CITY COUNCIL MEETING

City of Indian Harbour Beach, Florida
Tuesday, February 24, 2026, at 7:00 PM
City Hall Council Chamber | 2055 South Patrick Drive

AGENDA

Mayor and City Council
Scott Nickle, Mayor
Adam Dyer, Deputy Mayor
Susan Ruimy, Council Member
David Nutt, Council Member
Neil Yorio, Council Member
Administration
John W. Coffey, ICMA-CM -City Manager
Karl Bohne — City Attorney
Nikki Gold — City Clerk

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE FOLLOWED BY A MOMENT OF SILENT MEDITATION**
3. **ROLL CALL**
4. **EXCUSAL OF COUNCIL MEMBERS**
5. **ADDITIONS, DELETIONS OR CHANGES TO THE AGENDA, IF ANY**
6. **PRESENTATIONS/PROCLAMATIONS/INTRODUCTIONS**
7. **APPROVAL OF MINUTES**
   a. Muck Removal Workshop Minutes - February 10, 2026
   b. Regular City Council Meeting Minutes - February 10, 2026
8. **REPORTS**
   a. City Manager Report
   b. City Attorney's Report
   c. Council Comments
   d. Public Comments (Non-Public Hearing Agenda Item Only)
9. **UNFINISHED BUSINESS**

10. NEW BUSINESS

a. First reading of Ordinance No. 2026-04: Wildflowers (action item)

b. Award of Contract for design and construction administration services related to the Fire Station Annex Project (RFQ #2026-05) (action item)

c. Granting of easements to Florida Power and Light at the Algonquin Sports Complex (action item)

d. Resolution No. 26-03: Authorizing a City Council Meeting outside the City (action item)

11. PUBLIC FORUM

12. ADJOURN

ALL PERSONS WISHING TO BE HEARD SHOULD APPEAR IN PERSON AT THESE HEARINGS OR SEND WRITTEN COMMENTS TO THE CITY CLERK. ALL PERSONS AND PARTIES ARE HEREBY ADVISED THAT IF THEY SHOULD DECIDE TO APPEAL ANY DECISION MADE BY THE CITY COUNCIL WITH RESPECT TO ANY MATTER CONSIDERED AT THE PUBLIC MEETING, HE OR SHE WILL NEED A RECORD OF THE PROCEEDINGS, AND FOR SUCH PURPOSE, HE OR SHE MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED. FSS 286.0105. IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT (ADA), ANYONE WHO NEEDS SPECIAL ACCOMMODATION FOR THIS MEETING SHOULD CONTACT THE CITY CLERK AT 321-773-3181 AT LEAST 48 HOURS IN ADVANCE OF THIS MEETING.

CITY COUNCIL MEETING

City of Indian Harbour Beach, Florida
Tuesday, February 10, 2026, at 5:30 PM
City Hall Council Chamber | 2055 South Patrick Drive

WORKSHOP MINUTES

Mayor and City Council
Scott Nickle, Mayor
Adam Dyer, Deputy Mayor
Susan Ruimy, Council Member
David Nutt, Council Member
Neil Yorio, Council Member
Administration
John W. Coffey, ICMA-CM -City Manager
Karl Bohne — City Attorney
Nikki Gold — City Clerk

1. CALL TO ORDER

Mayor Nickle called the workshop to order at 5:30 pm.

2. PLEDGE OF ALLEGIANCE FOLLOWED BY A MOMENT OF SILENT MEDITATION

3. ROLL CALL

Chief Information Officer Hamilton called roll call. The Mayor and all Council Members were present. Also in attendance, City Manager Coffey.

4. EXCUSAL OF COUNCIL MEMBERS

5. ADDITIONS, DELETIONS OR CHANGES TO THE AGENDA, IF ANY

6. PUBLIC COMMENTS

ITEM MOVED AFTER NEW BUSINESS

The following people spoke:

Robert Zdrojewski - 503 Eleuthera Lane

Bob Pickert - 121 Windward Way

Pete Heinen - 512 Andros Lane

Chip Gruber - 510 Bahama Drive

Stever Lauer - 464 Bimini Lane

7. NEW BUSINESS

a. Discussion of future Muck Removal Project (Consensus Item)

Presentation given by Abby Gehring and Jean Allen from Brevard County regarding the Save Our Indian River Lagoon program and the planned Satellite Beach - Indian Harbour Beach muck removal project. They answered some questions from the City Council, including funding, seagrasses, capacity, and accumulation after dredging.

8. ADJOURN

Motion made by Council Member Nutt to adjourn the meeting at 6:46 pm, seconded by Council Member Ruimy, carried 5-0.

X_____
Scott Nickle Mayor

ATTEST:

X_____
Nicole "Nikki" Gold
City Clerk

CITY COUNCIL MEETING

City of Indian Harbour Beach, Florida
Tuesday, February 10, 2026, at 7:00 PM
City Hall Council Chamber | 2055 South Patrick Drive

MEETING MINUTES

Mayor and City Council
Scott Nickle, Mayor
Adam Dyer, Deputy Mayor
Susan Ruimy, Council Member
David Nutt, Council Member
Neil Yorio, Council Member
Administration
John W. Coffey, ICMA-CM -City Manager
Karl Bohne — City Attorney
Nikki Gold — City Clerk

1. CALL TO ORDER

Mayor Nickle called the meeting to order at 7:00 pm.

2. PLEDGE OF ALLEGIANCE FOLLOWED BY A MOMENT OF SILENT MEDITATION

3. ROLL CALL

Chief Information Officer Hamilton called roll call. The Mayor and all Council Members were in attendance. Also in attendance were City Manager Coffey and City Attorney Bohne.

4. EXCUSAL OF COUNCIL MEMBERS

5. ADDITIONS, DELETIONS OR CHANGES TO THE AGENDA, IF ANY

6. PRESENTATIONS/PROCLAMATIONS/INTRODUCTIONS

7. APPROVAL OF MINUTES

a. **Regular City Council Meeting - January 13, 2026**

Minutes approved by acclamation.

b. **Boat/Trailer Workshop - January 14, 2026**

Minutes approved by acclamation.

8. REPORTS

a. **City Manager Report**

ACTION ITEMS

- **Banana River Traffic Study**
  - Consensus to allow the City Manager to sign the proposal and move forward

- **Muck Removal Project**
  - Consensus to schedule a joint meeting with the Satellite Beach City Council to discuss the project

INFORMATIONAL ITEMS

- **City Hall Baffle Box Update**: Notice to proceed issued January 30th. Contractor and engineering firm are processing submittals. Contract on site February 5th to take boring samples.

- **S.R. A1A and Atlantic Blvd intersection signalization upgrade project update**: FDOT will host a town hall meeting with the community at the Recreation Center on Thursday, May 7, 2025, at 5:30 pm.

- **Millennium Beach Park & Gleason Park pavilion replacement update**: Old structures demolished and construction scheduled to start this week.

- **Algonquin Sports Complex Update**: Current activities: Install sub-base of access road, install drainage piping and boxes, install electrical conduit and ball court light poles. Upcoming: install curbing with safety netting poles and the tennis & pickleball courts. Staff has received the easement paperwork from FPL to be approved by the City Council before scheduling the relocation of the electrical lines.

- **December Revenue & Expenditure Report**

- **FY26 First Quarter Cash and Investment Report**

- **Calendar Year Fire Department Response Activity Report**

- **January Fire Department Response Activity Report**

- **2026 Legislative Session upcoming key dates**

- **Communications Manager Position Update**: Job Description and brochure to be posted this week. Expected start date mid-May.

EMPLOYEE RECOGNITION

- **Perfect Attendance for 2025:** 11 employees had perfect attendance.
- **Police Officer Micieli and A Squad:** Going the extra mile in helping a person in need

b. **City Attorney's Report**

Attorney Bohne informed the City Council of recent Special Magistrate hearings and provided the outcomes of each case presented.

c. **Council Comments**

Council Member Nutt has no comment.

Council Member Yorio spoke about the recent cold weather and the effect on plants and trees, and to be aware of falling coconuts and to safely use chainsaws.

Council Member Ruimy provided feedback from a recent Florida League of Cities training she attended.She informed that the statue has been delivered to Gleason Park.

Deputy Mayor Dyer talked about a recent trip to Tallahassee with the Advisory Committee for Florida League of Cities. He was looking forward to the time capsule reveal.

Mayor Nickle had no comment.

d. **Public Comments (Non-Public Hearing Agenda Item Only)**

9. UNFINISHED BUSINESS

10. NEW BUSINESS

a. **Public Hearing and Second Reading of Ordinance No. 2026-02: Intersection Line of Sight (Action Item)**

Motion made by Council Member Nutt to adopt Ordinance No. 2026-02 on second reading with the recommended changes from the Planning & Zoning Board, seconded by Council Member Ruimy, carried 5-0.

b. **Public Hearing and Second Reading of Ordinance No. 2026-03: Golf Carts (Action Item)**

Motion made by Deputy Mayor Dyer to adopt Ordinance No. 2026-03 on second reading, seconded by Council Member Yorio, carried 5-0.

c. New Interlocal Agreement with Brevard County regarding 911 Addressing Data Accuracy (Action Item)

Motion made by Council Member Ruimy to authorize Mayor Nickle to sign the interlocal

agreement, seconded by Deputy Mayor Dyer, carried 5-0.

d. **Tree Preservation Board Arbor Day budget request (Action Item)**

Motion made by Council Member Yorio to approve the funding as presented, seconded by Council Member Nutt, carried 5-0.

e. Discussion of holding quarterly town hall meetings (Recommendation by Council Member Nutt)

Consensus to hold trial bi-annual expanded public forums at the end of Council meetings instead of holding standalone quarterly town hall meetings.

11. PUBLIC FORUM

The following people spoke:

Adam Lucey - 50 Navaho Circle

12. ADJOURN

Motion to adjourn meeting at 7:38pm by Deputy Mayor Dyer, seconded by Council Member Yorio, carried 5-0.

X_____
Scott Nickle Mayor

ATTEST:

X_____
Nicole "Nikki" Gold
City Clerk

CITY MANAGER'S REPORT: February 24, 2026

A. ACTION ITEMS

1. N/A

B. INFORMATIONAL ITEMS

1. Joint Special Meeting with the Satellite Beach City Council regarding the muck removal project

   The joint meeting is scheduled for 6:00 pm, Wednesday, March 11, 2026, at the Satellite Beach Civic Center.

2. FY25 Audit engagement letters

   Attached are the executed engagement letters.

3. Communications Manager position update

   The job advertisement was posted on February 12, 2026, with a closing date of March 13, 2026. Telephone interviews are tentatively scheduled for March 26th, with on-site interviews planned for mid-April. I expect the new hire to start in mid-May (funding starts May 1st).

4. 2026 Legislative Session

   The key dates of the upcoming Legislative Session include:
   - January 13, 2026, Regular Session convenes (Article III, section 3(b), State Constitution) 12:00 noon, deadline for filing bills for introduction (Senate Rule 3.7(1))
   - February 28, 2026, Motion to reconsider made and considered the same day (Senate Rule 6.4(4)). All bills are immediately certified (Senate Rule 6.8)
   - March 3, 2026, 50th day – Last day for regularly scheduled committee meetings (Senate Rule 2.9(2))
   - March 13, 2026, 60th day – Last day of Regular Session (Article III, section 3(d), State Constitution)

   The traditional IHB legislative tracker will be provided at each Council meeting through final signing decisions by Governor DeSantis.

C. Employee Recognition

5. Police Corporal Oaks

   Police Chief Butler reports that Corporal Oaks received a handwritten thank-you card from a resident expressing her appreciation for his response to a fire alarm at her home. ADT reported the alarm, and Corporal Oaks arrived quickly to ensure her safety. It was determined that smoke from the fireplace had triggered the alarm, and he stayed to check on her well-being.

D. Tentative Agenda Items for the Next Regular City Council Meeting

6. The following items are currently planned for the March 10th City Council Meeting (items requested by a Council Member are indicated in parentheses)
   a. Arbor Day Proclamation
   b. Irish Heritage Proclamation
   c. Jamestown Condo Owners Association presentation
   d. Police Department introduction (Public Safety Telecommunications Manager)
   e. Police Department Employee of the Year presentation
   f. Ord. 2026-04 wildflower public hearing and 2nd reading
   g. Ord. 2026-01 boats/trailer storage public hearing and 1st reading

E. Upcoming Events

7. Planning and Zoning Board Meeting
   7:00 p.m., Wednesday, March 4th
   Council Chamber

8. City Council Meeting
   7:00 p.m., Tuesday, March 10th
   Council Chamber

9. Joint IHB-SB City Councils Special Meetings
   6:00 p.m., Wednesday, March 11th
   Satellite Beach Civic Center

10. Tree Preservation Board
    7:00 p.m., Wednesday, March 18th
    Council Chamber

11. City Council Meeting
    7:00 p.m., Tuesday, March 24th
    Council Chamber

12. 4th Annual Arbor Day Celebration
    10:00 a.m. – 1:00 p.m., Saturday, March 28th
    Gleason Park

13. Planning and Zoning Board Meeting
    7:00 p.m., Wednesday, April 1st
    Council Chamber

14. City Council Meeting
    7:00 p.m., Tuesday, April 14th
    Council Chamber

15. Tree Preservation Board
    7:00 p.m., Wednesday, April 15th
    Council Chamber

16. City Council FY27-31 Five-Year Financial Model and Capital Improvement Plan workshop
    5:30 p.m., Tuesday, April 28th
    Council Chamber

17. City Council Meeting
    7:00 p.m., Tuesday, April 28th
    Council Chamber

To Management and Those Charged with Governance
of City of Indian Harbour Beach

This Engagement Letter and its attachments, if any, are governed by the Master Services Agreement 2.0 or 2.1 (“MSA”) between Carr, Riggs & Ingram, L.L.C. (“CRI CPA”, “we”, “us”, or “our”) and the Client; the terms of which are hereby incorporated into this Engagement Letter by reference. By executing this Engagement Letter, the parties agree to and intend to be bound by the terms of the MSA.

"Carr, Riggs & Ingram" and “CRI” are the brand names under which CRI CPA and CRI Advisors, LLC (“CRI Advisors” or “Advisors”) provide professional services. CRI CPA, CRI Advisors, Carr, Riggs & Ingram Capital, LLC and their respective subsidiaries operate as an alternative practice structure in accordance with the AICPA Code of Professional Conduct and applicable law, regulations and professional standards. CRI CPA is a licensed independent CPA firm that provides attest services, as well as additional ancillary services, to its clients. CRI Advisors provides tax and business consulting services to its clients. CRI Advisors and its subsidiaries are not licensed CPA firms and will not provide any attest services. The entities falling under the Carr, Riggs & Ingram or CRI brand are independently owned and are not responsible or liable for the services and/or products provided, or engaged to be provided, by any other entity under the Carr, Riggs & Ingram or CRI brand. Our use of the term "CRI," and terms of similar import, denote the alternative practice structure conducted by CRI CPA, CRI Advisors, their subsidiaries and affiliates, as appropriate.

This Engagement Letter confirms and specifies the terms of our engagement and clarifies the nature and extent of the services we will provide for City of Indian Harbour Beach (“Client”, "Entity", “you”, or “your”) as of and for the year ended September 30, 2025 (the “Selected Period(s)”). Except as otherwise expressly set forth herein, this Engagement Letter only governs attest services, provided to you by CRI CPA. Except as otherwise expressly set forth herein, any non-attest services, including any non-attest services provided by CRI Advisors or any other entities within the Carr, Riggs & Ingram alternative practice structure, will be governed by (a) separate Engagement Letter(s) between such entity and the Client.

In connection with the alternative practice structure, CRI Advisors maintains custody of client files for CRI CPA and CRI Advisors. By executing this engagement letter, you hereby consent to the transfer to CRI Advisors of all your client files, work papers and work product. Unless you indicate otherwise, your acceptance of the terms of this engagement shall be understood by us as your consent to transfer such files and records.

A. SCOPE AND OBJECTIVES

We will audit the financial statements and the disclosures, which collectively comprise the basic financial statement(s) of the Entity for the Selected Period(s) ended for the following: governmental activities, each major fund, aggregate remaining fund information and the related disclosures to the financial statements, otherwise known as the notes to the financial statements (collectively, the "Financial Statements").

The Financial Statements are prepared in accordance with accounting principles generally accepted in the United States of America ("GAAP") (the "Selected Basis").

We will perform an audit engagement with respect to the Financial Statements of the Entity. As and if applicable and indicated in the following paragraphs, we will also perform the appropriate procedures related to either supplementary information ("Supplementary Information") and/or required supplementary information ("RSI").

The objectives of our audit are to obtain reasonable assurance about whether the Financial Statements as a whole are free from material misstatement, whether due to fraud or error, and issue an auditor's report that includes our opinion about whether your Financial Statements are fairly presented, in all material respects, in conformity with the Selected Basis and report on the fairness of the Supplementary Information referred to below when considered in relation to the Financial Statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with auditing standards generally accepted in the United States of America ("GAAS") and the standards for financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States ("GAGAS") will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the Financial Statements. The objectives also include reporting on:

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the Financial Statements in accordance with GAGAS.

- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. Code of Federal Regulations ("CFR") Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards ("Uniform Guidance").

The Selected Basis provides for certain RSI, such as management's discussion and analysis ("MD&A"), to supplement Entity's Financial Statements. Such information, although not a part of the Financical Statements, is required by the Governmental Accounting Standards Board ("GASB") who considers it to be an essential part of the financial reporting for placing the Financial Statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the Entity's RSI in accordance with GAAS. These limited proceedures will consist of inquires of management regarding methods of preparing the information and comparing the

information for consistency with management's responses to our inquiries, the Financial Statements, and other knowledge we obtained during our audit of the Financial Statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient appropriate evidence to express an opinion or provide any assurance. This RSI is required by the Selected Basis and will be subjected to certain limited procedures, but will not be audited: MD&A, Budgetary Comparison Schedules, Required Pension Supplementary Information, Required Other Postemployment Benefit Supplementary Information, and Budgetary Notes to Required Supplementary Information.

We have also been engaged to report on Supplementary Information other than RSI that accompanies the Entity's Financial Statements. We will subject the following Supplementary Information to the auditing procedures applied in our audit of the Financial Statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the Financial Statements or to the Financial Statements themselves, and other additional procedures in accordance with GAAS, and we will provide an opinion on it in relation to the Financial Statements as a whole in a separate written report accompanying our auditor's report on the Financial Statements or in a report combined with our auditor's report on the Financial Statements: Combining Schedules, Budgetary Comparison Schedules, and Non major fund schedules.

In connection with our audit of the Financial Statements, we will read the following other information and consider whether a material inconsistency exists between the other information and the basic Financial Statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report. Other information will include: the following: City Officials.

B. OUR RESPONSIBILITIES

We will conduct our audit in accordance with GAAS and GAGAS. We will also conduct our audit in accordance with the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance. We will include tests of your accounting records, a determination of major program(s) in accordance with Uniform Guidance, and other procedures we consider necessary to enable us to express such an opinion. As part of an audit in accordance with GAAS and GAGAS, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the Financial Statements and determine whether the Financial Statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the Financial Statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the Entity or to acts by management or employees acting on behalf of the Entity. Because the determination of waste and abuse is subjective, GAGAS do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements or noncompliance may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS and GAGAS. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the Financial Statements or on major programs. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will obtain an understanding of the Entity and its environment, including the system of internal control, sufficient to identify and assess the risks of material misstatement of the Financial Statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the Financial Statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the Financial Statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to GAGAS. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses internal control. Accordingly, we will express no such opinion. However, during the audit, we will communicate to you and those charged with governance internal control related matters that are required to be communicated under professional standards and the Uniform Guidance.

We have identified the following significant risks of material misstatement as part of our audit planning: management override of controls and improper revenue recognition due to fraud.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Entity's ability to continue as a going concern for a reasonable period of time.

C. AUDIT PROCEDURES - COMPLIANCE

As part of obtaining reasonable assurance about whether the Financial Statements are free of material misstatement, we will perform tests of the Entity's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to GAGAS.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the OMB Compliance Supplement for the types of compliance requirements that could have a direct and material effect on each of Entity's major programs. For federal programs that are included in the Compliance Supplement, our compliance and internal control procedures will relate to the compliance requirements that the Compliance Supplement identifies as being subject to audit. The purpose of these procedures will be to express an opinion on Entity's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Our audit does not relieve you of your responsibilities.

D. OTHER SERVICES

We will only perform the following non-attest services for the Entity, based upon information provided by you and in accordance with professional standards:

- Assist management in preparing the Financial Statements
- Assist management in preparing the RSI
- Assist management in preparing the Supplementary Information
- Assist management in preparing Other Information.
- Assist management by preparing, proposing and/or recording the following **client-approved** activities and/or journal entries: Prepare the MD&A, GASB 34 full-accrual journal entries, net pension calculations, OPEB calculations, and other journal entries and activities, such as reclass entries and/or financial statement presentation entries, if necessary.

These non-audit services do not constitute an audit under GAGAS and such services will not be conducted in accordance with GAGAS.

For any non-attest services provided by CRI, you agree to assume all management responsibilities for these non-attest services and any other non-attest services we provide; oversee the services by designating an individual with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

The non-attest services, if any, are limited to those previously defined in this letter, or as identified in a separate Engagement Letter. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

E. CLIENT RESPONSIBILITIES

In addition to your responsibilities identified in the MSA, our engagement will be conducted on the basis that you acknowledge and understand your responsibility for:

- designing, implementing, establishing and maintaining effective internal controls relevant to the preparation and fair presentation of Financial Statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal awards, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met

- following laws and regulations

- ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements

- ensuring that management and financial information is reliable and properly reported

- implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements

- the selection and application of accounting principles; for the preparation and fair presentation of the Financial Statements, schedule of expenditures of federal awards, and all accompanying information in conformity with the Selected Basis, and for compliance with applicable laws and regulations (including federal statutes), rules, and the provisions of contracts and grant agreements (including award agreements)

- identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information

- the preparation and fair presentation of the Financial Statements in conformity with the Selected Basis

- making drafts of Financial Statements, schedule of expenditures of federal awards, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers)

- evaluation of whether there are any conditions or events, considered in the aggregate, that raise substantial doubt about the Entity's ability to continue as a going concern within one year after the date that the financial statements are available to be issued

- providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the Financial Statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the Entity from whom we determine it necessary to obtain audit evidence (4) if applicable, you will provide us with the final version of all documents comprising the annual report which includes other information, prior to the date of our auditor’s report. If the final version of these documents are not available prior to the date of our

auditor's report, they will be provided as soon as practical and the Entity will not issue the annual report prior to providing them to the auditor (5) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance

- required written representations from you about the Financial Statements and related matters,at the conclusion of our audit

- required written representations that (1) you are responsible for presentation of the Supplementary Information in accordance with GAAP; (2) you believe the Supplementary Information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the Supplementary Information.

- required written representations from you about compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by GAAS and GAGAS, at the conclusion of our audit

- required written representations from you about compliance with schedule of expenditures of federal awards and federal award programs, at the conclusion of our audit

- adjusting the Financial Statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the Financial Statements taken as a whole

- the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the Entity involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the Financial Statements

- informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants

- identifying and ensuring that the government complies with applicable contracts, agreements, and grants

- taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, or contracts or grant agreements that we report

- evaluating and monitoring noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; taking prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly following up and taking corrective action on reported audit findings; and preparing a summary schedule of prior audit findings and a separate corrective action plan

- identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received, and COVID-19-related concepts, such as lost revenues, if applicable) in conformity with the Uniform Guidance

- agreeing to include our report on the schedule of expenditures of federal awards in any document that contains, and indicates that we have reported on, the schedule of expenditures of federal awards

- agreeing to make the audited Financial Statements readily available to intended users of the schedule of expenditures of federal awards no later than the date the schedule of expenditures of federal awards is issued with our report thereon

- acknowledging to us in the written representation letter that: (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards

- preparation of the Supplementary Information, as applicable, in conformity with the Selected Basis. You agree to include our report on the Supplementary Information in any document that contains, and indicates that we have reported on, the Supplementary Information and to include the audited Financial Statements with any presentation of the Supplementary Information that includes our report thereon

- if publishing Financial Statements on your website, you understand that websites are a means of distributing information and, therefore, we are not required to read the information contained in those sites or to consider the consistency of other information on the website with the original document

- disclosing the date through which subsequent events have been evaluated and whether that date is the date the Financial Statements were issued or were available to be issued

- informing, in writing, the engagement partner before entering into any substantive employment discussions with any CRI CPA or CRI Advisors personnel, to ensure our independence is not impaired under the AICPA Code of Professional Conduct

- informing us on a timely basis of the name of any single investor in you that owns 20% or more of your equity at any point in time

- informing us on a timely basis of any investments held by you which constitutes 20% or more of the equity/capital of the investee entity at any point in time

- establishing and maintaining a process for tracking the status of audit findings and recommendations

- identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Scope and Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies

- providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information

F. ENGAGEMENT ADMINISTRATION

We understand that your employees will prepare all confirmations and schedules we request and will locate any documents selected by us for testing. A request list of information we expect to need for our audit will be provided to you. Your prompt attention to and timely return of the requested items will significantly contribute to the efficiency of our audit process.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including Financial Statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditor's reports, and corrective action plan) along with the Data Collection Form to the Federal Audit Clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditor's reports or nine months after the end of the audit period.

We will provide copies of our reports to the Entity; however, management is responsible for distribution of the reports and the Financial Statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

In accordance with certain regulations, we, as your auditors, are required to make the following commitments:

- The documentation for this engagement is the property of CRI and constitutes confidential information. However, we may be requested to make certain documentation available to regulators, federal or state agencies, governmental agencies, etc. ("regulators" or "agencies") pursuant to authority given to it by law or regulation. If requested, access to such documentation will be provided under the supervision of CRI CPA personnel. Furthermore, upon request, we may provide copies of selected documentation to these regulators or agencies. These regulators or agencies may intend, or decide, to distribute the copies or information contained therein to others.

- We will file a copy of our most recent peer review report with any applicable regulators or agencies.

- As appropriate, we may meet with those charged with governance before the audit report(s) are filed with any required regulators or agencies.

The information that we obtain in auditing is confidential, as required by the AICPA Code of Professional Conduct. Therefore, your acceptance of this Engagement Letter will serve as your advance consent to our compliance with above commitments.

G. REPORTING

As part of our engagement, we will issue a written report upon completion of our audit of the Entity's Financial Statements. Our report will be addressed to management, those charged with governance, or both, as appropriate, of the Entity. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinion, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinion is other than unmodified, we will discuss the reasons with you in advance.

We will also provide a report (that does not include an opinion) on internal control related to the Financial Statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the Financial Statements as required by GAGAS. The report on internal control and on compliance and other matters will state: (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with GAGAS in considering the entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will state that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. The report(s) will also state that the report is not suitable for any other purpose. If during our audit we become aware that the Entity is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance

with GAAS and the standards for financial audits contained in GAGAS may not satisfy the relevant legal, regulatory, or contractual requirements.

H. TERMINATION

If for any reason, we are unable to complete the audit or are unable to form or have not formed an opinion, we may decline to express an opinion or withdraw from this engagement.

We reserve the right and sole discretion to withdraw for any reason from this engagement immediately upon written notice to you. Our withdrawal will release us from any obligation to complete the services covered by this Engagement Letter and will constitute completion of this engagement.

Our engagement with you will terminate upon the earlier of our delivery of your report or withdrawal. In either case, you agree to compensate us for our services, fees, and costs to the date of withdrawal.

I. OUR FEES

We estimate that our fees for these services will be $ $40,200 for the financial statement audit and preparation of the financials, and $4,600 for each major program that requires a Single Audit, if necessary (i.e. Federal, State, or ARPA Exam). Preparation of the Management's Discussion & Analysis (MD&A) will be $850.

Our professional fees for the services described in this engagement letter will be based on the actual time incurred by our professionals at standard hourly rates plus out-of-pocket expenses, such as travel, meals, services from other professionals, and direct administrative costs (courier services, report preparation, copying), as well as an administrative fee of 7% to cover indirect administrative costs associated with the engagement. We may also charge a fee for applications, subscriptions, hosting, or technology we utilize in providing services to you.

We may at our discretion add a rush fee, up to 20% of the fee, if the items needed from you in order to provide the requested service(s) are not received 4 weeks prior to the issuance deadline. If out of scope services are requested, they will be billed based upon our standard hourly rates. Examples of such services include reconciling supporting documentation to the trial balance when they do not agree, and/or proposing adjusting journal entries.

The fee estimate is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances (such as, but not limited to, difficulty or delays in obtaining requisite responses to necessary or required procedures, significant changes to promulgated standards, time incurred for financial statement adjustment(s) and the related procedures required, or significant changes to your organization or its internal control structure) will not be encountered during the engagement. If significant additional time is necessary, we will keep you informed of any problems we encounter and our fees will be adjusted accordingly. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation.

Out-of-Scope Work Related to Audit Adjustments

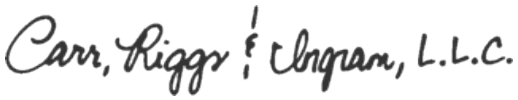
In the event that significant audit adjustments are identified during the course of the engagement—particularly those resulting from incomplete, inaccurate, or untimely financial information provided for

audit purposes—we reserve the right to charge additional fees for the time and resources required to address these matters. Such out-of-scope work may include, but is not limited to: preparing or assisting with the preparation of corrected schedules, researching complex accounting issues, extended communications with management regarding audit findings, and additional audit procedures necessary to obtain sufficient appropriate audit evidence.

CLIENT ACKNOWLEDGEMENT(S)

If you acknowledge and agree with the terms of our agreement as described in this Engagement Letter, please indicate by executing.

Very truly yours,



CARR, RIGGS & INGRAM, L.L.C.

Signature
John Coffey
City of Indian Harbour Beach

John W Coffey

2026-02-12 14:13:34 (UTC-05:00)

Authorized Signer(s)

To Management and Those Charged with Governance

of City of Indian Harbour Beach

This Engagement Letter and its attachments, if any, are governed by the Master Services Agreement 2.0 or 2.1 (“MSA”) between Carr, Riggs & Ingram, L.L.C. (“CRI CPA”, “we”, “us”, or “our”) and the Client; the terms of which are hereby incorporated into this Engagement Letter by reference. By executing this Engagement Letter, the parties agree to and intend to be bound by the terms of the MSA.

"Carr, Riggs & Ingram" and “CRI” are the brand names under which CRI CPA and CRI Advisors, LLC (“CRI Advisors” or “Advisors”) provide professional services. CRI CPA, CRI Advisors., Carr, Riggs & Ingram Capital, LLC and their respective subsidiaries operate as an alternative practice structure in accordance with the AICPA Code of Professional Conduct and applicable law, regulations and professional standards. CRI CPA is a licensed independent CPA firm that provides attest services, as well as additional ancillary services, to its clients. CRI Advisors provides tax and business consulting services to its clients. CRI Advisors and its subsidiaries are not licensed CPA firms and will not provide any attest services. The entities falling under the Carr, Riggs & Ingram or CRI brand are independently owned and are not responsible or liable for the services and/or products provided, or engaged to be provided, by any other entity under the Carr, Riggs & Ingram or CRI brand. Our use of the term "CRI," and terms of similar import, denote the alternative practice structure conducted by CRI CPA, CRI Advisors, their subsidiaries and affiliates, as appropriate.

This Engagement Letter confirms and specifies the terms of our engagement and clarifies the nature and extent of the services we will provide for City of Indian Harbour Beach (“Client”, "Entity", “you”, or “your”) as of September 30, 2025 (the “Selected Period”). Except as otherwise expressly set forth herein, this Engagement Letter only governs attest services, provided to you by CRI CPA. Except as otherwise expressly set forth herein, any non-attest services, including any non-attest services provided by CRI Advisors or any other entities within the Carr, Riggs & Ingram alternative practice structure, will be governed by (a) separate Engagement Letter(s) between such entity and the Client.

In connection with the alternative practice structure, CRI Advisors maintains custody of client files for CRI CPA and CRI Advisors. By executing this engagement letter, you hereby consent to the transfer to CRI Advisors of all your client files, work papers and work product. Unless you indicate otherwise, your acceptance of the terms of this engagement shall be understood by us as your consent to transfer such files and records.

A. SCOPE AND OBJECTIVES

For the purposes of this Engagement Letter, the subject matter consists of the following: examine the compliance with Florida Statue 218.415, Local Government Investment Policies for the year ended September 30, 2025 (collectively referred to as the "Subject Matter").

We will examine the Subject Matter of the Entity as of the Selected Period.

The objectives of our examination are to (1) obtain reasonable assurance about whether the Subject Matter is free from material misstatement based on the Selected Criteria; and (2) to express an opinion as to whether the Subject Matter is fairly stated, in all material respects.

B. OUR RESPONSIBILITIES

Our examination will be conducted in accordance with attestation standards established by the AICPA. Accordingly, it will include examining, on a test basis, your records and other procedures to obtain evidence necessary to enable us to express our opinion.

Because of the inherent limitations of an examination engagement, together with the inherent limitations of internal control, an unavoidable risk exists that some material misstatements may not be detected, even though the examination is properly planned and performed in accordance with the attestation standards.

We will plan and perform the examination to obtain reasonable assurance about whether the Subject Matter is free from material misstatement, based on the Selected Criteria. Our engagement will not include a detailed inspection of every transaction and cannot be relied on to disclose all material errors, or known and suspected fraud or noncompliance with laws or regulations, or internal control deficiencies, that may exist. However, we will inform you of any known and suspected fraud and noncompliance with laws or regulations, internal control deficiencies identified during the engagement, and uncorrected misstatements that come to our attention unless clearly trivial.

Our examination does not relieve you of your responsibilities.

C. OTHER SERVICES

For any non-attest services provided by CRI, you agree to assume all management responsibilities for these non-attest services and any other non-attest services we provide; oversee the services by designating an individual with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

The non-attest services, if any, are limited to those previously defined in this letter, or as identified in a separate Engagement Letter. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

D. CLIENT RESPONSIBILITIES

In addition to your responsibilities identified in the MSA, our engagement will be conducted on the basis that you acknowledge and understand your responsibility for:

- the presentation of the Subject Matter in accordance with the Selected Criteria
- selecting the Selected Criteria
- determining the Selected Criteria are suitable, will be available to intended users, and are appropriate for the purpose of the engagement
- a written assertion about whether the Subject Matter is presented in accordance with the Selected Criteria; failure to provide such assertion may result in withdrawal from our engagement
- providing us with (1) access to all information of which you are aware that is relevant to the measurement, evaluation, or disclosure of the Subject Matter; (2) additional information that we may request for the purpose of the examination; and (3) unrestricted access to persons within the Entity from whom we determine it necessary to obtain evidence
- required written representations from you in the form of a representation letter, at the conclusion of the engagement
- informing, in writing, the engagement partner before entering into any substantive employment discussions with any CRI CPA or CRI Advisors personnel, to ensure our independence is not impaired under the AICPA Code of Professional Conduct
- informing us on a timely basis of the name of any single investor in you that owns 20% or more of your equity at any point in time
- informing us on a timely basis of any investments held by you which constitutes 20% or more of the equity/capital of the investee entity at any point in time
- the accuracy and completeness of that information required for our examination

E. ENGAGEMENT ADMINISTRATION

We understand that you will provide us with the information required for our examination. A request list of information we expect to need for our examination will be provided to you. Your prompt attention to and timely return of the requested items will significantly contribute to the efficiency of our examination process.

We will provide copies of our reports to the Entity; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

In accordance with certain regulations, we, as your examiners, are required to make the following commitments:

- The documentation for this engagement is the property of CRI and constitutes confidential information. However, we may be requested to make certain documentation available to regulators, federal or state agencies, governmental agencies, etc. ("regulators" or "agencies") pursuant to authority given to it by law or regulation. If requested, access to such documentation will be provided under the supervision of CRI CPA personnel. Furthermore, upon request, we may provide copies of selected documentation to these regulators or agencies. These regulators or agencies may intend, or decide, to distribute the copies or information contained therein to others.

- We will file a copy of our most recent peer review report with any applicable regulators or agencies.

- As appropriate, we may meet with those charged with governance before the examination report is filed with any required regulators or agencies.

The information that we obtain in this examination is confidential, as required by the AICPA Code of Professional Conduct. Therefore, your acceptance of this Engagement Letter will serve as your advance consent to our compliance with above commitments.

F. REPORTING

As part of our engagement, we will issue a written report upon completion of our examination. Our report will be addressed to management, those charged with governance, or both, as appropriate, of the Entity. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion. If our opinion is other than unmodified, we will discuss the reasons with you in advance.

G. TERMINATION

If for any reason, we are unable to complete the examination or are unable to form or have not formed an opinion, we may decline to express an opinion or withdraw from this engagement.

We reserve the right and sole discretion to withdraw for any reason from this engagement immediately upon written notice to you. Our withdrawal will release us from any obligation to complete the services covered by this Engagement Letter and will constitute completion of this engagement.

Our engagement with you will terminate upon the earlier of our delivery of your report or withdrawal. In either case, you agree to compensate us for our services, fees, and costs to the date of withdrawal.

H. OUR FEES

Our fee for the examination is included in the fee for our audit for the year ended September 30, 2025.

Our professional fees for the services described in this engagement letter will be based on the actual time incurred by our professionals at standard hourly rates plus out-of-pocket expenses, such as travel, meals, services from other professionals, and direct administrative costs (courier services, report preparation, copying), as well as an administrative fee of 7% to cover indirect administrative costs associated with the engagement. We may also charge a fee for applications, subscriptions, hosting, or technology we utilize in providing services to you.

The fee estimate is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances (such as, but not limited to, difficulty or delays in obtaining requisite responses to necessary or required procedures, significant changes to promulgated standards, time incurred for financial statement adjustment(s) and the related procedures required, or significant changes to your organization or its internal control structure) will not be encountered during the engagement. If significant additional time is necessary, we will keep you informed of any problems we encounter and our fees will be adjusted accordingly. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation.

CLIENT ACKNOWLEDGEMENT(S)

If you acknowledge and agree with the terms of our agreement as described in this Engagement Letter, please indicate by executing.

Very truly yours,

Carr, Riggs & Ingram, L.L.C.

CARR, RIGGS & INGRAM, L.L.C.

Signature
John Coffey
City of Indian Harbour Beach

John W Coffey

2026-02-12 14:15:06 (UTC-05:00)

Authorized Signer(s)

To Management and Those Charged with Governance

of City of Indian Harbour Beach

This Engagement Letter and its attachments, if any, are governed by the Master Services Agreement 2.0 or 2.1 (“MSA”) between Carr, Riggs & Ingram, L.L.C. (“CRI CPA”, “we”, “us”, or “our”) and the Client; the terms of which are hereby incorporated into this Engagement Letter by reference. By executing this Engagement Letter, the parties agree to and intend to be bound by the terms of the MSA.

"Carr, Riggs & Ingram" and “CRI” are the brand names under which CRI CPA and CRI Advisors, LLC (“CRI Advisors” or “Advisors”) provide professional services. CRI CPA, CRI Advisors., Carr, Riggs & Ingram Capital, LLC and their respective subsidiaries operate as an alternative practice structure in accordance with the AICPA Code of Professional Conduct and applicable law, regulations and professional standards. CRI CPA is a licensed independent CPA firm that provides attest services, as well as additional ancillary services, to its clients. CRI Advisors provides tax and business consulting services to its clients. CRI Advisors and its subsidiaries are not licensed CPA firms and will not provide any attest services. The entities falling under the Carr, Riggs & Ingram or CRI brand are independently owned and are not responsible or liable for the services and/or products provided, or engaged to be provided, by any other entity under the Carr, Riggs & Ingram or CRI brand. Our use of the term "CRI," and terms of similar import, denote the alternative practice structure conducted by CRI CPA, CRI Advisors, their subsidiaries and affiliates, as appropriate.

This Engagement Letter confirms and specifies the terms of our engagement and clarifies the nature and extent of the services we will provide for City of Indian Harbour Beach (“Client”, "Entity", “you”, or “your”) as of September 30, 2025 (the “Selected Period”). Except as otherwise expressly set forth herein, this Engagement Letter only governs attest services, provided to you by CRI CPA. Except as otherwise expressly set forth herein, any non-attest services, including any non-attest services provided by CRI Advisors or any other entities within the Carr, Riggs & Ingram alternative practice structure, will be governed by (a) separate Engagement Letter(s) between such entity and the Client.

In connection with the alternative practice structure, CRI Advisors maintains custody of client files for CRI CPA and CRI Advisors. By executing this engagement letter, you hereby consent to the transfer to CRI Advisors of all your client files, work papers and work product. Unless you indicate otherwise, your acceptance of the terms of this engagement shall be understood by us as your consent to transfer such files and records.

A. SCOPE AND OBJECTIVES

For the purposes of this Engagement Letter, the subject matter consists of the following: We will examine your compliance with the compliance requirements described in the 2025 OMB Compliance Supplement for the Coronavirus State and Local Fiscal Recovery Fund (the "SLFRF Compliance Requirements") during the fiscal year ended September 30, 2025, of the City of Indian Harbour Beach during the year ended September 30, 2025. The objectives of our examination are to (1) obtain reasonable assurance about whether the City of Indian Harbour Beach complied, in all material respects, with the SLFRF Compliance Requirements during the fiscal year ended September 30, 2025 and (2) to express an opinion as to whether your assertion regarding your compliance with the SLFRF Compliance Requirements is fairly stated, in all material respects (collectively referred to as the "Subject Matter").

We will examine the Subject Matter of the Entity as of the Selected Period.

The objectives of our examination are to (1) obtain reasonable assurance about whether the Subject Matter is free from material misstatement based on the Selected Criteria; and (2) to express an opinion as to whether the Subject Matter .

B. OUR RESPONSIBILITIES

Our examination will be conducted in accordance with attestation standards established by the AICPA. Accordingly, it will include examining, on a test basis, your records and other procedures to obtain evidence necessary to enable us to express our opinion.

Because of the inherent limitations of an examination engagement, together with the inherent limitations of internal control, an unavoidable risk exists that some material misstatements may not be detected, even though the examination is properly planned and performed in accordance with the attestation standards.

We will plan and perform the examination to obtain reasonable assurance about whether the Subject Matter is free from material misstatement, based on the Selected Criteria. Our engagement will not include a detailed inspection of every transaction and cannot be relied on to disclose all material errors, or known and suspected fraud or noncompliance with laws or regulations, or internal control deficiencies, that may exist. However, we will inform you of any known and suspected fraud and noncompliance with laws or regulations, internal control deficiencies identified during the engagement, and uncorrected misstatements that come to our attention unless clearly trivial.

Our examination does not relieve you of your responsibilities.

C. OTHER SERVICES

For any non-attest services provided by CRI, you agree to assume all management responsibilities for these non-attest services and any other non-attest services we provide; oversee the services by designating an individual with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

The non-attest services, if any, are limited to those previously defined in this letter, or as identified in a separate Engagement Letter. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

D. CLIENT RESPONSIBILITIES

In addition to your responsibilities identified in the MSA, our engagement will be conducted on the basis that you acknowledge and understand your responsibility for:

- the presentation of the Subject Matter in accordance with the Selected Criteria
- selecting the Selected Criteria
- determining the Selected Criteria are suitable, will be available to intended users, and are appropriate for the purpose of the engagement
- a written assertion about whether the Subject Matter is presented in accordance with the Selected Criteria; failure to provide such assertion may result in withdrawal from our engagement
- providing us with (1) access to all information of which you are aware that is relevant to the measurement, evaluation, or disclosure of the Subject Matter; (2) additional information that we may request for the purpose of the examination; and (3) unrestricted access to persons within the Entity from whom we determine it necessary to obtain evidence
- required written representations from you in the form of a representation letter, at the conclusion of the engagement
- informing, in writing, the engagement partner before entering into any substantive employment discussions with any CRI CPA or CRI Advisors personnel, to ensure our independence is not impaired under the AICPA Code of Professional Conduct
- informing us on a timely basis of the name of any single investor in you that owns 20% or more of your equity at any point in time
- informing us on a timely basis of any investments held by you which constitutes 20% or more of the equity/capital of the investee entity at any point in time
- the accuracy and completeness of that information required for our examination

E. ENGAGEMENT ADMINISTRATION

We understand that you will provide us with the information required for our examination. A request list of information we expect to need for our examination will be provided to you. Your prompt attention to and timely return of the requested items will significantly contribute to the efficiency of our examination process.

We will provide copies of our reports to the Entity; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

In accordance with certain regulations, we, as your examiners, are required to make the following commitments:

- The documentation for this engagement is the property of CRI and constitutes confidential information. However, we may be requested to make certain documentation available to regulators, federal or state agencies, governmental agencies, etc. ("regulators" or "agencies") pursuant to authority given to it by law or regulation. If requested, access to such documentation will be provided under the supervision of CRI CPA personnel. Furthermore, upon request, we may provide copies of selected documentation to these regulators or agencies. These regulators or agencies may intend, or decide, to distribute the copies or information contained therein to others.

