

COQUINA SHORES
Community Development District

SEPTEMBER 21, 2023

AGENDA

**Coquina Shores
Community Development District**
475 West Town Place, Suite 114
St. Augustine, Florida 32092
www.coquinashorescdd.com

September 14, 2023

Board of Supervisors
Coquina Shores CDD
Call-in #: 1-877-304-9269; Code 3006875

Dear Board Members and Staff:

The Coquina Shores Community Development District Audit Committee and Board of Supervisors Meetings are scheduled for **Thursday, September 21, 2023 at 2:00 p.m. at the Hilton Garden Inn Palm Coast Town Center, 55 Town Center Boulevard, Palm Coast, Florida 32164.**

Following are the agendas for the meetings:

Audit Committee Meeting

- I. Call to Order
- II. Approval of Auditor Selection Evaluation Criteria
- III. Other Business
- IV. Adjournment

Board of Supervisors Meeting

- I. Call to Order
- II. Public Comment
- III. Organizational Matters
 - A. Oath of Office for Newly Elected Supervisors
 - B. Consideration of Resolution 2023-26, Canvassing and Certifying the Results of the Landowners Election
 - C. Consideration of Resolution 2023-27, Designating Officers
- IV. Approval of Minutes of the August 17, 2023 Organizational Meeting

- V. Consideration of Responses to Request for Qualifications for Engineering Services
- VI. Staff Reports
 - A. District Counsel
 - B. Interim Engineer
 - C. District Manager
- VII. Consideration of Funding Request No. 2
- VIII. Supervisors' Requests and Audience Comments
- IX. Next Scheduled Meeting – Thursday, October 19, 2023 at 2:00 p.m. at the Hilton Garden Inn Palm Coast Town Center
- X. Adjournment

SECOND ORDER OF BUSINESS

THIRD ORDER OF BUSINESS

B.

RESOLUTION 2023-26

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COQUINA SHORES COMMUNITY DEVELOPMENT DISTRICT CANVASSING AND CERTIFYING THE RESULTS OF THE LANDOWNERS ELECTION OF SUPERVISORS HELD PURSUANT TO SECTION 190.006(2), FLORIDA STATUTES, AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Coquina Shores Community Development District (hereinafter the “District”), is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within Flagler County, Florida; and

WHEREAS, pursuant to Section 190.006(2), *Florida Statutes*, a landowners’ meeting is required to be held within 90 days of the District’s creation and every two years following the creation of the District for the purpose of electing supervisors of the District; and

WHEREAS, such landowners’ meeting was held on September 21, 2023, at which the below recited persons were duly elected by virtue of the votes cast in his/her favor; and

WHEREAS, the Board of Supervisors of the District, by means of this Resolution, desire to canvas the votes and declare and certify the results of said election.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE COQUINA SHORES COMMUNITY DEVELOPMENT DISTRICT:

Section 1. The following person is found, certified, and declared to have been duly elected as Supervisor of and for the District, having been elected by the votes cast in their favor as shown:

_____	Votes _____
_____	Votes _____
_____	Votes _____
_____	Votes _____
_____	Votes _____

Section 2. In accordance with Section 190.006(2), *Florida Statutes*, and by virtue of the number of votes cast for the Supervisor, the above-named person is declared to have been elected for the following term of office:

_____	4 Year Term	Seat ____
_____	4 Year Term	Seat ____
_____	2 Year Term	Seat ____
_____	2 Year Term	Seat ____
_____	2 Year Term	Seat ____

Section 3. This resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 21ST DAY OF SEPTEMBER, 2023.

Attest:

**COQUINA SHORES COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairman

C.

RESOLUTION 2023-27

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF
COQUINA SHORES COMMUNITY DEVELOPMENT
DISTRICT DESIGNATING THE OFFICERS OF THE
DISTRICT, AND PROVIDING FOR AN EFFECTIVE DATE.**

WHEREAS, Coquina Shores Community Development District (the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated entirely within Flagler County, Florida; and

WHEREAS, the Board of Supervisors of the District desires to designate the Officers of the District.

