davis, PSA's Diversity, Equity, and Inclusion Manager.

PSA's Project Director will be Chris Hassall. He is a seasoned Architect with expertise in Programming, Planning, Design, Procurement and Construction Administration. His knowledge of the area extends back to the project that we were involved in for the Riviera Beach Redevelopment Agency. He proved his ability to communicate and coordinate effectively with stakeholders to build a strong foundation of trust as he assumed the leadership role on behalf of all involved.

Jennifer Raimo, Project Manager will work daily to coordinate with the Owner, the design team, and the contractors to allow each construction project to proceed smoothly from design to completion. She will review all project related documents and advise the owner on constructability, cost, scheduling, and project concerns during the pre-construction phase.

Mohamad Elway, Ph.D. a licensed Professional Engineer (P.E.) will lead the Civil, Structural and Environmental Engineering areas of the project. He is recognized by the USACE and US-EPA as an authority in geotechnical engineering and environmental dredging and restoration of lakes and coastal shorelines.

Jay Mobley, Project Controls / Systems Implementation Manager. He is a Project Management Information System (PMIS) expert in the development of IT solutions and software implementation and supports best in class engineering, construction processes and procedures to unlock value and improve ROI. His accomplishments are derived from many years of service from public agencies to Fortune 500 clients and a successful work history on small to multibillion-dollar projects.

We enjoy our work and want to share our enthusiasm with City of Riviera Beach and your staff in working together to reach your goals. The PSA Team commits to providing you with experienced professionals who will partner with the City to successfully complete each project. In doing so, the City will be well known for carefully managing the public's finances as the citizens of Riviera Beach receive new infrastructure for their use.

Thank you for your time and consideration.

Sincerely,



Patrick Aliu, CSI, CCI, CGC, CCPM, CRA
President/CEO

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TAB 1

FIRM QUALIFICATIONS AND EXPERIENCE

FIRM QUALIFICATIONS AND EXPERIENCE

Overall Approach

Our culture at PSA Management is committed to the highest level of ethics, compliance, transparency, safety, and quality. We are driven to provide innovative and sustainable solutions for capital programs in all aspects of Project and Construction Management. In addition, we are supportive of diversity and are inclusive in every area of our project delivery. It is our view that diverse business is good business. Our company's culture aligns well with the City of Riviera Beach's Mission Statement, providing excellent customer service, progressive leadership, and accountable stewardship. Together it will be a recipe for success.

The PSA team will provide exceptional resources to manage projects in a manner that is consistent with the scope to deliver a program via Best in Class projects. PSA strongly believes that open lines of communication to all involved stakeholders, coupled with a solid project approach, is key to the successful completion of this contract. PSA has worked on numerous similar assignments as shown previously in our Firm's Experience. We have become accustomed to being staff augmentation for our Public Clients and affording them an exceptional level of protection and professional care while creating a one team environment with owners, designers, and contractors. We put our Client's interests above our own and are fully cognizant of the need to act professionally, ethically, effectively, and efficiently at all times. This results in the City's focus will be to become the best waterfront City in which to live, work, and play.

Project Management Style

COLLABORATION

The team will hit the ground running and through an accountable approach to deliver scope, cost, and schedule to the City. While learning about the current state of projects, process, and planning we will focus on the top priorities that will give CRB the best returns. This will allow for continued successes and raising the bar for internal and external customers accountability.

We believe that disciplined project/construction management is essential to the success of any project. Our projects are kept on track through regular status reporting, structured scope, issue, risk management and containment. We have implemented project management processes, procedures, and templates that assist in the execution of projects. Several of these are described in this section, however this is only needed if supported by current and future challenges being evaluated. There is no need to fix pieces that are not broken.

PSA will utilize the knowledge of CRB department leaders to align with the capital programs requirements and reporting. To do this we will create "Workshops" that are led by our project team. Our team experience will provide maximum input to

minimize the CRB resources. These same workshops will be developed for maximum utilization during project execution to ensure CRB, Designers, Architects, and Constructors are aligned to deliver projects.

OUR APPROACH

We will kick-off our services by developing a "Success Criteria" with CRB to drive the framework of understanding the City's short- and long-term strategy and aligning with the City of Riviera Beach 2030. This defines your requirements for the key metric reporting, workflow process steps and approval, and operational considerations within a program execution plan. This will ensure requirements are clearly documented to evaluate performance throughout the contract.

- Reporting/Dashboards: What decisions and drivers will help you make the right decision at the right time on a project so that it is impactful. What reporting needs is your system required to meet? Will you require a dashboard or live reports to make important decisions?
- Capital Project Process: What specific business processes will you be supporting? Cost, Estimating, Scheduling, Documentation, Change Management and Project Control, etc. are items to be considered? What is the project stage gate

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process for approvals?

- Project Assessment: What are the current and future program needs? Together we will ensure that the program is the right fit for all CRB departments. This will be accomplished through collaborative working sessions with stake holders from each group. Taking a top down approach to ensure we develop what is needed and will be adopted. Assure that design is appropriate.
- Project Execution Plan (PEP) – A fundamental planning document. It is prepared for all projects and is kept up to date throughout the project life cycle. PEP includes an overview of the project objectives and scope, the schedule, and costs, how quality will be assured, the resources to be assigned, communication procedures, risks and change management. Most importantly, this will be the responsibility of all project resources, owners, designers, construction, procurement, and more as needed.
- Deliverable Acceptance Forms – A Deliverable Acceptance Form will be included as a cover on all projects. This allows our clients to either accept or reject each deliverable. If a deliverable is rejected, the information will be provided that describes the issues so they can be resolved. Any subsequent reviews of the deliverable will be restricted to the areas that were revised.
- Document Control – Document Control will be maintained throughout each project that includes project deliverables, status reports, meeting minutes, Work Plans, Risk Management Reports, Change Requests, Deliverable Acceptance Forms, Quality Reviews, and Change Notices / RFIs.
- Quality Reviews – There are several levels of quality assurance and quality control (QA/QC) provided on our projects. Our Project Managers review project deliverables before delivery to our clients. In addition, members of the client's management team are involved in quality reviews of project documents, including but not limited to, the project Work Plan, Status Reports, Change Requests, and the actual deliverables. During a quality review, the QA Manager will interview the client to get feedback on how the project is progressing and to discuss any outstanding issues. A findings and recommendations document will be prepared after every quality review.
- Status Reports – Project tracking and reporting are key components of the project management process. The key objective of Status Reports is to enable both the client and the project team to understand the progress of the project with respect to the Work Plan. Status Reports are completed on a bi-weekly basis or as requested by the client. Bi-weekly conference calls to review project progress and to address any outstanding issues or risks and mitigation.
- Schedules – PSA will utilize P6 for project scheduling. The approach will be to have designers and contractors manage their schedules and report back on agreed upon increments that are documented in the project execution plan. PSA will roll up the consolidated plan and provide CRB with progress, forecasts, and risks.
- Risk Management Reports – A Risk Management Report is maintained throughout each project and list items that could affect the quality of the deliverables or the timeline and budget of the project. Risks are ranked by category, priority, and probability and then addressed.
- Change Requests – During the course of a project, it may be necessary to make changes that affect the deliverable dates, the contents of a deliverable, or the project timeline and budget. The need may also exist to eliminate or add a deliverable. When any of these events occur, regardless of whether they affect the overall cost of the project, a Change Request Form is generated for signature by the client. Changes will incorporate but are not limited to design changes that drive cost and schedule impacts. These changes will be vetted by the constructor also for a full impact when necessary. PSA will keep an on-going log to ensure easy access is in place, additionally that process is outlined for clarity for all parties.

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PRECONSTRUCTION SERVICES

Constructability Reviews– PSA will coordinate ALL constructability reviews with the necessary parties from the owner, design firm and construction firm. PSA will ensure that all contract documents are fully developed, and the design meets the agreed upon scope of work. In addition, we will coordinate the entire Constructability review with the City and Architect/Engineer. Prior to the meeting we will ensure that all schedule conflicts, errors, and omissions are addressed, to include any design changes.

Progress Meetings – PSA drives progress meetings for all aspects of the project and program. We will work with the owners to set the milestones that meet CRB needs. We will work with the design and construction firms to develop the necessary level of schedule and cost details. The details will be supported though defined milestones with incremental steps to progress against. The goal will be to keep all departments progress simple to understand to ensure that the City understands how much work has been completed vs remaining.

PSA's IT TOOLBOX:

(QUALIFICATIONS AND EXPERIENCE LISTED BELOW)

- LEADERSHIP – Leads, motivates, and directs cross-functional teams in a fast-paced, changing environment; strong time management, prioritization, decision making, and conflict resolution skills
- METHODOLOGY – Implement structured project methodologies with formal tools and approaches.
- TRAINING – Development of training materials and videos to train on systems and processes to deliver a clear understanding of systems and expectations

PSA BUSINESS PROCESS OPTIMIZATION TOOLBOX:

- PROBLEM SOLVING – Strong critical/analytical thinking and process development skills
- VISUAL MODELING – Process mapping, flowcharts, as-is/to-be diagrams
- PROJECT ANALYSIS – Experience bridging the gaps by partnering with stakeholders to utilize business and technical background to design solutions that meet business needs
- SCOPE REQUIREMENTS – Planning, facilitating, documenting business, and technical requirements
- PROCESS IMPROVEMENT TOOLS – Root Cause Analysis, Value Stream Mapping, and Analytics, Strategy
- EARNED VALUE MANAGEMENT – Skilled in EVM to track design and construction productivity

Given our experience and approach PSA is the team to deliver the CRB Owner Rep Services in this RFQ



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TAB 2

ORGANIZATIONAL PROFILE AND PROJECT TEAM QUALIFICATIONS

ORGANIZATIONAL PROFILE AND PROJECT TEAM QUALIFICATIONS

Company Profile

PSA Management is an African American owned firm with offices in Texas, Florida, Washington, and Louisiana. PSA is a certified DBE, MBE Company incorporated in Florida in 1994. PSA is a leader among small companies specializing in Program, Project, and Construction Management of capital improvement program projects in the public sector. PSA is also a registered engineering company in the State of Florida and Texas and has Engineers, Architects, and DOT certified CEI Inspectors on staff.

PSA is currently working on over \$5 Billion of CIP projects, either in a PM/CM role in an Owner’s Authorized Representative (OAR) role, in Design Build teams or in Construction Management at Risk (CMAR) teams.

Current and completed projects include:

- **City of Riviera Beach Community Redevelopment Agency PM/CM**
- Port of Palm Beach Slip 3 and Berth 17 Projects
- Port of Palm Beach Parking Garage
- The School District of Palm Beach County – Capital Outlay Plan
- Palm Beach County Convention Center
- City of Orlando Phase 2 Citywide Sidewalks (18 miles)
- FAMU Law School
- Orange County History Museum
- Dallas Museum of Art and Sculpture Garden
- Otey Place (Paramore Village) Redevelopment
- Lynx Light Rail System, Central Florida
- SunRail Light Rail System, Central Florida Phases I and II
- Southwest Water Treatment Plant – Orlando, Florida
- Palm Beach International Airport – CMAR Project Management
- Orlando International Airport numerous OAR projects
- Orlando International Airport Intermodal Facility (ITF) South Terminal and Passenger Drop Off Lobby (PDL)
- Orlando International Airport Intermodal South Terminal (Landside), taxiways and runway connectors
- Dallas/Fort Worth International Airport Automated People Mover and New Terminal “D”
- Sky Harbor International Airport Automated People Mover and New Terminal
- Dallas/Fort Worth International Airport Terminal Renewal and Improvement Program (TRIP)
- Dallas/Fort Worth International Airport numerous taxiways, runways, and roadway modifications
- Louis Armstrong New Orleans International Airport
- Infrastructure and Transportation Studies in Nigeria
- U.S. Army Corps of Engineers Addicks and Barker Dams, TX
- George Bush Inter-Continental Airport ITT Tunnel and APM
- Salt Lake City International Airport APM and Terminal Development
- Tampa International Airport Consolidated Car Rental and Automated People Mover (CONRAC)
- Dallas Area Rapid Transit (DART) Technology Kiosks & System Implementation Services



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PROJECT AND CONSTRUCTION MANAGEMENT

Project and Construction Management is the core business of PSA. The company handles all types of construction projects covering a wide spectrum of building types. These have included infrastructure projects (water, wastewater plants, roadways, etc.), for airports and transportation projects, museums, conference centers, large scale urban redevelopment (both public and private), educational facilities and school district capital outlay programs.

PSA is a unique company in the construction industry. The Company has competed in the open market place against the largest companies in the U.S.A. without using its minority status and have not only held its own, but has grown in both size and stature with its client base. PSA has progressed from being Sub-consultants to Prime and significant Joint Venture partner with many of the national leaders in this field.