- We will file a copy of our most recent peer review report with any applicable regulators or agencies.

- As appropriate, we may meet with those charged with governance before the examination report is filed with any required regulators or agencies.

The information that we obtain in this examination is confidential, as required by the AICPA Code of Professional Conduct. Therefore, your acceptance of this Engagement Letter will serve as your advance consent to our compliance with above commitments.

F. REPORTING

As part of our engagement, we will issue a written report upon completion of our examination. Our report will be addressed to management, those charged with governance, or both, as appropriate, of the Entity. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion. If our opinion is other than unmodified, we will discuss the reasons with you in advance.

G. TERMINATION

If for any reason, we are unable to complete the examination or are unable to form or have not formed an opinion, we may decline to express an opinion or withdraw from this engagement.

We reserve the right and sole discretion to withdraw for any reason from this engagement immediately upon written notice to you. Our withdrawal will release us from any obligation to complete the services covered by this Engagement Letter and will constitute completion of this engagement.

Our engagement with you will terminate upon the earlier of our delivery of your report or withdrawal. In either case, you agree to compensate us for our services, fees, and costs to the date of withdrawal.

H. OUR FEES

We estimate that our fees for these services will be $4,600.

Our professional fees for the services described in this engagement letter will be based on the actual time incurred by our professionals at standard hourly rates plus out-of-pocket expenses, such as travel, meals, services from other professionals, and direct administrative costs (courier services, report preparation, copying), as well as an administrative fee of 7% to cover indirect administrative costs associated with the engagement. We may also charge a fee for applications, subscriptions, hosting, or technology we utilize in providing services to you.

The fee estimate is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances (such as, but not limited to, difficulty or delays in obtaining requisite responses to necessary or required procedures, significant changes to promulgated standards, time incurred for financial statement adjustment(s) and the related procedures required, or significant changes to your organization or its internal control structure) will not be encountered during the engagement. If significant additional time is necessary, we will keep you informed of any problems we encounter and our fees will be adjusted accordingly. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation.

CLIENT ACKNOWLEDGEMENT(S)

If you acknowledge and agree with the terms of our agreement as described in this Engagement Letter, please indicate by executing.

Very truly yours,

Carr, Riggs & Ingram, L.L.C.

CARR, RIGGS & INGRAM, L.L.C.

Signature
John Coffey
City of Indian Harbour Beach

John W Coffey

2026-02-12 14:16:07 (UTC-05:00)

Authorized Signer(s)

CITY COUNCIL
City of Indian Harbour Beach, Florida
Tuesday, February 24, 2026

AGENDA ITEM

First reading of Ordinance No. 2026-04: Wildflowers (action item)

Cost: N/A

Attachments: Ord 2026-04 wildflowers tall grass
Ordinance 2026-04 Business Impact Estimate 24Feb26

Staff Recommendation:

Consider approving on first reading Ordinance No. 2026-04, establishing permitted native plant and wildflower areas in the City's maintenance regulations for improved and unimproved properties.

Background Information:

In FY25, the Code Enforcement function was transferred from the Building Department to the Fire Department to enable increased oversight and management of the services. On May 13, 2025, the City Council held a workshop to discuss the state of current code enforcement in the City. The City Council's consensus was for staff to implement an educational campaign through Harbour Highlights and to begin stricter enforcement of City Codes after a reasonable period.

On October 14, 2025, after a presentation by Fire Chief Lewis, the City Council reached a consensus for staff to prepare an ordinance regulating wildflower areas in an effort to address residents who do not cut their grass regularly and claim weeds contained therein are wildflowers.

The attached draft Ordinance No. 2026-04 establishes an application and permitting process for residents who wish to have extensive native plants or wildflowers in their yards. Residents would submit an application with a map of the area and a list of plants that would be reviewed by the Tree Preservation Board. The City manager would then approve or deny the application with an optional appeal to the City Council for residents whose applications are denied.

ORDINANCE NO. 2026-04

AN ORDINANCE OF THE CITY OF INDIAN HARBOUR BEACH, BREVARD COUNTY, FLORIDA; AMENDING CHAPTER 10, MAINTENANCE STANDARDS FOR IMPROVED AND UNIMPROVED PROPERTY REGULATIONS OF THE CITY; AMENDING SECTION 10-2, LAWNS AND WEEDS ON IMPROVED PROPERTY; PROVIDING FOR PROVISIONS RELATING TO NATIVE PLANT AND/OR WILD FLOWER AREAS ON IMPROVED PROPERTY; PROVIDING FOR CONFLICTS, SEVERABILITY, PROVIDING FOR CONFLICTS, SEVERABILITY, INCORPORATION AND AN EFFECTIVE DATE.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF INDIAN HARBOUR BEACH, BREVARD COUNTY, FLORIDA, as follows:

Section 1. Section 10-2 of Chapter 10 of the Maintenance Standards for Improved and Unimproved Property of the City of Indian Harbour Beach is amended to read as follows:

Sec. 10-2. - -Lawns and weeds on improved property.

All improved property in the city shall be maintained in a manner such that grass shall be kept to a height of eight (8) inches or less. All other weeds and vegetation and prohibited landscaping materials, as defined in section 107-10 of the land development regulations shall either be completely removed or shall be kept to a height of eight (8) inches or less. Nothing herein shall apply to approved trees, shrubs or vegetation pursuant to chapter 107 of the land development regulations.

All improved property in the city shall be maintained in a manner such that all ground areas in open spaces shall be covered with turf grass or pervious groundcover, including but not limited to, such things as low growing plants, mulch, stone, or other natural material designed to cover-up or cover over bare dirt, ground or soil. Noxious Weeds and Invasive Plants, as listed in 5B-007 of the Florida Administrative Code, as amended from time to time and prohibited landscaping materials, as defined in section 107-10 of the land development regulations are not permitted as ground cover. Nothing in this section shall prohibit xeriscaping or the use of Florida Friendly plants.

Native plants and/or wildflower areas on improved properties permitted by the city shall be exempt from the maximum height of eight (8) inches. The City strongly encourages property owners to use native plants and Florida-friendly landscaping. Property owners seeking to designate a native plant and/or wildflower area within their lawn must submit a permit application to the City, which will be reviewed by the Tree Preservation Board. The Board will then make a recommendation for approval or denial to the City Manager, who will either approve or deny the permit application. The City Manager's decision may be appealed to the City Council. Permits are valid for three years and may be renewed.

~~N~~Native plants and /or wildflower areas permitted by the City shall be kept the majority weed-free. Failure to maintain the permitted areas in a majority weed-free condition shall result in said permit being revoked by the City.

Section 2: Conflicts. Any and all ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflicts.

Section 3: Severability. If any provisions of this Ordinance or the application thereof to any person or circumstance is held invalid, the invalidity shall not affect other provisions or applications of the Ordinance which can be given effect without the invalid provision or application, and to this and the provision of this Ordinance are declared severable.

Section 4. The City Clerk is hereby directed to incorporate the provisions of this ordinance into the City's Code of Ordinances.

Section 5. Effective Date. This ordinance shall take effect immediately upon its adoption.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF INDIAN HARBOUR BEACH, BREVARD COUNTY, FLORIDA, ON THIS ____DAY OF _____, 2026.

CITY OF INDIAN HAROUR BEACH
BREVARD COUNTY FLORIDA

X _____
Scott Nickle
Mayor

ATTEST

X _____
Nicole "Nikki" Gold
City Clerk

First Reading: February 24, 2026
Second Reading: March 10, 2026

Indian Harbour Beach Business Impact Estimate

This estimate shall be posted on the City's website no later than the date the required notice is published in accordance with F.S. 166.041(3)(a).

Proposed ordinance's title/reference:

ORDINANCE NO. 2026-04

AN ORDINANCE OF THE CITY OF INDIAN HARBOUR BEACH, BREVARD COUNTY, FLORIDA; AMENDING CHAPTER 10, MAINTENANCE STANDARDS FOR IMPROVED AND UNIMPROVED PROPERTY REGULATIONS OF THE CITY; AMENDING SECTION 10-2, LAWNS AND WEEDS ON IMPROVED PROPERTY; PROVIDING FOR PROVISIONS RELATING TO NATIVE PLANT AND/OR WILD FLOWER AREAS ON IMPROVED PROPERTY; PROVIDING FOR CONFLICTS, SEVERABILITY, PROVIDING FOR CONFLICTS, SEVERABILITY, INCORPORATION AND AN EFFECTIVE DATE.

In accordance with F.S. 166.041(4)(c) and related to the above proposed ordinance and a requirement for a Business Impact Estimate (select one):

- ✘ No exceptions apply, see Business Impact Estimate below
- ☐ Exception(s) apply, however, the city has completed a Business Impact Estimate below to ensure that no inadvertent procedural issue could impact the enactment of the proposed ordinance
- ☐ Exception(s) apply and a Business Impact Estimate is not required

Mark any exceptions (select all that apply, or none):

- ☐ Ordinance is required for compliance with federal or state law or regulation
- ☐ Ordinance relates to the issuance or refinancing of debt
- ☐ Ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget
- ☐ Ordinance is required to implement a contract or an agreement, including, but not limited to, any federal, state, local, or private grant, or other financial assistance accepted by the city
- ☐ Ordinance is an emergency ordinance
- ☐ Ordinance relates to procurement
- ☐ Ordinance enacted to implement:
  a. Part II of Chapter 163, *Florida Statutes*, relating to growth policy, county and municipal planning, and land development regulation, including zoning, development orders, development agreements and development permits;
  b. Sections 190.005 and 190.046, *Florida Statutes*, regarding community development districts;
  c. Section 553.73, *Florida Statutes*, relating to the *Florida Building Code*; or
  d. Section 633.202, *Florida Statutes*, relating to the *Florida Fire Prevention Code*.

Indian Harbour Beach Business Impact Estimate

In accordance with the provisions of controlling law, even notwithstanding the fact that, an exemption noted above may apply, the City hereby publishes the following information:

1. Summary of the proposed ordinance (must include statement of the public purpose, such as serving the public health, safety, morals, and welfare of the city):

Response:
Ordinance No. 2026-04 will reduce health threats associated with overgrown yards by eliminating a loophole that has allowed residents to avoid mowing their lawns in the summertime.

2. Estimate of direct economic impact of the proposed ordinance on private, for-profit businesses in the city, including the following, if any:
a. An estimate of direct compliance costs that businesses may reasonably incur if the ordinance is enacted;
b. Identification of any new charge or fee on businesses subject to the proposed ordinance, or for which businesses will be financially responsible; and
c. An estimate of the municipality's regulatory costs, including an estimate of revenues from any new charges or fees that will be imposed on businesses to cover such costs.

Response:
There is no direct economic impact on businesses as Ordinance No. 2026-04 does not add any requirements to business owners who regularly cut their lawns.

3. Good faith estimate of the number of businesses in the city likely to be impacted by the proposed ordinance:

Response:
As of December 31, 2025, there were 470 businesses (including home businesses) with physical locations in the City.

7. Additional information the city determines may be useful:

Response:
N/A

CITY COUNCIL
City of Indian Harbour Beach, Florida
Tuesday, February 24, 2026

AGENDA ITEM

Award of Contract for design and construction administration services related to the Fire Station Annex Project (RFQ #2026-05) (action item)

Cost: $427,245.00

Attachments: CONTRACT AGREEMENT CPZ Fire Station Annex Design and construction administration 24Jan26
Exhibit A CPZ Qualification Statement
Exhibit B CPZ cost proposal

Staff Recommendation:

Consider awarding a not-to-exceed $430,000.00 contract to CPZ Architects, Inc.

Background Information:

In accordance with Florida Statute 287.055, the "Consultants' Competitive Negotiation Act", the City invited, under RFQ #2025-06, which was advertised on October 9, 2025, licensed Florida professional architectural and engineering firms to present their qualifications pertaining to the Fire Station Annex project.

A committee, comprised of John W. Coffey, ICMA-CM, City Manager; David Lewis, MHA, NRP, CFO and Fire Chief; and Orrie Covert, Assistant to the City Manager, was formed to review and evaluate the submittals received by the City. On November 10, 2025, the City received six qualification statements. The evaluation committee met on November 12, 2025, and November 20, 2025, and ranked the firms as follows:

277 CPZ Architects, Inc.
239 Tsark Architect, LLC
238 Bentley Group, Inc.
197 West Architecture + Design, Inc.
193 Strollo Architects, Inc.
162 MelD Studio Architecture
(Maximum of 300 points)

On December 9, 2025, the City Council confirmed the rankings and authorized staff to negotiate a contract starting with the top-ranked firm. Staff reached a tentative agreement with CPZ Architects, Inc. on February 16th for the following costs and services:

$308,630.00 Design services (civil engineering, survey, landscape architectural, structural engineering, MEP engineering, and geotechnical)
$118,615.00 Construction administration services
$427,245.00 Total costs

Staff recommends the City Council award a not-to-exceed $430,000.00 contract to CPZ Architects, Inc.

AGREEMENT TO PROVIDE ARCHITECTURAL SERVICES FOR DESIGN WORK AND CONSTRUCTION ADMINISTRATION SERVICES FOR THE FIRE STATION ANNEX PROJECT FOR THE CITY OF INDIAN HARBOUR BEACH

THIS AGREEMENT is made and entered into this 24th day of February 2026, by and between CPZ Architects, Inc. ("Consultant"), and the City of Indian Harbour Beach ("City"), a municipal corporation.

WHEREAS, the Consultant has been in business for over 20 years and has experience with multiple public sector building projects throughout Florida; and

WHEREAS, the Consultant has multiple employees on staff with the required professional licenses to accomplish the requested design and construction administration services; and

WHEREAS, the Consultant provided quality and timely services in the design and construction administration services for the Old Police Department Renovation project in 2023; and

WHEREAS, the Consultant has demonstrated the knowledge, skills, abilities, and expertise to design the Fire Station Annex project and to provide desired construction administration services via the submitted Statement of Qualifications (Exhibit A) and Project Cost Proposal (Exhibit B); and

WHEREAS, the Consultant is undertaking this agreement represents that it is knowledgeable in its field and that any services performed by the Consultant under this agreement will be performed in compliance with generally accepted engineering standards as may reasonably be expected from a professional contracting firm in the field.

NOW THEREFORE, in consideration of the mutual and respective promises, and subject to the terms and condition hereinafter set forth, the parties agree as follows:

1. **SCOPE OF SERVICES**

   A. Design development
   B. Civil engineering and permitting.
   C. Development of construction drawings
   D. Permitting assistance
   E. Bidding assistance
   F. Construction administration services

   Detailed scopes of service are provided in Exhibits A and B as attached.

2. **COMPENSATION**

   A. The City shall pay the Consultant $427,245.00.

B. Twelve on-site visits during the construction phase of the project are included. Additional services and/or onsite visits will be billed hourly in accordance with the attached hourly rates.
C. Payment by the City shall be pursuant to the Florida Prompt Pay Act following receipt of the proper invoice evidencing work performed, subject to the City accounting procedures.

3. **TERM**

This agreement shall commence on the date first written above and terminated on the date of final payment for the completion of the project.

4. **INDEPENDENT CONTRACTOR**

The Consultant shall, during the entire term of this Agreement, be construed to be an independent contractor and not an employee of the City. This Agreement is not intended nor shall it be construed to create an employer-employee relationship, a joint venture relationship, or to allow the City to exercise discretion or control over the professional manner in which the Consultant performs the services which are the subject matter of this Agreement; however, the services to be provided by Consultant shall be provided in a manner consistent with all applicable standards and regulations governing such services. The Consultant shall pay all salaries and wages, employer's social security taxes, unemployment insurance and similar taxes relating to employees and shall be responsible for all applicable withholding taxes.

5. **OWNERSHIP OF MATERIALS**

This Agreement creates a non-exclusive and perpetual license for City to copy, use, modify, reuse, or sublicense any and all copyrights, designs, and other intellectual property embodied in plans, specifications, studies, drawings, estimates, and other documents or works of authorship fixed in any tangible medium of expression, including but not limited to, physical drawings or data magnetically or otherwise recorded on computer diskettes, which are prepared or caused to be prepared by the Consultant under this Agreement ("Documents & Data"). The Consultant shall require all sub-consultants to agree in writing that City is granted a non-exclusive and perpetual license for any Documents & Data the sub-consultant prepares under this Agreement. The Consultant represents and warrants that the Consultant has the legal right to license any and all Documents & Data. The Consultant makes no such representation and warranty in regard to Documents & Data which were provided to the Consultant by the City. The City shall not be limited in any way in its use of the Documents and Data at any time, provided that any such use not within the purposes intended by this Agreement shall be at the City's sole risk.

6. **INSURANCE**

The Consultant shall be required to provide evidence of both General (Public and Property) Liability and Professional (Design Errors and Omissions) Liability Insurance in the form of a certificate of insurance issued on behalf of the City of Indian Harbour Beach by companies

acceptable to the City at the following minimum limits and coverages with deductible amounts acceptable to the City:

Comprehensive General Liability Insurance: $1,000,000.00 (The City of Indian Harbour Beach is to be named as an additional insured).

Professional Liability Insurance: $1,000,000.00 (Design Errors and Omission).

The Contractor shall not commence any work in connection with an agreement until all of the following types of insurance have been obtained and such insurance has been approved by the City, nor shall the Contractor allow any subcontractor to commence work on a subcontract until all similar insurance required of the subcontractor has been so obtained and approved. Policies other than Workers' Compensation shall be issued only by companies authorized by subsisting certificates of authority issued to the companies by the Department of Insurance of Florida which maintain a Best's Rating of "A" or better and a Financial Size Category of "VII" or better according to the A.M. Best Company. Polices for Workers' Compensation may be issued by companies authorized as a group self-insurer by F.S. 440-57, Florida Statues.

Loss Deductible Clause

The City shall be exempt from, and in no way liable for, any sums of money, which may represent a deductible in any insurance policy. The payment of such deductible shall be the sole responsibility of the general contractor and/or subcontractor providing such insurance.

Workers' Compensation Insurance

The Contractor shall provide proof of exemptions from Florida's Workers' Compensation insurance coverage under Florida Law. If the Contractor at any time during the term of this agreement is no longer eligible for this exemption, the Consultant shall obtain during the life of the agreement Workers' Compensation Insurance with Employer's Liability Limits of $500,000/$500,000/$500,000 for all the Contractor's employees connected with the work of this project and, in the event any work is sublet, the Contractor shall require the subcontractor similarly to provide Workers' Compensation Insurance for all of the latter's employees unless such employees are covered by the protection afforded by the Contractor. Such insurance shall comply fully with the Florida Workers' Compensation Law. In case any class of employees engaged in hazardous work under this contract for the City is not protected under the Workers' Compensation statute, the Contractor shall provide, and cause each subcontractor to provide adequate insurance, satisfactory to the City, for the protection of the Contractor's employees not otherwise protected. Include Waiver of Subrogation in favor of the City of Indian Harbour Beach.

Contractor's Public Liability and Property Damage Insurance

The Contractor shall obtain during the life of the agreement commercial automobile coverage. This policy should name the City of Indian Harbour Beach as an additional insured, and shall protect the Contractor from claims for damage for personal injury, including accidental death, as well as claims for property damages that may arise from operations under this agreement

whether such operations be by the contractor or by anyone directly or indirectly employed by the Contractor, and the amount of such insurance shall be the minimum limits as follows:

CERTIFICATE OF INSURANCE

A certificate of insurance form, naming the City of Indian Harbour Beach as an additional insured, will be furnished by the Contractor upon notice of award. These shall be completed by the authorized resident agent and returned to the office of the buyer. The certificate shall be dated and show the following: the name of the insured Contractor, the specific job by name and job number, the name of the insurer, the number of the policy, its effective date, and its termination date.

Statement that the insurer shall mail notice to the owner at least thirty (30) days prior to any material changes in provisions or cancellation of the policy.

7. **INDEMNIFICATION**

Notwithstanding any clause or provision in this Agreement or any other applicable Agreement to the contrary, Architect's only obligation with regard to indemnification shall be to indemnify, but not defend, the Client, its officers, directors, employees and agents from and against damages arising out of third-party claims that Client is legally obligated to pay as a result of death or bodily injury to any person or the destruction or damage to any property, to the extent caused by the negligent act, error or omission of the Architect or anyone for whom the Architect is legally responsible, subject to any limitations of liability contained elsewhere in this Agreement.

8. **INTELLECUAL PROPERTY INDEMNIFICATION**

The Consultant shall defend, indemnify and hold harmless the City, its officers, agents, representatives, and employees against any and all liability, including costs, and attorney's fees, for infringement of any United States' letters patent, trademark, or copyright contained in the work product or documents provided by Consultant to the City pursuant to this Agreement.

9. **RECORDS**

The Consultant shall keep records and invoices in connection with the performed under this Agreement. The Consultant shall maintain complete and accurate records with respect to the costs incurred under this Agreement and any services, expenditures, and disbursements charged to the City for a minimum period of three (3) years, or for any longer period required by law, from the date of final payment to the Consultant under this agreement. All such records and invoices shall be clearly identifiable. The Consultant shall allow a representative of the City to examine, audit, and make transcripts or copies of such records and any other documents created pursuant to this Agreement during regular business hours. The Consultant shall allow inspection

of all work, data, documents, proceedings, and activities related to this Agreement for the period of three (3) years from the date of the final payment to the Consultant under this Agreement.

10. **NOTICE**

Any notice, tender, demand, delivery, or other communication pursuant to this Agreement shall be in writing and shall be deemed to be properly given if delivered in person or mailed by first class or certified mail, postage prepaid, or sent by fax or other telegraphic communication in the manner provided in this Section, to the following persons:

To City: John W. Coffey, ICMA-CM
City Manager
City of Indian Harbour Beach
2055 South Patrick Drive
Indian Harbour Beach, FL. 32937

To Consultant: Chris P. Zimmerman, A1A, President
CPZ Architects, Inc.
200 N. El Mar Drive, Suite 201B
Jensen Beach, FL 34957
Melbourne, FL. 32936

11. **ASSIGNMENT**

Inasmuch as this Agreement is intended to secure the specialized services of Consultant, Consultant may not assign, transfer, delegate, or subcontract any interest herein without the prior written consent of the City and any such assignment, transfer, delegation or subcontract without the City's prior written consent shall be considered null and void, Nothing in this Agreement shall be construed to limit the City's ability to have any of the services which are the subject to this Agreement performed by City personnel or by other consultants retained by the City.

12. **WAIVER**

No waiver of breach, failure of any condition, or any right or remedy contained in or granted by the provisions of this Agreement shall be effective unless it is in writing and signed by the party waiving the breach, failure, right or remedy. No waiver of any breach, failure or right, or remedy shall be deemed a waiver of any other breach, failure, right or remedy, whether or not similar, nor shall any waiver constitute a continuing waiver unless the writing so specifies.

13. **TERMINATION**

This Agreement may be terminated by either the City or the Consultant upon thirty (30) days written notice of termination, in such event, the Consultant shall be entitled to receive and the City shall pay the Consultant compensation for all services performed by the Consultant prior to receipt of such notice of termination, subject to the following conditions:

A. As a condition of such payment, the City Manager may require Consultant to deliver to the City all work product completed as of such date, and in such case such work product shall be the property of the City unless prohibited by law, and Consultant consents to the City's use thereof for such purposes as the City deems appropriate.

B. Payment need not be made for work which fails to meet the standard of performance specified in the Recitals of this Agreement.

15. **NON-DISCRIMINATION**

Consultant shall not discriminate because of race, color, creed, relation, sex, marital status, sexual orientation, age, national origin, ancestry, or disability, as defined and prohibited by applicable law, in the recruitment, selection, training, utilization, promotion, termination or other employment related activities or in connection with any activities under this Agreement. The Consultant affirms that it is an equal opportunity employer and shall comply with all applicable federal, state and local laws and regulations.

16. **JURISDICTION-VENUE**

This Agreement has been executed and delivered in the State of Florida and the validity, interpretation, performance, and enforcement of any of the clauses of this Agreement shall be determined and governed by the laws of the State of Florida. Both parties further agree that Brevard County, Florida; shall be the venue for any action or proceeding that may be brought or arise out of, in connection with or by reason of this Agreement.

17. **PROFESSIONAL LICENSES**

The Consultant shall, throughout term of this Agreement; maintain all necessary, licenses, permits, approvals, waivers, and exemptions necessary for the provision of the services hereunder and required by the laws and regulations of the United States, the State. of Florida, the City of Indian Harbour Beach and all other governmental agencies. The Consultant shall notify the City immediately and in writing of its inability to obtain or maintain such permits, licenses, approvals, waivers, and exemptions. Said inability shall be cause for termination of this Agreement.

18. **FLORIDA LAW GOVERNS**

This contract shall be governed by and construed in accordance with the internal laws of the State of Florida.

19. **PUBLIC RECORDS**

In accordance with Florida Statutes 119.0701, the Contractor shall comply with Florida's public records laws, and other laws and regulations, specifically to:

A. Keep and maintain public records required by the City to perform the service and meet all applicable requirements for retaining public records.

B. Upon request from the City's custodian of public records, provide the City with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in this chapter or as otherwise provided by law.

C. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed, except as authorized by law or regulations for the duration of the contract term and following completion of the contract if the Contractor does not transfer the records to the City.

D. Upon completion of the contract, transfer, if requested by the City at no cost to the City, all public records in possession of the Contractor to the City. If the Contractor transfers all public records upon termination of this agreement to the City, the Contractor shall destroy any duplicate public records that are exempt or confidential, and exempt from public records disclosure requirements. All records stored electronically must be provided to the City in a format that is compatible with the information technology systems of the City.

E. Failure of the Contractor to comply with a public records request and this paragraph shall be a breach of this agreement and if the Contractor fails to cure said breach within 5 business days of receipt of notice from the City, notwithstanding anything to the contrary contained in this agreement, the City may terminate this agreement and be relieved of all obligations hereunder. The Contractor shall also be obligated to reimburse the City any damages incurred or assessed against the City, including attorney's fees and costs, as a result of the Contractor's failure to comply with Florida's public records laws.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, THE

CONTRACTOR SHALL CONTACT THE CITY'S CUSTODIAN OF PUBLIC RECORDS (CURRENTLY SUE FRANK, CITY CLERK) AT 321-773-3181 OR AT EMAIL: NGOLD@INDIANHARBOURBEACH.GOV OR AT ADDRESS: 2055 SOUTH PATRICK DRIVE, INDIAN HARBOUR BEACH, FLORIDA, 32937, (ATTENTION: RECORDS).

IN WITNESS WHEREOF, each of the respective parties have executed this contract effective on the date indicated above.

CITY OF INDIAN HARBOUR BEACH

_____
John W. Coffey, ICMA-CM, City Manager

ATTEST:

_____
Nicole Gold, City Clerk

APPROVED AS TO FORM

_____
Karl W. Bohne Jr., City Attorney

CONSULTANT

_____
Chris P. Zimmerman, A1A, President
CPZ Architects, Inc.



Indian Harbour

Architectural Engineering Services for the Fire Station Annex Project

RFQ: 2025-06

November 10th 2025











CPZ Architects, Inc.

4316 West Broward Boulevard
Plantation, Florida 33317

1717 20th Street, Ste.1, Vero Beach, Florida 32960

Joseph J. Barry, AIA
(954) 792-8525 Joe@cpzarchitects.com



1. **Cover Letter**

2. **Qualifications and Management Approach**
    a. Key Employees/Project Team Members
    b. Sub-Consultant Qualifications
    c. Current & Projected Workload
    d. Project Approach
    e. Draft Timeline of Deliverables

3. **Similar Project Experience**
    a. Description of Projects
    b. Client's Information
    c. Statement of Budget

4. **Acknowledgement of Addenda**

5. **Litigation History**

CPZ ARCHITECTS, INC.

MAIN: 4316 W. Broward Boulevard, Plantation, Florida 33317
1601 Belvedere Road, S-305, West Palm Beach, Florida 33406
200 N El Mar Drive, Suite 201B, Vero Beach, Florida 34957
1717 20th Street, Suite 1, Vero Beach, Florida 32960
341 N. Maitland Avenue, Maitland, Florida 32751
954-792-8525 www.cpzarchitects.com

1. Cover Letter



November 10th, 2025

2055 South Patrick Drive
Indian Harbour Beach, Florida 32937



To the Selection Committee:

CPZ Architects, Inc. is pleased to submit the ***Indian Harbour Beach Architectural Engineering Services for the Fire Station Annex Project.***

Founded over 23 years ago, CPZ Architects has extensive experience in public safety facility design, having completed more than 20 fire station projects throughout Florida. Our expertise has been recognized through numerous **letters of recommendation from Fire Chiefs**, highlighting our proven ability to deliver functional, efficient, and community-oriented designs.

Our commitment to client satisfaction has fostered **over 20 long-term client relationships** and a reputation for exceptional, responsive service. We consistently strive to exceed expectations and deliver projects that our clients, their communities, and our team can be proud of. With a **75% repeat-client rate**, CPZ's record speaks to the quality of our work and the strength of our relationships. Our guiding philosophy ***"Designing Quality Architecture that Builds Lasting Relationships"*** continues to define our practice.

CPZ Architects is a **full-service, mid-sized architectural firm** licensed in the State of Florida as a Subchapter S Corporation and authorized by the Department of Professional Regulation to practice architecture. Our main office is located in **Plantation**, with branch offices in **West Palm Beach, Jensen Beach, Vero Beach,** and **Maitland**. Our **Vero Beach office** will lead this project.

Our staff includes 7 registered architects, 10 associate architects, 2 office support staff, and 2 construction administrators. This comprehensive staff provides a wide variety of design and construction experience to assist the City in the successful completion of your project. CPZ Architects believes in staffing your projects with a single Senior Project Manager(s) and Project Manager(s) and support staff from the start of the projects until the final construction punch lists are completed. **Joe Barry, AIA**, our President/Senior Architect, and **Heidi Rodriguez, AIA**, Vice President/Senior Architect, are the Principals and will be the Senior Project Managers for the project(s). Joe and Heidi will be there for you from the start through project completion. They will lead production staff as needed to maintain the schedule of your project. **Chris Craddock, RA** is one of our licensed architects and will be your Project Manager. During each phase of the project, the use of additional technical staff and administrative staff will be assigned to the projects as dictated by project demands / goals.

Our team will provide continuity and direct principal involvement from project initiation through final completion. Additionally, **Chris Zimmerman, AIA**, our firm's founder, will oversee Quality Assurance/Quality Control. As both a licensed architect and general contractor, Chris brings a unique perspective that combines design quality with construction efficiency.

For the Fire Station Annex Project:

Joe Barry, AIA – President/Principal joe@cpzarchitects.com Plantation, FL office
Heidi Rodriguez, AIA – Vice President/Principal heidi@cpzarchitects.com Plantation, FL office
Chris Craddock, RA – Project Manager craddock@cpzarchitects.com Plantation, FL office
Chris Zimmerman, AIA – Quality Control Manager chris@cpzarchitects.com Vero Beach, FL office

Relevant Project Experience

City of West Palm Beach – Fire Station No. 4 (Flamingo Park)

Located at the gateway of a historic neighborhood, this **11,900 SF, 2-story,** essential facility was designed in the **Spanish Mission style** to complement its surroundings. The station includes **three bays, seven dormitories, a gym, locker rooms, day room, offices, triage,** and a **commercial-grade kitchen**. The project received strong community and commission support for its contextual sensitivity and design excellence. **Fire Station #4 earned the status of LEED Silver.**

City of Coconut Creek – Fire Station No. 50



Following the successful renovation of Fire Station 98, CPZ was retained for this **11,000 SF, 2-story LEED Silver** facility. Designed for a constrained site, the station includes **two 100-foot apparatus bays**, **eight dormitories**, and **living spaces** carefully organized for maximum functionality. The design incorporates sustainable elements and allows for **future expansion** of dormitory space.

City of Indian Harbour Beach – Fire Station No. 56 Feasibility Study

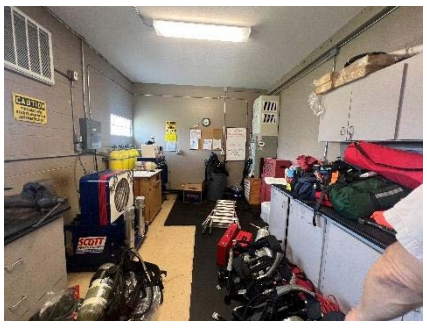
In addition to these fire stations, CPZ previously assisted your City by evaluating **renovation and expansion options** for Fire Station No. 56, including:

1. Construction of a new facility west of the current site (replacing tennis courts)
2. A west-side addition retaining the existing apparatus bay
3. Renovation and limited expansion of the current station for improved efficiency

Refer to the project's tab for additional information. **Refer to next page for schematic floor plans for your building.**







Our Commitment



Your facilities deserve the attention of an Architectural/Engineering Team that values solid design, constructability, and adherence to schedule and budget. ***"Good solid design that is well detailed, constructed efficiently and where the entire project is completed On Time and On Budget."*** Our philosophy is to maintain a small office environment, where you, our Client, receive the benefit of having the Firm Principals and Project Manager involved specifically in your project from the beginning of design until the final punch list item is completed. It is this personal attention that ensures you will receive the best possible project. Our Design Team is excited about collaborating with you to provide the City of Indian Harbour Beach with a successful project.

Our current workload will allow us to start immediately on your project. The size and nature of our firm will also provide you with the most economical design package possible. We look forward to working with the City of Indian Harbour Beach.

Respectfully,

Joseph J. Barry, AIA, President
joe@cpzarchitects.com
EIN #57-1140055

PROPOSED SITE PLAN – OPTION 1



CPZ ARCHITECTS, INC.

MAIN: 4316 W. Broward Boulevard, Plantation, Florida 33317
954-792-8525 www.cpzarchitects.com

PROPOSED FLOOR PLAN – OPTION 1



PROPOSED FLOOR PLAN - PHASE 1

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954-792-8525 www.cpzarchitects.com

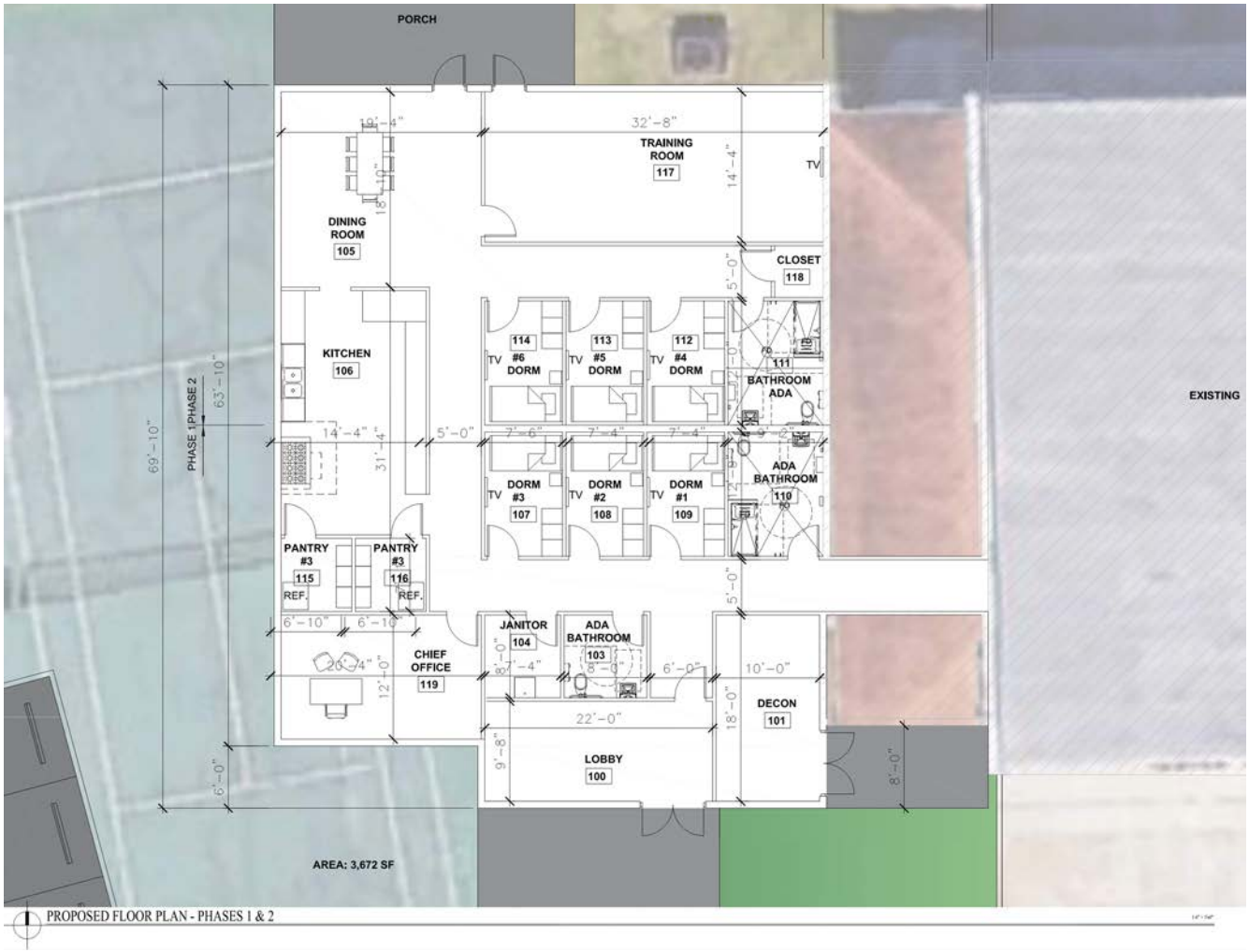
PROPOSED SITE PLAN – OPTION 2



CPZ ARCHITECTS, INC.

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PROPOSED FLOOR PLAN – OPTION 2



CPZ ARCHITECTS, INC.

MAIN: 4316 W. Broward Boulevard, Plantation, Florida 33317
954-792-8525 www.cpzarchitects.com

PROPOSED SITE PLAN – OPTION 3



CPZ ARCHITECTS, INC.

MAIN: 4316 W. Broward Boulevard, Plantation, Florida 33317
954-792-8525 www.cpzarchitects.com

PROPOSED FLOOR PLAN – OPTION 3



CPZ ARCHITECTS, INC.

MAIN: 4316 W. Broward Boulevard, Plantation, Florida 33317
954-792-8525 www.cpzarchitects.com

2. Qualifications and Management Approach



Team Organizational Chart

"Designing Quality Architecture that Builds Lasting Relationships"

Indian Harbour Beach

Prime Professional / Team Leader **CPZ Architects, Inc.**

Joseph Barry, AIA, Principal
Heidi Rodriguez, AIA, Principal
Chris P. Zimmerman, AIA, Quality Control
Chris Craddock, Architect, Sr. Project Manager



Civil & /SUE
MBV
Aoron J. Bowles, P.E.
Aaron Stanton, P.E

Structural
ML
Michael A. Lue, P.E., S.IS.

Landscape
Susan Hall
Susan J. Hall, LEED AP
Megan R. Magwire

Geo-technical/Environmental
Terracon
Brennan Hagan, M.S, PWS
Hugo E. Soto, P.G.
Steven A. Harrison, P.G.

Mechanical, Electrical, & Plumbing
CMTA
Jason Smith, AP BD+C, CEM
Keith Liatsos
James Burchard

Cost Estimating
Gardner & Theobald
Alex Halli
Dennis Vasin
Sreejesh Unnikrishnan

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JOSEPH J. BARRY, AIA

PRINCIPAL

PROFESSIONAL PROFILE



Joseph Barry has over 25 years of experience in architectural design, project development and owner's representation. Joe is a Senior Project Manager/Senior Architect for the firm. His role is essential to the management and coordination of all projects. Joe is responsible for the coordination of all project efforts, administrative and technical, to assure the most efficient and cost-effective execution of assigned projects. He prepares strategic plans for project success and serves as primary liaison contact with clients to bring projects to completion on schedule, within budget and with maximum client satisfaction.

Joe graduated from Pratt Institute with a bachelor's degree in architecture, and he is registered in the State of Florida and New York. Mr. Barry has designed and supervised the implementation of many industrial, municipal, residential, commercial, and corporate projects as Architect, Owner's Representative, and as Construction Project Manager. He is a strategic thinker with proven ability to manage projects, motivate teams and cultivate strong professional relationships. and implement quality control methods that exemplifies CPZ's motto:

"Designing Quality Architecture that Builds Lasting Relationships."

YEARS' EXPERIENCE 25

REGISTRATION

Architect:
Florida, #AR96502
NYS #030787
NCARB Certification,

EDUCATION

Bachelor of Architecture
Pratt Institute 1994

AFFILIATIONS

American Institute of Architects



Port St. Lucie Public Works Building

CPZ Architects was selected as the design criteria professionals for the new public works consolidated facility. The new facility will be home to several divisions of public works including Surveying, Construction and Permitting Inspections, Environmental Services, Drainage and Streets, Fleet and Facilities, Stormwater and NPDES and Traffic.

Broward County Consulting Services for Consolidated Facilities Maintenance Building



CPZ Architects, Inc. was selected to provide design, permitting, planning, engineering, and construction administration services for a new facility to consolidate Port Facilities Maintenance and Operations from the current functions that are located within various buildings throughout the Port Everglades campus into a central location. The Project is intended to take place in three phases. The first phase will be the programming phase. The second phase will be the design and preparation of construction documents and permitting phase. The third phase will be the construction of the facility.

Coral Springs Fire Station #64



In 2020 CPZ Architect's was selected to design the new Fire Station. The project will require the demolition of the existing building. The project will include the design of a new, single story fire station of approximately 8,000 square feet and all site work. The structure may include 3 bays, 8 bunkrooms, 3 unisex bathrooms, an exercise room, 2 offices, alarm room, day room, commercial kitchen, dining area, storage space, laundry facilities, backup power (with redundant plug). The station is planned to be built approximately 1000 feet North of the current structure. Once the new structure is complete and operational the existing station is to be demolished and restored as part of the adjoining park (Kiwanis Park).

Banksville Independent Fire Co.

The new 14,500 square foot facility was designed around a portion of the existing structure, actually constructed above and adjacent to it. It now consists of five (5) bays, including two tandem drive through, dispatch and day room, gear storage and formal entry lobby on the first floor. The second floor contains new administrative offices, lounge, large meeting room with kitchen, separate training room and physical fitness facilities. Many large long-term and short-term storage rooms also are spread throughout to accommodate their ever growing needs. The exterior was designed to incorporate residential style materials such as cedar shingles, divided light windows, wood paneled overhead doors and composite roof shingles. This along with its form and massing was done to successfully incorporate the new firematic facility within its residential context.



Port St. Lucie Police Training Facility

CPZ Architects has been chosen to develop the Design Criteria package for the new Police Training Facility for Port St. Lucie. The new facility will be an addition to the City Municipal Complex, which houses City Hall, Police Station, and Building Department. This process includes the building design, site plan approval, civil engineering, site drainage, and environmental reviews. The building was designed at approximately 26,787 SF and includes a 20-lane tactical target range measuring 40 yards. The support spaces in the facility include a control room for the firing range, a MILO training room, storage for ammo and armory, and administrative offices. The auditorium and range will not only benefit the city but can also be leased out to other law enforcement agencies. These spaces are placed strategically to allow visitors entry while separating and maintaining privacy for staff.



Container Business Park, Delray Beach

CPZ Architects was commissioned to develop a conceptual design for what could be the next new trend for Delray. Envisioned was a destination filled with several restaurants and businesses housed in what could be prefabricated metal containers, a business park for Delray's West Atlantic Ave that would bring flexibility and an affordable place for many new businesses while staying sensitive to the surrounding area.



Martin County Operations Center

CPZ was selected to design a new infrastructure operations facility for general administration, maintenance workspace, equipment storage, equipment maintenance, and open material storage. The facility will have a centralized administrative center with connecting workspace warehouses for each departmental/divisional operations program. County infrastructure maintenance includes building, stormwater, roadway, traffic, parks, vehicle, and mosquito control maintenance along with storage for coastal, survey, and water quality operations. The site is designed to accommodate equipment and material storage, administration parking, operations fleet parking, bus and heavy vehicle parking, electric vehicle charging stations, and a fuel station.



Okeechobee Drug and Alcohol

CPZ Architects is working with Flyland Recovery Network to develop an expansion of a current recovery center. This center is located in Okeechobee, Florida and leads the region in initial phase drug & alcohol detox, residential care substance abuse treatment and mental health services. The expansion building will contain 48 patient beds, group therapy rooms, a dining hall, nurses and support offices.



HEIDI RODRIGUEZ, AIA

PRINCIPAL

PROFESSIONAL PROFILE



Heidi joined the CPZ team in 2019. Her commitment to excellence is reinforcement of the standard set by this established firm. She emphasizes the importance of communication, good planning and coordination of projects and seeks quality in all her projects. Heidi's project experience includes both new construction and existing facility renovations. She has served as project manager on such diverse project types as Port of Miami Cruise Terminals, residential and multi-family projects and light commercial. All her experience has included working with both the public and private sectors.