NOW, THEREFORE, be it resolved by the Board of Supervisors of Coquina Shores Community Development District:

SECTION 1. _____ is appointed Chairman.

SECTION 2. _____ is appointed Vice Chairman.

SECTION 3. _____ is appointed Secretary and Treasurer.

_____ is appointed Assistant Secretary.

_____ is appointed Assistant Secretary.

_____ is appointed Assistant Secretary.

_____ is appointed Assistant Treasurer.

_____ is appointed Assistant Secretary.

SECTION 4. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 21ST DAY OF SEPTEMBER, 2023.

ATTEST

**COQUINA SHORES COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairman/Vice Chairman

FOURTH ORDER OF BUSINESS

- 3. Review of Chapter 189 and 190, Florida Statutes**
- 4. Financial Disclosure Forms**
 - a. Form 1: Statement of Financial Interests**
 - b. Form 1X: Amendment to Form 1, Statement of Financial Interests**
 - c. Form 1F: Final Statement of Financial Interests**
 - d. Form 8B: Memorandum of Voting Conflict**

Mr. Oliver gave a brief overview of the Sunshine Law and public records laws to the Supervisors.

B. Resolution 2023-01, Electing and Designating the Officers of the District

Mr. Hill nominated Mr. Kovacic for the position of Chairman.

Mr. Kovacic nominated Ms. Simpson for the position of Vice Chair.

Mr. Oliver noted Mr. Hill and Mr. Lyman will serve as Assistant Secretaries, Mr. Oliver will serve as Secretary and Treasurer and Mr. McGaffney, Ms. Giles and Mr. Laughlin from GMS will serve as Assistant Secretaries and Assistant Treasurers.

On MOTION by Mr. Kovacic seconded by Ms. Simpson with all in favor Resolution 2023-01 designating officers as listed above was approved.

FOURTH ORDER OF BUSINESS Consideration of Administrative Resolutions

- A. Appoint District Manager, Resolution 2023-02**
 - 1. District Management Agreement**

On MOTION by Mr. Lyman seconded by Mr. Kovacic with all in favor Resolution 2023-02, appointing Governmental Management Services as the District Manager was approved.

- B. Appoint District Counsel, Resolution 2023-03**
 - 1. District Counsel Agreement**

On MOTION by Mr. Kovacic seconded by Mr. Hill with all in favor Resolution 2023-03, appointing Kutak Rock as District Counsel was approved.

- C. Designate Registered Agent and Registered Office, Resolution 2023-04**

On MOTION by Mr. Kovacic seconded by Ms. Simpson with all in favor Resolution 2023-04 designating Katie Buchanan and Kutak Rock as the registered agent and registered office was approved.

D. Designate Local District Records Office, Resolution 2023-05

On MOTION by Mr. Kovacic seconded by Mr. Hill with all in favor Resolution 2023-05 designating the offices of GMS located at 393 Palm Coast Parkway SW, Unit 4, Palm Coast, Florida 32137 as the local district records office was approved.

E. Designate Public Comment Period, Resolution 2023-06

Ms. Buchanan noted that the public comment period policy enables the Board to limit audience comments to three minutes, identify public comment periods on the agenda, and adopts a protocol in which someone can be asked to leave if they become disruptive.

On MOTION by Mr. Kovacic seconded by Mr. Lyman with all in favor Resolution 2023-06 was approved.

FIFTH ORDER OF BUSINESS

Consideration of Organization Resolutions and Policies

A. Consideration of Travel Reimbursement Policy, Resolution 2023-07

Mr. Oliver noted the travel reimbursement policy details expenses that can be reimbursed for District related travel.

On MOTION by Mr. Kovacic seconded by Mr. Lyman with all in favor Resolution 2023-07 adopting a travel reimbursement policy was approved.

B. Consideration of Prompt Payment Policies, Resolution 2023-08

Mr. Oliver noted resolution 2023-08 details the guidelines for payment of invoices.

