Durbin Crossing Community Development District

DECEMBER 18, 2023



Durbin Crossing Community Development District

475 West Town Place, Suite 114 St. Augustine, Florida 32092 www.durbincrossingcdd.com

December 11, 2023

Board of Supervisors
Durbin Crossing Community Development District
Staff Call In #: 1-877-304-9269; Code 5818716

Dear Board Members:

The Durbin Crossing Community Development District Board of Supervisors Meeting is scheduled for **Monday, December 18, 2023 at 6:00 p.m.** at the Durbin Crossing South Amenity Center, 145 South Durbin Parkway, St. Johns, Florida 32259.

Following is the agenda for the meeting:

- I. Pledge of Allegiance
- II. Roll Call
- III. Audience Comments
- IV. Approval of Minutes of the November 13, 2023 Meeting
- V. Consideration of Responses to RFQ for Engineering Services
- VI. Discussion of Borland Groover Construction Impact on Landscape & Irrigation
- VII. Discussion of Landscaping on Veterans Parkway
- VIII. Discussion of Age Restriction for Amenities
 - IX. Staff Reports
 - A. Landscape & Irrigation Maintenance Team Report
 - B. District Counsel
 - C. District Engineer
 - D. District Manager

- E. General Manager Report
- F. Operations Manager Report
- G. Amenity Manager Report
- X. Supervisors' Request and Audience Comments
- XI. Next Scheduled Meeting January 22, 2024 at 6:00 p.m. at the Durbin South Amenity Center
- XII. Adjournment

I look forward to seeing you at the meeting. If you have any questions, please feel free to call.

Sincerely,

Daniel Laughlin

Daniel Laughlin District Manager



Minutes of Meeting Durbin Crossing Community Development District

The regular meeting of the Board of Supervisors of the Durbin Crossing Community Development District was held Monday, November 13, 2023 at 6:00 p.m. at the Durbin South Amenity Center, 145 South Durbin Parkway, Jacksonville, Florida.

Present and constituting a quorum were:

Peter E. Pollicino Chairman Sarah Gabel Hall Supervisor Jason Harrah Supervisor

Also present were:

Daniel Laughlin District Manager Mike Eckert District Counsel

Jessica Mazariego Special Counsel - by telephone
Dan Fagen Vesta/Amenity Services Group
Margaret Alfano Vesta/Amenity Services Group
Danelle DeMarco Vesta/Amenity Services Group
Zach Davidson Vesta/Amenity Services Group

Cheyne Solesbee Yellowstone Kyle Sanders Yellowstone

The following is a summary of the discussions and actions taken at the November 13, 2023 meeting.

FIRST ORDER OF BUSINESS Pledge of Allegiance

Mr. Laughlin called the meeting to order at 6:00 p.m. and led the pledge of allegiance.

SECOND ORDER OF BUSINESS Roll Call

Mr. Laughlin called the roll.

THIRD ORDER OF BUSINESS Audience Comments

November 13, 2023 Durbin Crossing CDD

Mr. Yuro stated I provided an engineering proposal and wanted to let you know I was here if you have any questions.

FOURTH ORDER OF BUSINESS

Approval of Minutes of the October 23, 2023 Meeting

On MOTION by Mr. Harrah seconded by Mr. Pollicino with all in favor the October 23, 2023 meeting minutes were approved as presented.

FIFTH ORDER OF BUSINESS

Update on Claims Against Epic Pools

Ms. Mazariego stated I work with Matt Davis, we went through discovery, and they have not yet produced the documents that were due Thursday, but it is a process and we have a conference this week or next week to obtain the documents from them. The next step is to schedule depositions in January. We have been set for trial November 12, 2024 and we expect it to be a four-day trial.

Mr. Harrah asked do you expect a mediation before that trial date?

Ms. Mazariego stated I believe the mediation is scheduled prior to May or June.

SIXTH ORDER OF BUSINESS

Consideration of Responses to RFQ for Engineering Services

This item tabled.

SEVENTH ORDER OF BUSINESS

Consideration of Easements and Interlocal Agreement with St. Johns County for Water Meter

Mr. Eckert stated the county has been good to work with. I prepared the easement that is in front of you as well as the interlocal agreement. They had fairly nominal comments, it has been approved at the staff level, they are waiting on our approval then they will take it to their board. This allows us to reactivate and connect to the water meter that we used to use for irrigation. The county wants to put a sub-meter on it in case they need to use it some day and we would have it read to make sure they would pay us if they actually need to use it. They are looking at it as a secondary source in the event they couldn't use their well for some reason. These are all the terms we worked out with the county, and I think it gets us where we need to go. We do have some work

November 13, 2023 Durbin Crossing CDD

after this, it is our responsibility to go to JEA and work through the transfer of that main meter from JEA and we did have comments from some of the people who we work with at the county that they could help facilitate that. I recommend approval of those documents tonight.

On MOTION by Mr. Harrah seconded by Mr. Pollicino with all in favor the easement and interlocal agreement with St. Johns County for the water meter was approved.

EIGHTH ORDER OF BUSINESS

Discussion of Borland Groover Construction Impact on Landscape & Irrigation

Mr. Davidson stated we had a meeting on Wednesday to confirm the main line was dead; we also met regarding sleeves that need to be installed in that area. Jack met with us as well and helped establish those areas where the two sleeves need to be put in. On our end after the sleeves are put in, we still need to take the main line we capped off the first turn and push it back further to get it out of their area. Then we will do a 6" bore under the road to the other side of Longleaf to connect back into the median when they do their turn lane. I'm working with Yellowstone to make sure all those numbers are correct before we send our invoice over to them for the work that needed to be done. They changed the site plan a little bit.

NINTH ORDER OF BUSINESS

Discussion of Age Restriction for Amenities

This item was tabled.

TENTH ORDER OF BUSINESS

Staff Reports

A. Landscape Maintenance Team - Report

A copy of the landscape maintenance team report was included in the agenda package.

Ms. Alfano presented a proposal to replace 59 pallets of sod on Longleaf and proposed to split the cost of \$42,500 with Yellowstone.

On MOTION by Mr. Pollicino seconded by Mr. Harrah with all in favor the proposal for the installation of sod on Longleaf on the east and west end an amount not to exceed \$22,000 for the District's half was approved.

B. District Counsel

Mr. Eckert stated it is still on our radar to research ways to protect the district-owned property from access issues like you talked about at the last meeting. I will bring back a report in January.

C. District Engineer

There being none, the next item followed.

D. District Manager

Encroachment

Mr. Laughlin stated a couple months ago we were told by the HOA about a fence on district property along the JEA easement and we sent a letter to the resident who was willing to move the fence but wanted to discuss potentially keeping it there with an agreement.

Mr. Eckert stated we have dealt with encroachments before in easements and do an encroachment agreement for that. You shouldn't allow private owners to put their property on your property, which is what we have here. Other neighbors are going to build their fence two-feet out and ask why you are treating me differently than this other person. To my knowledge we have not allowed someone to build private improvements on CDD property.

Mr. Pollicino stated I recommend you reach out to the fence company and tell them based on district counsel's recommendation you have to move the fence back to where it should be.

Impact Fee Credits

Mr. Laughlin stated St. Johns County allows the district to sell impact fees to developments outside the district close to the vicinity. I was contacted by a gentleman with D.R. Horton about a development they are doing called Ascension Durbin Park, an apartment complex and they are looking to purchase road and park impact fees from us.

Ms. Hall asked can you explain this?

Mr. Eckert stated I can explain this but first as a preliminary matter, I don't but my firm represents D.R. Horton on other projects, not related to Durbin and before I can give you any advice on that I need to ask the board for a waiver of conflict or the Board should get a new attorney to give you some advice on this matter. We have had this issue come up before.

4

On MOTION by Mr. Pollicino seconded by Mr. Harrah with all in favor a waiver of conflict of interest was approved.

Mr. Eckert outlined the impact fee credit process and staff was directed to bring back to the next meeting the exact amount of impact fee credits that the district still has.

E. General Manager - Report

Ms. Alfano gave an overview of the general manager's report, copy of which was included in the agenda package.

F. Operations Manager - Report

Mr. Davidson gave an overview of the field operation manager's report, copy of which was included in the agenda package.

G. Amenity Manager – Report

Ms. DeMarco reviewed the amenity manager's report, copy of which was included in the agenda package.

ELEVENTH ORDER OF BUSINESS Supervisor's Requests and Audience Comments

A resident stated on your impact fee credits, you may want to aid and abet, instead of high-density multi-family maybe a 55+ at Greenbriar. Under the property issue, they are going to have to deal with the fence one time or another.

TWELFTH ORDER OF BUSINESS Next Scheduled Meeting – December 18, 2023 @ 6:00 p.m. at the Durbin South Amenity Center

Mr. Laughlin stated the next meeting will be held December 18, 2023 at 6:00 p.m. in the same location.

On MOTION by Mr. Harrah seconded by Ms. Hall with all in favor the meeting adjourned at 7:25 p.m.

Secretary/Assistant Secretary	Chairman/Vice Chairman



DURBIN CROSSING COMMUNITY DEVELOPMENT DISTRICT

DISTRICT ENGINEER PROPOSALS

COMPETITIVE SELECTION CRITERIA

1) Ability and Adequacy of Professional Personnel

. . .

(Weight: 25 Points)

Consider the capabilities and experience of key personnel within the firm including certification, training, and education; affiliations and memberships with professional organizations; etc.

2) Consultant's Past Performance

(Weight: 25 Points)

Past performance for other community development districts in other contracts; amount of experience on similar projects; character, integrity, reputation, of respondent; etc.

3) Geographic Location

(Weight: 20 Points)

Consider the geographic location of the firm's headquarters, offices and personnel in relation to the project.

4) Willingness to Meet Time and Budget Requirements

(Weight: 15 Points)

Consider the consultant's ability and desire to meet time and budget requirements including rates, staffing levels and past performance on previous projects; etc.

5) Certified Minority Business Enterprise

(Weight: 5 Points)

Consider whether the firm is a Certified Minority Business Enterprise. Award either all eligible points or none.

6) Recent, Current and Projected Workloads

(Weight: 5 Points)

Consider the recent, current and projected workloads of the firm.

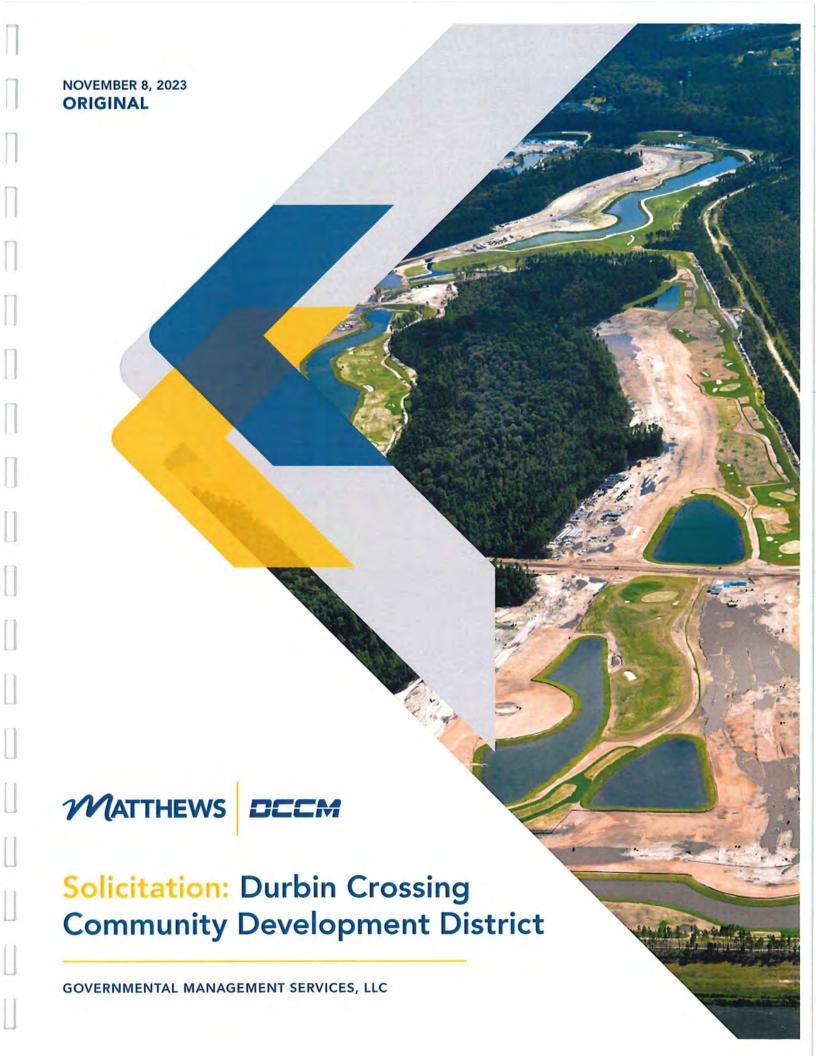
7) Volume of Work Previously Awarded to Consultant by District

(Weight: 5 Points)

Consider the desire to diversify the firms that receive work from the District; etc.

Durbin Crossing Community Development District Request for Qualifications –Score Sheet

Proposer	Ability and Adequacy of Professional Personnel (25 Points)	Consultant's Past Performances (25 Points)	Geographic Location (20 Points)	Willingness to Meet Time and Budget Requirements (15 Points)	Certified Minority Business Enterprise (5 Points)	Recent, Current, and Projected Workloads (5 Points)	Volume of Work Previously Awarded to Consultant by District (5 Points)	Totals
Matthews DCCM								
Yuro								





November 8, 2023

Durbin Crossing Community Development District Governmental Management Services, LLC 475 West Town Place, Suite 114 St. Augustine, FL 32092

RE: Request for Qualifications - Professional Engineering Services

Dear Members of the District Selection Committee,

Durbin Crossing CDD values creative, site-specific solutions; an attentive and responsive team that follows through and keeps you informed, and understands how to deliver your project efficiently and effectively giving you peace of mind that your projects are our top priority so you can concentrate on your top priorities.

Matthews | DCCM understands that local infrastructure is essential to business, schools, families, and the economy. We are dedicated to improving this community through projects just like this because it is our community, too. Established in 2005, our team has been helping counties throughout Florida solve their challenges in site/civil, transportation, planning, landscape architecture, architecture, surveying, utility infrastructure, land development, and construction administration and inspection services.

Our team will be led by Alex Acree, PE, as Project Manager for this contract. He will be the primary point-of-contact that will be overseeing the attendance of District meetings, construction services, and other engineering tasks. Our firm has extensive experience working with CDDs. Matthews I DCCM has been the District Engineering or prime engineering consultant for other CDDs, HOAs, POAs, and master planned communities.

WHY MATTHEWS | DCCM

- » Full Service: Our range of services results in efficiencies and increased cost-effectiveness.
- » Available Depth of Staff: With ~50 professionals local to the project, we can provide you with the right team to serve the specific needs of this project.
- » Proactive and Responsive: Our team is attentive and responsive - returning calls and emails within 24 hours and providing you with updates to keep you informed of project status.
- » This is Our Home: We have extensive resumes of completed projects working to support the growth of our local communities.
- » Collaborative: Communication and client experience are important, which is why we balance stakeholder concerns and requirements with the functional needs of the project/client.
- » On-Time/On Budget: We actively seek ways to complete every project ahead of schedule and under budget.
- » No Cookie Cutter: We provide customized solutions for the unique engineering constraints of the NE Florida coast.
- » Quality: We have detailed QA/QC processes to ensure the highest quality.

As President of Matthews I DCCM and Principal-in-Charge for this contract, I take responsibility for the oversight and delivery of the projects issued under this contract, and fully commit the firm's resources to work order assignments.

This proposal outlines our approach to your request. We appreciate the opportunity to help you achieve your goals. If you need more information or definition, please feel free to give me a call at any time at 904-826-1334. We are eager to solve your challenges and ask for your confidence by awarding us this project.

Respectfully,

Matthews | DCCM

Rob A. Matthews III, PE

President

ARCHITECT-ENGINEER QUALIFICATIONS

PART I - CONTRACT-SPECIFIC QUALIFICATIONS

A. CONTRACT INFORMATION

PUBLIC NOTICE DATE October 2023		SOLICITATION OR PROJECT NU N/A	MBER
	B. ARCHITEC	T-ENGINEER POINT OF CONTACT	
NAME AND TITLE			
Alex Acree, PE, Project Ma NAME OF FIRM	nager		
Matthews DCCM			
TELEPHONE NUMBER (904) 826-1334	7. FAX NUMBER (904) 826-4547	8. E-MAIL ADDRESS marketing@mdginc.com	
		C. PROPOSED TEAM	44.57
(Check)	(Complete this section for	the prime contractor and all key subcontra	ctors.)
K 7 K	. FIRM NAME	10. ADDRESS	11. ROLE IN THIS CONTRAC
x Matthews DCCM ☐ CHECK IF BRANCH OFFICE		7 Waldo Street St. Augustine	Civil Engineering, Planning, Permitting, Surveying, Construction Administration and CEI
Matthews	DCCM BRANCH OFFICE	6621 Southpoint Drive N #300, Jacksonville, FL 32216	Civil Engineering, Planning, Permitting, Construction Administration, Landscape Architecture, Architecture
☐ CHECK IF E	BRANCH OFFICE		
☐ CHECK IF E	BRANCH OFFICE		
☐ CHECK IF E	BRANCH OFFICE		
CHECK IF E	BRANCH OFFICE		

DURBIN CROSSING CDD

PRINCIPAL-IN-CHARGE

ROB A. MATTHEWS III, PE .

MATTHEWS | DCCM PROJECT MANAGER

ALEX ACREE, PE .

PROJECT SUPPORT

CHRIS BUTTERMORE, PE • SCOTT KNOWLES, PE •

ARCHITECTURE

CHRIS BOGGESS, RA TYLER JOHN CUP CHOY GLORIA MURA

LANDSCAPE ARCHITECTURE

ERIC LANEHART, PLA, ISA SINEM BILGEN

PROJECT ENGINEERS

FRED R. "RUDD" JONES, JR., PE
TYLER SMITH, PE
IVAN LAMOŠ, EI
DYLAN SCANLON, EI
TOM BARTLETT, EI
BROOKE LAWRENCE
BRYNNA BARTLETT, EI
KYLE SOWARDS, EI
LOGAN MUDD, EI
SOPHIE PINEAU

ENGINEERING TECHNICIANS

DARIN MULLEN ELIEL JARQUIN

CONSTRUCTION ADMIN

MIKE SILVERSTEIN

SURVEYING

JEREMY HEWITT, PSM

PLANNING

AUTUMN MARTINAGE CHRISTINA EVANS

QA/QC

BILLY ALMAGUER, PE • BRANDEN MARCINELL, EI

CAD DESIGNERS

NICHOLAS HISEY
CONAR PIERMARINI
SYDNEY MORIN
MICHAEL SOMMERS
CRAIG HILLYARD
MICHAEL BRYNILDSEN
MATTHEW MAPHIS
PATRICIA HUTCHISON
MICHAEL WILLIAMS
NOAH CHURCH
MATTHEW HOVIS
WILLIAM SHERMAN

2. NAME	13. ROLE IN THIS CONT	RACT	14.	YEARS EXPERIENCE		
Alex Acree, PE	Project Manage		a. TOTAL 18	b. WITH CURRENT FIRM 7		
FIRM NAME AND LOCATION (City and State) Matthews DCCM, St. Augustin	e, FL			*		
5. EDUCATION (Degree and Specialization)		17. CURRENT PROFESSIONAL F	REGISTRATION	(State and Discipline)		
BS, Civil Engineering		Florida - Professional I	Engineer			
B. OTHER PROFESSIONAL QUALIFICATIONS (PA With 18 years of experience, Alex commercial facilities. His expertise municipal and private developme meetings, document preparation, team from project inception throu development projects.successfull construction, inspections, and cer	has managed diverse project e covers stormwater manage nt projects. He's skilled in co bid assistance, and more. A ligh design, permitting, cons y leads his team of engineer tifications for multiple devel	cts, from master planned ement, watershed analys onstruction administrations as an effective project matruction, inspections, and from project conceptions opment projects.	is, and pon on, overseei anager, Ale od certificati	d siting, serving bothing pre-construction x leads his engineeritions for multiple		
A CONTRACTOR OF THE PARTY OF TH	19. RELEVANT P	ROJECTS		and the same		
(1) TITLE AND LOCATION (City and State)				COMPLETED		
Sampson Creek CDD, District E	ingineer, St. Johns, FL	PROFESSION		CONSTRUCTION (If applicable NA		
(3) BRIEF DESCRIPTION (Brief scope, size, cos	st. etc.) AND SPECIFIC ROLE			rmed with current firm		
Project Manager. Ongoing professional engineering services, including drainage analysis, roadway maintenance assessments with improvement recommendations, Aquatic Center upgrades, hardscape enhancements, and landscape architecture for revitalizing the Golf and Country Club Amenity Center's landscaped areas.						
(1) TITLE AND LOCATION (City and State)		(2) YEAR	COMPLETED			
Stillwater CDD, District Engine	Stillwater CDD, District Engineer, St. Augustine, FL			CONSTRUCTION (If applicable NA		
Project Manager. Ongoing engined dedication, and golf cart signage monitoring, general engineering (1) TITLE AND LOCATION (City and State) World Golf Village, HOA, Pond	e plans. Additionally, our role consulting, and report and	e includes attending mer requisition preparation.	etings and l			
		20	20	NA		
(3) BRIEF DESCRIPTION (Brief scope, size, cos	st, etc.) AND SPECIFIC ROLE	X Check	X Check if project performed with current firm			
Project Manager. Engineering s underwent a comprehensive assortifices, vegetation, erosion, per	essment, resulting in detaile	d reports covering slope	conditions	s, control structures,		
(1) TITLE AND LOCATION (City and State)				COMPLETED		
South Village CDD, District Eng	gineer, Orange Park, FL	PROFESSION	CONTRACTOR OF THE PARTY OF THE	CONSTRUCTION (If applicable NA		
(3) BRIEF DESCRIPTION (Brief scope, size, cos	st, etc.) AND SPECIFIC ROLE	X Check	if project perfo	rmed with current firm		
Project Manager. Continuous engineering services for pond bank reconstruction, including needs analysis covering facilities, resident projections, service areas, costs, facility lifespan, and financial planning. Additionally, comprehensive public facilities reports detail existing and future facilities, financing, schedules, and capacity projections to ensure regulatory compliance and informed evaluations.						
(1) TITLE AND LOCATION (City and State)				COMPLETED		
Arbors at Valencia, St. Augusti	ne, FL	PROFESSION 20		CONSTRUCTION (If applicable 2019		
(3) BRIEF DESCRIPTION (Brief scope, size, cos Project Manager. Professional en Services included site planning, r plans, utility plans, parking lot ad	ngineering services for a nev e-zoning assistance, constru	v subdivision to include 2 ction plans detailing site	200 single-f , paving, gr	ading and drainage		

STANDARD FORM 330 (REV. 7/2021) PAGE 2

	E, Resu	mes of Key Personnel Pro (Complete one Section E for e							
12.	NAME	13. ROLE IN THIS CONTR	ACT		14.	YEARS EXPERIENCE			
	Rob A. Matthews III, PE	Principal-in-Charg	je		a. TOTAL 27	b. WITH CURRENT FIRM 18			
5.	FIRM NAME AND LOCATION (City and State) Matthews DCCM, St. Augustine, FL								
6.	EDUCATION (Degree and Specialization)					(State and Discipline)			
	BS, Civil Engineering; MS, Civil Engine			outh Carolina	arolina - Professional Engineer				
	OTHER PROFESSIONAL QUALIFICATIONS (Publications Rob has extensive experience in land de 18 years at Matthews I DCCM. His experience in land de 18 years at Matthews I DCCM. His experience permitting, and regulatory compliance, development and municipal civil engine design, environmental impact studies, soversees resource allocation, schedules monitoring and coordination.	evelopment, roadway e rtise covers CDBG wor Rob excels in planning ering projects, utility in ite development, and p	ngineering k, roadway , managin nfrastructu permitting	y projects, sit g, designing, ire design, st . As Presider	e develop and inspe ormwater of Matth	ment, environmenta ecting land modeling, roadway ews I DCCM, he			
	THE RESERVE THE PARTY OF THE PA	19. RELEVANT PR	OJECTS		-				
	(1) TITLE AND LOCATION (City and State)					COMPLETED			
	Sampson Creek CDD, District Engine	er, St. Johns, FL		PROFESSION		CONSTRUCTION (If applicab NA			
ĺ	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) Al	ND SPECIFIC ROLE		X Check i	f project perfo	ormed with current firm			
).	Julington Creek Plantation POA, Con Fruit Cove, FL (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) Al Principal-in-Charge. Providing comple contract for this large subdivision locate pavement condition, redesign of curbin	ND SPECIFIC ROLE ste oversight of project ed in NW St. Johns Co	componer unty. Proje	Ongo X Check ints as specified ct scope has	ping f project perfo ed in the co included e	evaluations of roadwa			
	(1) TITLE AND LOCATION (City and State)	ig, traine study evaluat	on, and c	Taluation of G					
				PROFESSION		COMPLETED CONSTRUCTION (If applicab			
	Cimarrone POA Master Drainage Sys		ie, FL	20	And the second second second	NA			
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) At	ND SPECIFIC ROLE		X Check i	f project perfo	ormed with current firm			
	Principal-in-Charge. Providing comple contract for this large subdivision locate plan for the subdivision to make recom-	ed on CR 210. Project s	cope has i	included an e					
	(1) TITLE AND LOCATION (City and State)					COMPLETED			
	Plantation Estates POA Road & Storn St. Johns County, FL			PROFESSION/		CONSTRUCTION (If applicab NA			
ı.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) At	ND SPECIFIC ROLE		X Check i	f project perfo	ormed with current firm			
	Principal-in-Charge. Under a continuing service contract for engineering services, Matthews I DCCM provided assessments and remediation for drainage systems and roadway pavement conditions for this gated community of single-family homes.								
	(1) TITLE AND LOCATION (City and State)					COMPLETED			
	Olympus Reserve CDD, District Engir	neer, Clermont, FL		PROFESSION		CONSTRUCTION (If applicab Ongoing			
i	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) At	ND SPECIFIC ROLE		X Check i	f project perfo	ormed with current firm			
	Principal-in-Charge. Continuous service administration, environmental manager constructing, acquiring, and maintaining.	ment, permitting, and f	inancial/ec	conomic stud	es. Geared	d toward financing,			

2. NAME	13. ROLE IN THIS CONTR	RACT		YEARS EXPERIENCE
Billy Almaguer, PE	QA/QC Manager		a. TOTAL 25	b. WITH CURRENT FIRM 7
5. FIRM NAME AND LOCATION (City and State) Matthews DCCM, St. Augustine,	FL			
6. EDUCATION (Degree and Specialization)	11	7. CURRENT PROFESSION	IAL REGISTRATION	(State and Discipline)
BS, Civil Engineering; MS, Civil Er		Florida - Profession	al Engineer	
8. OTHER PROFESSIONAL QUALIFICATIONS (Published). Billy, an experienced professional earnd drainage facility design. His brofor various projects, from highways administration, bid document preparengineering and design work, delivered.	engineer, specializes in civil load expertise includes wetl to beach re-nourishment a aration, and ensuring qualit	site design, regulato and modeling, storn nd mitigation banks. Ly control. Billy's role	nwater plannin He's well-vers encompasses	g, and engineering sed in construction the review of all
	19. RELEVANT PR	OJECTS	100	
(1) TITLE AND LOCATION (City and State)				COMPLETED
Home Again St. Johns, St. Augus	stine, FL	PROFESS	SIONAL SERVICES 2018	CONSTRUCTION (If applicable 2018
(3) BRIEF DESCRIPTION (Brief scope, size, cost,	etc.) AND SPECIFIC ROLE	Vich	1.17.77	ormed with current firm
QC Manager. Civil engineering ar administration building, medical fa encompassed driveway and parking	acility, and five low-income	housing buildings co	mprising ~10 , utility layout	0 units. The project , and landscaping.
(1) TITLE AND LOCATION (City and State)		Sporter.		COMPLETED
Cypress Trail Subdivision, Ormor	Cypress Trail Subdivision, Ormond Beach, FL			CONSTRUCTION (If applicab 2020
QC Manager/Project Engineer. Enginee	n, construction plans, and p	permitting services.	The subdivision, and water ar	n (rezoned PUD)
	and er	PROFESS		CONSTRUCTION (If applicable
Seaside Charter School, Jackson	Ville, FL		2018	2018
(3) BRIEF DESCRIPTION (Brief scope, size, cost, QA/QC Manager/Drainage Engin Road, featuring four buildings, a p tidally influenced creek. The project and construction administration see	neer. Civil engineering, desi layground, and a central ga ct included separate drivew	ign, and permitting f othering area, overco	or a school ca ming floodpla	in challenges near a
(1) TITLE AND LOCATION (City and State)				COMPLETED
Anastasia Mosquito Control Dist		e, FL PROFESS	2020	CONSTRUCTION (If applicable 2022
(3) BRIEF DESCRIPTION (Brief scope, size, cost, QA/QC Manager. Conceptual site design, construction administration and a fueling site. Phase 2: student and fueling facility.	design/engineering for the n, and permitting. Phase 1: a	AMCD base station, in office, classroom, r	included utilit maintenance fa	cility, chemical storag
(1) TITLE AND LOCATION (City and State)				COMPLETED
St. Johns County Fire Station & S St. Augustine, FL	snerritt's Ottice Complex,	PROFESS	SIONAL SERVICES 2019	CONSTRUCTION (If applicable 2019
(3) BRIEF DESCRIPTION (Brief scope, size, cost,	etc.) AND SPECIFIC ROLE	X Ch	eck if project perfe	ormed with current firm
QA/QC Manager. Civil engineering serves as a command center for the room. Scope included site planning	e St. Johns County Sheriff's	Office and features	a three-story	drill tower and fitness