As a CPZ senior project manager, Heidi performs initial concept design, site planning, develops construction documents, construction administration and final project close-out. She handles Client + Site Meetings to assess project progress and the coordination of all Subconsultants (Civil, MEP and structural) drawings from design through Construction Administration. In addition, she has experience in QA/QC for overlapping projects.

Heidi's project experience includes new construction as well as tenant interior improvements and building upgrades. She has fully developed projects such as office and public safety buildings, recreational complexes, commercial facilities, community centers and educational buildings. Heidi has been involved in the schematic design, design development, code research, construction documents, engineering coordination, bidding, permitting, and construction administration of the following projects:

Federal Reserve Bank – *Miami Branch*

- ***East Wing***: Addition and renovation to the Federal Reserve Bank building.
- ***Site:*** Egress/ingress project to make traffic bi-directional and add lanes for ingress traffic and replace existing hydraulic bollards with wedge barriers at egress lanes.
- ***Generators:*** Generator replacement project to replace 2 old generators with 3 new ones.
- ***LE Post 4:*** Law Enforcement Post renovation to include all new finishes and state of the art equipment to protect Bank personnel.
- ***AP TI:*** Tenant improvement project to reclaim tenant space.
- ***Exterior LE Post:*** Exterior Law Enforcement post to accommodate bi-directional traffic and a separate entrance for visitors and deliveries.

Federal Reserve Bank – *Jacksonville Branch*

- Interior remodel of their entire cash wing
- Site improvements project



YEARS EXPERIENCE 13

REGISTRATION
Architect:
Florida: AR102411

EDUCATION
Florida International University
Master of Architecture 2018
Summa Cum Laude

University of Florida
Bachelor in Design (Architecture) 2010
1st Place Luminaire Competition

Associate in Design (Architecture) 2008
Architecture Student of the Year



Port St. Lucie Police Building Renovation



A complete ground floor as built was conducted at Port St. Lucie's existing police station. This provided a current and accurate base for our renovation project. The renovation encompassed a complete gut-out of the first-floor restrooms, gym and locker rooms, as well as new finishes for the lobby and breakroom. The material selection was based on cost and durability, featuring epoxy flooring, luxury vinyl tile, and new furniture, cabinetry, and appliances. The scope of the project also included a new ballistic-rated partition and double doors at the lobby to resist a Level 3 ballistic threat.

Meadows Park Preserve – *Southwest Ranches, Florida*
Meadows Park is a Restroom Pavilion within Southwest Ranches' preserve. The pavilion will feature a covered canopy area with picnic tables for public events and a neutral-colored metal standing seam roof to fuse with the Town's existing architectural fabric. Other site improvements will include the addition of a horse pen, a stabilized grass area for hosting multi-purpose outdoor events, and a driveway across the site for ease of access.

TOPB Police Building Renovation – *Town of Palm Beach, Florida*
Renovation of an existing 18,678 SF building for the Town of Palm Beach Police Department. The scope includes locker room and restroom renovation and multiple additions.

Water Reclamation Building – *Village of North Palm Beach, Florida*
A new water reclamation building in the heart of North Palm Beach Country Club consisting of (2) open bays and (2) enclosed bays to house a new ESD system for equipment washdown
For BEA Architects Oversaw all Port of Miami projects

Port Canaveral – *Cruise Terminal 1*
- Laying out entire building
- Laying out CBP plans:
  - Primary Inspection
  - Secondary Inspection
  - Holding Rooms
  - Search Rooms
  - Interview Rooms
  - Waiting Room
  - Customs Control Room
  - Bag and/or Secure Storage Rooms

Port Miami – *Cruise Terminal D and E*
- Improvements to CBP areas
- Addition to the building
- New gangway for cruise ships in both terminals
- Runway expansion and improvements
- Storage warehouse improvements

Port of Galveston – Cruise Terminal 2
- New Check-In Building

Chris P. Zimmerman, AIA

QUALITY CONTROL/QUALITY ASSURANCE

PROFESSIONAL PROFILE



The founder of CPZ Architects, Inc., Mr. Zimmerman serves as Quality Control of all projects undertaken by the firm, ensuring quality delivery of services and client satisfaction. In addition, he serves as lead architect/project manager on designated projects, providing day-to-day leadership of multidisciplinary project teams.

Mr. Zimmerman's client-focused commitment to project success – from precise documentation of measurable client goals and objectives, building code verification and project planning, to fully detailed construction documents, through final punch list – has earned him the reputation as a quality architect in the south Florida community. To his design work, Mr. Zimmerman also brings in-depth constructability knowledge and application to projects through his certification as a general contractor, a fact that assures his clients that his designs have been developed to be economically buildable.

YEARS' EXPERIENCE - 38

REGISTRATION

Architect:
Florida, #AR0010995, 1985
North Carolina #9716, 2004
Louisiana #6826, 2008
NCARB Certification, 1986

General Contractor:
Florida, #CGC1507035

EDUCATION

Carnegie-Mellon University Bachelor of Architecture, 1983

AFFILIATIONS

American Institute of Architects

AIA Chap. Pres., 2014

2013 Citizen Architect

Boy Scouts of America
Eagle Scout
City of Plantation
2013-2017 Councilman

Fire Station 57, Feasibility Study



This project involves a comprehensive feasibility study to evaluate potential options for the renovation and/or expansion of the existing Indian Harbour Beach Fire Station No. 56. The study will assess three primary alternatives and their potential phasing strategies. The first option considers constructing a new fire station on the west side of the property, replacing the existing tennis courts, followed by the demolition of the current facility. The second option proposes a west-side addition to provide updated living quarters while retaining the existing apparatus bay and current living quarters without renovation. The third option focuses on renovating and reconfiguring portions of the existing fire station to enhance functionality and efficiency, incorporating modest additions as necessary to meet operational needs while retaining portions of the existing apparatus bay where feasible.

Fort Lauderdale Fire Station #8



CPZ Architect's is currently working on the Schematic Design for the City of Fort Lauderdale Fire Stations #8, located in the heart of Fort Lauderdale on SW 17th Street and SW 1st Avenue, across from Broward Memorial Hospital. This new one-story facility is 10,000 sq. ft. with 3 bays. It houses 7 dormitories, 4 bathrooms, a public entry and all the amenities that go with a state-of-the-art fire station. It is anticipated to have the Florida Green Building Coalition Certification.

City of West Palm Beach Fire Station #4



CPZ Architect s designed the proposed new Fire Station 4 at Flamingo Park in the City of West Palm Beach, Florida. The Fire Station will be located at the gateway of one of West Palm Beach's historical communities. Sensitivity and respect for the existing historic residential context has greatly impacted on the project's architecture. A fire station in the Spanish Mission style has been proposed and highly embraced by the City's Commission and the neighboring residences. The project is currently under permitting. The 11,900 sf. 2-story facility consists of 3 bays, 7 dormitories, gym, locker room, day room, offices, triage, and a commercial grade kitchen.

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Coral Springs Fire Stations #43, & #95



CPZ Architects completed both Coral Springs new Fire Stations #43 & #95. Fire Station 95 is in an existing park on Lakeview Drive and Fire Station 43 is replacing the existing station on Rock Island Road & Wiles Road in the City of Coral Springs, Florida. The same prototype station was used in two separate locations as a means of savings on Design and Construction costs for the City. Design of both new stations reflects the Mediterranean style Architecture predominant in the adjacent residential neighborhoods at both locations. Cost: $ 3.3 million each station

Fire Stations #14 and #18



CPZ Architects was retained by Martin County to design two new prototype Fire Stations #14 & #18. Fire Station 14 is located on Hutchinson Island and Fire Station 18 is in a residential area in Martin County, Florida. The 12,389 sf. 1-story facility consists of 3 bays, 10 dormitories, gym, bunker gear room, quiet room, offices, scba, shop, decon and a commercial grade kitchen. The same prototype station was used in two separate locations as a means of savings on Design and Construction costs for the County. The design of both new stations reflects the Key West style of Architecture predominant in the adjacent residential neighborhoods at both locations.

Coconut Creek Fire Station #50, City of Coconut Creek, Florida



Developed the floor & site plans with various Architectural elevation styles for the City to choose from. New 11,000 sf 2-story building. Includes 2 apparatus bays with 8 dormitories on the second floor. Exterior design to be sensitive to the prevalent residential character.

Fire Station #94, Coconut Creek, Florida



Currently under the permitting process for the renovation & remodeling of the entire living quarters and reception area wing for Fire Station 94 personnel. Renovations include providing 6 new dormitories, larger day room and kitchen, new dispatch office, new a/c system throughout, conference area, Triage/HC bathroom and lobby/reception space. The new design allows for a better flow between spaces, more privacy for the personnel and a much more efficient response time.

Police Station ADA Restroom and Renovation, Town of Palm Beach, FL



Renovations include remodeling of the Visitors and Staff Bathrooms on both floors to comply with ADA code requirements. The remodel of Police Officers Bunker Gear Room, Bathroom and Shower facilities. Existing patio porch and planter areas are to be enclosed and designed to maintain the Mediterranean Architectural Style of the building. Cost: $ 500,000 Projected Completion: 2018

Chris Craddock

Architect/Sr. Project Manager

PROFESSIONAL PROFILE



Chris Craddock developed his passion for architecture and became familiar with the life of an architect having been born into a family of architects and being afforded the opportunity to watch his father in the field, join site visits and client meetings as a young child. Chris has a bachelor's degree in architecture from Florida Atlantic University and finds his inspiration through continuing the family legacy of a quality architectural firm that is there to serve his clients.

As a CPZ project manager, Chris performs initial concept design and develops projects through planning, permitting and construction administration including consultant coordination (Civil, MEP, Security and Structural). His leadership is followed through with an extensive and detailed oriented QA/QC process to provide the best possible projects for his clients. Chris's skills in project development
and construction ensure timely and effective responses to problem resolution, meeting client goals on time and within budget.

YEARS EXPERIENCE
11 YEARS

EDUCATION
Florida Atlantic University School of Architecture
Five-Year Bachelor of Architecture.

Chris enjoys working on projects that impact the community. His experience encompasses both new construction and renovation of community centers, medical rehabilitation centers, office spaces, public safety buildings and commercial facilities. Having the opportunity to create spaces that help improve the lives of community members gives Chris a sense of pride. Using not only the tools he gains from each project, but his passion and attention to detail to surpass client expectations, Chris gives each project that comes across his desk his full attention and ensures that it is the best that it can be.

Palm Bay Fire Station 7

CPZ Architects was retained by Palm Bay to design the prototype for the new Fire Station 7 at its very first location. The development of this station will involve all phases of a project including design servers, consultant coordination, permitting processing, QA/QC and construction administration. This 14,000 sq. ft design will include 3 bays for both fire engines and emergency response vehicles, living quarters for 3 shifts, a gym, bunker gear room, quiet room, captain & lieutenant offices, decontamination rooms and a commercial grade kitchen to serve the stationed team. The design reflects a modern style of architecture to enhance the surrounding community and features the iconic red color of fire fighters.



Fire Stations #14 and #18

CPZ Architects was retained by Martin County to design two new prototype Fire Stations #14 & #18. Fire Station 14 is located on Hutchinson Island and Fire Station 18 is in a residential area in Martin County, Florida. The two 12,389 sf. 1-story facility consists of 3 bays, 10 dormitories, a gym room, bunker gear room, quiet room, offices, decontamination rooms and a commercial grade kitchen. Enhanced coordination between the architectural design and engineering team was required to provide the best



possible station for the communities. These two stations have brought new life to their communities and will continue to be a beacon of the county's commitment to emergency response.



The same prototype station was used in two separate locations as a means of savings on Design and Construction costs for the County. The design of both new stations reflects the Key West style of Architecture predominant in the adjacent residential neighborhoods at both locations breathing new life into the county, while paying homage to the rich heritage of the region.

Martin County Building Department Renovation



CPZ Architects is currently working with Martin County to provide design services for the new Martin County Building Department. The design of the new Building Department seamlessly blends the charm of the past with the demands of the future. In efforts to better serve its community the renovation of the existing 10,000 sq. ft. building department and development of a new 8,000 sq. ft. building department addition was put forward. The design is an extension of the existing building following South Florida architecture maximizing modern technology for an efficient and sustainable building. It encapsulates the elegance and sophistication of the old arcade buildings while embracing the demands of modern functionality.



Martin County Marine Patrol Facility

This 1600 sq. ft facility will be located at Sandsprit Park and serve as the Marine Units command center. Following a simple design, the building focuses on efficiency and providing the Marine unit with technology and equipment that will help increase their response time and take them to the next level of service and commitment to the county. This project required ample coordination with the sheriff's department to accommodate all the necessary response equipment to truly make this the command center of the area.





911 Dispatch Call Center

CPZ Architects was retained by Martin County in a continuous effort to optimize operations and response capabilities, this dispatch center project focuses on the integration of a cutting-edge Interactive Audio Visual (AV) Wall within the dispatch center. This innovation aims to empower dispatch staff with collaborative tools, real-time data visualization, and enhanced situational awareness, enabling them to work seamlessly and efficiently during emergencies. The design concept revolves around creating a dynamic and collaborative environment tailored to the unique needs of the dispatch center. The Interactive AV Wall serves as the centerpiece, seamlessly integrating advanced technology. Located within the heart of the dispatch center, the AV Wall is strategically positioned to maximize visibility and accessibility for all staff members.

State of Florida
Department of State

I certify from the records of this office that CPZ ARCHITECTS, INC. is a corporation organized under the laws of the State of Florida, filed on December 2, 2002.

The document number of this corporation is P02000128253.

I further certify that said corporation has paid all fees due this office through December 31, 2025, that its most recent annual report/uniform business report was filed on January 10, 2025, and that its status is active.

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

Given under my hand and the Great Seal of the State of Florida at Tallahassee, the Capital, this the Tenth day of January, 2025

Secretary of State

Tracking Number: 7675556695CC

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

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

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Merchant: CITY OF VERO BEACH
1053 20TH PLACE
VERO BEACH, FL 32960
US

17729784770

Order Information

Description: 22-001221
Order Number:
Customer ID:
P.O. Number:
Invoice Number:

Billing Information
33317

Shipping Information

Shipping: 0.00
Tax: 0.00
Total: USD 75.00

Payment Information

Date/Time: 26-Sep-2025 11:38:26 EDT
Transaction ID: 121259081849
Transaction Type: Authorization w/ Auto Capture
Transaction Status: Captured/Pending Settlement
Authorization Code: 04788G
Payment Method: Visa XXXX9351

CITY OF VERO BEACH
PLANNING DEPARTMENT
P.O. BOX 1389 - 1053 20TH PLACE
VERO BEACH, FL 32961 -1389
(772) 978-4550

RETURN SERVICE REQUESTED

FIRST CLASS U.S. POSTAGE PAID VERO BEACH, FL PERMIT NO. 200
PRE SORTED FIRST CLASS

THIS IS NOT YOUR LICENSE. RETURN WITH REMITTANCE.
MAKE CHECKS PAYABLE TO: CITY OF VERO BEACH
For payment method, go to Planning Dept page at covb.org

STATEMENT FOR LOCAL BUSINESS TAX
FISCAL YEAR 2025-2026 10/1/25-9/30/26

TYPE LICENSE: PROFESSIONAL - ARCHITECT
LOCATION: 1717 20TH ST #1
FIRM NAME: CPZ ARCHITECTS INC

OWNER/MGR: JOSEPH BARRY
HEIDI RODRIGUEZ

ADDRESS: 4316 W BROWARD BLVD
PLANTATION FL 33317

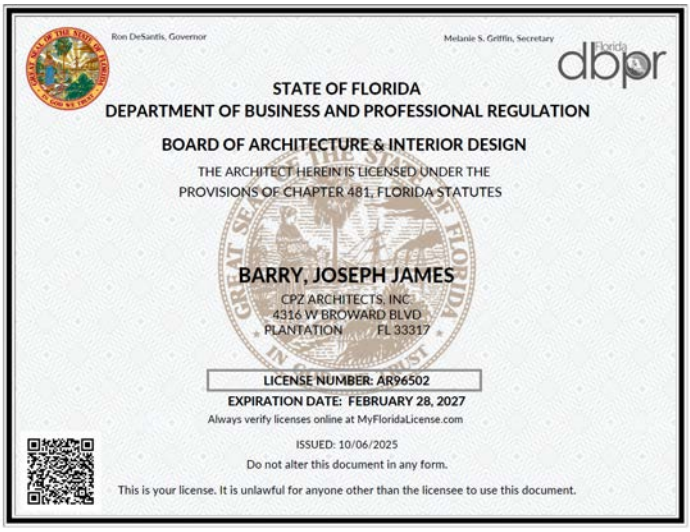
ACCOUNT NO: 22-001221

DUE AND PAYABLE ON OR BEFORE: 10/01/2025

LICENSE FEE:: 75.00
IN HOME FEE: 0.00
LATE FEE: 0.00
TOTAL DUE: 75.00

CPZ Certifications & Licenses

"Designing Quality Architecture that Builds Lasting Relationships"



Ron DeSantis, Governor — Melanie S. Griffin, Secretary

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

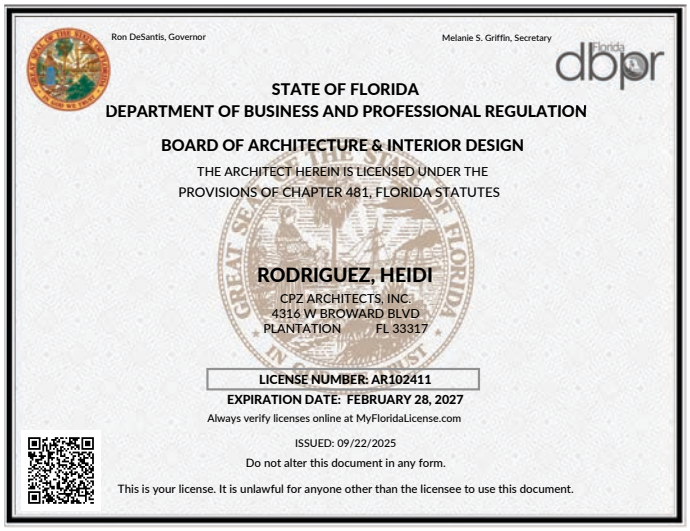
BOARD OF ARCHITECTURE & INTERIOR DESIGN

THE ARCHITECT HEREIN IS LICENSED UNDER THE
PROVISIONS OF CHAPTER 481, FLORIDA STATUTES

BARRY, JOSEPH JAMES
CPZ ARCHITECTS, INC.
4316 W BROWARD BLVD
PLANTATION FL 33317

LICENSE NUMBER: AR96502
EXPIRATION DATE: FEBRUARY 28, 2027
Always verify licenses online at MyFloridaLicense.com

ISSUED: 10/06/2025
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Ron DeSantis, Governor — Melanie S. Griffin, Secretary

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

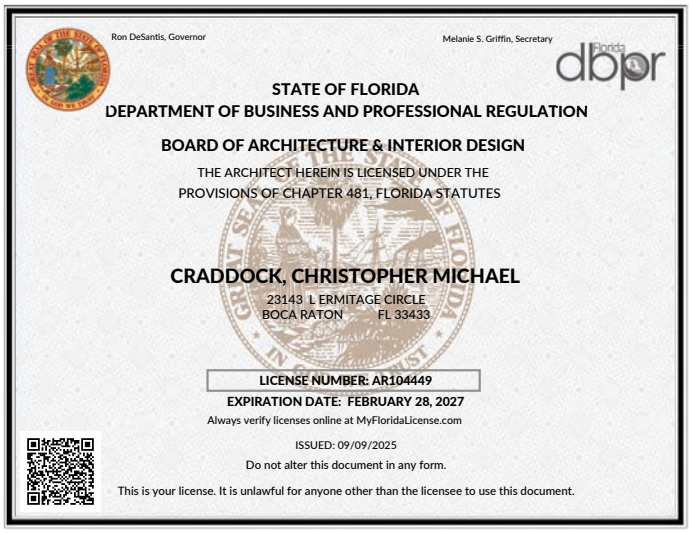
BOARD OF ARCHITECTURE & INTERIOR DESIGN

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RODRIGUEZ, HEIDI
CPZ ARCHITECTS, INC.
4316 W BROWARD BLVD
PLANTATION FL 33317

LICENSE NUMBER: AR102411
EXPIRATION DATE: FEBRUARY 28, 2027
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ISSUED: 09/22/2025
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Ron DeSantis, Governor — Melanie S. Griffin, Secretary

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

BOARD OF ARCHITECTURE & INTERIOR DESIGN

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PROVISIONS OF CHAPTER 481, FLORIDA STATUTES

CRADDOCK, CHRISTOPHER MICHAEL
23143 L ERMITAGE CIRCLE
BOCA RATON FL 33433

LICENSE NUMBER: AR104449
EXPIRATION DATE: FEBRUARY 28, 2027
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ISSUED: 09/09/2025
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CPZ ARCHITECTS, INC.

MAIN: 4316 WEST BROWARD BOULEVARD, PLANTATION, FLORIDA 33317
1601 BELVEDERE ROAD, S-350, WEST PALM BEACH, FL 33406
200 NORTH EL MAR DRIVE, SUITE 201B, JENSEN BEACH, FL 34957
1717 20TH STREET, SUITE 1, VERO BEACH, FL 32960
341 N. MAITLAND AVENUE, MAITLAND, FLORIDA 32751
(954) 792-8525 WWW.CPZARCHITECTS. COM

2025 FLORIDA PROFIT CORPORATION AMENDED ANNUAL REPORT

FILED
Jul 21, 2025
Secretary of State
7221470607CC

DOCUMENT# P02000128253

Entity Name: CPZ ARCHITECTS, INC.

Current Principal Place of Business:

4316 W BROWARD BLVD
PLANTATION, FL 33317

Current Mailing Address:

4316 W BROWARD BLVD
PLANTATION, FL 33317

FEI Number: 57-1140055

Certificate of Status Desired: No

Name and Address of Current Registered Agent:

KRAMER, ANDREW CPA
490 SAWGRASS CORP PKWY
STE 100
SUNRISE, FL 33325 US

The above named entity submits this statement for the purpose of changing its registered office or registered agent, or both, in the State of Florida.

SIGNATURE: ANDREW KRAMER 07/21/2025
Electronic Signature of Registered Agent — Date

Officer/Director Detail :

Title	PRESIDENT	Title	TREASURER
Name	BARRY, JOSEPH J	Name	BARRY, RENEE
Address	10354 BRASILIA STREET	Address	10354 BRASILIA STREET
City-State-Zip:	COOPER CITY FL 33026	City-State-Zip:	COOPER CITY FL 33026
Title	VP	Title	SECRETARY
Name	RODRIGUEZ, HEIDI	Name	DIAZ DE VILLALVILLA, RODRIGO
Address	267 JACARANDA DRIVE	Address	267 JACARANDA DRIVE
City-State-Zip:	PLANTATION FL 33324	City-State-Zip:	PLANTATION FL 33324

I hereby certify that the information indicated on this report or supplemental report is true and accurate and that my electronic signature shall have the same legal effect as if made under oath; that I am an officer or director of the corporation or the receiver or trustee empowered to execute this report as required by Chapter 607, Florida Statutes; and that my name appears above, or on an attachment with all other like empowered.

SIGNATURE: JOSEPH BARRY PRESIDENT 07/21/2025
Electronic Signature of Signing Officer/Director Detail — Date

Client#: 1050588 CPZARC1

ACORD™ CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 10/03/2025

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 any rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME:	
USI Insurance Services, LLC 2502 N Rocky Point Drive Suite 400 Tampa, FL 33607	PHONE (A/C, No, Ext):	FAX (A/C, No):
	E-MAIL ADDRESS: TeamAECertificate@usi.com	

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Phoenix Insurance Company	25623
INSURER B : Travelers Property Cas. Co. of America	25674
INSURER C : Travelers Casualty and Surety Company	19038
INSURER D : Westfield Select Insurance Company	17105
INSURER E :	
INSURER F :	

INSURED
CPZ Architects, Inc.
4316 West Broward Blvd.
Plantation, FL 33317

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

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

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE / X OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY / X PRO-JECT / LOC OTHER:	X	X	6801H8819092547	10/16/2025	10/16/2026	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG $	$1,000,000 $1,000,000 $10,000 $1,000,000 $2,000,000 $2,000,000 $
A	AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY / SCHEDULED AUTOS X HIRED AUTOS ONLY / X NON-OWNED AUTOS ONLY	X	X	6801H8819092547	10/16/2025	10/16/2026	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) $	$1,000,000 $ $ $ $
B	UMBRELLA LIAB / OCCUR X EXCESS LIAB / X CLAIMS-MADE DED / X RETENTION $10000	X	X	CUP6G4039542547	10/16/2025	10/16/2026	EACH OCCURRENCE AGGREGATE $	$3,000,000 $3,000,000 $
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y / N: Y (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N / A	X	UB7J1819362547G	10/16/2025	10/16/2026	X PER STATUTE / OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $1,000,000 $1,000,000 $1,000,000
D	Professional Liability			ADP0000970	10/16/2025	10/16/2026	$2,000,000 per claim $2,000,000 annl aggr.	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Professional Liability coverage is written on a claims-made basis.

CERTIFICATE HOLDER

For Proposal Purposes

CANCELLATION

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

AUTHORIZED REPRESENTATIVE

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MBV ENGINEERING, INC.

AARON J. BOWLES, P.E.

SENIOR VICE PRESIDENT

CIVIL/ENVIRONMENTAL ENGINEERING DIVISION

PROFESSIONAL EXPERIENCE

- MBV Engineering (2004-current)
- Indian River County Utilities, *Environmental Engineer* (2000-2004)
- Kimley-Horn & Associates, Inc., *Project Engineer* (1998-2000)
- MBV Engineering (FKA Mosby & Associates, Inc.), *Project Engineer* (1996-1998)
- Berryman & Henigar, *Design Engineer* (1995-1996)
- City of Oviedo, *Intern* (1993-1995)

FORMAL EDUCATION

Bachelor of Science, Environmental Engineering, *University of Central Florida*, 1995

PROFESSIONAL CERTIFICATIONS

- Florida Professional Engineer #55313
- FDOT MOT Certified #13092
- Georgia Professional Engineer #PE040748
- South Carolina Professional Engineer #33167
- North Carolina Professional Engineer #043511
- Virginia Professional Engineer #402060441

PROFESSIONAL DEVELOPMENT

- Retention/Detention Design, Layout and System Maintenance
- Installation and Repair Methods for Thermoplastic Pipe
- Statewide Aviation Pavement Management Program (FDOT)
- Land Development (ASCE)
- Green Development: Laws and Rules (ASCE)
- Aquifer Storage and Recovery

Mr. Bowles currently serves as the Senior Vice President of MBV Engineering, Inc., President of Indian River Survey, and Vice President of Florida Environmental Consulting, Inc. performing project management and civil engineering / design services. Mr. Bowles has worked with various local, state and federal municipalities to assure projects are being designed, permitted, and constructed in accordance with state and local regulations as well as the approved engineering and construction plans.

Mr. Bowles has over 32 years of experience (24 years with MBV) in all aspects of engineering and planning for land development, utility projects and structural restoration projects. Mr. Bowles has extensive experience in the following areas:

- Stormwater Systems: NPDES coordination and compliance; design of retention/detention systems; perform hydrologic and hydraulic modeling; preparation of stormwater calculations; system inspection and maintenance; permitting; construction inspection and certification
- Potable Water: design; plant operations and inspections; line extensions, repairs and maintenance; permitting; construction inspection and certification
- Wastewater: design; plant operations; plant inspections; lift station design, specifications and permitting; line extensions, repairs, and maintenance; permitting; construction inspection and certification
- Environmental: wetland delineation and mitigation; FDEP permitting of air emission plants; coastal control line project design and permitting; docking facilities; seawalls; borrow pits; permitting; construction inspection and certification
- Project Management: proposal and contract negotiation; labor tracking; invoice management; staff management of all engineers, CAD technicians, and subconsultants

PROJECT EXPERIENCE SUMMARY

Municipal Contracts:

- Indian River County Public Works Department – since 2011, renewed 2017
- Indian River County Utilities Department – since 2011, renewed 2017
- Town of Indian River Shores – since 2014, renewed 2019
- School District of Indian River County – since 2011, renewed 2014, 2017, 2021
- City of Fellsmere – since 2016
- Town of Orchid - since 2022
- St. Lucie County – since 2014
- St. Lucie Schools – since 2015, renewed 2018
- FGUA - since 2017, renewed 2022

Municipal Projects:

- Indian River County - Jackie Robinson Training Complex Walking Trail
- Indian River County - Welcome Signs
- Indian River County Public Works - 37th Street and 47th Street roadway improvements
- Indian River County Fire Stations 3, 9 & 12
- Indian River County – Shooting Range: Trap & Skeet Facility expansion
- Indian River County – Martin Luther King Jr. Walking Trail
- Indian River County – Gifford drainage
- Indian River County South Regional WWTF – FDEP permit renewal of a 2.0 MGD plant and Reuse Operating Protocol
- Indian River County Sea Oaks WWTF – FDEP permit renewal
- Indian River County Blue Cypress WWTF – FDEP permit renewal
- Indian River County North County Regional WWTF – FDEP permit renewal
- Indian River County – South RO Plant interconnection
- Indian River County Landfill

MBV ENGINEERING, INC.

AARON J. BOWLES, P.E.

SENIOR VICE PRESIDENT

CIVIL/ENVIRONMENTAL ENGINEERING DIVISION

MEMBERSHIPS

- ASCE
- Water Environment Federation
- Florida Engineering Society
- The Exchange Club of Indian River, *Past President*

COUNTY APPOINTMENTS

- Indian River County Chamber of Commerce – Board of Directors

- Indian River County - North County Library
- Indian River Mosquito Control – parking and drive aisle re-surfacing with the addition of a 2,400 SF metal building
- SDIRC: Administration Building – 33,000 +/- SF building with all appurtenances
- SDIRC: Citrus Elementary – Classroom addition, new cafeteria, and courtyard
- SDIRC: Oslo Middle School - parent pick-up loop improvements and wetland boardwalk
- SDIRC: Treasure Coast Elementary - classroom addition
- SDIRC: Hard Court Improvements and Canopies at Liberty Magnet, Pelican Island Elementary, Glendale Elementary, Citrus Elementary, and Osceola Magnet
- SDIRC: Vero Beach Elementary - construction of a well
- SDIRC: Dodgertown Elementary - Stormwater improvements
- SDIRC: Adult Education Campus Improvements
- IRCHS Buildings 700 & 800 - design and construction to replace an existing building.
- Boys & Girls Club of Indian River County – addition of a covered basketball court at the Sebastian facility and design to construction of a new Vero Beach facility
- St. Lucie County – bus shelters
- City of Sebastian Riverview Park Lift Station Addition
- City of Sebastian – Airport Hangar B
- City of Sebastian – River Park Plaza parking
- City of Vero Beach Airport/SJRWMD Coordination – Stormwater system evaluation of existing trade & storage buildings, parking areas, hangar, tarmac, taxiways, offices.
- City of Sebastian: Stonecrop Drainage modifications
- City of Sebastian: Cemetery expansion
- City of Vero Beach Power Plant – Seawall and Retaining Wall

Private Sector Projects:

- Sebastian Charter Junior High School - addition of a 16,500 SF administration /classroom building and a 3,530 SF cafeteria building
- Indian River Charter High School – 9,014 SF classroom addition, student drop-off drive addition, 100,640 SF visual and performing arts building
- Gulfstream Harbor WWTF – evaluation and permit renewal of a 0.100 MGD plant
- Miami Everglades WWTF – evaluation and permit renewal of a 0.05 MGD plant
- Spring Hill WWTP – 2.1 MGD Reclaimed Water Effluent Pumping Station
- Forest View WWTP – designed modifications for additional treatment capacity
- Silver Lake Estates - water main improvements to increase community system tie-ins and looping
- Timber Pines Reclaimed Water Main – distribution design
- Cypress Bay Water Treatment Plant – overall plant inspection and findings report
- St. Lucie Mobile Village WWTP – expansion design from 40,000 GPD to 60,000 GPD
- Savannah Club East WWTP – redesign from 100,000 GPD to 250,000 GPD
- Indian River Habitat for Humanity – design, permitting and construction administration for an office complex, home store, office complex addition and 11 residential subdivisions
- Harbor Community Bank – renovation & rehabilitation of an abandoned building to a new bank building
- IMG Citrus – 2014 renovations included the addition of a 13,412 SF cold storage building with the addition of trailer parking and drive aisles.
- Watercrest ALF – 37,296 SF, 2-story assisted living facility
- Windsor, Block 48 – 12-unit multi-family residential building
- Indian River Plaza – drainage evaluation, parking re-configuration, utility upgrades, 187 SF building addition
- Aero Shade - 28,000 SF hangar/manufacturing building

AARON STANTON, P.E.

CIVIL ENGINEER – PROJECT MANAGER

CIVIL ENGINEERING DIVISION

PROFESSIONAL EXPERIENCE

- MBV Engineering, Inc., *Civil Engineer* (2018-current)
- The MilCor Group, Inc., *Senior Engineer* (2015-2018)
- Martin County, *Project Engineer* (2011- 2015)
- Knight, McGuire & Associates, Inc., *Project Manager* (2006-2010)
- John P. Downs Co., *Production Manager* (2005-2006)
- Great Lakes Dredge & Dock Co., *Field Engineer* (2004-2005)

FORMAL EDUCATION

Bachelor of Science, Ocean Engineering, *Florida Atlantic University*, 2002

PROFESSIONAL CERTIFICATIONS

State of Florida

- Professional Engineer #72460

PROFESSIONAL SKILLS

- ICPR, ProEngineer, EPANet, Cascade, Hypack, Matlab, C/C++
- Land Desktop, AutoCAD
- Microsoft Office: Outlook, Word, Excel
- KIVA (Martin Co. proprietary software)

PROFESSIONAL MEMBERSHIPS

- Florida Engineering Society (FES)
- Florida Institute of Consulting Engineers (FICE)

Mr. Stanton currently serves as a Civil Engineer and Project Manager for MBV Engineering, Inc., performing project management and civil engineering / design services. Mr. Stanton has worked with various local, state and federal municipalities to ensure projects are being designed, permitted, and constructed in accordance with state and local regulations.

Mr. Stanton has over 21 years of experience (7 years with MBV) in all aspects of engineering and planning for land development, and utility projects. Mr. Stanton has extensive experience in the following areas:

- Stormwater Systems: NPDES coordination and compliance; design of retention/detention systems; perform hydrologic and hydraulic modeling; preparation of stormwater calculations; system inspection and maintenance; permitting; construction inspection and certification
- Potable Water: design; line extensions, repairs and maintenance; permitting; construction inspection and certification
- Wastewater: design; permitting; lift station design, specifications and permitting; line extensions, repairs, and maintenance; permitting; construction inspection and certification
- Project Management: proposal and contract negotiation; labor tracking; invoice management; staff management of all engineers, CAD technicians, and subconsultants

PROJECT EXPERIENCE SUMMARY

- Indian River County Go-line Bus Shelters - design and permitting of 11 shelters throughout Indian River County
- Indian River County Rails to Trails Expansion - design to construction of a 1.4-mile extension of the Historic Trans-Florida Rail Trail located west of I-95 in Fellsmere. Project is state funded through FDOT.
- Indian River County Traffic Operations - design and permitting of a new 7,000 SF Traffic Operations facility with 9,100 SF supply warehouse. This site also houses the County EOC, Road & Bridge, Utility Ops, and Solid Waste offices.
- Indian River County Hallstrom House - design to construction of a park improvements project with the addition of pedestrian paths and sidewalks, driveway and parking modifications, addition of a restroom building, and the addition of an off-site sidewalk.
- Indian River County Jones Pier - design to construction of a park improvements project with the addition of pedestrian paths and sidewalks, driveway and parking modifications, addition of a restroom building
- Indian River County Kroegel Homestead - design to construction of a park improvements project with the addition of pedestrian paths and sidewalks, driveway and parking modifications, the addition of a pavilion and covered outdoor seating area.
- Indian River County Jackie Robinson Training Complex Walking Trail - design to construction of a 12' wide millings walking trail with a pedestrian bridge connecting the walking trail to the cloverleaf fields to the east.
- Indian River County Old Dixie Highway and Highland Drive Intersection and Utility Improvements: design to construction for the Stormwater and roadway improvements for this intersection, as well as replacement of asbestos water lines with HDPE pipe.
- Indian River County 43rd Avenue Sidewalk Improvements - design to construction of an 8' wide sidewalk improvement project from Airport West Drive to 41st Street.
- Indian River County 12th Street Water main Replacement (Indian River County) – design, bidding, through to construction of a 3,700 LF +/- water main replacement project.
- SurfsEdge Subdivision - design of a 12-lot single family residential subdivision with a 12-unit multi-family condominium building. The site also includes all roadway, utilities, and a clubhouse building with community pool.

Susan Hall, ASLA
LANDSCAPE ARCHITECTURE



MEGAN R. MAGWIRE, Project Manager/Designer

BACKGROUND

Megan Magwire interned with both Studio Jefre and Susan Hall Landscape Architecture during the summer/fall of 2009. Upon graduation from the University of Florida with a B.A. in Landscape Architecture she was employed for 7 years in St. Petersburg as a staff Landscape Designer. July, 2016 she started at SHLA. Ms. Magwire has continued to grow in her capacity as a designer and project manager. Her responsibilities include site analysis and design, cost estimating review of plans for quality assurance and project coordination with team members.

EDUCATION

Bachelor Degree in Landscape Architecture, 2011
University of Florida, Gainesville, Florida

YEARS OF EXPERIENCE

SHLA: 9 / Total: 14

ROLE IN THE CONTRACT

Project Manager/Designer

LICENSE(S) OR ACCREDITATIONS(S)

Completion of Rain Bird Academy Irrigation Design Training

HOW MANY FIRE STATIONS DESIGNED AND ROLE

Osceola County Kyngs Heath Fire Station – Project Manager
Osceola County Austin Fire Station - Project Manager
Osceola County Marigold Fire Station – Project Manager
City of Palm Bay - Palm Bay Fire Station #7 – Project Manager
City of Palm Bay - Palm Bay Fire Station #8 – Project Manager
Satellite Beach Fire Station & Public Works – Project Manager

LOCATION

Merritt Island, FL

Susan Hall, ASLA
LANDSCAPE ARCHITECTURE



SUSAN J. HALL, Landscape Architect, LEED AP

BACKGROUND

Mrs. Hall established Susan Hall & Associates, Inc. in 1982, in Miami, Florida. The firm continued to grow and in 1997 opened A second office on Merritt Island, Florida, where it is based today. Susan Hall, Owner and President, is involved in all aspects of the company's operations and project management, including site analysis and design, cost estimating, review of plans for quality assurance, project coordination with team members, on-site observation during construction and Client-support throughout the project. Susan also lectures to various civic and professional groups in Brevard County on a regular basis, and frequently has featured projects in local and national publications.

EDUCATION

Bachelor of Science, Landscape Architect, 1980 Purdue University

YEARS OF EXPERIENCE

SHLA: 43
Total: 43

ROLE IN THE CONTRACT

Landscape Architect - Principle-in-Charge

LICENSE(S) OR ACCREDITATIONS(S)

American Society of Landscape Architects, Florida #853
LEED Accredited Professional, 2009 / WOSB, 2015-2027
FDOT Consultants Certification, July 2021

HOW MANY FIRE STATIONS DESIGNED AND ROLE

Osceola County Kyngs Heath Fire Station – Principal in Charge
Osceola County Austin Fire Station - Principal in Charge
Osceola County Marigold Fire Station – Principal in Charge
City of Palm Bay - Palm Bay Fire Station #7 – Principal in Charge
City of Palm Bay - Palm Bay Fire Station #8 – Principal in Charge
Satellite Beach Fire Station & Public Works – Principal in Charge

LOCATION

Merritt Island, FL



James Burchard

Partner, Senior Project Manager

Profile

Role

Project Manager

Bio

James leads the Fort Pierce region and is responsible for the office operations, client relations, project management, and design. His principal areas of design include interior/ exterior lighting, power distribution (low voltage and medium voltage), fire alarm, information technology, security, and lightning protection systems. He has managed and designed projects including facility studies/ assessments, replacements, renovations, and new construction.

Education

Apprenticeship Program, Associated Builders and Contractors Institute, 1990

20 Years with firm
41 Years experience

CMTA

Select Project Examples

City of Indian Harbour Beach
Fire Station 56 Report
- MEP | General feasibility study to evaluate various options for renovating and expanding the current Fire Station 56.

Indian River County Fire Rescue
Fire Station #7
- 3-Bay | Est. 10,000 SF | Cat. 3 | MEP/FP/LV | New Construction

Fire Station #13
- 2-Bay | 8,000 SF | $2.5M | Cat. 4 | MEP | New Construction

Fire Station #14
- 2-Bay | 8,000 SF | $2.5M | Cat. 4 | MEP | New Construction

Two (2) Prototype Fire Stations
- 2-Bay | 6,500 SF | $2M | Cat. 4 | MEP/FP | New Construction

St. Lucie County Fire District
Seven (7) Prototype Fire Stations
- 3-Bay | 8,000 SF | $2M | Cat. 5 | MEP/FP | New Construction

Prototype Fire Station
- 4-Bay | 8,000 SF | $4M | MEP/FP/LV | New Construction

Fire Station #20
- 4-Bay | 8,000 SF | $4M | Cat. 5 | MEP/FP/LV | New Construction

Fire Station #5
- 3-Bay | 8,963 SF | $2.5M | Cat. 5 | MEP/LV/Cx | New Construction

Logistics Building
- MEP/FP/LV | New Construction

City of Palm Bay
Fire Station #7
- 3-Bay | 13,000 SF | MEP/FP/LV | New Construction

Town of Jupiter
Piatt Place Fire Station
- 3-Bay | 13,000 SF | MEP/FP/LV/Lighting | New Construction

Cinquez Park Fire Station
- 3-Bay | 13,000 SF | MEP/FP/LV/Lighting | New Construction

Oakland Park Fire Rescue
Fire Station #87 Upgrade
- 3-Bay | 18,000 SF | Electrical | Generator upgrade, power study on electrical service, and power to new bay door.



Jason Smith

PE, LEED AP BD+C, CEM

Partner, Senior Mechanical Engineer

Profile

Role

Mechanical Engineer of Record

Bio

As the Mechanical Engineer of Record (MEOR), Jason plays a critical role in the development of mechanical scopes, conducting meticulous Quality Assurance/Quality Control (QA/QC) of construction documents, and providing innovative design solutions. As a LEED Accredited Professional and Certified Energy Manager, he brings a wealth of expertise, ensuring sustainable and energy-efficient practices in all projects. His diverse portfolio spans across various sectors including K-12 and higher education, local and federal government, healthcare facilities, and commercial structures.

Education

B.S., Electrical Engineering, University of Central Florida, 1997

Registrations

Licensed Professional Engineer: FL #55743

Certification

- LEED® AP: 10197282-AP-BD+C
- Certified Energy Manager®: CEM19073

32 Years with firm
36 Years experience

CMTA

Select Project Examples

City of Indian Harbour Beach
Fire Station 56 Report
- Assessment of the existing fire station's mechanical, electrical and plumbing systems/equipment to determine replace or build new.

City of Daytona Beach
Fire Headquarters Building
- 4-Bay | 25,000 SF | $18M | MEP/FP/LV | New Construction

Indian River County Fire Rescue
Fire Station #7
- 3-Bay | Est. 10,000 SF | Cat. 3 | MEP/FP/LV | New Construction

Fire Station #13
- 2-Bay | 8,000 SF | $2.5M | Cat. 4 | MEP | New Construction

Fire Station #14
- 2-Bay | 8,000 SF | $2.5M | Cat. 4 | MEP | New Construction

Two (2) Prototype Fire Stations
- 2-Bay | 6,500 SF | $2M | Cat. 4 | MEP/FP | New Construction

St. Lucie County Fire District
Seven (7) Prototype Fire Stations
- 3-Bay | 8,000 SF | $2M | Cat. 5 | MEP/FP | New Construction

Prototype Fire Station
- 4-Bay | 8,000 SF | $4M | MEP/FP/LV | New Construction

City of Palm Bay
Fire Station #7
- 3-Bay | 13,000 SF | MEP/FP/LV | New Construction

Town of Jupiter
Piatt Place Fire Station
- 3-Bay | 13,000 SF | MEP/FP/LV/Lighting | New Construction

Cinquez Park Fire Station
- 3-Bay | 13,000 SF | MEP/FP/LV/Lighting | New Construction

Polk County Fire Rescue
Nine (9) Prototype Fire Stations
- 3-Bay | 11,600 SF | $3.5M | MEP/FP/LV | New Construction

City of Winter Haven
Fire Station 3
- 3-Bay | 11,600 SF | $3.5M | Cat. 3 | MEP/FP/LV | New Construction



Keith Liatsos

PE

Partner, Senior Electrical Engineer

Profile

Role

Electrical Engineer of Record

Bio

Keith is a seasoned electrical engineer with principal areas of design that encompass lighting, power distribution (both low voltage and medium voltage), emergency systems, and fire alarm systems. As the Electrical Engineer of Record (EEOR), he has been instrumental in a wide range of projects, from facility studies and assessments to system replacements, comprehensive renovations, and new construction. Notably, Keith engineers innovative solutions aimed at enhancing building performance and reducing energy consumption. His deep understanding of energy dynamics and commitment to sustainability result in the creation of environmentally friendly, functional, and safe structures.