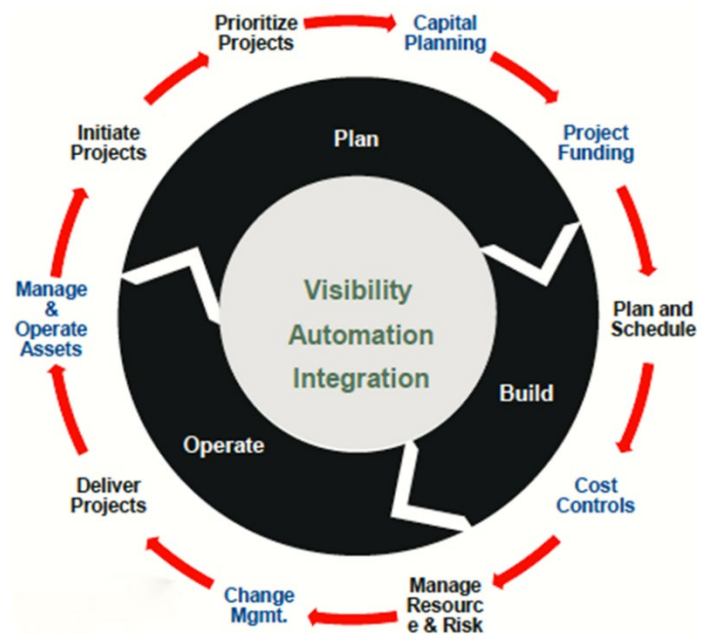
As PSA has grown, it has attracted top class personnel with diverse backgrounds and skill sets. This has enabled PSA to expand its capabilities and offer specialized professional services, which are listed below:

Project Personnel

- Estimators
- Schedulers
- QA/QC Manager and Engineers
- Plan Reviewers, BIM Modelling, Code Compliance Reviewers
- Project Managers, Assistant Project Managers
- Project Engineers, Assistant Project Engineers
- Certified Inspectors (OSHA/DOT/Civil/Environmental/Mechanical/Electrical/Plumbing)
- Project Document Controls Managers
- CEI/Bridge/ITS Inspectors
- Contract Support Specialist/Survey Party Chief
- Project Coordinators
- Dispute Resolution and Forensic Specialists
- Organizational Change Management

Project Control and Documentation

- Procurement Policies & Procedures Manuals
- RFP/RFQ/Design Build Packages
- Project advertisements
- Standard Terms and Conditions
- Compliance Documentation Requirements
- Addenda’s, Bid Sheets, Sign in Sheets, Selection Criteria Score Sheets
- Local, State, Federal Compliance Requirements
- Design Criteria
- Project Contracts
- Insurance and Risk Management Requirements
- Minority Participation Pre-Qualification and Guidelines
- Subcontractor Pre-Qualification
- Safety Manuals
- QA/QC Plan
- Notice of Commencement, Notice to Owner, Lien releases



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Project Services

- Budget Estimates and Cost Control
- Pre-Bid, Pre-Construction and Construction Agendas and Minutes
- Project Schedules – Pre-Con, Construction, Submittals, Permitting
- Facility Condition Assessments
- Owner Direct Purchase System
- Contractor Controlled Insurance Program (CCIP)
- Value Engineering and Value Management
- Planning and Life Cycle Cost Analysis
- Bid Packages, Work Scopes
- Guaranteed Maximum Price (GMP) documentation preparation/review
- General Conditions documentation preparation/review
- Performance and Payment Bond requirements, review, and tracking
- Minority Coordination & Reporting
- Plan Reviews, Constructability Reviews, Conflict Reviews, BIM Reviews, Code Reviews
- QA/QC Reviews
- QA/QC Testing and Inspections (FDOT Highway/Bridge)
- Submittals Review and Tracking
- Request for Information (RFI) review and tracking
- Architects Supplemental Instruction (ASI) review and tracking
- Change Order Documentation, Review and Tracking
- Dispute Resolution and Forensic Document Analysis
- Construction Inspection/CEI Services
- Monthly Report Preparation
- Cost Management, Pay Applications and Budget Reconciliation
- Phasing Plans, Resource Loaded Schedules, Punch Lists
- Community Outreach
- Close Out Documentation, Certificates of Occupation, Maintenance and Warranty Manual



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Project Team Qualifications

PSA’s record shows we are qualified to perform the Scope of Services as an Owner’s Representative in Program, Project and / or Construction Management Services for the City of Riviera Beach. We are experienced to deliver not only the scope in this RFQ but well beyond.

To illustrate our teams experience and qualifications please see the below the beginning of our teams proposed RACI (Responsible, Accountable, Contributors, and Inform). The RACI will establish ACCOUNTABILITY and be updated at project Kick-off with the Project Community. The best part about the PSA experience is that the City will get no less than forty years of combined experience from the person Responsible and Accountable for each scope item requested in the RFQ. This will ensure our continued effort to grow City of Riviera Beach’s local knowledge through our mentorship programs.

	Combined Years of Service	Project Director	Sr Construction Manager	Quality Assurance & Inspection	Sr Program Manager	Project Controls Manager	Cost Estimator	Scheduler	Document Control
3.2.1 Pre-Construction Services:									
Constructability Reviews	68	A	R						
Design Review	68	A			R				
Scheduling	40					A		R	
Cost Estimating	64					A	R		
Project Execution Plan	47				A	R			
Change Management	47				A	R			
Reporting - (Weekly and Monthly, or ad hoc)	47				A	R			
c. Analyze project data	47				A	R	C	C	
d. Design progress meetings	68	A			R				
e. Pre-qualifying contractors and evaluation	68	A	R						
3.2.2 Bidding and Award Services.									
a. Attend pre-bid meetings	68	A	R						
b. Review addenda	68	A	R						
c. Assist City evaluating responses to the proposals	50		A		R				
d. Assist in crafting contract language and/or documents	68	A			R				
3.2.3 Construction Services									
a. Coordination between Project Community	65	A			R				
b. Meeting Minutes	58	A							R
c. Assist City with direct purchase of items (if required)	65	A			R				
d. Quality Inspection	55		A	R					
e. Construction progress meetings	65	A	A		R				
f. Progress milestones & track quantities and progress photos	64					A	R		
g. Weekly status reports	68	A	R						
h. Scheduling	40					A		R	
i. Tracking system construction records	64					A	R		
j. City’s representative - construction phase	68	A	R						
k. Site Visits w/ design consultants	68	A	R						
l. Manage project non-compliance	68	A	R						
m. Expert for correcting deficiencies or defects	68	A	R						
n. Document Control permits and monitor compliance	55		A	R					
p. Review construction materials testing	55		A	R					
q. Manage, Review and action on contractor’s submittals	58		A						R
r. Respond to RFIs	68	A			R				
s. Oversight for testing requirements	55		A	R					
t. Scope Management	68	A	R						
u. Monitor construction noticing requirements	55		A	R					
v. Change Order Requests	47				A	R			
w. Review contract document changes and permits	68	A	R						
x. Claims related to the project	47				A	R			
y. Field visits, observations and demonstrations	55		A	R					
z. Manage Closure Punchlist	55		A	R					
aa. Review the contractor’s guarantees and warranties	55		A	R					
3.2.4 Close-Out Services									
a. Develop and manage substantial completion criteria	47				A	R			
b. Assist in coordinating final inspections	68	A	R						
c. Assist the City in reviewing as-built drawings	55		A	R					
d. Final pay requests, release retention, and COI	47				A	R			
e. Manage filing Notice of Completion City	55		A	R					
f. Provide Construction Management files to the City	68	A	R						
g. Review contractor’s record drawings, operations and maintenance (O&M) instructions and all other close-out documentation	55		A	R					
h. Coordinate any startup requirements	55		A	R					
i. Warranty guarantees, inspection, and one-year warranty review	55		A	R					
j. Compile Operations and Maintenance Manual	68	A	R						
3.2.5 landscape conditions at various sites improvements	55		A	R					

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Key Personnel



**Chris Hassall
Program Director**

Chris has been a registered architecture since 1973. He also has years of experience with program, project, and construction management in design/build contracts

from design, preconstruction, procurement, and project closeout. His experience includes working on multi-project programs and specialized in working for public clients in the US. He has pioneered the use of Value Management Techniques in order to right-size all functional areas and maximizing value with accurate Life Cycle Analysis of capital programs, In 1990, Chris founded CH-MS Architects, which was ranked first in three Design-Build RFP's in Palm Beach County, Florida. He also founded Academy Associates, which introduced turn-key school delivery in Florida with design/build/lease. His varied career has spanned three continents and nearly every type of architectural and construction project. His has played important roles in many Program Management assignments throughout the USA with Program budgets ranging from \$500m to \$3b. He has been involved in all aspects of Program Management from Land Use Feasibility Studies, Financial Forecasts and Budgets, Estimating and Master Scheduling, Design Reviews, Life Cycle Cost Analysis and Value Engineering, Contract Procurement Policies and Procedures, Contracts and Subcontracts, Contract Awards, Construction Management, Project Controls, Construction Administration, Job Site Supervision, Project Reporting, DBE/WMBE/MBE Minority Participation Programs, Public Outreach, Media Management, Warranty, Close Out and Long term Maintenance Planning.

Over the years Chris has used many software programs and has developed many project specific spreadsheets and program adaptations for software programs such as AutoCAD, Prolog, Primavera, Lotus, Microsoft PM, and more. He embraces the use of technology in sharing information with web-based applications that have revolutionized the way that communications now take place in the Construction Industry.



**Jennifer Raimo
Senior Program Manager**

Ms. Raimo has over 25 years working on a variety of construction projects from for commercial and public capital programs. Throughout her career she has had project involvement from pre-construction, construction to project closeout. She poses extensive experience in all facets of projects to include management of multiple projects simultaneously and competency with tools such as schedule claims review, investigation, and dispute resolution. Her experience is in all aspects of program management controls (Cost, Scheduling, Document management, procurement, and risk). Expert user of Oracle P6, Microsoft Project, BIM 360 Plan. A taste of her skill set includes enterprise level schedule creation and maintenance. Performing and mentoring new scheduler resource, cost loading, change management, claims analysis, claims investigation and resolution. All aspects of project management to include coordination with architects, engineers, and consultants. Obtain and review subcontractor change estimates. Issue general contract change orders and follow-up for approval, shop drawing and submittal approval with design team project documents.



**Don Corthell
Senior Construction
Manager**

Mr. Corthell is a seasoned Construction Manager with over 25 years of experience building office buildings, medical offices, civil infrastructure including roads and bridges, and airports. He has a special competence as an Owner's Representative with vast experience for construction in all its facets. He has worked as a tradesman, is a small business owner, a licensed building contractor, and possesses a long suit for leadership qualities which lead to transformational change. He possesses the hard skills and experience required to perform any type of construction, it is perhaps his soft-skills and leadership capabilities that truly sets him apart; building and managing teams of people is his calling.

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**Jay Mobley
Senior Project Controls
Manager**

Mr. Mobley has over 22 years of experience in design/construction project services programs and projects. In his career

he has led civil, infrastructure and facilities projects overseeing Quality, Project Controls, Document Control, and Project Management System Implementations. During his tenure in project controls he filled many roles to include cost estimator, scheduler, and project controls manager. He also has worked with public and private organizations to develop technical requirements, scoring criteria, and qualifications for procurement. In addition, he has worked on many public storm water drainage, water utility and Park & Recreation projects. Jay brings true Organizational Change Management through collaboration in delivering data driven results with his experience in business process optimization. This gives him a unique viewpoint, as to what is important to a business. A critical thinking business professional, with an in-depth knowledge of multiple industries and experienced in many facets of projects.



**Choung Dang
Lead Scheduler**

Mr. Dang has over 18 years of experience in engineering and construction, with more than a decade devoted to Project Controls

Management and CPM Project Scheduling. He has overseen multiple construction projects, ranging from mid-to-complex, and has been a key component to ensuring timely delivery for several projects with a construction value of over \$5B. Projects under his supervision spread across the market from government contracts to private sector-based projects and from energy projects to construction projects. Chuong shows a deep passion on how to manage a project within a program from start to finish. His involvement with the management team

includes but are not limited to accounting, procurement, BIM, scheduling, QA/AC, safety, and final close-out processes. He has also been involved in various types of capital projects including but not limited to airports, roads/bridges, educational facilities, and water treatment/sewage plants.



**Mahendra Modi
Lead Cost Estimator**

Mr. Modi has 42 years of experience in the construction industry. He holds a bachelor's degree in civil engineering and has held various positions in

his career, including Estimator, Project Manager, Civil Engineer, and Director of Field Operations. His expertise extends to planning, design, and construction; budgets; estimating; CPM and Bar Chart scheduling; purchase orders and change orders; and cash flow controls.



**Mohammed Elway, Ph.D.,
P.E.
Quality Assurance, and
Inspection**

Dr. Elway is a renowned professional engineer with over 30 years of solid diversified technical and

managerial experience. He has worked with some of the world's top-ranked engineering and construction firms on the design, construction, design-build, CM, EPCC and O&M ranging from small to mega infrastructures and facilities projects for public, private and military clients in the USA and overseas. The projects include airports, rapid transit and LRT, highways and bridges, military facilities, seaports and marine works, water and wastewater plants and networks, stormwater drainage, residential and commercial land developments, convention centers, theme parks, lake restoration and dredging, earthen dams, mining waste disposal facilities, environmental audits, domestic landfills, groundwater modeling, etc. In addition to all his experience, Dr. Elway is also a PMP trainer.

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**Phaedra Tillman
Document Control
Specialist**

Ms. Tillman's been instrumental in managing client meetings and assisting the team in administration addressing RFIs, budgets, cash flows, project schedules, project organization and communication charts. This in turn allows for relevant project information be communicated to the client and project team to ensure client's needs are met in a timely and cost-effective manner. In addition, she will be performing the following duties, issue and track contracts, letters of intent, maintain contract execution tracking log. She also assists the PM in the review of Contractor quotations; provide database updates/client progress reports bi-monthly and monthly as requested; assist with the creation and tracking of complicated change orders; and assist to coordinate and prepare all closeout documentation for multiple projects.



**Pam Ervin-Davis
Outreach | Minority
Compliance Manager**

Ms. Ervin-Davis is a leader for DBE outreach and compliance efforts for this project. Working in concert with the team, she will develop and execute a comprehensive subcontracting and community engagement plan. She will provide oversight of the team's compliance efforts and capacity building initiatives and outreach with local minorities to further recruit, train and build the City of Riviera Beach's local presence in Project and Construction Management Services.



**Kena Brown
Minority Outreach
Coordinator**
Subcontractor

Ms. Brown is a local Licensed Community Association Manager. She has built a background in building the minority community by providing the direction and define job tasks with employees. A few of her exceptional abilities include evaluate bids from contractors and develop specifications, possessing good management and organizational skills, and the ability to hire, train, discipline, and motivate employees for better performance. In addition, she brings flexibility to the team in being able to provide project accounting, budget planning and financial reports, and a knowledge of general business management techniques and general business practice.

EXECUTIVE OVERSIGHT COMMITTEE



T.L. Wingate
Project Executive
(Non-Billable)

Mr. T.L. Wingate began work in the construction field at the young age of 12 years old. He became a Certified General

Contractor in the state of Florida in 1984, at the age of 22. His years of experience in working with private clients, construction firms, and governmental agencies in various positions as prime contractor, sub-contractor, partner, and construction management, has shaped his perspective and expertise of the construction industry.