On MOTION by Mr. Lyman seconded by Mr. Kovacic with all in favor Resolution 2023-08 adopting prompt payment policies was approved.

C. Consideration of Resolution 2023-09, Setting Forth District Policy for Legal Defense of Board Members and Officers

1. Public Officers Liability Insurance

On MOTION by Mr. Kovacic seconded by Ms. Simpson with all in favor Resolution 2023-09, setting a District policy for legal defense of board members was approved.

D. Consideration of Resolution 2023-10, Adopting an Internal Controls Policy

Mr. Oliver noted the internal controls policy is shared with the auditor.

On MOTION by Mr. Kovacic seconded by Mr. Lyman with all in favor Resolution 2023-10, adopting an internal controls policy was approved.

E. Ratifying the Filing of Notice of Establishment, Resolution 2023-11

On MOTION by Mr. Kovacic seconded by Mr. Lyman with all in favor Resolution 2023-11, ratifying the filing of the notice of establishment was approved.

F. Adopt Records Retention Schedule, Resolution 2023-12

Ms. Buchanan stated that the records retention policy provides for the District to hold onto all records until otherwise directed by the Board.

On MOTION by Mr. Kovacic seconded by Mr. Hill with all in favor Resolution 2023-12, adopting a records retention schedule was approved.

G. Consideration of Resolution 2023-13, Appointing an Interim District Engineer; Authorizing its Compensation and Providing for an Effective Date

1. Interim Engineer Agreement with England Thims & Miller

On MOTION by Mr. Kovacic seconded by Mr. Lyman with all in favor resolution 2023-13, appointing England Thims & Miller as the interim engineer was approved.

H. Consideration of Resolution 2023-14, Authorizing a Request for Qualifications (RFQ) for District Engineer Services and Providing for an Effective Date

Mr. Oliver noted staff would notice the request for qualifications and bring proposals back to the Board for consideration.

On MOTION by Mr. Kovacic seconded by Mr. Lyman with all in favor Resolution 2023-14, authorizing a request for qualifications for District Engineer services was approved.

I. Authorizing Chairman to Execute Plats, Permits, and Conveyances, Resolution 2023-15

On MOTION by Mr. Lyman seconded by Mr. Hill with all in favor Resolution 2023-15 was approved.

SIXTH ORDER OF BUSINESS

Designation of Meeting and Hearing Dates Resolutions

A. Consideration of Establishment of Audit Committee and Designation of Board of Supervisors as Audit Committee

Mr. Oliver recommended the Board of Supervisors serve as the audit committee.

On MOTION by Mr. Kovacic seconded by Ms. Simpson with all in favor establishing an audit committee and designating the Board of Supervisors as the audit committee was approved.

B. Consideration of Resolution 2023-16, Designating a Date, Time and Location for a Landowner’s Meeting

Mr. Oliver recommended the landowner’s election be set for the September 21, 2023 meeting at 2:00 p.m. and noted the location will likely be changed from the GMS office.

On MOTION by Mr. Lyman seconded by Mr. Kovacic with all in favor Resolution 2023-16 Designating a Landowners Meeting’ for Thursday, September 21, 2023 a 2:00 p.m. with the offices of GMS Palm Coast as an alternate location was approved.

C. Designate Regular Meeting Dates, Time and Location, Resolution 2023-17

Mr. Oliver noted the meetings will be scheduled for the third Thursday of each month at 2:00 p.m. tentatively at the offices at GMS until an alternate location can be determined.

On MOTION by Mr. Kovacic seconded by Ms. Simpson with all in favor Resolution 2023-17 designating regular meetings dates, time and location was approved.

D. Consideration of Resolution 2023-18, Approving a Proposed Budget for

Fiscal Year 2023; Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; and Providing an Effective Date

Mr. Oliver noted the budgets should be adopted no sooner than 60 days from the date of approval and suggested setting the public hearing for October 19, 2023.