Education

B.S., Electrical Engineering, University of Central Florida, 2001

Registrations

Licensed Professional Engineer: FL #66402

14 Years with firm
23 Years experience

CMTA

Select Project Examples

City of Indian Harbour Beach
Fire Station 56 Report
- Assessment of the existing fire station's mechanical, electrical and plumbing systems/equipment to determine replace or build new.

City of Daytona Beach
Fire Headquarters Building
- 4-Bay | 25,000 SF | $18M | MEP/FP/LV | New Construction

Indian River County Fire Rescue
Fire Station #7
- 3-Bay | Est. 10,000 SF | Cat. 3 | MEP/FP/LV | New Construction

Fire Station #13
- 2-Bay | 8,000 SF | $2.5M | Cat. 4 | MEP | New Construction

City of Palm Bay
Fire Station #7
- 3-Bay | 13,000 SF | MEP/FP/LV | New Construction

Polk County Fire Rescue
Nine (9) Prototype Fire Stations
- 3-Bay | 11,600 SF | $3.5M | MEP/FP/LV | New Construction

Polk County Fire Rescue Fire Training Center
- 32,200 SF | $12.5 Mil | MEP/FP/LV | New Construction

City of Winter Haven
Fire Station 3
- 3-Bay | 11,600 SF | $3.5M | Cat. 3 | MEP/FP/LV | New Construction

City of Palm Coast
Fire Station #26 & #22 Prototype
- 3- to 4-Bay | 10,000+ SF | Est. $7.5M | MEP/FP/LV | New Construction

City of St Augustine
Fire Station #2
- 3-Bay | 10,000 SF | $9.5M | MEP/FP/LV | New Construction

Flagler County Fire Department
Prototype Fire Station
- 3-Bay | 10,000 SF | Cat. 3 | MEP/FP/LV | New Construction

Fire Administration Station #62
- 4-Bay | 16,400 SF | MEP/FP/LV/Lighting | New Construction

M L Engineering, Inc.
Consulting Structural Engineer
Special Inspector
2030 37th Avenue
Vero Beach, Florida 32960
PH: (772) 569-1257 / FX: (772) 569-4041
info@mlengineeringinc.com www.mlengineeringinc.com

President:

Michael A. Lue, P.E., S.I.

Credentials:

Bachelor of Science in Civil Engineering

Licensed Special Inspector	Florida Registration No. 1061
Licensed Professional Engineer	Florida Registration No. 47520
Licensed Professional Engineer	South Carolina Registration No. 21444
Licensed Professional Engineer	Arkansas Registration No. 11391

Affiliations:

American Concrete Institute (ACI)	American Society of Civil Engineers (ASCE)
Florida Structural Engineers Association (FSEA)	Concrete Reinforcing Steel Institute (CRSI)
National Council of Examiners for Engineering & Surveying (NCEES)	

M L Engineering, Inc. offers structural engineering consulting and design, forensic engineering services, concrete restoration, and special inspection services. Our projects consist of residential, commercial, educational, municipal, and environmental structures.

The following is a brief list of past projects

Projects:

Martin County Fire Station 14	Sandpiper Bay Resort	Dyer Chevrolet
Martin County Fire Station 18	Jetson Appliance Center	Dyer Mazda
Palm Bay Fire Station 7	Pursuit Boats Manufacturing Facility	Dyer Subaru
IRC Fire Station 10 Addition	Maverick Boats Manuf. Facility	Jupiter Island Country Club
Indian River Shores Fire House	Whispering Pines Concession Bldg	Vero Beach Country Club
IRC Sheriff Office Helicopter Hangar	Boys & Girls Club of Vero Beach	Citrus Elementary School
Hobart Park Baseball Field Facilities Bldg.	COVB Field Services Complex	Vero Beach Elementary School
IRC Sherriff's Crime Scene Building	Martin Co. Bldg. Dept. – Addition	Beachland Elementary School
Vero Beach Corporate Air Hangars	Indian Harbor Beach City Hall	Calvary Christian Academy
Vero Beach Airport Customs Facility	Dr. Geraghty Veterinary Center	Glendale Elementary
Dyer Hangar Vero Beach Airport	Treasure Coast Food Bank	Indian River Charter HS

Concrete Restoration:

Village Spires	Bay Island Club Condominiums	Moorings West Passage
Ocean Harbor North Condominiums	Sea Oaks Development Condos	Sea Oaks Beach Villas
Ocean Harbor South Condominiums	Grand Harbor Condominums	Bryn Mawr Condominiums
River Run Condominiums	Del Mar Condominiums	Rio Mar Sands Condominiums

Special Inspection:

Indian River Memorial Hospital Expansion	Carlton of Vero Beach Condominiums	Bryn Mawr Condominiums
Palm Island Plantation Condominiums	River Club of Vero Beach Condo's	Somerset Bay
Majestic Theater	Indian River Medical Center	Calvary Chapel of Vero Beach

Mission Statement:
Our mission statement is to provide the highest quality of service with innovative, construction wise sound designs.

Brennan Hagan, M.S., PWS

Professional Wetland Scientist



PROFESSIONAL EXPERIENCE

Brennan, an Environmental Planning Group Manager in Terracon's Florida Division, has 8 years of experience as an environmental professional specializing in environmental permitting, wetland delineation, environmental planning, arboricultural services, and listed species services in Florida. His expertise includes wetland delineation, wetland permitting and compliance, design, implementation, and design of wetland mitigation plans, sovereign submerged land authorizations, hydrologic surveys, sand skink surveys, tree inventories, tree health/risk assessments, reviewing/interpreting municipal code, southeastern American kestrel survey, Audubon's crested caracara surveys, Florida burrowing owl survey/relocations, and gopher tortoise surveys/relocations.

In addition, Brennan has experience conducting Phase 1 site visits and writing Phase 1 reports per the ASTM standards. Experience also includes coordination with the Florida Fish and Wildlife Conservation Commission (FWC), the Florida Department of Environmental Protection (FDEP), several local municipalities, the US Fish and Wildlife Service, and all Water Management Districts (WMD) across the state.

PROJECT EXPERIENCE

Brevard County Fire Station – Brevard County, FL. Senior Staff Scientist. The site consists of one ±2.88-acre parcel of vacant land located at 4615 North Courtenay Parkway in Merritt Island. The assessment included a wetland delineation, a preliminary wetland functional assessment, and a listed species assessment for the site.

Saddlebunch Key Site - Monroe County, FL. Environmental Planning Group Manager/Quality Assurance/Quality Control (QA/QC) Review. This site is composed of a tidally influenced area of land totaling ±39.88 acres opening into the Atlantic Ocean. The purpose of the project was to take inventory of the natural resources onsite and determine what environmental restoration projects would be feasible and incentivized for the site. A feasibility assessment was conducted for this site that included a natural resources inventory, a review of local, state, and federal land use restrictions and regulations specifically relating to the site, and an assessment of the site for potential habitat for listed threatened or endangered species. A comprehensive inventory of the natural resources on site was recorded and provided within the report. Additionally, Terracon investigated potential site enhancements that would have the potential for capital gain while improving the natural resources on the site, such as mangrove or seagrass cultivation or coral propagation.

Port St. Lucie Police Training Facility – Port St. Lucie, FL. Senior Staff Scientist. The site comprises 8 parcels owned by the City of Port St. Lucie that were slated for redevelopment. A Phase I environmental site assessment (ESA) was performed to assist the client in developing information to identify recognized environmental conditions (RECs) in connection with the site. This purpose was undertaken through user-provided information, a regulatory database review, historical and physical records review, interviews, including local government inquiries, as applicable, and visual noninvasive reconnaissance of the site and adjoining properties. The scope of services also included a threatened and endangered listed species assessment.

EDUCATION

Bachelor of Science, Interdisciplinary Studies – Environmental Science University of Central Florida, 2018

Masters of Science, Urban & Regional Planning, University of Central Florida, 2021

Graduate Certificate, Emergency Management & Homeland Security, University of Central Florida, 2021

CERTIFICATIONS

Wildland Firefighter

Florida Stormwater, Erosion, and Sediment Control Inspector, Tier II

Professional Wetland Scientist (PWS)

Authorized Gopher Tortoise Agent

Registered Florida Burrowing Owl Agent

ADDITIONAL TRAINING

40 hours of Andvanced Wetland Delineation Training by FDEP delineation team.

40-hour Hazardous Waste Operations and Emergency Response Certification

AFFILIATIONS

Society of Wetland Scientists

Urban Knights (UCF)

Central Florida Association of Environmental Professionals

YEARS OF EXPERIENCE 8

YEARS AT FIRM 3

OFFICE LOCATION

Winter Park, FL

Hugo E. Soto, P.E.

Principal Geotechnical Engineer/QA/QC Review

PROFESSIONAL EXPERIENCE

Hugo is a Principal and Manager of Regional Geotechnical Services for Terracon's Fort Lauderdale and Miami offices. He is also an authorized project reviewer (APR) for the firm's Florida Division, providing oversight and guidance on project quality, delivery, and other aspects of each project including safety, schedule, budget, and meeting Terracon and client expectations. Hugo has expertise in providing geotechnical engineering, construction materials testing, inspection, and consulting services. Hugo's extensive experience includes: evaluating bearing capacity and settlement for different types of shallow and deep foundation systems; analysis/evaluation of retaining walls, sheet piling systems, slope stability analysis of conventional and reinforced embankments, evaluation of drilled shafts, auger cast piles and driven piles; evaluation, design, and implementation of subsurface improvement programs and conducting studies including monitoring vibrations of structures during construction.



EDUCATION

Master of Science in Geotechnical Engineering, Utah State University, 1980

Bachelor of Science in Civil Engineering, Utah State University, 1979

REGISTRATIONS

Professional Engineer, #36440, Florida, 1985

AFFILIATIONS

American Society of Civil Engineers

Cuban American Association of Civil Engineers

YEARS OF EXPERIENCE

With Terracon: 17
Total in Industry: 44

PROJECT EXPERIENCE

Pompano Beach Amphitheater - Pompano Beach, FL. Principal Engineer/Quality Assurance/Quality Control (QA/QC) Review. The project consisted of the construction of a membrane roof over the existing Pompano Beach Amphitheater. It was proposed that the roof cables connect to a rigid steel truss that would rest on top of two towers in the front, and at the back, the membrane would be supported by a series of columns (cable-supported masts). The project included truss columns in the front of the structure and cables and mast on the rear of the structure to be supported on piles. Terracon performed subsurface exploration and geotechnical engineering services in 2018 for the proposed roof. The purpose of these services is to provide information and geotechnical engineering recommendations relative to subsurface soil (and rock) conditions, groundwater conditions, site preparation and earthwork, and foundation design and construction.

Pine Crest School, Track and Field Turf - Fort Lauderdale, FL. Principal Engineer/APR/QA/QC Review. The project is located at the athletic field location on the eastern end of Pine Crest School. The project includes the construction of a new track and sod field. Terracon's scope of work consisted of field exploration, laboratory testing, and engineering/project delivery. Results of our field and laboratory programs were evaluated by a professional engineer. The engineer developed a geotechnical site characterization, performed the engineering calculations necessary to evaluate foundation alternatives, and developed appropriate geotechnical engineering design criteria for earth-related phases of the project.

Ingalls Park Improvements – Hallandale Beach, FL. Principal Engineer/APR/QA/QC Reviewer. The planned improvements project includes the design and construction of new gazebo structures and new roadways at Ingalls Park, which is located at 735 SW 1st Street in Hallandale Beach, Florida. At the time of Terracon's services, the site consisted of a public park with buildings and large green areas. Terracon provided geotechnical engineering services to the City of Hallandale that included the advancement of 4 test borings to a depth of 10 feet below existing site grades and performing one exfiltration test to a depth of 10 feet below existing grades. The purpose of these services was to provide information and geotechnical engineering recommendations relative to subsurface conditions, earthwork, roadway recommendations, groundwater conditions, foundation design and construction for gazebo structures, and results of hydraulic conductivity tests (K value).

Steven A. Harrison, P.G.

Principal Geologist/QA/QC Review

PROFESSIONAL EXPERIENCE

Steven is a principal and a professional environmental consultant for Terracon and its Florida Division. He also serves as the Department Manager for the Fort Lauderdale and Miami offices. He specializes in providing responsive, cost-effective, technically accurate, and regulatory-focused solutions to meet clients' project and operational requirements. Steven's diverse environmental experience includes the assessment and remediation of impacted groundwater and soil, real estate transactional due diligence assessment (Phase I/II environmental site assessments (ESAs)), storage tank system management, industrial and Resource Conservation and Recovery Act (RCRA) waste disposal, wildlife surveys and compliance help with federal and State environmental regulations (SPCC Plans). Steven's knowledge of local, state, and federal regulatory requirements is critical to supporting clients' objectives to maintain compliance with all applicable regulatory requirements.



EDUCATION

M.S., Marine Geology and Geophysics, Emphasis: Geo-Chemistry, Rosenstiel School of Marine and Atmospheric Sciences, University of Miami, 1988

B.S., Geology
State University of New York Binghamton, 1980 – 1984

REGISTRATIONS

Professional Geologist
Florida, No. 0001390

Florida Licensed Mold Assessor, No. MRSA508

CERTIFICATIONS

8- Hr Hazmat Health and Safety Training Updates (Current)

40- Hr Hazmat Health and Safety Training (1989)

AFFILIATIONS

Commercial Real Estate Women (CREW) Fort Lauderdale/Boca Raton

YEARS OF EXPERIENCE

With Terracon: 11
Total in Industry: 36

PROJECT EXPERIENCE

Former Confidential Golf Course - Southern Palm Beach County, FL. Project Director. Terracon conducted a Phase I ESA and limited site investigation (LSI) for a 200-acre tract of land that was formerly comprised of three 9-hole links with a system of manmade lakes for drainage of the course and surrounding areas. The LSI services were conducted concurrently with the Phase I ESA activities to assess for potential impacts to the soil and/or groundwater quality at the site that may have resulted from the historical use of the site as a golf course.

Armbrister Park - Miami, FL. APR/QA/QC Reviewer/Senior Geologist. The project consists of the demolition of the existing approximately 5,000-square-foot (SF) community center building and the construction of a new 2-story facility of approximately 10,000 SF, and an outdoor pavilion. Environmental consulting services are needed to address soils impacted with metals prior to and during the development of the new facilities, and onsite oversight of soil management activities and air monitoring during construction.

Southport Turning Notch, Port Everglades (PEV), Fort Lauderdale, FL. Senior Environmental PM/QA/QC Review. The Southport Turning Notch project supports the expansion of berth space at the Port to accommodate the new, larger cargo ships. The expansion intersected a former landfill at the Port, and Terracon advanced 29 60-foot deep 6-inch diameter soil borings with a sonic drill rig for sample collection and analysis of soil samples. The efforts supported selection of appropriate disposal and re-use options for approximately 3 million cubic yards of soil.

Gulfstream Point – Hallandale Beach, FL. Senior Geologist, QA/QC Review. Terracon performed a Phase I ESA consistent with the procedures included in ASTM E 1527-13, *Standard Practice for Environmental Site Assessments: Phase I Environmental Site Assessment Process. The Phase I ESA* identified a REC as a result of the historical nursery on site. Extensive assessment efforts found widespread arsenic impacts on the soil and groundwater of the facility, which is undergoing regulatory review and approval. Worked with the developer to adjust building design to minimize dewatering and soil disposal in support of the NFAC closure from Broward County.

Alex Halli

Senior Director



QUALIFICATIONS
BSC (HONS), MRICS

EXPERIENCE
23 YEARS

Alex's leadership of our Florida and Caribbean offices ensure the client and project obtain optimum value. Alex has considerable pre-contract and post-contract experience in multiple sectors.

Notable Clients

St. Petersburg Pier
MSC Terminal
Carnival Terminal
Royal Caribbean Terminal
Virgin Voyages Terminal V
Universal Studios
Global Ports Holding
Bonds Cay
Coco Cay
Baha Mar
Baha Mar Waterpark
Barbuda Ocean Club
Melia Hotel
Grand Hyatt
830 Brickell
Millennium
Jones Day
Ichan









1. Royal Caribbean Terminal
2. Carnival Terminal
3. MSC Terminal
4. Virgin Voyages Terminal V

CPZ ARCHITECTS, INC.
MAIN: 4316 W. Broward Boulevard, Plantation, Florida 33317

Dennis Vasin

Senior Associate Director
Cost Management



QUALIFICATIONS
BS, CONSTRUCTION MANAGEMENT

EXPERIENCE
18 YEARS

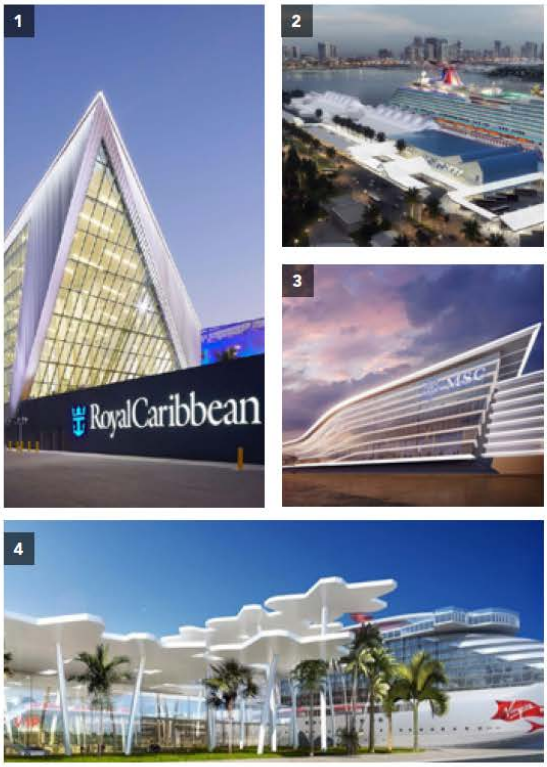
Dennis excels in working alongside the client and the design team, assisting them with estimating through guiding the development of accurate budgeting, bringing ability to recognize gaps in the design documents and prepare a risk analysis for any unanticipated project costs.

Notable Clients

St. Petersburg Pier
MSC Terminal
Carnival Terminal
Royal Caribbean Terminal
Virgin Voyages Terminal V
Avenues: The World School
Center for Jewish Life
Cox Science Center & Aquarium
Society of Four Arts

Baha Mar
Baha Mar Water Park
Delano Hotel
Perez Art Museum Miami
Edition Hotel - Water Street Tampa*
Cora - Water Street Tampa*
Revel Casino*

**Experience prior to G&T*



1. Royal Caribbean Terminal
2. Carnival Terminal
3. MSC Terminal
4. Virgin Voyages Terminal V

CPZ ARCHITECTS, INC.
MAIN: 4316 W. Broward Boulevard, Plantation, Florida 33317

Sreejesh Unnikrishnan

Director of MEP Estimating



QUALIFICATIONS
MS & BE, MECHANICAL ENGINNEERING

EXPERIENCE
19 YEARS

As the leader of G&T's MEP Specialty Group, Sreejesh brings extensive experience in Mechanical, Electrical, and Plumbing (MEP) services and Building Information Modeling (BIM). His expertise spans across diverse sectors, including commercial, hospitality, data centers, residential, recreational, healthcare, and government projects. Sreejesh's remarkable ability to address the distinctive challenges inherent in each sector underscores his adaptability and profound comprehension of the construction industry.

Notable Clients

St. Petersburg Pier
MSC Terminal
Carnival Terminal
Royal Caribbean Terminal
Virgin Voyages Terminal V
NYCFC Stadium
San Diego Chargers Stadium
6AM Suncal
Police Academy
PSAC II
425 Park Ave
One Vanderbilt Avenue
Brooklyn Bridge Park
Baha Mar Waterpark
The District
Bellefield
The United Nations Google
Meta
Centennial Park









1. Royal Caribbean Terminal
2. Carnival Terminal
3. MSC Terminal
4. Virgin Voyages Terminal V

CPZ ARCHITECTS, INC.
MAIN: 4316 W. Broward Boulevard, Plantation, Florida 33317
954-792-8525 www.cpzarchitects.com

State of Florida
Department of State

I certify from the records of this office that MBV ENGINEERING, INC. is a corporation organized under the laws of the State of Florida, filed on July 15, 1983.

The document number of this corporation is G50557.

I further certify that said corporation has paid all fees due this office through December 31, 2025, that its most recent annual report/uniform business report was filed on April 15, 2025, and that its status is active.

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

Given under my hand and the Great Seal of the State of Florida at Tallahassee, the Capital, this the Fifteenth day of April, 2025

Secretary of State

Tracking Number: 1302585289CC

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LICENSEE DETAILS

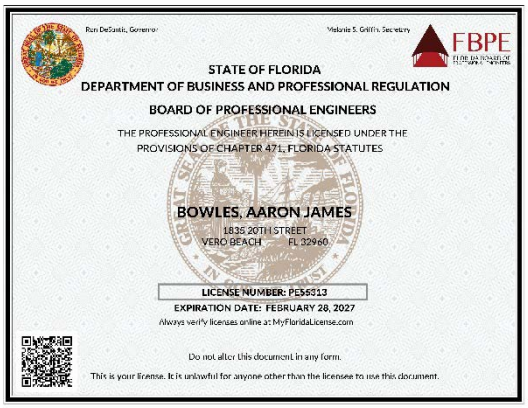
3:33:48 PM 4/29/2025

Licensee Information

Name:	**MBV ENGINEERING, INC.** (Primary Name)
Main Address:	**1835 20TH ST** **VERO BEACH Florida 32960**
County:	**INDIAN RIVER**

License Information

License Type:	**Engineering Business Registry**
Rank:	**Registry**
License Number:	**3728**
Status:	**Current**
Licensure Date:	**08/16/1983**
Expires:	





State of Florida
Department of State

I certify from the records of this office that CMTA, INC. is a Kentucky corporation authorized to transact business in the State of Florida, qualified on August 15, 2001.

The document number of this corporation is F01000004393.

I further certify that said corporation has paid all fees due this office through December 31, 2025, that its most recent annual report/uniform business report was filed on January 7, 2025, and that its status is active.

I further certify that said corporation has not filed a Certificate of Withdrawal.

Given under my hand and the Great Seal of the State of Florida at Tallahassee, the Capital, this the Thirteenth day of January, 2025

Secretary of State

Tracking Number: 8624404785CU

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Ron DeSantis, Governor

Melanie S. Griffin, Secretary

FBPE
FLORIDA BOARD OF PROFESSIONAL ENGINEERS

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
BOARD OF PROFESSIONAL ENGINEERS

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

SMITH, JASON L.
755 S DENNING DRIVE
WINTER PARK FL 32789

LICENSE NUMBER: PE57743
EXPIRATION DATE: FEBRUARY 28, 2027
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LEED AP BD+C

10197282-AP-BD+C

22 AUG 2011

19 AUG 2025



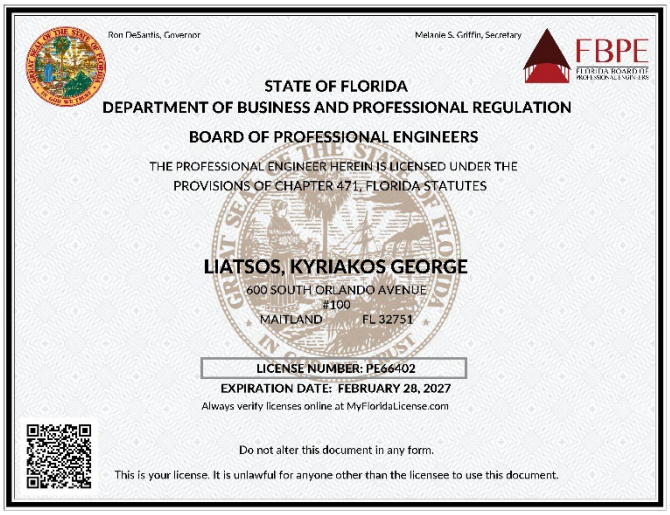
GREEN BUSINESS CERTIFICATION INC. CERTIFIES THAT

Jason Smith

HAS ATTAINED THE DESIGNATION OF

LEED AP® Building Design + Construction

by demonstrating the knowledge and understanding of green building practices and principles needed to support the use of the LEED® green building program.



Ron DeSantis, Governor

Melanie S. Griffin, Secretary

FBPE
FLORIDA BOARD OF PROFESSIONAL ENGINEERS

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
BOARD OF PROFESSIONAL ENGINEERS

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

LIATSOS, KYRIAKOS GEORGE
600 SOUTH ORLANDO AVENUE
#100
MAITLAND FL 32751

LICENSE NUMBER: PE66402
EXPIRATION DATE: FEBRUARY 28, 2027
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State of Florida
Department of State

I certify from the records of this office that M.L. ENGINEERING, INC. is a corporation organized under the laws of the State of Florida, filed on April 5, 1999.

The document number of this corporation is P99000032160.

I further certify that said corporation has paid all fees due this office through December 31, 2021, that its most recent annual report/uniform business report was filed on March 3, 2021, and that its status is active.

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

Given under my hand and the Great Seal of the State of Florida at Tallahassee, the Capital, this the Third day of March, 2021



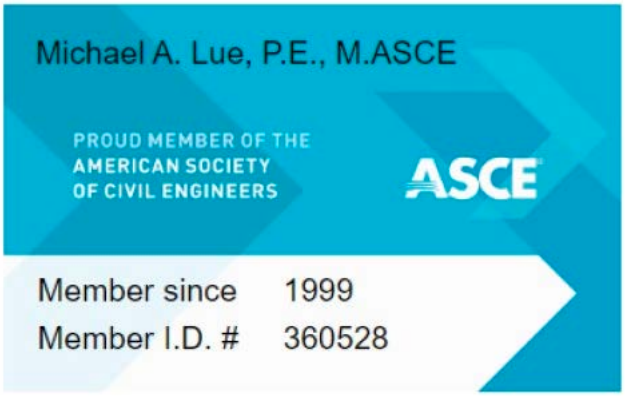
Secretary of State

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FBPE
FLORIDA BOARD OF PROFESSIONAL ENGINEERS
STATE OF FLORIDA
PE47520
ISSUED: 02/03/2025
PROFESSIONAL ENGINEER
LUE, MICHAEL ANTHONY
SPECIAL INSPECTOR NUMBER: 1061
Signature
LICENSED UNDER CHAPTER 471, FLORIDA STATUTES
EXPIRATION DATE: FEBRUARY 28, 2027


Michael A. Lue, P.E., M.ASCE
PROUD MEMBER OF THE
AMERICAN SOCIETY
OF CIVIL ENGINEERS
ASCE
Member since 1999
Member I.D. # 360528

State of Florida
Department of State

I certify from the records of this office that TERRACON CONSULTANTS, INC. is a Delaware corporation authorized to transact business in the State of Florida, qualified on December 31, 2003.

The document number of this corporation is F04000000114.

I further certify that said corporation has paid all fees due this office through December 31, 2024, that its most recent annual report/uniform business report was filed on January 12, 2024, and that its status is active.

I further certify that said corporation has not filed a Certificate of Withdrawal.

Given under my hand and the Great Seal of the State of Florida at Tallahassee, the Capital, this the Twelfth day of January, 2024

Secretary of State

Tracking Number: 3111958173CC

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Society of Wetland Scientists
Professional Certification Program, Inc

grants the designation

Professional Wetland Scientist

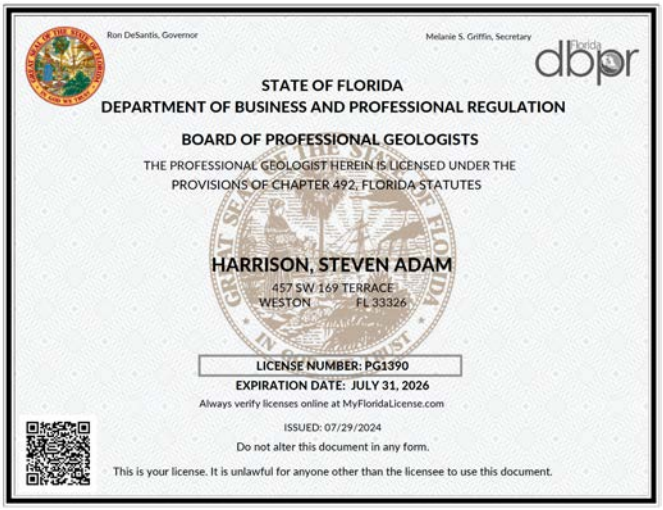
For

Brennan Hagan

In recognition of all the professional requirements approved by the Society of Wetland Scientists Certification Program, Inc. and verified by the Society's Certification Review Panel on 12/31/2021. Professional Wetland Scientist number 3469. Due to recertify by 12/31/2026.

Gillian Davies, PWS
President

Robert D. Shannon, Ph.D., PWS
Review Panel Chair



Ron DeSantis, Governor

Melanie S. Griffin, Secretary

Florida dbpr

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

BOARD OF PROFESSIONAL GEOLOGISTS

THE PROFESSIONAL GEOLOGIST HEREIN IS LICENSED UNDER THE PROVISIONS OF CHAPTER 492, FLORIDA STATUTES

HARRISON, STEVEN ADAM

457 SW 169 TERRACE
WESTON FL 33326

LICENSE NUMBER: PG1390
EXPIRATION DATE: JULY 31, 2026

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ISSUED: 07/29/2024

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Ron DeSantis, Governor

Melanie S. Griffin, Secretary

FBPE
FLORIDA BOARD OF PROFESSIONAL ENGINEERS

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

BOARD OF PROFESSIONAL ENGINEERS

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

SOTO, HUGO E

15450 SW 27TH STREET
MIAMI FL 33185

LICENSE NUMBER: PE36440
EXPIRATION DATE: FEBRUARY 28, 2027

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State of Florida
Department of State

I certify from the records of this office that GARDINER & THEOBALD INC is a Delaware corporation authorized to transact business in the State of Florida, qualified on April 26, 2012.

The document number of this corporation is F12000001807.

I further certify that said corporation has paid all fees due this office through December 31, 2025, that its most recent annual report/uniform business report was filed on January 17, 2025, and that its status is active.

I further certify that said corporation has not filed a Certificate of Withdrawal.

Given under my hand and the Great Seal of the State of Florida at Tallahassee, the Capital, this the Twenty-eighth day of February, 2025

Secretary of State

Tracking Number: 4969182647CU

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Current & Future Workload

Current and project workload of the Firm, provide project and client names, project design commencement, projected design completion dates, and construction dollar value of the projects:

Town of Davie

1811F TOD Pine Island Park Playgd & Splash Pad, 7/2025 – Present, Const. Est: $3,064,889

Client Name: Osdel Fernandez-Larrea, *Director*
954-797-1240

Town of Palm Beach

2218B TOPB Police Department Renovation, 11/2024 – Present, Const. Est: $2,619,690
2218C TOPB Par 3 Balcony Repair, 2/2025 – Present, Const. Est: $364,382

Client Name: Dennis Polski, P.E., *Project Engineer*
561-838-5440, Ext. 7024

Martin County (MC)

2373 MC Building Department, 4/2025 – Present, Const. Est: $6,670,933
2010GG MC Super of Elections New Bldg, 2/2025 – Present, Const. Est: $3,918,262
2010MM MCSO Fence Design Criteria Package, 6/2025 – Present, Const. Est: $1,523,787
2010NN MC Landfill Fuel Depot, 7/2025 – Present, Const. Est: $3,440,700
2010O MC Hobe Sound Beach Ocean Rescue, 3/2025 – Present, Const. Est: $5,251,862

Client Name: Kevin Landry, *Deputy Director*
772-320-3046

Port Saint Lucie (PSL)

1960U PSL Police Window Replacement, 8/2025 – Present. Const. Est: $877,636
2448 PSL City Hall Exp. & City Complex Park. Garage, 3/2025, Const. Est: $29,553,675

Client Name: Roger Jacob, *Construction Projects Director*
772-281-9252

Federal Reserve Bank (FRB)

1165SS FRB Claro Video Interim Space, 3/2025 – Present, Const. Est: $184,000
1165HH FRB Building Renovation, 2/2019 – Present, Const. Est: $260,000,000
1165RR FRB Cafeteria Renovation, 2/2025, Const. Est: $6,500,000

Client Name: Due to the confidential nature of these projects, as well as our active NDA, please call our office if names or phone numbers are required as part of this RFQ.

Indian River County (IRC)

2353B IRC Dept of Natural Resources, 6/2025 – Present, Const. Est: $3,736,928
2353C IRC Dept of Property Appraiser, 6/2025 – Present, Const. Est: $898,444
2353D IRC Courthouse Entry Glass, 7/2025 – Present, Const. Est: $715,937

Client Name: Carlos Luis Flores Blancaneaux, RA, *Architect*
772-226-1229

City of Palm Bay (PB)

2411B Palm Bay Police Firing Range, 5/2025 – Present, Const. Est: $1,950,320

Client Name: Steven Whidden, *Assistant Parks & Facilities Department Director*
321-952-3400

Proposed Approach & Methodology

Clear and effective Communication

As part of our approach, CPZ Architects, Inc., will encourage clear lines of communication with the City staff and at regular intervals during each phase of design, schematic, development, construction, and permit/bid documents. Through experience, our office has learned that a project can only be successful when open lines of communication exist between the Architect, the Client and various permitting agencies and other consultants. Initial detailed and comprehensive meetings with City staff, permitting agencies and consultants, helps CPZ understand the overall design of the project and allows our office to fully develop the scope and details from schematic design through construction.

Understanding of Project Issues & Client's Intent

The City is looking for a qualified Team for the renovation and addition of your existing Fire Station #56. In our analysis of your Fire Station, we will adhere to the requirements of your scope of work (#4 in the RFQ), to include the square footages requested. Any spaces not listed will adhere to current applicable building codes.

We understand that the City's top priority is to bring your current fire station up to code as well as provide the 3,700 SF addition **within the City's budget.** However, there are often opportunities regardless of size and budget to explore ways to introduce sustainable practices into your building to help minimize resource consumption and long-term operating costs.

Materials and design focused on minimizing resource consumption and long-term operating costs.

- Stainless Steel Kitchens
- Individual Pantry Closets
- Epoxy Floors with cove base
- Level E-Impact rating 4-fold doors and YKK windows
- Gas Detection System at range.
- Big Ass Fans in Apparatus Bay for temperature control

Maximum indoor air quality/ Apparatus emission control

Design vestibules from apparatus bay to living quarters to minimize exposure to diesel exhaust, see Hot Zone Design below.

- Clean Apparatus Bay
- CO2 /NO2 Detection System
- Ventilation Apparatus Bay
- Ventilation system tied to lighting system to remove Diesel exhaust fumes
- HVAC Sustainability VRF A/C Systems
- Disinfection UV Lighting
- UV Light in HVAC System & Ductwork
- VRF Cassettes with Ionization Option

- Antimicrobial Coatings
- Plumbing Faucets
- Increase Fresh Air in Outside Air unit for additional air changes.
- Eliminate Carpeting

Constructability Reviews

CPZ has worked with various Fire Departments in Florida and some lessons learned include:

- Interior Living quarter finishes: CPZ has three Fire Stations completed where the F.D. requested epoxy flooring in lieu of tile finish or carpet in the living quarters. Due to various shift changes and F. D. staff clean differently than others. No grout joints and the epoxy flooring seem to be the way to go. Epoxy flooring has zero grout joints and easy to clean.
- Adding transition areas (showers and hand sinks) in the apparatus bays where Fire Fighters can remove personal protective equipment and store them properly then wash their hands and shower to reduce transmitting smoke into the living quarters.
- Recommend the Contractor hire the same geotechnical engineer during design for the construction phase. This will avoid issues with soils and density testing for concrete aprons.

First Floor Plan (Hot Zone Design)

- Our fire station design follows the principles of Hot Zone Fire Station Design:
  - **Hot Zone Design:** Zones in apparatus bay where Personal Protective Equipment is stored, and equipment is cleaned. There are three types of Zones:
  - ***Red Zone:*** Zone/area in apparatus bay where all smoke (bad stuff) can be contained.
  - ***Yellow Zone:*** Transition areas where fire fighters remove Personal Protective Equipment and store them properly then they wash their hands and shower to reduce transporting smoke.
  - Special floor mats and recessed surfaces to reduce tracking into green zones
  - Restroom adjacent apparatus bay
  - Janitors' closets/storage space adjacent to apparatus bay.
  - ***Green Zone:*** Fire Station Living Quarters



Please note: This is an example of a typical fire station. For your Indian Harbour Beach Fire Station #56 project, we will create a project-specific diagram and discuss the Hot Zone Design with the fire department during the schematic design phase.

Design Approach

CPZ's project approach emphasizes functionality, coordination, and efficiency from concept through completion. As the Architect, we take responsibility for the full design: site, building, and systems, ensuring that operational needs and long-term usability guide every decision. The process begins with **Schematic Design (30%)**, involving programming, due diligence reviews, and collaboration with City staff and stakeholders. During this phase, we conduct site, zoning, and code analyses; develop multiple design options; and refine them through charrette-style meetings into final schematic drawings and cost estimates that establish a clear project direction.

The **Design Development (60%)** and **Construction Documents (100%)** phases advance and detail the approved design. Site design is prioritized to expedite permitting, followed by full building documentation. Regular consultant coordination ensures integration of all disciplines, while sustainable design strategies and early agency reviews minimize permitting delays. Milestone submittals at 30%, 60%, 90%, and 100% provide opportunities for review and alignment with the project budget.

Bid Support

CPZ will prepare and coordinate the project specifications with the City to incorporate all bidding and contract requirements. We recommend a Prequalification Process, in which the City shortlists three to four qualified contractors to competitively bid the project. This method ensures selection based on both quality and price, promoting better project outcomes. Initiating prequalification early in design allows contractors to be ready to bid once construction documents are complete, helping expedite the overall schedule.

Permitting

Upon completion of construction documents, CPZ will prepare and submit all materials required for permitting. Our team is experienced in navigating local and state agency processes and will coordinate meetings with Building Officials as needed. We will also respond promptly to any comments to maintain momentum through permit approval.

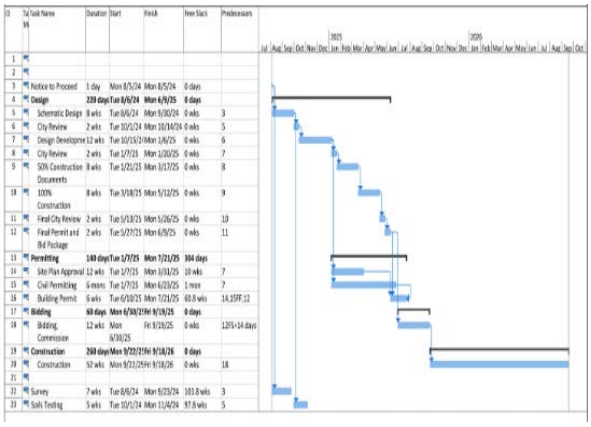
Construction Administration Approach

Once the Client has selected a contractor, CPZ will prepare a Construction Issue set of documents incorporating all bidding clarifications and permit revisions. CPZ Architects takes the Construction process VERY seriously. This is the part of the project where the rubber hits the road.

We encourage a true "Team" approach with the Contractor to help assist them in their success. We are available to answer questions and provide any additional input and suggestions during this process. We are "open minded" to any suggestions from the contractor to help expedite the project or provide a better project. ***Shop drawings are carefully reviewed by our entire team*** to help coordinate the products and materials into the project. CPZ Architects reviews every shop drawing, even if our engineers review them also. We do require the ***Contractor to take an "active" role in the process as well to assure what is being submitted is "specifically" submitted for this project*** and not just a generic submittal.

- **Shop Drawing submittals** and processing – All submittals must be reviewed and stamped by the General Contractor prior to submitting to our office. This helps ensure the general contractor has reviewed the submittals.
- **Request for information** – All requests must be in writing and submitted through the General Contractor to the Architect only. We will not respond to any questions from any Sub-Contractors, nor will our consultants respond to the General Contractor or Sub – Contractors. This helps promote clear communication.
- **Site Meetings** – We recommend bi-weekly site meetings or more if the City wants a more in-depth site review. ALL meetings are followed up with site meeting minutes and include construction site photos of the project. We are believers in the statement that a picture tells a thousand words. These minutes are usually distributed to all parties within 48 to 72 hours of the meeting. Items from each meeting are carried out in the minutes until they are resolved. All this adds up to a detailed record of the job progress.
- **Minimize change orders** – provide explanation and suggestions for alternatives to optimize savings for owner. We have a very solid track record of expediting our projects. We were hired by the City of Miami Gardens to complete the 12-million-dollar Community Center after the City had to terminate the Architect of Record. We assigned dedicated staff to this project and expedited completion. ***Based on this successful completion, the city retained our services for the next two phases of the project.***
- **Electronic Construction Schedule**. This shall be submitted and approved before construction starts and will be reviewed monthly with each pay request and updated as required. We consider this to be the single most important document to manage the project and review the contractor's real knowledge of the project. Our requirements are very specific and detailed regarding this submittal. The project schedule is now an intricate part of the project. It will also be updated as additional information and schedule requirements become known. It is important to remember that this schedule is a dynamic tool that is constantly adjusted throughout the project. As the design process completes, the Contractor will take over the responsibility for the schedule.

Schedule Control



Our Firm works with our clients to determine the project schedule at the start of the project to include the Design Phase, Permitting Submittals, Bidding Support, and estimated construction phase. We then create an electronic schedule that can be maintained throughout the project. This schedule is reviewed at the completion of each phase of the project. If the project falls behind schedule, we determine what is required to bring the project back on schedule and make the necessary revisions. We have the ability to add additional people to the project, extend work hours or both if these methods will expedite the project. Other scheduling solutions may include changing the sequence of activities to keep the project moving to completion.

Based upon the needs of the renovation and addition of Fire Station #56, we have developed the following draft timeline:

Anticipated Project Timeline (Based on Dates in RFQ)

Action	Completed Date
Project Award / City Council Approval	January 27, 2026
Notice to Proceed	January 28, 2025
Kick-off Meeting with Staff	Week of February 9, 2026
Conceptual / 30% Design	March 30, 2026 (**7-weeks)**
60% Design – Design Development	May 11, 2026 **(6-weeks)**
90% Design – Construction Documents	June 22, 2026 **(6-weeks)**
Bid Support	July 20, 2026 **(4-weeks)**

Notes:

- Total Design timeframe is 19 weeks
  - These durations are aggressive, especially considering they do not anticipate time for City review. It is not recommended to run City review of a phase concurrent with the subsequent phase.
  - Civil Permitting can take up to four to six months. This usually begins after completion of 60% Design. It is recommended that Civil Permitting be completed prior to completion of Bid phase.
  - Civil Permitting may dictate the overall project schedule. A CMAR project delivery could help to expedite the schedule. However, per the RFQ, this project is expected to be handled as Design-Bid-Build.

3. Similar Project Experience



Fire Station Experience

For Additional Information related to each project, refer to subsequent brochure pages.

1.	2002	Hollywood	#74/EOC/4 Bay	New	Completed
2.	2005	Hollywood	#105/2 Bay	New	Completed
3.	2005	Coral Springs	#64/3 Bay	Renovation	Completed
4.	**2009**	**Coral Springs**	**#80 LEED Gold**	New	Completed
5.	2009	Coral Springs	#71	Renovation	Completed
6.	2011	Seminole Tribe	#108	Renovation	Completed
7.	2012	Town of Davie	#38/3 Bay	Renovation	Completed
8.	2014	Tamarac	#78	New	Conceptual Design
9.	2015	Coconut Creek	#94	Renovation	Completed
10.	2016	Lauderdale Lakes	#37	Renovation	Schematic Design
11.	**2017**	**Coconut Creek**	**#50 LEED Gold**/3 Bay	New	Completed
12.	**2017**	**Coral Springs**	**#43**/3 Bay	New	Completed
13.	**2017**	**Coral Springs**	**#95**/3 Bay	New	Completed
14.	**2020**	**Town of Davie**	**#86/EOC**/2 Bay	New	Completed
15.	**2021**	**Fort Lauderdale**	**#8 Fl GBC**/3 Bay	New	Completed
16.	**2018**	**West Palm Beach**	**#4 LEED Silver**/3 Bay	New	Completed
17.	**2022**	**Martin County**	**#14/EOC /3 Bay**	New	Construction
18.	**2022**	**Martin County**	**#18/EOC /3 Bay**	New	Construction
19.	2020	Plantation	#5	Reno/Addition	Completed
20.	2021	Coral Springs	#64	New	Completed
21.	2022	City of Palm Bay	#7	New	Construction
22.	2024	City of Palm Bay	#8	New	Schematic Design
23.	2024	City of Palm Bay	#9	New	Schematic Design
24.	2024	Lakeland	#37	New	Schematic Design

LAST (5) YEARS

AWARDS/RECOGNITION AND HONORS:

- **Fire Station 74 in Hollywood**
  This station was awarded the 2002 ***First Place Career Station by Fire Chief Magazine***. You can contact Susan Goldberg, AIA (954-921-3900) at the City of Hollywood for a reference.