For over the past 35 years, Mr. Wingate has been President/CEP of his family owned and operated construction company. Mr. Wingate is well known by his colleagues and the community where he lives and works, as a leader in the construction industry. He exemplifies his great leadership skills while maintaining a reputation of honesty and integrity, both personally and professionally.



WINGATE CORPORATION



Patrick Aliu
Project Executive
(Non-Billable)

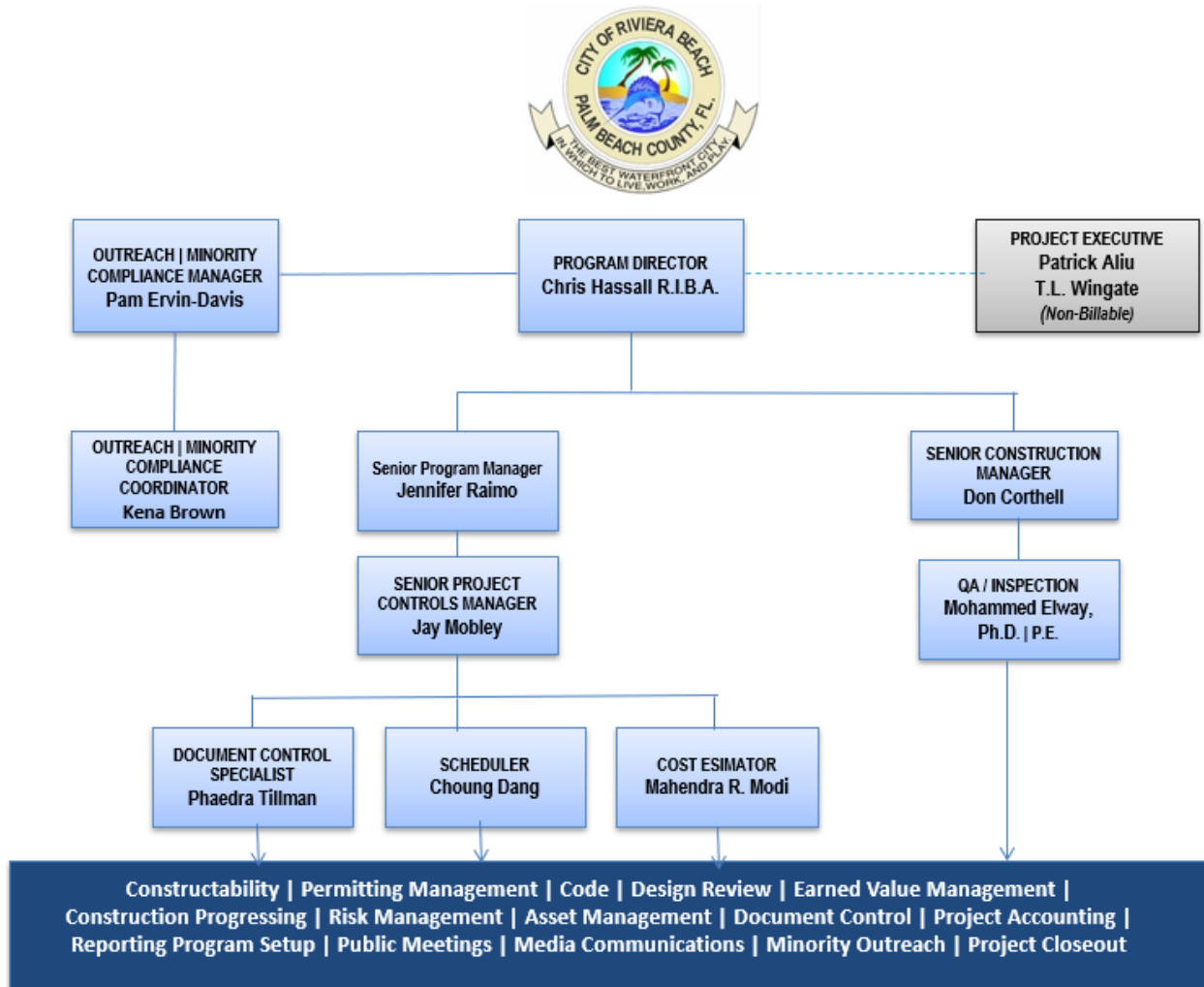
Mr. Patrick Aliu is the founder, president, and CEO of PSA Constructors, Inc. with more than twenty-five years of experience in planning, architectural, construction management and program management in educational, airport, hospitals, industrial, justice facility, and commercial residential/mix-use development project management.

Mr. Aliu has held various responsible positions before establishing PSA, coming through the ranks as planner, project architect, project manager, and project director. He also served as general manager of a firm where his responsibilities included business development, contract negotiation/execution, fee negotiation, joint venture negotiation with other firms, project management, and personnel hiring at all levels. He has hand selected the top-notch team for the City of Riviera based on their ability to be accountable and deliver capital programs, and more.



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Organizational Chart



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AFFIRMATIVE ACTION and M/WBE, LOCAL and SBE PARTICIPATION

Affirmative Action Plan

PSA Management Inc. is committed to recruiting and advancing qualified minorities, women, persons with disabilities, and covered veterans. Affirmative actions include training programs, outreach efforts, and other positive steps. These procedures should be incorporated into the company's written personnel policies. PSA also encourages our subcontracting firms to adhere to these same guidelines when participating with our team on projects.

Statement of Policy

It is the goal and commitment of the PSA Team to ensure, in accordance with the Owner’s criteria, that M/WBE, Local and SBE firms are given the maximum feasible opportunity to participate in the award and performance of contracts, and that they perform useful business functions according to custom and practice in the industry. On each project, the PSA Team commits to:

- Communicate available M/WBE business opportunities,
- Provide subcontract opportunities with work scopes tailored to accommodate identified capacities within the small and disadvantaged business community, and
- Track M/WBE utilization results.

M/WBE, Local and SBE Participation

PSA is a certified MBE firm and has provided Construction and Program Management at a national level to governmental agencies such as Airports, Municipalities, Transportation, Historical Restorations and Public Transit Authorities. It is our overall objective to apply our expertise and lessons learned from our experience. We are committed to maximizing the use of Wingate Corporation, LLC, a certified MBE firm, that will provide estimating and field inspections. Together, we will see to it that you, the client, will receive exceptional service from our combined team as we unveil the seven (7) step approach delineated below:

- 1. IDENTIFYING**
 - Local Databases
 - Trade Associations
 - Advertising
- 2. CULTIVATING**
 - Stakeholder Communication
 - Relationship Forums
- 3. PACKAGING**
 - Capabilities
 - Interest
 - Bonding Capacity
- 4. BIDDING**
 - Early notice
 - Staggered bids
- 5. HELPING**
 - Paperwork
 - Pay applications
- 6. MONITORING**
 - Reporting
 - Feedback
- 7. RECOGNIZING**
 - Celebrations

Mentor Protégé Program

PSA has committed to mentoring Kena Brown who is a local sole proprietor of Riviera Beach that provides public relations. This is a great opportunity to mentor a company that is looking to build capacity in their area of expertise, and it will also assist the PSA Team in providing information to the local and surrounding communities. The areas of focus will include the following:

Mentor

The Mentor firm will be required to meet with the Protégé on a regular basis. Mentors should train their Protégés to accomplish the following:

- Set targets for improvement
- Set timetable for meeting those targets
- Assist with Protégé’s business strategies
- Assist in evaluating the outcomes

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- Assist in development of the Protégé's Business Plan
- Regularly review their Protégé's business and action plans
- Monitor their Protégés' key business indicators, work in progress and recent bids.

Protégé

The Protégé's responsibilities include, but are not limited to the following: The Protégé has been in business a minimum of one year and has demonstrated reasonable business

- Identify operational weaknesses
- Attend meetings scheduled by Mentors
- Provide Mentor with company's business profile (accomplishments, certifications, current work-in-progress, current capacity, and location)
- Make every reasonable effort to implement the business decisions that are discussed in regular meetings
- Take the initiative to request whatever additional assistance they may need to address significant business issues.

Communicate Available Opportunities

To provide the maximum amount of M/WBE participation, it is imperative that the PSA Team communicate all the project opportunities. The PSA Team, through community outreach, will encourage involvement of M/WBE support agencies, M/WBE contractor's associations, M/WBE supplier organizations and M/WBE assistance centers in getting the word out to potential M/WBE firms. The "Good Faith" effort will include, but may not be limited to:

- Advertising in local newspapers,
- Putting plans and specifications at traditional locations,
- Inviting M/WBE firms to pre-bid meetings and other appropriate meetings,
- Mailing/faxing/emailing pertinent project information to all M/WBEs in databases,
- Reach out to M/WBEs in the database prior to scheduled pre-bid meetings,
- Providing on-going technical assistance as needed,
- Working to resolve any issues before they arise, and

- Following up and documenting all M/WBE correspondence.

The following is the PSA Teams Outreach Plan:

- Publicize all upcoming opportunities and ensuring M/WBE firms have adequate time to review and ask pertinent questions about the projects.
- Evaluate the firms' capacity and skill level, financial strength, and bonding capabilities of the M/WBE firms soliciting work on the project.
- Facilitate the partnering of M/WBE capabilities with project requirements for the purpose of maximizing M/WBE participation on the project.

Scopes of Work Tailored to M/WBE Capacity

In an effort in building capacity, the PSA Team is committed to assisting qualified M/WBE firms in bidding on opportunities by ensuring they have sufficient time to prepare bids with delivery schedules. Our team will review all packages to ensure scopes have been broken down for more inclusion from smaller firms. When meeting with M/WBE firms the PSA Team will provide the following services:

1. Define the areas of challenges for the firm,
2. Work to provide technical assistance or training in areas of deficiencies to build capacity.
3. Identify areas of training and workshops that can be provided by local organizations. To implement this effort the following steps shall be taken:
 - Allow M/WBE firms adequate time for preparation of the quotations, quantities, specifications, and delivery schedules. Assistance with certification Counsel and discuss subcontracting opportunities with qualified M/WBEs. Assist them if necessary, to refine their quotations and fully understand their offer.
 - Ensure that M/WBEs receive assistance in administrative matters when needed.
 - Ensure that M/WBEs are paid in a timely manner.

After having identified M/WBE firms that are certified, experienced and financially qualified to perform various segments of work through the outreach effort, the next step is to match those

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M/WBE business enterprises to the opportunities that exist within the framework of the project. This will be accomplished by the following:

- Break down scopes of work into packages that accommodate the M/WBE firm's capacities.
- Make M/WBE goals an integral part of the construction bid packages and encouraging the use of second-tier M/WBE subcontractors.
- Encourage joint ventures or associations between non-M/WBE owned companies and M/WBEs.
- Encourage joint ventures or associations between M/WBE owned companies.
- Consider M/WBE firms for services needed by the Prime Contractor.

Tracking M/WBE Utilization Results

To complement the efforts in stimulating interest and evaluating the capabilities of M/WBE, Local and SBE firms, the PSA Team will:

- Designate our Diversity, Equity, and Inclusion Manager to be responsible for program compliance and utilization of M/WBE and SBE firms. The PSA team will adhere to the information outlined in Procurement Ordinance Sec. 10-301.
- Communicate project opportunities to potential M/WBE subcontractors by direct contact, advertising in appropriate newspapers, and by conducting monthly public meetings during the pre-construction phase of the project. The agenda of these meetings will encompass descriptions of packages, timing, and joint-venture or association opportunities.
- Ensure that qualified M/WBE firms are included in bid solicitation lists and receive written notices of bid packages.
- Ensure that bid packages are structured by size, tasks, and quantities to facilitate maximum participation by certified M/WBE firms.
- Require written documentation during the procurement phase from all prospective non-M/WBE subcontractors attesting to local M/WBE solicitation.
- Ensure significant M/WBE participation by major subcontractors as a condition of bidding the project. This should encourage the formation of associations with M/WBE firms for satisfaction of M/WBE goals. There could also be combinations of M/WBE firms and non-M/WBE firms to obtain the required percentages.

- Ensure that all contractors, subcontractors, and sub-subcontractors include language in their contracts that will promote compliance with M/WBE participation requirements and address steps to ensure inclusion of M/WBE and women business enterprises in the job bidding process.
- Develop and maintain monthly records showing number of M/WBE firms solicited, M/WBE companies selected, current percentage of M/WBE participation, M/WBE composition of every firm's labor force, and change status from last report.

All subcontractors will work with the PSA Team's Diversity, Equity, and Inclusion Manager in implementing their M/WBE Utilization Plan and submittal of monthly compliance reports of participation to provide to the Owner.

PSA Team's Dispute Resolution Approach:

- Any issues will be discussed verbally among the parties affected. This may include a party or parties who were not initially involved in the issue. Each participant in this discussion must do the following:
 - a. Determine if their position has merit for the success of the project or if the issue has become personal.
 - b. Offer at least one compromise to their position toward resolution of the issue.
- If resolution does not occur, each participant will document their position and the reasons for that position. This document will then be forwarded to all other parties for review.
- If resolution does not occur, then all documentation will be forwarded to the next level of management for all Project Team members. Upon review by all Team members, a meeting (may be via telephone) will occur to resolve the issue.
- If resolution does not occur at this meeting, each representative will document their position and the reasons for that position. This information, along with the original documentation, will be forwarded to each Project Team member's next level of management. This management level will then follow the same procedures toward resolution of the issue.
- If no resolution can be reached the highest level of management for each Project Team member, the first step is mediation, followed by arbitration if necessary.



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TAB 3

APPROACH TO SCOPE OF WORK

APPROACH TO SCOPE OF WORK

PROJECT APPROACH

Our culture at PSA Management is committed to the highest level of ethics, compliance, transparency, safety, and quality. In addition, we are driven to provide innovative and sustainable solutions for capital programs in all aspects of Project and Construction Management. In addition, we approach every project by supporting a view of diversity, inclusion, and responsibility. Given our companies culture this sets PSA up for success with how closely we are aligned with the City of Riviera Beach's Mission Statement, providing excellent customer service, progressive leadership, and accountable stewardship.