On MOTION by Mr. Kovacic seconded by Mr. Lyman with all in favor Resolution 2023-18, approving a proposed budget for fiscal year 2023 and setting a public hearing on October 19, 2023 at 2:00 p.m. to adopt the budget was approved.

E. Consideration of Funding Agreement for Fiscal Year 2023

Mr. Oliver noted the developer will be responsible for funding the costs of operating the district for the remainder of FY23.

On MOTION by Mr. Kovacic seconded by Mr. Lyman with all in favor the fiscal year 2023 funding agreement was approved.

F. Consideration of Resolution 2023-19, Approving a Proposed Budget for Fiscal Year 2024; Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; and Providing an Effective Date

Mr. Oliver recommended setting the public hearing for the October 19, 2023 meeting.

On MOTION by Mr. Lyman seconded by Mr. Hill with all in favor Resolution 2023-19, approving a proposed budget for fiscal year 2024 and setting a public hearing on October 19, 2023 at 2:00 p.m. to adopt the budget was approved.

G. Consideration of Resolution 2023-20, Adopting the Alternative Investment Guidelines for Investing Public Funds in Excess of Amounts Needed to Meet Current Operating Expenses, in Accordance with Section 218.415(17), Florida Statutes; and Providing an Effective Date

Mr. Oliver noted that resolution 2023-20 will give the flexibility in the future for the Board and District to invest excess funds.

On MOTION by Mr. Kovacic seconded by Mr. Lyman with all in favor Resolution 2023-20, adopting the alternative investment guidelines for investing public funds in excess of amounts needed to meet current operating expenses was approved.

H. Consideration of Resolution 2023-21, Designating the Date, Time and Place of a Public Hearing; Providing Authorizing to Public Notice of Such Hearing for the Purpose of Adopting Rules of Procedure; and Providing for an Effective Date

1. Rules of Procedure

Mr. Oliver recommended setting the public hearing for the October 19, 2023 meeting.

On MOTION by Mr. Kovacic seconded by Ms. Simpson with all in favor Resolution 2023-21, setting a public hearing for October 19, 2023 at 2:00 p.m. to adopt rules of procedure was approved.

I. Set Date, Time and Location and Authorize Publication of Notice of Public Hearing on Uniform Method of Collecting, Resolution 2023-22

Ms. Buchanan stated that resolution 2023-22 authorizes staff to use the protocols for collecting assessments on the tax roll and suggested setting the public hearing for the October meeting due to noticing requirements.

On MOTION by Mr. Kovacic seconded by Ms. Simpson with all in favor Resolution 2023-22, setting a public hearing on October 19, 2023 at 2:00 p.m. for the purpose of expressing the District’s intent to utilize the uniform method of collection was approved.

SEVENTH ORDER OF BUSINESS

Items Relating to Banking

A. Select District Depository, Resolution 2023-23

Mr. Oliver stated that Wells Fargo is the bank typically used as a public depository.

On MOTION by Mr. Kovacic seconded by Ms. Simpson with all in favor resolution 2023-23 selecting Wells Fargo as the District depository was approved.

B. Authorize Bank Account Signatories, Resolution 2023-24

Mr. Oliver recommended the Chair, Vice Chair, and GMS officers listed as the Secretary, Assistant Secretary, Treasurer, and Assistant Treasurer as authorized signatories.

On MOTION by Mr. Kovacic seconded by Mr. Hill with all in favor Resolution 2023-24, authorizing bank account signatories was approved.

EIGHTH ORDER OF BUSINESS

Consideration of Funding and Expense Issues

A. Funding Request No. 1

Mr. Oliver noted funds needed to open the operating account, liability insurance, legal advertising and website creation/ADA compliance expenses were included on funding request number one, together totaling \$22,750.

On MOTION by Mr. Kovacic seconded by Mr. Hill with all in favor Funding Request No. 1 was approved.

NINTH ORDER OF BUSINESS

Consideration of Bond Issuance Matters

A. Appointment of Financing Team

1. Consideration of Financing Team Funding Agreement

Ms. Buchanan stated that there are some up-front costs expected in connection with publications or professional fees and this agreement obligates the developer to provide funding for these costs with the understanding it is likely they're going to be reimbursed by bond proceeds.