	NAME	13. ROLE IN THIS CONTRAC			YEARS EXPERIENCE
	Scott Knowles, PE, LEED AP	Utility Coordinator	/Civil Engineer	a. TOTAL 28	b. WITH CURRENT FIRE
5	FIRM NAME AND LOCATION (City and State) Matthews DCCM, St. Augustine, FL				
ò	EDUCATION (Degree and Specialization)	17.	CURRENT PROFESSIONA	L REGISTRATION	(State and Discipline)
	BS, Agricultural Engineering		orida - Professiona	l Engineer	
3	OTHER PROFESSIONAL QUALIFICATIONS (Publication)				
	Scott brings extensive experience in la management, utility coordination, and services, from drainage and roadway of various projects, including CDBG initial permitting, and construction administ office buildings, schools, and recreation (GIS) databases.	d permitting. His project r design to land use planni atives and FEMA HMGP p tration for diverse projects	nanagement backg ng and grant admii rojects. He excels s, such as residenti	round covers nistration. Sco in drainage a al subdivision	s a wide range of ott has managed nd stormwater des as, shopping center
		19. RELEVANT PRO	JECTS		
	(1) TITLE AND LOCATION (City and State)		Z.		COMPLETED
	World Golf Village, HOA, Pond Eval	uations, St. Augustine, F		ONAL SERVICES 2020	CONSTRUCTION (If applica NA
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.)	AND SPECIFIC ROLE	X Che	ck if project perfo	rmed with current firm
	Project Engineer. Engineering service and a report detailed conditions, com cataloged per the St. Johns Northwes	pliance, necessary repairs,	and preventative n	naintenance. I	Reports were
	(1) TITLE AND LOCATION (City and State)			(2) YEAR	COMPLETED
	Queen's Harbour Yacht & Country C Assessments, Jacksonville, FL			ONAL SERVICES 2020	CONSTRUCTION (If applica
į	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.)				rmed with current firm
	Project Engineer. Engineering assessing 20+ ponds, inlets, pipes, manholes, and requiring corrective measures, repair results (1) TITLE AND LOCATION (City and State)	ment of the Queen's Harbo nd outfalls. Included a mass ecommendations, estimate	our neighborhood s er map of the drain ed costs, and opera	tormwater dra age system, id tion and main (2) YEAR (inage system, cover dentification of areas tenance guidelines. COMPLETED
	Project Engineer. Engineering assessing 20+ ponds, inlets, pipes, manholes, and requiring corrective measures, repair of the Title and Location (City and State) Flagler Estates Road & Water Control Counties, FL	ment of the Queen's Harbo nd outfalls. Included a mast ecommendations, estimate ol District, Flagler & St.	our neighborhood s er map of the drain ed costs, and opera Johns PROFESSI	tormwater dra age system, id tion and main (2) YEAR (inage system, cove dentification of area tenance guidelines. COMPLETED
	Project Engineer. Engineering assessing 20+ ponds, inlets, pipes, manholes, and requiring corrective measures, repair resulting to the control of the contro	ment of the Queen's Harbond outfalls. Included a mast ecommendations, estimate of District, Flagler & St.	our neighborhood ser map of the drained costs, and opera	tormwater dra age system, ic tion and main (2) YEAR (ONAL SERVICES) ngoing ck if project perfo	ninage system, cover dentification of area tenance guidelines. COMPLETED CONSTRUCTION (If applications) NA rmed with current firm
	Project Engineer. Engineering assessing 20+ ponds, inlets, pipes, manholes, and requiring corrective measures, repair resulting correction (City and State) Flagler Estates Road & Water Controvers, FL (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) Project Manager. Review of the drain infrastructure, road resurfacing, and the and Community Development Block (DR reimbursement and grant applicated)	ment of the Queen's Harbond outfalls. Included a mast ecommendations, estimate rol District, Flagler & St. AND SPECIFIC ROLE mage basin's stormwater mage basin's stormwater of water of Grants (CDBG) for drainage	Johns PROFESSI Odel and managed ontrol structures. Fe and roadway enh	tormwater dra age system, id tion and main (2) YEAR CONAL SERVICES ngoing ck if project perform projects to in accilitated Disa ancements ar lurricanes Mar	dentification of areastenance guidelines. COMPLETED CONSTRUCTION (If application NA) Timed with current firm inprove stormwater aster Recovery (DR) and prepared a FEMAtthew and Irma.
	Project Engineer. Engineering assessing 20+ ponds, inlets, pipes, manholes, and requiring corrective measures, repair of the control of the c	ment of the Queen's Harbond outfalls. Included a mast ecommendations, estimate of District, Flagler & St. AND SPECIFIC ROLE hage basin's stormwater may be replacement of water of Grants (CDBG) for drainagtion to address hurricane of	Johns PROFESSI Or Odel and managed ontrol structures. Fe and roadway enhanage aused by H	tormwater dra age system, ic tion and main (2) YEAR (I ONAL SERVICES I ngoing ck if project perfo projects to in acilitated Disa ancements an lurricanes Mai	dentification of areastenance guidelines. COMPLETED CONSTRUCTION (If applica NA rmed with current firm inprove stormwater ester Recovery (DR) and prepared a FEMA tthew and Irma.
	Project Engineer. Engineering assessing 20+ ponds, inlets, pipes, manholes, and requiring corrective measures, repair of the control of the c	ment of the Queen's Harbond outfalls. Included a mast ecommendations, estimate of District, Flagler & St. AND SPECIFIC ROLE hage basin's stormwater may be replacement of water of Grants (CDBG) for drainage tion to address hurricane of Various Locations,	Johns PROFESSI On Che odel and managed ontrol structures. Fe e and roadway enh lamage aused by H	tormwater dra age system, ic tion and main (2) YEAR (I ONAL SERVICES I ngoing ck if project perfo projects to in acilitated Disa ancements an lurricanes Mai	dinage system, cover dentification of area tenance guidelines. COMPLETED CONSTRUCTION (If application NA) Timed with current firm approve stormwater aster Recovery (DR) and prepared a FEMA tthew and Irma.
	Project Engineer. Engineering assessing 20+ ponds, inlets, pipes, manholes, and requiring corrective measures, repair of the control of the c	ment of the Queen's Harbond outfalls. Included a mast ecommendations, estimate of District, Flagler & St. AND SPECIFIC ROLE hage basin's stormwater may be replacement of water of Grants (CDBG) for drainage tion to address hurricane of Various Locations,	Johns PROFESSI Odel and managed ontrol structures. Fe and roadway enh lamage aused by H	tormwater dra age system, ic tion and main (2) YEAR (ONAL SERVICES) agoing ck if project perfo projects to in acilitated Disa ancements ar lurricanes Mai (2) YEAR (ONAL SERVICES)	dinage system, cover dentification of area tenance guidelines. COMPLETED CONSTRUCTION (If application) The many of the construction of the provestorm water aster Recovery (DR) and prepared a FEM of the and Irma. COMPLETED CONSTRUCTION (If application)
	Project Engineer. Engineering assessing 20+ ponds, inlets, pipes, manholes, and requiring corrective measures, repair resulting control (a) TITLE AND LOCATION (Brief scope, size, cost, etc.) Project Manager. Review of the drain infrastructure, road resurfacing, and the and Community Development Block (DR reimbursement and grant applicated). TITLE AND LOCATION (City and State) Disaster Recovery Projects (CDBG), St. Johns County, FL (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) Project Manager. Assisted the Count administration for CDBG initiatives and drainage, sewer repairs, and street ligs stormwater design, drainage design, in	ment of the Queen's Harbond outfalls. Included a mast ecommendations, estimate collistrict, Flagler & St. AND SPECIFIC ROLE mage basin's stormwater mage basin's stormwater mage basin's stormwater of water of Grants (CDBG) for drainage cion to address hurricane of the various Locations, AND SPECIFIC ROLE ty in preparing grant applied the projects, total the control of the projects, total control of the projects of the	Johns PROFESSI On PROFESSI On PROFESSI Che Cations and provided a	tormwater dra age system, ic tion and main (2) YEAR (ONAL SERVICES ngoing ck if project perfo projects to ir acilitated Disa ancements ar lurricanes Mai (2) YEAR (ONAL SERVICES 2018 ck if project perfo ed plans and chang roadway, s \$3.5 million,	dentification of area tenance guidelines. COMPLETED CONSTRUCTION (If applica NA Immed with current firm inprove stormwater aster Recovery (DR) and prepared a FEMA ETHEW and Irma. COMPLETED CONSTRUCTION (If applica 2018 Immed with current firm construction itormwater facilities involved roadway and items.)
	Project Engineer. Engineering assessing 20+ ponds, inlets, pipes, manholes, and requiring corrective measures, repair resulting control (a) TITLE AND LOCATION (Brief scope, size, cost, etc.) Project Manager. Review of the drain infrastructure, road resurfacing, and the and Community Development Block (DR reimbursement and grant applicated) TITLE AND LOCATION (Gity and State) Disaster Recovery Projects (CDBG), St. Johns County, FL (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) Project Manager. Assisted the Count administration for CDBG initiatives and drainage, sewer repairs, and street light	ment of the Queen's Harbond outfalls. Included a mast ecommendations, estimate commendations, estimate col District, Flagler & St. AND SPECIFIC ROLE mage basin's stormwater mage basin's stormwater mage basin's stormwater of water of Grants (CDBG) for drainage tion to address hurricane of the various Locations, AND SPECIFIC ROLE ty in preparing grant applied the projects, total and bid document preparations and bid document preparations.	Johns PROFESSI On A Che odel and managed ontrol structures. Fe and roadway enh lamage aused by H PROFESSI X Che cations and provide ture issues, includialing approximately ation.	tormwater dra age system, ic tion and main (2) YEAR (ONAL SERVICES ngoing ck if project perfo projects to ir acilitated Disa ancements ar lurricanes Mai (2) YEAR (ONAL SERVICES ck if project perfo ed plans and che project perfo ed plans an	dentification of area tenance guidelines. COMPLETED CONSTRUCTION (If applica NA rmed with current firm approve stormwater aster Recovery (DR) and prepared a FEM, at thew and Irma. COMPLETED CONSTRUCTION (If applica 2018 rmed with current firm construction atormwater facilities involved roadway a completed construction (If applica 2018)
	Project Engineer. Engineering assessing 20+ ponds, inlets, pipes, manholes, and requiring corrective measures, repair of the distribution of the drain for the design of t	ment of the Queen's Harbond outfalls. Included a mast ecommendations, estimate commendations, estimate col District, Flagler & St. AND SPECIFIC ROLE mage basin's stormwater mage basin's stormwater mage basin's stormwater of water of Grants (CDBG) for drainage tion to address hurricane of the properties of the proper	Johns PROFESSI A Che codel and managed control structures. Fe e and roadway enh lamage aused by H PROFESSI X Che cations and provide cuture issues, includi aling approximately ation.	tormwater dra age system, ic tion and main (2) YEAR (ONAL SERVICES) agoing ck if project perfo projects to in acilitated Disa ancements an lurricanes Mai (2) YEAR (ONAL SERVICES) ck if project perfo ed plans and charger of perform of project perform of project perform of perform of project perform of performance of performanc	dentification of area tenance guidelines. COMPLETED CONSTRUCTION (If application applicat

	E. Ro	esumes of Key Personnel Pr Complete one Section E fo	roposed for thi or each key persor	s Contract		
2.	NAME	13. ROLE IN THIS CON	THE PERSON NAMED IN		14.	YEARS EXPERIENCE
	Chris Buttermore, PE	Chris Buttermore, PE Roadway Engineer		a, T	OTAL 18	b. WITH CURRENT FIR
5.	FIRM NAME AND LOCATION (City and State)				10	
	Matthews DCCM, St. Augustine, F	L				
ò.	EDUCATION (Degree and Specialization)			ROFESSIONAL REGIS		(State and Discipline)
	BS, Civil Engineering OTHER PROFESSIONAL QUALIFICATIONS (Publica			rofessional Engi	neer	
	Chris brings extensive design experisite planning, stormwater managemeresidential, commercial, industrial, go projects for FDOT and municipalities and S&PM engineer. His project man control plans, ADA-compliant curb rawell-versed in FDOT protocols and design experision.	ent, utilities, roadway de overnment, and municip s, serving in roles such a nagement skills extend t amps, and more. Profici	esign, parkin pal projects. as project ma to controlled	g lots, sidewalk He has worked anager, roadway I access highway	s, and to on varion engine design	rails for a variety of ous roadway design eer, MOT engineer, n, temporary traffic
	well-versed in 1 DO1 protocols and d	19. RELEVANT P	ROJECTS	S		
	(1) TITLE AND LOCATION (City and State)		Carl de La		(2) YEAR (COMPLETED
	Olympus Reserve CDD, District En	gineer, Clermont, FL			RVICES	CONSTRUCTION (If application)
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.	.) AND SPECIFIC ROLE				rmed with current firm
	Project Manager. Ongoing professional engineering services to provide engineering, surveying, planning, landscap construction administration, environmental management, permitting, and financial and economic studies for the pur of financing, constructing, acquiring and/or maintaining infrastructure improvement and services within the District.					
(1) TITLE AND LOCATION (City and State)					(2) YEAR C	COMPLETED
	Madeira CDD, District Engineer, St. Augustine, FL			PROFESSIONAL SE Ongoing		CONSTRUCTION (If application)
	Project Engineer. Engineering services, attend Board meetings, and offer professional expertise in line with the District Trust Indentures. We also handle construction tasks, ensuring smooth project execution, and assist with ongoing facility maintenance as authorized by the Board.					
	(1) TITLE AND LOCATION (City and State)				(2) YEAR (COMPLETED
	Las Calinas Residential Developme	ent, St. Augustine, FL		The state of the s	And the state of the state of	CONSTRUCTION (If applic
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.	:) AND SPECIFIC ROLE		X Check if pro	ect perfo	rmed with current firm
	Project Engineer. Provided enginee 39-acre recreation pond, internal roa (1) TITLE AND LOCATION (City and State)			e residential dev nagement faciliti	elopme es, as w	ent. Designs include
	Colbert Lane & Grady Prather Jr. (Palm Coast, FL	Cove Roadway Improve	ments,		New York Control of the Control of t	CONSTRUCTION (If application 2018)
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.					rmed with current firm
Project Manager. Provided engineering design and permitting for the resurface Prather Jr. Cove (1.2 miles), including S&PM improvements and enhanced paver and sidewalk deterioration on Grady Prather Jr. Cove, leading to concrete replace affecting the Graham Swamp parking lot and added a full access driveway control.				pavement markir replacement. Ac connection duri	ngs. Ide Idresse ing the (ntified severe shou d pipe cover issues 60% design phase.
					(2) YEAR C	COMPLETED
	(1) TITLE AND LOCATION (City and State)			DESCRIPTION OF THE PROPERTY OF	m) ucmal	O O LIGHT LIGHT CO
		Augustine, FL		PROFESSIONAL SE 2021	RVICES	CONSTRUCTION (If application 2021)
	(1) TITLE AND LOCATION (City and State)			2021		

(Present as many projects as requested by agency, or 10 projects, if not specified.

Complete one Section F for each project.)

 EXAMPLE PROJECT KEY NUMBER

1

21. TITLE AND LOCATION (City and State)

Sampson Creek CDD, District Engineer St. Augustine, Florida

22. YEAR COMPLETED

PROFESSIONAL SERVICES CONS
Ongoing

CONSTRUCTION (if applicable)
NA

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Sampson Creek CDD b. POINT OF CONTACT NAME Ernesto Torres c. POINT OF CONTACT TELEPHONE NUMBER (904) 940-5850

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



As District Engineer, Matthews I DCCM provides ongoing professional engineering services, which have included drainage analysis and improvement designs, roadway maintenance/pavement assessments and recommendations for improvements. To date, scope of work performed has also included upgrades to the development's Aquatic Center and hardscape improvements as well as landscape architecture services for the complete renovation of existing landscaped areas for the Golf and Country Club Amenity Center. An example of one project under this contract included the renovation and expansion of the community pool located in the St. Johns County Golf & Country Club. The project scope included a complete update of the existing facility to include a splash pad amenity for children, terrace seating for swim competitions, and additional shading in the pool area. Matthews I DCCM secured all permits as required by governing agencies.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

(1) FIRM NAME

(2) FIRM LOCATION (City and State)

(3) ROLE

Matthews | DCCM

St. Augustine, FL

(Present as many projects as requested by agency, or 10 projects, if not specified Complete one Section F for each project.)

20. EXAMPLE PROJECT KEY NUMBER

2

21. TITLE AND LOCATION (City and State)

Olympus Development and CDD, District Engineer Clermont, Florida

22. YEAR COMPLETED

PROFESSIONAL SERVICES
Ongoing

CONSTRUCTION (if applicable)
Ongoing

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Olympus CDD b. POINT OF CONTACT NAME Lynne Mullins c. POINT OF CONTACT TELEPHONE NUMBER (407) 723-5900

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



Matthews I DCCM is providing engineering and landscape services for the Olympus Mixed-Use Development in Clermont along US Highway 27. This development is a key part of Clermont's "Wellness Way" corridor, spanning a vast 16,000-acre region. Olympus project shares space with major residential developments from builders like Lennar and Pulte, and it sprawls across 247 acres of land that was previously an orange grove, featuring hilly terrain and two preserved low spots transformed into a large lake and wetland area. To facilitate the funding and construction of Olympus, the Olympus CDD was formed, and Matthews I DCCM is the District Engineer, overseeing various subcontractors and the public bidding process to ensure fairness in contract awards. The development is divided into five distinct phases, each with unique infrastructure and construction requirements, including roads, utilities, and commercial spaces, as well as a sports campus with diverse facilities.

The Olympus development will seamlessly integrate a variety of property types, including single-family and multifamily residences, along with diverse commercial components such as retail outlets, offices, medical facilities, restaurants, and hotels. The project is set to offer numerous amenities like a welcome center, an extensive trail network connecting all phases, open spaces, parks, and an amphitheater. Matthews I DCCM's role as the CDD engineer involves comprehensive oversight, ensuring transparency and equity throughout the project's development phases and adhering to rigorous governmental entity regulations and processes.

Professional Fees: \$1,500,000

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

(1) FIRM NAME

(2) FIRM LOCATION (City and State)

(3) ROLE

Matthews | DCCM

St. Augustine, FL

(Present as many projects as requested by agency, or 10 projects, if not specified.

Complete one Section F for each project.)

20. EXAMPLE PROJECT KEY NUMBER

3

21. TITLE AND LOCATION (City and State)

Stillwater Development and CDD, District Engineer St. Johns, Florida

22. YEAR COMPLETED

PROFESSIONAL SERVICES
Ongoing

CONSTRUCTION (if applicable)
Ongoing

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER

b. POINT OF CONTACT NAME Ginny Feiner c. POINT OF CONTACT TELEPHONE NUMBER (904) 380-0779

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



Matthews I DCCM is providing professional engineering services for the Stillwater development, an age restricted community with 550 single family and multifamily duplex units and an 18-hole golf course with associated amenities and infrastructure. The amenities include an 18,828 SF clubhouse building, a 2,109 SF Aquatics building with associated pool, a 600 SF driving range concession and restroom building with associated driving range bays, and a 9,098 SF maintenance facility. Additional recreational amenities include a 2.5 acre driving range, two full size tennis courts, two full size pickle ball courts, a bocce ball court and special event lawn space.

Matthews | DCCM coordinated the design and permitting with SJC, WMD, JEA, FDEP and ACOE. Matthews | DCCM is also responsible for certifications of the completed construction which requires routine site visits throughout construction and conducting an as-built review along with review of all testing documents.

As District Engineer, Matthews I DCCM actively manages a comprehensive project, providing essential services such as reporting, professional engineering, and construction oversight. The project encompasses a range of tasks and maintenance services as directed by the Board, ensuring overall success.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

(1) FIRM NAME

(2) FIRM LOCATION (City and State)

(3) ROLE

Matthews | DCCM

St. Augustine, FL

(Present as many projects as requested by agency, or 10 projects, if not specified. Complete one Section F for each project.)

20. EXAMPLE PROJECT KEY NUMBER

21. TITLE AND LOCATION (City and State)

South Village CDD, District Engineer Orange Park, Florida

22. YEAR COMPLETED

PROFESSIONAL SERVICES CONSTRUCTION (if applicable) Ongoing

NA

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER

Government Management Services

b. POINT OF CONTACT NAME

James Oliver

c. POINT OF CONTACT TELEPHONE NUMBER (904) 940-5850

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



Matthews | DCCM serves as the District Engineer for the South Village Community Development District (CDD) in Clay County. Our team conducted a 20-year needs analysis as mandated by the 2021 legislative session, providing comprehensive insights into wastewater and stormwater services for the CDD. This analysis covered facility descriptions, resident projections, service areas, cost estimations, facility lifespan, financial histories, and funding plans.

Additionally, Matthews | DCCM will assist in preparing a public facilities report, which is required every 7 years. This report will detail existing public facilities, ongoing and proposed projects, replacement schedules, completion timelines, and facility capacity projections. Matthews I DCCM ensures compliance and transparency throughout these services to meet regulatory requirements.

As District Engineer, Matthews | DCCM has also assisted with various drainage issues throughout the community and added golf cart parking at the main amenity center. One major drainage issues involved the redesign of a failed stormwater outfall structure with a more appropritate design, and coordinating construction with the contractor and CDD board.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

(1) FIRM NAME

(2) FIRM LOCATION (City and State)

(3) ROLE

Matthews | DCCM

St. Augustine, FL

(Present as many projects as requested by agency, or 10 projects, if not specified.

Complete one Section F for each project.)

 EXAMPLE PROJECT KEY NUMBER

5

21. TITLE AND LOCATION (City and State)

Flagler Estates Road & Water Control District Continuing Services, St Johns and Flagler Counties, Florida 22. YEAR COMPLETED

PROFESSIONAL SERVICES CONSTI

CONSTRUCTION (if applicable)
NA

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER

b. POINT OF CONTACT NAME

Flagler Estates Road & Water Control District Linda Gee

c. POINT OF CONTACT TELEPHONE NUMBER

(904) 692-1513

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





Since 2010, Matthews I DCCM has provided ongoing engineering support as the District Engineer to this 7,000-acre community. Flagler Estates includes approximately 5,400 lots, over 140 miles of roadway, and over 36 miles of drainage canals. The roadways within Flagler Estates range from unpaved, to improved surface, to paved. Matthews I DCCM has worked with the District to provide phased improvements of the roadways with the goal of eventually paving the majority of the roads within the District. Over 30 miles of roadway have been improved from dirt to either black base, cold mix asphalt, or hot mix asphalt. Design, bidding assistance and construction administration for these roadway improvements have been included in our scope of work.

Additionally, collaboration with District staff was provided to create and maintain a Roadway Management Program to plan for new road improvements and to provide long-term maintenance solutions. We have completed a review of the overall stormwater model for this drainage basin, and finalized multiple projects to improve stormwater infrastructure, resurface roadways, and replace major water control structures that service Sixteen Mile Creek. Coordination for Disaster Recovery (DR) and Community Development Block Grants (CDBG) for improvements to drainage and roadways was provided. In 2017, MDG prepared and submitted a FEMA DR reimbursement and grant application for damage caused by Hurricane Matthew. Significant damage to drainageways and roadways throughout Flagler Estates was also caused by Hurricane Irma in September 2017. Matthews I DCCM worked with District staff and FEMA to secure reimbursement for the disaster cleanup and repairs following Hurricane Irma. Additionally, an application was prepared and submitted to Department of Economic Opportunity (DEO) for HMGP grants to improve damaged structures to prevent similar damage in future storm events. Professional Fees: \$500K; Construction Value: \$2.5M

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

(1) FIRM NAME

(2) FIRM LOCATION (City and State)

(3) ROLE

Matthews | DCCM

St. Augustine, FL

(Present as many projects as requested by agency, or 10 projects, if not specified.

Complete one Section F for each project.)

20. EXAMPLE PROJECT KEY NUMBER

6

21. TITLE AND LOCATION (City and State)

City of St. Augustine Continuing Service Contract St. Augustine, Florida

22. YEAR COMPLETED

PROFESSIONAL SERVICES

CONSTRUCTION (if applicable)

NA

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER City of St. Augustine b. POINT OF CONTACT NAME Reuben Franklin c. POINT OF CONTACT TELEPHONE NUMBER (904) 825-1040

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



Matthews I DCCM has recently operated under a continuing services contract for the City of St. Augustine for civil engineering services. Projects to date have included analysis of stormwater drainage problem areas, and design and implementation of corrective measures, installation of saltwater monitoring wells, and capping of abandoned wells.

Additionally, Matthews I DCCM has engineered drainage improvements for several streets in St. Augustine's historic district. Streets included Pine Street, Inlet Drive, Charlotte Place, and the area near St. George and Cordova streets. Work has involved hydrologic and hydraulic analyses for the areas of concern, drainage improvement designs to correct sizing of water quality treatment structures and help in obtaining bids from contractors to perform the work. Work scope also included tasks such as providing modifications to the drainage systems, addition of hydrodynamic sediment separators, and repairs and improvements to the roadways involved in construction.

Professional Fees: \$200K; Construction Value: \$25M

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

(1) FIRM NAME

(2) FIRM LOCATION (City and State)

(3) ROLE

Matthews | DCCM

St. Augustine, FL

(Present as many projects as requested by agency, or 10 projects, if not specified. Complete one Section F for each project.)

20. EXAMPLE PROJECT KEY NUMBER

7

21. TITLE AND LOCATION (City and State)

St. Johns County Continuing Service Contract

St. Augustine, Florida

22. YEAR COMPLETED

PROFESSIONAL SERVICES 2022

CONSTRUCTION (if applicable)

Various

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER
St. Johns County

b. POINT OF CONTACT NAME Willian "Bill" Freeman, PE c. POINT OF CONTACT TELEPHONE NUMBER (904) 825-1040

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



Matthews | DCCM is currently operating under a continuing services contract for St. Johns County. Since 2008, our team has completed more than 60 projects under this contract. Examples include:

- » Butler Park Beachfront Pavilions
- » West Augustine Roadway and Drainage Improvements, CDBG
- » Woodlawn Road Drainage and Roadway Improvements
- » Public Works New Facility Site & Infrastructure Design
- » Santa Maria Drainage Engineering
- » Butler Beach Regional Drainage Study
- » Public Works Fuel Tanks Relocation
- » SR 13 Force Main Extension
- » Four Mile Roadway Improvements
- » Fruit Cove Drive Lift Station Upgrades
- » West Augustine Landscape Architecture
- » SJC Boat Ramp Assessments
- » Euclid Avenue Beachfront Parking
- » Usina Boat Ramp Park Redevelopment

Professional Fees: \$900k

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

(1) FIRM NAME

(2) FIRM LOCATION (City and State)

(3) ROLE

Matthews | DCCM

St. Augustine, FL

(Present as many projects as requested by agency, or 10 projects, if not specified. Complete one Section F for each project.)

20. EXAMPLE PROJECT KEY NUMBER

21. TITLE AND LOCATION (City and State)

Queen's Harbour Yacht & Country Club HOA Jacksonville, Florida

22. YEAR COMPLETED

PROFESSIONAL SERVICES 2020

CONSTRUCTION (if applicable)

NA

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER

Queen's Harbour Yacht & CC HOA

b. POINT OF CONTACT NAME Bethann Ridikas-Parker

c. POINT OF CONTACT TELEPHONE NUMBER (904) 221-8859

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



Queen's Harbour is a Jacksonville waterfront community features some of the most exquisite homes in Northeast Florida. Most homes within the community are nestled among decades-old oak trees, palms and winding waterways that connect to the Intracoastal Waterway, green spaces and ponds.

Matthews | DCCM was retained to provide professional engineering services for an engineering assessment of the Queen's Harbour neighborhood stormwater drainage system. The assessment covered all over 20 ponds, stormwater inlets, pipes, manholes, and outfalls.

A written assessment of the stormwater management system included a master map of drainage system, identification of areas needing corrective measures; recommendation for time of repairs; estimate of probable costs for repairs; and operation and maintenance guidelines for the stormwater system components.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

(1) FIRM NAME

(2) FIRM LOCATION (City and State)

(3) ROLE

Matthews | DCCM

St. Augustine, FL

(Present as many projects as requested by agency, or 10 projects, if not specified.

Complete one Section F for each project.)