The PSA team will provide exceptional resources to manage projects in a manner that is consistent with the scope to deliver a program via Best in Class projects. PSA strongly believes that open lines of communication to all involved stakeholders coupled with a solid project approach is key to the successful completion of this contract. PSA has worked on numerous similar assignments as shown previously in our Firm's Experience. We have become accustomed to being staff augmentation for our Public Clients and affording them an exceptional level of protection and professional care while creating a one team environment with owners, designers, and constructors. We put our Client's interests above our own and are fully cognizant of the need to act professionally, ethically and above all effectively at all times. This results in the City's focus to be the best waterfront City in which to live, work, and play.

Owner's Representative – Construction Management Services

The PSA Team will work on a collaborative basis to maximize the efficiencies of the various companies and services and to ensure that the City's best interests is always served. There is no substitute for experience and delivery on a design or construction project beyond PSA. The PSA Team has the experience and will create a teamwork approach based on professional respect which will be performance based and instill a high level of competency and excellence by all involved. We will create a roadmap for success and expect all team members to embrace it and give us their buy-in. Everyone will be accountable and given the support, they may need to succeed. We do not set up people to fail – just the opposite. We make sure they have the resources they need and can achieve what needs to be done. We succeed as a team based on the individual value that each member brings to the table. It is our job to maximize this potential into a great project!

With reference to the future of Riviera Beach as set out in Riviera Beach 2030, the PSA Team is ideally suited to meet your needs. Here are just some of our differentiators:

1. Immense local knowledge from our PM/CM role with the City of Riviera Beach (CRB)
2. PSA has been involved in many projects in Palm Beach County, these include the port, school Board, airport as well as other
3. PSA assisted the Dallas Area Rapid Transit agency (DART) in the selection and implementation of an Information Technology System and nationwide, PSA has become one of the leading exponents

types of projects included in the Capital Improvement Plan – 2020 to 2025. – such as a Comprehensive Master Parking Plan, dredging, new berths and slips, underwater inspection, Environmental permitting, and Major Utilities work.

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of systems implementation for major Public Clients of many types of software and hardware program systems. As technology has become an integral part of all services, PSA has been at the cutting edge of its use and implementation.

4. Senior members of our PSA Management Team that will be participating in the services for the City of Riviera Beach have designed and built City Halls and Public Safety Buildings – very similar to the buildings included in the 2030 CIP.
5. Many of our large-scale construction programs have a considerable amount of underground, water mains, sanitary sewer, and utility work. The PSA team includes engineers with vast experience of this type of work (with Bechtel and AECOM) and we have our own QA/QC Managers and Civil Engineering Inspectors (CEI) specifically trained and experienced in all aspects of major civil works and the close coordination needed with Utility Companies.



Project Startup

As we begin to provide the Owner’s Representative/Construction Management services we must understand your ongoing procedures as well as the schedule and budget. To help us come to the proper understanding, we will undertake several initial actions including the following:

- Review specs and create QA matrices (master and individual projects)
- Review written procedures, which clearly define line of communication, authority, responsibility, and accountability.
- Review the master schedule reflecting the beginning and completion date for each action from initial concepts through final completion.
- Review the master budget reflecting the amount and source of funds for each project.

Scheduling

The PSA Project Management Team will employ Primavera P6 Software for the overall master project scheduling including:

- **Master Schedule** – with separate logic networks for design, owner interface, agency review, permitting, bidding, award, procurement, milestone construction phase activities, close-out, move-in, and post occupancy evaluation.
- **Critical Path Method Construction Schedule** – to address subcontractor construction activities, coordination, duration, and logic required to achieve the occupancy date. We will require that the contractor adopt, modify, and update the CPM schedule, which will then be monitored closely during construction.

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- **Submittal/Material Expediting Schedule** – we will require that the contractor prepare and distribute this schedule to each trade-contractor to facilitate submittals, material procurement and the delivery process.
- **Look Ahead Schedule or Short Interval Schedule** – we will require that the contractor prepare and update this schedule at weekly intervals. The Look Ahead Schedule is used to coordinate the work of affected subcontractors at weekly job-site meetings.
- **Transition Schedule** – we will prepare this schedule at the mid-point of the construction phase to coordinate owner, user and contractor activities involved in building commissioning, turnover, and move-in.

Our construction project manager will closely manage the CPM schedule, monitor performance, and update the master schedule weekly. We will proactively evaluate the master schedule to determine if there is any work slippage, not in a matter of weeks, but in a matter of one or two days. When a slippage is observed, we will immediately act. By intensely focusing on small problems and solving them quickly, large problems will be avoided. The result will be on-time performance.

Quality Control

Quality Control is an essential part of project management. A Quality Control Program is formulated by PSA at the start of the project and continues through to job completion. We will work closely with the City and the Architect/Engineer to determine the desired level of quality and then assure the procurement of the materials, fabricators, and subcontractors capable of meeting the quality requirements. We conduct

quality meetings with the general contractor and affected subcontractors before and after award. We employ mock-ups to establish quality standards before actual

Our quality assurance system will emphasize preventive rather than remedial measures to support the concept of building quality directly into work.

construction work is commenced. We provide full time field supervision to assure compliance with specifications and we insist on the use of qualified, local subcontractors with good track records.

The Project Managers and their staff are responsible for overseeing the inspection of shop fabrication and field installation. Where appropriate, materials and fabricated items are inspected at the shops or plants of the manufacturers and again on site to assure that all materials are satisfactory before installation.

A day-to-day check of a new trade's first output will be scrutinized closely by the appropriate staff so that the expected level of workmanship is established from the outset. Field representatives of material manufacturers are called upon when needed to provide first-hand instruction to the contractor's personnel and additional inspection of the installation of their products.

PSA will provide the leadership that will enhance project quality by recommending and implementing effective policies/procedures and by designing and overseeing a project inspection and audit system.

Our quality assurance system will emphasize preventive rather than remedial measures to support the concept of building quality directly into work. The main features of the quality assurance systems are:

- Constructability review performance

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- Planning, Preparation, and use of standard field procedures, and
- Selective assignment of construction services personnel.

Material testing, whether in the plant or the field, is coordinated with our field staff. PSA's constant monitoring of all construction products and frequent testing procedures assures the highest quality at little expense and without schedule delay. Subcontractors are required to provide adequate protection of previously installed work. Our on-site representatives strictly enforce these requirements. We maintain a running punch-list and require that items of work be completed prior to the next bi-weekly inspection so that punch-list items do not pile up at the end of the job.

Value Engineering, Value Management, and Constructability Review

Key areas of expertise that distinguish PSA are Value Engineering and Constructability Review to optimize value, avoid change orders, assure quality, and keep projects on schedule and within budget. We will draw upon our team's in-house cost estimating and scheduling resources to develop a realistic budget and schedule. At each design phase we will conduct phase appropriate value engineering and constructability reviews of work in progress. We will draw upon the expertise of our teams' engineering resources for critique of civil, electrical, structural, mechanical, and environmental design.

Budget Estimating - PSA's estimating resources are particularly comprehensive because our Project Managers and Estimators work as a team. We test our estimating ability against the competitive marketplace frequently due to the fact that we maintain a complex at-risk workload. Our bidding pool of subcontractors has proven to be both competitively priced and technically qualified.

Budget Validation - After reviewing the budget and the design information, PSA will explore alternatives and the impact on cost, schedule, and quality. We will relay this information to our database of costs and to our current experience of prices. We will also interface with our trade subcontractors and suppliers to provide input for the detailed budget estimate. This estimate will be categorized by function within each construction area and will be accompanied by a list and explanation of all qualifications and assumptions. After discussion and appropriate modification, this estimate will be established as the base line for measuring projected costs as the design develops further.

All estimates will be supported by a narrative description of qualifications and assumptions. General Conditions, Contingencies and Fees will be defined as separate line items. Any significant changes or issues which could impact budget, schedule, quality, or operating performance will be noted for discussion and final agreement by the Client.

Value Engineering - Value Engineering is a systematic pre-construction service that PSA will provide to the Client to produce the optimum project design within the budget. To be most effective, it should be planned and scheduled early in the design phase, prior to the completion of conceptual/schematic design (30%) if possible. However, the Value Engineering study may be conducted concurrently with the constructability review or performed as a separate review. PSA has extensive experience in Value Engineering and the staff to conduct a formal Value Engineering study. Approximately 80% of the cost of a project is generated by 20% of the construction elements, and we focus our efforts on those items. This effort is intended to ensure that the Client receives the highest value in terms of materials and maintainability. A growing feature of most projects is Green Certification and the integration of energy saving systems and processes. Value Engineering is not Value Elimination – it is

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imperative that Life Cycle Cost analysis is carried out over the entire life of a system, material, or assembly to determine a true value comparison. Value Engineering can include looking at higher initial capital costs and then amortizing that cost over its useful life. A good example of this has been the introduction of low energy and LED lighting – the initial costs are higher but use 85% less electricity. This needs expert and on-going analysis as the technology improves and the costs come down.

Constructability Reviews - An integral part of The PSA Team's cost control process is the implementation of constructability reviews. Constructability reviews are comprehensive evaluations that are used to eliminate gaps, overlaps and omissions in all current project documents. The reviews also assure that notes, details, and specifications are clear and accurate. Utilizing this process reduces unnecessary expenses and provides the Owner with the lowest responsible cost for the project.

Gaps are areas in the documents in which needed information is missing. Overlaps are items that are shown on the documents more than once relative to different bid packages. For example, both the HVAC drawings and the electrical drawings show motor starters for the air conditioning equipment. Omissions are items left out of the documents completely. For example, no motor starters are shown in the documents, so neither the electrical nor mechanical Subcontractors include the cost in their bids.

During the construction-planning phase, The PSA Team will conduct constructability reviews of the design. Constructability review meetings will be led by the Construction Manager. At these meetings we will check all details and section drawings for gaps, overlaps and omissions. Specifications will be reviewed for completeness and accuracy as well as their coordination with the drawings. Even though the reviews are concerned with technical accuracy of the documents, they

also ensure the utilization of the best methods for constructing the project. This aspect of the review may become closely linked to the value management process.

An incomplete review that does not thoroughly consider all aspects of the documents may create major scheduling and cost problems during both design and construction. Therefore, the forms used to document review comments should be standardized to ensure that each comment is accurately conveyed to the Design Team and is tracked and verified as having been resolved or incorporated into the documents.

The PSA Team conducts constructability reviews in conjunction with each design phase milestone estimate. At the schematic design milestone, the team considers the general building layout and space consideration such as equipment rooms, ceiling spaces and ADA requirements. At the design development milestone more details are available, and the review team considers details and specification issues, equipment, and coordination of drawings. The construction document milestone requires the most thorough review because the documents contain the most detailed information.

Implementing the constructability review process can assure error-free construction documents. The PSA Team is convinced that the efforts (or lack thereof) made during the design phase will directly affect project schedule, quality, and cost during the construction phase.

Project Controls

PSA is currently providing project control support on over \$5 Billion of Public sector construction programs. PSA provides a management system for the purpose of estimating, budgeting, scheduling, constructability reviews, value engineering and cost controls.

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Project Control Services are designed to help owners, program managers, and contractors to develop solutions completely and effectively for managing and controlling how their programs will develop. With the ever-growing requirement to provide accurate information on a real-time basis, effective project controls take on a key role in the success of all modern construction programs. PSA Management has taken a leadership role in producing true "Collaborative Environments". PSA can provide all members of a project team the opportunity and tools to focus on their respective tasks, with the confidence that the decisions they are making are based on the most current and accurate information available. As one of the major Project Control Specialists in the United States, PSA recognizes our responsibility to protect and preserve the integrity of our projects and the critical information within our care.

Cost Controls

PSA's method for holding our activities on the project within budget is based on an interdependent system that features:

- Accurate estimating of designs from earliest concepts through construction documents, including judicious use of contingencies
- Value Engineering to maximize value and contain costs within budget
- Monitoring and tracking costs compared with budget from design through construction
- Derivative forecasting of trends to anticipate final cost

PSA's Cost Control Plan recognizes the importance of partnering with the Owner and Architect to achieve the most cost-effective design from both a first cost basis and a life cycle cost basis. Key components of this plan include the following:

- Establish a realistic budget based on conceptual estimates of early designs

- Control project costs through the schematic, design development and working drawing phases by detailed estimates and cost control recommendations
- Improve the "build quality" of the project by recommending materials that reduce long-term maintenance costs
- Assist in the analysis and selection of operating systems that produce low energy costs
- Detailed review of bid packages for subcontractors to avoid claims and change orders
- Independent estimates of Owner requested change orders and tough negotiation of those change orders with subcontractors
- Detailed monthly reports which track commitments, cost-to-date, and estimated cost-to-complete for each cost category
- Final cost accounting of all actual project costs for project closeout

The purpose of PSA's cost control system is to provide Project Management with measure of operational performance to analyze the current project status and to form the basis of sound management.

Testing

Our senior engineering inspectors are extremely familiar with lab and field procedures, and in a wide range of inspection and testing services. These services include:

- Inspection and density testing of mass earthwork fill, building pads, roadway subgrade, base materials, and asphalt wearing surfaces.
- Concrete inspection including drilled shaft installations, MSE walls, barrier walls and

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bridge deck construction as well as testing including unit weight, temperature, slump, air content, compressive strength testing, and coring.

- Deep foundation inspections on bridges and vibration monitoring on surrounding structures. We have worked on all testing and inspection aspects of roadway construction, bridge construction and rail construction projects.
- Material testing for vertical building components, including threshold inspections.

Close-Out

PSA Management is currently leading the project close-out on over \$1.2 Billion of construction projects at Orlando International Airport on the South Landside Terminal and Civil/ Infrastructure/Utilities work. The PSA team is uniquely positioned with these projects because we are leading close-out efforts on both the Owner's side, as well as a partner with the Construction Manager at Risk. This has given us an opportunity to bring new levels of collaboration into this process and we have been able to integrate 26 items required by the Client on all these complex projects into our joint procedures and incorporate them on day one into every project.