On MOTION by Mr. Kovacic seconded by Ms. Simpson with all in favor the Bond Financing Team Funding Agreement was approved.

2. Engagement of Underwriter/Investment Banker: MBS Capital Markets, LLC

Ms. Mossing noted the engagement letter included in the agenda package outlines the underwriter's responsibilities and fees.

On MOTION by Mr. Kovacic seconded by Mr. Hill with all in favor engaging MBS Capital Markets, LLC as underwriter/investment banker was approved.

3. Engagement of Bond Counsel: Bryant Miller Olive

On MOTION by Mr. Kovacic seconded by Mr. Hill with all in favor engaging Bryant Miller Olive as bond counsel was approved.

4. Selection of Trustee

Mr. Edmiston informed the Board Ms. Caroline Cowart would be the point of contact for the District.

Ms. Taylor noted BNY Mellon would be appointed as the trustee for the bonds in the next resolution.

On MOTION by Mr. Lyman seconded by Ms. Simpson with all in favor selecting BNY Mellon as the trustee was approved.

B. Consideration of Resolution 2023-25, Authorizing the Commencement of Validation Proceedings Relating to the Bonds

Ms. Taylor informed the Board that Resolution 2023-25 allows the financing team to move forward with validation proceedings and authorizes bonds in the amount of \$80,000,000.

On MOTION by Mr. Kovacic seconded by Ms. Simpson with all in favor Resolution 2023-25, authorizing the commencement of validation proceedings relating to the bonds was approved.

TENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

There being nothing to report, the next item followed.

B. Interim Engineer

There being nothing to report, the next item followed.

C. District Manager

There being nothing to report, the next item followed.

ELEVENTH ORDER OF BUSINESS

Supervisor’s Requests and Audience Comments

There being none, the next item followed.

TWELFTH ORDER OF BUSINESS Next Scheduled Meeting – TBD

Mr. Oliver noted the next scheduled meeting will be September 21, 2023 at 2:00 p.m. at a location to be determined.

THIRTEENTH ORDER OF BUSINESS Adjournment

On MOTION by Mr. Kovacic seconded by Ms. Simpson with all in favor the meeting was adjourned.

Secretary/Assistant Secretary

Chairman/Vice Chairman

FIFTH ORDER OF BUSINESS

**COQUINA SHORES COMMUNITY DEVELOPMENT DISTRICT
DISTRICT ENGINEER REQUEST FOR QUALIFICATIONS
COMPETITIVE SELECTION CRITERIA**

1) Ability and Adequacy of Professional Personnel (Weight: 25 Points)

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

2) Consultant's Past Performance (Weight: 25 Points)

Past performance for other Community Development Districts in other contracts; amount of experience on similar projects; character, integrity, reputation of respondent; etc.

3) Geographic Location (Weight: 20 Points)

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

4) Willingness to Meet Time and Budget Requirements (Weight: 15 Points)

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

5) Certified Minority Business Enterprise (Weight: 5 Points)

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

6) Recent, Current and Projected Workloads (Weight: 5 Points)

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

7) Volume of Work Previously Awarded to Consultant by District (Weight: 5 Points)

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

Coquina Shores Community Development District

Request for Qualifications for Engineering Services

September 12, 2023



ETM
ENGLAND-THIMS & MILLER

September 12, 2023

Mr. Howard McGaffney
c/o Governmental Management Services, LLC
475 West Town Place, Suite 114
St. Augustine, Florida 32092

**Reference: Request for Qualifications for Engineering Services for the
Coquina Shores Community Development District**

Dear Mr. McGaffney,

England-Thims & Miller, Inc. (ETM) is proud to respond to the Coquina Shores Community Development District's request for proposals for professional engineering services for the District's drainage and surface water management system, waterline and accessories, sewer system, landscape/irrigation lines, roadways, amenity facilities, and other public improvements authorized by Chapter 2020-197, Laws of Florida and Chapter 189 of the Florida Statutes. The Coquina Shores Community Development District (CDD) will create a spectacular and high-quality community infrastructure that will go above and beyond serving the needs of the residents of the District for years to come. To accomplish this, it is important that the Coquina Shores CDD engage a District Engineer that understands your true vision and possesses the experience to deliver effective strategies that will create the desired sense of place while meeting the budget and time constraints.