- **Fire Station 80 for the City of Coral Springs**
  Our commitment to ***sustainable design is evident in achieving Gold Certification for this Fire Station. This station was also showcased in the Fire Chief Magazine in 2011. As testament to our experience, we were selected to provide design services to the City of Coral Springs for their next 2 Fire Stations.***



- **Fire Station 86, Town of Davie** serves as an **Emergency Operations Center**. This facility was designed as a ***LEED Silver Facility***. This Fire Station is sited in a local park and was designed to blend with the local Community. Several ***meetings with the local neighborhood association*** were conducted to build consensus for the design.
- **The City of Coconut Creek Fire Station 50**
  The ***11,000 sf, 2-Story Fire Station*** includes two apparatus Bays (100 ft. long each), 8 dormitories on the second floor, living areas on the first floor & the exterior design to be sensitive to the prevalent residential character. This Station earned the ***LEED Gold certification.***



- **AIA Fort Lauderdale awarded Fire Station 78 the AIA Honor Award for Unbuilt Governmental Design.**

Fire Station 56, Feasibility Study

Indian Harbour Beach, Florida

Address
1116 Pine Tree Dr, Indian Harbour Beach, FL 32937









Project Type
Fire Stations

Services
Conceptual Planning

Construction Cost
TBD

Completion Date
2023

Contact
John Coffey, City Manager
321.773.3181

Project Description

This project involves a general feasibility study evaluating options for the renovation and/or expansion of the existing Indian Harbour Beach Fire Station No. 56. The feasibility study will examine the following three options and the potential phasing:

1. **New Facility Construction**
   - Construct a new fire station on the west side of the property, replacing the existing tennis courts.
   - Demolish the existing station.
2. **West Addition with Existing Bay Retention**
   - Add a new west-side addition to provide updated living quarters.
   - Retain the existing apparatus bay.
   - Retain the existing living quarters without renovation.
3. **Renovation of Existing Facility with Limited Expansion**
   - Renovate and reconfigure portions of the existing fire station to improve functionality and efficiency.
   - Incorporate modest additions as necessary to meet operational requirements.
   - Retain portions of the existing apparatus bay where feasible.

Fire Station #4

West Palm Beach, Florida

Address
1718 Parker Ave, West Palm Beach, FL 33401







Project Type:
Governmental
New Construction

Services
Full Architectural

Construction Cost:
$5.1 million

Completion Date:
2018

Client Contact:
Kevin Volbrecht
(561) 494-1091

Value of Services
Design Services $453,164
Construction $5.5M

Project Start and Completion Dates
Construction Start 4/2016 Complete 10/2018

Project Description:

CPZ Architect's designed the new Fire Station 4 at Flamingo Park in the City of West Palm Beach, Florida. The fire station is located at the gateway of one of West Palm Beach's historical communities. Sensitivity and respect for the existing historic residential context greatly impacted the project's architecture. A fire station in the Spanish Mission style was designed and is highly embraced by the city's commission and the neighboring residences. The 11,900 sf. 2-story facility consists of 3 bays, 7 dormitories, gym, locker room, day room, offices, triage, and a commercial grade kitchen. Fire Station #4 has earned the status of LEED Silver.

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Fire Station #4

West Palm Beach, Florida



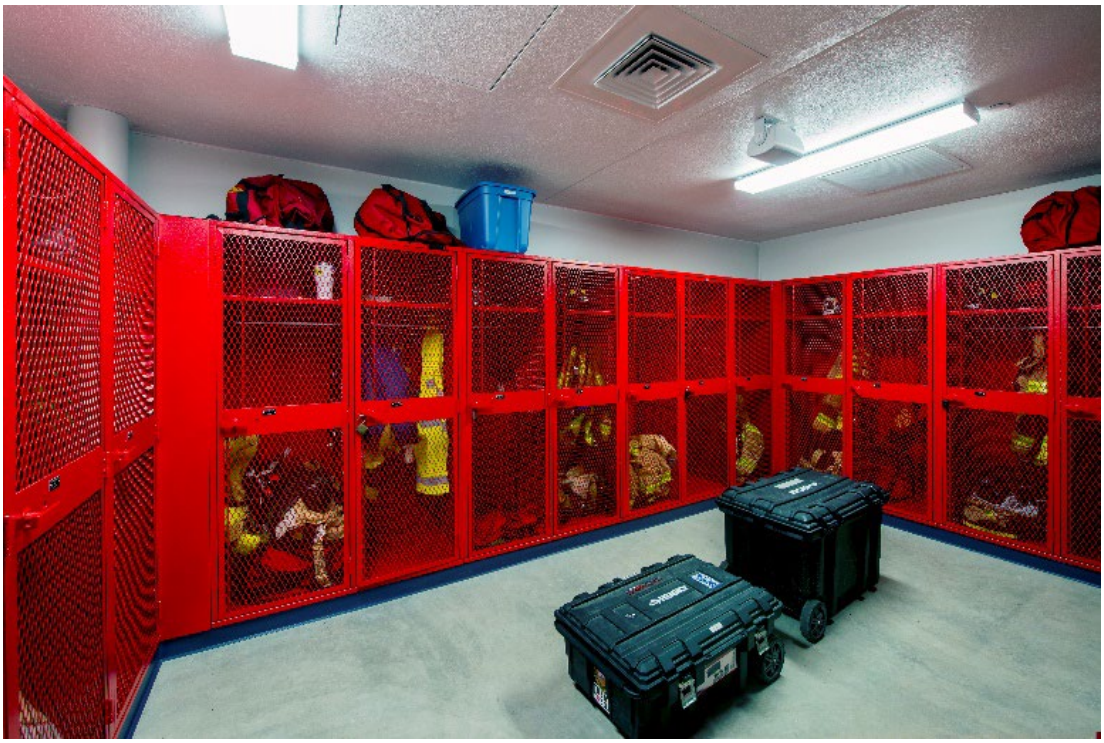


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Fire Station #4

West Palm Beach, Florida











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Fire Station #50

Coconut Creek, Florida

Address
4500 Coconut Creek Pkwy, Coconut Creek, FL 33066

Project Start and Completion Dates:
Construction Start 11/2014 Complete 6/2017



Project Type:
Governmental
New Construction

Services
Full Architectural

Construction Cost:
$4.9 million

Completion Date:
2017

Client Contact:
Brian Rosen
(954) 545-6614

Value of Services:
Design $404,000









Project Description:

New 11,850 SF, 2-Story Fire Station for the City of Coconut Creek. Plans included Two Apparatus Bays (100 ft. long each), 8 Dormitories on the Second Floor, living areas on the First Floor and the exterior design to be sensitive to the prevalent Residential Character. LEED Gold certification was completed for this structure. Off-site work consisted of new right-hand turn lane and Traffic Signalization.

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Fire Station #7

Palm Bay, Florida

Address
2144 Palm Bay Rd NE, Palm Bay, FL 32905







Project Type:
Governmental
New Construction

Services
Full Architectural

Construction Cost:
TBD

Completion Date:
2025

Contact Person:
Andrew Orndorff
(321) 726-2779
Andrew.orndorff@palmbayflorida.org

Project Description:

CPZ Architects was retained by Palm Bay to design the prototype for the new Fire Station 7 at its very first location. The development of this station will involve all phases of a project including design servers, consultant coordination, permitting processing, QA/QC and construction administration. This 14,000 sq. ft design will include 3 bays for both fire engines and emergency response vehicles, living quarters for 3 shifts, a gym, bunker gear room, quiet room, captain & lieutenant offices, decontamination rooms and a commercial grade kitchen to serve the stationed team. The design reflects a modern style of architecture to enhance the surrounding community and features the iconic red color of fire fighters.

Value of Services:
$749,675.00

Project Start and Completion Dates:
Construction Start 8/2024 Complete 3/2026

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Fire Station #18

Martin County, Florida

Address
1995 NW Britt Rd, Stuart, FL 34994









Project Type
Governmental
New Construction

Services
Full Architectural

Construction Cost
5.1 Million

Completion Date
2021

Client Contact
Kevin Landry
(772) 320-3046

Value of Services
Arch Design $151,085.00

Project Start and Completion Dates
Construction Start 12/2019 Completed 10/2021

Client Goals / Results:

CPZ Architects was retained by Martin County to design two new prototype Fire Stations #14 & #18. Fire Station 14 is located on Hutchinson Island and Fire Station 18 is in a Residential area in Martin County, Florida. The 12,389 sf. 1-story facility consists of 3 bays, 10 dormitories, gym, bunker gear room, quiet room, offices, scba, shop, decon and a commercial grade kitchen.

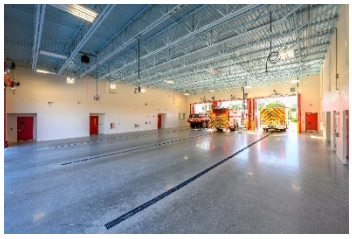
The same prototype station was used in two separate locations as a means of savings on Design and Construction costs for the County. Design of both new stations reflects the Key West style Architecture predominant in the adjacent residential neighborhoods at both locations.

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Fire Station #18

Martin County, Florida







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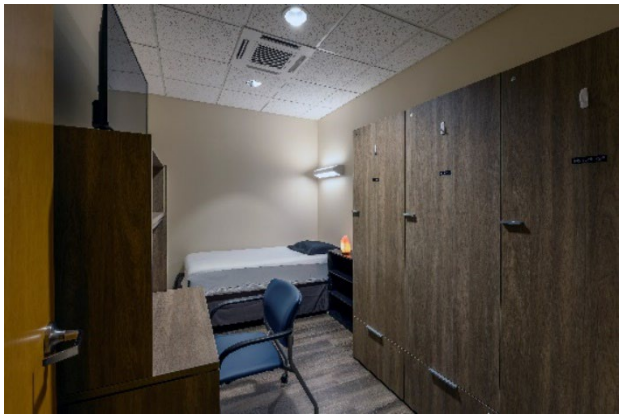
Fire Station #18

Martin County, Florida











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Fire Station #14

Martin County, Florida







Project Type
Governmental
New Construction

Services
Full Architectural

Construction Cost
5.1 Million

Completion Date
2021

Client Contact
Kevin Landry
(772) 320-3046

Client Goals / Results:

CPZ Architects was retained by Martin County to design two new prototype Fire Stations #14 & #18. Fire Station 14 is located on Hutchinson Island and Fire Station 18 is in a Residential area in Martin County, Florida. The 12,389 sf. 1-story facility consists of 3 bays, 10 dormitories, gym, bunker gear room, quiet room, offices, scba, shop, decon and a commercial grade kitchen.

The same prototype station was used in two separate locations as a means of savings on Design and Construction costs for the County. Design of both new stations reflects the Key West style Architecture predominant in the adjacent residential neighborhoods at both locations.

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Fire Station #14

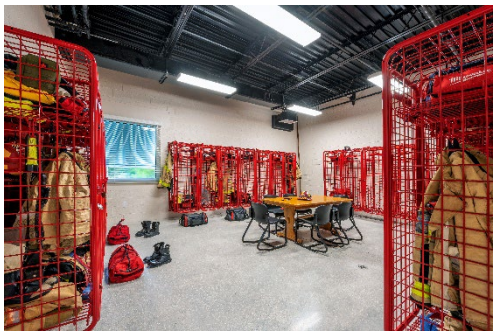
Martin County, Florida











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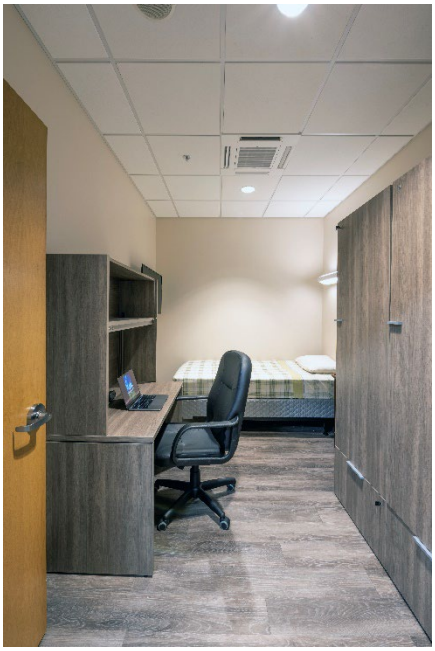
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Fire Station #14

Martin County, Florida









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Fire Station #8

Fort Lauderdale, Florida

Address
1717 SW 1st Ave, Fort Lauderdale, FL 33315











Project Type:
Governmental
New Construction

Services
Full Architectural

Construction Cost:
$5 million

Completion Date:
2020

Client Contact:
Chief Greg May
954-764-4357

Value of Services
$428,164.00

Project Start and Completion Dates
Construction Start 12/2018 Completed 5/2021

Project Description:

CPZ Architects was retained to design Fire Station 8 for the City of Fort Lauderdale. The predominant style of architecture for this 11,000-sq. ft. single story station is a modern design, which emulates the City's forward and futuristic thinking. This modern design uses a light grey color with bold red accents such as the bay door and facia about the doors. The complete building has been hardened to meet the requirements of an Essential Facility with higher wind loads and floor elevations.

This new one-story facility is 11,000 sq. ft. and contains three (3) apparatus bays. The bays are fully equipped with drop down electrical and air hoses for each of the apparatus. The continuous floor drains allow for ease of maintenance. Large ceiling fans were installed in the bays for air circulation throughout. The exhaust system was carefully designed with low exhaust fans for ease of maintenance and large hurricane rate louvers overhead. The decontamination room, bunker gear and accessory spaces were designed on the far side of the bays and separate from the living quarters. We maintained the full height the apparatus bay over these spaces to provide a mezzanine storage area.

Our experience with Green Design is not just limited to the LEED Certification process. As such we certified this Fire Station through the Florida Green Building Coalition certification process. This process was a more economical process for the city.

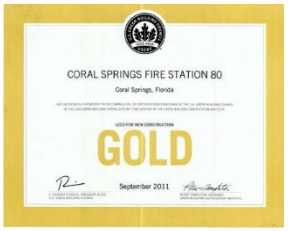
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Fire Station #80

Coral Sp ing , Florida

Address
2825 Coral Springs Dr, Coral Springs, FL 33065









Project Description:

This $8 million, 12, 500 square foot LEED Certified GOLD Fire Station, completed in 2009, was the first LEED Fire Station in Broward County. It features recycled materials, energy saving technology, and includes a commercial-grade kitchen, dining room, entertainment room, gym, and outdoor space. Accommodating ten firefighters 24/7, the facility has four bays, a decontamination room, medical storage, and a backup generator with automatic transfer switches. Client contact is Deputy Chief John Barry 954-346-1284

Project Type:

Governmental
New Construction

Services

Full Architectural

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Fire Station #80

Coral Sp ing , Florida







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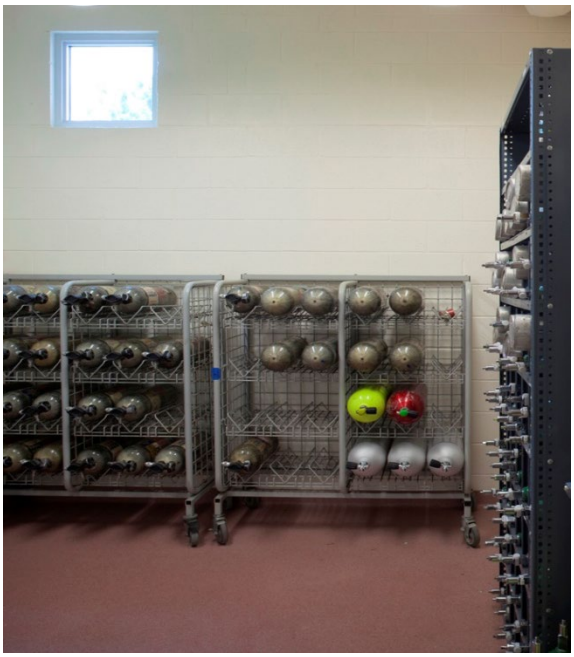
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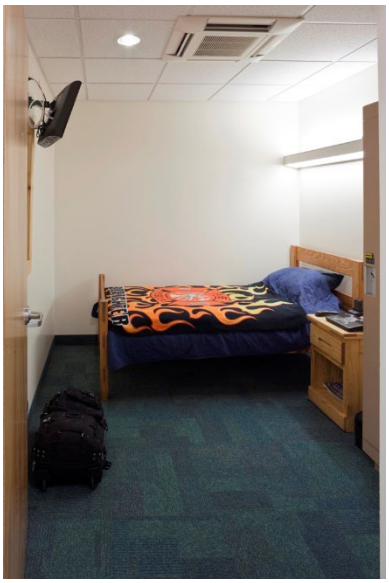












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Fire Station #43 & #95

Coral Sp ing , Florida

Address
4550 N Rock Island Rd, Coral Springs, FL 33065







Project Type:
Governmental
New Construction

Services
Full Architectural

Construction Cost:
$3.3 million

Completion Date:
2017

Client Contact:
John Barry
(954) 346-1284

Value of Services:
$323.550.00

Project Description:

CPZ Architects completed both Coral Springs new Fire Stations #43 & #95. Fire Station 95 is in an existing park on Lakeview Drive and Fire Station 43 is replacing the existing station on Rock Island Road & Wiles Road in the City of Coral Springs, Florida.

The same prototype station was used in two separate locations as a means of savings on Design and Construction costs for the City.

Design of both new stations reflects the Mediterranean style Architecture predominant in the adjacent residential neighborhoods at both locations.

Project Start and Completion Dates:
Construction Start 4/2016 Completed 9/2017

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Fire Station #74, EOC and Administration

Hollywood, Florida

Address
2741 Stirling Rd, Fort Lauderdale, FL 33312















Project Type:
New Construction

Services
Full Architectural

Construction Cost:
$6.5 million

Completion Date:
2002

Client Contact:
Susan Goldberg
(954) 270-4749

Project Description:

Vice President of Scharf & Associates, Chris P. Zimmerman managed the design, construction documents, permitting and construction administration the new Fire Administration Headquarters for the City of Hollywood.

This facility consists of a 4 bay neighborhood fire station with community meeting room on the first floor. The second floor consists of the central dispatch center with an FM200 Fire Extinguishing system and emergency operation center. The third floor houses the Fire Departments Administrative offices including; the Chiefs Office, Fire Marshal and Fire Training.

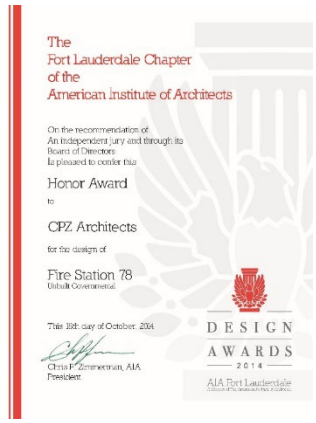
The building is hurricane hardened and supported by a natural gas emergency generator system, serving the entire 45,000 square foot building.

This facility was recently awarded the **First Place "Gold Medal" in the 2002 National Fire Station Style Awards Program in presented by Fire Chief Magazine.**

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Conceptual Fire Station #78

Tamarac, Florida







Project Type:
Governmental
New Construction

Services
Design/Build

Construction Cost:
$3 million

Completion Date:
2014

Contact Person:
Bill Charland
(954) 786-9119

Project Description:

Paired with CRC Construction, a proposed design along with a full Schematic Package was submitted to the City of Tamarac for the Design/Build of a new Fire Station to replace the existing facility located on West Commercial Boulevard.

The predominant style of architecture for this 11,000 sq. ft. two story station is a modern design, with potential to be LEED Certified. Although this station was not awarded to CPZ/CRC, it received a Design Award from the Fort Lauderdale Chapter of the American Institute of Architects in 2014 for outstanding design.

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Fire Administration and Public Works

Davie, Florida

Address
6901 Orange Dr, Davie, FL 33314



Project Type:
Governmental

Services
Full Architectural

Construction Cost:
$2.5 million

Completion Date:
2008

Contact Person:
Keith Pursell
(754) 581-0169

Project Description:

CPZ Architects was Prime on this new, two-story, building created a 14,000-square foot Fire Administration and Public Works Administration building for the Town of Davie. In addition to this facility, the project also includes a new single story, 3,000 square foot Shop and Storage Building.

- The facility was designed to blends with existing facilities on site.
- Fire training division of the fire department and includes classrooms, conference rooms and offices
- Public Works Offices and includes the director's office, capital projects offices, administrative space, file & plan storage, locker-rooms, and a break room.
- Fire chiefs' office along with administrative staff, as well as the fire marshals' office and Plan review staff.
- Meets hurricane requirements of the Florida Building Code.
- Interior meeting rooms are designed to double as an emergency operation center.
- The new storage and shop facility provides space for the storage of maintenance supplies.
- The facility provides an air-conditioned shop area and air-conditioned storage area for hurricane supplies.

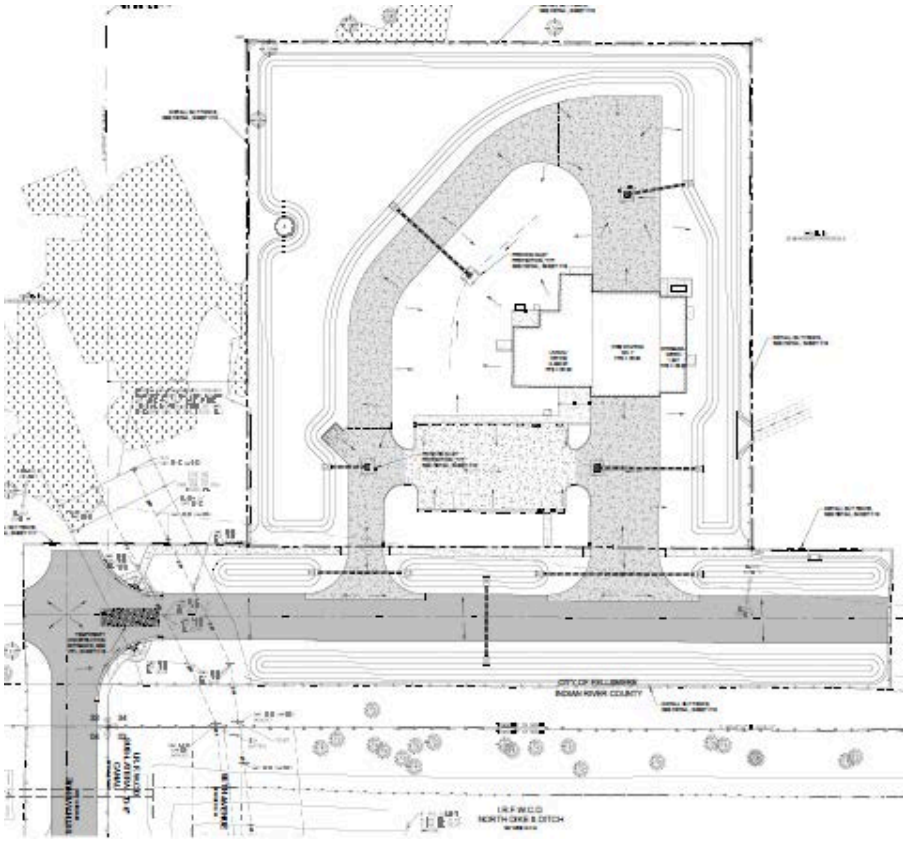
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INDIAN RIVER COUNTY
Fire Station 7

Client:
Indian River County Emergency Services
Chief David Johnson
1801 27th Street
Vero Beach, FL 32960
Phone: 772-226-3947

Project Timeline
Design began: January 2022
Currently under construction with projected opening January 2026

Construction Cost: $6 million



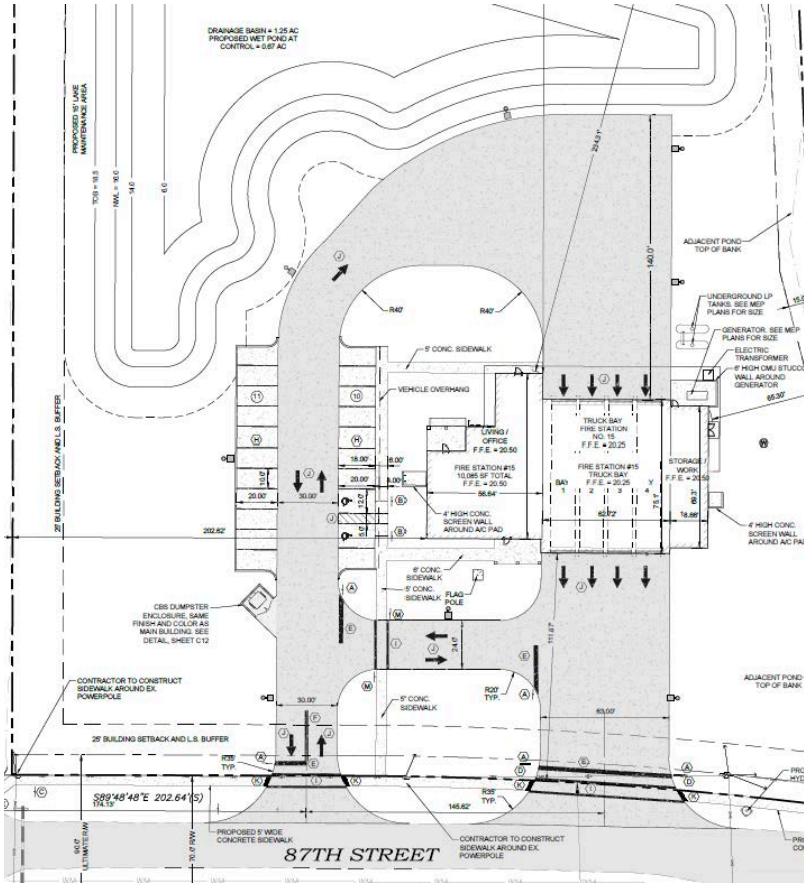
Project Description:
As part of our continuing consulting contract, our firm designed and permitted a new Fire Station to replace and upgrade the existing Station 7 for Indian River County. The project includes the design and permitting of the Fire Station 7 site, design and permitting for approximately 3,100 LF of off-site utilities extension, design and permitting of east-west frontage road, and 98th Avenue existing roadway paving. The contract also includes construction administration including permit certifications upon construction completion.

INDIAN RIVER COUNTY
Fire Station 15

Client:
Indian River County Emergency Services
Chief David Johnson
1801 27th Street
Vero Beach, FL 32960
Phone: 772-226-3947

Project Timeline
Design began: February 2025
Completion: Currently in permitting phase with projected opening December 2026

Construction Cost: $6.5 million



Project Description:
As part of our continuing consulting contract, our firm is currently in the design and permitting phase for a new 4-bay 10,085 SF Fire Station with site infrastructure and a 0.75-acre Upland Preserve. Our contract also includes construction administration and permit certifications upon construction completion.

Osceola County Kyngs Heath Fire Station
Cost: Landscape / irrigation $175K; Overall project $3.5M
Sq Ft: 123,800 sf
Brief Description: This is a new construction project located on a corner lot and the site layout was designed to maximize easy fire truck access into and out of the site while preserving very large oaks in landscape areas. The site also had existing excess fill dirt that was reworked into landscape berms. The new landscape followed Osceola County's design guidelines which include a wide band of decorative stone around the building bordered by concrete edging, and new landscape concentrated in the perimeter buffer areas.

Osceola County Austin Tindall Fire Station 67
Cost: Landscape / irrigation $320K; Overall project $3.75M
Sq Ft: 242,900 sf
Brief Description: This is a new construction project located adjacent to an existing County Park. It involved selective clearing of the site to preserve large existing oaks around the new parking lot. Native and Florida friendly landscape materials were used for easy maintenance and new trees were located to maintain vertical and horizontal clearances for fire truck access into and out of the site. A new stormwater pond was used to irrigate the new landscape.

City of Satellite Beach Fire Station
Cost: Landscape / irrigation $115K; Overall project $3.5M
Sq Ft: 84,965 sf
Brief Description: The site is a coastal urban location and supports both a public works building and fire station abutting each other. The site layout incorporates a public sidewalk connecting from the street right of way to the existing shopping plaza behind this site. Native and Florida coastal friendly plant materials are selected for their drought and salt tolerances, and create a low maintenance, local landscape.



Fire Headquarters Building

City of Daytona Beach | Daytona Beach, Florida

CMTA designed mechanical, electrical, plumbing, fire protection, and low voltage engineering design for the new Fire Headquarters in Daytona Beach, Florida.

The new Fire Headquarters Building will be a two-story facility that includes four double-length apparatus bays, a multi-use community room with a capacity for seventy-five people, museum space, administration offices, conference rooms, and individual dorm rooms, a commercial-style kitchen with natural gas appliances, a secure lobby, showers, restrooms, lockers, storage, utility room, communication room, workout room, parking, emergency generator, traffic signal, SCBA cascade, gear storage/extractor, decontamination room, training tower, and site utilities.

The building structure will feature a hardened design capable of withstanding winds exceeding 150 MPH and will meet the National Fire Protection Association's fire station standards. The facility is designed to operate continuously on a 24-hour basis.

Project at a Glance

Completion: Est. 2026
Size: 25,000 SF
Cost: $18M
Project Type: New Construction







Fire Station Prototype

Polk County Fire District | Multiple Sites, Florida

CMTA designed mechanical, electrical, plumbing, fire protection, and low voltage systems for the county's new generation of fire stations.

Each of the 11,600 square foot stations is equipped with three pull-through apparatus bays, a preparation room, a decontamination area, an equipment cleaning room, and a ventilated bunker gear room. The facilities also include an administrative area that houses a community/training room, a lobby, a report room, and a station office.

The living quarters comprise of ten individual bunk rooms, each equipped with bathrooms and showers, a dining room, a kitchen, a day room, and a fitness room complete with cardio and weight machines.

Additionally, the sites boast a screened porch and an outdoor patio with a grill area.

- Eaton Fire Station, Lakeland, FL
- Masterpiece Fire Station, Lake Wales, FL
- Moore Road Fire Station, Lakeland, FL
- Watkins Road Fire Station, Haines City, FL
- Galloway Fire Station, Lakeland, FL
- Loughman Fire Station, Loughman, FL
- Frostproof Fire Station, Frostproof, FL
- Nalcrest Fire Station, Lake Wales, FL
- Kathleen Fire Station, Lakeland, FL

Project at a Glance

Completion: 2019-2029, 10-year agreement
Size: 11,600 SF
Cost: $3.5M
Project Type: New Construction
Delivery Method: Design-Bid-Build







Fire Station No. 3

City of Winter Haven | Winter Haven, Florida

CMTA designed mechanical, electrical, plumbing, fire protection, and low voltage systems for the new Fire Station No. 3 that is replacing an existing temporary facility and houses a 24 hour fire/rescue squad comprised of four personnel per shift and one response vehicle. The facility features an administrative area for both fire and police with a lobby, inspectors/ code compliance office, reports office training/community room, LT offices and IT room. Within the living quarters are (8) individual bunk/sleeping areas, locker area, (4) separate bathroom with showers and lockers; open plan dining and kitchen area with and pantry, and day-room and fitness center. The station features three pull-through vehicle apparatus bays, decontamination area, clean room, tools and equipment storage, cascade system room and EMS dropoff. The site also includes a small neighborhood park component including a playground and picnic facilities.

The new satellite Fire Station and Public Safety Facility will be located on vacant City-owned land generally located at the northwest corner of the intersection of Lake Ruby Drive and Eloise Loop Road. The facility replaced an existing temporary facility located at 6600 Cypress Gardens Boulevard, Winter Haven, Florida, 33884. The new facility is intended to initially house a 24-hour fire/rescue squad comprised of four personnel per shift and one response vehicle. The facility is designed to accommodate additional staff (three members) and equipment (one additional vehicle) for use by Police and Code Compliance Officers are included. The project site has connectivity to Lake Ruby Drive and Eloise Loop Road. Ingress/Egress from both roads is an option to be explored in the design. It is the City's intent to use some of the property for the development of a small neighborhood park that will include a playground with shade structure, several small picnic shelters and parking.

Project at a Glance

Completion: 2021
Size: 11,600 SF
Cost: $3.5M
Project Type: New Construction
Delivery Method: Design-Bid-Build

PROJECTS & CLIENTS WITH SIMILAR WORK:

The following is a brief list of projects performed in partnership with architects and local government agencies in which M L Engineering, Inc. served as the Structural Engineer of Record.

Project No.	22-230
Job Name:	Indian Harbour Beach City Hall Renovation
Dates:	12/2022 – Ongoing
Description:	Renovate existing police & fire headquarters for use as a city hall complex.

Project No.	22-217
Job Name:	City of Palm Bay Fire Station #7
Dates:	03/2023 – ongoing
Description:	New fire station

Project No.	19-175A & 19-175B
Job Name:	Martin County Fire Station #14 & Fire Station #18
Dates:	08/2019 – 06/2022
Description:	2 new fire stations for Martin County

Cost Control / Cost Estimates

All phases of estimating are important in ***construction cost control*** during the design of any project, while at the same time providing Constructability Reviews to minimize and/or eliminate any potential change orders by the General Contractor during the construction process based on conflicts between disciplines, drawings and specifications. We consider our approach to Cost Control/Estimating to be of utmost importance in maintaining a project within the required budgetary constraints during the Design Process.

Budget Considerations

With today's market, as volatile as it is, it is becoming very difficult to predict the cost of construction. For Martin County we provided an estimate of $5 million for a new Fire Station on July 28, 2020. Bids were received on February 12, 2021. **All bids were under our estimate and the top three bids were within 8%.**

RFB2021-3303
MARTIN COUNTY FIRE RESCUE STATION #14
DATE ADVERTISED: FEBRUARY 12, 2021
BID DUE DATE: APRIL 14, 2021 @ 2:30 PM

CONTRACTOR NAME	BASE BID	ADDITIVE ALTERNATE 1	ADDITIVE ALTERNATE 2	ADDITIVE ALTERNATE 3	DEDUCTIVE ALTERNATE 1
AHRENS COMPANIES	$ 4,771,933.00	$ 306,658.00	$ (27,400.00)	$ 49,940.00	$ 163,180.00
HEDRICK BROTHERS CONSTRUCTION CO, INC	$ 4,730,821.23	$ 239,952.47	$ (29,109.49)	$ 34,952.63	$ 153,872.35
KIRCHMAN CONSTRUCTION CO.	$ 4,682,700.00	$ 422,000.00	$ (11,000.00)	$ 38,000.00	$ 134,903.00
THE MORGANTI GROUP, INC.	$ 4,357.000.00	$ 264.000.00	$ (12,100.00)	$ 13,500.00	$ 149,426.00
VERDEX CONSTRUCTION LLC	$ 4,956,188.76	$ 575,850.00	$ (16,500.00)	$ 42,900.00	$ 150,070.00
WEST CONSTRUCTION INC.	$ 4,795,958.00	$ 264,190.00	$ (8,500.00)	$ 36,979.00	$ 154,066.00

DEMANDSTAR STATISTICS:

NUMBER OF BIDDERS: 6
NUMBER OF PLANHOLDERS: 66
NUMBER OF SUPPLIERS NOTIFIED: 587

Technical Qualifications & Expertise

CPZ Architects prides itself on the ***technical quality*** of our construction documents and specifications. Clarity in communicating the ***complete design and construction details*** is valued as a company culture. As testament to that commitment, it becomes evident when the project is put out to bid by the client. When the bids are spreads apart and very different it shows that the documents were not clear to all bidding the project. Our projects are consistently very close, proving those documents were clear and well detailed. One of our best examples is Fire Station 64. To the right are the bid results and **all three bids were within 3% of our construction estimate.**

CONSTRUCTION OF CORAL SPRINGS FIRE STATION 64
BID NO. 21-B-321F
TABULATION

Vendor	Ahrens Enterprises, Inc.	Burke Construction Group, Inc.	Gulf Building, LLC	
Phone	561-863-9004	305-468-6604	954-492-9191	
City	Lake Park, FL	Doral, FL	Fort Lauderdale, FL	
Total Base Bid	$4,920,842.00	$4,892,069.01	$5,015,545.00	
Cellphone Signal Testing Allowance	$75,000.00	$75,000.00	$75,000.00	
Miscellaneous Work Allowance	$250,000.00	$250,000.00	$250,000.00	
Total Bid Amount	$5,245,842.00	$5,217,069.01	$5,340,545.00	
Add Alternate #1 Monument Sign	$15,738.00	$22,580.00	$16,173.00	
Add Alternate #2 Level "E" Fixed Laminated Insulated Impact Resistant Windows	$0.00	-$24,000.00	$31,169.00	
Grand Total with Add Alternates	$5,261,580.00	$5,215,649.01	$5,387,887.00	

•If the Contract is to be awarded, it will be awarded to the most responsible and responsive Bidder for the Bid whose evaluation by CITY indicates to CITY that the award will be in the best interests of the CITY, and not necessarily to the lowest Bidder for the base bid or base bid plus add alternate bid at the City's sole discretion.

Town of Davie

6901 Orange Drive
Davie, Florida, 33314
Representative Project*: Shenandoah Fire Station #86*
Keith Pursell, 754-581-0169, Keith_Pursell@davie-fl.gov

- *Architectural Services from Schematic through Construction Administration*
- Performance period 2015-2020
- **CPZ Construction Cost Estimate** **$6,386,740.67**
- **GMP** **$6,386,111 (within $639 of estimate!)**

City of Coral Springs

9551 West Sample Road
Coral Springs, Florida 33065

***Representative Project**: Coral Springs Fire Stations #64*
John Barry, Deputy Fire Chief 954-346-1284 jbarry@coralsprings.org

- *Architectural Services from Schematic through Construction Administration*
- Performance period 2020-2023
- **CPZ Construction Cost Estimate** **$4,707,616**
- **Awarded Bid** **$5,215,649 (within 9% of estimate)**
- **Bid Spread** **3 bids within 3% - speaks of quality of dwgs**

City of West Palm Beach

401 Clematis Street, 4th Floor, West Palm Beach, FL 33401
***Representative Project:** New Fire Station #4, LEED Silver, 11,000sf. $5 million, 2018*
Keith Volbrecht, P.E., Director of Engineering Services (561) 494-1091, KCVolbrecht@wpb.org

- *Architectural Services from Schematic through Construction Administration*
- Performance period 2014-2018
- **CPZ Construction Cost Estimate** **$5,109,372**
- **GMP** **$5,377,105 (within 5% of estimate)**

Martin County

2401 SE Monterey Road, Stuart, Fl 34996
Representative Project: Fire Station #14 & 18
Design and Administration of two 12,389 square feet each.
Kevin Landry, Senior Project Manager, (772) 320-3046, klandry@martin.fl.us

- *Architectural Services from Schematic through Construction Administration*
- Performance period 2020-2023
- **CPZ Construction Cost Estimate** **$4,812,850**
- **GMP** **$4,160,790 (within 8% of estimate)**
- **Bid Spread** **5 bids within 6% - speaks of quality of dwgs**

4. Acknowledgement of Addenda



N/A

CPZ ARCHITECTS, INC.

MAIN: 4316 W. Broward Boulevard, Plantation, Florida 33317
954-792-8525 www.cpzarchitects.com

5. Litigation History



CPZ Architects, Inc. has **NEVER** been involved in any municipal Litigation, Claims, Judgements, Arbitration, Debarment/Suspension or State Licensing Issues.

Our firm isn't nor has **NEVER** been involved with any bankruptcy proceedings or any breach in professional ethics, including those settled out of court.

CPZ Architects, Inc. has never had any legal charges and/or convictions of the organization or its officers regarding fraud, bribery, or criminal offenses.

We also have never had any contracts or agreements terminated for convenience, cause, or default.

“Designing Quality Architecture That Builds Lasting Relationships”

Thank You

For The Opportunity!

CPZ Architects, Inc.

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1601 Belvedere Road, S-350, West Palm Beach, Fl 33406
200 North El mar Drive, Suite 201B, Jensen Beach, FL 34957
1717 20th Street, Suite 1, Vero Beach, FL 32960
341 N. Maitland Avenue, Maitland, Florida 32751

Joseph J. Barry AIA (954) 792-8525 joe@cpzarchitects.com

Proposal

"Designing Quality Architecture that Builds Lasting Relationships"

February 16, 2026

John W. Coffey, City Manager
City of Indian Harbour Beach
2055 South Patrick Drive
Indian Harbour Beach, FL 32937

Re: Architectural Engineering Services for the Fire Station Annex Project
RFQ: 2025-06

Dear Mr. Coffey:

As requested, please find below the proposal for design services for the architectural and engineering design services for the new Fire Station Annex Project.

PROJECT DESCRIPTION

The project scope is as outlined in RFQ 2025-06 and further developed in the attached conceptual sketches discussed with the city. This includes the design of a new addition to the existing fire station to serve as the new fire station support facility. The west side of the existing apparatus bays will be removed and replaced with a new addition. The existing building will remain, and no work is included in this scope for the renovation of the existing building, except for the tie-in of the new addition.

SCOPE OF SERVICES

Prepare Design Development and Construction drawings, Permitting, Bidding, Construction Administration and Project Close Out for the aforementioned project description and includes all permit approvals, procurement documents and support throughout the procurement process.

We have broken this proposal down into parts, representing each item:

Task I – Schematic Design
Task II – Design Development
Task III – Construction Documents & Specifications
Task IV – Site Planning and Building Permitting
Task V – Bidding
Task VI – Construction Administration

TASK I – SCHEMATIC DESIGN

1. Architectural
    a. Meeting with the City to review concept design. (1 in-person, 2 virtual)
    b. Develop a schematic site plan and floor plan.
    c. Develop conceptual exterior look of the building.
    d. Interior Design (Preliminary Finish Selection)
    e. Preliminary Zoning and Building Code Research
    f. Prepare final Schematic plans for review and approval.
    g. Prepare as-built drawing of existing building to be renovated.

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2. Survey – Start and complete the new survey.
3. Civil (see attached sub-consultant proposal(s))

TASK II - DESIGN DEVELOPMENT

1. Architectural
    a. Review Meetings with the City (2 in-person, 2 virtual)
    b. Interior Design and Finish Selection.
    c. Exterior Renderings
    d. Site Plan Review
    e. Equipment Selections and cut sheets.
    f. Lighting Design
    g. Specification book (table of contents)
    h. Update Zoning and Building Code Research
    i. Prepare Design Development plans.
    j. Prepare as-built drawing of existing building to be renovated.
2. Geotechnical Engineering – Complete Geotechnical Testing and complete report.
3. Civil Engineering (see attached sub-consultant proposal(s))
4. Landscape Architecture (see attached sub-consultant proposal(s))
5. Structural Engineering (see attached sub-consultant proposal(s))
6. MEP Engineering (see attached sub-consultant proposal(s))

TASK III - CONSTRUCTION DOCUMENTS & SPECIFICATION

1. Architectural
    a. Review Meetings with the City (2 in-person, 2 virtual)
    b. Prepare Life Safety Plan and Building Code Research.
    c. Prepare 50% and 100% Construction Documents.
    d. Prepare Technical Specifications.
    e. Coordination with Civil & Landscape Engineer.
    f. Coordination with Structural Engineer.
    g. Coordination with MEP Engineer.

7. Civil Engineering (see attached sub-consultant proposal(s))
    a. Prepare 50% and 100% Construction Documents
8. Landscape Architecture (see attached sub-consultant proposal(s))
    a. Prepare 50% and 100% Construction Documents
9. Structural Engineer (see attached sub-consultant proposal(s))
    a. Prepare 50% and 100% Construction Documents
10. MEP Engineer (see attached sub-consultant proposal(s))
    a. 50% Construction Document details cost estimate.
    b. 100% Construction Document details cost estimate.

TASK IV - SITE PLANNING AND BUILDING PERMITTING

1. Assist with the Site Planning and City Development Reviews required for the project.

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2. Assist in the building permitting process by responding to Building Department comment reviews. Permit processing, tracking and all submittals shall be by others.
3. Provide all Signed and Sealed drawings as required and respond to drawings as required for all permit comments. If required, we will meet with plan reviewers to resolve any questions.
4. Civil Permitting (see attached sub-consultant proposal(s))
5. Prepare submittal packages and submit for government agency permits with the appropriate calculations.