There is no simpler way of describing Close-Out than to emphasize the crucial part it plays in a successful project starting at day one of the project. By clearly defining everything that must be included and putting procedures in place that include tracking and reporting for everyone to follow, it makes the whole process painless, efficient and most of all effective. It is crucial that the Client gets all the proper documentation and maintenance information on all projects and that all the correct signoffs have taken place

along the way. PSA has unsurpassed expertise as a project controls professional.

The 26 items covered for our Client are:

- Late Completion Analysis
- Change Order Summary
- Subcontractor Modification Summary
- Summary of Disbursements
- Project Payment Summary Report
- Record Drawings Construction Receipt
- As-Built Construction Receipt
- Operation and Maintenance Manuals (General warranties, Divisions of Work, Submittals, Testing)
- Parking Permit Office Release
- Badge and ID Office Release
- Key Shop Release
- Environmental Group Close-Out
- Certificate of Substantial Completion
- Partial Occupancy or Use Agreement
- Certificate of Occupation
- Current Certificate of Insurance
- CMAR Final Release
- Subcontract Final releases
- Warranties
- Commissioning Maintenance Report
- Owner Training Sessions
- LEED Sign-Off
- Attic Stock Maintenance Receipt
- Project Contract List
- Final Payment Application

Procedures

PSA Management has developed Close-Out Matrices that can then be applied to individual projects within a program. These are an in-depth scrub of all the specifications and project requirements and give the project controls team a roadmap to follow as the project progresses.

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These specifically cover:

- Owner Training
- LEED
- Operation and Maintenance Manuals
- Warranties
- Testing
- Submittals
- As-Builts
- Attic Stock

These matrices then enable us to keep a percentage complete on all these items and ensure their timely completion as the project progresses.

QA/QC Testing

Another important component of Close-Out is the QA/QC Testing carried out by the QA/QC Engineers. Again, there is a matrix defining each testing and manufacturer's specific information requirements for each project.

This is a more diverse procedure in that it can often include: testing done by manufacturers off-site; pre-installation testing by the CMAR; Threshold Inspections; or testing done by the Client. It is important that all this information is assembled and processed correctly and made available to the Client at Close-Out. It also involves the required performance requirements for each project, and this can involve mock-ups, destructive testing, or final certification (and warranties) that apply to individual components or entire assemblies.

Reporting

PSA Management has developed some unique Dashboards so that our Client can track and see the entire process and the percentage complete for each item on a weekly basis. These summaries are then linked to each task so that a more detailed analysis can occur. This is especially necessary where projects are nearing completion and any outstanding items can be scrutinized more deeply and need special attention to speed resolution.

As you can see from this write-up PSA Management has become true experts in the Close-Out field and by harnessing and using technology and real time reporting this process is not something you do at the end of the project' but really is incorporated throughout the entire project. We look forward to bringing this expertise to the City of Riviera Beach.



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TAB 4 FORMS

REQUEST FOR QUALIFICATION CHECKLIST

Proposers are expected to examine this solicitation, attached drawings, specifications, if any, and all instructions. Failure to do so will be at the Proposer's risk.

All notations must be in ink or typewritten. No erasure permitted. Mistakes may be crossed out and corrections typed adjacent and must be initialed and dated in ink by the person signing the bid. All RFQ's must be signed with the firm name and by a responsible officer or employee. Obligations assumed by such signature must be fulfilled.

Each Vendor shall furnish the information required on the bid form and each accompanying sheet thereof on which he or she makes an entry.

The City may award contracts to the top ranked firms that meets the qualifications based on the criteria and the responses received. Proposers may be issued task orders based on their specialty or the City retains the right to award based on contract awarded as primary, secondary, and tertiary award. Therefore, proposers must submit all forms provided and clearly demonstrate their qualifications. Failure to submit these pages will render such RFQ non-responsive.

Bid Check List:

Proposers are cautioned to please check their bid very carefully, using the following check list:

- | | |
|--------------|--|
| <u> X </u> | Proposer's Certification Page Signed and Notarized |
| <u> X </u> | Similar Projects Form |
| <u> X </u> | All required forms |
| <u> X </u> | RFQ Envelope prepared as specified |
| <u> X </u> | It's the Proposer's responsibility to contact the Purchasing Department prior to submitting a bid to ascertain if any addenda have been issued, to obtain such addenda and return executed addenda with the bid. |

RFQ OPENING DATE:

Proposals will be received until **08/18/2020 11:00 AM** at the office of the City Clerk, 600 West Blue Heron Boulevard, Suite #140, Riviera Beach, Florida. No RFQ's will be accepted after the time and date specified. The Vendor is required to examine carefully the Scope of Work and be thoroughly informed regarding any and all conditions and requirements that may in any manner affect the work to be performed under this bid, or affect the equipment, materials and labor required. Failure to do so will not be a basis for subsequent change orders.

INQUIRIES/QUESTIONS DEADLINE:

All inquiries shall be in written format and addressed to
Althea Pemsel, MA, CPSM, Purchasing Director,
Purchasing Department
2051 MLK Blvd. Suite 310
Riviera Beach, FL 33404
Fax: (561) 842-5105

Email: purchasing@rivierabeach.com

The last day to submit questions concerning this RFQ shall be **08/10/2020** Questions received after this time will not be answered.

PROCUREMENT SCHEDULE

The CITY will use the following time line for the RFQ. Dates are subject to change if necessary.

07/14/2020	RFQ Available to Proposers
08/10/2020	Final day to submit questions no later than 4:00 P.M. EST.
08/18/2020	RFQ due no later than 11:00 A.M.

RFQ SUBMITTAL

This Page and all following pages comprise your original RFQ Submittal package. Please also attach any additional information or documentation requested in this Request for Qualification. There is no need to include the preceding Sections 1, 2, and 3 in your RFQ Submittal package.

INSTRUCTIONS

RFQ must be received on or before the due date and time (local time) at the office of the City Clerk, 600 West Blue Heron Blvd., Riviera Beach Gardens, Florida 33404. Normal City business hours are 8:00 a.m. to 5:00 p.m., Monday through Friday, except holidays. One (1) original and five (5) copies each of the RFQ shall be submitted to the City Clerk **shall have the following information clearly marked on the face of the envelope:** Proposer's name, return address, RFQ number, due date for RFQ's, and the title of the RFQ. Included in the envelope shall **be a signed original of the Qualification Summary and one (1) electronic version of your RFQ on CD or a thumb drive in a usable PDF format.** If the Qualification Summary is not included in the envelope as a hard copy, the City may deem your RFQ non-responsive. RFQ's must contain all information required to be included in the submittal, as described in this Qualification.

Request for Qualification No.: 995-20-2

Title: Owner's Representative Final Construction Management Services

Due Date and Time: 8/18/2020

Name of Proposer

**SECTION 5
ACKNOWLEDGEMENT OF ADDENDA
RFQ NO. 995-20-2**

INSTRUCTIONS: COMPLETE PART I OR PART II, WHICHEVER APPLIES

PART I:

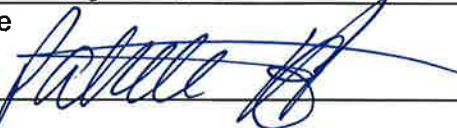
List below the dates of issue for each addendum received in connection with this Solicitation:

- Addendum #1, Dated 7/30/2020
- Addendum #2, Dated 8/11/2020
- Addendum #3, Dated _____
- Addendum #4, Dated _____
- Addendum #5, Dated _____
- Addendum #6, Dated _____
- Addendum #7, Dated _____
- Addendum #8, Dated _____
- Addendum #9, Dated _____
- Addendum #10, Dated _____

PART II:

NO ADDENDUM WAS RECEIVED IN CONNECTION WITH THIS QUALIFICATION

PSA Management, Inc.
Firm Name


Signature

Patrick Aliu, President/CEO
Name and Title (Print or Type)

8.18.20
Date

NOTICE

ADDENDUM NO. ONE (1)

JULY 30, 2020

**CITY OF RIVIERA BEACH
RFQ NO. 995-20-2
OWNERS REPRESENTATIVE – CONSTRUCTION MANAGEMENT**

TO ALL PROPOSERS ON THE ABOVE PROJECT: PLEASE NOTE CONTENTS HEREIN AND AFFIX (PASTE OR STAPLE) TO PROPOSAL DOCUMENTS YOU HAVE ON HAND.

The following statements supersede and supplant corresponding items in the above subject proposal as follows:

GENERAL INFORMATION:

SPECIFICATION:

PLANSHEETS:

- I. NOTICE: PLEASE SEE ATTACHED REQUEST FOR INFORMATION (RFI) RESPONSES AND REVISED EVALUATION CRITERIA, UNDER SECTION 4.**

It will be required that Addendum No. 1 be signed in acknowledgment of receipt and that it be attached to the proposal when same is submitted at 11:00 a.m., Tuesday, August 18, 2020 at the office of the City Clerk, 600 W. Blue Heron Boulevard, Suite 140, Riviera Beach, Florida. For information on this BID, please contact:

Althea Pemsel, Director of Procurement
2051 MLK Blvd., Suite #310
Riviera Beach, FL 33404
purchasing@rivierabeach.org

PSA MANAGEMENT, INC.
NAME OF COMPANY


PROPOSER'S SIGNATURE

DATE: AUGUST 18, 2020

NOTICE

ADDENDUM NO. TWO (2)

August 11, 2020

**CITY OF RIVIERA BEACH
RFQ NO. 995-20-2
OWNERS REPRESENTATIVE – CONSTRUCTION MANAGEMENT**

TO ALL PROPOSERS ON THE ABOVE PROJECT: PLEASE NOTE CONTENTS HEREIN AND AFFIX (PASTE OR STAPLE) TO PROPOSAL DOCUMENTS YOU HAVE ON HAND.

The following statements supersede and supplant corresponding items in the above subject proposal as follows:

GENERAL INFORMATION:

SPECIFICATION:

PLANSHEETS:

I. NOTICE: PLEASE SEE ATTACHED REQUEST FOR INFORMATION (RFI) RESPONSES.

It will be required that Addendum No. 1 be signed in acknowledgment of receipt and that it be attached to the proposal when same is submitted at 11:00 a.m., Tuesday, August 18, 2020 at the office of the City Clerk, 600 W. Blue Heron Boulevard, Suite 140, Riviera Beach, Florida. For information on this BID, please contact:

Althea Pemsel, Director of Procurement
2051 MLK Blvd., Suite #310
Riviera Beach, FL 33404
purchasing@rivierabeach.org

PSA MANAGEMENT, INC.
NAME OF COMPANY


PROPOSER'S SIGNATURE

DATE: AUGUST 18, 2020

**SECTION 6
QUALIFICATION SUBMITTAL SIGNATURE PAGE
RFQ NO. 995-20-2**

By signing this qualification the Proposer certifies that it satisfies all legal requirements as an entity to do business with the City, including all Conflict of Interest and Code of Ethics provisions.

Firm Name:

PSA Management, Inc.

Street Address:

1516 E. Hillcrest St. Ste. 310 Orlando, FL 32803

Mailing Address (if different than Street Address):

Telephone Number(s): 407-898-9119

Fax Number(s): 407-898-9077

Email Address: paliu@psaonline.com

Federal Employer Identification Number: 59-3237953

Prompt Payment Terms: % days' net 30 days

Signature:



(Signature of authorized agent)

Print Name: Patrick Aliu

Title: President/CEO

By signing this document, the Proposer agrees to all Terms and Conditions of this Solicitation and the resulting Contract/Agreement.

THE EXECUTION OF THIS FORM CONSTITUTES THE UNEQUIVOCAL OFFER OF PROPOSER TO BE BOUND BY THE TERMS OF ITS OFFER, FOR NOT LESS THAN 90 DAYS, AND THE PROPOSER'S UNEQUIVOCAL OFFER TO BE BOUND BY THE TERMS AND CONDITIONS SET FORTH IN THIS REQUEST FOR QUALIFICATION. FAILURE TO SIGN THIS SOLICITATION WHERE INDICATED ABOVE, BY AN AUTHORIZED REPRESENTATIVE, SHALL RENDER THE BID NON-RESPONSIVE. THE CITY MAY, HOWEVER, IN ITS SOLE DISCRETION, ACCEPT ANY RFQ's THAT INCLUDES AN EXECUTED DOCUMENT WHICH UNEQUIVOCALLY BINDS THE PROPOSER TO THE TERMS OF ITS OFFER.

CONFLICT OF INTEREST DISCLOSURE FORM

The award of this contract is subject to the provisions of Chapter 112, *Florida Statutes*. All Proposer's must disclose within their Bids: the name of any officer, director, or agent who is also an employee of the City of Riviera Beach.

Furthermore, all Proposer's must disclose the name of any City employee who owns, directly, or indirectly, an interest of more than five percent (5%) in the Proposer's firm or any of its branches.

The purpose of this disclosure form is to give the City the information needed to identify potential conflicts of interest for evaluation team members and other key personnel involved in the award of this contract.

The term "conflict of interest" refers to situations in which financial or other personal considerations may adversely affect, or have the appearance of adversely affecting, an employee's professional judgment in exercising any City duty or responsibility in administration, management, instruction, research, or other professional activities.

Please check one of the following statements and attach additional documentation if necessary:

To the best of our knowledge, the undersigned firm has no potential conflict of interest due to any other Cities, Counties, contracts, or property interest for this Qualification.

The undersigned firm, by attachment to this form, submits information which may be a potential conflict of interest due to other Cities, Counties, contracts, or property interest for this Qualification.

Acknowledged by:

PSA Mangement, Inc.
Firm Name


Signature

Patrick Aliu, President/CEO
Name and Title (Print or Type)

8.18.20
Date

NOTIFICATION OF PUBLIC ENTITY CRIMES LAW

Pursuant to Section 287.133, *Florida Statutes*, you are hereby notified that a person or affiliate who has been placed on the convicted contractors list following a conviction for a public entity crime may not submit a Bid on a contract to provide any goods or services to a public entity, may not submit a Bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit Bids on leases or real property to a public entity, may not be awarded or perform work as a contractor, supplier, sub-vendor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017 [F.S.] for Category Two [\$35,000.00] for a period of thirty-six (36) months from the date of being placed on the convicted contractors list.