It is no coincidence that when land owners want to build lasting communities, they contact ETM. In our 46+ years, ETM has emerged as THE Premier District Engineer in the Northeast and Central Florida market. Clients select ETM as their partner due to our exceptional quality service and our experience providing engineering solutions for the largest and most successful communities in the region.

ETM is a locally-based engineering firm that employs a large team of development managers, engineers, landscape architects, planners, and construction field representatives. ETM has the necessary experience working in tandem with land owners and their chosen representatives on numerous projects where multiple consultants were involved. This experience will allow us to navigate the project intricacies and better serve the Coquina Shores CDD. Our qualified team of professionals is able to provide the following:

Experienced Personnel: ETM employs over 300 professionals, including Land Development Specialists, who have extensive experience as District Engineer for over 40 CDDs throughout the state. We have developed deep-seated relationships while working closely with local and state agencies, and public-sector management. Our depth of resources coupled with our experience uniquely qualifies ETM to serve as your District Engineer.



ETM understands the District's focus on schedule and budget, and we know that the most efficient way to complete a project is to develop a well thought-out, high-level strategic approach.

Accessibility: Due to the size of the Coquina Shores CDD and the multitude of simultaneous projects within the District, having a readily accessible District Engineer is imperative. With our office located less than an hour away, the District can count on an immediate response to any onsite needs.


Extensive Experience with Community Development Districts: Our team has extensive experience with large-scale Community Development Districts. Because of this experience, we are able to apply lessons learned, effective project management, and creative solutions to minimize costs and accelerate schedules.

FDOT Experience: Not only does our team have extensive experience with Community Development Districts, we also have the knowledge, familiarity, and expertise with FDOT projects. ETM is well-versed in bridge construction oversight and roadway design throughout Districts 2 and 5. This experience ranges from small widening and resurfacing jobs to large interchange improvements projects. In addition to design and surveying functions, ETM is also prequalified in FDOT Work Group 2.0 (PD&E Studies) and is ready to provide those services to our clients as well.

Effective Development Strategies that Create the Desired Sense of Place: The creation of a sense of place requires attention to detail and an eye for design. Our project team members understand the relationship between human scale and sense of place, and have the knowledge to create each. We engage with our in-house planning, landscape architecture, CEI, and transportation departments to achieve the desired vision and goal for the District. Because of our partnerships with multiple CDDs, we acknowledge the importance of community features and fully comprehend the importance of anticipating any negative impacts that traditional design features may impose. Our professionals are trained to avoid these mistakes and will ensure that our design enhances the overall feel of this community.

ETM appreciates the opportunity to submit our statement of qualifications to serve as the District Engineer for this rising community. We look forward to lending our time, talent, and expertise to the District to help you obtain your goal - to build an exquisite Florida community.

Sincerely,
ENGLAND-THIMS & MILLER, INC.