20. EXAMPLE PROJECT KEY NUMBER

9

21. TITLE AND LOCATION (City and State)

San Marco Heights St. Augustine, Florida 22. YEAR COMPLETED

PROFESSIONAL SERVICES C

CONSTRUCTION (if applicable)

2023

2023

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER
SHAG Development, LLC

b. POINT OF CONTACT NAME Darren Smith c. POINT OF CONTACT TELEPHONE NUMBER (561) 859-8520

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



Matthews | DCCM provided rezoning services, civil engineering design and permitting, as well as landscape architecture for San Marco Heights. This 132-unit affordable housing apartment complex also features a 5,000 SF clubhouse, fitness center, outdoor recreation, and protects 2.78 acres of wetland in a conservation easement.

The facility has backup power so that it can be used as an evacuation center in case of an emergency, such as a hurricane. The outdoor recreation center has a playground, bocce ball court, picnic tables, and other features.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

(1) FIRM NAME

(2) FIRM LOCATION (City and State)

(3) ROLE

Matthews | DCCM

St. Augustine, FL

(Present as many projects as requested by agency, or 10 projects, if not specified.

Complete one Section F for each project.)

20. EXAMPLE PROJECT KEY NUMBER

10

21. TITLE AND LOCATION (City and State)

Isla Antigua Apartments St. Augustine, Florida 22. YEAR COMPLETED

PROFESSIONAL SERVICES CONSTRUCTION (if applicable)

2019

2019

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER

Catalyst Development Partners, LLC

b. POINT OF CONTACT NAME Ben Field c. POINT OF CONTACT TELEPHONE NUMBER (678)-666-1220

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



Matthews | DCCM provided civil engineering, site design, and permitting for this luxury waterfront community located along the Intracoastal Waterway on Anastasia Island in St. Augustine, Florida.

Situated on 157 acres, this community provides occupants with up-scale accommodations and scenic views of two historic St. Augustine landmarks, the Bridge of Lions, and the St. Augustine Lighthouse. The Isla Antigua Apartments includes 450 luxury waterfront residences and condominiums, with community amenities featuring a resort-style pool with semiprivate cabanas, outdoor kitchen with gas grills and dining areas, a sunset beach retreat with and fire pit lounges, plus executive office suites and other commercial development along SR 312.

Isla Antigua also provides a unique retreat for residents, with direct access to the beautiful Matanzas River with a boardwalk and private dock with kayak launch.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

(1) FIRM NAME

(2) FIRM LOCATION (City and State)

(3) ROLE

Matthews | DCCM

St. Augustine, FL

		G. KEY PERSONNEL PART	ICIPATI	ON I	N EXA	MPLE	PROJ	ECTS				
-	NAMES OF KEY PERSONNEL	27. ROLE IN THIS CONTRACT	(Fill	I in "Ex	s. EXAM cample Pr der projec	rojects I	Key" sec	ction bel	ow befo	re comp	pleting t	able. lar role.)
(From	Section E, Block 12)	(From Section E, Block 13)	1	2	3	4	5	6	7	8	9	10
Alex Acr	ee, PE	Land Development Lead/ Civil Engineer	x	x	x			×	×			x
Rob A. N	Natthews III, PE	Principal-in-Charge/ Civil Engineer	x	x	x	×	×	×	×	×	×	x
Billy Alm	naguer, PE	QA/QC Manager/ Civil Engineer	×	x	х	×		×	×	×	×	
Scott Kn	owles, PE, LEED AP	Utility Coordinator/ Civil Engineer		×	×	x	x	×		x		
Chris Bu	ttermore, PE	Transportation Lead/ Civil Engineer	×	x							x	
_				-								
		29. EXAMI	PLE PRO	JECT	SKEY	_		_				_
NUMBER	TITLE OF EXAMPLE	LE PROJECT (From Section F)	NUMBE	ER	TITL	E OF E	XAMPI	E PRO	JECT (From S	Section I	F)
1	Sampson Creek CDD		6	- L	City of S							
2	Olympus Development/CDD		7		St. Johns	Count	y Conti	nuing E	ngineer	ing Con	tract	
3	Stillwater Developme	ent/CDD	8		Queen's	Harbou	r HOA					
4	South Village CDD		9		San Marc	o Heig	hts					
5	Flagler Estates Wate	r & Road Mgmt. District	10		Isla Antig	gua Apa	rtment	s				

H. ADDITIONAL INFORMATION

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

To fully address the criteria requested in the RFQ, we offer the following additional information. This further demonstrates Matthews I DCCM's expertise and capabilities to perform all work that is anticipated under this contract as District Engineer for the Durbin Crossing CDD.

ABILITY AND ADEQUACY OF PROFESSIONAL PERSONNEL

Matthews I DCCM has the expertise, technical qualifications and project background experience to see any project to successful completion. Our staff comprised of ~50 accomplished engineers, technicians, inspectors, planners, architects, and project administrators, are experienced in a wide variety of projects including the preparation and production of construction plans and specifications for the design of land development projects, transportation systems and features (i.e. roadways, sidewalks, paths, trails), Signing & Pavement Markings (S&PM), Maintenance of Traffic (MOT), drainage, stormwater management and Stormwater Pollution Prevention Plans (SWPPP), utilities, structures, and obtaining permits from counties, cities, and regulatory agencies including the USACE, FDEP, FDOT, FEMA, and Water Management Districts. Each of our Project Managers/Team Leaders, Project Engineers, and Technicians have firsthand experience with the protocols, design criteria, and filing conventions that facilitate permit and final project approval.

Our key staff for this project team are experts in their disciplines and well suited to provide the continuing engineering services required of your District Engineer. Our project management team and discipline leads are supported by other highly skilled engineers, technicians, and designers to provide a well-rounded and well-staffed production force.



Alex Acree, PE | VP of Production | Proposed Role: Project Manager

As Project Manager, Alex will offer technical expertise and support throughout the planning, design, and implementation of the civil engineering design. He will take charge of preparing engineering drawings and specifications, coordinate with contractors and suppliers, and provide supervision for construction activities, including attending district meetings to ensure seamless project execution.



Rob A. Matthews III, PE | President | Proposed Role: Principal-in-Charge

As Principal-in-Charge, Rob will provide strategic direction and overall leadership to the project. He will be responsible for setting the vision, goals, and objectives of the project and ensuring they are effectively communicated and implemented. Rob will oversee key aspects such as client relations, project delivery, financial management, and quality control. He will play a critical role in decision-making, managing resources, fostering client relationships, and maintaining the overall success of the project.



Billy Almaguer, PE | VP of Culture and Innovation | Proposed Role: QA/QC Manager

As QA/QC Manager, Billy will ensure that the deliverables, services, and processes meet or exceed established quality standards. He will be responsible for developing and implementing quality management systems, procedures, and protocols to ensure consistency and compliance with regulations and client requirements.



Scott Knowles, PE | Sr. Professional Engineer | Proposed Role: Project Engineer/Utility Coordinator

As Utility Coordinator and Project Engineer, Scott will serve as Utility Coordinator and provide invaluable assistance in the development and execution of design and construction plans for our projects. His responsibilities encompass managing utility-related aspects and facilitating a seamless integration of utility systems within the broader project framework.



Chris Buttermore, PE | Transportation Lead | Proposed Role: Transportation Engineer

As Transportation Engineer, Chris will play a pivotal role in the planning, design, and execution of transportation infrastructure projects. His responsibilities will encompass a wide range of tasks related to transportation systems, aimed at enhancing safety, efficiency, and sustainability in the Durbin Crossing community.

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

CERTIFIED MBE

Matthews I DCCM is not a certified MBE.

WILLINGNESS & ABILITY TO MEET TIME & BUDGET REQUIREMENTS

The Matthews I DCCM Team commits to meeting the schedule and budget goals of the Durbin Crossing CDD. Matthews I DCCM will determine the most cost-effective solutions and time saving measures for all project improvements issued under this contract.

Our team will be led by Alex Acree, PE, as the Project Manager. With the responsibility of managing this contract, Alex will oversee the resources needed to fulfill the requirements.

For each submittal, we establish advanced internal deadlines to allow for proper quality control of the deliverables as well as early submittals. Progress reports will be provided to the Project Manager including action items and schedule status reports. Some other measures we will apply to control the project schedule and budget include executing a detailed Project Management Plan, applying a strong QA/QC plan focused on constructibility reviews, developing a well-defined scope and updating the project cost estimate at every stage of the plans submittals, and early start on all critical issues such as public involvement, permitting and utility coordination.

Matthews I DCCM has a record of completing work on time and within budget. In fact, nearly every one of Matthews I DCCM's projects have met these requirements. For work requiring quick turnaround, we adjust work schedules as necessary to meet our client's needs. We commit to continuing our impressive service record by providing prompt responses and the delivery of quality construction documents.

CONSULTANT'S PAST EXPERIENCE/PERFORMANCE

Matthews I DCCM has maintained work/task order driven continuing service contracts for several years and has the experience and resources necessary to anticipate and compensate for these challenges. Through efficient scheduling, a dedicated workforce, solid experience, and proven record of success with past projects, Matthews I DCCM has earned a reputation for providing high-quality, innovative engineering solutions in a timely and cost-effective manner.

Matthews I DCCM has also completed multitude private development projects within its service area. These projects involved planning, design, and permitting, and many involved construction inspection. Pertinent to the interests of this RFQ, our expertise includes application of the latest versions of ICPR and PONDS hydrologic software applications to address issues associated with stormwater infrastructure including stormwater ponds, and pond bank design and reconstruction. Clients that entrust Matthews I DCCM to perform these professional services on a continuing basis include:

- » Antiqua Community Development District (Continuing Engineering Services District Engineer)
- » Madeira Community Development District (Continuing Engineering Services District Engineer)
- » Sampson Creek Community Development District (Continuing Engineering Services District Engineer)
- » Stillwater Community Development District (Continuing Engineering Services District Engineer)
- » South Village Community Development District (Continuing Engineering Services District Engineer)
- » Tolomato Community Development District, Nocatee (Continuing Engineering Services District Engineer)
- » Olympus Community Development District (Continuing Engineering Services District Engineer)
- » Flagler Estates Road and Water Control District (Continuing Engineering Services District Engineer)
- » St. Johns County School District (Continuing Engineering Services)
- » St. Johns County (Continuing Engineering Services)
- » St. Johns County Parks and Recreation Department (Continuing Engineering Services)
- » St. Johns County Airport (Civil Engineering Subconsultant Continuing Services)
- » City of St. Augustine (Continuing Contract for Professional Services Civil & Environmental Engineering)

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

- » City of Jacksonville (A/E Continuing Services for Misc. Park Improvement Projects)
- » City of Green Cove Springs (Continuing Engineering Services for Water, Wastewater, Drainage, Stormwater, Roadway & Parks)
- » City of Flagler Beach (Emergency Civil/Structural Engineering, Planning & Emergency Management Support Services for Disaster Recovery)
- » Flagler County (Continuing Civil Engineering Services)
- » Flagler County School District (Continuing Civil Engineering Services)
- » Putnam County (Continuing Professional Engineering Services)
- » St. Johns River State College (Continuing Civil Engineering Services)
- » Catholic Diosese of St. Augustine (Civil Engineering Services)
- » Florida Department of Transportation, District 2 (Continuing Services Subconsultant for Landscape Design)
- » Florida Department of Military Affairs (Continuing Engineering Services)

GEOGRAPHIC LOCATION

Matthews I DCCM's corporate office is located just north of the historic district at 7 Waldo Street in St. Augustine, Florida and will have direct responsibility for work performed under this contract. Our Jacksonville office is located at 6621 Southpoint Drive N #300 in Jacksonville. Our close proximity, ~20 miles, to Durbin Crossing, make our staff readily available to serve the needs of the Durbin Crossing CDD. This office location is important during permitting and construction to ensure timely responses.

RECENT, CURRENT & PROJECTED WORKLOADS

Matthews I DCCM assumes ultimate responsibility for project management, allocation of resources, and for the completion of projects assigned with respect to cost, schedule, and quality. Each of our team members have the capacity to accommodate the project requirements as described in this RFQ, and we have additional resources on-hand to provide support as needed. Matthews I DCCM and its team are well staffed and available to meet the needs for this contract.

Matthews I DCCM openly and frequently communicates with our team and is in control over the resources needed, both in-house and with our teaming partners, to provide the assurance that there will not be unforeseen delays. Our team has an enviable record of completing work on time and within budget. The level of service and quality products that Matthews I DCCM's professional and technical staff delivers on a daily basis has earned our firm an excellent reputation and record for repeat business. This is indicative of the high level of client satisfaction with our performance and work products, our ability to meet deadlines, and keep projects within budgetary guidelines.

Each staff member is tracked using an internal forecast tool, which allows us to view/analyze workload projections on an individual level. We account for 80% of each person's time for ongoing projects, leaving 20% available for new opportunities, such as the projects outlined in the RFQ. As we continue to hire and on-board new employees, our availability will increase. The graph below shows the available vs planned hours for our technical staff from November 2023 through October 2024.

	2023				2024					_		
	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct
Available Hrs	5,760	5,760	6,336	6,048	6,048	6,336	6,336	5,760	6,336	6,336	6,048	6,336
Planned Hrs	4,608	4,608	5,068	4,438	4,438	5,068	5,068	4,608	5,068	5,068	4,438	5,068

30. PROVIDE ANY ADDITIONAL INFORMATION REQUESTED BY THE AGENCY. ATTACH ADDITIONAL SHEETS AS NEEDED,

VOLUME OF WORK PREVIOUSLY AWARDED TO CONSULTANT BY DISTRICT

Matthews | DCCM has not previously performed work for the Durbin Crossing CDD.

REFERENCES

Ernesto Torres, Sampson Creek CDD

904-940-5850 etorres@gmsnf.com

Daphne Gilyard, Stillwater CDD

877-276-0889 gillyardd@whhassociates.com Leslie Gallagher, Madeira CDD

904-838-7153

LGallagher@rizzetta.com

Shelly Vongchanta, St. Johns County

904-209-0150 svongchanta@sicfl.us

TECHNICAL EXPERIENCE

Stormwater Management & Permitting

Stormwater management engineering requires the seamless integration of site function, civil infrastructure, regulatory requirements, and client goals and objectives. To execute a project with so many moving parts requires a team of professionals who are experienced in delivering projects of varying sizes for all types of clients. Matthews I DCCM has an expert team of engineers and planners, and teams with other professionals that are proficient in their disciplines. We evaluate existing site conditions, including topography/pond banks, natural resources, wetlands and streams, drainage patterns, and existing or nearby utility and roadway infrastructure, so the site is contiguous with existing conditions and meets the intended use. Matthews I DCCM ensures that site layouts maximize development and land use potential with cost-effective features.

Matthews I DCCM is a leader in stormwater management design and permitting, and has completed stormwater studies and associated plans for projects ranging from single roadway intersections, to small, rapidly developing communities, cities, and counties. Matthews I DCCM has developed innovative approaches that integrate the needs of both the private sector and the municipalities in the development of recommendations. Matthews I DCCM's stormwater plans are routinely approved and implemented with minimal opposition. We are able to accomplish this by including our clients, as well as the regulatory agencies, at the early stages of a project to be part of the planning process and resolve any potential permitting design issues from the start.

Drainage Studies & Design

Dependent upon the soil characteristics, roadway swales will be designed for proper stormwater storage, treatment, and conveyance. In some instances, roadside swales can be regraded and used as linear ponds to provide water quality treatment and attenuation. Alternatively, attenuation in roadside swales can be provided using ditch blocks or raised inlets. Regardless of the unique location challenges, our drainage engineering professionals will evaluate and design improvements as necessary to reduce flooding at each project location. Matthews I DCCM will manage these study/ design efforts. Our objective is to create effective, low maintenance drainage systems that will operate optimally with less maintenance requirements.

Utility (Potable & Sanitary) Design & Coordination

A key aspect of a project's success requires an understanding of how existing utilities affect the design, maintenance schedule, and budget. Matthews I DCCM provides this critical need and conducts all utility design for potable and sanitary water, while also coordinating with using agencies. All meetings and utility conflict resolution is led by our inhouse professional engineers. All utilities will be identified, designed and mapped within the relevant project corridor. Our design will avoid utility conflicts when possible and keep any utility relocations or adjustments to a minimum. Additionally, our close relationship to many local utility agencies expedites production of accurate data and ultimately keeps the project moving forward, preventing delays. Effective utility coordination requires innovation, experience, and a team approach. Matthews I DCCM is eager and equipped to begin.

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

Grant Support & Administration

Matthews I DCCM has a long history of working with small to large municipalities to ensure they maximize the benefit of their grants. Since 2008, Matthews I DCCM has been involved with a number of projects financed in part with grant funds. Matthews I DCCM served as lead consultant for the St. Johns County Community Development Block Grant (CDBG) Disaster Recovery Initiative to address stormwater drainage and other issues within the County. Matthews I DCCM has also worked on the Hazard Mitigation Grant Program (HMGP) application, providing grant application assistance for Putnam County. This included gathering information, conceptual design drawings, an opinion of probable costs for proposed improvements, project schedule with timeline and key milestones, and a maintenance schedule for the proposed improvements. This experience demonstrates that Matthews I DCCM is capable of handling the design and engineering as well as the timelines and processes associated with HMGP grants and working with the regulatory agencies such as the Department of Economic Opportunity (DEO). Matthews I DCCM's extensive experience assisting counties and cities with grant-funded and grant-related public work projects has an estimated value exceeding \$10M.

APPROACH TO PROJECT MANAGEMENT/METHODOLOGY

We understand that the role of an effective project manager is crucial for the overall success of any project. Therefore, the achievement of project objectives relies heavily on the implementation of effective project management practices throughout the project's entire life cycle. These practices encompass several key elements, including:



- » Project Understanding: The project manager needs a deep understanding of project objectives, requirements, and outcomes, forming the basis for decision-making and alignment.
- » Budget & Schedule Control: Our managers vigilantly oversee budgets and schedules, monitoring expenses, resources, and implementing strategies to prevent cost overruns and delays.
- » Risk Management: Identifying and mitigating risks is crucial. Our manager assesses potential obstacles, gauges their impact, and develops mitigation plans to keep the project on track.
- » Effective Communication: Open and transparent communication with the CDD and project team staff is vital for success. This fosters collaboration and shared project objectives.
- » Quality Control (QC): Adherence to the QC Plan is fundamental. Our manager ensures quality standards are met, implements quality control measures, and conducts assessments for high-quality outcomes.

Schedule Management Among Team Members

Matthews I DCCM assumes ultimate responsibility for project management, allocation of resources among the team members, and for the completion of projects assigned with respect to cost, schedule, and quality. Each of our team members have the capacity to accommodate the District's project service requirements as described in this RFQ, and we have additional resources on-hand to provide support as needed. As a whole, Matthews I DCCM is well staffed and we are available to meet the needs for this contract.

Matthews I DCCM is a local division of DCCM, LLC (DCCM), who is a provider of design, consulting, and construction management services that focuses on infrastructure marketplaces across the United States. Through a family of complementary brand divisions, DCCM serves a variety of end markets while offering a national reach. Through

30. PROVIDE ANY ADDITIONAL INFORMATION REQUESTED BY THE AGENCY, ATTACH ADDITIONAL SHEETS AS NEEDED.

strategic acquisitions and investments in organic growth, DCCM is able to offer an increasing depth of services across its growing customer base, including land planning, master plans, and commercial developments. DCCM is comprised of 1,000+ professionals across the county who specialize in multiple service lines. As part of DCCM, our team has the ability to tap into these resources as necessary to ensure project success.

Matthews I DCCM openly and frequently communicates with our team and is in control over the resources we need, both in-house and with our sub-consultant partners, to provide the assurance that there will not be unforeseen delays.

Matthews I DCCM has an enviable record of completing work on time and within budget. The level of service and quality products that Matthews I DCCM's professional and technical staff delivers on a daily basis, has earned our firm an excellent reputation and record for repeat business. This is indicative of the high level of client satisfaction with our performance and work products, our ability to meet deadlines, and keep projects within budgetary guidelines. We attribute this success to our solid commitment to provide each client:

- » Open Lines of Communication
- » Knowledgeable Team Members
- » Local and Available Staff
- » Quick Response Time
- » Flexibility of Industry Experts with a Wide Range of Technical Capabilities
- » Well Thought Out Project Approach
- » Schedule Based on Real Data
- » Internal Meetings with Project Manager and Design Teams
- » Frequent Project Meetings with Client
- » Technical Review Team Assisting in QA/QC

FIRM LICENSURE & PREQUALIFICATIONS

Matthews I DCCM is licensed to perform professional engineering and landscape architecture in the State of Florida and is certified with the Florida Department of State as an S-Corporation. Matthews I DCCM is also licensed to perform work in Georgia and South Carolina for both engineering and landscape architecture. A copy of the firm's licenses, and key staff licenses, can be found at the of this section as Exhibit A.

FDOT Work Group Pregualifications

- » 3.1 Minor Highway Design
- » 3.2 Major Highway Design
- » 7.1 Signing, Pavement Marking and Channelization
- » 10.1 Roadway Construction Engineering Inspection
- » 13.6 Land Planning/Engineering
- » 15 Landscape Architect

Certifications

» Council of Landscape Architectural Registration Boards (CLARB) Certified Landscape Architect

FINANCIAL CAPACITY

Matthews I DCCM is a Sub "S" Corporation, founded in June 2005 and in its 18th year of business. Bank and CPA reference can be provided upon request. Both our Banker and CPA have vouched for our financial strength. To date, Matthews I DCCM has never faced legal proceedings of any kind for failing to meet or honor any of its contractual obligations.

INSURANCE

Matthews I DCCM carries General Liability insurance with a general aggregate limit of \$2 million and Professional Errors and Omissions insurance with an aggregate limit of \$2 million. Proof of insurance appears at the end of the additional information section as Exhibit B.

LEGAL REQUIREMENTS AND DISCLOSURE

No judicial or administrative agency or qualification board has ever investigated Matthews I DCCM or any of its employees. Neither Matthews I DCCM nor any Matthews I DCCM employee, including its engineers, has ever received any prior adverse decision or settlement relating to a violation of ethical standards.

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

Matthews I DCCM has not been terminated from any contract.

Matthews I DCCM has not defaulted on any contract or is in arrears on any contract.

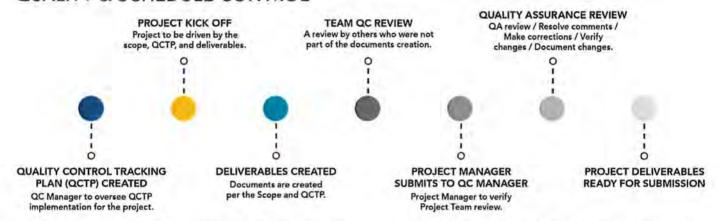
Matthews I DCCM or any of its employees are not involved in any litigation involving work.

Matthews I DCCM or any of its employees have not been the subject of any governmental action of any kind.

No person or affiliate associated with this submission has ever appeared on a convicted vendor list following conviction of a public entity crime.

Further, Matthews I DCCM accepts its responsibility to comply with all federal, state, county, and local laws, ordinances and regulations that affect the services covered in the Durbin Crossing RFQ.

QUALITY & SCHEDULE CONTROL



Matthews I DCCM has project management methods established to help monitor and track each and every project. To begin, each contracted project is set up so that the project team can work efficiently and effectively. Our firm utilizes Deltek to manage the budget and major milestones for each project. At any point during a project, a Project Manager and/or team member can look to see how much time and effort has been expended for each Phase and Task of any project. This level of information exists for every phase of the project and allows for each project to be accurately tracked as it progresses to the typical 30%, 60%, and 90% milestones.

In addition to the use of Deltek, Matthews I DCCM has created an internal tracking system that tracks where each project is (firm wide), key milestones (including QA/QC), and allows for resource allocation (firm wide) so that project schedules can be met. It is important to know that every project is tracked and every Project Manager at our firm knows where each project is, its next step, and the resources that are required to get the task/phase done. Sub-consultants are managed so that the overall project schedule can be maintained, and the budget is adhered to. This includes weekly communication and coordination on project specifics, and monthly communication regarding the budget.

This system for project management allows us to control the quality of each and every deliverable. This ensures that we produce the highest quality of work so that projects can be efficiently permitted and constructed with an eye on cost savings. As deliverables move through the project tracking process, they are subject to a team review (originating team) and an independent review by a licensed PE who did not work on the project. This ensures that every deliverable has gone through a minimum of two reviews.

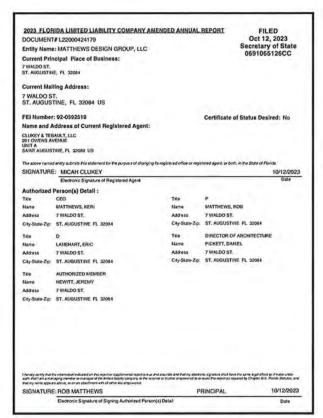
Matthews I DCCM QA/QC Team:

- » Billy Almaguer, PE, QA/QC Manager
- » Scott Knowles, PE, QA/QC Support

- » Branden Marcinell, El, QA/QC Support
- » Ivan Lamoš, El, QA/QC Support

30. PROVIDE ANY ADDITIONAL INFORMATION REQUESTED BY THE AGENCY, ATTACH ADDITIONAL SHEETS AS NEEDED.

EXHIBIT A - LICENSES

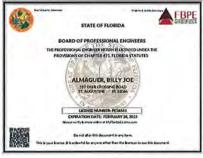
















30. PROVIDE ANY ADDITIONAL INFORMATION REQUESTED BY THE AGENCY. ATTACH ADDITIONAL SHEETS AS NEEDED.

EXHIBIT B - CERTIFICATES OF INSURANCE

	ACORD,		tentification a	ATE OF LIAB	2,000	1. 12.1.5	E GASTEL S.		CATE H	9/06/	(2023 THIS
BI	ERTIFICATE DOES I ELOW. THIS CERTIF EPRESENTATIVE OF IPORTANT: If the ce	NOT AFFIRMATI FICATE OF INSU R PRODUCER, A rtificate holder i	VELY OR RANCE D IND THE	NEGATIVELY AMEND, E) OES NOT CONSTITUTE A CERTIFICATE HOLDER. ITIONAL INSURED, the po	CONTR	OR ALTER T RACT BETW) must have	HE COVERA EEN THE ISS ADDITIONAL	GE AFFORDED BUING INSURED L INSURED pro	BY THE R(S), AU	POLIC THORIZ or be er	ED dorsed.
				rms and conditions of the certificate holder in lieu				uire an endorse	ment. A	statem	ent on
	DUCER					Aaron L					
	pel Insurance				PHONE	F-0. 800 49	9-0933		FAX (A/C, No)	866 5	77-1326
	1 Pacific Avenue;	Suite 1000			E-MAIL ADDRE	ss: aaron.le	avitt@prop	elinsurance.	om		
	M Middle Market				17.7			FORDING COVERA			NAIC
	oma, WA 98402-4	1321			INSURE	RA: America	n Guarantee	and Liability Ins	Co		26247
ISU	RED Matthews (Design Group	10					rance Company			16535
	DCCM LLC				INSURE	RC: Evansto	n Insurance C	Company			35378
	7 Waldo St				INSURE						
	St. Augusti				INSURE						
			- Service		INSURE	RF:					
_	ERAGES			E NUMBER: URANCE LISTED BELOW HA	WE DEE	HOOHES TO		REVISION NUM		DOLLO.	VACCION
IN	DICATED, NOTWITHS	TANDING ANY RI	PERTAIN, H POLICIE	NT, TERM OR CONDITION (THE INSURANCE AFFORDS S, LIMITS SHOWN MAY HA	DF ANY	CONTRACT O	DESCRIBED	CUMENT WITH I	RESPECT	TO WH	ICH THIS
SR	TYPE OF INS	SURANCE	ADDL SUB	POLICY NUMBER	7	(MANDDYYYY)	(MM/DDYYYYY)		LIMIT	rs	
4	X COMMERCIAL GEN	ERAL LIABILITY		GLO872027300				EACH OCCURREN		s1,00	0,000
		X OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)		s100,	000
	X BI/PD Ded:2,0	000						MED EXP (Any one		s10,0	
							, a	PERSONAL & ADV INJURY		s1,000,000	
	GENL AGGREGATE UMIT							GENERAL AGGRE	BATE	-	0,000
	X POLICY X PRO-	Loc	1 1					PRODUCTS - COM	P/OP AGG	-	0,000
-	OTHER:		-		_			COMBINED SINGLE	THUE	\$	
3	AUTOMOBILE LIABILITY			BAP87202400	- 1	06/30/2023	06/30/2024	The state of the s		-	0,000
ч	X ANY AUTO OWNED AUTOS ONLY	SCHEDULED								5	
- 1	X HIRED X	AUTOS NON-OWNED	1 1					PROPERTY DAMA (Per accident)		s	
	AUTOS ONLY	AUTOS ONLY						(Per accident)	-	5	
4	UMBRELLA LIAB	X OCCUR		SXS808437600		00/20/2002	00/20/2024	EACH OCCURREN		-	00.000
`	X EXCESS LIAB	CLAIMS-MADI		3/300043/000		00/30/2023	00/30/2024	AGGREGATE	LE.		00,000
	DED RETENT	_				protection by		NOONEGATE		\$	00,000
3	WORKERS COMPENSATI	ON		WC872027200		06/30/2023	06/30/2024	X PER	OTH-		
	AND EMPLOYERS' LIABIL ANY PROPRIETOR/PARTN OFFICER/MEMBER EXCLU	ER/EXECUTIVE Y/N		0.525,435,625				E.L. EACH ACCIDE		s1.00	0.000
П	(Mandatory in NH)		N/A					E.L. DISEASE - EA	EMPLOYEE	\$1,00	0,000
	If yes, describe under DESCRIPTION OF OPERA	TIONS below						E.L. DISEASE - PO	LICY LIMIT	s1,00	0,000
3	Profess, Poll			MKLV7PL0006013		08/06/2023	06/30/2024	\$5,000,000 (\$10,000,000			
ESC	CRIPTION OF OPERATIONS	S/LOCATIONS/VEHI	CLES (ACOP	 ID 101, Additional Remarks Sched	dule, may t	e attached if mo	ore space is requ	ired)	23-1		
CER	TIFICATE HOLDER	1			CANC	ELLATION			-		
	Sample				THE	EXPIRATION	DATE THE	SCRIBED POLIC REOF, NOTICE LICY PROVISION	WILL B		
					AUTHOR	HIZED REPRESE	HTATIVE				
	ORD 25 (2016/03)	1 of 1 Th	• ACORD	name and logo are regis				CORD CORPOR	ATION.	All right	ls reserve