Acknowledged by:

PSA Management, Inc.
Firm Name

Signature 

Patrick Aliu, President/CEO
Name and Title (Print or Type)

8.18.20
Date

Notification of Public Records Law Pertaining to Public Contracts and Requests for Contractor Records Pursuant to Chapter 119, Florida Statutes

Pursuant to Chapter 119, *Florida Statutes*, Contractor shall comply with the public records law by keeping and maintaining public records required by the City of Riviera Beach in order to perform the service. Upon request from the City of Riviera Beach' custodian of public records, contract shall provide the City of Riviera Beach with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, *Florida Statutes* or as otherwise provided by law. Contractor shall ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract. If the Contractor does not transfer the records to the City of Riviera Beach. Contractor upon completion of the contract, shall transfer, at no cost, to the City of Riviera Beach all public records in possession of the Contractor or keep and maintain public records required by the City of Riviera Beach in order to perform the service. If the Contractor transfers all public records to the City of Riviera Beach upon completion of the contract, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Contractor keeps and maintains public records upon completion of the contract, the Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the City of Riviera Beach, upon request from the City of Riviera Beach' custodian of public records, in a format that is compatible with the information technology systems of the City of Riviera Beach.

IF CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT MR. RICKEY LITTLE, THE CUSTODIAN OF PUBLIC RECORDS AT OFFICE OF CITY CLERK LOCATED AT 600 WEST HERON BLVD, 310 RIVIERA BEACH, FL 33404 PHONE NUMBER (561) 845-4180, EMAIL ADDRESS: RLITTLE@RIVIERABCH.COM .

Acknowledged:

PSA Management, Inc.

Firm Name

Signature

Patrick Aliu, President/CEO

Name and Title (Print or Type)

Date

8.18.20

DRUG FREE WORKPLACE

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 Proposers have a drug-free workplace program. In order to have a drug-free workplace program, a business shall:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining 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 employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of chapter 893 or of any controlled substance law of the United States or any state for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

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

THIS CERTIFICATION is submitted by Patrick Aliu the
(INDIVIDUAL'S NAME)
President/CEO

of PSA Management, Inc.
(TITLE/POSITION WITH COMPANY/PROPOSER) (NAME OF COMPANY/PROPOSER)

who does hereby certify that said Company/Proposer has implemented a drug free workplace program which meets the requirements of Section 287.087, Florida Statutes, which are identified in numbers (1) through (6) above.

SIGNATURE

DATE

8/18/20

NON-COLLUSION AFFIDAVIT

STATE OF Florida
COUNTY OF Orange

Before me, the undersigned authority, personally appeared Patrick Aliu, who, after being by me first duly sworn, deposes and says of his/her personal knowledge that:

a. He/She is President/CEO of PSA Management, Inc., the Proposer that has submitted a Bid to perform work for the following:

ITB No.: RFQ 995-20-2 Title: Owner's Representative Construction Mgmt. Services

b. He/She is fully informed respecting the preparation and contents of the attached Request for Bids, and of all pertinent circumstances respecting such Solicitation.

Such Bid is genuine and is not a collusive or sham Bid.

c. Neither the said Proposer 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 Proposer, firm, or person to submit a collusive or sham Bid in connection with the Solicitation and contract for which the attached Bid has been submitted or to refrain from proposing in connection with such Solicitation and contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Proposer, firm, or person to fix the price or prices in the attached Bid or any other Proposer, or to fix any overhead, profit, or cost element of the Bid price or the Bid price of any other Proposer, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against the City or any person interested in the proposed contract.

d. 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 Proposer or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

[Signature]
Signature

Subscribed and sworn to (or affirmed) before me this 14th day of AUGUST 2020 by PATRICK ALIU who is personally known to me or who has produced DL as identification.

SEAL

Notary Signature [Signature]
Notary Name: Phaedra Tillman
Notary Public (State): FLORIDA
My Commission No: 66325034
Expires on: APRIL 17, 2023



SAMPLE PERFORMANCE BOND FORMAT

KNOW ALL MEN BY THESE PRESENTS: that - N/A

(Insert full name and address or legal title of successful Proposer)

as Principal, hereinafter called Contractor, and _____,
(Name of Insurer)

as Surety, hereinafter called Surety, are held and firmly bound unto the City of Riviera Beach, Palm Beach County, Florida.

As Obligee, hereinafter called the City, in the amount of _____,
(\$ _____), for the payment whereof, Contractor and Surety bind themselves, their heirs, executors, administrators, successors, and assigns, jointly and severably, firmly by the presents.

WHEREAS, Contractor has by written agreement dated _____, 20__, entered into Contract No. _____ with the City in accordance with the Solicitation specifications prepared by the City, which Contract is by reference made a part hereof and is hereinafter referred as the Contract, for the performance of the following Work:

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION is such that, if Contractor shall promptly and faithfully perform said Contract, then this obligation shall be null and void; otherwise, it shall remain in full force and effect.

The Surety hereby waives notice of any alteration or extension of time made by the City.

Whenever Contractor shall be and declared by the City to be in default under the Contract, the City having performed City's obligations thereunder, the Surety may promptly remedy the default or shall promptly:

- a. Complete the Contract in accordance with its terms and conditions; or
- b. Obtain a Bid or Bids for completing the Contract in accordance with its terms and conditions, and upon determination by Surety of the most responsible Proposer, or if the City elects, upon determination by the City and the Surety jointly of the most responsible Proposer, arrange for a Contract between such Proposer and the City, and make available as work progresses (even though there should be a default or a succession of defaults under the contract or contracts of completion arranged under this paragraph) sufficient funds to pay the cost of completion less the balance of the contract price; but not exceeding, including other costs and damages for which the Surety may be liable hereunder, the amount set forth in the first paragraph hereof. The term "balance of the contract price", as used in this paragraph, shall mean the total amount payable by the City to Contractor under the contract and any amendments thereto, less the amount properly paid by the City to the Contractor.

Any suit under this bond must be instituted before the expiration of twenty-five (25) months from the date on which final payment under the Contract falls due.

No right of action shall accrue on this bond to or for the use of any person or corporation other than the City named herein or the heirs, executors, administrators, or successors of the City.

Signed and sealed this _____ day of _____, 20__.

(Principal) (Seal)

(Witness)

(Title)

(Name of Insurer) Surety (Seal)

(Witness)

By: _____
(Attorney-in-Fact)

SAMPLE PAYMENT BOND FORMAT

KNOW ALL MEN BY THESE PRESENTS:

that N/A

(Insert full name and address or legal title of successful Proposer)

as Principal, hereinafter called Contractor, and _____,
(Name of Insurer)

as Surety, hereinafter called Surety, are held and firmly bound unto the City of Riviera Beach, , Florida.

As Obligee, hereinafter called the City, in the amount of _____,

(\$ _____), for the payment whereof, Contractor and Surety bind themselves, their heirs, executors, administrators, successors, and assigns, jointly and severably, firmly by the presents.

WHEREAS, Contractor has by written agreement dated _____, 20__, entered into Contract No. _____ with the City in accordance with the Solicitation specifications prepared by the City, which Contract is by reference made a part hereof and is hereinafter referred as the Contract, for the performance of the following Work:

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION is such that, if said Contractor and all subcontractors to whom any portion of the work provided for in said Contract is sublet and all assignees of said Contract and of such subcontractors shall promptly make payments to all persons supplying him or them with labor, products, services, or supplies for or in the prosecution of the work provided for in such Contract, or in any amendment or extension of or addition to said Contract, and for the payment of reasonable attorney's fees, incurred by the claimants in suits on this bond, then the above obligation shall be void; otherwise, it shall remain in full force and effect.

HOWEVER, this bond is subject to the following conditions and limitations:

a) Any person, firm or corporation that has furnished labor, products, or supplies for or in the prosecution of the work provided for in said Contract shall have a direct right of action against the Contractor and Surety on this bond, which right of action shall be asserted in a proceeding, instituted in the county in which the work provided for in said Contract is to be performed or in any county in which Contractor or Surety does business. Such right of action shall be asserted in proceedings instituted in the name of the claimant or claimants for his or their use and benefit against said Contractor and Surety or either of them (but not later than one year after the final settlement of said Contract) in which action such claim or claims shall be adjudicated and judgment rendered thereon.

b) The Principal and Surety hereby designate and appoint _____

_____ as the agent of each of them to receive and accept service of process or other pleading issued or filed in any proceeding instituted on this bond and hereby consent that such service shall be the same as personal service on the Contractor and/or Surety.

c) In no event shall the Surety be liable for a greater sum than the penalty of this bond, or subject to any suit, action or proceeding thereon that is instituted later than one year after the final settlement of said Contract.

d) This bond is given pursuant to and in accordance with the provisions of Florida Statutes, and all the provisions of the law referring to this character of bond as set forth in any sections or as may be hereinafter enacted, and these are hereby made a part hereof to the same extent as if set out herein in full.

Any suit under this bond must be instituted before the expiration of twenty-five (25) months from the date on which final payment under the Contract falls due.

No right of action shall accrue on this bond to or for the use of any person or corporation other than the City named herein or the heirs, executors, administrators, or successors of the City.

Signed and sealed this _____ day of _____, 20__.

(Principal) (Seal)

(Witness)

(Title)

(Name of Insurer) Surety (Seal)

(Witness)

By: _____
(Attorney-in-Fact)

SAMPLE LETTER OF CREDIT FORMAT

LETTER OF CREDIT NO.: _____
ISSUANCE DATE: _____

APPLICANT:
{Name of Corporation} _____
{Address} _____
{City, State, Zip} _____

BENEFICIARY: **N/A**
CITY OF RIVIERA BEACH
10500 N. MILITARY TRAIL
PALM BEACH GARDENS, FLORIDA 33410

FOR U.S.D. \$ _____
DATE OF EXPIRATION: _____

WE HEREBY ESTABLISH OUR IRREVOCABLE LETTER OF CREDIT NO. _____ IN FAVOR OF THE BENEFICIARY, THE CITY OF RIVIERA BEACH, FLORIDA (HEREINAFTER "PBG") FOR THE ACCOUNT OF THE ABOVE-REFERENCED APPLICANT, AVAILABLE BY YOUR DRAFTS DRAWN ON (Insert name of Bank) PAYABLE AT SIGHT FOR ANY SUM OF MONEY NOT TO EXCEED A TOTAL OF (Insert the amount of money), THE AMOUNT REFERENCED ABOVE.

DEMANDS OF THE LETTER OF CREDIT MUST BE ACCOMPANIED BY A STATEMENT FROM THE CITY MANAGER OF THE CITY OF RIVIERA BEACH CERTIFYING EITHER: (1) THAT SAID LETTER OF CREDIT IS ABOUT TO EXPIRE AND HAS NOT BEEN RENEWED, OR (2) THAT WORK HAS NOT BEEN COMPLETED IN ACCORDANCE WITH THE PLANS, SPECIFICATIONS, AND AGREEMENTS (INCLUDING ANY AMENDMENTS THEREOF) FOR THE FOLLOWING PROJECT: **{Name of Project}** _____ (THE 'PROJECT').

IT IS A CONDITION OF THIS LETTER OF CREDIT THAT IT WILL BE AUTOMATICALLY EXTENDED FOR PERIODS OF ONE YEAR FROM EXPIRY DATE HEREOF, OR ANY FUTURE EXPIRATION DATE, WITHOUT ANY AMENDMENT, UNLESS THIRTY (30) DAYS BUT NO MORE THAN SIXTY (60) DAYS PRIOR TO ANY EXPIRATION DATE WE SHALL NOTIFY PBG IN WRITING BY CERTIFIED MAIL RETURN RECEIPT REQUESTED, OR BY COURIER VIA HAND DELIVERY AT THE ABOVE-LISTED ADDRESS, THAT WE ELECT NOT TO CONSIDER THIS LETTER OF CREDIT RENEWED FOR ANY SUCH ADDITIONAL PERIOD.

WE HEREBY AGREE WITH THE DRAWERS, ENDORSERS, AND BONA FIDE HOLDERS OF ALL DRAFTS DRAWN UNDER AND IN COMPLIANCE WITH THE TERMS OF THE CREDIT THAT SUCH DRAFTS WILL BE DULY HONORED UPON PRESENTATION TO **{Name of Bank}** _____ (THE 'BANK'), WHICH IS DULY AUTHORIZED TO CONDUCT BUSINESS IN THE STATE OF FLORIDA IN ACCORDANCE WITH THE TERMS HEREOF. IF A DRAFT, AS DESCRIBED IN THIS LETTER OF CREDIT, IS PRESENTED PRIOR TO THE EXPIRATION DATE AND IN CONFORMITY WITH THE TERMS OF THIS LETTER OF CREDIT AND UPON PRESENTATION IT IS WRONGFULLY DISHONORED BY THE BANK, THE BANK AGREES TO PAY REASONABLE ATTORNEYS FEES AND COSTS, INCLUDING FEES AND COSTS ON APPEAL, INCURRED BY THE CITY OF RIVIERA BEACH TO ENFORCE THIS LETTER OF CREDIT SHOULD CRB PREVAIL.

DOCUMENTS MUST BE PRESENTED FOR PAYMENT TO:

{Name of Bank Branch} _____

{Address} _____

{City, State, Zip} _____

ATTN: **{Department}** _____

ALL DRAWINGS UNDER THIS LETTER OF CREDIT MUST BE ACCOMPANIED BY THE ORIGINAL LETTER OF CREDIT INSTRUMENT WHICH WILL BE RETURNED TO THE BENEFICIARY AFTER ENDORSING THE BACK OF SAME WITH THE AMOUNT OF EACH DRAWING BY US.

PARTIAL DRAWINGS ARE PERMITTED.

THE AMOUNT OF ANY DRAFT DRAWN UNDER THIS CREDIT MUST BE ENDORSED ON THE REVERSE OF THE ORIGINAL CREDIT. ALL DRAFTS MUST BE MARKED "DRAWN UNDER **{Name of Bank}** _____ LETTER OF CREDIT NUMBER _____ DATED _____, 20__."