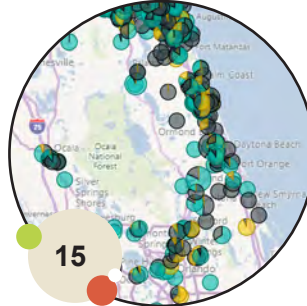
Scott Lockwood, PE

District Engineer

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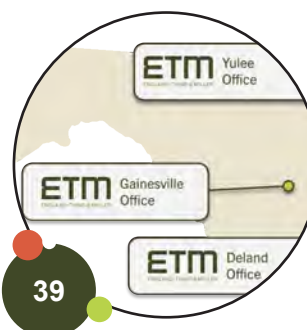
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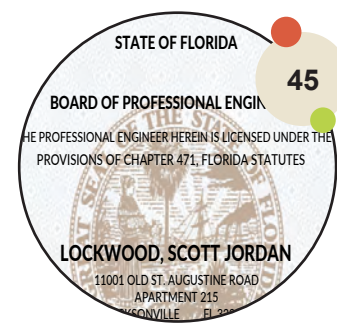
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	15.96%	
2014	10.39%	
2015	28.66%	A
2016	10.59%	B
2017	20.73%	A+
2018	20.19%	A+
2019	16.30%	A
2020	21.39%	A+
2021	8.42%	
2022	15.10%	

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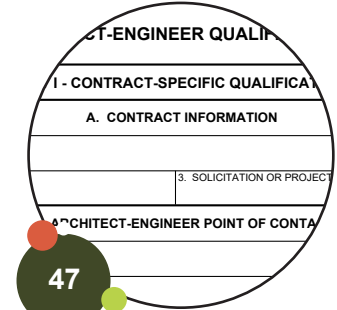
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Section 1

**Ability and Adequacy of
Professional Personnel**

1

ABILITY AND ADEQUACY OF PROFESSIONAL PERSONNEL

Because ETM has served as the District Engineer for over 40 Special Districts, we have acquired a surplus of knowledge, experience, and an unrivaled familiarity with local governing agencies.

OUR SPECIAL DISTRICT EXPERIENCE

Community Development Districts (CDDs) are unique. The potential is greater, the focus is larger, and the associated risks are much higher. But when we successfully design a community together, the professional and emotional satisfaction is incomparable.

Our engineers have a solid reputation in the industry that is underscored by our extensive experience as District Engineer for multiple Master Planned Communities (MPCs) throughout Florida. Additionally, 46 years in business has resulted in valued relationships with local governments, utility and regulatory agencies, and trusted teaming partners. These relationships enable us to provide the Coquina Shores CDD with exceptional service and dedication.

OUR HISTORY AND CURRENT PROFILE

ETM has evolved from a two-person, land development engineering company to the award-winning, full-service development services firm you know and recognize today. Founded in 1977, our primary focus was to support private sector growth in Northeast Florida. As we grew, so did our territory, client base, and reputation. As a result, we became known for providing innovative quality engineering services for land development efforts.

Because of our success, the leadership of ETM felt encouraged to expand the company's service lines to meet the needs of both public and private sector clients. Today, these additional services position us as a one-stop shop and encompass the entire lifespan of a project, beginning with strategy, development, and planning, and culminating with inspection and closeout.

- Planning/Entitlements
- Land Development
- Utility Master Planning and Design
- Landscape Architecture
- Program Management
- Water Resources and Environmental Permitting
- Transportation and Traffic Engineering
- Construction Engineering and Inspection (CEI)
- Geographic Information Systems (GIS)
- Surveying and Mapping



Today, CDDs, Stewardship Districts and Master Planned Communities (MPCs) represent our single largest business sector and generate well over 25% of our annual volume. ETM employs over 300 professionals spanning offices in Jacksonville, Nassau County, Volusia County, Gainesville, and Central Florida. Now, with consulting and engineering capabilities ranging from deal structure, master planning and alternatives evaluation through final design and construction administration, we offer the expertise required to deliver any project anticipated by the Coquina Shores CDD.

PROFESSIONAL SNAPSHOT

Successfully delivering results will require a diversified group of experienced engineering professionals with an excellent track record and the expertise necessary to meet the goals for the Coquina Shores CDD. ETM currently employs the following professionals, all available to help meet the needs of the Coquina Shores CDD:

- 51 Civil Engineers
- 20 Project Managers
- 6 Planners
- 18 GIS Specialists
- 25 CAD Technicians/Designers
- 11 Technicians/Analysts
- 63 Construction Inspectors/Managers
- 8 Landscape Architects
- 85 Survey Personnel
- 38 Administrative Personnel



EXECUTIVE MANAGEMENT

Today, the day-to-day management and ownership of the firm has been successfully transitioned from the founder to the next generation, and is composed of a hands-on executive leadership team of 33 shareholders. We practice a debt-free approach to business that provides our clients with the assurance of our financial stability to continue steady growth and expansion of services. To ensure our focus on quality, we adhere to a stringent Executive Vice President led Quality Assurance/Quality Control process as part of our everyday practice.