I. AUTHORIZED REPRESEN The foregoing is a statement	
31. SIGNATURE Role a Malthur To	32. DATE 11/2/2023
33. NAME AND TITLE	

Rob A. Matthews III, PE, President

1. SOLICITATION NUMBER (If any) ARCHITECT-ENGINEER QUALIFICATIONS **PART II - GENERAL QUALIFICATIONS** (If a firm has branch offices, complete for each specific branch office seeking work.) 3. YEAR ESTABLISHED 4. UNIQUE ENTITY IDENTIFIER 2a. FIRM (or Branch Office) NAME 2005 60-3649117 (DUNS #) Matthews Design Group, LLC dba Matthews | DCCM 5. OWNERSHIP 7 Waldo Street a. TYPE LLC, S-Corp 2c. CITY 2d. STATE 2e. ZIP CODE St. Augustine 32084 b. SMALL BUSINESS STATUS 6a. POINT OF CONTACT NAME AND TITLE 7. NAME OF FIRM (If Block 2a is a Branch Office) Alex Acree, PE, VP of Production 6b. TELEPHONE NUMBER SC EMAIL ADDRESS (904) 826-1334 Alex@MDGinc.com 8b. YEAR ESTABLISHED 8c. UNIQUE ENTITY IDENTIFIER 8a. FORMER FIRM NAME(S) (If any) 10. PROFILE OF FIRM'S EXPERIENCE 9. EMPLOYEES BY DISCIPLINE AND ANNUAL AVERAGE REVENUE FOR LAST 5 YEARS c. Revenue Index Number of Employees a. Function a. Profile b. Discipline b. Experience Number Code Code (1) FIRM (2) BRANCH (see below) Administrative C15 Construction Management 02 2 08 **CADD Technician** 9 5 H07 Highways; Streets; Airfield Parking; Parking Lots 4 H11 9 Housing (Residential, Multifamily, Apartments; Condos) 4 12 Civil Engineer 1 L03 Landscape Architecture 1 15 **Construction Inspector** 1 39 Landscape Architect 1 001 Office Buildings; Industrial Parks 2 Planner: Urban/Regional 2 P06 Planning (Site, Installation & Project) 3 47 06 2 R04 Recreation Facilities; Parks; Marinas; etc. 1 Architect 513 Stormwater Handling & Facilities 3 38 Land Surveyor 1 Water Supply; Treatment & Distribution W04 48 **Project Manager** 5 2 Transportation Engineer 1 L02 Zoning; Land Use Studies 60 Other Employees 32 02 Total 11. ANNUAL AVERAGE PROFESSIONAL PROFESSIONAL SERVICES REVENUE INDEX NUMBER SERVICES REVENUES OF FIRM Less than \$100,000 \$2 million to less than \$5 million FOR LAST 3 YEARS 2 \$100,000 to less than \$250,000 \$5 million to less than \$10 million (Insert revenue index number shown at right) \$250,000 to less than \$500,000 8. \$10 million to less than \$25 million a. Federal Work 0 \$500,000 to less than \$1 million \$25 million to less than \$50 million

12. AUTHORIZED REPRESENTATIVE The foregoing is a statement of facts.

\$1 million to less than \$2 million

a. SIGNATURE a Malthur M

6

6

b. DATE 11/1/2023

c. NAME AND TITLE

c. Total Work

b. Non-Federal Work

Rob A. Matthews III, PE, President

10. \$50 million or greater

DURBIN CROSSING COMMUNITY DEVELOPMENT DISTRICT ST JOHNS COUNTY, FL

Request for Qualifications for Engineering Services



Submitted By: Yuro & Associates, Inc.

November 8, 2023



- Civil Engineering
- · Land Surveying & Mapping
- Permitting
- ADA Consulting



- Civil Engineering
- Land Surveying & Mapping
- Permitting
- ADA Consulting

November 8, 2023

Governmental Management Services, LLC Daniel Laughlin 475 West Town Place, Suite 114 St. Augustine, FL 32092

Re: Response to RFQ for the Durbin Crossing CDD.

Mr. Laughlin:

Yuro & Associates is excited for this opportunity to submit this request for qualifications to the Durbin Crossing Community Development District and become the District Engineer servicing this community. Yuro & Associates is an FDOT Certified Small Business with a tremendous amount of experience working with dozens of CDDs in a variety of roles.

The CDD Engineer designated for this project, Michael J. Yuro, a registered P.E., has over 30 years of experience in the engineering and development industry. Mike is the president and founder of Yuro & Associates and will personally be involved in all efforts associated with this contract. Mike's experience as a CDD engineer also includes Turnbull Creek CDD, St. Johns Forest CDD, Heron Isle CDD, Sampson Creek CDD at St. Johns Golf and Country Club and the Amelia Concourse CDD. Mike previously served as Director of Development for both Saint John's Golf and Country Club as well as the RiverTown community, therefore he understands the many different elements of a neighborhood better than most. This combination of experience as both CDD Engineer and Developer allows Yuro & Associates to bring a set of skills and knowledge that other engineering firms simply cannot match!

As Director of Development, Mike was responsible for overseeing more than \$75 million worth of infrastructure improvements on behalf of three different CDDs over a 4-year period including the construction of dozens of storm water ponds, roadways, parks, utilities and permitting efforts. In addition, Mike has also served as both a developer appointed CDD Board member, as well as a resident elected member, so he understands the need to be efficient and economical with his time while still ensuring the community is receiving outstanding service. Our involvement on all sides of a CDD will allow us to bring immediate value to this assignment because we realize the needs of a CDD and how critical it is to be proactive and efficient with our time. We also are very familiar and comfortable interacting with residents, agencies, developers and Board members. We provide outstanding communication skills as well as a common-sense approach to engineering design, always keeping the CDD bottom line a priority. In addition to engineering, we are also licensed to provide Professional Land Surveying to our list of services we provide, which will complement our Engineering efforts tremendously.



- Civil Engineering
 - Land Surveying & Mapping
 - Permitting
 - ADA Consulting

Finally, our office is located *only 20 minutes* from the Durbin Crossing Community which will bring value to this contract as we will *efficiently* and *economically* address any challenges or issues that may arise. Our team has the experience, expertise and local knowledge to continue to bring value to your community. The fact that we are a small business also helps keep our overhead down which in turn results in lower hourly rates for our team than many or our peers.

Sincerely,

Michael J. Yuro, P.E.

President

TABLE OF CONTENTS

PROCUREMENT DIVISION

1 QUALIFICATIONS

- · A: ABILITY AND ADEQUANCY OF PROFESSIONAL PERSONNEL
- B: CERTIFIED MINORITY BUSINESS ENTERPRISE
- C: WILLINGNESS TO MEET TIME AND BUDGET REQUIREMENTS
- D: PAST EXPERIENCE AND PERFORMANCE
- E: GEOGRAPHIC LOCATION OF OFFICE
- F: CURRENT AND PROJECTED WORKLOAD
- G: VOLUME OF WORK PREVIOUSLY AWARDED BY THE DISTRICT
- **2 KEY PERSONNEL**
- 3 STANDARD FORM 330
- **4 CLIENT REFERENCES**
- **5 INSURANCE**
- **6 BUSINESS ETHICS**



- Civil Engineering
 - Land Surveying & Mapping
 - Permitting
 - ADA Consulting

SECTION 1 QUALIFICATIONS

Yuro & Associates was established in 2008 and since that time our client base has continued to grow. We are proud of the fact that over 80% of our business is from repeat customers. Our clients keep coming back because of the outstanding service we provide time and time again.



FLORIDA P.E. LICENSE #65247



FDOT PREQUALIFIED

- 3.1 Minor Highway Design.
- 1.1 Traffic Engineering Studies.
- 7.1 Signing, Pavement Marking, and Channelization.
- 10.1 Roadway Construction Engineering Inspection.



FDOT CERTIFIED SMALL BUSINESS



JEA QUALIFIED PROPOSERS LIST

WE7 Water, Sewer and Reclaimed Water pressurized pipe >24" WE8 Sewage Lift Station.

WE9 Gravity sewer Pipe >8".

WE14 Environmental Resource Permitting, Stormwater Permitting, and Wildlife Management.



GSWCC EROSION CONTROL CERT DESIGN PROFFESSIONAL



- Civil Engineering
 - Land Surveying & Mapping
 - Permitting
 - ADA Consulting

Yuro & Associates, LLC is highly qualified with relevant experience on assignments likely to be needed by the Durbin Crossing CDD. Our team has over 60 years of experience in areas such as Design, Permitting, Drainage Evaluations, ADA Evaluations, Landscape and Irrigation Improvements, Hardscaping and Recreation Improvements, Survey, Construction Management and General Engineering Consulting. We are currently the CDD Engineer for the Turnbull Creek CDD at Murabella, St. Johns Forest CDD, Amelia Concourse and Heron Isles CDD. In addition, Yuro & Associates also worked for over a dozen HOA's and CDD's in St John's County that include drainage evaluations, ADA consulting, preparation of engineering reports & design plans, construction supervision, evaluation of storm water facilities & roads (including erosion issues) and coordination with County and State agencies on behalf of these communities. We are also licensed to provide professional land surveying services which can be a great asset to the district.

These assignments, combined with our prior experience in the development industry make us the ideal candidate to become the Durbin Crossing CDD Engineer. We pride ourselves on providing outstanding service for all of our contracts, and the response we have received from residents and CDD Board members has been overwhelmingly positive.

A: Ability and Adequacy of Professional Personnel

The CDD engineer designated for this project, Michael J. Yuro, P.E., has over 30 years of experience in the engineering and development industry. Mike's experience includes five (5) years serving as the District Engineer for the Turnbull Creek CDD, as well as serving as the CDD Engineer for the St. Johns Forest CDD (13 years), Heron Isles CDD (4 years), Sampson Creek CDD at St. Johns Golf and Country Club and Amelia Concourse CDD (3 years). Mike also served as Director of Development for both St. Johns Golf & Country Club as well as the RiverTown community, therefore he understands the many different elements of a neighborhood better than most. Mike will use his knowledge of neighborhood infrastructure, easements, plats, and the distinction between the responsibilities of the CDD, HOA and individual resident lots to ensure that the CDD is receiving the services that you need and not paying for the responsibilities of others. Additionally, Mike has been a CDD Board member himself, and as such he has a thorough understanding of the needs and challenges that a CDD Board consistently faces. Mike Yuro will be the designated CDD Engineer for this assignment and will personally attend meetings, handle all coordination and direct all efforts associated with this contract.

Our past CDD efforts include developing site design plans & permitting them through the appropriate County, coordinating with SJRWMD on a variety of issues on behalf of CDDs as well as managing millions of dollars' worth of construction contracts (and often times value engineering the original engineering design during construction to save money for the CDD!) Assisting Mike will be Isaac Dougherty, E.I. Isaac has been very involved in our current CDD contracts and will be a valuable asset to ensure the needs of the Durbin Crossing CDD are always met.



- Civil Engineering
 - Land Surveying & Mapping
 - Permitting
 - ADA Consulting

Additionally, Mike's experience includes not only design, but also construction of dozens of storm water ponds and miles of storm pipe and storm water infrastructure. We're very familiar with the common construction practices and understand neighborhood infrastructure better than most.

B: Certified Minority Business Enterprise

Yuro & Associates is not a Certified *Minority* Business Enterprise; however, more and more agencies are moving towards fulfilling goals of *Certified <u>Small</u> Businesses*. We are proud to inform you that **Yuro & Associates**, **LLC** is a **FDOT Certified Small Business**.

C: Willingness to Meet Time and Budget Requirements

We are committed to meeting all of your expectations, and as such, we will consistently strive to **exceed** your time and budget requirements. We have the experience and resources needed for this contract and we will commit whatever resources and time that is necessary to ensure that the needs of the Durbin Crossing CDD are met 100% of the time! Should the needs of the CDD be such that additional resources are required, we will adjust our staffing level as necessary and/or utilize specialized sub-contractors. We have built our reputation on delivering outstanding client service and look forward to having Durbin Crossing CDD on our list of satisfied clients!

D: Past Performance and Experience

Yuro & Associates, LLC is the current engineer for the St. Johns Forest CDD, Heron Isles CDD, Turnbull Creek CDD and Amelia Concourse CDD. In addition, Yuro & Associates has served as the CDD Engineer and Operations Manager for Sampson Creek CDD at St. Johns Golf and Country Club and also provided on-call Engineering consulting services for numerous HOAs, including the Magnolia Point HOA, Marsh Landing HOA and Marsh Creek Country Club. Tasks completed for these communities include preparation of engineering reports & design plans, construction supervision, evaluation of stormwater facilities & roads and coordination with County and State agencies on behalf of the CDD. These assignments, combined with our prior experience in the Development industry, make us the ideal candidate for the Durbin Crossing CDD Engineering position. We pride ourselves on providing outstanding service for all of our contracts, and the response we have received from residents and CDD Board members has been overwhelmingly positive. In fact, the Vice Chairman of the Sampson Creek CDD had this to say:

"...Mike is an intelligent and motivated individual who has impeccable attention to detail...Mike has reviewed all current service contracts and identified ways to reduce costs and strengthen the districts confidence in those providers...I highly recommend Yuro & Associates".



- Civil Engineering
 - Land Surveying & Mapping
 - Permitting
 - ADA Consulting

In addition to serving as the CDD Engineer for the CDDs mentioned above, we have also had a tremendous amount of experience working with other community CDDs & HOAs including: Wingfield Glen HOA, Tysons Landing CDD, Brightwater HOA, Vallini @ Glenn Kernan, St. Johns Forest HOA, Rose Creek Condo Association, Fleming Island CDD, Heritage Landing CDD, Julington Creek CDD, Two Creeks CDD, Sweetwater CDD, Montecito CDD, Pineridge Plantation CDD, Atlantic West (development for Lennar), Bainbridge CDD, Glen St. Johns CDD, Westland Oaks Development (for REDUS), Highland Glen HOA, Timber Creek HOA, Mill Creek HOA, Sawgrass Country Club HOA, Baypointe Condo Association & Marsh Landing HOA. We consider consulting with community associations to be our specialty!

Yuro & Associates also has a continuing contract for Engineering services from St. Johns County.

E: Geographic Location of Office

Yuro & Associates is located off of Highway 1, just east of I-95 and a mile south of CR 210, *only 20 minutes* from the Durbin Crossing community. This close proximity will provide for outstanding response time and availability to react to the needs of the CDD and respond promptly to any issue.

F: Current and Projected Workload

All of the neighborhoods where we are the current CDD Engineer are completely built out with their infrastructure, so while we are bringing value to these communities, it is on an as-needed basis. As such, Yuro & Associates, LLC has more than enough resources available to meet the needs of this project assignment. We are a growing firm that has office space to accommodate any adjustments in staffing. We will continuously monitor the workload associated with this contract to ensure that the needs of the CDD Board are always being met in a very timely manner.

G: Volume of Work Previously Awarded by the District

While Yuro & Associates has never been awarded work by the Durbin Crossing CDD, we have done a number of projects in St John's County that include drainage evaluation, road inspections, ADA Consulting and miscellaneous engineering services for a number of communities. Yuro & Associates has done work for several CDD's, HOA's and ADA Inspections for the following communities.

- Turnbull Creek CDD
- Sampson Creek CDD
- St Johns Forest CDD
- Julington Creek Plantation
- Marsh Landing Golf and Country Club
- Brightwater HOA
- Vallini @ Glenn Kernan
- Avery Park (Drainage study)





STATE OF FLORIDA

BOARD OF PROFESSIONAL ENGINEERS

THE PROFESSIONAL ENGINEER HEREIN IS LICENSED UNDER THE PROVISIONS OF CHAPTER 471, FLORIDA STATUTES

YURO, MICHAEL J

1001 MEADOW VIEW LANE ST. AUGUSTINE FL 32092

LICENSE NUMBER: PE65247

EXPIRATION DATE: FEBRUARY 28, 2025

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.



- Civil Engineering
- Land Surveying & Mapping
- Permitting
- ADA Consulting

SECTION 2 KEY PERSONNEL



C O N T A C T (904) 343 0929 Myuro@mjyuro.com

EDUCATION

B.S. Civil Engineering Technology, Georgia Southern University

B.S. Civil Engineering, University of North Florida

AREAS OF EXPERTISE

- Engineering Services
- Permitting
- Project Management
- Construction
 Management
- Erosion Control / SWPPP
- ADA Consulting
- Development
 Services
- Feasibility / Due
 Diligence
- Utility Design / Coordination

MICHAEL J YURO, P.E.

Over 30 years of professional experience related to infrastructure improvements and real estate development, from design & permitting engineering plans to land use entitlements and construction management. Applies broad experience to consistently bring value to projects. Proven success in transportation design; career has progressed to include site/ civil design, utility design & permitting, environmental permitting, project management, client management and construction management.

PROFESSIONAL REGISTRATION

- Professional Engineer: FL #65247, GA #26942, NJ #42888, PA #PE-050303 (inactive)
- FDEP- Qualified Stormwater Management Inspector: Inspector #19349
- GSWCC- Level II Certified Design Professional: Certification #61307

PROFESSIONAL QUALIFICATIONS

- FDOT Prequalified in groups 3.1, 6.1 & 7.1
- JEA Qualified Proposer List (QPL) WE 7, WE8, WE9, WE14, WE17
- PL Registered Supplier
- Dale Carnegie Leadership Training for Managers
 (9 week course)
- Seton Hall University Management of Change Module (72 hours)
- FCC] Project Management: A Primer (8 hrs.)
- FDOT Project Management Module 1-4
- FDOT Contract Estimates System (CES)
- FDOT Utility Accommodation Manual Training
- IMSA Certified Work Zone Safety Specialist
- FDEP Stormwater Erosion and Sedimentation Control Inspector Training
- NPDES Training Institute



- Civil Engineering
- Land Surveying & Mapping
- Permitting
- ADA Consulting

Michael J. Yuro, P.E. CAREER SUMMARY

Mike Yuro, the founder of Yuro & Associates, has over 30 years of professional experience related to infrastructure improvements and real estate development, from design & permitting engineering plans to land use entitlements and construction management. Mike has had proven success in transportation design, and his career has progressed to include site/civil design, utility design & permitting, environmental permitting, project management, client management and construction management. This broad experience has allowed him to consistently bring value as a CDD engineer for a variety of clients. Specific areas of expertise include:

- Engineering Services
- Permitting
- Land Surveying
- Construction Management
- Erosion Control /SWPPP
- Value Engineering
- Development Services
- Feasibility / Due Diligence
- Utility Design / Coordination

EDUCATION & LICENSURE

BS – Civil Engineering Technology, Georgia Southern University – Statesboro, GA BS – Civil Engineering, University of North Florida – Jacksonville, FL Professional Engineer: FLORIDA #65247; GEORGIA #26942; NEW JERSEY #42888

FDOT CERTIFIED SMALL BUSINESS

FDEP – QUALIFIED STORM WATER MANAGEMENT INSPECTOR: INSPECTOR NO. 19349

GSWCC – LEVEL II CERTIFIED DESIGN PROFESSIONAL: CERTIFICATION NO. 61307

WORK EXPERIENCE

YURO & ASSOCIATES, LLC President

2009-PRESENT

Engineering Design & Consulting – Serves as the CDD Engineer for the St. Johns Forest CDD, Heron Isles CDD and Amelia Concourse CDD. Served as the CDD Engineer for the Sampson Creek CDD from 2009 to 2016 and the Turnbull Creek CDD from 2015-2020. Serves as the on-call engineer for design & consulting issues for the Magnolia Point Golf & Country Club and has provided similar services for a number of other communities, HOAs & Condo Associations. Expertise includes infrastructure inspection, drainage evaluations, site design & general engineering consulting.

<u>Development Services</u> – Completed development related projects for clients such as Wells Fargo, Lennar Corp, Taylor Morrison and the Drapak Group. Projects have included due diligence reports, construction management, permit coordination as well as facilitating the release of construction bonds



- Civil Engineering
- Land Surveying & Mapping
- Permitting
- ADA Consulting

<u>Utility Design & Permitting</u> – Completed hundreds of projects for TECO Peoples Gas for the design, permitting & installation of approximately 50 miles of P.E. & Steel gas mains. Also designed the relocation of a 6" JEA water main as part of a FDOT 3R project in Jacksonville, FL.

<u>Construction Management</u> – Mike has utilized his experience as a design engineer as well as his years "in the field" as Director of Development to help ensure construction projects are completed in a quality manner. Construction projects that Mike has managed include roadway construction, utility installation, parking lot construction, commercial site development, construction of a go cart track, construction of 6 soccer fields as well as vertical construction of an amenity center.

THE ST. JOE COMPANY – JACKSONVILLE, FLORIDA Director of Development

2005 - 2009

Directly responsible for all aspects of development in the North Florida Region from design & permitting through final construction. Managed the development of several communities, including St. Johns Golf & Country Club, which included 799 homesites, a golf course and clubhouse, amenity center, 4 lift stations and several miles of "offsite" roadway improvements for St. Johns County. Also managed the development of RiverTown, a 4,170 acre development in Northwest St. Johns County, Florida which includes 4,500 approved units, 500,000sf of commercial space, 3 school sites, a golf course, 7 neighborhood amenities and over 6 miles of offsite road construction.

- Managed over \$86M worth of construction contracts.
- Delivered over 400 completed lots in the first phase of construction.
- Coordinating with 5 different builders in a very tight "TND" neighborhood.
- Managed design, permitting & construction of more than 4 miles of main line "wet utilities" (water, FM, re-use).
- Coordination of dry utilities including power (FPL), gas (TECO), and communication (AT&T), including advanced relocation, as necessary.
- Coordinated design and construction of over 1-mile of overhead to underground conversion of power.
- Oversaw design & construction of 4 lift stations, including a "master triplex lift station" with 3-180hp pumps.
- Construction management of over 6 miles of 4-lane roadway improvements.
- Coordinated with FDOT on design of over 1-mile of State Road improvements including 2 roundabouts.
- Managed the construction of a 4 field baseball complex complete with stadium style seating & concession bldg.
- Value Engineered neighborhood & roadway design plans which resulted in over \$3M in savings.



- Civil Engineering
- Land Surveying & Mapping
- Permitting
- ADA Consulting

TRANSYSTEMS CORPORATION – JACKSONVILLE, FLORIDA Design Team Leader

2004 - 2005

Presided over the transportation operations in North Florida. Responsible for supervising and directing the civil design staff, project management, client management, marketing and strategic planning. Also served as Project Manager for municipal clients as well as land development clients. Utility design & coordination on the following:

- McDuff Avenue roadway & utility improvements in Jacksonville, FL
 - Very urban area requiring extensive utility coordination and advance relocation services.
- Crystal Springs Road improvements in Jacksonville, FL
- · South Francis Road in St. Johns County, FL

EDWARDS AND KELCEY – JACKSONVILLE, FLORIDA

1994-2004

Vice President/Client Manager

Served as supervisor of several design teams in addition to assuming the duties of Vice President and Client Manager for several of the largest clients for the Jacksonville office. Responsibilities included establishing priorities for several design groups, procurement of work from numerous clients, project management and supervision.

- Provided design oversight and Value Engineering.
- Responsible for the design, production and ultimate client satisfaction of well over \$30M worth of infrastructure improvements.
- Responsibilities included Constructability reviews; QC review; utility design & relocation coordination, transportation design, commercial site development; and land development
- Utility design coordination and advanced relocation services for numerous projects, including:
 - SR 100 4-lane improvements in Bunnell, FL
 - Lenox Avenue 3-lane improvements in Jacksonville, FL



EDUCATION

B.A. Science Engineering,
University of North
Florida

Skills:

- Civil Site Plan
- Utility Coordination
- Stormwater Mngt

ISAAC DOUGHERTY E.I.

Civil Engineer

EXPERIENCE

Total- 3 years
With current firm- 2 years

RELEVANT PROJECTS

LIGHTHOUSE DRIVE- ST.AUGUSTINE- 2022

- Forcemain Design- project to install forcemain to switch from septic to city sewer. Design included 470'
- of forcemain

ST JOHNS FOREST CDD (2021-present)

Stormwater Inspections as needed

TECO PEOPLES GAS (2021-present)

Right-Of-Way Utility Planning

ST JOHNS GOLF & COUNTRY CLUB (2022-present)

• Site Improvements- Project involving grading plans, storm water management, sidewalk facilities, new sanitary sewer and water service extension.