TASK V - BIDDING

1. Preparation of architectural documents for bidding.
2. Preparation of architectural specifications for bidding.
3. Coordinate with the City on the Bidding Forms and Documents.
4. Attending one pre-bid meeting.
5. Review and respond to RFI's from bidders during the bidding phase.

TASK VI - CONSTRUCTION ADMINISTRATION

1. Process and review submittals and shop drawings.
2. Please note we only estimated our fee based on (2) reviews for each shop drawings. Any additional reviews will be billed at our hourly rates listed below. Note: Any additional submittal/shop drawing reviews will be billed at hourly rates listed below.
3. Respond to Contractor RFI's
4. Review Change Order Requests
5. Process Pay Applications
6. Coordinate with Commissioning Agent.
7. Site Meetings during construction shall be monthly. Based on a 12-month construction schedule we have included twelve (12) meetings inclusive of punch list meetings. Note: Any additional site visits will be billed at hourly rates listed below.
8. At each site meeting, we will follow up with site meeting minutes, site photos and review of pay application.

PROJECT SCHEDULE

We are estimating the project design schedule to be as follows. During the Construction Document Phase, our office will coordinate with all the review and permitting agencies to determine the time required for reviews and approvals. Based on this information the schedule and time frames may be adjusted to reflect those review periods.

Task I Design Development	6 Weeks
Task II Construction Documents & Specifications	12 Weeks
Task III Site Planning and Building Permitting	14 Weeks
Task IV Bidding	4 Weeks
Task V Construction Administration	52 Weeks

CPZ ARCHITECTS, INC.
MAIN: 4316 WEST BROWARD BOULEVARD, PLANTATION, FLORIDA 33317
1601 BELVEDERE RD., S-350, WEST PALM BEACH, FL 33406
200 NORTH EL MAR DRIVE, SUITE 201B, JENSEN BEACH, FL 34957
1717 20TH STREET, SUITE 1, VERO BEACH, FL 32960
(954) 792-8525 WWW.CPZARCHITECTS. COM

SERVICES & COMPENSATION

Compensation for architectural and engineering services shall be as follows:

Phase	CPZ	M & M	M & M	Susan Hall	ML Eng.	OCI	Terracon	Sub-Total
Design	Architect	Civil Engineering	Survey	Landscape Architecture	Structural Engineering	MEP Engineering	Geotechnical	
Schematic Design	$ 39,650.00	$ 4,000.00	$ 7,425.00	$ 720.00	$ 1,030.00	$ 3,830.00		$ 56,655.00
Design Development	$ 52,700.00	$ 18,000.00		$ 3,018.75	$ 6,340.00	$ 11,340.00	$ 12,850.00	$ 104,248.75
Construction Documents	$ 63,400.00	$ 8,000.00		$ 6,606.25	$ 14,500.00	$ 13,330.00		$ 105,836.25
Permitting	$ 12,460.00	$ 12,000.00		$ 1,610.00	$ 980.00	$ 945.00		$ 27,995.00
Bidding	$ 8,470.00	$ 3,000.00		$ 500.00	$ 980.00	$ 945.00		$ 13,895.00
Construction Administration	$ 91,510.00	$ 10,000.00		$ 2,150.00	$ 7,550.00	$ 7,405.00		$ 118,615.00
CA Site Visits	12 Site Mtgs	12 Site Mtgs		3 Site Mtgs	3 Site Visits	3 Site Visits		
Sub-Total	**$ 268,190.00**	**$ 55,000.00**	**$ 7,425.00**	**$ 14,605.00**	**$ 31,380.00**	**$ 37,795.00**	**$ 12,850.00**	**$ 427,245.00**
						Reimbursables		Not Included
TOTAL								**$ 427,245.00**

1. Reimbursable Allowance
   a. None included.
   b. City will pay all fees.
   c. Printing and courier services, etc. will be invoiced as reimbursables.

2. Compensation for architectural services shall be on an hourly basis at the rates listed below and in accordance with our main contract.
   a. Principal $285 per hour
   b. Architect $265 per hour
   c. Senior Project Manager $220 per hour
   d. Project Manager $185 per hour
   e. Architectural Associate 3 $150 per hour
   f. Architectural Associate 2 $130 per hour
   g. Architectural Associate 1 $110 per hour
   h. Administration $100 per hour
   i. Consultants (Civil, Landscape, Structural, Mechanical, Electrical Engineers, etc.) to be reimbursed at cost billed to Architect.

EXCLUSIONS / ASSUMPTIONS

The following items are excluded from this proposal or assumed:

1. As-built drawings of the existing building, except as needed for the inclusion of the new addition.
2. Solar Lighting
3. Presentations to the City Council.
4. Water & sewer As-Builts
5. As-Builts
6. Additional Surveying
7. Environmental Survey and Testing Services
8. Permit Fees

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9. Property title searches and ownership determination.

We thank you for the opportunity to offer you these services. If you have any questions, please contact me at 954-792-8525.

Respectfully,
CPZ ARCHITECTS, INC.

Heidi Rodriguez, AIA
Principal

Accepted on _____2026.

By: _____

2561 IHB Fire Station Annex - CPZ Hourly Breakdown

	Principal	Architects	Architectural Associate 2	Architectural Associate 1	Administrative Support	
	$ 285.00	$ 265.00	$ 130.00	$ 110.00	$ 100.00	
Schematic Design						
TOTAL HOURS	10	80	120	0	0	
	$ 2,850.00	$ 21,200.00	$ 15,600.00	$ -	$ -	**$ 39,650.00**
Design Development						
TOTAL HOURS	10	90	200	0	0	
	$ 2,850.00	$ 23,850.00	$ 26,000.00	$ -	$ -	**$ 52,700.00**
Construction Documents						
TOTAL HOURS	10	150	160	0	0	
	$ 2,850.00	$ 39,750.00	$ 20,800.00	$ -	$ -	**$ 63,400.00**
Permitting & Site Plan Approval						
TOTAL HOURS	4	28	30	0	0	
	$ 1,140.00	$ 7,420.00	$ 3,900.00	$ -	$ -	**$ 12,460.00**
Bidding						
TOTAL HOURS	2	20	20	0	0	
	$ 570.00	$ 5,300.00	$ 2,600.00	$ -	$ -	**$ 8,470.00**
Construction Administration						
Construction Administration (10 Months)	12	192	100			
Construction Site Visists (12 visits x 6 hrs)	18	72				
TOTAL HOURS	30	264	100	0	0	
	$ 8,550.00	$ 69,960.00	$ 13,000.00	$ -	$ -	**$ 91,510.00**
						$ 268,190.00

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February 13, 2026

Mr. Chris Zimmerman, Architect
CPZ Architects
1717 20th Street – Unit 1
Vero Beach, Florida 32960
Emailed: chris@cpzarchitects.com

RE: **Indian Harbour Beach Fire Station Expansion**
Indian Harbour Beach, Florida
Our File #2604

Dear Chris:

Masteller & Moler, Inc. is pleased to provide you with this proposal for performance of civil engineering services to support Indian Harbour Beach's planned Fire Station Expansion project on both Banana River Drive and Pine Tree Drive in the City of Indian Harbour Beach, Brevard County, Florida. The project site contains approximately 0.53 acres and has a P-2 Institutional – Public & Semi-Public Buildings zoning designation.

As a result of our discussions, we are aware the floor plan rendering provided to us is subject to change during your Schematic Design Phase. Our Proposal assumes the proposed size of the expansion will increase significantly beyond the size provided to us which has been used as the basis for this proposal. We have also assumed there will be no change to the site east of the west wall and driveway for the fire station truck garage.

It is understood the proposed structure expansion will connect directly to the west side of the existing fire station structure which will require the demolition of an existing pair of tennis courts and a small stand-alone supporting structure. The western portion of the existing structure beyond the fire truck garage area will be removed prior to the structure expansion. Thus, the net increase in floor space expansion will not exceed 4,000 sf.

It is expected existing parking which currently is situated as on-street parking will be designed to be built onsite.

The site is located within the St. Johns River Water Management District. Wastewater service to the site is provided by Brevard County. Potable water service is provided by the City of Melbourne. The site is situated in Flood Zone X according to Federal Emergency Management Agency (FEMA) FIRM panel 12009C0538H dated January 29, 2021.

In order to support the City being able to obtain authorization to construct the project's site improvements, we shall provide the following scope of services:

Scope of Services

Task I – Schematic Design Phase Assistance (w/ Pre-Application Conference)

It is understood CPZ will develop the Schematic Concept Plan including floor plans for approval by the City's Fire Services Department (Your Client) which shall thence be used as the basis

for your architectural and our civil site design and permitting of the project. During your Schematic Design Phase we shall work closely with you to provide advice on an as needed basis.

Following your completion of the Schematic design, we shall develop a Pre-Application Concept Plan for submittal to the City Building Official. We will thence attend the Pre-Application Meeting to obtain the project's pre-development comments.

Following the Pre-Application Conference meeting, we will confer with you to review the comments to make certain there do not appear to be any significant obstacles that would prevent the project from moving forward.

We propose to complete the services for Task I based on a lump sum fee of $ 4,000.00.

Task II – Design Development Phase Assistance (w/ Preliminary Site Plan)

Stormwater Management Statement: In order to validate the Concept Plan, we will prepare a Stormwater Management Statement for the project. The Stormwater Statement will be based on the project's total impervious surfaces not exceeding the current extent of impervious surfaces on the site. On that basis the size of the existing dry retention area on the site though likely to be shifted should not need to be expanded.

Preliminary Site Plan: Following completion of the Stormwater Management Statement, we shall develop a Preliminary Site Plan Application package for the Project to support approval by the City Planning & Zoning Commission and City Council. The Preliminary Site Plan will depict on-site site improvements to within 5' of the planned structure expansion consisting of paved parking, pedestrian walks, and stormwater management systems. The Preliminary Site Plan will also depict a driveway connection to Pine Tree Drive.

The Preliminary Site Plan will be supported by the Stormwater Management Statement completed in Task II in conformance with the Rules and Regulations of City of Indian Harbour Beach and the St. Johns River Water Management District (SJRWMD).

We shall include within our Preliminary Site Plan set, Landscape Plans as well as Irrigation Plans (if required) to be prepared by others. (Our fee does not include plans for landscaping and irrigation systems).

We shall prepare an application package for a Preliminary Site Plan Approval for submittal to the City of Indian Harbour Beach to include the following Deliverables which will be in Construction Plans format:

Preliminary Site Plans (Construction Plans)

1. Preliminary Site Plan;
2. Paving & Grading;
3. Drainage & Utilities Plan;
4. Cross Sections;
5. Construction Notes;
6. Construction Details;
7. Potable Water Details Plan (per City of Melbourne standards)
8. Wastewater Details Plan (per Brevard County standards)

9. Landscape Plan (By Others)

Specifications for civil engineering site work will be described on the Preliminary Site Plans and will not be contained in a separate document.

We shall work closely with you and City Staff during the Preliminary Site Plan review process in order to expedite the approval process and the scheduling of the project for P&Z and City Council approval.

We propose to complete the services for Task II based on a lump sum fee of $ 18,000.00.

Task III – Construction Plans Phase (w/ Final Site Plan)

Following approval of the Preliminary Site Plan, we shall prepare the Final Site Plan for the project which may be used for the construction of the project's site improvements. The Final Site Plan will be upgraded to include details for the project's potable water service, sewer lateral and fire main route.

There is an existing Brevard County gravity sewer main within the Banana River Drive right-of-way. Sanitary sewer service for the proposed site improvements will be provided by a 6" sewer lateral connection to the existing gravity sewer main fronting the site. There is an existing City of Melbourne potable water main on Banana River Drive to which a new water service connection will be designed to be connected along the site frontage. We shall coordinate during the design services with your structure plumbing designer to assure our connection lines up with their service locations.

It is understood the fire station expansion will also contain a fire sprinkler system. We shall coordinate with your fire system design engineer to properly locate a service connection to the City of Melbourne water main and backflow prevention device. Our Utilities Plan will depict the horizontal location of the required fire main; however, a licensed fire main designer must design the fire main size and develop the specifications for the fire main materials.

We propose to complete the services for Task III based on a lump sum fee of $ 8,000.00.

Task IV – Permitting Services

Applications Submittals: Upon completion of the Preliminary Site Plan, we shall begin the site construction improvements permit application process. In addition to Preliminary Site Plan Approval, the following permits will be required prior to obtaining both Final Site Plan approval and issuance of a Building Permit:

1. St. Johns River Water Management District Environmental Resource Permit
2. City of Melbourne Utility Permit (Potable Water / Fire Main Connection)
3. Brevard County Utility Permit (Sewer Lateral Connection)
4. City Right-of-Way Permit (Driveway & Utility Connections);

Permit application review fees associated with the permits which we are securing are not included in our fees. It is our understanding that the selected Site Contractor will secure

the required NPDES permit for this project prior to initiating construction of the improvements. As such, acquisition of the NPDES permit is not included within our scope of services.

Responses to Permit Agency Comments: Following submittal of Approval / Permit Applications for this Project, it is anticipated regulatory agencies will issue Requests for Additional Information (RAI's). We shall review each letter and make revisions and develop responses to comments pertaining to our designs.

We propose to complete the services for Task IV based on a lump sum fee of $ 12,000.00.

Task V – Bidding Assistance Services:

It is understood once the project designs and permitting services are nearing conclusion, the City will advertise the project for construction bids. In order to support the bidding process, we shall provide digital copies of our construction plans and issued permits to you for inclusion in bid sets.

During the bidding process, we will attend a pre-bid meeting and answer in writing requests for additional information related to our designs.

We propose to complete the services for Task V based on a lump sum fee of $ 3,000.00.

Task VI – Construction Phase Services:

Shop Drawing Review /Pre-Construction Meeting: We will coordinate with the Contractor and his sub-contractors and appropriate permitting agency Personnel to set up required preconstruction meetings. The "pre-con" provides an opportunity for permitting agencies the opportunity to offer instructions regarding areas of special concern and to describe the construction inspection and project completion procedures. We shall review as needed any shop drawings and submittals for site work construction pertaining to stormwater, potable water, wastewater, and pedestrian systems.

On-Site Construction Observation: During construction of the site improvements by the Contractor, we shall perform sufficient construction observation at our discretion on an as-needed basis such that we can certify the construction of the potable water, wastewater, stormwater, paving, and pedestrian systems. We will coordinate the required formal inspections of certain construction elements such as wet taps, asphalt, sidewalk, etc. Formal inspections by the Agency will likely require the Contractor to provide forty-eight (48) hours' notice prior to testing procedure.

Full-time resident construction observation is not required and therefore not included.

Material Test Results & As-Built Review: During construction Masteller & Moler, Inc. will need to be provided with Material Test Results to confirm proper construction methods and materials are being used. Upon completion of construction, Masteller & Moler, Inc. will need to be provided with As-Built surveys to confirm proper horizontal and vertical alignment of constructed potable water, wastewater, stormwater, paving systems and the building itself. The As-Built survey is typically provided by the Contractor's Surveyor (licensed in the State of Florida) and a Preliminary As-built must be provided prior to certain utility testing. Upon

approval, the as-built must be provided in hard copy and AutoCAD format as well as in conformance with each permitting agency's as-built standard.

While reviewing the as-built survey, we shall conduct an initial walk-through and develop a punchlist of any construction deficiencies. The punchlist shall be provided to the Contractor and the client. Once we are confident that the site has been constructed in compliance with the permit approvals, and we are provided with all required information, we shall submit an Engineer's Certification stating construction has been completed in substantial conformance with approved plans and issued permits to the City of Indian Harbour Beach to support a request for final inspection and to support the request for issuance of the Certificate of Occupancy (C.O.). In the event the City prepares a punchlist, we will provide said punchlist to the Contractor in order that the items may be addressed. Once the County's punchlist has been resolved to our satisfaction, we shall notify the City that the site is ready for re-inspection.

The As-built survey is not included in our fees. Daily and Periodic inspections of erosion control devices and reports required by the NPDES General Permit are the Responsibility of the Contractor and are not included in this proposal.

Engineering Certifications: Upon completion of stormwater, potable water, sanitary sewer and paving systems and review of As-Built and Testing results to confirm proper construction, we shall prepare Engineering Certification packages to be submitted to the following agencies:

1. SJRWMD
2. City of Melbourne (Potable Water)
3. Brevard County (Wastewater)
4. City of Indian Harbour Beach (Site Improvements)

We shall prepare One (1) Engineering Certification for each of the above-listed permitting agency/department. Our submittal of certifications assumes that all drainage, pavement, pedestrian, sewer, and water services to within 5' of the Structure Building will be properly constructed and tested prior to submittal of the Engineering Certifications and request to place systems into operation.

We propose to complete the services for Task VI based on a lump sum fee of $ 10,000.00.

In order to complete the project construction services, we will need the following information upon completion:

Construction Services:

1. Trench backfill and compaction density test reports;
2. Concrete Cylinder Tests;
3. Asphalt and Concrete Delivery Tickets;
4. Contractor's Release of Liens;
5. As-built drawings;
6. Letter of Warranty for Utilities Issued by Developer or Contractor.

Required Documents and Information

In order to complete our services for this project, we will (or may) need the following information provided to us:

1. Boundary & Topographic Survey (in AutoCAD on NAVD88 datum) (Done by MMT);
2. Environmental Report (Wetlands & Threatened / Endangered Species) (If Required);
3. Landscape / Irrigation Plans;
4. Building Floorplans and Elevation Views (floorplan in AutoCAD format);
5. Soils Exploration Report including:
    a. Pavement section recommendations;
    b. Building foundation design recommendations;
    c. Soil hydraulic conductivity (k) values;
    d. Estimates of Average Seasonal High & Low Groundwater Elevations on NAVD88 Datum;
6. Site Lighting Plan (If required)

The items described in the paragraph above are not included within our Scope of Services quoted herein. We will, however, coordinate on your behalf to obtain proposals for the services needed to provide the above listed information.

Billing will be as follows: Fees shall be billed monthly based upon the Engineer's estimated percentage of the total project services completed to that date. Payment of fees rendered is due within thirty (30) days from billing date.

For any and all subcontract services invoiced through this office except for Masteller, Moler & Taylor, Inc., there will be a minimum 15% surcharge on the face amount of said subcontractor's invoice, to cover the costs associated with administration and coordination of the subcontractor's services.

Any and all items not specifically set forth in this proposal are excluded. Specifically excluded items include but are not limited to: soil borings, landscape designs, gas main designs, irrigation designs, fire main designs beyond backflow prevention device, traffic studies, structural/electrical engineering, architecture, and construction stakeout services.

Reimbursable expenses are considered outside our lump sum fee and will be invoiced per item (j) of the general conditions. In addition, any expansion of the scope of work or major revisions which may be required by any new rules or regulations enacted subsequent to the date of this proposal, are not included.

GENERAL CONDITIONS

In addition, the following items are stipulated:

a) Application Fees

Any and all application fees required by permitting agencies will be paid for directly by the Owner/Client.

b) Scope of Work

The scope of work as outlined above is based on our estimate of the normal engineering and design services necessary. However, should the need arise for additional engineering design work by virtue of revisions or redesign required by you or any governmental reviewing agencies having jurisdiction, then additional billing will be based on the fee schedule included hereinafter under item (h), or this Contract can be renegotiated to the satisfaction of both parties.

c) Payment of Fees

Payment of all fees for services rendered shall be paid within thirty (30) days of billing. This project and the anticipated fees are predicated upon the prompt and continual satisfaction of our monthly invoices. Commencing on the thirty-first day, interest shall be added to the unpaid balance at the rate of one and one-half percent (1-1/2%) per month or a total of eighteen percent (18%) per annum. In the event that the matter of delinquent payments shall be turned over to legal counsel for collection, legal fees, costs and recording fees incurred for collection shall be added to the outstanding amounts due.

d) Release/Reuse of Documents

All documents including drawings, disks, specifications and reports prepared or furnished by Masteller & Moler, Inc. (Engineer) or Engineer's Independent Professional Associates and Consultants pursuant to this agreement are instruments of service in respect of the Project and the Engineer shall retain all Ownership and property interests therein, whether or not the project is completed. To that end, Engineer may exercise his right to execute a copyright notice upon any document prepared by Engineer in connection with this project. All original documents shall remain the sole property and in the sole possession of Engineer.

Owner/Client will be provided and may retain copies of said documents for his use and information; however, said documents are not intended or represented to be suitable for reuse by Owner/Client or others on extensions of the project or on any other project. Any reuse without express written verification or adaptation by Engineer for the specific purpose intended, will be at Owner's/Client's sole risk and without liability or legal exposure to Engineer or to Engineer's Independent Professional Associates and Consultants. Owner/Client shall indemnify and hold harmless the Engineer and Engineer's Independent Professional Associates and Consultants from all claims, damages, losses and expenses including attorney’s fees arising out of or resulting therefrom.

e) Release/Reuse of Electronic Data

All electronic data including drawings, specifications and reports prepared or furnished by Masteller & Moler, Inc. (Engineer) or Engineer’s Independent Professional Associates and Consultants pursuant to this agreement are instruments of service in respect of the Project and the Engineer shall retain all ownership and property interests herein, whether or not the project is completed. To that end, the Engineer may exercise his right to withhold the release of any electronic data and evaluate each request on an individual basis. Any *Release/Reuse of Electronic Data* agreed upon by the Engineer shall automatically be encumbered by above stated Item (d) *Release/Reuse of Documents*.

f) Limitation of Liability

The Owner and Masteller & Moler, Inc. have considered the risks, rewards, and benefits of the project and the Engineer's total fee for services. Risks have been allocated such that the Owner agrees that, to the fullest extent permitted by law, the Engineer's liability to the OWNER for any and all injuries, claims, losses, expenses, damages, or claim expenses arising out of this agreement from any cause or causes shall not exceed the total fee received for the project. Such causes include but are not limited to the Engineer’s negligence, errors, omissions, strict liability, breach of contract, or breach of warranty.

Pursuant to Florida Statute § 558.035, an individual employee or agent of Masteller & Moler, Inc. may not be held individually liable

for damages resulting from negligence occurring within the course and scope of professional services rendered under this professional services contract.

g) Engineers Certification Definition

"Certification" shall mean a statement signed and/or sealed by a professional engineer representing that the engineering services have been performed by the professional engineer, and based upon the professional engineer's knowledge, information and belief, and in accordance with commonly accepted procedures consistent with applicable standards of practice, and is not a guarantee or warranty, either expressed or implied.

h) Additional Work Performed

Any and all work performed, other than that expressly delineated within this general contract, shall

be billed at the following job classification and rates, as applicable:

Principal of Firm	$ 195.00/hr.
Professional Engineer (PE)	$ 165.00/hr.
Project Manager	$ 145.00/hr.
CAD Draftsperson/Designer	$ 120.00/hr.
Project Field Representation (Inspector)	$ 90.00/hr.
Administrative	$ 75.00/hr.

No such work shall be undertaken, except upon receipt of verbal or written authorization of Owner/Client.

i) Representations Relating to Work Performed

The plans, designs and documents which are subject to this contract shall be prepared in a professional manner consistent with the profession's "Normal Standard of Care."

Nevertheless, no representations or warranties are made as to the success, approval or the issuance of permits on any application submitted by Owner/client based in whole or in part upon the plans, designs, or documents prepared by Masteller & Moler, Inc.

Backcharges will not be accepted by Masteller & Moler, Inc. unless we provide written agreement covering all corrective action and the total amount of the backcharge necessary to accomplish the corrective action.

j) Reimbursables

1) Print Costs

All photo copies, prints and facsimile transmissions will be billed at the following rates: Photo copies 8½" x 11" $0.25/sheet; photo copies 8½" x 14" $0.35/sheet; photo copies oversized $0.50/sheet; black line prints $0.333/SF; reproducible mylars $26.40/per sheet; and USB's $10.00.

2) Miscellaneous - Express Mail, Telephone, Travel

If at any time information must be transmitted by mail, overnight mail or courier, these charges will be included on your monthly invoice at actual invoice cost. In addition, reimbursement for expenses such as telephone, travel, hotel, meals, etc. will be at actual costs incurred.

k) Price Guarantee

Prices quoted are firm for sixty (60) days from the date of this proposal.

l) Compliance with Agency Regulations

All work will be performed in accordance with appropriate City, County and State regulations relative to the proposed project.

m) Assignment and Termination

While binding upon the parties, their successors or assigns, this Contract may not be transferred or assigned without the written consent of both parties. Owner/Client or Engineer shall have the right to terminate this Contract for any breach hereof after ten (10) days written notice. Should you exercise the right to terminate this Contract after ten (10) days written notice, Masteller & Moler, Inc. shall be compensated for services performed and expenses incurred to termination date.

We thank you for the opportunity to offer the services of our firm and look forward to working with you.

Sincerely yours,
MASTELLER & MOLER, INC.

By Stephen E. Moler, PE
Its President
SEM/cab

AUTHORIZATION TO PROCEED

If these conditions and this proposal meet with your approval, please sign and return one (1) copy of this letter as our formal Authorization to Proceed. This project if authorized will be performed with due diligence, subject to acts of God, etc. beyond our control.

Signature & Date	Printed Name
Company Name	Printed Title
Address	

file #2604
(2604_IHB-FireStaExp_Proposal_26-0213.docx)

Exhibit B

Masteller, Moler & Taylor, Inc.

1655 27th Street, Suite 2
Vero Beach, Florida 32960
Phone: (772) 564-8050
Fax: (772) 794-0647
e-mail: dt5243@bellsouth.net

AGREEMENT FOR PROFESSIONAL SURVEYING & MAPPING SERVICES

PROJECT:	Indian Harbor Beach Fire Station Expansion	**PHONE:**	Work - (954) 328-2276
CLIENT NAME:	CPZ Architects - Chris Zimmerman, AIA	**PHONE:**	Fax - (772) 794-1106
SITE ADDRESS:	Banana River Drive Indian Harbor Beach, FL 32937	**MAILING ADDRESS:**	1717 20th Street Vero Beach, FL 32966

MMT, Inc. is pleased to provide you with this proposal for performance of surveying services in support of Boundary and Topographic Survey for property located in Brevard County and lying in Section 11-27S-37E and identified as the Indian Harbour Beach Fire Station Expansion Project which shall include the following Scope of Services:

1. Perform boundary survey of approximately 2.5 acre property identified as Brevard County Tax Id #27-37-11-*-22.A. Legal Description to be provided by the client or will obtained from Brevard County property appraiser records.
2. Find existing control and locate as necessary.
3. Review Title work as supplied by the client. No search of the Public Records shall be made by this firm.
4. Recover existing vertical control and perform vertical loop bench run and establish a minimum of two (2) benchmarks on site as required. Elevations shall be based upon the North American Vertical Datum of 1988.
5. Locate, obtain elevations and identify all visible improvements within the boundary and the topographic limits as shown on the attached sketch. (i.e. buildings, utilities, culverts, pavement, etc.)
6. Obtain ground elevations within the perimeter of the boundary and topographic limits, sufficient to generate one foot contours.
7. Locate and obtain elevations on existing drainage features, ditches or canals within the boundary and topographic limits. Locate and identify all specimen trees, 4" or larger.
8. Prepare Boundary and Topographic survey in accordance with the Standards of Practice for Surveying as set forth by the State of Florida. Provide an electronically signed and sealed copy upon completion. Hard copies available upon request.

We propose to perform the above described scope of services for a lump sum fee of $ 7,425.00. We estimate the time of completion to be approximately 4 weeks from the notice to proceed.

Upon your verbal authorization for this survey, we order research materials and set up your job file. In the event of a cancellation and in order to cover our costs, you will be billed for all work/expenses incurred up to the date of cancellation, including costs to close out your file. See the attached for standard conditions. Price is based and contingent upon site conditions described by Client or Clients representative. If, upon arrival at job site, conditions described do not accurately reflect the actual conditions of the property, charges for additional work may apply. Additional charges may also apply for research and office work and expenses necessary to resolve problems with your legal description, conflicts with neighboring legal descriptions, and/or discrepancies due to adverse use, inaccurate or missing information.

I, the undersigned, agree to all the terms of this Agreement and the Standard Conditions of this Contract attached hereto.

_____
Client's Printed Name

_____ _____ 2/12/2026
Client's Signature Date David Taylor, President Date
Masteller, Moler & Taylor, Inc.

Exhibit B



Masteller, Moler & Taylor, Inc.
1655 27th Street, Suite 2
Vero Beach, FL 32960
Phone: 772-564-8050
Fax: 772-794-0647
e-mail: dt5243@bellsouth.net

Exhibit B

STANDARD CONDITIONS:

General: These are the complete terms and conditions of this contract. All terms and conditions of the agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the Client to the Surveyor.

Definitions: The Client is defined as the addressee(s) and may be referred to as "you". The Surveyor hereafter is defined as Masteller, Moler & Taylor, Inc. who also may be referred to as "I", "me", "it's" or "we". Agency is defined to mean any department or branch of a City or County that oversees or manages activities pertaining to the Surveyor's services.

Permission: The client hereby grants the surveyor permission to enter or drive onto client's premises as necessary to perform their services or duties. Furthermore, the client also grants surveyor permission to clear and/or cut trees, branches, or brush as necessary to perform their survey or set property corners.

Underground Asbuilts: The Client is responsible for assisting the surveyor as necessary to obtain the location and elevation of any underground utilities as necessary. Client shall expose or mark installed underground utilities for location by surveyor. Surveyor is not responsible to excavate to find utilities.

Scheduling: The surveyor makes no guarantee as to field scheduling or time of deliveries. The surveyor is not liable for costs or expenses incurred due to conflicts in scheduling or work backlogs. Further, the surveyor makes no time guarantees, except that surveys, drawings or reports will be performed on first come first served basis. Any scheduling due dates on the front of this contract will be considered target dates only and not be construed as a guarantee. The practice of Land Surveying is not an exact science and is subject to a certain degree of inaccuracy, interpretation of evidence and opinion. The survey is not considered complete until all procedures and calculations used to derive the survey have been reviewed and double-checked by our staff.

Warranty: The Surveyor makes no warranty, either expressed or implied, as to its findings, recommendations, specifications, or professional advice except that they were promulgated after preparation according to generally accepted procedures and practices by or under the direction of a professional surveyor and mapper licensed to practice in the State of Florida.

The boundary corners and lines depicted by this survey will be established per record title information and represent deed lines only. They do not purport to show ownership lines, lines affected by adverse use, lines of conflicting/overlapping deeds, or other lines that may otherwise be determined by a court of law.

Limitation of Liability: Client recognizes and assumes the inherent risks connected with development and construction. For its part, Surveyor will do its best to perform its services to meet the requirements of generally accepted local principles and practices of engineering and land planning. The client agrees to limit Surveyors liability to the client due to Surveyors negligent acts, errors, or omissions, or alleged breach of contract, such that the total aggregate liability to Surveyor shall not exceed $1,000,000.00. Client further agrees to indemnify Surveyor in an action brought against Surveyor seeking compensation for any personal or bodily injury as a result of services rendered under this contract unless those injuries are caused by the work of the Surveyor.

Payment Provisions: The Client agrees to encumber sufficient funds to be designated solely to pay for the Surveyor's services. The Client will make payment in full within 30 days of initial submittal of the Surveyor's report, plan specifications, etc. to the Client or the primary regulatory agency. The Client will pay, in full, each subsequent invoice within 30 days of the date on the invoice, and pay an additional charge of two percent (2%) of the amount of the invoice per month for any payment received by the Surveyor more than thirty (30) days from the date of the invoice. Additionally, a $25.00 administrative service fee will be assessed for each monthly Statement of Account issued after the work is completed or suspended by either party. Accounts 45 days past due will be subject to lien, unless other arrangements are made at the time the Agreement is signed. Fees for all Surveyor's time expended and all expenses incurred for liens or collection of any delinquent amount including, but not limited to reasonable attorney fees, witness fees, court costs, charges at current billing rates for time spent by and on behalf of the Surveyor shall be paid by the Client in addition to the delinquent amount. The Client authorizes the Surveyor to charge Client's credit card, as provided to the Surveyor, in the event invoices become past due.

Extra Services: The Client, prior to commencement of additional services will authorize any extra services beyond those that are included in the Scope. The Client will reimburse the Surveyor any extra services monthly

according to the same provisions identified under the preceding paragraph, "Payment Provisions". The Surveyor will be compensated at a rate determined by the Surveyor. Any and all work performed, other than that specifically contracted for within this general contract, shall be billed at the following job classification and rates:

Principal	$ 150.00/hr.
Professional Surveyor/PSM	$ 140.00/hr.
Project Manager	$ 110.00/hr.
Field Crew (2-man)	$ 135.00/hr.
Field Crew (3-man)	$ 160.00/hr.
CADD Draftsman/Designer	$ 90.00/hr.
Administration	$ 65.00/hr.

Surveyor reserves the right to adjust rates as necessary.

Reimbursable Expenses: The following Reimbursable items shall be charged the cost as described plus the hourly wage to perform such services if significant.

Photo Copies	$0.50/sq. ft.
Concrete Monuments	$25.00/per
Mylar	$25.00/per sheet

Be advised if the amount of copies is significant, there may be additional hourly charges. Professional services required for trial and/or document preparation, expert witness, consultation or meetings will be charged at the rate of $150.00 per hour. The Surveyor will submit an invoice to the Client based on the actual time and expenses incurred upon completion of the survey or submittal of drawings or reports to the Client or Agency. If additional and subsequent services are requested or needed, they will be billed on a monthly basis for the services performed.

Coordination and Payment of Other Fees and Permits: The Client shall coordinate, be responsible for, and pay for all submittals, reviews, all direct and indirect costs for obtaining permits, etc. unless expressly identified in this agreement as a service to be provided by the Surveyor. Such services and fees excluded from this contract include, but are not limited to: cost of monuments, materials to set monuments (if required), photo Mylars (if required), surveying of critical areas, environmental studies, road design, aerial topography fees, and other fees, title company charges, special blueprints and reproductions, etc.

Overtime Payment Provision: Overtime shall be billed at a rate of 1.5 times the regular time rate. (See Payment Provisions above) Overtime shall be defined as any crew time over 8 hours in a day, including travel time. The Client prior to commencement of services shall authorize overtime.

Sub-Contractors: The costs for services and expenses charged to the Surveyor by other sub-contractors, professional or technical firms that may be engaged in connection with completion of the Scope of services will be billed to the Client at costs, plus fifteen percent (15%) for overhead and handling.

Disputes: This Agreement may be terminated by either party at any time, for any reason, upon ten (10) days written notice, and may be terminated immediately upon written notice in the event of a breach by the other party. Client will be responsible for all costs due to surveyor for work completed up to the date of termination. The Surveyor will not incur any liability for damages due to the delay of the project as a result of stopping performance of services (as provided in the preceding paragraph) due to the failure of the Client to pay for services rendered, nor will the Surveyor be responsible for delays caused by factors beyond the Surveyor's control or by factors that could not reasonably have been foreseen at the time this Agreement was executed. In the event of legal action brought by either party involving this Agreement, including, but not limited to, an action by the Surveyor against the Client for Invoice amounts not paid, attorney's fees, court costs, and other related expenses will be paid to the prevailing party by the other party.

Payment in the Event of Termination: In the event this Agreement is terminated, the Surveyor will be compensated for service performed and expenses incurred under this Agreement to the date of termination in accordance with the above provisions. If the Client terminates this Agreement, the Surveyor will also be compensated for all reasonable costs and expenses incurred to assemble and close project files and records.

Frivolous and/or Unfounded Claims: If the Client makes a claim or claims against the Surveyor, at law or otherwise, for any alleged error, omission, or act arising out of the performance of it's professional services, and the Client withdraws or fails to prove such claim, then the Client shall pay for all of the Surveyor's time at professional fee rates and all expenses, including such costs as actual attorney's fees, incurred by the Surveyor in the preparation of response to, and in defense against such claim or claims.

Ownership of Materials: All reports, plans, specifications, estimates, and supporting documentation, including but not limited to: all field data, photographs/videos, calculations, drawings, reports, other data, documentation, and records prepared by the Surveyor are instruments of service and shall remain the property of the Surveyor. The principal documents (plans, specifications, reports, etc.) are copyright protected. Copies may not be reproduced or altered in any way without the express written consent of the Surveyor. The Client agrees that all reports and other services furnished to the Client or assignee will be returned immediately upon demand, if payment for Surveyor's services is delinquent or in dispute. Further, the Client agrees, under such circumstances, that all material furnished by the Surveyor or the Client or assignees thereof will not use copies for any purposes whatsoever. After the conclusion or suspension of the Surveyor's services, the Surveyor will retain all pertinent summaries and reports relating to services performed for the Client on the project for five (5) years following submission of the report, plans, specifications, and/or engineering cost estimate for examples, as applicable. The records will be made available to the Client during that time period. The Surveyor also retains ownership of all materials used to mark property corners and the right to access these materials in the event of any necessary adjustments. Electronic files may be provided for an additional charge, solely as a convenience to the recipient and shall NOT be considered "Drawings of Record" or as "Construction Documents". All documents considered "Drawings of Record" or "Construction Documents" shall be HARD COPY and shall be accompanied by a professional's stamp and signature. Masteller, Moler & Taylor, Inc. does not guarantee the accuracy of the electronic data, due to possible alterations by others. These electronic files shall not be used for purposes beyond the scope of original contract. All said drawings; reports, etc. are for the exclusive use of the contracting party only, and not transferable. Any subsequent parties or property owners are not authorized to use said documents without contracting with Masteller, Moler & Taylor, Inc. for re-certification of the work.

Governing Law: This Agreement shall be governed by and construed in accordance with the laws of the State of Florida. The parties irrevocably consent to the jurisdiction and venue of the courts located in Indian River County, Florida with respect to this Agreement or the services provided.

Severability: If any provision herein is determined to be invalid or unenforceable, the validity or enforceability of the other provisions shall not be affected.

END OF STANDARD CONDITIONS

Susan Hall, ASLA
LANDSCAPE ARCHITECTURE

January 22, 2026

Mr. Chris Zimmerman, AIA
CPZ Architects, Inc.
4316 West Broward Boulevard
Plantation, FL 33317

Email: chris@cpzarchitects.com
Office: 954.792.8525 x 105
Mobile: 954.328.2276

Project: Indian Harbour Beach Fire Station Annex (Revised Fee)

Dear Mr. Zimmerman,

We are pleased to submit our proposal for landscape architectural services for the Indian Harbour Beach Fire Station Annex. Thank you for your consideration. Our services will include the following:

SCOPE OF SERVICES

I. Susan Hall Landscape Architecture, hereinafter described as SHLA, will prepare final plans and provide services which will include the following:

A. SITE LANDSCAPE MITIGATION PLAN. Showing location, species, variety, size and quantities for all proposed trees, shrubs, and groundcovers. Botanical and common names will be listed and planting details illustrated to meet local code requirements. Tree mitigation tables and plans will be provided to address existing site conditions, and mitigation calcuLANDSCAPE MITIGATION PLAN. Showing location, species, variety, size and quantities for all proposed trees, shrubs, and groundcovers meeting Brevard County minimum code requirements. Botanical and common names will be listed and planting details illustrated. Tree removal and preservation areas will be identified and mitigation calculations provided meeting minimum code requirements.

B. SITE IRRIGATION PLAN. SHLA shall design an automatic irrigation system providing coverage to newly landscaped areas. Specifications and details will be provided. The irrigation plan will consist of water source/point of connection, head layout, mainline and lateral line layout, valve sizes and locations, controller type and location, detailed drawings, and installation notes.

C. WRITTEN SPECIFICATIONS. SHLA will prepare written specifications identifying all material qualifications, methods and procedures for installation of all work designed by

our office.

D. PERMITTING & RESPONSE TO COMMENTS. Responses to City review comments and civil site coordination will be provided throughout the permitting phase.

E. BID SOLICITATION. Bid solicitation shall be by the General Contractor. SHLA shall provide RFI support & responses during the bidding process.

F. CONSTRUCTION OBSERVATION & SITE MEETINGS. Three [3] site visits/meetings are provided during the duration of this project: one prior to commencement of design work, one meeting on-site prior to start of site landscape & irrigation work, and during the and one final inspection for landscape and irrigation. Additional meetings shall be invoiced at $500. per requested site visit.

DELIVERABLES

Digitally signed and sealed plans will be provided to the client for the governing municipality for permitting.

REVISIONS

Revisions requested following site plan approval will be invoiced at the hourly rates described within the "Hourly Rates" section below.

REQUIREMENTS

Design work will commence after receipt of the following documents in AutoCAD version 2025 format. The documents received from the civil engineer will be used to establish base plans for design development:

I. Survey, indicating surface and subsurface utilities, existing trees, spot elevations, easements, and other restrictions, if any. Please email this to: Susan@hall-la.com.

II. Site civil files in Autocad format for base coordination

COMPENSATION

The Owner agrees to pay the following fees for the Scope of Services described above:

Compensation and **Invoicing Schedule**	
TASK 1: Schematic Design. Consulting basis / no drawings	$720.00
TASK 2: Design Development submittal for site landscape & irrigation plans	$3,018.75
TASK 3: Construction Documents & Specifications	$6,606.25
TASK 4: Permitting, Response to Comments & Civil Coordination	$1,610.00
TASK 5: Bidding & RFI Support	$500.00
TASK 6: Construction Observation, 3 Site Visits, Close-out	$2,150.00
LANDSCAPE ARCHITECTURAL FEE:	**$14,605.00**

If there are any questions regarding any of the above, please do not hesitate to contact us. If this agreement is acceptable, please return one signed copy for our files. We look forward to hearing from you and commencing with design.

Respectfully submitted,



Susan J. Hall
Florida Professional Landscape Architect # 853
Susan Hall Landscape Architecture, Inc.

ACCEPTANCE OF THIS AGREEMENT:
Indian Harbour Beach Fire Station Annex

X

Mr. Chris Zimmerman, President CPZ Architects, Inc.	Date



January 22, 2026

Susan J. Hall, President Susan Hall Landscape Architecture	Date

Exhibit B

BREAKDOWN FOR FEE SCHEDULE
INDIAN HARBOUR BEACH FIRE STATION ANNEX PROJECT
LANDSCAPE ARCHITECTURAL DESIGN - DATE: 12.31.25

TASK	PRINCIPLE: Susan Hall/$200	STAFF LANDSCAPE ARCHITECT/$175	HOURS TOTAL x HOURLY RATE	TOTALS
SCHEMATIC DESIGN:				
Consultation only; no drawings	3.6		3.6	$720.00
DESIGN DEVELOPMENT:				
Code Calculations	1		3.5	$700.00
Specifications Outline	1.5			
Design Review	1			
Formatting, design layout, team coordination		11.25	11.25	$1,968.75
Irrigation mainline layout		2	2	$350.00
CONSTRUCTION DOCUMENTATION:				
Design finalization & QC review	3.5		3.5	$700.00
Completion of final plans & specifications		19.75	19.75	$3,456.25
Irrigation final Design		9	9	$1,575.00
Final team/Civil coordination		5	5	$875.00
PERMITTING:				
Response to comments & Civil coordination; Revisions to plans		9.2	9.2	$1,610.00
BIDDING:				
Support & Responses to RFIs	2.5		2.5	$500.00
CONSTRUCTION ADMINISTRATION:				
Site construction visits [3]	2.4 hours x 3		7.25	$1,450.00
Project close-out; Submittal reviews & additional responses to RFIs	3.5		3.5	$700.00
			TOTAL:	**$14,605.00**

M L Engineering Inc.
2030 37th Avenue
Vero Beach, FL 32960
Phone: (772) 569-1257
Fax: (772) 569-4041

January 28, 2026
Mr. Joe Barry, AIA
CPZ Architects, Inc.
4316 West Broward Blvd. Suite 201
Plantation, FL 33317

Re: City of Indian Harbor Beach Fire Station Annex
1116 Pine Tree Drive
Indian Harbour Beach, FL 32937
Engineer's Proposal

Dear Joe:

We are pleased to present the following proposal for structural consulting services for the above-referenced project. Our scope of work will be to design and prepare the structural documents for permit submittal and construction for the proposed single-story addition to the west side of the existing apparatus bay.

Scope of Work

Task I **Schematic Design**
1. Consulting to develop Schematic Plans
2. Coordination with Architect

Task II **Design Development**
1. Design development
2. Coordination with Architect
3. Building Code analysis

Task III **Construction Documents**
1. 50% Construction Drawings
2. 100% Construction Drawings
3. Specifications
4. Coordination
5. Construction Drawings – Final
6. Specifications

Task IV **Permitting**
1. Respond to Building Department comments.
2. Coordinate with consultants on responses.
3. Make revisions and resubmit.

Task V **Bidding**
1. Respond to questions.
2. Review RFI's & respond

Task VI **Construction Administration**
1. Submittal review of the following:
    a. Concrete mix
    b. Masonry and accessories
    c. Reinforcing
    d. Structural steel
    e. Steel joists and metal deck
    f. Miscellaneous metals

2. Coordinate shop drawings with consultants
3. (3) Site visits for construction observation. $ 920.00 for each additional site visit if requested.