THIS CREDIT IS SUBJECT TO THE "UNIFORM CUSTOMS AND PRACTICE FOR DOCUMENTARY CREDITS, (2007 REVISION), INTERNATIONAL CHAMBER OF COMMERCE PUBLICATION NO. 600", AND TO THE PROVISIONS OF FLORIDA LAW. IF A CONFLICT BETWEEN THE UNIFORM CUSTOMS AND PRACTICE FOR DOCUMENTARY CREDITS AND FLORIDA LAW SHOULD ARISE, FLORIDA LAW SHALL PREVAIL. IF A CONFLICT BETWEEN THE LAW OF ANOTHER STATE OR COUNTRY AND FLORIDA LAW SHOULD ARISE, FLORIDA LAW SHALL PREVAIL. VENUE FOR ANY DISPUTES RELATING TO THE ENFORCEMENT OF THIS LETTER OF CREDIT SHALL BE CITY OF RIVIERA BEACH, FLORIDA.

{Name of Bank} _____

BY: _____

{Name} _____

{Title} _____

Emailed 11/30/20

(11)



Plan Holder Information Sheet
CITY OF RIVIERA BEACH
OFFICE OF CITY CLERK
600 West Blue Heron Blvd.,
Suite 140
Riviera Beach, Florida 33404
Phone (561) 845-4180

PLAN HOLDER INFORMATION SHEET

Please complete and email this document to name of purchasing
@rivierabeach.org in the purchasing department. Your information will be
added to the current plan holder list and help to insure receipt of changes or
additional information.

RFQ # 995-20-2

Contact Person Patrick Aliu

Business Name PSA Management, Inc.

Business Address 1516 E. Hillcrest St. Ste. 310

Business City, State, Zip Orlando, FL 32803

Email Address: Paliu@psaonline.com

Business Phone # 407-898-9119 Business Fax # 407-898-9077

REQUEST FOR INFORMATION FORM

ALL QUESTIONS PERTAINING TO THIS SOLICITATION MUST BE SUBMITTED IN WRITING.

(PLEASE EMAIL TO Althea Pemsel at apemsel@rivierabeach.org)

Date: 08.04.2020

Contact Person Patrick Aliu

Business Name PSA Management, Inc.

Business Address 1516 E. Hillcrest St. Ste. 310

Business City, State, Zip Orlando, FL. 32803

Fax No.: 407-898-9077

Office No.: 407-898-9119

RFI:

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.

Request for Information

RE: Riviera Beach Owner's Rep – RFQ 995-20-2

Date: August 4, 2020
Contact Person: Patrick Aliu
Business Name: PSA Management, Inc.
Business Address: 1516 E. Hillcrest Street
Suite 310
Orlando, FL 32803
Fax No.: 407.898.9077
Office No.: 407.898.9119

Request for Information:

1. Are there any specific projects/schedules that will be using these services?
2. Since we have maintained in office in West Palm Beach for several years will this be excepted as Local Participation?
3. Are these services connected or could be used by the City of Riviera Beach Community Redevelopment Agency?
4. What is the term of the contract?
5. Does a person/persons need to be onsite all the time or only when there is a project?
6. When will the contract start?
7. How many different design firms and/or construction firms does CRB currently have under contract?
8. Does the City use any specific management software that the proposer would need to use?
9. What systems does the CRB use for cost? Scheduling? Change Management? Document Control?
10. In the Evaluation Criteria, Approach to Scope of Work it mentions software. Does the CRB currently have a project management information system they or the previous provider of services has used? Or would the proposer need to provide and be responsible for costs to manage projects? The question in Section 3.2.3.i. "Establish and maintain a tracking system for all project construction costs?"
11. Does the CRB currently employ any internal resources such as project construction / management, project controls, document controls that would supplement the proposer's team?
12. Is there a page limit to the response?
13. Considering the current COVID-19 pandemic, can you please confirm the preferred method of delivery for the proposals, will electronic submittals via email be allowed?

Request for Information

RE: Riviera Beach Owner's Rep – RFQ 995-20-2

Date: August 10, 2020
Contact Person: Patrick Aliu
Business Name: PSA Management, Inc.
Business Address: 1516 E. Hillcrest Street
Suite 310
Orlando, FL 32803
Fax No.: 407.898.9077
Office No.: 407.898.9119

Request for Information:

1. Could we please be provided a list of all current Plan Holders?
2. Will self-performance satisfy the SBE or M/WBE participation?

SIMILAR PROJECT FORM

Owner's Authorized Representative - GOAA Capital Expansion Program	
Location: Orlando International Airport One Jeff Fuqua Blvd, Orlando, FL 32827	
Owner Contact Information: Davin Ruohamki	
Owner Name:	Greater Orlando Authorized Representative
Phone Number:	407-825-3105
Email Address:	druohomaki@goaa.org

Sign Location:	SEE ABOVE
Owner Contact Information:	
Owner Name:	
Phone Number:	
Email Address:	

Picture of Miscellaneous Projects

Project Name: Capital Expansion Program - South Airport APM Complex & Intermodal Station

Owner: Greater Orlando Aviation Authority

Project Cost: \$180 Million

Dates of Service: 2014 Through 2017

Description of the Firm's Expertise, Capability and Resources:

PSA Constructors, Inc. in association with Turner/Kiewit Joint Venture is providing construction management at risk on the \$180 million for the South Terminal Intermodal Station.

PSA is providing supports in pre-construction and construction phases and scope of work includes but not limited to Construction Management, Project and Document Controls, Project Scheduling, Cost Estimating, QA/QC Management, Field Inspections.



Orlando International Airport
South Airport Intermodal Terminal Facility
10.17.17



Orlando International Airport
South Airport Intermodal Terminal Facility
12.14.17



SIMILAR PROJECT FORM

Intermodal Cargo Transfer – Passenger Service Study

Location: Port of Palm Beach
 One East 11th Street, Suite 600
 Riviera Beach, FL 33404

Owner Contact Information: Dr. Jean Landfair Enright

Owner Name: Port of Palm Beach

Phone Number: 561.452.2360

Email Address: jenright@PortofPalmBeach.com

Sign Location: **SEE ABOVE**

Owner Contact Information:

Owner Name:

Phone Number:

Email Address:

Picture of Miscellaneous Projects

Project Name: **Intermodal Cargo Transfer - Passenger Service Study, Port of Palm Beach, Florida**

Owner: Port of Palm Beach

Project Cost: \$200,000

Dates of Service: 2014

Description of the Firm's Expertise, Capability and Resources:

PSA Constructors as Prime with AECOM and Rich and associates as subs recently completed a Parking Study for the Port of Palm Beach which analyzed existing parking and operations at the Port, existing and future cruise passenger requirements and the short, medium and long term requirements for the Port. Working in conjunction with CH2MHill who authored the Port Master Plan PSA were able to present a number of alternatives that included development of surface parking areas, possible re-location of existing tenants to serve cruise lines, new parking garages and even the potential for a mixed use development on Port property. Leading on from this Study which was unanimously accepted by the Board the Pa Team were asked to prepare and present a Public Private Partnership (P3) procurement for the Port. Frank worked on this project and assisted in data collection and analysis, together with the preparation of the draft and final reports.



SIMILAR PROJECT FORM

Program / Construction Management	
Location: The Palm Beach County School District 33 Forest Hill Blvd, Suite C-316 West Palm Beach, FL 33406	
Owner Contact Information: <u>Edward Oppel (Retired)</u>	
Owner Name:	Palm Beach School Board
Phone Number:	561-714-9796
Email Address:	<u>edwardoppel@aol.com</u>

Sign Location:	SEE ABOVE
Owner Contact Information:
Owner Name:	
Phone Number:	
Email Address:	

Picture of Miscellaneous Projects

Project Name: Capital Outlay Program
 Owner: School District of Palm Beach County, West Palm Beach, Florida
 Projects Cost: \$350 Million
 Dates of Service: 2005

Description of the Firm's Expertise, Capability and Resources:

PSA in joint venture with 3D/International and URS were selected by the School District of Palm Beach County, Florida (the 6th largest in the country) as their Program Managers responsible for 16 projects with total budgets of \$350 million.

PSA Constructors, Inc. provided Senior Program Managers, Site Inspectors, Administrative Assistants and Educational Planners for this program.

The projects being managed represent about 1/3rd of the entire School District's Five Year Capital Outlay Plan and include the following: Project Definition, Project Budgets/ Schedules, Architect selection, C M at Risk selection, Project Management, Construction Administration, Direct Owner Purchasing, Web Site Design/Update, and Community Outreach and Minority Program

Acting on behalf of the School District the Program Management Team has been instrumental in producing right-sized facility lists that have saved the District on average 10% of floor space for each project. The Team has also used, where possible re-use designs which have further saved the District \$millions direct costs and many months design time for each project.

The 16 projects included four replacement high schools, four middle schools and eight elementary schools and they are due for completion over the next four years.



SIMILAR PROJECT FORM

Quality Assurance – DFW Airfield, Runway and Taxiways	
Location: DFW International Airport 3003 S Service Road DFW Airport, TX 75261	
Owner Contact Information: <u>Pat McCollom</u>	
Owner Name:	DFW International Airport
Phone Number:	817-681-3707
Email Address:	pamccollom@aecom.com

Sign Location:	SEE ABOVE
Owner Contact Information:
Owner Name:	
Phone Number:	
Email Address:	

Picture of Miscellaneous Projects

Project Name: DFW International Airport
Owner: DFW International Airport Board
Project Scope: Rehabilitate Airfield Lighting Systems FY2011
Project Budget: \$5.5M
Project Start/End Date: January 2012/Ongoing
 PSA is currently providing Construction Management/Inspection, Cost Estimating, Scheduling, and Contract Administration for this project. The project scope includes Installation of the primary duct bank systems for the East Airfield and Installation of New 5KV circuits and Plaza Systems.



Project Name: DFW International Airport
Owner: DFW International Airport Board
Project Scope: Rehabilitate Airfield Lighting Systems FY2012
Project Budget: \$8.2M
Project Start/End Date: April 2012/Ongoing
 PSA is currently providing Construction Management/Inspection, Cost Estimating, Scheduling, and Contract Administration for this project. The project scope includes Installation of the ALCMS; Installation of Secondary duct bank at taxiway Golf, and Installation of (RDR) runway distant Remaining Signs for all east runways.



SIMILAR PROJECT FORM

SLC – Terminal Redevelopment | Capital Improvement Program (CIP)
 Location: Salt Lake City International Airport

Owner Contact Information: Cole Hobbs

Owner Name: Salt Lake City Department of Airports

Phone Number: 801-575-2984

Email Address: cole.hobbs@slcgov.com

Sign Location: **SEE ABOVE**

Owner Contact Information:

Owner Name:

Phone Number:

Email Address:

Picture of Miscellaneous Projects

Project Name: Program Management Services/Staff Augmentation for the TRP Program

Owner: Salt Lake City Department of Airports

Project Cost: \$4.1 Billion

Dates of Service: 2014 - On-Going

PSA Management, Inc. is one of 5 Prime Consultants providing program/project/construction management services for the Salt Lake City International Airport \$4.1B major reconstruction, planning and renovation program with the application of Unifier Software for projects delivery. The program involves New Terminal consist of about 700,000 square feet, built on three levels. The New and renovated concourses to have 75 Aircraft Gates with a new Concourse West with 18 Gates (possible expanding to nine more). At the completion of the Concourse in 2018, the old terminals and parking garage were demolished to receive a new Concourse East to be constructed with a further 13 gates.

Project scope also includes a new roadway system separating arrival and departing functions with new Drop Off and Pick Up levels and a new Light Rail Station in partnership with UTA (Utah Transport Authority), a new 3,600 five level Parking Garage with rental car facilities and a new Central Utility Plant (CUP).

PSA staff (Deputy Program Director – Technology/Systems Integration) led the program management team and provided design management oversight to the two systems design organizations for development of the CDs, provided construction management (cost management, QA for several large enabling projects in parallel to the design development and Collaborated with the Construction Manager at Risk (CMAR) in preparing bid documentation for the phased systems bid packages. Responsible for systems close-out/commissioning for each program phase. Support CMAR local contractor outreach program.



REFERENCES

Proposer shall submit as a part of the proposal package four (4) business references with the name of the business, address, contact person, and telephone number. At least two (2) references should be a Local, County, State or Federal Entity.

Additionally, contractors should submit a copy of their professional license as required by paragraph 37 of the General Terms and Conditions of the RFQ.