Garden Woods Gas Main Replacement

- Gas Main improvements over 22,000 LF
- Permitting

Turnbull Creek CDD (2021-present)

 Stormwater Inspections Pavement Evaluation Pond Bank Inspections

STAFFING AND ORGANIZATION ENGINEERING SERVICES



- Civil Engineering
- Land Surveying & Mapping
- Permitting
- ADA Consulting

Durbin Crossing CDD **Board of Supervisors**

YURO & ASSOCIATES, LLC

Michael J. Yuro, P.E

President and Project Manager

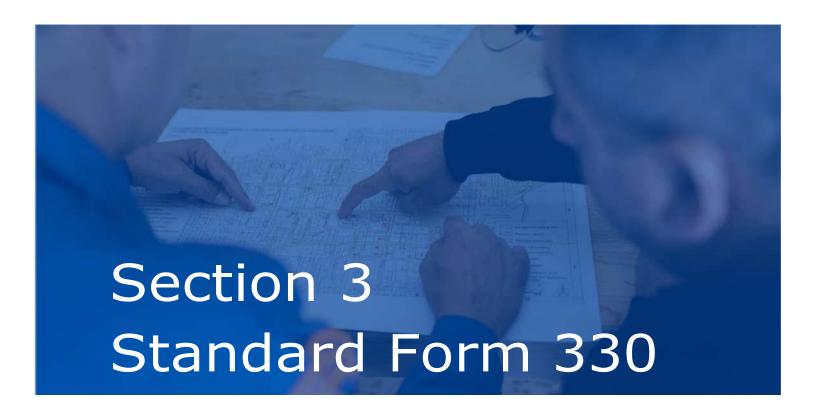
Gary Yuro, PLS Land Surveying

Susannah Gordon
Business Development

Jimmy Scaggs
Design/ CADD Support

Isaac Dougherty, E.I.Design/ Assistant PM

Dan MurmanDesign/ CADD Support





- Civil Engineering
- Land Surveying & Mapping
- Permitting
- ADA Consulting



ARCHITECT - ENGINEER QUALIFICATIONS

					PART I - CONTR	ACT-SPECIFIC QUALIFICATIO	NS	
					A. CC	ONTRACT INFORMATION		
				Copp				
2. PUI	bin (OTICE	SING DATE	CDD		3. SOLICITATION OR PROJECT I	NUMBER	
	RFQ for Engineering Services							
					B. ARCHITEC	T-ENGINEER POINT OF CONTACT		
4. NAI				P.E. , Preside	ent			
5. NAI	ME OF	FIRM		,				
	O &			es, LLC	L FAVAILINADED	O E MAN ADDRESS		
	ерног 4) 34			/	. FAX NUMBER	8. E-MAIL ADDRESS myuro@mjyuro.co	m	
(50	+) 5-	TZ J	133			C. PROPOSED TEAM		
						the prime contractor and all key subcor	ntractors.)	
	- ((Chec	_					
	PRIME	J-V ARTNER	SUBCON- TRACTOR	9.	FIRM NAME	10. ADDRESS	11. ROLE IN THIS CONTRACT	
		9	SI			145 Hildon Dood		
	v			Vuro &	Associates, LLC	145 Hilden Road Unit 108	Engineering Services	
a.	X			Turo &	Associates, LLC	Ponte Vedra, FL 32081	Lingineering Services	
				CHECK IF BRANCE	H OFFICE	101110 Vedita, 12 32001		
_								
C.								
d.								
				CHECK IF BRANCE	H OFFICE			
e.								
				CHECK IF BRANCE	H OFFICE			
f.								
				CHECK IF BRANCE	H OFFICE			
D. (D. ORGANIZATIONAL CHART OF PROPOSED TEAM X (Attached)							

	E. RESUME	S OF KEY PERSONNEL PRO	POSED F	OR THIS CO	NTRACT			
		(Complete one Section E fo						
12. NA	AME	13. ROLE IN THIS CONTRACT					EXPERIENCE	
Mic	hael J. Yuro, P.E.	District Engi	neer	а	. тотаl 30	B. WITH	CURRENT FIRM 14	
15 FIR	M NAME AND LOCATION (City and State)					I		
Yur	o & Associates, LLC Ponte V	edra, FL 32081						
16. ED	DUCATION (DEGREE AND SPECIALIZATION)		17. CURREN	IT PROFESSIONAL	REGISTRATION	(STATE AND I	DISCIPLINE)	
Ged	orgia Southern University				Florida -	P.E. #652	47	
- E	Bachelor of Science, Civil Engineering Te	chnology (1991)		(Georgia -	P.E. #026	942	
Uni	versity of North Florida			N	lew Jersey	/ - P.E. #4	2888	
	achelor of Science, Civil Engineering (20	-		Pennsyl	vania - P.	E. #05030	2 (inactive)	
	HER PROFESSIONAL QULAIFICATIONS (Publications, Organiz							
	P - Qualified Stormwater Manageme VCC Certified Inspector	ent Inspector (Inspector	#19349)				
		19. RELEVANT P	ROJECTS					
	(1) TITLE AND LOCATION (City and State)					YEAR COMPLET		
	CDD Engineer - Turnbull Creek	St. Johns County, FL	PR	OFESSIONAL SER		CONSTRUCTIO	N (If applicable)	
a.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND	X	2015-current X Check if project performed with current firm					
		_						
	Currently the CDD Engineer with a contract for continuing engineering services that may be necessary for the community. Typical assignments include preparing engineering reports, design plans, specifications for roadway and landscape							
	improvements, as well as park and other recreation improvements.							
	· ·	Tel recreation improveme						
	(1) TITLE AND LOCATION (City and State)		DR	OFESSIONAL SER		CONSTRUCTION	ED IN (If applicable)	
	CDD Engineer - Sampson Creek CDD St. Johns County, F			2010-2		CONSTRUCTIO	м (п аррпсаые)	
b.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE					vith current fim	n	
٥.	CDD Engineer with a contract for conti	CDD Engineer with a contract for continuing engineering services that may be necessary for the community. Typical						
	assignments include preparing engineering reports, design plans, specifications for roadway and landscape improvements, as							
	well as park and other recreation improvements.							
	(1) TITLE AND LOCATION (City and State)				(2)	YEAR COMPLET	ED	
	CDD Engineer - St. Johns Forest C	DD St. Johns County,	FL PR	OFESSIONAL SER		CONSTRUCTIO	N (If applicable)	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND		X	Chack if proje		vith current firn	•	
c.				J ' '				
	Currently the CDD Engineer with a cont Typical assignments include preparing		_		-	-		
	improvements, as well as park and otl			, specificati	10115 101 10	auway and	Tianuscape	
	(1) TITLE AND LOCATION (City and State)	Tel recreation improveme			(2))	YEAR COMPLET	FD	
			PR	OFESSIONAL SER	` '		N (If applicable)	
	Amelia Concourse CDD	Nassau County, FL		curre	ent			
d.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND	SPECIFIC ROLE	Х	Check if proje	ect performed v	vith current firn	n	
	Currently the CDD Engineer with a cont	ract for continuing enginee	ering serv	vices that m	ay be nece	essary for t	he community.	
	Typical assignments include preparing	gn plans	, specificati	ions for ro	adway and	dlandscape		
	improvements, as well as park and otl	ner recreation improveme	ents.					
	(1) TITLE AND LOCATION (City and State)				(2)	YEAR COMPLET	ED	
	Heron Isles CDD	Yulee, FL	PR	OFESSIONAL SER CURRE		CONSTRUCTIO	N (If applicable)	
e	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND	SPECIFIC ROLE		Check if proje	ect performed v	vith current firn	n	
e.	Currently the CDD Engineer with a cont Typical assignments include preparing improvements, as well as park and otl	engineering reports, desi	gn plans		-	-	· ·	

	E. RESUM	ES OF KEY PERSONNEL PRO		CONTRACT					
12. N	AMF	(Complete one Section E fo	r each key person.)	T	14. YEARS EXPERIENCE				
				a. TOTAL	B. WITH CURRENT FIRM				
Sus	annah Gordon	Business Development Manager		2	1				
15 FIF	RM NAME AND LOCATION (City and State)				•				
Yur	o & Associates, LLC Ponte V								
16. El	DUCATION (DEGREE AND SPECIALIZATION)		17. CURRENT PROFESSION	RRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)					
Col	orado State University								
	TUES SSSESSOUND SUPPLIES (S. L. V.								
18. 0	THER PROFESSIONAL QULAIFICATIONS (Publications, Organ	izations, Iraining, Awards, Etc.)							
		19. RELEVANT P	ROJECTS						
	(1) TITLE AND LOCATION (City and State)			(2)	YEAR COMPLETED				
	Amelia Councourse CDD	Nassau County, FL	PROFESSIONAL	SERVICES	CONSTRUCTION (If applicable)				
		•		rrent					
a.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND) SPECIFIC ROLE	X Check if p	project performed w	vith current firm				
	Provide support for contract maintena	nce and project research, a	s necessary						
	(1) TITLE AND LOCATION (City and State)			(2) YEAR COMPLETED					
	St. Johns Forest CDD	St. Johns County,	FL	- Current					
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND) SPECIFIC ROLE							
b.									
	Provide support for contract maintenance and project research, as necessary								
		noo ana project recearchy a	, , , , , , , , , , , , , , , , , , , ,						
	(1) TITLE AND LOCATION (City and State)			(2)	YEAR COMPLETED				
	Tosa Baanlas Cas	Throughout FL	PROFESSIONAL	SERVICES	CONSTRUCTION (If applicable)				
	Teco Peoples Gas			rrent					
c.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND) SPECIFIC ROLE	X Check if p	project performed w	vith current firm				
	Provide support for contract maintena	nce and project research, a	s necessary						
	(1) TITLE AND LOCATION (City and State)		PROFESSIONAL		YEAR COMPLETED CONSTRUCTION (If applicable)				
	Heron Isles	Yulee, FL			сонзткостон (п аррпсаые)				
_1	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND	SPECIFIC ROLE		Current X Check if project performed with current firm					
d.				•					
	Provide support for contract maintena	nce and project research. a	s necessary						
		, ,							

	E. RESUME	ES OF KEY PERSONNEL PRO			
12. NA	AME	(Complete one Section E for 13. ROLE IN THIS CONTRACT	each key pers	011.)	14. YEARS EXPERIENCE
12. INF	NVIE	13. ROLE IN THIS CONTRACT		a. TOTAL	B. WITH CURRENT FIRM
Dan	Murman	Design / CADD (Design / CADD Operator		4
15 FIRI	M NAME AND LOCATION (City and State)				
		edra, FL 32081			
	UCATION (DEGREE AND SPECIALIZATION)		17. CURRENT PR	OFESSIONAL REGISTRATION	(STATE AND DISCIPLINE)
	versity of South Florida achelor of Science in Electrical Engineeri	ng (1993)			
18. OTI	HER PROFESSIONAL QULAIFICATIONS (Publications, Organiza	<u> </u>	DO JE CTC		
	(1) TITLE AND LOCATION (City and State)	19. RELEVANT P	ROJECTS	(3)	WEAR COMPLETED
			PROFE	SSIONAL SERVICES	YEAR COMPLETED CONSTRUCTION (If applicable)
	Turnbull Creek CDD	St. Johns County,	FL	2018-2020	
a.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND	SPECIFIC ROLE	X	heck if project performed v	with current firm
	CADD Design as needed				
	(1) TITLE AND LOCATION (City and State)			(2)	YEAR COMPLETED
	St. Johns Forest CDD	St. Johns County,	FL	current	
b.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE			theck if project performed v	vith current firm
	CADD Design as needed				
	(1) TITLE AND LOCATION (City and State)			(2)	YEAR COMPLETED
	Amelia Concourse CDD	Nassau County, FL	PROFE	SSIONAL SERVICES current	CONSTRUCTION (If applicable)
C.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND	SPECIFIC ROLE	Х	heck if project performed v	vith current firm
	CADD Design as needed				
	(1) TITLE AND LOCATION (City and State)			(2)	YEAR COMPLETED
d.	TECO Peoples Gas	Throughout FL			
	·	SPECIFIC ROLE	X C	current heck if project performed v	with current firm
	CADD Design as needed				
	(1) TITLE AND LOCATION (City and State)			(2)	YEAR COMPLETED
e.	Heron Isles CDD	Yulee, FL	PROFE	SSIONAL SERVICES Present	CONSTRUCTION (If applicable)
			х	heck if project performed v	with current firm

	E. RESUM	TES OF KEY PERSONNEL PROF (Complete one Section E for						
12. NA	AME	13. ROLE IN THIS CONTRACT	еасп кеу ре	13011.)	14. YEARS EXPERIENCE			
				a. TOTAL	B. WITH CURRENT FIRM			
Isaa	ac Dougherty, E.I.	Design / CADD O	perator	2	2			
	M NAME AND LOCATION (City and State) O & Associates, LLC Ponte	Vedra, FL 32081						
16. ED	DUCATION (DEGREE AND SPECIALIZATION)	:	17.CURRENT	PROFESSIONAL REGISTRATION	N (STATE AND DISCIPLINE)			
UNI	F THER PROFESSIONAL QULAIFICATIONS (Publications, Organ	izations, Training, Awards, Etc.)						
		19. RELEVANT PR	OJECTS					
	(1) TITLE AND LOCATION (City and State)			(2)	YEAR COMPLETED			
	Amelia Concourse CDD	Nassau County, FL	PRO	FESSIONAL SERVICES current	CONSTRUCTION (If applicable)			
a.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AN	D SPECIFIC ROLE	Х	Check if project performed	l with current firm			
u.	Stormwater Inspections and As-Built (Certification						
	(1) TITLE AND LOCATION (City and State)			(2) YEAR COMPLETED				
	St. Johns Forest CDD	St. Johns County, F	=L	current				
b.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AN	D SPECIFIC ROLE	X	Check if project performed	with current firm			
	Drainage Evaluations, Stormwater Inspections and Roadway Evaluations							
	(1) TITLE AND LOCATION (City and State)				YEAR COMPLETED			
	TECO Peop	les Gas	PRO	FESSIONAL SERVICES	CONSTRUCTION (If applicable)			
•	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AN		X	Current Check if project performed	with current firm			
C.	Project Management, Permit Coordinate	ation and Gas Main Design	<u>—</u>					
	(1) TITLE AND LOCATION (City and State)			(2)	YEAR COMPLETED			
d.	St. Johns Golf & Country Club	St. Johns County,	FL	current				
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AN	D SPECIFIC ROLE	X	Check if project performed	with current firm			
	Water and Sewer Desing and Site Grad	ding for Driving Range Impro	ovements					

	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED			
e.	Heron Isles CDD	Yulee, FL	PROFESSIONAL SERVICES current	CONSTRUCTION (If applicable)	
			X Check if project performed	with current firm	
	Infrastructure Inspections (Sidewalk, Curb, Roads)				

	E. RESUMI	ES OF KEY PERSONNEL PRO (Complete one Section E fo		IS CONTRACT					
12. N	AME	13. ROLE IN THIS CONTRACT	, , , , , , , , , , , , , , , , , , ,		14. YEARS EXPERIENCE				
lim	my Scagge	Dosign / CADD	Operator	a. TOTAL	B. WITH CURRENT FIRM				
	my Scaggs	Design / CADD	Operator	2	2				
	M NAME AND LOCATION (City and State)								
		edra, FL 32081							
	DUCATION (DEGREE AND SPECIALIZATION)		17.CURRENT PROFES	URRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)					
	versity of Texas								
18. 01	HER PROFESSIONAL QULAIFICATIONS (Publications, Organiz	ations, Training, Awards, Etc.)							
		19. RELEVANT P	ROJECTS						
	(1) TITLE AND LOCATION (City and State)			(2)	YEAR COMPLETED				
	Amelia Concourse CDD	Nassau County, FL	PROFESSION	IAL SERVICES	CONSTRUCTION (If applicable)				
		<u>•</u>		current					
a.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND	SPECIFIC ROLE	X Check	if project performed v	with current firm				
	CADD Design as needed								
	(1) TITLE AND LOCATION (City and State)			(2) YEAR COMPLETED					
	St. Johns Forest CDD	St. Johns County,	FL	current					
b.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND	SPECIFIC ROLE	X Check	if project performed v	with current firm				
	CADD Design as needed								
	(1) TITLE AND LOCATION (City and State)			(2)	YEAR COMPLETED				
	TECO People	es Gas	PROFESSION	IAL SERVICES	CONSTRUCTION (If applicable)				
	·			current					
c.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND	SPECIFIC ROLE	X Check	if project performed v	with current firm				
	CADD Design as needed								
	(1) TITLE AND LOCATION (City and State)			(2)	YEAR COMPLETED				
			PROFESSION	IAL SERVICES	CONSTRUCTION (If applicable)				
d.	Heron Isles CDD	Yulee, FL		Present					
٠.			X Check	if project performed v	vith current firm	_			
	CADD Design as needed		<u> </u>						

	E. RESU	MES OF KEY PERSONNEL PROP	OSED FOR THIS CO	NTRACT				
		(Complete one Section E for		-				
12. N	AME	13. ROLE IN THIS CONTRACT			14. YEARS EXPERIENCE			
Gar	y P. Yuro, PLS	Professional Land Surveyi	ng	a. TOTAL 22	B. WITH CURRENT FIRM 8			
15 FIR	M NAME AND LOCATION (City and State)				<u> </u>			
Yur	o & Associates, LLC	St. Augustine, FL 32092						
16. ED	UCATION (DEGREE AND SPECIALIZATION)	1	7. CURRENT PROFESSIONAL F	registration (S	TATE AND DISCIPLINE)			
- B	t Stroudsburg University sachelor of Science (1993) THER PROFESSIONAL QUIAIFICATIONS (Publications, Org	opitations Training Awards Etc.)	New Jerse	y - Professi	onal Land Surveyor			
18. 01	HER PROFESSIONAL QUIAIFICATIONS (Publications, Org	anizativiis, Hailling, Awalus, Etc.)						
		19. RELEVANT PR	OJECTS					
	(1) TITLE AND LOCATION (City and State)		PROFESSIONAL SERV		R COMPLETED INSTRUCTION (If applicable)			
	Sampson Creek CDD	St. Johns County, FL	2015		потпостой (п аррпсавле)			
a.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.)	AND SPECIFIC ROLE	X Check if project	ct performed with	current firm			
	Cadd design & topographic services of Johns Golf & Country Club	for the site design of a new fitr	ness room expansio	n for the Sar	mpson Creek CDD at St.			
	(1) TITLE AND LOCATION (City and State)				R COMPLETED			
	Magnolia Point HOA	Clay County, FL	PROFESSIONAL SERV		NSTRUCTION (If applicable)			
b.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.)	X Check if project	ct performed with	current firm				
	Cadd design & base map development for numerous drainage and infrastructure projects for the Magnolia Point HOA							
	(1) TITLE AND LOCATION (City and State)			(2) YEAR COMPLETED				
	St. Johns Forest	St. Johns County, FL	PROFESSIONAL SERV		NSTRUCTION (If applicable)			
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.)		2011	ct performed with	current firm			
C.	(3) BRIEF DESCRIPTION (BITCH Scope, Size, cost, cite.)	NIVO SI EGITIC NOLE	X Check if projec	at periorined with	current min			
	Site Inspection and evaluation of cor the County by \$25,000.	struction bond requirements.	Project resulted in	the reduction	on of tree bonds held by			
	(1) TITLE AND LOCATION (City and State)			<u>`</u>	RCOMPLETED			
	TECO Peoples Gas	St. Johns County, FL	PROFESSIONAL SERV		NSTRUCTION (If applicable)			
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.)	•	X Check if project	ct performed with	current firm			
d.	Cadd design & plans production for r Greenbriar Road.	numerous gas main installatior						
	(1) TITLE AND LOCATION (City and State)			(2) YEA	RCOMPLETED			
	Sawgrass Country Club -	Restroom Renovations	PROFESSIONAL SERV		NSTRUCTION (If applicable)			
e.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.)	AND SPECIFIC ROLE						
	Cadd design and plans production of as part of the overall golf course re	-			•			

F. EXAMPLE PROJECTS WH	20 EXAMPLE PROJECT KEY NUMBER					
QUALIFICAT						
(Present as many projects as rec	1					
Complete						
21. TITLE AND LOCATION (City and State)			22. Y	22. YEAR COMPLETED		
		PROFESSIONAL SERVICES		CONSTRUCTION (If applicable)		
CDD Engineer	Yulee, FL	current				
23. PROJECT OWNER'S INFORMATION						
a. PROJECT OWNER	POINT OF CONTACT NAME		c. POINT OF CONTACT TELEPHONE NUMBER			
Heron Isles CDD	Daniel Laughlin	904-940-5850				

Current CDD Engineer for the Heron Isles CDD providing continuing engineering services for a variety of work authorizations, including preparing engineering studies and reports, facility inspections, drainage evaluation, traffic evaluation and civil engineering designs.



	25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT						
	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE				
a.	Yuro & Associates, LLC	Ponte Vedra, FL	CDD Engineer				
	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE				
r	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE				
d.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE				
e.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE				

 $[\]textbf{24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT \textit{(Include scope, size, and cost)}}\\$

20 EXAMPLE PROJECT KEY NUMBER F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT (Present as many projects as requested by the agency, or 10 projects, if not specified. 2 Complete one Section F for each project.) 21. TITLE AND LOCATION (City and State) 22. YEAR COMPLETED PROFESSIONAL SERVICES CONSTRUCTION (If applicable) **CDD Engineer** St. Johns County, FL 2022-current 23. PROJECT OWNER'S INFORMATION c. POINT OF CONTACT TELEPHONE NUMBER a. PROJECT OWNER b. POINT OF CONTACT NAME (904) 436-6270 Turnbull Creek CDD Carol Brown

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

Previous CDD Engineer for the Turnbull Creek CDD @ Murabella providing continuing engineering services for a variety of work authorizations, including preparing engineering studies and reports, facility inspections, drainage evaluation, traffic evaluation and civil engineering designs. Our major design task to Dave has been the inspector, evaluation and preparing design plans for the phase 2 pond bank reconstruction project. This effort is necessary due to failing pond banks throughout the community. Previously, Yuro & Associates completed the 1-year warranty inspection for the phase 1 pond bank repair effort.



	25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT							
	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE					
a.	Yuro & Associates, LLC	Ponte Vedra, FL	CDD Engineer					
b	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE					
C	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE					
d	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE					
e	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE					

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S EXAMPLE PROJECT KEY NUMBER QUALIFICATIONS FOR THIS CONTRACT (Present as many projects as requested by the agency, or 10 projects, if not specified. 3 Complete one Section F for each project.) 21. TITLE AND LOCATION (City and State) 22. YEAR COMPLETED PROFESSIONAL SERVICES CONSTRUCTION (If applicable) **CDD Engineer** St. Johns County, FL 2010 - 2016 23. PROJECT OWNER'S INFORMATION a. PROJECT OWNER b. POINT OF CONTACT NAME c. POINT OF CONTACT TELEPHONE NUMBER (904) 887-4839 Sampson Creek CDD Steve Sharpe (former board member)

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

CDD Engineer for the Sampson Creek CDD @ St. Johns Golf & Country Club providing continuing engineering services for a variety of work authorizations, including preparing engineering studies and reports, facility inspections, drainage evaluation, traffic evaluation and civil engineering designs. In addition, we have coordinated with the SJRWMD and the previous developer to help facilitate the transfer of permits into the CDD for the operation phase of the permits, including evaluating and resolving conservation easement issues. Also coordinated with St. Johns County on behalf of the CDD for the improvements to CR 210 which included widening the existing 4-lane road to 6-lanes in front of this community. We reviewed design plans to ensure the Sampson Creek CDD is not harmed by the improvements and also assisted with the permitting coordination for the County during the expansion of the front entry pond at SJGCC.



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT								
(1) FIRM NAME (2) FIRM LOCATION (City and State) (3) ROLE								
^{a.} Yuro & Associates, LLC	Ponte Vedra, FL	CDD Engineer						
(1) FIRM NAME b.	(2) FIRM LOCATION (City and State)	(3) ROLE						
(1) FIRM NAME c.	(2) FIRM LOCATION (City and State)	(3) ROLE						
(1) FIRM NAME d.	(2) FIRM LOCATION (City and State)	(3) ROLE						
(1) FIRM NAME e.	(2) FIRM LOCATION (City and State)	(3) ROLE						

STANDARD FORM 330 (REV. 3/2013) PAGE 3

20 EXAMPLE PROJECT KEY NUMBER F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT (Present as many projects as requested by the agency, or 10 projects, if not specified. 4 Complete one Section F for each project.) 21. TITLE AND LOCATION (City and State) 22. YEAR COMPLETED PROFESSIONAL SERVICES CONSTRUCTION (If applicable) **CDD** Engineer St. Johns County, FL 2010 - Present 23. PROJECT OWNER'S INFORMATION a. PROJECT OWNER b. POINT OF CONTACT NAME c. POINT OF CONTACT TELEPHONE NUMBER (904) 940-6400 St. Johns Forest CDD Ms. Janice Davis (CDD Manager)

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

Current CDD Engineer for the St. Johns Forest CDD, providing continuing engineering services for a variety of work authorizations, including preparing engineering studies and reports, facility inspections, drainage evaluation, traffic evaluation and civil engineering designs. In addition, we have coordinated with St. Johns County on behalf of the development to evaluate and consolidate all outstanding bonds, an effort that resulted in over \$250k in savings. Also coordinated with St. Johns County on behalf of the CDD for improvements to CR 210 which included widening the existing 4-lane road to 6-lanes in front of this community. We also reviewed design plans and the proposed R/W acquisition agreement from the County to ensure the St. Johns Forest CDD is not harmed by the improvements.



	25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT							
	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE					
a.	Yuro & Associates, LLC	Ponte Vedra, FL	CDD Engineer					
b.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE					
с.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE					
d.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE					
e.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE					

20 EXAMPLE PROJECT KEY NUMBER F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT 5 (Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.) 21. TITLE AND LOCATION (City and State) 22. YEAR COMPLETED PROFESSIONAL SERVICES CONSTRUCTION (If applicable) RiverTown St. Johns County, FL 2005 - 2009 2006 - 2009 23. PROJECT OWNER'S INFORMATION a. PROJECT OWNER b. POINT OF CONTACT NAME c. POINT OF CONTACT TELEPHONE NUMBER (904) 347-6925 Main Street CDD Mr. Bill Petkoski

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

Mike Yuro was the Director of Development and acting Construction Manager for the Main Street CDD for the design and development improvements at RiverTown, a 4,170 acre DRI in northwest St. Johns County. During Mike's time on this project, he oversaw the final design and permitting of all phase 1 design documents as well as approximately \$70 million worth of infrastructure construction for this project. Elements constructed in phase 1 included approximately 500 lots (over 225 platted), more than 6 miles of wet utility lines (water, sewer & re-use), along with 4 lift stations. Coordination of dry utilities was also part of the initial phase of construction, which included converting over a mile of overhead power lines to underground, along with gas, cable & phone.

Additional responsibilities during the first phase of construction also included managing the entire 4,170 acre property, including coordination with adjacent land owners, the resident hunt club along with continued coordination of timber operations on the

property.

Mike was also responsible for supervising the team of design consultants and contractors, including the CDD Engineer. This effort includedstruction inspection, reviewing and approving pay requests, publishing RFP's, and evaluating bids on behalf of the CDD.



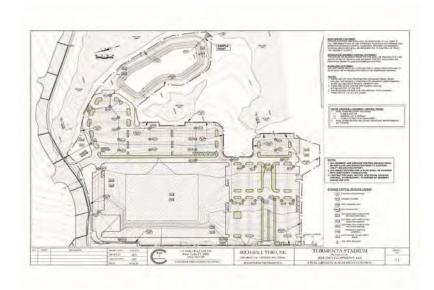
	25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT								
	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE						
a.	Yuro & Associates, LLC	Ponte Vedra, FL	Director of Development						
b.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE						
C.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE						
d.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE						
e.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE						

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S 20 EXAMPLE PROJECT KEY NUMBER QUALIFICATIONS FOR THIS CONTRACT (Present as many projects as requested by the agency, or 10 projects, if not specified. 6 Complete one Section F for each project.) 21. TITLE AND LOCATION (City and State) 22. YEAR COMPLETED PROFESSIONAL SERVICES CONSTRUCTION (If applicable) Tormenta Stadium Statesboro, GA 2019-2021 23. PROJECT OWNER'S INFORMATION b. POINT OF CONTACT NAME c. POINT OF CONTACT TELEPHONE NUMBER a. PROJECT OWNER (912) 687-2526 BVT Enterprises, Inc. Mr. Darin Van Tassell

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

Yuro & Associates is the design engineer for this 22 acre site development that includes a 5000 seat soccer stadium associated parking and a 3 acre regional pond that also accounts for adjacent commercial development & road construction.

Michael J. Yuro, P.E. is also assisting and consulting on the overall development & planning of the surrounding 100+ acres which will include commercial, retail, grocery & residential.



	25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT								
	(1) FIRM NAME (2) FIRM LOCATION (City and State) (3) ROLE								
а	Yuro & Associates, LLC	Ponte Vedra, FL	Site Design & Land Planning						
b	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE						
c	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE						
d	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE						
е	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE						

F. EXAMPLE PROJECTS WH	20 EXAMPLE PROJECT KEY NUMBER		
Present as many projects as re Complete	7		
21. TITLE AND LOCATION (City and State)	YEAR COMPLETED		
Hailia Danima O	CONSTRUCTION (If applicable)		
Utility Design &			
	23. PROJECT OWNER'S INFORMATION	ON	
a. PROJECT OWNER b. POINT OF CONTACT NAME c. POINT OF CO			CONTACT TELEPHONE NUMBER
TECO Peoples Gas	904-443-7355		

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

Provides utility design and coordination for gas main installations throughout Florida, from South Miami Beach to North Jacksonville. Have designed well over 100 miles worth of plastic and steel gas mains along with hundreds of new gas service connections and numerous railroad crossings. This assignment includes permitting with dozens of agencies including FDOT, FDEP, water management districts, cities, counties, railroads, and special districts.

	25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT							
	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE					
a	Yuro & Associates	Ponte Vedra, FL	Design & Utility Coordination					
b	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE					
C	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE					
d	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE					
e	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE					

STANDARD FORM 330 (REV. 3/2013) PAGE 3

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT (Present as many projects as requested by the agency, or 10 projects, if not specified.

Complete one Section F for each project.)

22. YEAR COMPLETED

PROFESSIONAL SERVICES CONSTRUCTION (If applicable)
2005 - 2006 2005 - 2006

20 EXAMPLE PROJECT KEY NUMBER

8

St. Johns Golf & Country Club

21. TITLE AND LOCATION (City and State)

a. PROJECT OWNER

St. Johns County, FL

23. PROJECT OWNER'S INFORMATION

b. POINT OF CONTACT NAME c. POINT OF CONTACT TELEPHONE NUMBER

Sampson Creek CDD Mr. Doug Maier (904) 759-1395

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

799 unit PUD in Northwest St. Johns County. This approximate \$20 million improvement includes the development of 799 single family lots and associated infrastructure including roads, drainage improvements, wet utilities (water, sewer, forcemain) and dry utilities (gas, cable, tv & underground electric). Also included with this project was the construction of an 18 hole championship golf course, club house, and coordinated landscape throughout the neighborhood. Amenity features constructed with this project include a swim club, lap pool & recreation pool with water slide feature, fitness room, tennis courts, basketball courts, soccer field and playground.

Responsibilities included overseeing the final three phases of construction, including utility & roadway construction, lot fill & stormwater improvements. Additionally, Mike assisted with the turn over of control for both the CDD and HOA, from developer controlled to resident controlled boards. The final elements of this project included getting all bonds released by St. Johns County as well as conducting a final inspection of the property with the CDD staff in order to facilitate the turn over from the developer to the residents.



	25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT								
	(1) FIRM NAME (2) FIRM LOCATION (City and State) (3) ROLE								
a	Yuro & Associates, LLC	Ponte Vedra, FL	Director of Development						
b	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE						
c	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE						
d	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE						
e	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE						

20 EXAMPLE PROJECT KEY NUMBER F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT 9 (Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.) 21. TITLE AND LOCATION (City and State) 22. YEAR COMPLETED PROFESSIONAL SERVICES CONSTRUCTION (If applicable) RiverTown Fields St. Johns County, FL 2008 2008 23. PROJECT OWNER'S INFORMATION a. PROJECT OWNER b. POINT OF CONTACT NAME c. POINT OF CONTACT TELEPHONE NUMBER (904) 347-6925 Mr. Bill Petkoski Main Street CDD

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

Recreational Park consisting of \$4.6 million worth of improvements. Included in this project are 4 championship caliber youth baseball fields with all associated elements (bull pens, patting cages, dugouts, scoreboard, etc.). A state of the art concession building surrounding a "stadium" field make this one of the most unique ballparks in N.E. Florida.