Note
The following services are not included in our scope and shall be provided by others:

1. Subsurface investigative report.
2. All permit application fees.
3. Material and/or laboratory testing.

Fees
Our fees for the above services are listed below. This will be invoiced as a lump sum upon the completion of each phase or monthly based on a percentage of completion at that time, with payment in full due within 30 days.

Task I	**Schematic Design**	**$**	**1,030.00**
Task II	**Design Development**	**$**	**6,340.00**
Task III	**Construction Documents**	**$**	**14,500.00**
Task IV	**Permitting**	**$**	**980.00**
Task V	**Bidding**	**$**	**980.00**
Task VI	**Construction Administration**	**$**	**7,550.00**
	Total	**$**	**31,380.00**

Our fees are based on our standard hourly rates listed below. See attachment B for an hourly breakdown of the charges above.

Administration	$	95.00
ACAD Drafting	$	135.00
Inspector	$	150.00
Engineer	$	195.00
Structural Engineer	$	225.00

Schedule
To be coordinated with CPZ.

If at any time during the evaluation and design of the herein-stated project there are substantial revisions that may affect our proposal, we will notify you prior to making such changes.

Should you require further information or clarification, please contact our office.

Respectfully,

_____
Michael A. Lue, P.E.
Consulting Structural Engineer

Accepted this _____ day of _____ 2026

_____
Signature

ATTACHMENT 'A'
PROPOSAL/CONTRACT FOR ENGINEERS SERVICE

I. ACCEPTANCE:
The time for acceptance of the afore going proposal is limited to thirty (30) days from the date of the proposal. If not accepted within that timeframe, the proposal will be withdrawn by ML Engineering, Inc., after which a new proposal must be negotiated by the parties.

II. INDEMNIFICATION:
As a separate and distinct consideration for this indemnification agreement hereunder, the consideration of which is $100.00, the receipt of which is acknowledged by the party with whom ML Engineering, Inc. is contracting hereunder, that party agrees to indemnify and hold ML Engineering, Inc. harmless from any and all claim and causes of action arising out of the work of ML Engineering, Inc. arising out of the work performed or to be performed by the party with whom ML Engineering, Inc. is contracting hereunder, or any other contracting parties' agents, affiliates, subsidiaries or assigns, excepting only such actions, claims or lawsuits arising out of the gross negligence of ML Engineering, Inc., its affiliates, subsidiaries, officers and employees.

III. THIRD PARTY BENEFICIARY:
This agreement is entered into for the exclusive benefit of the parties, and the parties expressly disclaim any intent to benefit anyone not a party.

IV. LATE PAYMENT:
All payments called for under the terms and conditions of this proposal will bear simple interest a 1-1/2% per month.

V. GOVERNING LAW AND VENUE:
This agreement is to be governed by the laws of the State of Florida and the venue in the event of any litigation shall be Indian River County, Florida.

VI. LIABILITY:
The liability of ML Engineering, Inc. for damages arising out of its performance for any mistake, mission interruption, delay, error or defects in the providing of its services set forth herein or any portion of its services, occurring in the course of performing this agreement, shall in no event exceed the amount of the contract for services.

VII. TERMINATION FOR CAUSE:
ML Engineering, Inc. has the right to terminate the contract for cause, which includes any of the following events:

1. Failure to make timely payments.
2. Failure to respond to ML Engineering, Inc.'s written request for information or decisions.
3. If ML Engineering, Inc. verily believes that the work requested will result in a structure or design that is not viable.

In the event of the above one or more grounds for termination for cause, ML Engineering, Inc. shall give a seven day written notice, and if the grounds for termination are not corrected within the seven days, ML Engineering, Inc. has the right to terminate the contract.

VIII. ATTORNEY FEES:
If either party brings a lawsuit in order to enforce or interpret the provisions of this agreement, the prevailing party should be entitled to reasonable attorney fees in additional in addition to any other relief to which that party may be entitled.

Attachment "B"
M L Engineering Hourly Fee Breakdown
City of Indian Harbour Beach Fire Station Annex Addition (revised omitted fire tower)
01/28/26

Task No.		Rate $225.00 Principal		Rate $195.00 Engineer		Rate $150.00 Inspector		Rate $135.00 CADD Technician		Rate $95.00 Adminstrative Assistant		Total by Activity		Expenses	Total Fees
		Staff Hours	Cost	Staff Hours	Cost	Staff Hours	Cost	Staff Hours	Cost	Staff Hours	Cost	Staff Hours	Salary Cost		
I	**Schematic Design**	**2.00**	**$ 450.00**	**2.00**	**$ 390.00**	**0.00**	**$ -**	**0.00**	**$ -**	**2.00**	**$ 190.00**	**6.00**	**$ 1,030.00**	**$ -**	**$ 1,030.00**
	Coord with CPZ	2.00	$ 450.00	2.00	$ 390.00		$ -		$ -	2.00	$ 190.00	6.00	$ 1,030.00	$ -	$ 1,030.00
			$ -		$ -		$ -		$ -		$ -	0.00	$ -	$ -	$ -
			$ -		$ -		$ -		$ -		$ -	0.00	$ -	$ -	$ -
			$ -		$ -		$ -		$ -		$ -	0.00	$ -	$ -	$ -
			$ -		$ -		$ -		$ -		$ -	0.00	$ -	$ -	$ -
II	**Design Development**	**8.00**	**$ 1,800.00**	**14.00**	**$ 2,730.00**	**0.00**	**$ -**	**12.00**	**$ 1,620.00**	**2.00**	**$ 190.00**	**36.00**	**$ 6,340.00**	**$ -**	**$ 6,340.00**
	Coord with CPZ	2.00	$ 450.00		$ -		$ -		$ -	2.00	$ 190.00	4.00	$ 640.00	$ -	$ 640.00
	Coord with Geotechnical enginee	2.00	$ 450.00	2.00	$ 390.00		$ -		$ -		$ -	4.00	$ 840.00	$ -	$ 840.00
	Code Analysis	2.00	$ 450.00	4.00	$ 780.00		$ -		$ -		$ -	6.00	$ 1,230.00	$ -	$ 1,230.00
	Design	2.00	$ 450.00	8.00	$ 1,560.00		$ -	12.00	$ 1,620.00		$ -	22.00	$ 3,630.00	$ -	$ 3,630.00
			$ -		$ -		$ -		$ -		$ -	0.00	$ -	$ -	$ -
			$ -		$ -		$ -		$ -		$ -	0.00	$ -	$ -	$ -
III	**Construction Documents**	**6.00**	**$ 1,350.00**	**18.00**	**$ 3,510.00**	**0.00**	**$ -**	**70.00**	**$ 9,450.00**	**2.00**	**$ 190.00**	**96.00**	**$ 14,500.00**	**$ -**	**$ 14,500.00**
	Prepare plans	2.00	$ 450.00	6.00	$ 1,170.00		$ -	30.00	$ 4,050.00	2.00	$ 190.00	40.00	$ 5,860.00	$ -	$ 5,860.00
	50% CD	2.00	$ 450.00	6.00	$ 1,170.00		$ -	20.00	$ 2,700.00		$ -	28.00	$ 4,320.00	$ -	$ 4,320.00
	100% CD	2.00	$ 450.00	6.00	$ 1,170.00		$ -	20.00	$ 2,700.00		$ -	28.00	$ 4,320.00	$ -	$ 4,320.00
			$ -		$ -		$ -		$ -		$ -	0.00	$ -	$ -	$ -
			$ -		$ -		$ -		$ -		$ -	0.00	$ -	$ -	$ -
IV	**Permitting**	**1.00**	**$ 225.00**	**2.00**	**$ 390.00**	**0.00**	**$ -**	**2.00**	**$ 270.00**	**1.00**	**$ 95.00**	**6.00**	**$ 980.00**	**$ -**	**$ 980.00**
	Respond to Plan Review	1.00	$ 225.00	2.00	$ 390.00		$ -	2.00	$ 270.00	1.00	$ 95.00	6.00	$ 980.00	$ -	$ 980.00
	Revisions		$ -		$ -		$ -		$ -		$ -	0.00	$ -	$ -	$ -
	Resubmittal		$ -		$ -		$ -		$ -		$ -	0.00	$ -	$ -	$ -
			$ -		$ -		$ -		$ -		$ -	0.00	$ -	$ -	$ -
V	**Bidding**	**1.00**	**$ 225.00**	**2.00**	**$ 390.00**	**0.00**	**$ -**	**2.00**	**$ 270.00**	**1.00**	**$ 95.00**	**6.00**	**$ 980.00**	**$ -**	**$ 980.00**
	Resonse to RFC	1.00	$ 225.00	2.00	$ 390.00		$ -	2.00	$ 270.00	1.00	$ 95.00	6.00	$ 980.00	$ -	$ 980.00
	Revisions - Value Engineering		$ -		$ -		$ -		$ -		$ -	0.00	$ -	$ -	$ -
			$ -		$ -		$ -		$ -		$ -	0.00	$ -	$ -	$ -
			$ -		$ -		$ -		$ -		$ -	0.00	$ -	$ -	$ -
			$ -		$ -		$ -		$ -		$ -	0.00	$ -	$ -	$ -
			$ -		$ -		$ -		$ -		$ -	0.00	$ -	$ -	$ -
VI	**Construction Administration**	**7.00**	**$ 1,575.00**	**18.00**	**$ 3,510.00**	**12.00**	**$ 1,800.00**	**0.00**	**$ -**	**7.00**	**$ 665.00**	**44.00**	**$ 7,550.00**	**$ -**	**$ 7,550.00**
	Submittal Reviews	4.00	$ 900.00	18.00	$ 3,510.00		$ -		$ -	4.00	$ 380.00	26.00	$ 4,790.00	$ -	$ 4,790.00
	(3) site visits const observations	3.00	$ 675.00		$ -	12.00	$ 1,800.00		$ -	3.00	$ 285.00	18.00	$ 2,760.00	$ -	$ 2,760.00
			$ -		$ -		$ -		$ -		$ -	0.00	$ -	$ -	$ -
		25.00	**$ 5,625.00**	**56.00**	**$ 10,920.00**	**12.00**	**$ 1,800.00**	**86.00**	**$ 11,610.00**	**15.00**	**$ 1,425.01**	**194.00**	**$ 31,380.00**	**$ -**	**$ 31,380.00**

CMTA

Building Science Leadership

20 January 2026 – Revision 2

Mr. Chris P. Zimmerman, AIA
President
CPZ Architects, Inc.
4316 West Broward Boulevard
Plantation, FL 33317

Ref: Professional Services Fee Proposal
MEP/FP Design Engineering for the New Indian Harbour Fire Station Annex
Indian Harbor, Florida

CMTA is pleased to present our fee proposal for the above-mentioned project. Following is a scope of work and compensation for the project. If the proposal is acceptable, please sign and return a copy for our files.

Project Description / Scope of Work:

We understand that the new 3,728sf annex will support offices, dorms, bathrooms, storage room, gear room, laundry room, kitchen, dayroom, generator room, compressor room and tool room. The existing vehicle bays will remain, and the old annex portion of the project is to be refitted for training.

The new annex building will also be supported by a new parking lot area.

Our scope of work will include the following items:

Mechanical Engineering

- Design Engineering for a complete centralized building HVAC System.
- Coordination with Specialty Equipment Vendors, Food Service Consultant and Cut Sheets.

Electrical Engineering

- Design Engineering for Electrical Power and Circuiting.
- Design Engineering for Electrical Power Requirements to support all Mechanical and Plumbing Equipment.

- Design Engineering for Power Distribution and Circuiting of Interior and Exterior Lighting Fixtures for Building.
- Design Engineering for Fire Alarm Design.
- Coordination with Specialty Equipment Vendors, Food Service Consultant and Cut Sheets.

Plumbing Engineering

- Design Engineering for Domestic Water Distribution, Hot Water Source, Sanitary Sewer, and Building Storm Water System.
- Coordination with Specialty Equipment Vendors, Food Service Consultant and Cut Sheets.

Fire Protection Design

- Design Engineering for Fire Sprinkler System Performance Specification per FS 61G15-32.

Scope of Services:

Our Scope of Work and Services will include the following:

1. All Design Team Meetings
2. MEP/FP/IT Specifications and Construction Documents (Revit (BIM) or AutoCAD).
3. Design Documents, Reviews and Responses for:
   - Task I - Schematic Design (2 Virtual)
     - Site Survey
     - Consultation
   - Task II - Design Development
     - Review Meetings (2 Virtual)
     - Design Team Meetings
     - Equipment Selections and Cut Sheets
     - Specification Book (Table of Contents)
     - Design Development Plans
   - Task III - Construction Documents & Specifications
     - Review Meetings (2 In Person / 2 Virtual)
     - Prepare 50% and 100% Construction Documents and Cost Estimate
     - Prepare Specifications

- Task IV- Site Planning and Building Permitting
    - Assist in Building Permitting Process by Responding to Building Departments Review Process.
    - Provide Signed and Sealed Documents, as Required.
- Bid Assistance
    - Review and Respond to RFI's from Bidders.
- Construction Administration will include:
    - Review Submittals and Shop Drawings (Only and No More than (2) reviews for each shop drawings, additional reviews will incur additional services billed hourly).
    - Responses to Contractor RFI's.
    - Review Change Order Requests.
    - Process Pay Applications.
    - Coordinate with Commissioning Agent.
    - Up to 3 Site Visits for observation of Work during Construction and if necessary, Site Visits for a Substantial and Final Punch List. Additional Site Visits will be considered Additional Services and will be only performed upon receipt of an Approved Additional Service Request.

Compensation for Services:

Our base design fee for this new project will be Thirty-Seven Thousand Seven Hundred Dollars ($37,795.00) plus customary reimbursable expenses.

We would anticipate our billing schedule would be as follows:

• Schematic Design Documents	$ 3,830.00
• Design Development Documents	$11,340.00
• Construction Documents	$13,330.00
• Permitting	$ 945.00
• Bid Assistance	$ 945.00
• Construction Administration	$ 7,405.00

Line-Item Additional Services:

IT Design/Coordination

IT Design/Coordination with Cities Design Specifications (Owner Selected / Specified Systems) for implementation of Low Voltage Design and Systems Requirements for Low Voltage Systems such as Phone/Data, Fire Alarm, Security, Accessibility and Communication Systems such as Alerting, Tones and BDA Radios Systems.

Our fee for this effort will be $7,900.00. Accepted by _____

Site Parking Lot Lighting Design Engineering

Lighting Design and Photometrics $4,500.00 Accepted by _____

Emergency Generator Design and Switchgear

Our scope of work will be to review the condition and sizing of the existing natural gas generator. If feasible, our design efforts will be to reuse the existing generator for the new annex building or provide design for an all-new generator and associated switchgear. This fee will cover both the study and design of either option listed.

Our fee for this study and design effort will be $5,500.00. Accepted by _____

Reimbursable Expenses:

Printing/Reproduction and Methods of Delivery to be Billed at Direct Cost.

Additional Expenses / Excluded Items:

Services required beyond basic scope shall be negotiated on an as needed basis at which time a proposal for additional services will be provided. Sample list of additional services may include:

- Commissioning
- Contractor As-Builts
- LEED Assistance / Energy Modeling
- Value Engineering

Terms and Conditions:

CMTA will perform the Scope of Work as outlined above for a base fee for design and permitting for $37,795.00. Monthly invoices will be submitted based upon percent complete and are due upon receipt. Accounts unpaid for 45 days from the date of invoice are subject to a 1.5 percent per month service charge. Accounts unpaid for 75 days from the date of invoice will be a cause to suspend all performance under this Agreement. In the event of a

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suspension of services, CMTA shall have no liability for any delay or other damage, contractual or otherwise, caused by or arising out of the suspension of services of nonpayment. Acceptance of any payment more than 75 days old shall not serve as a waiver of CMTA contractual right to suspend service for nonpayment. “General Terms and Conditions” attached to this proposal is a part of this agreement.

Limits of BIM/Revit Design:

OCI’s design standard for Revit is limited to Level of Development (LOD) 300.

- LOD 300 - The Model Element is graphically represented within the Model as a specific system, object or assembly in terms of quantity, size, shape, location, and orientation.
- Non-graphic information may also be attached to the Model Element.
- Coordination without clash detection software will be focused on major hard clashes, major equipment layout and standard level of coordination to ensure items fit within spaces/ rooms and ceiling cavities provided by the Architect.
- CMTA does not provide design to Full Clash Detection until Levels 350 and above are utilized.
- LOD 350 or above will require additional services.

PURSUANT TO FLORIDA STATUTE § 558.035, AN INDIVIDUAL EMPLOYEE OR AGENT OF CMTA MAY NOT BE HELD INDIVIDUALLY LIABLE FOR DAMAGES RESULTING FROM NEGLIGENCE OCCURRING WITHIN THE COURSE AND SCOPE OF PROFESSIONAL SERVICES RENDERED UNDER THIS PROFESSIONAL SERVICES CONTRACT.

RESPECTFULLY SUBMITTED BY CMTA, INC.

Randy Stewart
Partner

20 January 2026
Date

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REVIEWED AND ACCEPTED BY:

Name: _____

Company: _____

Title: _____

Signature: _____

Date: _____

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2026 Hourly Rates:

Classification	Hourly Rate
Principal	**$250.00/hour**
Registered Professional Engineer	**$225.00/hour**
Senior Project Manager	**$195.00/hour**
Senior Project Engineer	**$195.00/hour**
IT / AV Systems Design Engineering	**$175.00/hour**
Lighting Design Engineering	**$165.00/hour**
Project Engineer	**$150.00/hour**
Senior Designer	**$125.00/hour**
Designer	**$100.00/hour**
CAD Operator	**$100.00/hour**
Clerical	**$ 80.00/hour**
Commissioning Agent, PM	**$195.00/hour**
Commissioning Project Specialist	**$150.00/hour**
Commissioning Technician	**$125.00/hour**

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General Terms & Conditions

For the Attached CMTA Proposal and Agreement

Reference Conditions: CMTA will hereinafter be referenced as CMTA, and the above-mentioned CLIENT will be referred to as CLIENT. The Project may be hereinafter referenced either as the "Project" or by abbreviation as above set forth.

Entire Agreement: These General Terms and Conditions, along with the Agreement for Services to which these General Terms and Conditions are attached (the “Agreement for Services”) and the Proposal attached to the Agreement for Services (the “Proposal”) (collectively with the Agreement for Services and the Proposal, this "Agreement"), constitutes the entire agreement between CLIENT and CMTA, regarding the Project. If CMTA has commenced work in connection with the Project, all provisions in this Agreement for the benefit or protection of either party shall apply to such activities. There are no prior or contemporaneous, oral or written, representations, understandings or agreements which are not fully expressed in this Agreement. No amendment or change order shall be valid unless it is in writing and signed by an authorized representative of the party against whom such amendment or change order is sought to be enforced.

Relationship of Parties. CMTA, in furnishing services to CLIENT, is an independent contractor. CMTA does not undertake to perform any regulatory or contractual obligation of CLIENT or to assume any responsibility for the CLIENT’s business or operations.

Subcontracting: CMTA shall supervise, perform or cause to be performed all work to be accomplished by CMTA, and may call upon the expertise of subcontractors in the performance of the services hereunder.

Severability: The provision of this Agreement shall be severable, and if any clause, sentence, paragraph, provision, or other part hereof shall be adjudged by any court of competent jurisdiction to be invalid, such judgment shall not affect, impair, or invalidate the remainder hereof, which remainder shall continue in full force and effect.

Billings/Payments: Invoices for services shall be submitted monthly. Payment is due within 30 days of receipt. If payment is not received 30 days of receipt, such fees shall be subject to a service fee of 1.5% per month, and CMTA, reserves the right to pursue all appropriate remedies, including, without limitation, suspending all performance under this Agreement. If services are suspended for nonpayment, CMTA shall have no liability for any delay or other damage, contractual or otherwise, caused by or arising out of the suspension of services of nonpayment. Acceptance by CMTA, of any payment more than 30 days overdue shall not serve as a waiver of CMTA, contractual right to suspend service for nonpayment. In the event of nonpayment of fees, CLIENT will be responsible for all costs, including, without limitation, court costs, collection costs, reasonable attorneys' fees, expert fees, and all other costs allowed by law, which may be incurred by CMTA, in pursuit of payment.

Taxes. There shall be added to the charges under this Agreement, and CLIENT shall pay to CMTA, an amount equal to any taxes, levies and duties, however designated or levied, based upon such charges, this Agreement, the services or materials provided, or their use, including, without limitation, state and local sales and use taxes, which are paid by or are payable by CMTA, plus interest and penalties, if any, exclusive, however, of United States federal, state or local taxes based on the net income of CMTA. Notwithstanding the preceding sentences, CMTA, accepts full and exclusive liability for the payment of all employer contributions and taxes measured by the remuneration paid to CMTA, employees as required by all applicable United States federal, state and local laws, rules and regulations.

Waiver: No waiver by either party of any breach, default, or violation of any term, warranty, representation, agreement, covenant, condition, or provision hereof shall constitute a waiver of any subsequent breach, default, or violation of the same or any other term, warranty, representation, agreement, covenant, condition, or provision hereof. All waivers must be in writing and signed by the party against whom enforcement of the waiver is sought. All remedies are cumulative, and the election to pursue less than all remedies shall not be a waiver of the right to pursue any other remedy.

Force Majeure: Obligations of either party under this Agreement shall be suspended, and such party shall not be liable for damages or other remedies while such party is prevented from complying herewith, in whole or in part, due to contingencies beyond its reasonable control, including, but not limited to, strikes, riots, war, fire, acts of God, injunction, compliance with any law, regulation, or order, whether valid or invalid, of the United States of America or any other governmental body or any instrumentality thereof, whether now existing or hereafter created, inability to secure materials or obtain necessary permits, provided, however, the party so prevented from complying with its obligations hereunder shall promptly notify the other party thereof.

Compliance with Law: In the performance of all services to be provided hereunder, CMTA. agrees to comply with all applicable federal, state, and local laws and ordinances and all lawful order, rules, and regulations of any constituted authority.

Applicable Law; Jurisdiction; Venue: The validity, performance, and construction of this Agreement shall be governed by and construed according to the laws of the State of Florida exclusively of its conflicts of law provisions. All claims hereunder shall be tried solely and exclusively in the Courts of Orange County, Orlando, Florida or the appropriate United States District Court. Each party consents to the jurisdiction and venue of such court. EACH OF THE PARTIES HEREBY KNOWINGLY AND VOLUNTARILY WAIVES ANY ALL RIGHTS TO A JURY TRIAL IN ANY PROCEEDING INVOLVING ANY DISPUTE OR MATTER ARISING UNDER THIS AGREEMENT.

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Standard of Care/Warranties: Services performed by CMTA, under this Agreement will be conducted in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing under similar conditions. NOTWITHSTANDING ANYTHING TO THE CONTRARY CONTAINED IN THIS AGREEMENT, CMTA. MAKES NO OTHER WARRANTIES, EXPRESS OR IMPLIED, WHETHER ARISING BY OPERATION OF LAW, COURSE OF PERFORMANCE OR DEALING, CUSTOM, USAGE IN THE TRADE OR PROFESSION, OR OTHERWISE, LUDING WITHOUT LIMITATION IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, AND ANY IMPLIED WARRANTIES ARISING UNDER ANY STATUTE. Except for the warranty expressly set forth in this paragraph, CLIENT acknowledges and agrees that it has relied on no other representations or warranties and that no other representations or warranties have formed the basis of its bargain hereunder.

Confidentiality: Each party shall retain as confidential all information and data furnish Agreement and other party which are designated in writing by such other party as confidential at the time of transmission and are obtained or acquired by the receiving party in connection with this Agreement, and said party shall not reveal such information to any third party, except as required by law (in which case, the party from whom disclosure is required shall give the other party prompt notice of the demand and cooperate in efforts to limit disclosure).

Indemnification: CMTA. and CLIENT each agree to indemnify, defend and hold harmless the other from and against any and all amounts payable under any judgment, verdict, court order or settlement for death or bodily injury or the damage to or loss or destruction of any real or tangible personal property to the extent arising out of the indemnifying party's negligence in the performance of this Agreement or willful misconduct. The foregoing indemnities are contingent upon: (1) the indemnified party promptly notifying the indemnifying party in writing of any claim which may give rise to a claim for indemnification hereunder; (2) the indemnifying party being allowed to control the defense and settlement of such claim; and (3) the indemnified party cooperating with all reasonable requests of the indemnifying party (at the indemnifying party's expense) in defending or settling such claim. The indemnified party shall have the right, at its option and expense, to participate in the defense of any action, suit or proceeding relating to such a claim through a counsel of its own choosing. In the event claims, losses, damages, or expenses are caused by the joint or concurrent negligence of CMTA. and CLIENT, they shall be borne by each party in proportion to its negligence.

PURSUANT TO FLORIDA STATUTE § 558.035, AN INDIVIDUAL EMPLOYEE OR AGENT OF CMTA, MAY NOT BE HELD INDIVIDUALLY LIABLE FOR DAMAGES RESULTING FROM NEGLIGENCE OCCURRING WITHIN THE COURSE AND SCOPE OF PROFESSIONAL SERVICES RENDERED UNDER THIS PROFESSIONAL SERVICES CONTRACT.

Term: Unless sooner terminated or extended as provided herein, this Agreement shall remain in full force and effect. Either party may terminate this Agreement at any time by giving seven (7) days written notice of such termination to the other party. Upon such termination of this Agreement, CLIENT shall pay and reimburse CMTA, for services rendered and costs incurred by CMTA, prior to the effective date of termination. The rights and obligations of the parties under this Agreement shall survive termination of this Agreement for any reason.

Precedence: These General Terms and Conditions shall take precedence over any inconsistent or contradictory provisions contained in any proposal, contract, purchase order, requisition, notice to proceed, or like document regarding CMTA. services, including, without limitation, the Agreement for Services and the Proposal. The Agreement of Services shall take precedence over the Proposal.

Fee Schedule: Where lump sum fees have been agreed to between the parties, they shall be so designated in the Agreement attached hereto and by reference made a part hereof. Where fees are based upon hourly charges for services and costs incurred by CMTA, they shall be based upon the hourly fee schedule annually adopted by CMTA.

Limitation of Remedies, Liability and Damages: CLIENT's sole and exclusive remedy in the event of a claim arising out of, resulting from or in connection with this Agreement shall be for CMTA, to repair, replace or otherwise correct the breach. Other than CLIENT's obligations to make payments that are due and owing under this Agreement, a party's and its affiliates' entire and collective liability arising out of or relating to this Agreement, including without limitation on account of performance or nonperformance of obligations hereunder, regardless of the form of the cause of action, whether in contract, tort (including, without limitation, negligence), statute or otherwise, shall in no event exceed the amounts paid or payable to CMTA, under this Agreement. NEITHER PARTY NOR ITS AFFILIATES SHALL, UNDER ANY CIRCUMSTANCES, BE LIABLE TO THE OTHER PARTY OR ITS AFFILIATES FOR ANY CLAIM BASED UPON ANY THIRD PARTY CLAIM (EXCEPT AS PROVIDED FOR IN THE INDEMNIFICATION PARAGRAPH) OR FOR ANY CONSEQUENTIAL, IDENTAL, INDIRECT, PUNITIVE, EXEMPLARY OR SPECIAL DAMAGES OF ANY NATURE WHATSOEVER, OR FOR ANY DAMAGES ARISING OUT OF OR IN CONNECTION WITH ANY DELAYS, LOSS OF PROFIT, INTERRUPTION OF SERVICE OR LOSS OF BUSINESS OR ANTICIPATORY PROFITS, EVEN IF A PARTY OR ITS AFFILIATES HAVE BEEN APPRISED OF THE LIKELIHOOD OF SUCH DAMAGES OCCURRING.

Insurance: Upon written request, CMTA, will provide certificates of insurance to the client evidencing coverage for Worker's Compensation, General Liability, Auto Liability and Professional Liability prior to the commencement of services to be provided herein.

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Binding Nature and Assignment. This Agreement shall be binding upon and inure solely to the benefit of the parties hereto and their successors and permitted assigns, and nothing in this Agreement shall confer upon any other person or entity any legal or equitable right, benefit or remedy of any nature whatsoever under or by reason of this Agreement. Neither party may, nor shall have the power to, assign or transfer this Agreement without the prior written consent of the other party, except that CMTA, may without consent assign or transfer this Agreement to a successor to the business of CMTA, to which this Agreement relates. Any claim relating to the provision of services by CMTA, its affiliates or their respective staff will be made against CMTA, alone.

Approvals and Similar Actions. Where agreement, approval, acceptance, consent or similar action by CLIENT or CMTA, is required under this Agreement, such action shall not be unreasonably delayed or withheld.

Task 1: Schematic Design Documents

Principal/Mech	Registered Professional Engineer	$210	per hour	x	2	hours	= $420
Mechancial	Project Engineer	$135	per hour	x	8	hours	= $1,080
Electrical	Registered Professional Engineer	$195	per hour	x	2	hours	= $390
Electrical	Project Engineer	$135	per hour	x	8	hours	= $1,080
Plumbing	Senior Designer	$100	per hour	x	2	hours	= $200
Fire Protection	Senior Designer	$100	per hour	x	2	hours	= $200
CAD	CAD Operator	$80	per hour	x	4	hours	= $320
Clerical	Clerical	$70	per hour	x	2	hours	= $140

Task 1: Subtotal $3,830

Task 2: Design Development Documents

Principal/Mech	Registered Professional Engineer	$210	per hour	x	8	hours	= $1,680
Mechancial	Project Engineer	$135	per hour	x	16	hours	= $2,160
Electrical	Registered Professional Engineer	$195	per hour	x	8	hours	= $1,560
Electrical	Project Engineer	$135	per hour	x	16	hours	= $2,160
Plumbing	Senior Designer	$100	per hour	x	12	hours	= $1,200
Fire Protection	Senior Designer	$100	per hour	x	12	hours	= $1,200
CAD	CAD Operator	$80	per hour	x	12	hours	= $960
Clerical	Clerical	$70	per hour	x	6	hours	= $420

Task 2: Subtotal $11,340

Task 3: Construction Documents

Principal/Mech	Registered Professional Engineer	$210	per hour	x	8	hours	= $1,680
Mechancial	Project Engineer	$135	per hour	x	20	hours	= $2,700
Electrical	Registered Professional Engineer	$195	per hour	x	8	hours	= $1,560
Electrical	Project Engineer	$135	per hour	x	24	hours	= $3,240
Plumbing	Senior Designer	$100	per hour	x	8	hours	= $800
Fire Protection	Senior Designer	$100	per hour	x	8	hours	= $800
CAD	CAD Operator	$80	per hour	x	17	hours	= $1,360
Clerical	Clerical	$70	per hour	x	17	hours	= $1,190

Task 3: Subtotal $13,330

Task 4: Permitting

Principal/Mech	Registered Professional Engineer	$210	per hour	x	1	hours	= $210
Mechancial	Project Engineer	$135	per hour	x	2	hours	= $270
Electrical	Registered Professional Engineer	$195	per hour	x	1	hours	= $195
Electrical	Project Engineer	$135	per hour	x	2	hours	= $270
Plumbing	Senior Designer	$100	per hour	x	0	hours	= $0
Fire Protection	Senior Designer	$100	per hour	x	0	hours	= $0
CAD	CAD Operator	$80	per hour	x	0	hours	= $0
Clerical	Clerical	$70	per hour	x	0	hours	= $0

Task 4: Subtotal $945

Task 5: Bidding								
Principal/Mech	Registered Professional Engineer	$210	per hour	x	1	hours	=	$210
Mechancial	Project Engineer	$135	per hour	x	2	hours	=	$270
Electrical	Registered Professional Engineer	$195	per hour	x	1	hours	=	$195
Electrical	Project Engineer	$135	per hour	x	2	hours	=	$270
Plumbing	Senior Designer	$100	per hour	x	0	hours	=	$0
Fire Protection	Senior Designer	$100	per hour	x	0	hours	=	$0
CAD	CAD Operator	$80	per hour	x	0	hours	=	$0
Clerical	Clerical	$70	per hour	x	0	hours	=	$0

Task 5: Subtotal $945

Task 6: Construction Administration								
Principal/Mech	Registered Professional Engineer	$210	per hour	x	4	hours	=	$840
Mechancial	Project Engineer	$135	per hour	x	16	hours	=	$2,160
Electrical	Registered Professional Engineer	$195	per hour	x	4	hours	=	$780
Electrical	Project Engineer	$135	per hour	x	15	hours	=	$2,025
Plumbing	Senior Designer	$100	per hour	x	6	hours	=	$600
Fire Protection	Senior Designer	$100	per hour	x	4	hours	=	$400
CAD	CAD Operator	$80	per hour	x	4	hours	=	$320
Clerical	Clerical	$70	per hour	x	4	hours	=	$280

Task 6: Subtotal $7,405

Total Task 1 - 6 $37,795

1675 Lee Road
Winter Park, FL 32789
P (407) 740-6110
Terracon.com

December 30, 2025

CPZ Architects, Inc.
4316 West Broward Boulevard
Plantation, Florida 33317

Attn: Mr. Chris Zimmerman, AIA
P: (954) 792-8525
E: chris@cpzarchitects.com

RE: Proposal for Geotechnical Engineering Services
Indian Harbour Beach Fire Station Annex
1116 Pinetree Drive
Indian Harbour Beach, Florida
Terracon Proposal No. PH1255395

Dear Mr. Zimmerman:

We appreciate the opportunity to submit this proposal to CPZ Architects, Inc. (CPZ) to provide Geotechnical Engineering services for the above-mentioned project. The following exhibits are attached.

Exhibit A	Project Understanding
Exhibit B	Scope of Services
Exhibit C	Compensation and Project Schedule
Exhibit D	Site Location and Nearby Geotechnical Data
Exhibit E	Anticipated Exploration Plan

Our base fee to perform the Scope of Services described in this proposal is $12,850 (including private utility location). Exhibit C includes details of our fees and consideration of additional services as well as a general breakdown of our anticipated schedule.

Your authorization for Terracon to proceed in accordance with this proposal can be issued by providing a Purchase Order.

Sincerely,
Terracon

Shenna McMaster, P.E.
Senior Geotechnical Engineer

Elias Jammal, P.E.
Geotechnical Department Manager

Reference Number: PH1255395

AGREEMENT FOR SERVICES

This **AGREEMENT** is between CPZ Architects Inc ("Client") and Terracon Consultants, Inc. ("Consultant") for Services to be provided by Consultant for Client on the Indian Harbour Beach Fire Station Annex project ("Project"), as described in Consultant's Proposal dated 12/30/2025 ("Proposal"), including but not limited to the Project Information section, unless the Project is otherwise described in Exhibit A to this Agreement (which section or Exhibit is incorporated into this Agreement).

1. **Scope of Services.** The scope of Consultant's services is described in the Proposal, including but not limited to the Scope of Services section ("Services"), unless Services are otherwise described in Exhibit B to this Agreement (which section or exhibit is incorporated into this Agreement). Portions of the Services may be subcontracted. Consultant's Services do not include the investigation or detection of, nor do recommendations in Consultant's reports address the presence or prevention of biological pollutants (e.g., mold, fungi, bacteria, viruses, or their byproducts) or occupant safety issues, such as vulnerability to natural disasters, terrorism, or violence. If Services include purchase of software, Client will execute a separate software license agreement. Consultant's findings, opinions, and recommendations are based solely upon data and information obtained by and furnished to Consultant at the time of the Services.
2. **Acceptance/ Termination.** Client agrees that execution of this Agreement is a material element of the consideration Consultant requires to execute the Services, and if Services are initiated by Consultant prior to execution of this Agreement as an accommodation for Client at Client's request, both parties shall consider that commencement of Services constitutes formal acceptance of all terms and conditions of this Agreement. Additional terms and conditions may be added or changed only by written amendment to this Agreement signed by both parties. In the event Client uses a purchase order or other form to administer this Agreement, the use of such form shall be for convenience purposes only and any additional or conflicting terms it contains are stricken. This Agreement shall not be assigned by either party without prior written consent of the other party. Either party may terminate this Agreement or the Services upon written notice to the other. In such case, Consultant shall be paid costs incurred and fees earned to the date of termination plus reasonable costs of closing the Project.
3. **Change Orders.** Client may request changes to the scope of Services by altering or adding to the Services to be performed. If Client so requests, Consultant will return to Client a statement (or supplemental proposal) of the change setting forth an adjustment to the Services and fees for the requested changes. Following Client's review, Client shall provide written acceptance. If Client does not follow these procedures, but instead directs, authorizes, or permits Consultant to perform changed or additional work, the Services are changed accordingly and Consultant will be paid for this work according to the fees stated or its current fee schedule. If project conditions change materially from those observed at the site or described to Consultant at the time of proposal, Consultant is entitled to a change order equitably adjusting its Services and fee.
4. **Compensation and Terms of Payment.** Client shall pay compensation for the Services performed at the fees stated in the Proposal, including but not limited to the Compensation section, unless fees are otherwise stated in Exhibit C to this Agreement (which section or Exhibit is incorporated into this Agreement). If not stated in either, fees will be according to Consultant's current fee schedule. Fee schedules are valid for the calendar year in which they are issued. Fees do not include sales tax. Client will pay applicable sales tax as required by law. Consultant may invoice Client at least monthly and payment is due upon receipt of invoice. Client shall notify Consultant in writing, at the address below, within 15 days of the date of the invoice if Client objects to any portion of the charges on the invoice, and shall promptly pay the undisputed portion. Client shall pay a finance fee of 1.5% per month, but not exceeding the maximum rate allowed by law, for all unpaid amounts 30 days or older. Client agrees to pay all collection-related costs that Consultant incurs, including attorney fees. Consultant may suspend Services for lack of timely payment. It is the responsibility of Client to determine whether federal, state, or local prevailing wage requirements apply and to notify Consultant if prevailing wages apply. If it is later determined that prevailing wages apply, and Consultant was not previously notified by Client, Client agrees to pay the prevailing wage from that point forward, as well as a retroactive payment adjustment to bring previously paid amounts in line with prevailing wages. Client also agrees to defend, indemnify, and hold harmless Consultant from any alleged violations made by any governmental agency regulating prevailing wage activity for failing to pay prevailing wages, including the payment of any fines or penalties.
5. **Third Party Reliance.** This Agreement and the Services provided are for Consultant and Client's sole benefit and exclusive use with no third party beneficiaries intended. Reliance upon the Services and any work product is limited to Client, and is not intended for third parties other than those who have executed Consultant's reliance agreement, subject to the prior approval of Consultant and Client.
6. **LIMITATION OF LIABILITY. CLIENT AND CONSULTANT HAVE EVALUATED THE RISKS AND REWARDS ASSOCIATED WITH THIS PROJECT, INCLUDING CONSULTANT'S FEE RELATIVE TO THE RISKS ASSUMED, AND AGREE TO ALLOCATE CERTAIN OF THE ASSOCIATED RISKS. TO THE FULLEST EXTENT PERMITTED BY LAW, THE TOTAL AGGREGATE LIABILITY OF CONSULTANT (AND ITS RELATED CORPORATIONS AND EMPLOYEES) TO CLIENT AND THIRD PARTIES GRANTED RELIANCE IS LIMITED TO THE GREATER OF $50,000 OR CONSULTANT'S FEE, FOR ANY AND ALL INJURIES, DAMAGES, CLAIMS, LOSSES, OR EXPENSES (INCLUDING ATTORNEY AND EXPERT FEES) ARISING OUT OF CONSULTANT'S SERVICES OR THIS AGREEMENT. PRIOR TO ACCEPTANCE OF THIS AGREEMENT AND UPON WRITTEN REQUEST FROM CLIENT, CONSULTANT MAY NEGOTIATE A HIGHER LIMITATION FOR ADDITIONAL CONSIDERATION IN THE FORM OF A SURCHARGE TO BE ADDED TO THE AMOUNT STATED IN THE COMPENSATION SECTION OF THE PROPOSAL. THIS LIMITATION SHALL APPLY REGARDLESS OF AVAILABLE PROFESSIONAL LIABILITY INSURANCE COVERAGE, CAUSE(S), OR THE THEORY OF LIABILITY, INCLUDING NEGLIGENCE, INDEMNITY, OR OTHER RECOVERY. THIS LIMITATION SHALL NOT APPLY TO THE EXTENT THE DAMAGE IS PAID UNDER CONSULTANT'S COMMERCIAL GENERAL LIABILITY POLICY.**
7. **Indemnity/Statute of Limitations.** Consultant and Client shall indemnify and hold harmless the other and their respective employees from and against legal liability for claims, losses, damages, and expenses to the extent such claims, losses, damages, or expenses are legally determined to be caused by their negligent acts, errors, or omissions. In the event such claims, losses, damages, or expenses are legally determined to be caused by the joint or concurrent negligence of Consultant and Client, they shall be borne by each party in proportion to its own negligence under comparative fault principles. Neither party shall have a duty to defend the other party, and no duty to defend is hereby created by this indemnity provision and such duty is explicitly waived under this Agreement. Causes of action arising out of Consultant's Services or this Agreement regardless of cause(s) or the theory of liability, including negligence, indemnity or other recovery shall be deemed to have accrued and the applicable statute of limitations shall commence to run not later than the date of Consultant's substantial completion of Services on the project.
8. **Warranty.** Consultant will perform the Services in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing under similar conditions in the same locale. **EXCEPT FOR THE STANDARD OF CARE PREVIOUSLY STATED, CONSULTANT MAKES NO WARRANTIES OR GUARANTEES, EXPRESS OR IMPLIED, RELATING TO CONSULTANT'S SERVICES AND CONSULTANT DISCLAIMS ANY IMPLIED WARRANTIES OR WARRANTIES IMPOSED BY LAW, INCLUDING WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.**
9. **Insurance.** Consultant represents that it now carries, and will continue to carry: (i) workers' compensation insurance in accordance with the laws of the states having jurisdiction over Consultant's employees who are engaged in the Services, and employer's liability insurance ($1,000,000); (ii) commercial general liability insurance ($2,000,000 occ / $4,000,000 agg); (iii) automobile liability insurance ($2,000,000 B.I. and P.D. combined single limit); (iv) umbrella liability ($5,000,000 occ / agg); and (v) professional liability insurance ($1,000,000 claim / agg). Certificates of insurance will be provided upon request. Client and Consultant shall waive subrogation against the other party on all general liability and property coverage.