Name: Port of Palm Beach

Address: One East 11th Street, Suite 600
Riviera Beach, FL 33404

Tel. No.: 561.452.2360

Fax No: 561.842.4240

Email: jenright@PortofPalmBeach.com

Contact: Dr. Jean Landfair Enright

Name: The Palm Beach County School District

Address: 3300 Forest Hill Blvd, Suite C-316
West Palm Beach, FL 33406

Tel. No.: 561.714.9796

Fax No.: N/A

Email: edwardoppel@aol.com

Contact: Edward Oppel -- Retired

Name: Greater Orlando Aviation Authority

Address: One Jeff Fuqua Blvd.
Orlando, FL 32827

Tel. No.: 407.825.3105

Fax No N/A

Email: druohomaki@goaa.org

Contact: Davin Ruohomaki

Name: Salt Lake City Department of Airports

Address: P.O. Box 145550
Salt Lake City, UT 84114

Tel. No.: 801.575.2984

Fax No.: 801.575.2041

Email: cole.hobbs@slcgov.com

Contact: Cole Hobbs

FAILURE TO SUBMIT WITH RFQ PACKAGE MAY MAKE PROPOSER NON RESPONSIVE



CERTIFICATE OF LIABILITY INSURANCE

PSACO-1

OP ID: NR

DATE (MM/DD/YYYY)

08/03/2020

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 BUTLER, BUCKLEY, DEETS INC. 6161 BLUE LAGOON DR., STE 420 MIAMI, FL 33126 William S. Bodenhamer	CONTACT NAME: William S. Bodenhamer PHONE (A/C, No, Ext): 305-262-0086 FAX (A/C, No): E-MAIL ADDRESS:																				
	<table border="1"> <tr> <th colspan="2">INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> <tr> <td>INSURER A : ADMIRAL INSURANCE CO</td> <td></td> <td></td> </tr> <tr> <td>INSURER B : Travelers Casualty Ins. Co.</td> <td></td> <td>36161</td> </tr> <tr> <td>INSURER C : Commerce & Industry Ins.Co.</td> <td></td> <td>19410</td> </tr> <tr> <td>INSURER D : Insurance Company of the West</td> <td></td> <td></td> </tr> <tr> <td>INSURER E : ARGONAUT INSURANCE CO</td> <td></td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A : ADMIRAL INSURANCE CO			INSURER B : Travelers Casualty Ins. Co.		36161	INSURER C : Commerce & Industry Ins.Co.		19410	INSURER D : Insurance Company of the West			INSURER E : ARGONAUT INSURANCE CO			INSURER F :	
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INSURER F :																					
INSURED PSA Management Inc Patrick Aliu 1516 E HILLCREST ST STE 310 ORLANDO, FL 32803																					

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 INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <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			CA000032334-02	10/15/2019	10/15/2020	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 1,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/OP AGG \$ 2,000,000
	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			ON883931-BA	06/07/2020	06/07/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (PER ACCIDENT) \$ COMP/COLL \$ 500/1,000
C	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			EBU 061443209	06/07/2020	06/07/2021	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000
	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	N/A	WMI 5044446 00	11/09/2019	11/09/2020	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
E	PROFESSIONAL LIABILITY			121 AE 0001433-01 \$10,000 DEDUCTIBLE	08/03/2020	08/03/2021	EA CLAIM 2,000,000 AGGREGATE 2,000,000

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

*30 DAYS NOTICE OF CANCELLATION EXCEPT NON PAYMENT OF PREMIUM 10 DAYS NOTICE.

CERTIFICATE HOLDER**CANCELLATION****INFORMATION ONLY**

XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
 XXXXXXXXXXXXXXXXXXXXXXXXXXXX, XX XXXXXXXXX

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

AUTHORIZED REPRESENTATIVE

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STATEMENT FROM SURETY

Attach a letter of intent from a surety company indicating the applicant's ability to be bonded for projects up to \$1,000,000. The surety company must be licensed to do business in the State of Florida, must have an A.M. best rating of "A", and a required financial size of "VII". Firms selected shall maintain, during the life of the contract, workman's compensation, architect's commercial liability coverage, and automobile liability for company vehicles.

Note: The City reserves the right to use all information provided in determining responsibility of Proposer, as well as any other information the City may obtain through any means that bears on the issue of responsibility

N/A

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SCHEDULE 1

PARTICIPATION FOR SBE CONTRACTORS/PROPOSERS

BID/RFP TITLE: Owner's Representative Construction Management Services **BID NUMBER:** RFQ: 995-20-2

NAME OF PRIME PROPOSER: PSA Constructors, Inc. dba PSA Management, Inc. **BID OPENING DATE:** 8/18/2020

CONTACT PERSON: Patrick Aliu **TELEPHONE NO.:** 407-616-3591 **DEPARTMENT:**

CONTRACT AMOUNT - SBE

**NAME, ADDRESS & TELEPHONE
NUMBER OF SBE CONTRACTOR**

**TYPE & DESCRIPTION OF
WORK TO BE PERFORMED**

CERTIFICATION

<p>1. Wingate Corporation, LLC 900 26th Street, West Palm Beach, FL 33407 561-838-4320</p>	<p>Estimating and Field Inspection _____ _____ _____ _____ _____ _____ _____ _____</p>	<p>PALM BEACH COUNTY <input checked="" type="checkbox"/> STATE <input checked="" type="checkbox"/> OTHER _____</p>
<p>2. Kena Brown 1031 Center Stone Lane, Riviera Beach, FL 33404 561-889-9137</p>	<p>Mentorship Program _____ _____ _____ _____ _____ _____ _____ _____</p>	<p>PALM BEACH COUNTY _____ STATE _____ OTHER _____</p>
<p>3. _____ _____ _____ _____ _____ _____ _____ _____</p>	<p>_____ _____ _____ _____ _____ _____ _____ _____</p>	<p>PALM BEACH COUNTY _____ STATE _____ OTHER _____</p>
<p>4. _____ _____ _____ _____ _____ _____ _____ _____</p>	<p>_____ _____ _____ _____ _____ _____ _____ _____</p>	<p>PALM BEACH COUNTY _____ STATE _____ OTHER _____</p>
<p>5. _____ _____ _____ _____ _____ _____ _____ _____</p>	<p>_____ _____ _____ _____ _____ _____ _____ _____</p>	<p>PALM BEACH COUNTY _____ STATE _____ OTHER _____</p>

TO BE COMPLETED BY PRIME PROPOSER:

BID/RFP PRICE: \$ _____ N/A **TOTAL % PARTICIPATION:** 20%

SCHEDULE 2

BID NUMBER: RFQ: 995-20-2

LIAISON:

LETTER OF INTENT TO PERFORM AS A SMALL BUSINESS ENTERPRISE

TO: PSA Constructors, Inc. dba PSA Management, Inc. (NAME OF PRIME PROPOSER)

The undersigned intends to perform work in connection with the above BID as (Check one):

a individual [X] a corporation [] a partnership [] a joint venture []

[X] The undersigned is certified as a SBE.

The undersigned is prepared to perform the following described work in connection with the above project (specify in detail particular work items or parts thereof to be performed):

Owner's Representative Construction Management Services

as the following price: \$ N/A (Amount must match subcontractor's quote)

You have projected the following commencement date of such work, and the undersigned is projecting completion of such work as follows:

Table with 2 columns: Items, Projected Commencement Date, Projected Completion Date

N/A N/A N/A

15 % of the dollar value of the subcontract will be sublet and/or awarded to non-minority contractors and/or non-minority suppliers. The undersigned will enter into a formal agreement for the work with you, conditioned upon your execution of a contract with the City of Riviera Beach.

Wingate Corporation, LLC

(NAME OF SMALL BUSINESS ENTERPRISE CONTRACTOR)

DATE: 8/18/2020

BY: T.L. Wingate

(SIGNATURE OF SMALL BUSINESS ENTERPRISE CONTRACTOR)

SCHEDULE 3

PARTICIPATION FOR LOCAL BUSINESSES AS SUB-CONTRACTOR AT LEAST 25%

BID TITLE: Owner's Representative Construction Management Services **BID NUMBER:** RFQ: 995-20-2

NAME OF PRIME PROPOSER: PSA Constructors, Inc. dba PSA Management, Inc. **BID OPENING DATE:** 8/18/2020

CONTACT PERSON: Patrick Aliu **TELEPHONE NO.:** 407-616-3591 **DEPARTMENT:** _____

CONTRACT AMOUNT – LOCAL BUSINESSES

	NAME, ADDRESS & TELEPHONE NUMBER OF LOCAL CONTRACTOR	TYPE & DESCRIPTION OF WORK TO BE PERFORMED	% TO BE PERFORMED BY LOCAL BUSINESS	ESTIMATED DOLLAR VALUE
1.	Wingate Corporation, LLC 900 26th Street, West Palm Beach, FL 33407 561-838-4320	Estimating and Field Inspection	15	\$ N/A
2.	Kena Brown 1031 Center Stone Lane, Riviera Beach, FL 33404 561-889-9137		5	\$ N/A
3.			%	\$
4.			%	\$
5.			%	\$
		TOTAL:	20%	\$ N/A

TO BE COMPLETED BY PRIME PROPOSER:

BID PRICE: \$ N/A **TOTAL % PARTICIPATION:** 20%

SCHEDULE 4

N/A

LIAISON: _____

BID NUMBER: _____

LETTER OF INTENT TO PERFORM AS A LOCAL BUSINESS

TO: _____
(NAME OF PRIME PROPOSER)

The undersigned intends to perform work in connection with the above BID as (Check one):

_____ a individual _____ a corporation _____ a partnership _____ a joint venture

_____ The undersigned is a qualified Local Business.

The undersigned is prepared to perform the following described work in connection with the above project (specify in detail particular work items or parts thereof to be performed):

as the following price: \$ _____
(Amount must match subcontractor's quote)

You have projected the following commencement date of such work, and the undersigned is projecting completion of such work as follows:

<u>Items</u>	<u>Projected Commencement Date</u>	<u>Projected Completion Date</u>
--------------	------------------------------------	----------------------------------

_____ % of the dollar value of the subcontract will be sublet and/or awarded to local contractors and/or local suppliers. The undersigned will enter into a formal agreement for the work with you, conditioned upon your execution of a contract with the City of Riviera Beach.

(NAME OF LOCAL CONTRACTOR)

DATE: _____
BY: _____
(SIGNATURE OF LOCAL CONTRACTOR)

SCH-4



City of Riviera Beach:
Owner's Representative Construction Management Services RFQ 995-20-2

TAB 5 LICENSES AND CERTIFICATES

State of Florida

Department of State

I certify from the records of this office that PSA CONSTRUCTORS, INC. is a corporation organized under the laws of the State of Florida, filed on April 18, 1994.

The document number of this corporation is P94000030361.

I further certify that said corporation has paid all fees due this office through December 31, 2020, that its most recent annual report/uniform business report was filed on January 22, 2020, and that its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Twelfth day of August, 2020*



Rainald R. ...
Secretary of State

Tracking Number: 2555907579CU

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

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

APPLICATION FOR REGISTRATION OF FICTITIOUS NAME

REGISTRATION# G19000042445

Fictitious Name to be Registered: PSA MANAGEMENT INC

Mailing Address of Business: 1516 E HILLCREST ST.
SUITE 310
ORLANDO, FL 32803

Florida County of Principal Place of Business: ORANGE

FEI Number:

FILED
Apr 03, 2019
Secretary of State

Owner(s) of Fictitious Name:

PSA CONSTRUCTORS, INC.
1516 E HILLCREST ST., SUITE 310
ORLANDO, FL 32803 US
Florida Document Number: P94000030361
FEI Number: 59-3237953

I the undersigned, being an owner in the above fictitious name, certify that the information indicated on this form is true and accurate. I further certify that the fictitious name to be registered has been advertised at least once in a newspaper as defined in Chapter 50, Florida Statutes, in the county where the principal place of business is located. I understand that the electronic signature below shall have the same legal effect as if made under oath and I am aware that false information submitted in a document to the Department of State constitutes a third degree felony as provided for in s. 817.155, Florida Statutes.

PATRICK ALIU

04/03/2019

Electronic Signature(s)

Date

Certificate of Status Requested ()

Certified Copy Requested ()



Ron DeSantis, Governor

Halsey Beshears, Secretary



STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

CONSTRUCTION INDUSTRY LICENSING BOARD

THE GENERAL CONTRACTOR HEREIN IS CERTIFIED UNDER THE
PROVISIONS OF CHAPTER 489, FLORIDA STATUTES

ALIU, PATRICK N

PSA CONSTRUCTORS INC
7806 FERNLEAF DR
ORLANDO FL 32836

LICENSE NUMBER: CGC058891

EXPIRATION DATE: AUGUST 31, 2022

Always verify licenses online at MyFloridaLicense.com



Do not alter this document in any form.

This is your license. It is unlawful for anyone other than the licensee to use this document.



Ron DeSantis, Governor

Halsey Beshears, Secretary



**STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION**

HOME INSPECTORS LICENSING PROGRAM

THE HOME INSPECTOR HEREIN IS CERTIFIED UNDER THE
PROVISIONS OF CHAPTER 468, FLORIDA STATUTES

ALIU, PATRICK N

7806 FERNLEAF DRIVE
ORLANDO FL 32836

LICENSE NUMBER: HI6531

EXPIRATION DATE: JULY 31, 2022

Always verify licenses online at MyFloridaLicense.com



Do not alter this document in any form.

This is your license. It is unlawful for anyone other than the licensee to use this document.

State of Florida

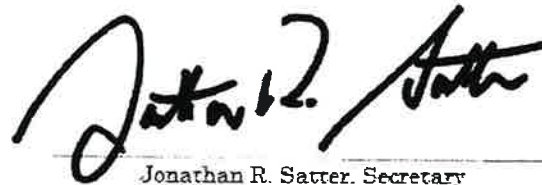
Minority Business Certification

PSA Constructors, Inc.

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

03/09/2020

03/09/2022



Jonathan R. Satter, Secretary
Florida Department of Management Services

Department of
**MANAGEMENT
SERVICES**



Office of Supplier Diversity

Office of Supplier Diversity
4050 Esplanade Way, Suite 380
Tallahassee, FL 32399
850-487-0915
www.dms.myflorida.com/osd

THIS CERTIFIES THAT

PSA Constructors, Inc.

dba PSA Management, Inc.



* Nationally certified by the: **FLORIDA STATE MINORITY SUPPLIER DEVELOPMENT COUNCIL**

*NAICS Code(s): 541350; 541611; 541618; 541340; 541690

* Description of their product/services as defined by the North American Industry Classification System (NAICS)

04/01/2020

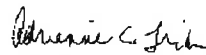
Issued Date

04/01/2021

Expiration Date

FL08222

Certificate Number


Adrienne Trimble



Beatrice Louissaint, President & CEO

By using your password (NMSDC issued only), authorized users may log into NMSDC Central to view the entire profile: <http://nmsdc.org>

Certify, Develop, Connect, Advocate.

* MBEs certified by an Affiliate of the National Minority Supplier Development Council, Inc.®



GREATER ORLANDO
AVIATION AUTHORITY



JACKSONVILLE
TRANSPORTATION
AUTHORITY

Florida Unified Certification Program

Disadvantaged Business Enterprise (DBE) Certificate of Eligibility

PSA CONSTRUCTORS INC

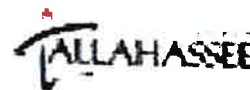
MEETS THE REQUIREMENTS OF 49 CFR, PART 26

APPROVED NAICS CODES:

541690, 236220, 541340, 541611, 541618

Samuel Febres

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