Other improvements included with this project include a 1/2 mile entry road with gate, parking lot, box culvert crossing over sensitive wetland and the relocation of a 36" specimen Oak Tree.

Mike Yuro was Director of Development and acting Construction Manager for the Main Street CDD during the construction of this project, and as such he was ultimately responsible for the final delivery of this first class amenity. He personally Value Engineered the entry road design to **save approximately \$500,000 in construction cost!**





	25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT								
	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE						
а	Yuro & Associates, LLC	Ponte Vedra, FL	Director of Development						
b	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE						
С	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE						
d	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE						
е	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE						

20 EXAMPLE PROJECT KEY NUMBER F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT (Present as many projects as requested by the agency, or 10 projects, if not specified. 10 Complete one Section F for each project.) 21. TITLE AND LOCATION (City and State) 22. YEAR COMPLETED PROFESSIONAL SERVICES CONSTRUCTION (If applicable) "The Clubhouse" Statesboro, Georgia 2009 2010 23. PROJECT OWNER'S INFORMATION a. PROJECT OWNER b. POINT OF CONTACT NAME c. POINT OF CONTACT TELEPHONE NUMBER (912) 687-2526 BVT Enterprises, Inc. Mr. Darin Van Tassell

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

40,000sf expansion to the existing "Hackers" Golf Park facility. The existing facility includes a 27 acre driving range, putt-putt course and batting cages along with a clubhouse and associated parking & lighting requirements. Yuro & Associates designed every aspect of this original \$3 million facility.

The \$8 million expansion to include "The Clubhouse" will add a 40,000sf indoor family entertainment facility with associated parking and drainage requirements. Yuro & Associates, LLC provided Value Engineering (V.E.) services for this expansion which resulted in a savings of approximately 40% on the Civil Site construction effort. This savings prompted the owner, Darin Van Tassell to say:

"Yuro & Associates performed a Value Engineering (V.E.) review that identified savings in excess of \$136k for our civil design drawings alone - an almost 40% savings on our original estimate!... We would strongly recommend the services of Yuro & Associates, LLC to anyone developing a new project or looking for cost saving measures for a project already underway. We would have been foolish to have done otherwise."



	25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT							
	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE					
a.	Yuro & Associates, LLC	Ponte Vedra, FL	Design & Value Engineering					
b.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE					
c.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE					
d.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE					
e.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE					

26. 1	NAMES OF KEY PERSONNEL	G. KEY PERSONNEL PARTICIPATION 27. ROLE IN THIS CONTRACT	ON IN E		PLE PRO 28. EXA			rs liste	D IN SE	CTION	F	
	From Section E, Block 12)	(From Section E, Block 13)	"X	(Fill in "Example Projects Key" section below before completing table. Place "X" under project key number for participation in same or similar role 1 2 3 4 5 6 7 8 9						ole)		
	Michael J. Yuro, P.E.	District Engineer	X	X	X	X	X	X	X	X	X	10 X
	Dan Murman	CADD Designer	X	X	Х			X	Х			X
	Susannah Gordon	Business Development Manager	χ	Х	χ			Х	χ			
	Jimmy Scaggs	CADD Designer			Х			Х				
	Isaac Dougherty, E.I.	CADD Designer		X	Х	X		X				X
	Gary P. Yuro	Professional Surveyor	X	X					Х			X
		29. EXAMPLE PRO	DJECTS	KEY								
NO.		PROJECT (FROM SECTION F)	NO.									
1	He	ron Isles	6	Tormenta Stadium								
2	CDD Engineer - Turnbull Creek		7	TECO Peoples Gas								
3	CDD Engineer - Sampson Creek CDD		8	St. Johns Golf & Country Club								
4	CDD Engineer - St. Johns Forest CDD		9				River	Town	Fields			
5	Riv	verTown	10				The	Clubh	ouse			

H. ADDITIONAL INFORMATION

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

The skill set and experiences outlined in this proposal demonstrate that we are a perfect fit for the responsibilities listed in your RFP. We are the current Engineer for the St. Johns Forest CDD, Heron Isles CDD, Turnbull Creek CDD and Amelia Concourse CDD. Not only have we provided valuable services for these Districts, we have also received overwhelming support and positive feedback from both the residents and CDD Board. A brief listing of the benefits that we bring to this project includes:

- Licensed Professional Engineer with over 30 years of experience.
- CDD Engineer for the Turnbull Creek CDD (at Murabella), the St. Johns Forest CDD, Heron Isles CDD, Amelia Concourse CDD and the Sampson Creek CDD (at SJGCC)
- Engineering Services for the Magnolia Point HOA, Marsh Creek Country Club, Marsh Landing HOA and many others.
- Served as Operations Manager for the Sampson Creek CDD at SJGCC; responsibilities include overseeing vendor contracts & maintenance of all District infrastructure, as well as advising and working with the CDD Board as necessary
- Experience as Director of Development for RiverTown, a 4,170 acre DRI in northwest St. Johns County; responsible for over \$75 million worth of infrastructure improvements in past 4 years
- Experience as Director of Development for St. Johns Golf & Country Club, a 799 unit development in northwest St.
 Johns County.
- Assisted in formation of 2 CDDs for RiverTown (Main Street & Rivers Edge)
- Assisted with turn-over of CDD from developer to resident controlled board (@ SJGCC)
- Served on CDD as developer appointed representative
- Served as Chairman of CDD as resident elected Board member

In summary, Mike Yuro and staff has spent the last 22 years working for and with CDDs in northeast Florida in just about every capacity imaginable, from design engineer, to developer, to Board member to management consultant. This experience makes Yuro & Associates the perfect choice to handle the responsibilities associated with this contract as we are confident that we will bring immediate value to the Durbin Crossing Community Development District.

I. AUTHORIZED REPRESENTATIVE	
The foregoing is a statement of facts.	
31. SIGNATURE	September 7,2023

33. NAME AND TITLE

Michael J. Yuro, P.E., Presidentt

1. SOLICITATION NUMBER (if any) ARCHITECT - ENGINEER **QUALIFICATIONS** PART II - GENERAL QUALIFICATIONS (if a firm has branch offices, complete for each specific branch office seeking work.) 2a. FIRM (OR BRANCH OFFICE) NAME 3. YEAR ESTABLISHED 4. DUNS NUMBER Yuro & Associates, LLC 2008 5. OWNERSHIP 145 Hilden Road, Unit 108 TYPE 2d. STATE 2c. CITY 2e. ZIP CODE 32081 Ponte Vedra FL b. SMALL BUSINESS STATUS 6a. POINT OF CONTACT NAME AND TITLE Small Business Michael J. Yuro, P.E., President 7. NAME OF FIRM (if block 2a is a branch office) 6b. TELEPHONE NUMBER 6c. E-MAIL ADDRESS myuro@mjyuro.com (904) 342-5199 8a. FORMER FIRM NAME(S) (if any) 8b. YR. ESTABLISHED 8c. DUNS NUMBER 10. PROFILE OF FIRM'S EXPERIENCE AND 9. EMPLOYEES BY DISCIPLINE ANNUAL AVERAGE REVENUE FOR LAST 5 YEARS c. No. of Employees c. Revenue Index Func a. Profile tion b. Discipline b. Experience Number (see Code (1) FIRM (2) BRANCH below) Code Administrative Conservation & Resource Mngmt 2 C14 1 8 **CADD** Technician 3 C15 Construction Management 1 Civil Engineer 1 C18 **Cost Estimating** 12 1 15 Construction Inspector 1 D04 Design-Build 2 16 Construction Manager 1 H11 Housing 1 P05 Planning - Community 38 **Land Surveyor** 1 P06 Planning - Site 2 R04 **Recreation Facilities** 1 **S10** Flood Plain Study 1 Storm Water Facilities **S13** 1 T03 Traffic & Transportation 1 Z01 Zoning 1 Other Employees Total 8

11. ANNUAL AVERAGE PROFESSIONAL SERVICES REVENUES OF FIRM FOR LAST 3 YEARS

PROFESSIONAL SERVICES REVENUE INDEX NUMBER

(Insert revenue index number shown at right)

1. Less than \$100,000

3.

6. \$2 million to less than \$5 million

a. Federal work 1
b. Non-Federal Work 3
c. Total Work 4

\$100,000 to less than \$250,000 \$250,000 to less than \$500,000 7. \$5 million to less than \$10 million3. \$10 million to less than \$25 million

\$500,000 to less than \$1 million \$1 million to less than \$2 million . \$25 million to less than \$50 million

10. \$50 million or greater

12. AUTHORIZED REPRESENTATIVE

The foregoing is a statement of facts.

b. DATE

a. SIGNATURE field & f

September 7, 2023

C. NAME AND TITLE

Michael J. Yuro, P.E., President

SECTION 4 CLIENT REFERENCES



- Civil Engineering
- Land Surveying & Mapping
- Permitting
- ADA Consulting

In addition to the letter of references included in this section, we welcome the committee to contact any of the references listed here. They will be able to provide testimony to the high quality of worked provided by Yuro & Associates.

Amelia Concourse & Heron Isles CDDs

Daniel Laughlin CDD Manager (904) 940-5850 ext. 401

Sampson Creek CDD

Mr. Steve Sharpe Former CDD Board Member (904) 887-4839

St. Johns Forest CDD

Ms. Janice Davis CDD Manager (904) 940-6400

BVT Enterprises, Inc.

Mr. Darin Van Tassell President (912) 687-2526

Turnbull Creek CDD

Ms. Carol Brown CDD Manager (904) 436-6270 ext. 4631



- Civil Engineering
- Land Surveying & Mapping
- Permitting
- ADA Consulting

SECTION 5 INSURANCE



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 09/21/2022

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

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

PRODUCER	CONTACT NAME: Andy Norman	
Norman Insurance Advisors 798 North Ponce de Leon Blvd.	(A/C, No, Ext): (904) 619-5949 (A/C, No):	819-5951
	E-MAIL ADDRESS: admin@normaninsuranceadvisors.com	
St. Augustine FL 32084	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: Associated Industries Insuranc	23140
INSURED (904) 810-9857	INSURER B: Main Street America Protection	13026
Yuro and Associates LLC & Yuro Properties LLC	INSURER C: Lloyds	
145 Hilden Road, Suite 108	INSURER D:	
Ponte Vedra FL 32081	INSURER E:	
	INSURER F:	

COVERAGES CERTIFICATE NUMBER: Cert ID 21455 REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMIT	s	
В	X COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	\$	1,000,000
	CLAIMS-MADE X OCCUR			BPG2739G	08/29/2022	08/29/2023	PREMISES (Ea occurrence)	\$	500,000
							MED EXP (Any one person)	\$	10,000
							PERSONAL & ADV INJURY	\$	1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	\$	2,000,000
	X POLICY JEGI LOC						PRODUCTS - COMP/OP AGG	\$	2,000,000
	OTHER:							\$	
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	\$	1,000,000
В	ANY AUTO			BPG2739G	08/29/2022	08/29/2023	BODILY INJURY (Per person)	\$	
	OWNED SCHEDULED AUTOS ONLY						BODILY INJURY (Per accident)	\$	
	X HIRED X NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	\$	
								\$	
	UMBRELLA LIAB OCCUR						EACH OCCURRENCE	\$	
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	\$	
	DED RETENTION \$							\$	
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N			AWC1181613	05/14/2022	05/14/2023	X STATUTE ER		
1	ANYPROPRIETOR/PARTNER/EXECUTIVE	N/A					E.L. EACH ACCIDENT	\$	1,000,000
	OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	\$	1,000,000
							E.L. DISEASE - POLICY LIMIT	\$	1,000,000
С	E&O - Architects & Engine			ANE110411822	09/03/2022	09/03/2023	Each Claim	\$	1,000,000
							Aggregate Limit	\$	1,000,000
DES	ESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)								

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

CERTIFICATE HOLDER	CANCELLATION

Amelia Concourse Community Development District

475 West Town Place Suite 114 St Augustine FL 32092 enc District

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



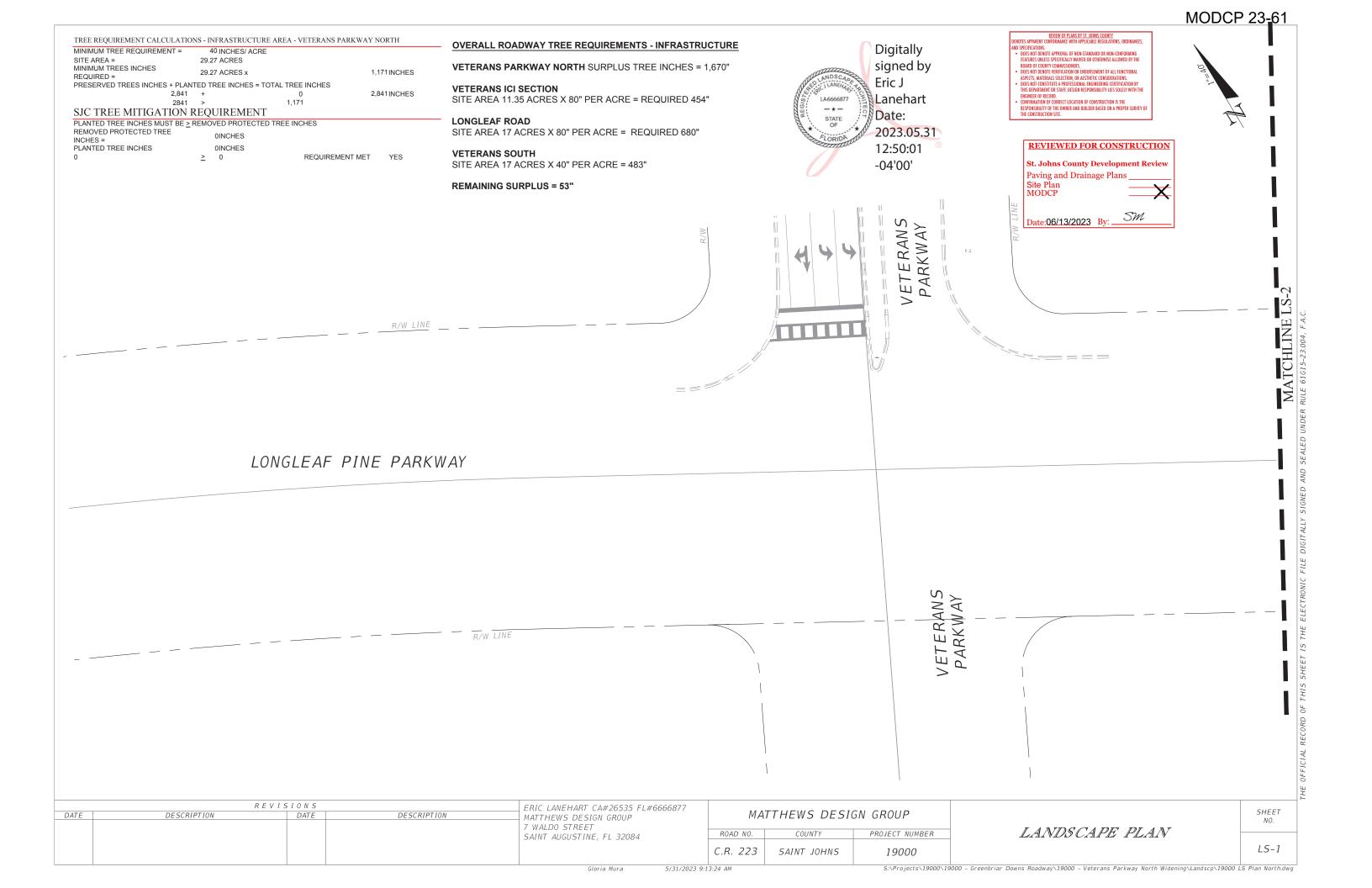


- Civil Engineering
- Land Surveying & Mapping
- Permitting
- ADA Consulting

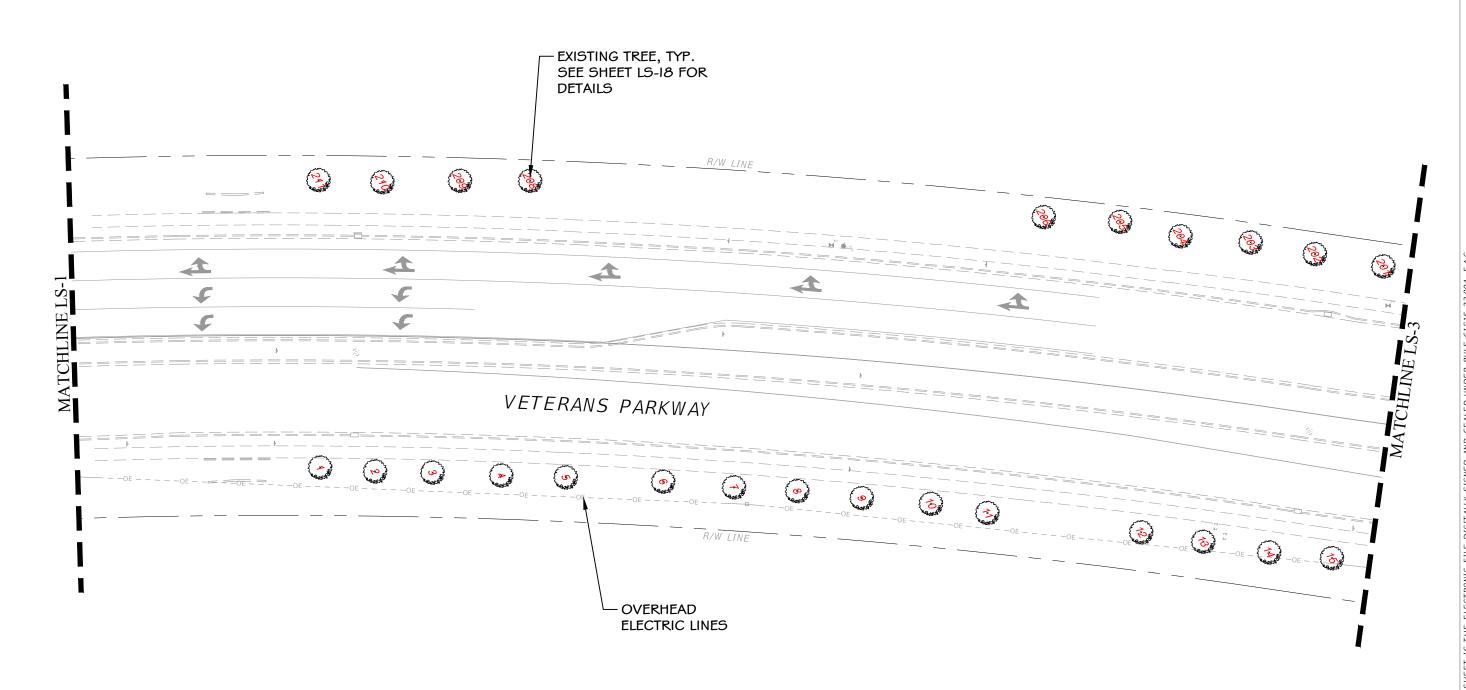
SECTION 6 BUSINESS ETHICS

Yuro & Associates has never been investigated and our ethical conduct has never been questioned for as long as the company has been in existence. We hold ethical business practices in the highest regard.





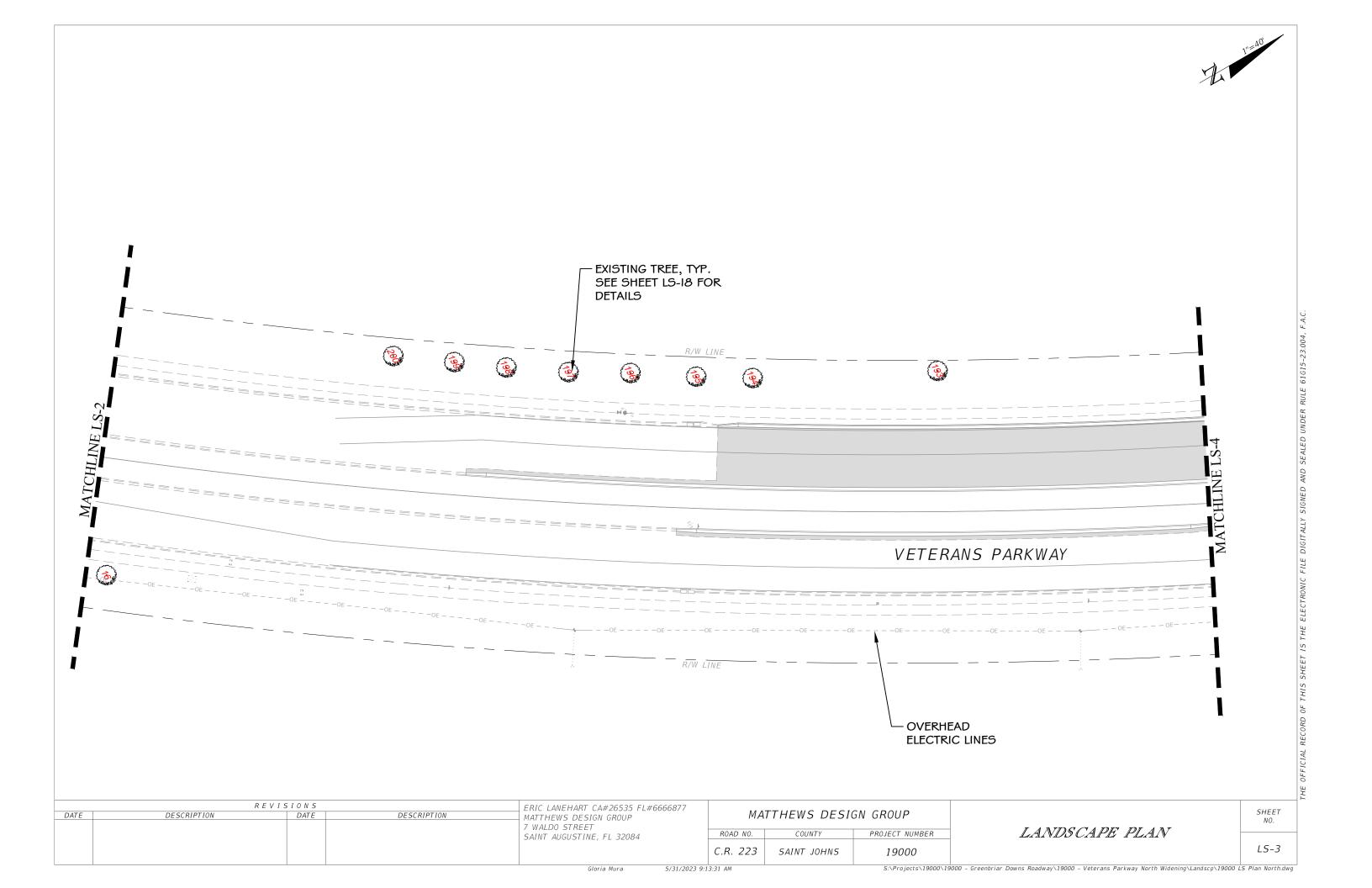




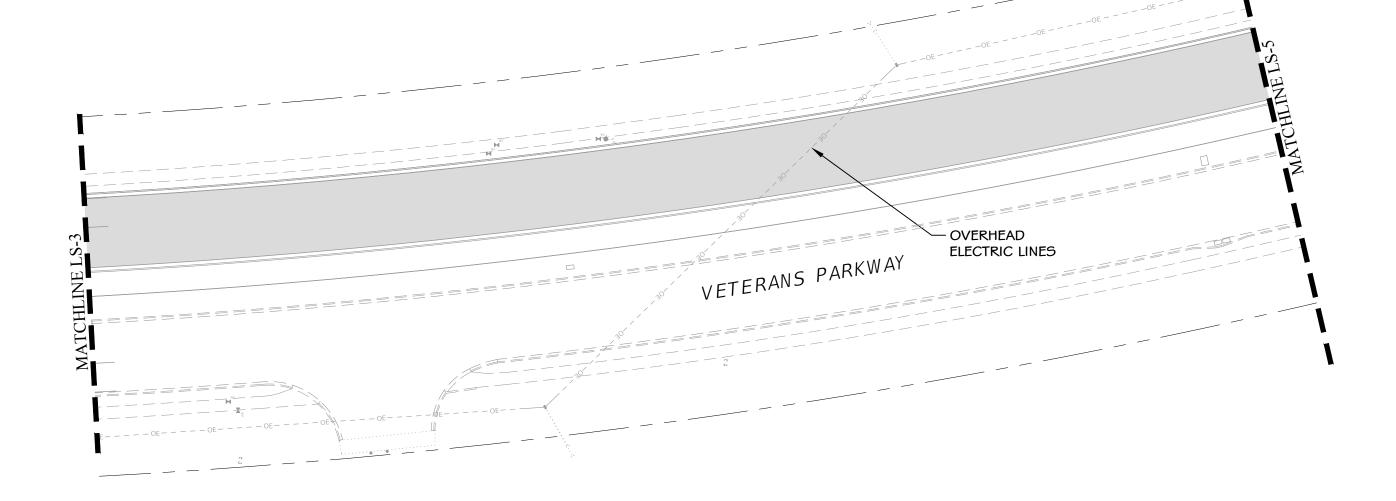
	REVIS	ERIC LANEHART CA#26535 FL#6666877		
DATE	DESCRIPTION	DATE	DESCRIPTION	MATTHEWS DESIGN GROUP
				7 WALDO STREET
				SAINT AUGUSTINE, FL 32084

MATTHEWS DESIGN GROUP							
ROAD NO.	COUNTY	PROJECT NUMBER					
C.R. 223	SAINT JOHNS	19000					

SHEET NO.