10. **CONSEQUENTIAL DAMAGES.** **NEITHER PARTY SHALL BE LIABLE TO THE OTHER FOR LOSS OF PROFITS OR REVENUE; LOSS OF USE OR OPPORTUNITY; LOSS OF GOOD WILL; COST OF SUBSTITUTE FACILITIES, GOODS, OR SERVICES; COST OF CAPITAL; OR FOR ANY SPECIAL, CONSEQUENTIAL, INDIRECT, PUNITIVE, OR EXEMPLARY DAMAGES.**
11. **Dispute Resolution.** Client shall not be entitled to assert a Claim against Consultant based on any theory of professional negligence unless and until Client has obtained the written opinion from a registered, independent, and reputable engineer, architect, or geologist that Consultant has violated the standard of care applicable to Consultant's performance of the Services. Client shall provide this opinion to Consultant and the parties shall endeavor to resolve the dispute within 30 days, after which Client may pursue its remedies at law. This Agreement shall be governed by and construed according to Kansas law.
12. **Subsurface Explorations.** Subsurface conditions throughout the site may vary from those depicted on logs of discrete borings, test pits, or other exploratory services. Client understands Consultant's layout of boring and test locations is approximate and that Consultant may deviate a reasonable distance from those locations. Consultant will take reasonable precautions to reduce damage to the site when performing Services; however, Client accepts that invasive services such as drilling or sampling may damage or alter the site. Site restoration is not provided unless specifically included in the Services.
13. **Testing and Observations.** Client understands that testing and observation are discrete sampling procedures, and that such procedures indicate conditions only at the depths, locations, and times the procedures were performed. Consultant will provide test results and opinions based on tests and field observations only for the work tested. Client understands that testing and observation are not continuous or exhaustive, and are conducted to reduce - not eliminate - project risk. Client shall cause all tests and inspections of the site, materials, and Services performed by Consultant to be timely and properly scheduled in order for the Services to be performed in accordance with the plans, specifications, contract documents, and Consultant's recommendations. No claims for loss or damage or injury shall be brought against Consultant by Client or any third party unless all tests and inspections have been so performed and Consultant's recommendations have been followed. Unless otherwise stated in the Proposal, Client assumes sole responsibility for determining whether the quantity and the nature of Services ordered by Client is adequate and sufficient for Client's intended purpose. Client is responsible (even if delegated to contractor) for requesting services, and notifying and scheduling Consultant so Consultant can perform these Services. Consultant is not responsible for damages caused by Services not performed due to a failure to request or schedule Consultant's Services. Consultant shall not be responsible for the quality and completeness of Client's contractor's work or their adherence to the project documents, and Consultant's performance of testing and observation services shall not relieve Client's contractor in any way from its responsibility for defects discovered in its work, or create a warranty or guarantee. Consultant will not supervise or direct the work performed by Client's contractor or its subcontractors and is not responsible for their means and methods. The extension of unit prices with quantities to establish a total estimated cost does not guarantee a maximum cost to complete the Services. The quantities, when given, are estimates based on contract documents and schedules made available at the time of the Proposal. Since schedule, performance, production, and charges are directed and/or controlled by others, any quantity extensions must be considered as estimated and not a guarantee of maximum cost.
14. **Sample Disposition, Affected Materials, and Indemnity.** Samples are consumed in testing or disposed of upon completion of the testing procedures (unless stated otherwise in the Services). Client shall furnish or cause to be furnished to Consultant all documents and information known or available to Client that relate to the identity, location, quantity, nature, or characteristic of any hazardous waste, toxic, radioactive, or contaminated materials ("Affected Materials") at or near the site, and shall immediately transmit new, updated, or revised information as it becomes available. Client agrees that Consultant is not responsible for the disposition of Affected Materials unless specifically provided in the Services, and that Client is responsible for directing such disposition. In no event shall Consultant be required to sign a hazardous waste manifest or take title to any Affected Materials. Client shall have the obligation to make all spill or release notifications to appropriate governmental agencies. The Client agrees that Consultant neither created nor contributed to the creation or existence of any Affected Materials conditions at the site and Consultant shall not be responsible for any claims, losses, or damages allegedly arising out of Consultant's performance of Services hereunder, or for any claims against Consultant as a generator, disposer, or arranger of Affected Materials under federal, state, or local law or ordinance.
15. **Ownership of Documents.** Work product, such as reports, logs, data, notes, or calculations, prepared by Consultant shall remain Consultant's property. Proprietary concepts, systems, and ideas developed during performance of the Services shall remain the sole property of Consultant. Files shall be maintained in general accordance with Consultant's document retention policies and practices.
16. **Utilities.** Unless otherwise stated in the Proposal, Client shall provide the location and/or arrange for the marking of private utilities and subterranean structures. Consultant shall take reasonable precautions to avoid damage or injury to subterranean structures or utilities. Consultant shall not be responsible for damage to subterranean structures or utilities that are not called to Consultant's attention, are not correctly marked, including by a utility locate service, or are incorrectly shown on the plans furnished to Consultant.
17. **Site Access and Safety.** Client shall secure all necessary site related approvals, permits, licenses, and consents necessary to commence and complete the Services and will execute any necessary site access agreement. Consultant will be responsible for supervision and site safety measures for its own employees, but shall not be responsible for the supervision or health and safety precautions for any third parties, including Client's contractors, subcontractors, or other parties present at the site. In addition, Consultant retains the right to stop work without penalty at any time Consultant believes it is in the best interests of Consultant's employees or subcontractors to do so in order to reduce the risk of exposure to unsafe site conditions. Client agrees it will respond quickly to all requests for information made by Consultant related to Consultant's pre-task planning and risk assessment processes.

PURSUANT TO SECTION 558.0035 OF FLORIDA STATUTES, AN INDIVIDUAL EMPLOYEE OR AGENT OF CONSULTANT MAY NOT BE HELD INDIVIDUALLY LIABLE.

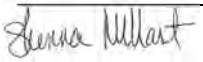
Consultant:	**Terracon Consultants, Inc.**	Client:	**CPZ Architects Inc**
By:	 Date: **12/30/2025**	By:	Date:
Name/Title:	**Shenna L McMaster / Senior Engineer**	Name/Title:	**Chris Zimmerman, AIA /**
Address:	**1675 Lee Rd**	Address:	**4316 W Broward Blvd**
	Winter Park, FL 32789-2207		**Plantation, FL 33317-3762**
Phone:	**(407) 740-6110** Fax:	Phone:	**(954) 792-8525** Fax:
Email:	**Shenna.McMaster@terracon.com**	Email:	**chris@cpzarchitects.com**

Exhibit A – Project Understanding

Our Scope of Services is based on our understanding of the project as described by CPZ and the expected subsurface conditions as described below. We have not visited the project site to confirm the information provided. Aspects of the project, undefined or assumed, are highlighted as shown below. We request CPZ and/or the design team verify all information prior to our initiation of field exploration activities.

Planned Construction

Item	Description
Information Provided	Schematic site plan with requested boring locations for stormwater treatment and parking lot areas
Project Description	The site includes a 3,800 sf addition to the existing fire station located at 1116 Pinetree Drive in Indian Harbour Beach, Florida. In addition, a few small stormwater treatment areas and parking lot are anticipated.
Building Construction	Steel frame, concrete block, or concrete tilt-up panels and slab-on-grade.
Finished Floor Elevation	Finished floor elevation is expected to match the existing building, within a foot or so of existing grade.
Maximum Loads	In the absence of information provided by the design team, we will use the following loads in estimating settlement based on our experience with similar projects. ▪ Columns: 100 kips ▪ Walls: 5 kips per linear foot (klf)
Free-Standing Retaining Walls	Retaining walls are not expected to be constructed as part of site development to achieve final grades.
Pavements	A preferred pavement surfacing has not been identified to us as part of the preliminary information. Asphalt surfacing is common in the area for projects of this nature and is the assumed preference.
Stormwater Management	Based on the requested boring locations, we anticipated stormwater treatment areas on the northwestern and southeastern portions of the site.

Site Location and Anticipated Conditions

Item	Description
Parcel Information	The project is located at 1116 Pinetree Drive in Indian Harbour Beach, Florida. The approximate center of the site is located at: 28.152174° N; 80.594664° W (See Exhibit D)
Existing Improvements	The proposed annex location is currently a tennis court area with adjacent pavilion and parking area
Existing Topography	Nearly level, with ground surface around elevation +5 feet referencing the National Geodetic Vertical Datum of 1929 (NGVD29), according to the USGS topographic quadrangle map for the project vicinity.
Site Access	We expect the site and all exploration locations are accessible with our truck-mounted drilling equipment and support vehicles.
Expected Subsurface Conditions	Our experience near the vicinity of the proposed development indicates subsurface conditions consist of sand with varying amounts of silt and shell. Groundwater levels are anticipated to be a few feet below existing grade.

Exhibit B - Scope of Services

Our proposed Scope of Services consists of field exploration, laboratory testing, and engineering/project delivery. These services are described in the following sections.

Field Exploration

Based on input provided by the design team, and our experience with similar projects in the vicinity of the project site, we propose the following field exploration program which is anticipated to be completed with 1 to 2 days of on-site activities, following staking of boring locations and utility clearance:

Number of Borings	Planned Boring Depth (feet) [1]	Planned Location [2]
5 SPT	25	Building area
1 SPT	10	Parking/driveway area
2 Auger	15	Stormwater treatment

1. Although not anticipated based on the geology in the vicinity of the project site, borings would be terminated at shallower depths if refusal is encountered.
2. The planned boring locations are shown on the attached **Anticipated Exploration Plan**.

Boring Layout and Elevations: We will use handheld GPS equipment to locate borings with an estimated horizontal accuracy of +/-20 feet. Field measurements from existing site features may be utilized. If available, approximate elevations will be obtained by interpolation from a site specific, surveyed topographic map. We can alternatively coordinate with your Project Surveyor to include locations and surface elevations in project information if requested.

Subsurface Exploration Procedures: Prior to drilling, we will clear utilities at boring locations using ground penetrating radar (GPR). We will advance borings with a truck-mounted drill rig. In the SPT borings, five samples will be obtained in the upper 10 feet of each boring and at intervals of 5 feet thereafter. Soil sampling is typically performed using split-barrel sampling procedures. The split-barrel samplers are driven in accordance with the standard penetration test (SPT). The samples will be placed in appropriate containers, taken to our soil laboratory for testing, and classified by a Geotechnical Engineer. In addition, we will observe and record groundwater levels during drilling and sampling.

The machine auger borings are performed by hydraulically turning a 4-inch diameter continuous flight auger into the ground in 5-foot increments. Additional flights are added

until the desired termination depth is achieved. The auger is then extracted without further rotation and representative soil samples are retrieved from the auger. Samples are visually classified in the field and are then packaged and returned to our soils laboratory for further classification and testing.

Our exploration team will prepare field boring logs as part of standard drilling operations including sampling depths, penetration distances, and other relevant sampling information. Field logs include visual classifications of materials observed during drilling and our interpretation of subsurface conditions between samples. Final boring logs, prepared from field logs, represent the Geotechnical Engineer's interpretation and include modifications based on observations and laboratory tests.

Property Disturbance: Terracon will take reasonable efforts to reduce damage to the property. However, it should be understood that in the normal course of our work some disturbance could occur including rutting of the ground surface and damage to landscaping. In addition, fencing may need to be removed for access of the drill rig onto the tennis court.

Coring through the tennis court surface will be performed as part of the boring process. We will cap the boreholes with ready-mix concrete upon completion. We are unable to match specialized recreational surface materials, so that should be done by others if required.

Our services do not include repair of the site beyond grouting our boreholes and patching the existing court surface. Excess auger cuttings will be dispersed on site off the tennis court.

Safety

Terracon is not aware of environmental concerns at this project site that would create health or safety hazards associated with our exploration program; thus, our Scope considers standard OSHA Level D Personal Protection Equipment (PPE) appropriate. Our Scope of Services does not include environmental site assessment services, but identification of unusual or unnatural materials observed while drilling will be noted on our logs.

Exploration efforts require borings into the subsurface, therefore Terracon will comply with local regulations to request a utility location service through Sunshine One Call. We can consult with the landowner/client regarding potential utilities or other unmarked underground hazards.

Private utilities should be marked by the owner/client prior to commencement of field exploration. Terracon will not be responsible for damage to private utilities not disclosed to us.

Terracon proposes to perform GPR to clear utilities at boring locations. Fees associated with this service are included in our Scope of Services.

The detection of underground utilities is dependent upon the composition and construction of the utility line; some utilities are comprised of non-electrically conductive materials and may not be readily detected. The use of a private utility locate service would not relieve the landowner/client of their responsibilities in identifying private underground utilities.

Site Access: Terracon must be granted access to the site by the property owner. Without information to the contrary, we consider acceptance of this proposal as authorization to access the property for conducting field exploration in accordance with the Scope of Services. Our proposed fees do not include time to negotiate and coordinate access with landowners or tenants. Terracon will conduct field services during normal business hours (Monday through Friday between 7:00am and 5:00pm). If our exploration must take place over a weekend or at night, please contact us so we can adjust our schedule and fee.

Laboratory Testing

The project engineer will review field data and assign laboratory tests to understand the engineering properties of various soil strata. Exact types and number of tests cannot be defined until completion of fieldwork, but we anticipate the following laboratory testing may be performed:

- Water content
- Atterberg limits
- Grain size analysis
- Organic content
- Constant head permeability

Our laboratory testing program often includes examination of soil samples by an engineer. Based on the results of our field and laboratory programs, we will describe and classify soil samples in accordance with the Unified Soil Classification System (USCS).

Engineering and Project Delivery

The results of our field and laboratory programs will be evaluated, and a geotechnical engineering report will be prepared under the supervision of a licensed professional engineer. The geotechnical engineering report will provide the following:

- Boring logs with field and laboratory data
- Stratification based on visual soil classification
- Groundwater levels observed during drilling and estimated seasonal high groundwater levels
- Site Location and Exploration Plans
- Subsurface exploration procedures
- Description of subsurface conditions
- Recommended foundation options and engineering design parameters
- Estimated settlement of foundations
- Recommendations for design and construction of interior floor slabs
- Earthwork recommendations including site/subgrade preparation
- Recommended pavement options and design parameters
- Geotechnical design parameters for stormwater design (hydraulic conductivity and vertical infiltration rates, porosity, aquifer characteristics, etc.)

In addition to an emailed report, your project will also be delivered using our Client Portal, **Compass**. Upon initiation, we provide you and your design team the necessary link and password to access the website (if not previously registered). Each project includes a calendar to track the schedule, an interactive site map, a listing of team members, access to the project documents as they are uploaded to the site, and a collaboration portal. We welcome the opportunity to have project kickoff conversations with the team to discuss key elements of the project and demonstrate features of the portal. The typical delivery process includes the following:

- Project Planning – Proposal information, schedule and anticipated exploration plan
- Site Characterization – Findings of the site exploration and laboratory results
- Geotechnical Engineering Report

When services are complete, we upload a printable version of our completed Geotechnical Engineering report, including the professional engineer's seal and signature, which documents our services. Previous submittals, collaboration, and the report are maintained in our system. This allows future reference and integration into subsequent aspects of our services as the project goes through final design and construction.

Exhibit C - Compensation and Project Schedule

Compensation

Based upon our understanding of the site, the project as summarized in Exhibit A, and our planned Scope of Services outlined in Exhibit B, our base fee is shown in the following table:

Task	Lump Sum Fee[2]
Subsurface Exploration[1], Private Utility Locates, Laboratory Testing, Geotechnical Consulting and Reporting	$12,850

1. The lump sum fee considers one drill rig mobilization and no unexpected onsite delays. If additional drill rig mobilizations are required, an additional fee of $1,250 would be invoiced. A drill crew standby rate of $275 per hour would be invoiced for unexpected delays.
2. Proposed fees noted above are effective for 90 days from the date of the proposal.

Our Scope of Services does not include services associated with site clearing, wet ground conditions, tree or shrub removal, or repair of damage to existing landscape or ground surface. If such services are desired by the owner/client, we should be notified so we can adjust our Scope of Services.

Unless instructed otherwise, we will submit our invoice(s) to the address shown at the beginning of this proposal. If conditions are encountered that require Scope of Services revisions and/or result in higher fees, we will contact you for approval, prior to initiating services. A supplemental proposal stating the modified Scope of Services as well as its effect on our fee will be prepared. We will not proceed without your authorization.

Project Schedule

We developed a schedule to complete the Scope of Services based upon our existing availability and understanding of your project schedule. However, our schedule does not account for delays in field exploration beyond our control, such as weather conditions, delays resulting from utility clearance, or lack of permission to access the boring locations. In the event the schedule provided is inconsistent with your needs, please contact us so we may consider alternatives.

Delivery on Client Portal	Schedule [1, 2]
Kickoff Call with Client	4 days after notice to proceed
Site Characterization	15 days after completion of field program
Geotechnical Engineering	20 days after completion of field program

1. Upon receipt of your notice to proceed we will activate the schedule component on **Compass** with specific, anticipated dates for the delivery points noted above as well as other pertinent events.
2. Standard workdays. We will maintain an activities calendar within on **Compass**. The schedule will be updated to maintain a current awareness of our plans for delivery.

Exhibit D – Site Location

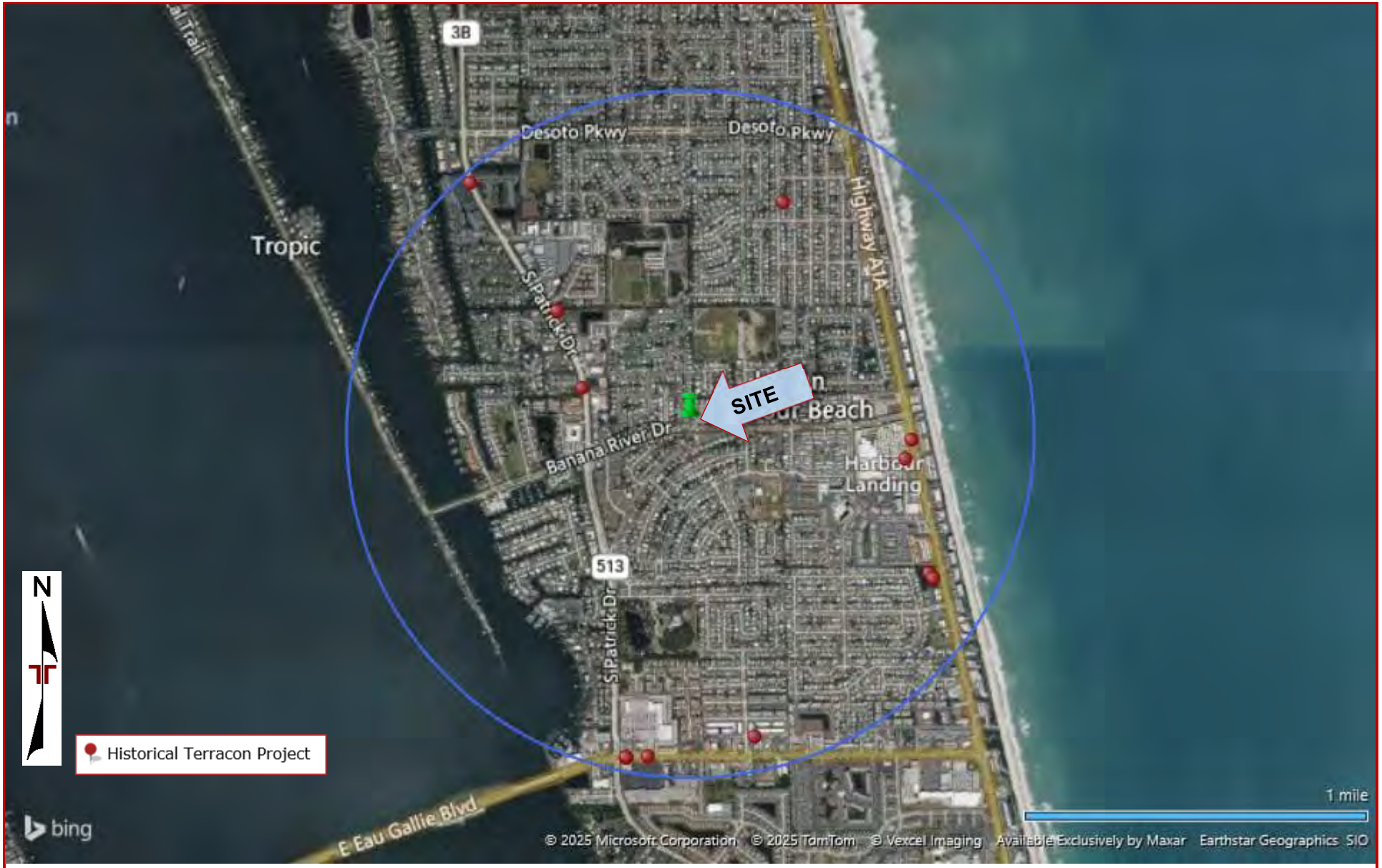


DIAGRAM IS FOR GENERAL LOCATION ONLY, AND IS NOT INTENDED FOR CONSTRUCTION PURPOSES

MAP PROVIDED BY MICROSOFT BING MAPS

Exhibit E – Anticipated Exploration Plan

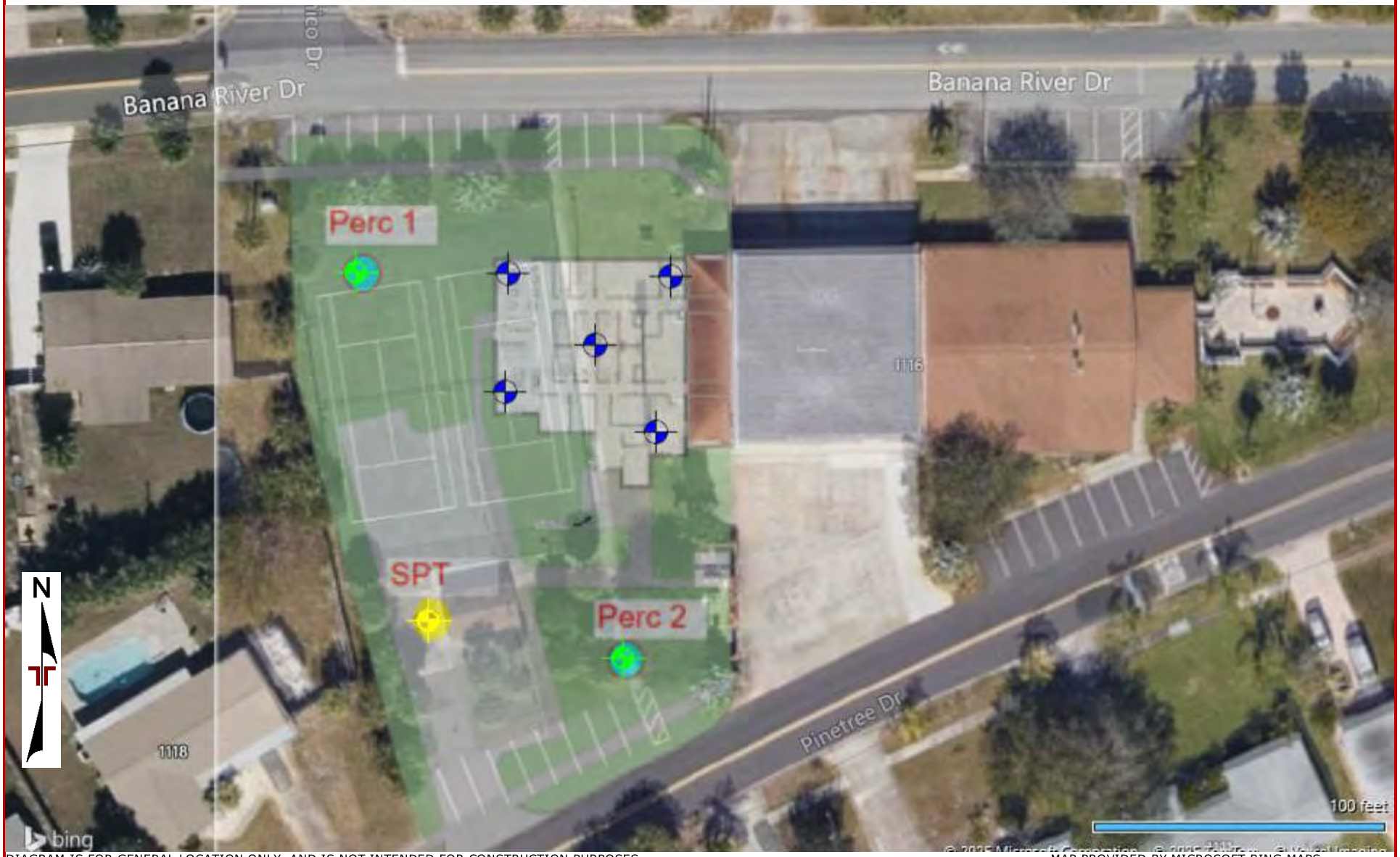


DIAGRAM IS FOR GENERAL LOCATION ONLY, AND IS NOT INTENDED FOR CONSTRUCTION PURPOSES

MAP PROVIDED BY MICROSOFT BING MAPS

CITY COUNCIL
City of Indian Harbour Beach, Florida
Tuesday, February 24, 2026

AGENDA ITEM

Granting of easements to Florida Power and Light at the Algonquin Sports Complex (action item)

Cost: $2.00

Attachments: map showing approximately locations of easements
68549002 - PROPOSED FPL EASEMENT (north)
68549003 - PROPOSED FPL EASEMENT (south)
easement form 1 - 100 Crespino Ct
easement form 2 - 100 Crespino Ct

Staff Recommendation:

Consider authorizing Mayor Nickle to execute the two attached forms granting easements to FPL at the Algonquin Sports Complex (ASC).

Background Information:

In 2014 the City entered into an interlocal agreement with Brevard County for the construction and operation of a communications tower at ASC. Two easements were required for the tower: one to FPL for power and one to AT&T for a fiber optic line. The FPL easement runs east to west in the area of the expansion project and needs to be relocated (beneath the area planned for the synthetic multi-purpose athletic field). Gale Associates designed the expansion project assuming the new easement would run south of the field and could have power lines for the communications tower and to the new transformer (needed for the expansion project) co-located within the same easement.

In November 2025, an FPL engineer visited the site and stated FPL would require two separate easements and worked with the design team, contractor, and City staff to develop the attached routes. FPL requires the City to execute the two easement forms before scheduling the installation of the conduit and power lines. The lead time is 4-8 weeks.

Staff recommends the City Council authorize Mayor Nickle to execute the easement forms on behalf of the City.

Map showing approximate location of easements (lines are not to scale)



- ALGONQUIN SPORTS COMPLEX

Retention ponds and basketball court locations have changed since the creation of this map

EXHIBIT "A"

DESCRIPTION (BY THIS SURVEYOR):

A PORTION OF THE LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 3413, PAGE 116, OF THE PUBLIC RECORDS OF BREVARD COUNTY, FLORIDA, LYING IN SECTION 11, TOWNSHIP 27 SOUTH, RANGE 37 EAST, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE NORTHEAST CORNER OF SECTION 11, TOWNSHIP 27 SOUTH, RANGE 37 EAST, BREVARD COUNTY, FLORIDA; THENCE SOUTH 01°29'07" EAST, A DISTANCE OF 148.10 FEET ALONG THE EAST LINE OF SAID SECTION 11; THENCE DEPARTING SAID EAST LINE, SOUTH 88°30'53" WEST, A DISTANCE OF 26.74 FEET TO THE **POINT OF BEGINNING**; THENCE NORTH 90°00'00" WEST, A DISTANCE OF 272.50 FEET; THENCE SOUTH 00°00'00" EAST, A DISTANCE OF 117.50 FEET; THENCE NORTH 90°00'00" WEST, A DISTANCE OF 257.50 FEET; THENCE SOUTH 00°00'00" EAST, A DISTANCE OF 52.50 FEET; THENCE NORTH 90°00'00" WEST, A DISTANCE OF 10.00 FEET; THENCE NORTH 00°00'00" EAST, A DISTANCE OF 62.50 FEET; THENCE NORTH 90°00'00" EAST, A DISTANCE OF 257.50 FEET; THENCE NORTH 00°00'00" EAST, A DISTANCE OF 117.50 FEET; THENCE NORTH 90°00'00" EAST, A DISTANCE OF 282.50 FEET; THENCE SOUTH 00°00'00" EAST, A DISTANCE OF 10.00 FEET TO THE **POINT OF BEGINNING**.

CONTAINING 7,100 SQUARE FEET, MORE OR LESS.

SURVEYOR'S REPORT:

1. BEARINGS SHOWN HEREON ARE BASED ON THE EAST LINE OF SECTION 11, TOWNSHIP 27 SOUTH, RANGE 37 EAST, BREVARD COUNTY, FLORIDA, BEING SOUTH 01°29'07" EAST. BEARINGS SHOWN HEREON ARE ASSUMED UNLESS OTHERWISE NOTED.

2. I HEREBY CERTIFY THAT THE "SKETCH OF DESCRIPTION" OF THE ABOVE DESCRIBED PROPERTY IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF AS RECENTLY DRAWN UNDER MY DIRECTION AND THAT IT MEETS THE STANDARDS OF PRACTICE FOR LAND SURVEYING CHAPTER 5J-17 REQUIREMENTS OF FLORIDA ADMINISTRATIVE CODE.

SKETCH & DESCRIPTION

FOR

GALE ASSOCIATES,
INC &
FLORIDA POWER &
LIGHT COMPANY

DATE: FEBRUARY 6, 2026 BB

JOB NUMBER: 68549

SCALE: 1" = 100'

CHAPTER 5J-17, FLORIDA ADMINISTRATIVE CODE REQUIRES THAT A LEGAL DESCRIPTION DRAWING BEAR THE NOTATION THAT **THIS IS NOT A SURVEY.**

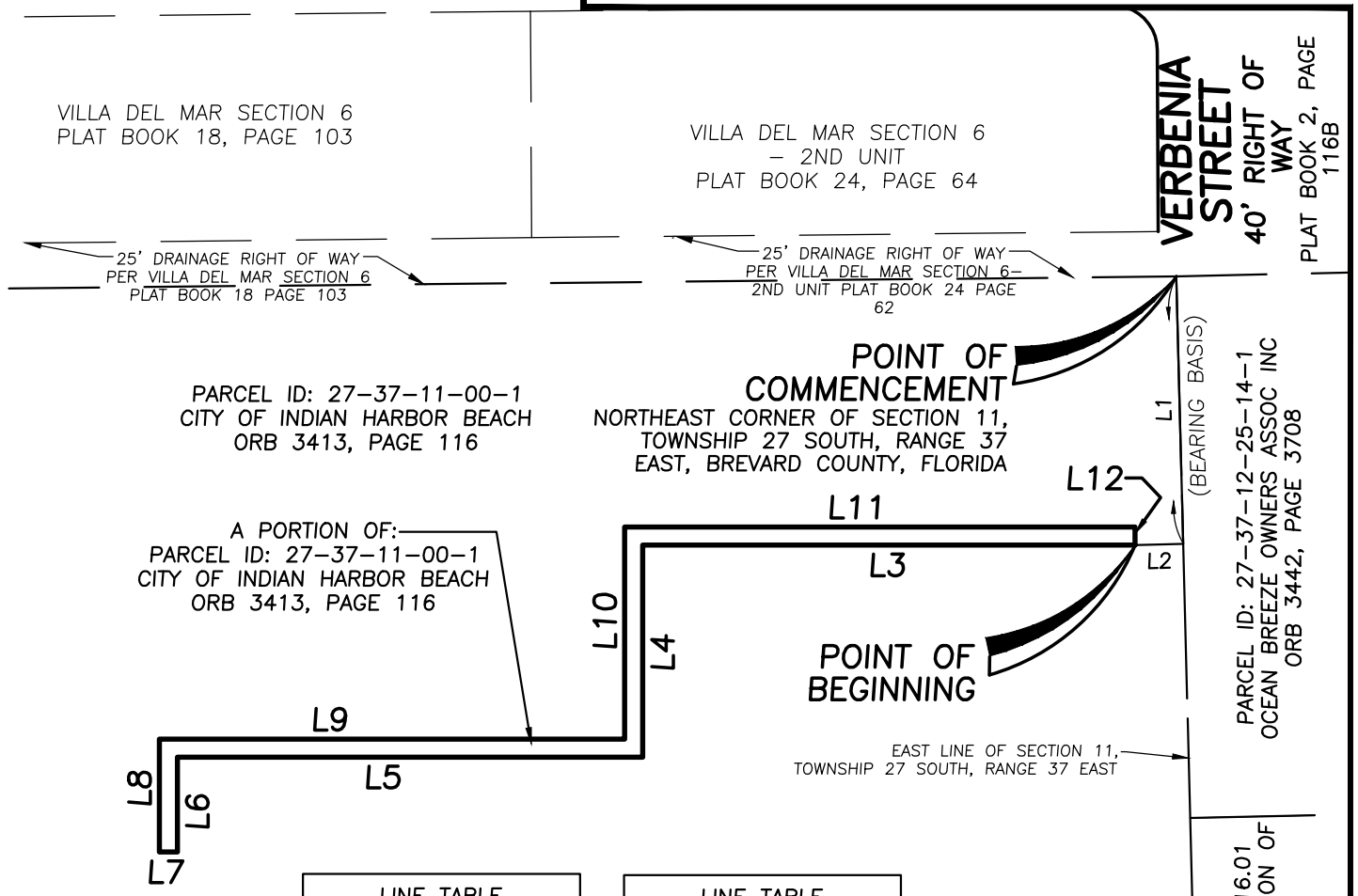
SHEET 1 OF 2
SEE SHEET 2 FOR SKETCH

CERTIFICATION NUMBER LB2108 68549002

SSMC™
SUE • SURVEY • GIS
SOUTHEASTERN SURVEYING AND MAPPING CORPORATION
6500 All American Boulevard
Orlando, Florida 32810-4350
(407) 292-8580
e-mail: info@southeasternsurveying.com

EDWIN MUNOZ JR., PSM
Registered Land Surveyor Number 7288

SKETCH OF DESCRIPTION



LINE TABLE		
LINE #	BEARING	LENGTH
L1	S01°29'07"E	148.10'
L2	S88°30'53"W	26.74'
L3	N90°00'00"W	272.50'
L4	S00°00'00"E	117.50'
L5	N90°00'00"W	257.50'
L6	S00°00'00"E	52.50'

LINE TABLE		
LINE #	BEARING	LENGTH
L7	N90°00'00"W	10.00'
L8	N00°00'00"E	62.50'
L9	N90°00'00"E	257.50'
L10	N00°00'00"E	117.50'
L11	N90°00'00"E	282.50'
L12	S00°00'00"E	10.00'

N

1" =100'
GRAPHIC SCALE
0 100

ABBREVIATION LEGEND:

ID = IDENTIFICATION

ORB = OFFICIAL RECORDS BOOK

SSMC = SOUTHEASTERN SURVEYING & MAPPING CORPORATION

SSMC
SUE • SURVEY • GIS

SOUTHEASTERN SURVEYING
AND MAPPING CORPORATION
6500 All American Boulevard
Orlando, Florida 32810–4350
(407) 292–8580
Certification Number LB2108
e–mail: info@southeasternsurveying.com

DRAWING NO. 68549002
JOB NO. 68549
DATE: FEBRUARY 6, 2026
SHEET 2 OF 2
SEE SHEET 1 FOR DESCRIPTION

THIS IS NOT A SURVEY.
NOT VALID WITHOUT SHEET 1 THROUGH 2

EXHIBIT "A"

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COMMENCE AT THE NORTHEAST CORNER OF SECTION 11, TOWNSHIP 27 SOUTH, RANGE 37 EAST, BREVARD COUNTY, FLORIDA; THENCE SOUTH 01°29'07" EAST, A DISTANCE OF 687.60 FEET ALONG THE EAST LINE OF SAID SECTION 11; THENCE DEPARTING SAID EAST LINE NORTH 90°00'00" WEST, A DISTANCE OF 15.11 FEET TO THE **POINT OF BEGINNING**; THENCE CONTINUE NORTH 90°00'00" WEST, A DISTANCE OF 10.00 FEET; THENCE NORTH 00°00'00" EAST, A DISTANCE OF 73.79 FEET; THENCE NORTH 90°00'00" WEST, A DISTANCE OF 470.63 FEET; THENCE SOUTH 01°03'14" WEST, A DISTANCE OF 3.75 FEET; THENCE NORTH 90°00'00" WEST, A DISTANCE OF 10.00 FEET; THENCE NORTH 01°03'14" EAST, A DISTANCE OF 13.76 FEET; THENCE NORTH 90°00'00" EAST, A DISTANCE OF 490.45 FEET; THENCE SOUTH 00°00'00" EAST, A DISTANCE OF 83.79 FEET TO THE **POINT OF BEGINNING**.

CONTAINING 5,681 SQUARE FEET, MORE OR LESS.

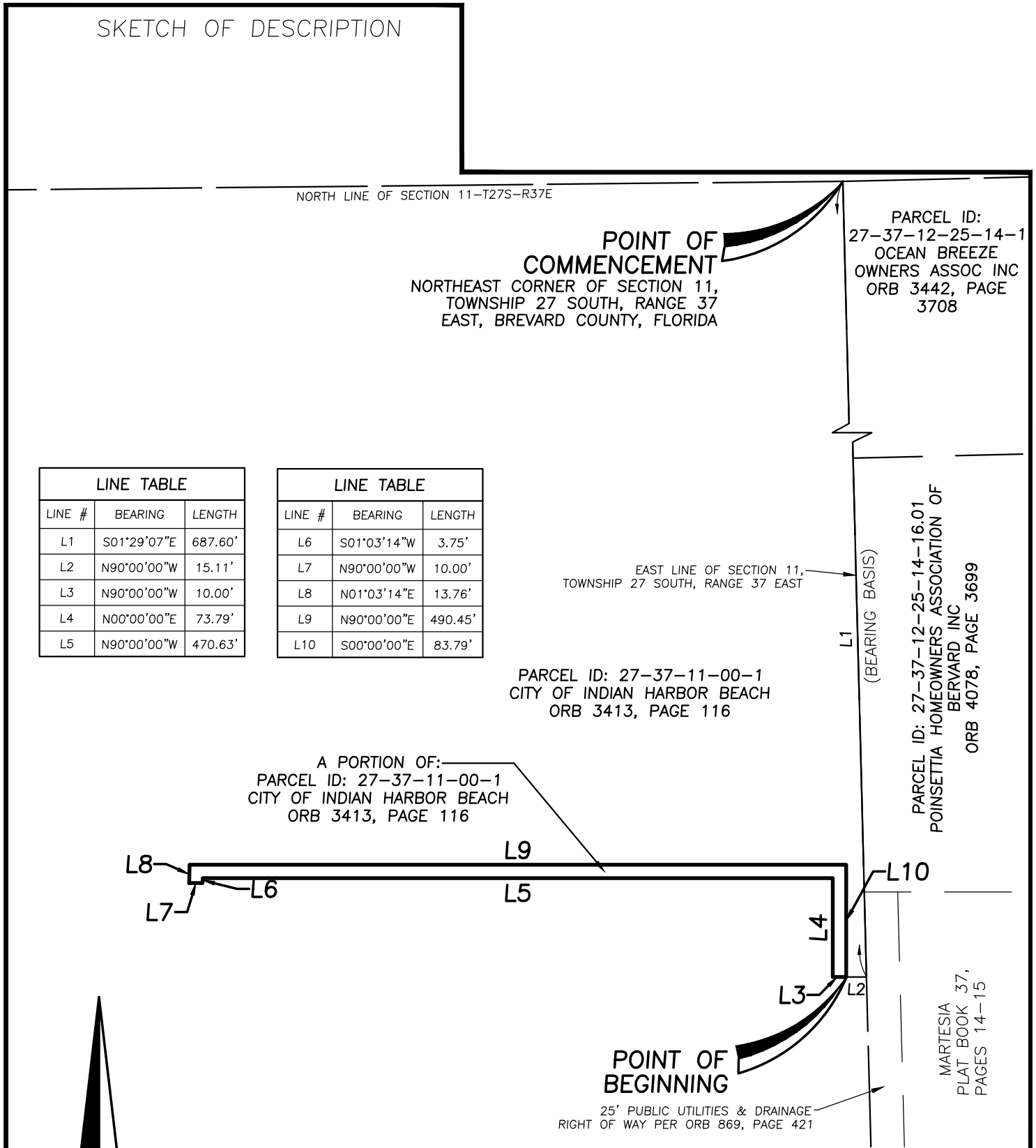
SURVEYOR'S REPORT:

1. BEARINGS SHOWN HEREON ARE BASED ON THE EAST LINE OF SECTION 11, TOWNSHIP 27 SOUTH, RANGE 37 EAST, BREVARD COUNTY, FLORIDA, BEING SOUTH 01°29'07" EAST. BEARINGS SHOWN HEREON ARE ASSUMED UNLESS OTHERWISE NOTED.

2. I HEREBY CERTIFY THAT THE "SKETCH OF DESCRIPTION" OF THE ABOVE DESCRIBED PROPERTY IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF AS RECENTLY DRAWN UNDER MY DIRECTION AND THAT IT MEETS THE STANDARDS OF PRACTICE FOR LAND SURVEYING CHAPTER 5J-17 REQUIREMENTS OF FLORIDA ADMINISTRATIVE CODE.

SKETCH & DESCRIPTION FOR GALE ASSOCIATES, INC & FLORIDA POWER & LIGHT COMPANY	DATE: FEBRUARY 10, 2026 BB JOB NUMBER: 68549 SCALE: 1" = 100' CHAPTER 5J-17, FLORIDA ADMINISTRATIVE CODE REQUIRES THAT A LEGAL DESCRIPTION DRAWING BEAR THE NOTATION THAT **THIS IS NOT A SURVEY.** SHEET 1 OF 2 SEE SHEET 2 FOR SKETCH	CERTIFICATION NUMBER LB2108 68549003 SSMC™ SUE • SURVEY • GIS SOUTHEASTERN SURVEYING AND MAPPING CORPORATION 6500 All American Boulevard Orlando, Florida 32810-4350 (407) 292-8580 e-mail: info@southeasternsurveying.com EDWIN MUNOZ JR., PSM Registered Land Surveyor Number 7288

SKETCH OF DESCRIPTION



LINE TABLE		
LINE #	BEARING	LENGTH
L1	S01°29'07"E	687.60'
L2	N90°00'00"W	15.11'
L3	N90°00'00"W	10.00'
L4	N00°00'00"E	73.79'
L5	N90°00'00"W	470.63'

LINE TABLE		
LINE #	BEARING	LENGTH
L6	S01°03'14"W	3.75'
L7	N90°00'00"W	10.00'
L8	N01°03'14"E	13.76'
L9	N90°00'00"E	490.45'
L10	S00°00'00"E	83.79'

ABBREVIATION LEGEND:

ID = IDENTIFICATION

ORB = OFFICIAL RECORDS BOOK

SSMC = SOUTHEASTERN SURVEYING & MAPPING CORPORATION

SSMC™ SUE • SURVEY • GIS

SOUTHEASTERN SURVEYING AND MAPPING CORPORATION
6500 All American Boulevard
Orlando, Florida 32810–4350
(407) 292–8580
Certification Number LB2108
e–mail: info@southeasternsurveying.com

DRAWING NO. 68549003
JOB NO. 68549
DATE: FEBRUARY 10, 2026
SHEET 2 OF 2
SEE SHEET 1 FOR DESCRIPTION

THIS IS NOT A SURVEY.
NOT VALID WITHOUT SHEET 1 THROUGH 2

Work Request No. 14566898

Sec. 11, Twp 27, Rge 37

Parcel I.D. 27-37-11-00-1
(Maintained by County Appraiser)

EASEMENT (BUSINESS)

This Instrument Prepared By

Name: Zineb Elkadir
Co. Name: Florida Power & Light
Address: 270 Pioneer Rd
Merritt Island

Reserved for Circuit Court

The undersigned, in consideration of the payment of $1.00 and other good and valuable consideration, the adequacy and receipt of which is hereby acknowledged, grant and give to Florida Power & Light Company, its affiliates, licensees, agents, successors, and assigns ("FPL"), a non-exclusive easement forever for the construction, operation and maintenance of overhead and underground electric utility facilities (including wires, poles, guys, cables, conduits and appurtenant equipment) to be installed from time to time; with the right to reconstruct, improve, add to, enlarge, change the voltage as well as the size of, and remove such facilities or any of them within an easement described as follows:

See Exhibit "A" ("Easement Area")

Together with the right to permit any other person, firm, or corporation to attach wires to any facilities hereunder and lay cable and conduit within the Easement Area and to operate the same for communications purposes; the right of ingress and egress to the Easement Area at all times; the right to clear the land and keep it cleared of all trees, undergrowth and other obstructions within the Easement Area; the right to trim and cut and keep trimmed and cut all dead, weak, leaning or dangerous trees or limbs outside of the Easement Area, which might interfere with or fall upon the lines or systems of communications or power transmission or distribution; and further grants, to the fullest extent the undersigned has the power to grant, if at all, the rights hereinabove granted on the Easement Area heretofore described, over, along, under and across the roads, streets or highways adjoining or through said Easement Area.

IN WITNESS WHEREOF, the undersigned has signed and sealed this instrument on February 24, 2026.

Signed, sealed and delivered in the presence of:

_____
(Witness' Signature)

Print Name: John W. Coffey
(Witness)

Print Address: 2055 South Patrick Drive
Indian Harbour Beach, FL 32937

_____
(Witness' Signature)

Print Name: Orrie Covert
(Witness)

Print Address: 2055 South Patrick Drive
Indian Harbour Beach, FL 32937

Entity name

By: _____

Print Name: Scott Nickle

Print Title: Mayor

Print Address: 2055 South Patrick Drive
Indian Harbour Beach, FL 32937

STATE OF Florida AND COUNTY OF Brevard. The foregoing instrument was acknowledged before me by [ ] physical presence or [ ] on-line notarization, this 24th day of February, 2026, by _____, the _____ of _____ a _____, who is personally known to me or has produced _____ as identification, and who did (did not) take an oath.
(Type of Identification)

My Commission Expires:

_____
Notary Public, Signature

Print Name _____

Work Request No. 14566898

Sec. 11, Twp 27, Rge 37

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(Witness)

Print Address: 2055 South Patrick Drive
Indian Harbour Beach, FL 32937

Entity name

By: _____

Print Name: Scott Nickle

Print Title: Mayor

Print Address: 2055 South Patrick Drive
Indian Harbour Beach, FL 32937

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(Type of Identification)

My Commission Expires:

_____
Notary Public, Signature

Print Name _____

CITY COUNCIL
City of Indian Harbour Beach, Florida
Tuesday, February 24, 2026

AGENDA ITEM

Resolution No. 26-03: Authorizing a City Council Meeting outside the City (action item)

Cost: N/A

Attachments: None

Staff Recommendation:

Consider approving Resolution No. 26-02, authorizing the City Council to participate in a meeting outside the City.

Background Information:

Florida Statutes section 166.0213(2) states:
The governing body of a municipality may hold joint meetings to receive, discuss, and act upon matters of mutual interest with the governing body of the county within which the municipality is located or the governing body of another municipality at such time and place as shall be prescribed by ordinance or resolution.

Staff will present a resolution to the City Council prior to the meeting memorializing that the March 11th special meeting with the Satellite Beach City Council regarding the planned muck removal project meets the standards of this section.