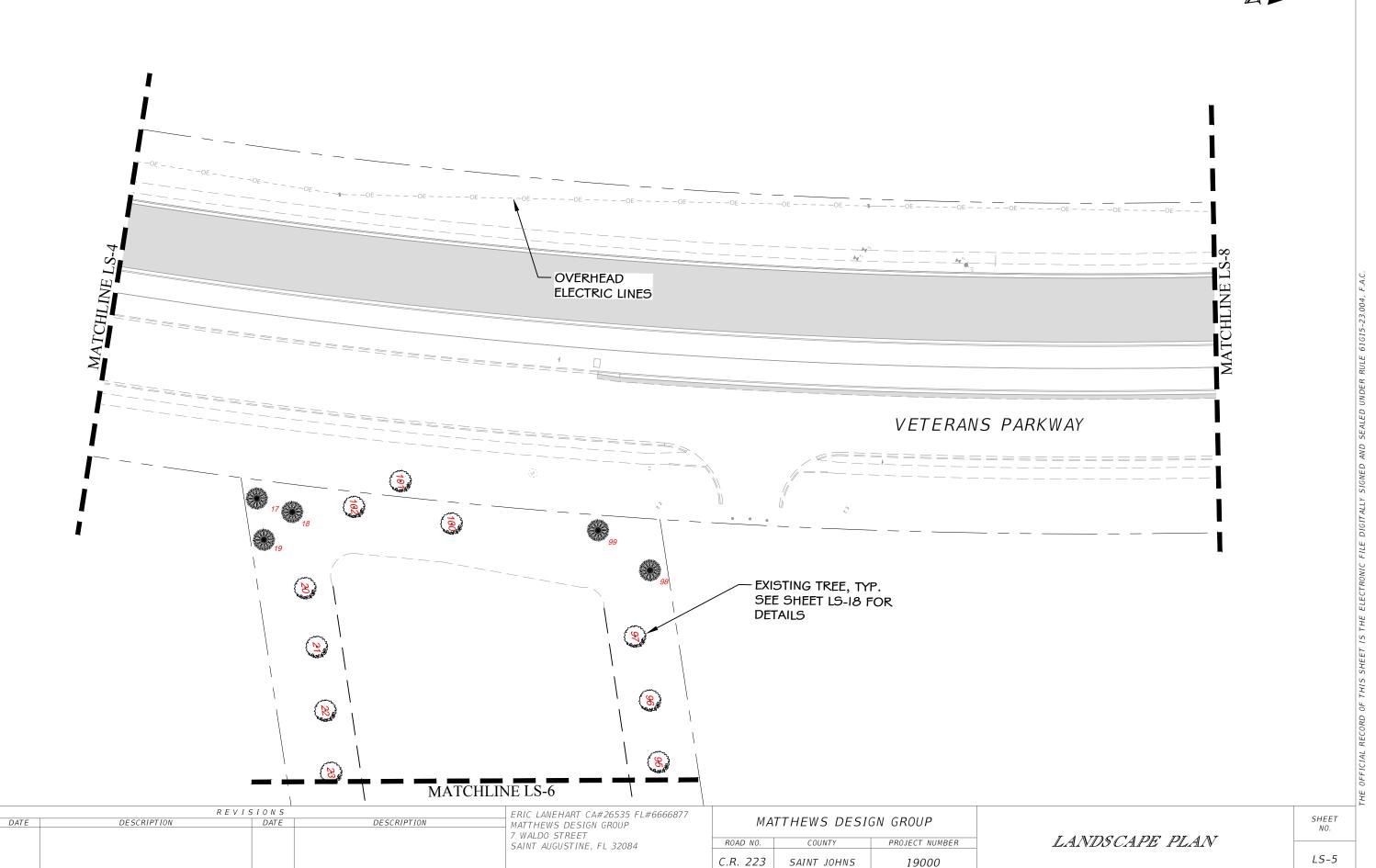
	REVI	ERIC LANEHART CA#26535 FL#6666877				
DATE	DESCRIPTION	DATE	DESCRIPTION	MATTHEWS DESIGN GROUP	MATTE	
				7 WALDO STREET SAINT AUGUSTINE. FL 32084	ROAD NO.	С
				SAINT AGGGTINE, LE 32004	C.R. 223	SAIN

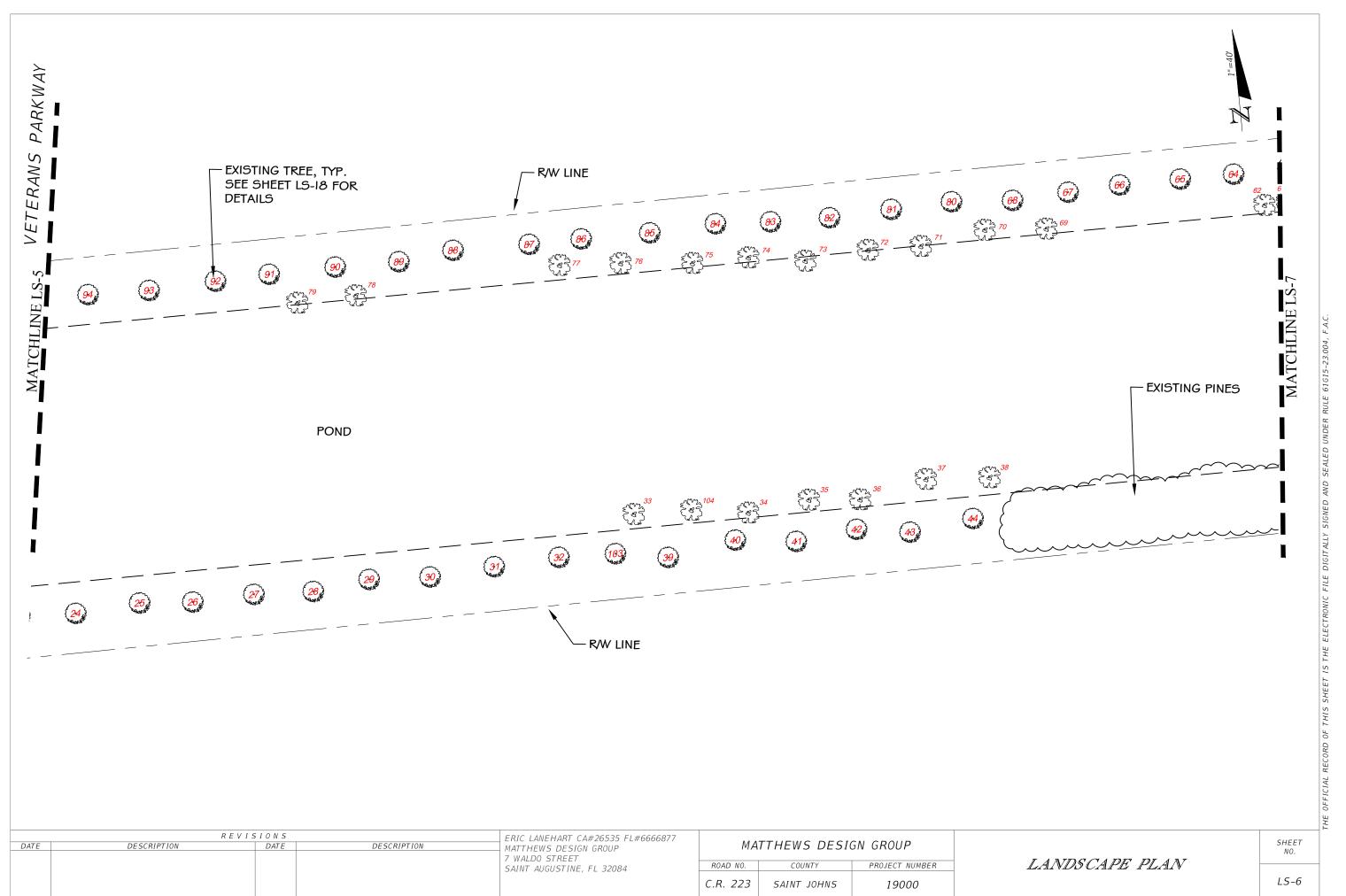
6666877	MA	MATTHEWS DESIGN GROUP							
	ROAD NO.	COUNTY	PROJECT NUMBER						
	C.R. 223	SAINT JOHNS	19000						
5/31/2023 9:	13:36 AM		S:\Projects\19000\19	000					

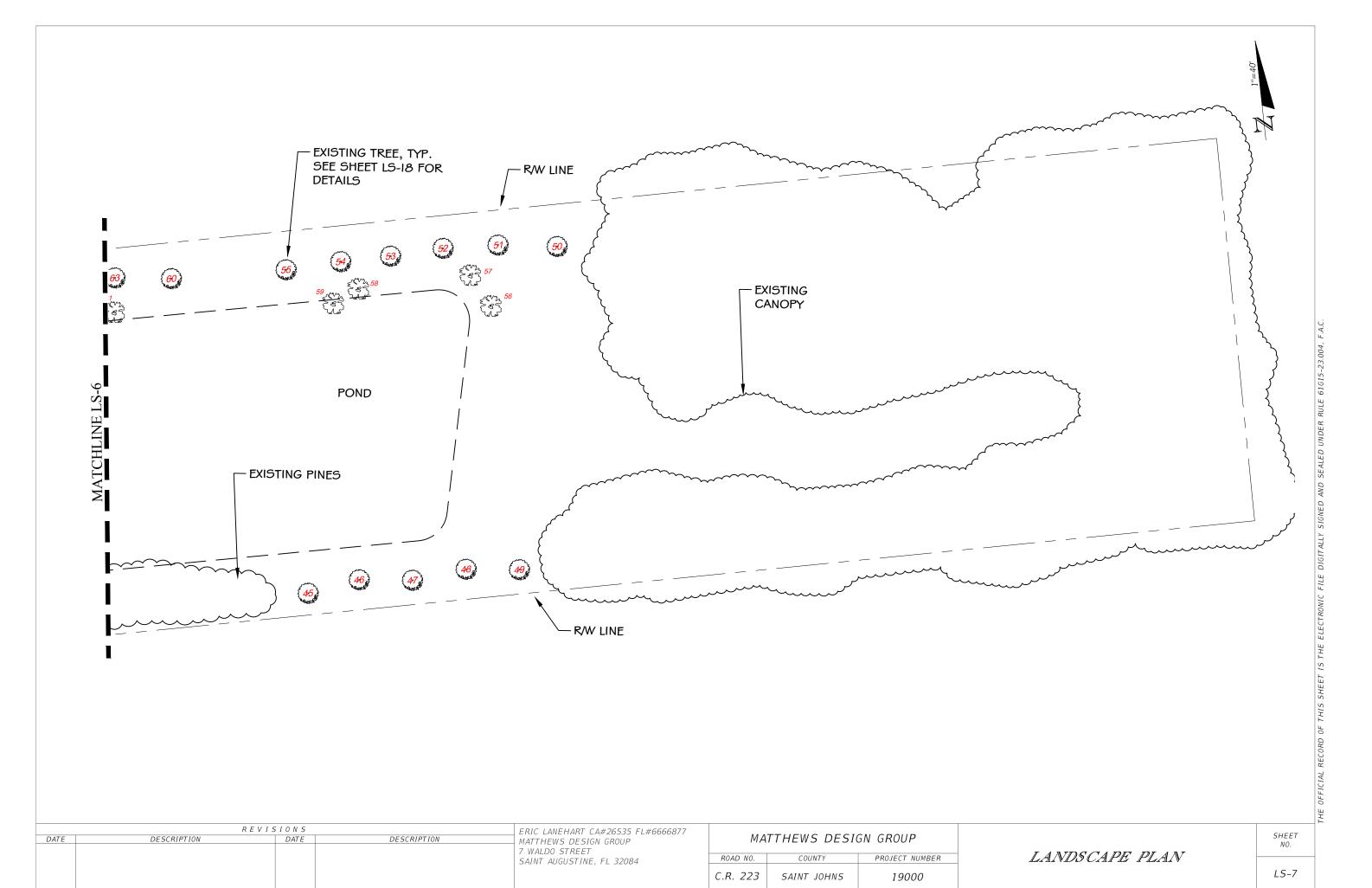
LANDSCAPE PLAN	

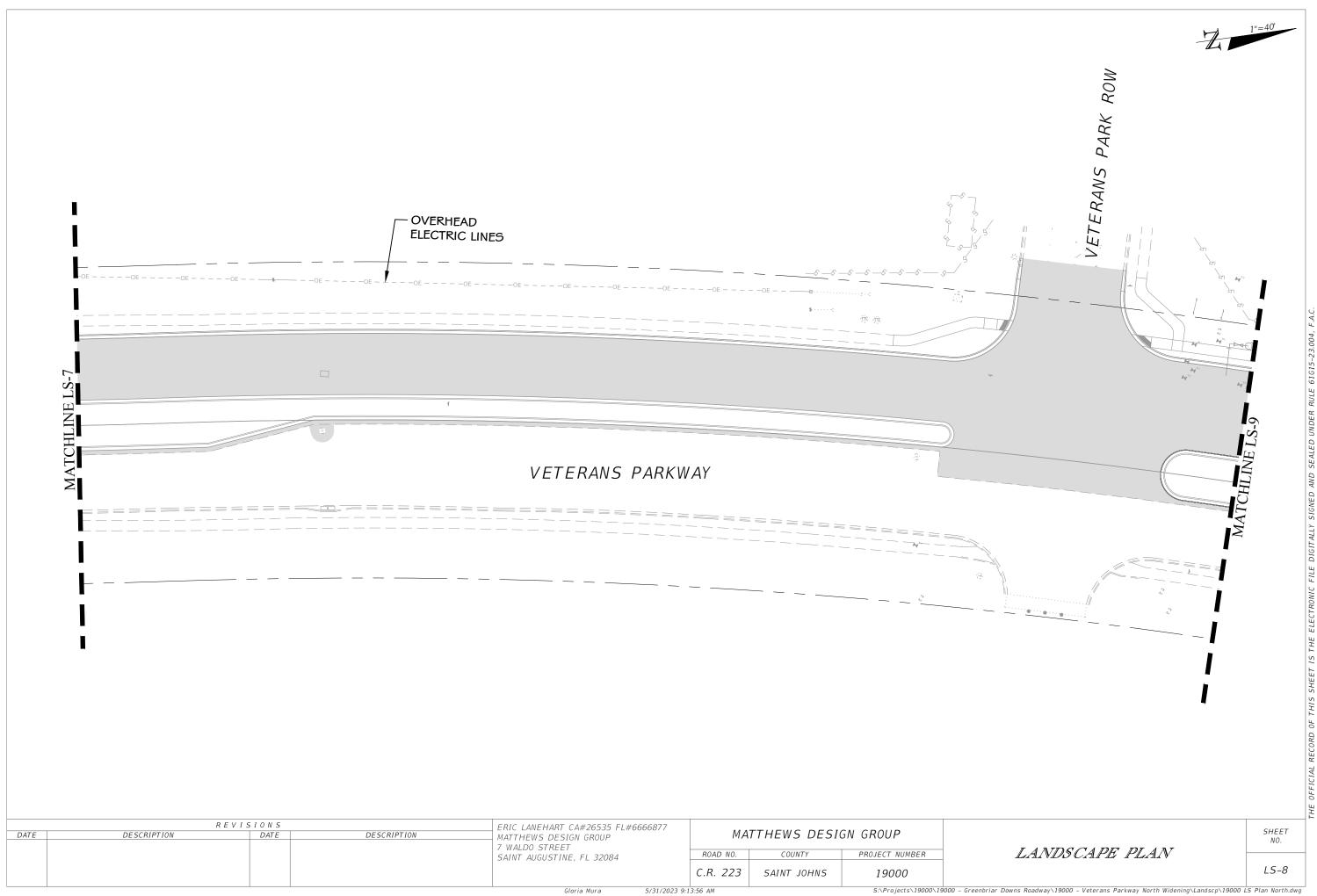
SHEET NO.
LS-4

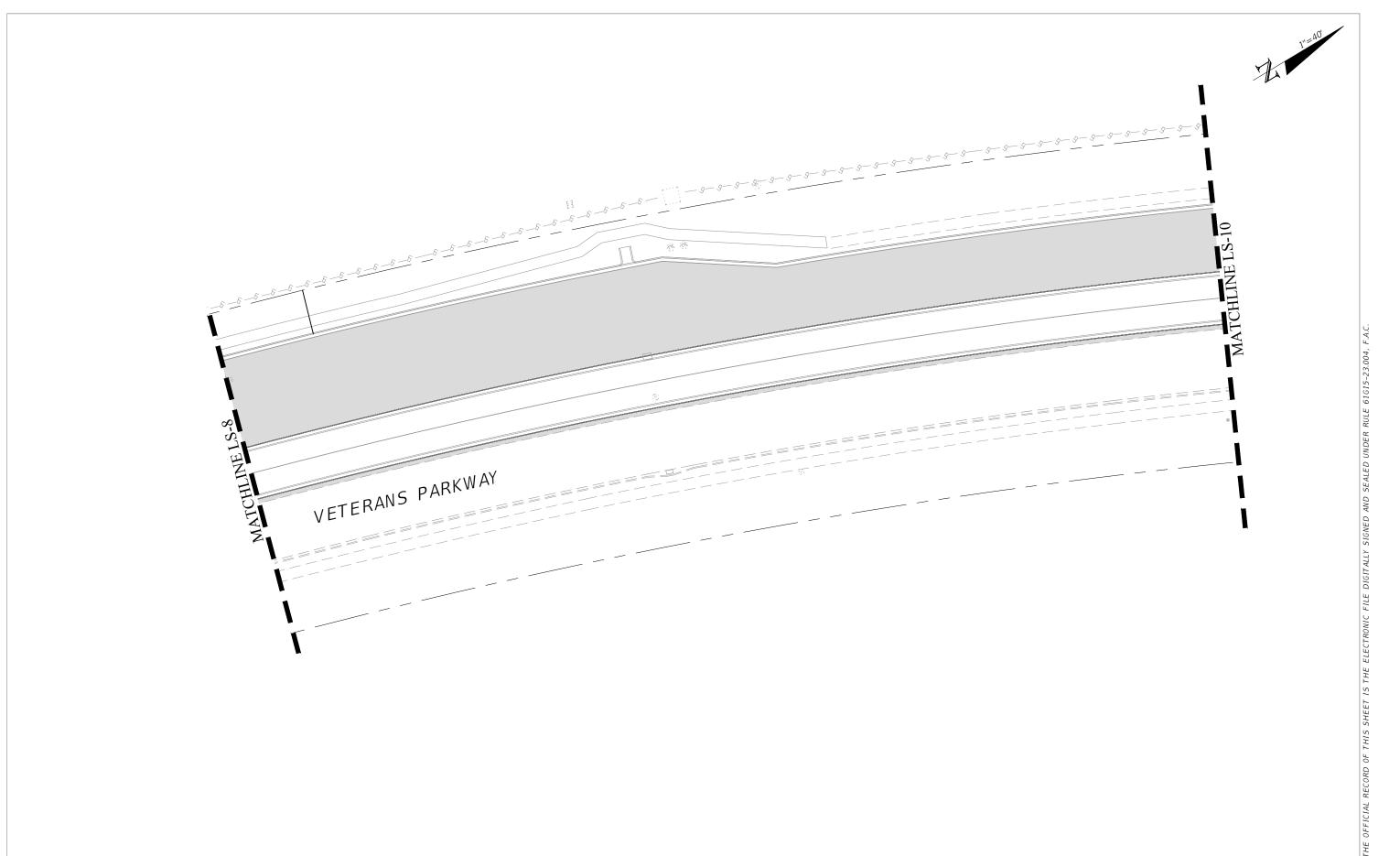




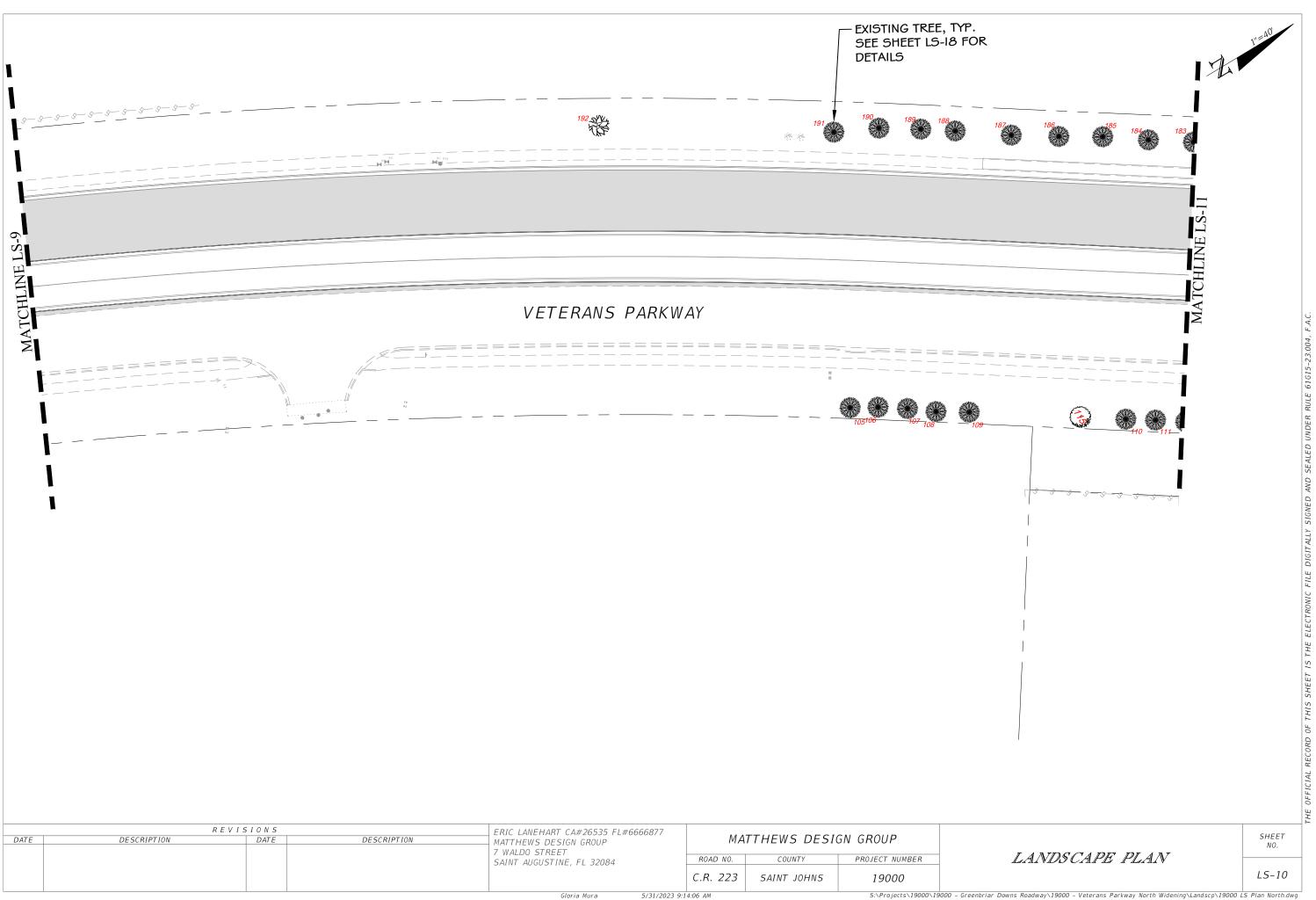


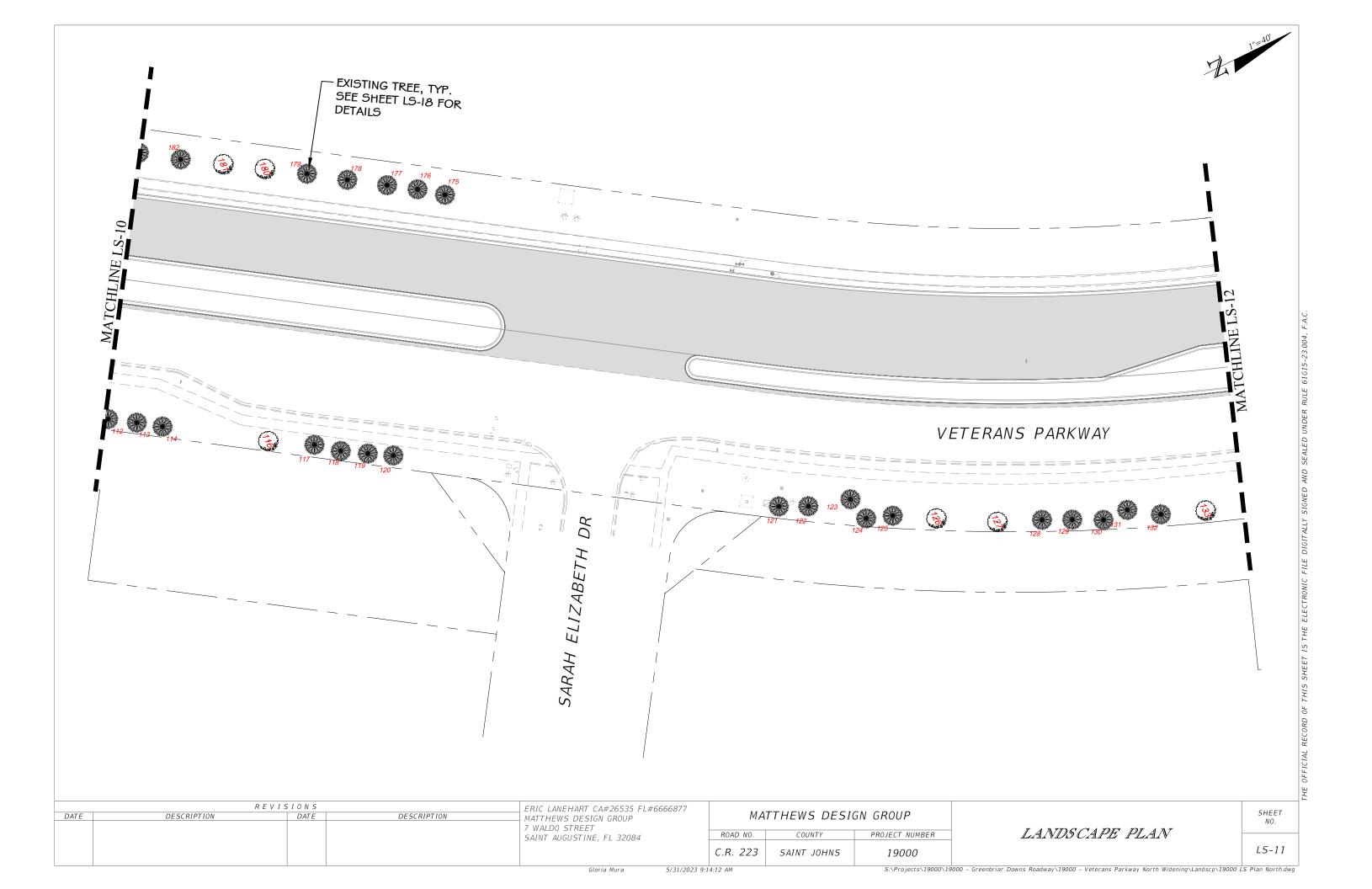


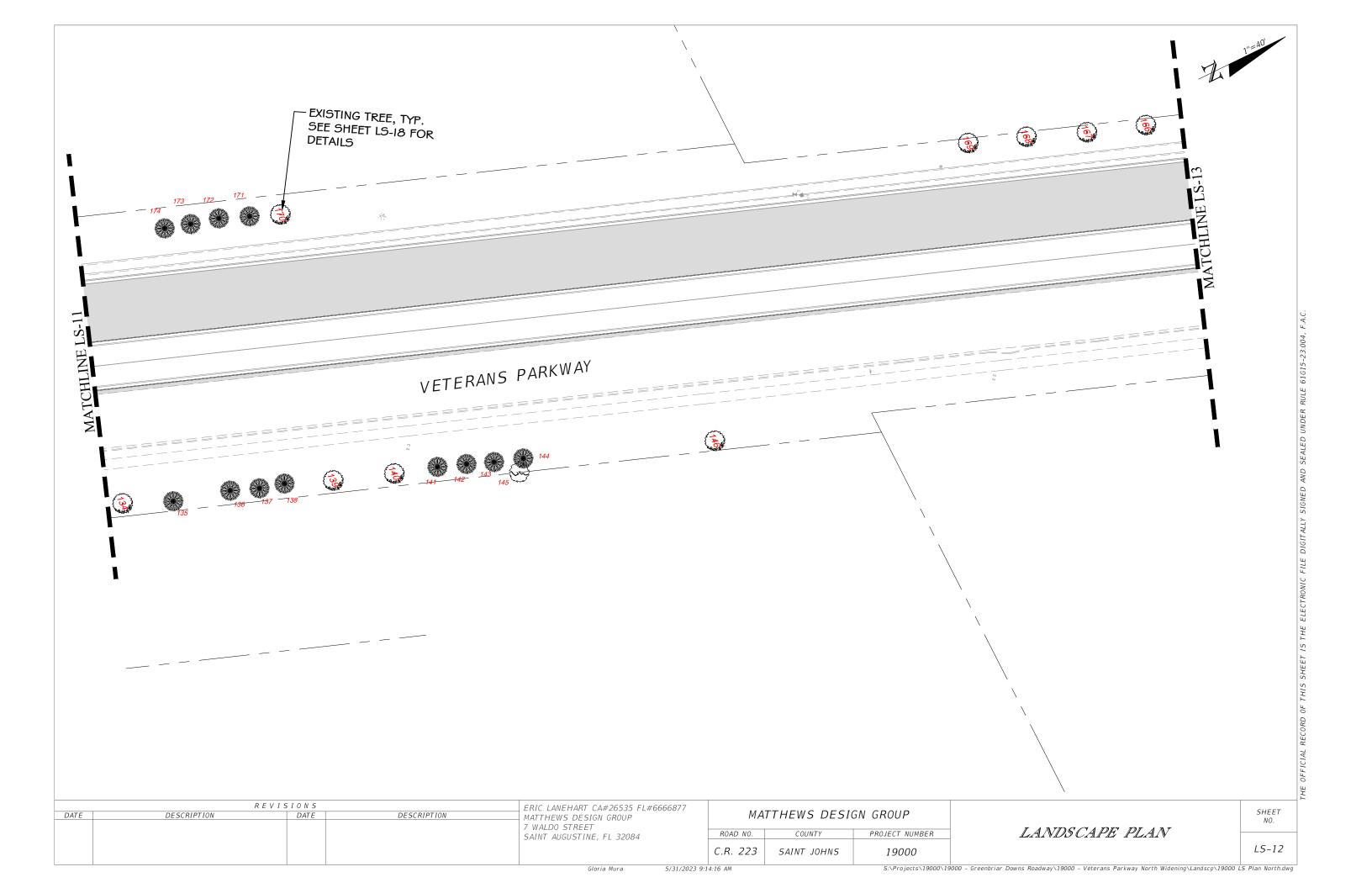


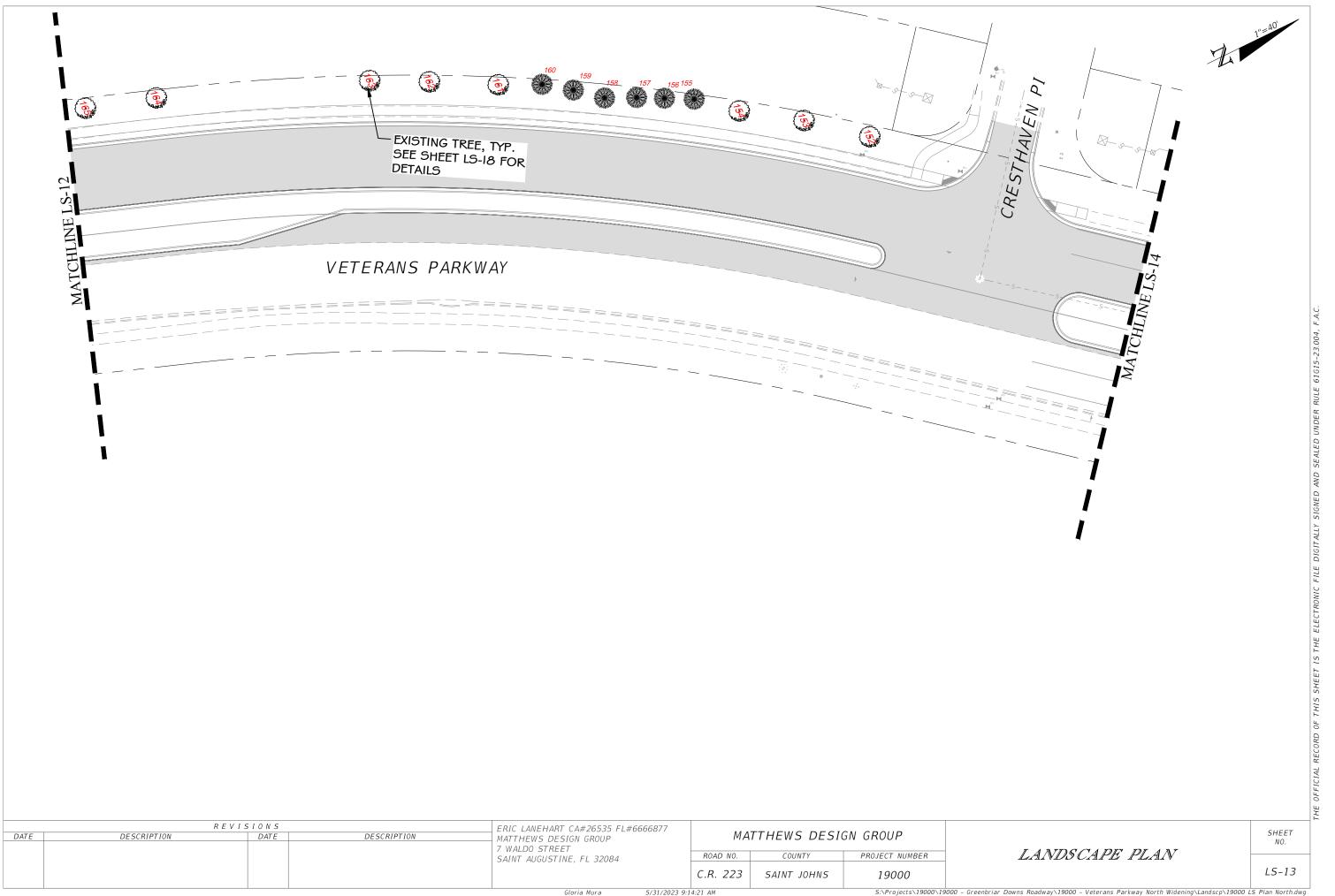


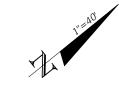
	R E V	SIONS		ERIC LANEHART CA#26535 FL#666	56877				CUEFT
DATE	DESCRIPTION	DATE	DESCRIPTION	MATTHEWS DESIGN GROUP 7 WALDO STREET	MA	TTHEWS DESI	GN GROUP		SHEET NO.
				SAINT AUGUSTINE, FL 32084	ROAD NO.	COUNTY	PROJECT NUMBER	LANDS CAPE PLAN	
					C.R. 223	SAINT JOHNS	19000		LS-9
				Gloria Mura	5/31/2023 9:14:01 AM		S:\Projects\19000\19000 -	Greenbriar Downs Roadway\19000 - Veterans Parkway North Widening\Landscp	\19000 LS Plan North.dwg

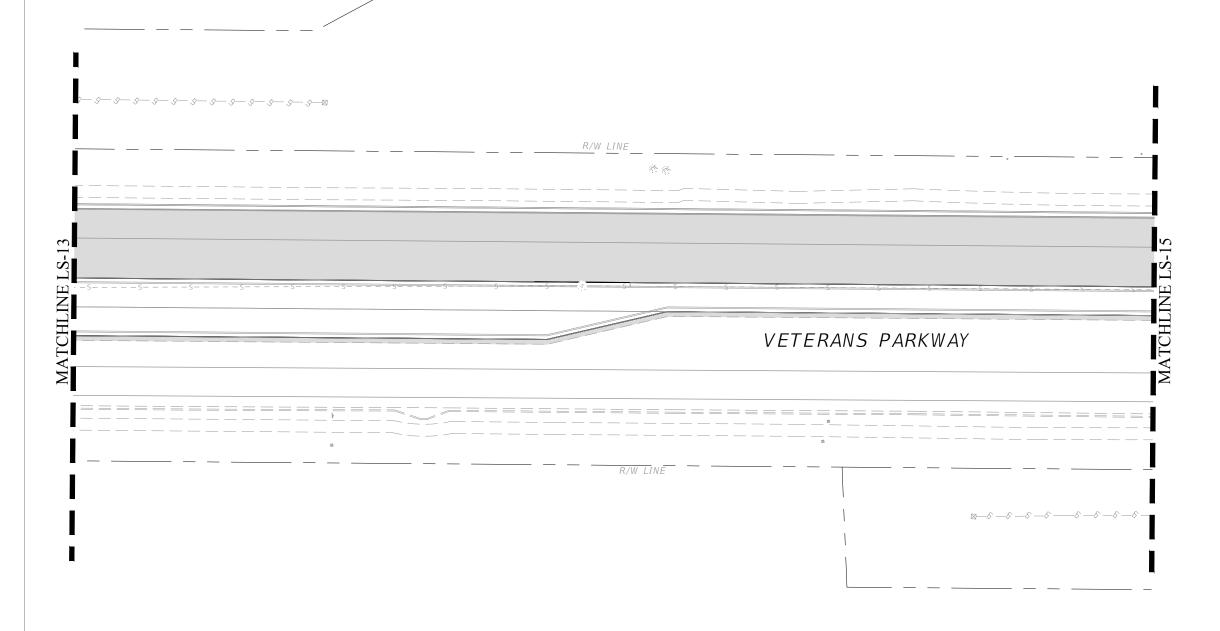












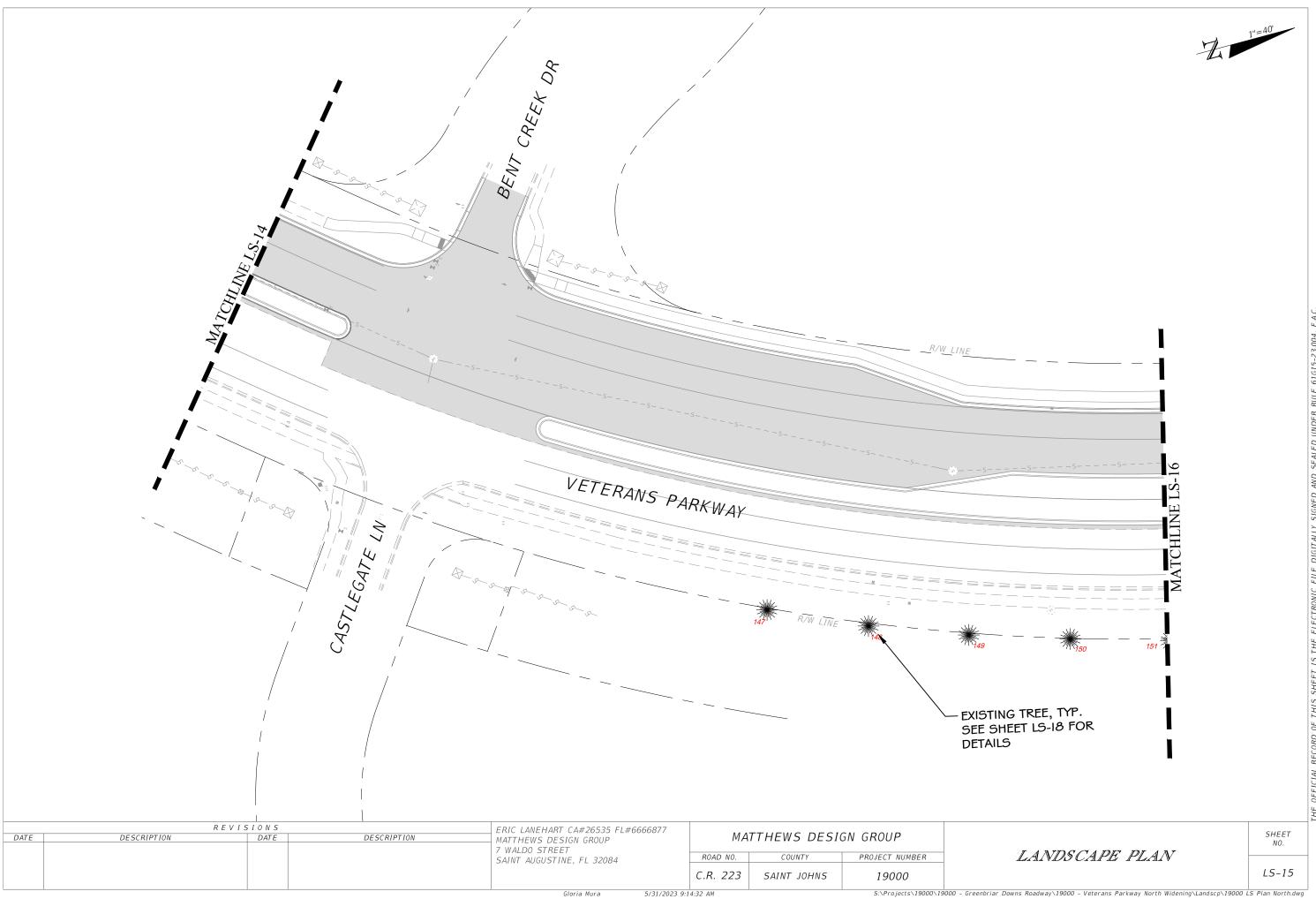
	REVIS	ERIC LANEHART CA#26535 FL#6666877		
DATE	DESCRIPTION	DATE	DESCRIPTION	MATTHEWS DESIGN GROUP
				7 WALDO STREET
				SAINT AUGUSTINE, FL 32084

MATTHEWS DESIGN GROUP							
ROAD NO.	COUNTY	PROJECT NUMBER					
C.R. 223	SAINT JOHNS	19000					

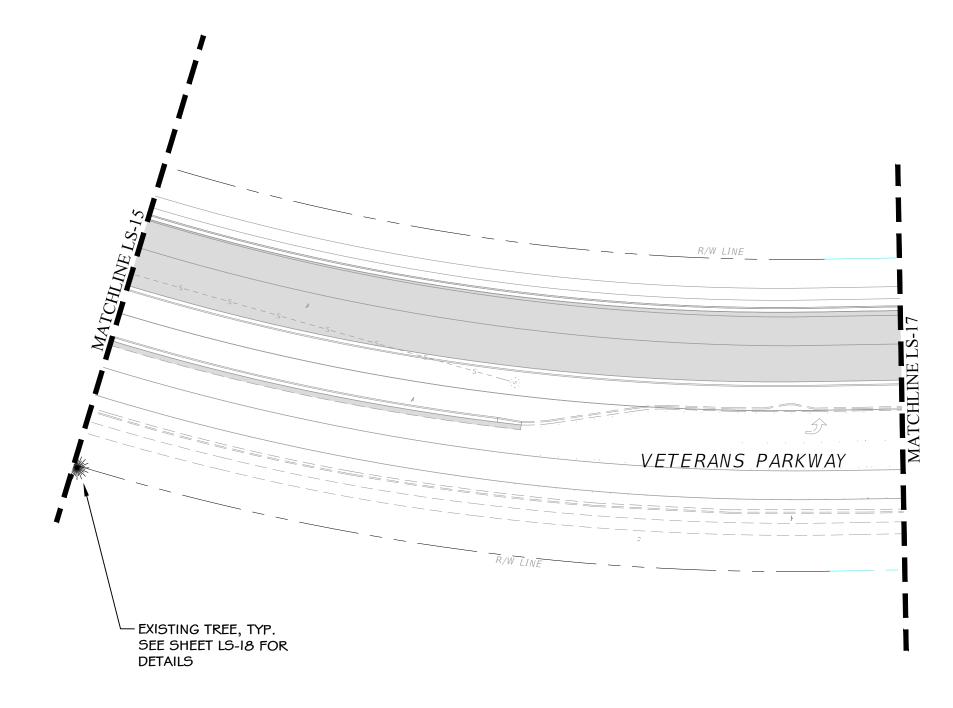
LANDSCAPE PLAN

SHEET NO.

LS-14





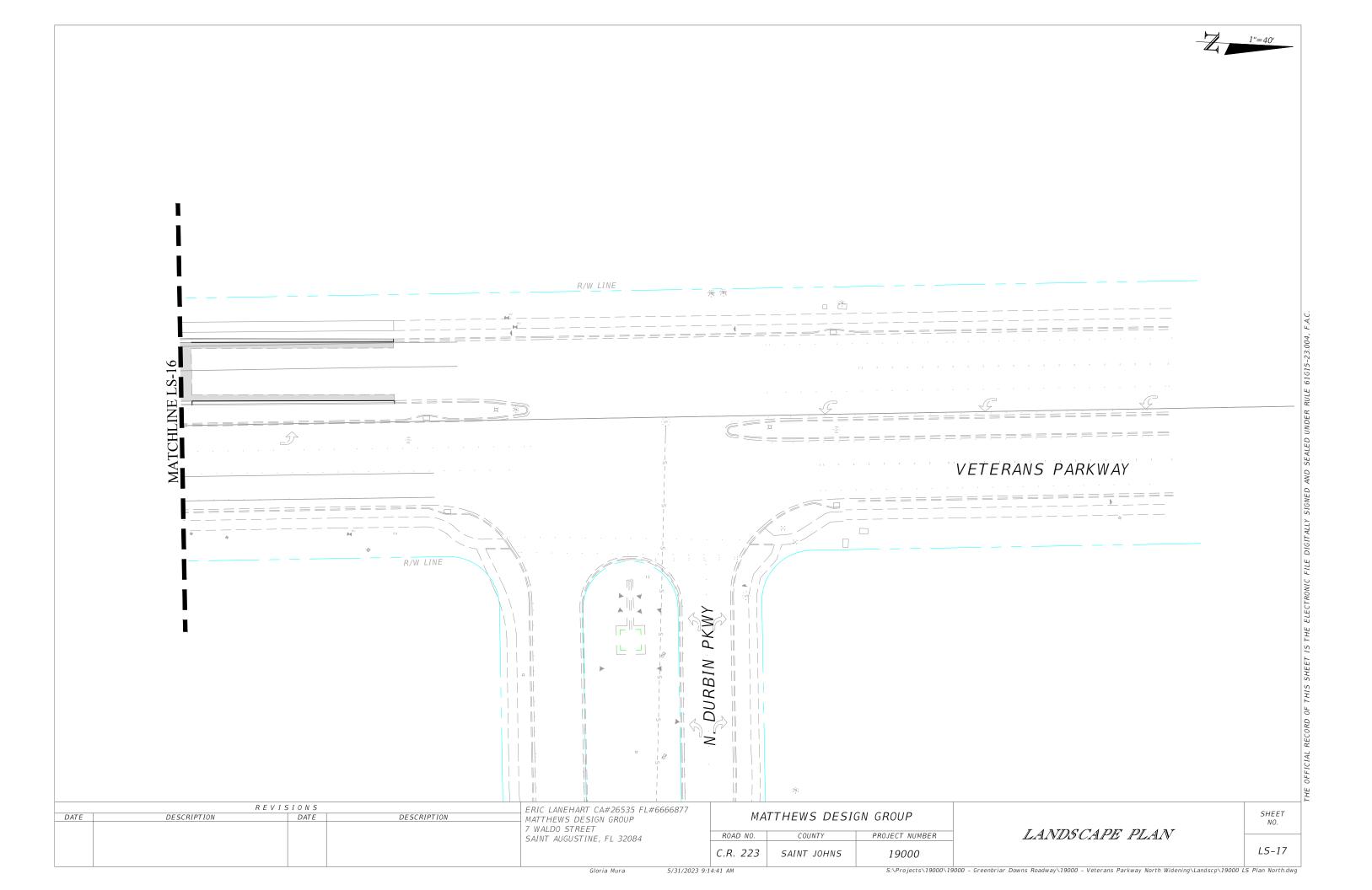


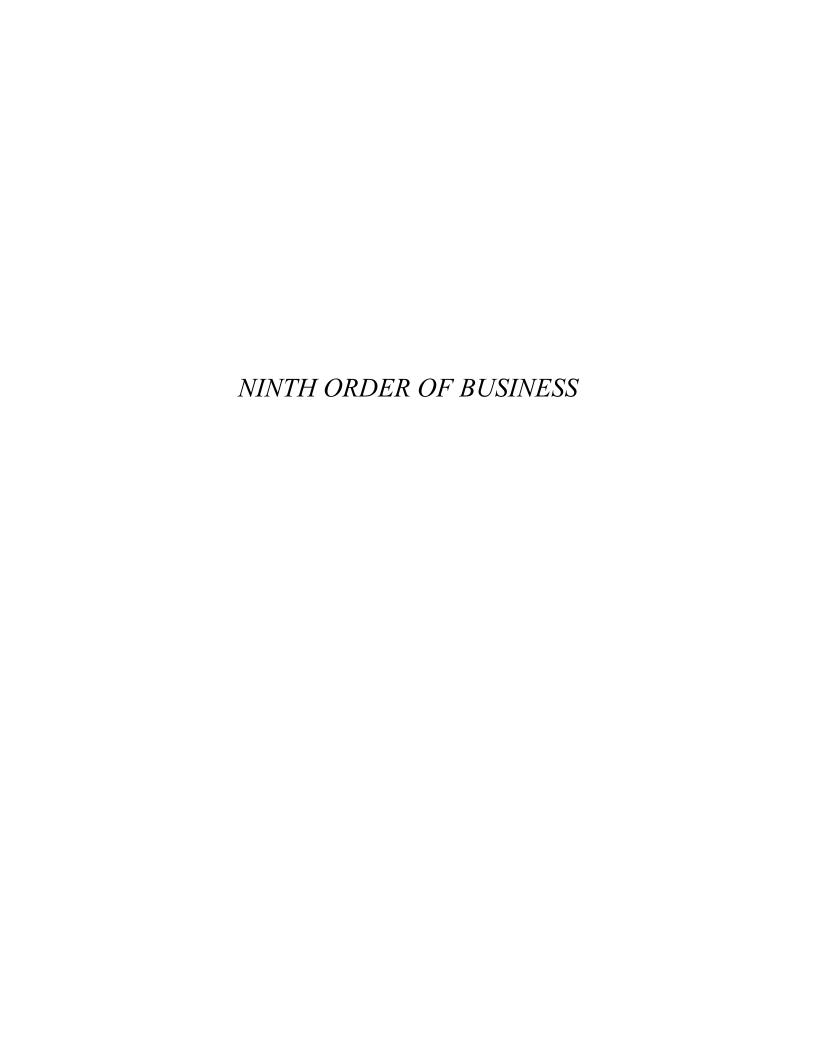
R E V I S I O N S					ERIC LANEHART CA#26535 FL#6666877		
	DATE	DESCRIPTION	DATE	DESCRIPTION	MATTHEWS DESIGN GROUP	MA	TTF
					7 WALDO STREET		
					SAINT AUGUSTINE, FL 32084	ROAD NO.	
					37.1.77 7.00007 7.712 7 2 3 2 0 0 7		
						C.R. 223	S

MATTHEWS DESIGN GROUP								
ROAD NO.	COUNTY	PROJECT NUMBER						
C.R. 223	SAINT JOHNS	19000						

LANDSCAPE PLAN

SHEET NO.





A.



Durbin Crossing CDD

Landscape Update for December 2023:

• General Maintenance

- The team has started to conduct the maintenance for our winter schedules per contractual scope. Fall and Winter cutbacks will be continuing over the next few months.
- Shrubs throughout the community are being pruned to provide a neat and formed appearance.
- The Winter flowers have a scheduled install date of Dec. 20th due to the irrigation challenges presented by the Boreland Groover construction (more to follow below in irrigation section). We worked with Margaret and Zach on our colors and choices for this rotation.

Irrigation

- Monthly inspections & repairs are being completed per scope. The team has been performing general repairs, and mainline breaks as they have been discovered.
- Our irrigation team has continued working with Zach to make sure all steps are covered with the Borland Groover project.
- Borland Groover We have met and had schedules set and then challenges/changes have arisen and held up projects (down in project section).

• Chemical & Fertilizer Application

- We have applied a blanket foliar turf application consisting of insecticides, pre & post emergent, and fertilizer. Fungicide will be applied as needed.
- The team has treated for several sections of Brown Patch that were discovered in different areas of the property.
- Our team has applied fertilizer to the new Phase 2 sod project. The first maintenance service was started and completed Monday Dec. 4th.

Projects

- Phase 2 Sod project The new plants along North Durbin under the Oaks have had its first round of fertilizer and fungicide.
- Warranty plant material for the separate entrances throughout the community has been ordered and we are installing as soon as possible.
- Longleaf Pine Pkwy Sod Replacement Project due to some of the restrictions we are currently experiencing with the above Borland Groover project we have our process and plans ready to implement for the replacement, but we are in a holding pattern until the resolution from this issue due to watering/irrigation concerns.





Date of report: 12-18-2023 Submitted by: Margaret Alfano

POOL REFINISHING DATES AND INFORMATION / No Board action required:

All pool work is currently on schedule.

AMENITY AGE RESTRICTIONS / Board direction required:

The following data is in response to the Board's request to lower the ages to enter the Fitness Centers:

- We propose changing the gym age to be consistent with the pool age. Thus allowing residents the ability to use the gym unaccompanied by an adult at the age of 15 years old.
- This new pass would not include the ability for the 15-year-old to bring a guest to the gym.
- The Fitness Fifteen Pass can only be obtained after the completion of a gym orientation. This
 orientation will be available during posted hours so that a manager or properly trained staff
 member can administer.
- This orientation would require the 15-year-old resident and a parent or guardian to attend. We
 will review in detail the rules of the gym, hours, code of conduct, etc. It would also outline, in
 detail, the consequences should any of the policies not be adhered to. There will be a threestrike policy which could revoke this privilege.
- This orientation does not include any specific instruction related to proper equipment use.
- We are also asking for permission to have District Counsel review the required application and waiver prior to execution.

Consideration points:

- The first six to eight weeks of any calendar year are historically the busiest. This is related to New Year's resolutions and the colder weather forcing joggers and walkers indoors. Due to that fact, we are proposing a February 15th start.
- Prior to permanent implementation, we would like to propose this as a trial basis for six months.
- An application fee would be \$25 and would include the application, orientation, and a new Fitness Fifteen access card.

Should you have any comments or questions feel free to contact me directly.







Date of report: 12-18-2023 Submitted by: Zach Davidson

RECLAIMED WATER TRANSFER AT BALL FIELDS / No Board action required:

This project is still a work in progress.

BORLAND & GROOVER / No Board action required:

District Staff: District Manager, General Manager, Field Ops Manager, Yellowstone Account Manager, and Yellowstone Irrigation Manager had a conference call with Auld & White as well as a Borland & Groover representative on December 7th. This was a very productive call resulting in the completion of negotiations and discussions over the District's irrigation in their construction area. They have agreed to proceed with the plans as presented by Yellowstone and to cover all the associated costs. Borland & Groover will be contracting directly with Yellowstone for the billing and coordination of these plans. We look forward to reporting back to the Board when this project has been completed.

AMENITY ROOF INSPECTIONS & PRESSURE WASHING / No Board action required:

As we prepare our reports, we have two proposals for repairs and cleaning of both the North and South Amenity Centers. We are still in the process of obtaining a third vendor. It is our goal to have these bids for the Board to review at our January meeting. That timing will also coincide with the removal of the Holiday lighting.

SOLITUDE LAKE MAINTENANCE / No Board action required:

Solitude was out this month and treated all ponds. They will have a representative at our January meeting to check-in with the Board.

DURBIN FALL MULCHING / Project completed.

PRESSURE WASHING / Project completed.

MONUMENT PLANT MATERIAL WARRANTY / No Board action required:

This project should be completed by the second week of January, if not sooner.

DRAINAGE ISSUE 110 FERNBROOK / Board approval required NTE \$11,500.00:

The fencing was removed, and Metro Rooter was on property November 24th. They performed a detailed inspection by running a camera through the drain system. It was discovered that there were cracks in in the top and bottom of the storm drain box. These cracks were allowing sand to enter the system. Their most cost-effective and least evasive repair plan is to repair these cracked areas using hi-density foam grout injected into these areas. The other option which they do not feel is necessary would be to remove the entire structure and replace it with a new one. The cost for this repair plan is \$9.575.00 with an approximate additional cost of \$1,500.00 to properly back-fill the area and replace the damaged sod. We are requesting approval for an amount NTE \$11,500.00 to completely repair/restore this situation.

NORTH AMENITY CENTER AC UNIT / Board approval required NTE \$10,000.00:

During our November preventative maintenance schedule, a leak in the evaporator coil was discovered. With the age of this unit, original to Durbin, they are recommending replacing the entire unit. We have obtained two bids to replace this unit and both estimates include the following services and equipment:

- Disconnect, remove, and dispose of the existing system
- Trane 3.5-ton heat pump 208/230v 1 phase
- Trane 3.5-ton air handler 208/230v 1 phase 10 kw heat kit
- Auxiliary drain pan
- Drier torch and vacuum safety float switches
- Miscellaneous wire, pipe and fittings, permit all necessary install and labor
- Note: both bids will reuse the existing ductwork, electrical circuits, disconnects, breakers, copper line set, and condensation piping

Weather Engineers: \$9,797.00 Snyder A/C: \$9,835.00

Currently, we are recommending Weather Engineers for this replacement.

CASTLEGATE AND VETERANS NOISE COMPLAINT / Board discussion required:

Working with Yellowstone below are two recommendations to help reduce road noise caused by the widening and increased traffic on Veterans. There is a choice between two types of plant materials, both bids are for five of each and they will be the same 30-gallon size and approximately 7 feet tall at install. Both species maintain their green foliage year-round as well. Below is a picture of each of the recommended plant material and their recommended locations, marked in red.

First, is the Japanese Blueberry Tree at a cost of \$5,057.00 Second, is the Red Cedar Tree at a cost of \$5,985.63









SOUTH AMENITY CENTER OAK TREES / Board approval required:

We have noticed a large amount of moss and the decline of the canopies on the Oak trees at the South Amenity Center. We met with Yellowstone's Chemical and Fertilization Manager, and she diagnosed the trees with a disease named Gall. Yellowstone has recommended a 3-step arbor jet injection. We will have a proposal for the Board at our meeting.

FIELD OPERATIONS UPDATES / No Board action required:

- Replaced second double swing at North playground, swing covered under warranty. The replacement swing was installed in-house at no additional cost to the district.
- Replaced ground lights (1) at North tower.
- Repainted all (6) tall black chairs at North.

- Repainted both main entrance gates at North and South.
- Replaced 2 nonfunctioning TV in the South gym.
- Pressure washed North & South pool pump room and dumpster areas.
- Reattached slats on dumpster gate at North.
- Pressure washed (2) Tennis canopies at South.

Should you have any comments or questions feel free to contact me directly.









Date of report 12-18-2023

Submitted by: Danelle DeMarco

SANTA PHOTOS

Preparations for Santa and his sleigh are underway! We are excited that we were able to accommodate all our Durbin families to see Santa in his sleigh and get that precious Christmas photo. Prior to the deadline, residents had the opportunity to choose their 45-minute session either Friday, December 15th, between 4pm and 9pm or Saturday, December 16th, between 2pm and 9pm. We have wonderful surprises in store for our residents as they wait for their session. The pool deck may not be available due to construction, but we haven't let that take away our shine. It may be smaller in size, but our residents will still receive a magical experience. We will have more details and photos to share with you at the January CDD meeting.

LETTERS TO SANTA AND MORE

It's a December to remember! Durbin Crossing families have been stopping by the South Amenity Center all week to drop off their letters to Santa. We placed a North Pole mailbox at the entrance to the South Amenity Center so their letters can get to Santa before Christmas. Every night we collect the letters for our parents to pick up after the holidays. If you aren't in the Christmas spirit yet, just come and see one of a child's written letters, and you will be!

We have also sold over 50 Luminary kits from Pine Castle, Inc. Each kit is \$12 and contains 12 lights to light up Durbin on December 24th at 6pm. It's a tradition in Durbin Crossing that we enjoy because the individuals at the Pine Castle vocational center know us at Durbin and look forward to our order every year. It's heartwarming to know how we all work together to make our community shine!

There is still time for residents to enter their houses in our 2023 Holiday Lights Contest. The deadline is December 18th, and we currently have 20 houses entered. Just by looking down at the lit streets at night, we know the judges are going to have a hard time picking a winner.

RESIDENT APPRECIATION DAY RECAP

Our residents... we would be MUFFIN without them. We had a wonderful turn out for our November 9th resident appreciation day at the South Amenity Center. So many families came to receive delicious muffins and warm apple cider. There is so much to be thankful for and our residents are at the top of our list!

CHICK-FIL-A

Durbin Crossing won the hearts of the Chic-fil-A truck owners and they have agreed to commit to the first and third Wednesday of each month in 2024. We are excited to provide this service to the community and it gives a chance to see more of our residents during the colder months.

SOGGY DOGGY SWIM DAY

And boy was it soggy! The rain and colder temperatures kept some of our smaller furry friends away, but it didn't stop the tough guys from enjoying a dip in the pool. German Shepards, Labs, and one big, bad bulldog couldn't get enough of ball throwing in the pool. We got as wet as they did because we couldn't help but

stand by and enjoy this unique experience with them! We hope to plan more activities that include these beloved members of our community.

WE ARE LOOKING FORWARD TO 2024

January is a fresh start and a chance for us to create new memories, plan for holiday events, and look for the innovation in vendor activities to bring them to Durbin Crossing. We look forward to another year of wonderful memories right here in our community!

Happy Holidays to you and your family!

Should you have any comments or questions feel free to contact us directly.













We would be "muffin" without you on Thursday, November 9th.