QUALIFIED PROJECT TEAM

To address the projects anticipated as part of the Coquina Shores CDD, we have assembled a very experienced core project team that will be supported by additional ETM staff, as needed. The technical excellence you will receive is a direct result of the experience of our professionals who possess the commitment and resolution to foster innovation and drive performance. Our team has the ability to anticipate project challenges and leverage lessons learned to develop cost-effective and schedule-sensitive solutions.

The ETM team has collectively served the needs of over 40 CDDs and SDs in Florida. We have experience coordinating with many public agencies, including the Florida Department of Transportation, Volusia County, JEA, the US Army Corps of Engineers, the Florida Department of Environmental Protection, and the St. Johns River Water Management District.

We proudly present our key team contributors on the following pages. Each has established themselves as deeply respected, well-seasoned professionals within their area of expertise.

PROJECT TEAM



Scott Lockwood, PE
Senior Project Manager

Mr. Lockwood's area of expertise includes private and public sector work consisting of master planning for both large and small mixed use communities including water, sewer, reuse, and drainage analysis. His experience includes value engineering, feasibility studies, cost estimating, project scheduling, client interface and coordination of project teams, grading, drainage, water and sewer design, permitting, agency negotiations, quality control, specification and contract document preparation, bidding, and construction administration.

Education:

BS, Civil Engineering, University of North Florida, 2004

Professional Registration:

Florida Professional Engineer, No. 68426

Relevant Experience

- Meadow View at Twin Creeks CDD
- Heritage Landing CDD
- Southaven CDD



George Katsaras, PE
Vice President

Mr. Katsaras has 29 years of experience in a wide range of civil engineering projects for both the public and private sectors. He has been with ETM for 26 years, and his experience includes work on both small- and large-scale projects. His responsibilities at ETM include project management, construction document preparation, permitting, and contract administration. Mr. Katsaras' primary expertise and experience is in stormwater master planning, drainage design, water and sewer design, grading, and environmental permitting.

Education:

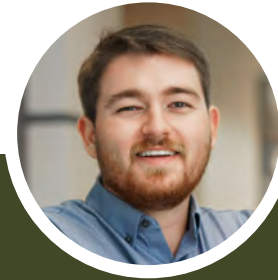
BS, Civil Engineering, Florida University, 1994

Professional Registration:

Florida Professional Engineer, No. 54679

Relevant Experience:

- Durbin Crossing DRI
- Aberdeen DRI
- Tolomato CDD



Daniel Sims
CAD Technician

Mr. Sims' is a CAD Technician with more than four years of experience in the civil engineering industry where primary involvement has been in assisting with designing land development engineering plans and field review and inspections of currently developing projects and post-developed projects.

Education:

BS, Civil Engineering, University of North Florida, 2024 (Anticipated)

Relevant Experience:

- Heritage Landing CDD
- Meadow View CDD
- Tisons Landing CDD



**Jeff Crammond, PE,
PTOE**
**Vice President,
Transportation Planning/
Traffic Engineering**

Mr. Crammond has 43 years of experience in the planning and design of transportation facilities. His experience includes traffic impact analysis of transportation improvements and proposed development projects. His responsibilities include traffic impact studies, travel demand modeling, ridership/travel surveys, traffic circulation studies, facility master planning, development of maintenance of traffic plans, preparation of signing and pavement marking plans, and complete roadway design.

Education:
MS, Civil Engineering, Florida International University, 2007

Professional Registration:
Florida Professional Engineer,
No. 35761

Relevant Experience:

- Celebration Pointe Development



Doug Kelly, AICP, CSI
**Land Development
Planning Manager**

Mr. Kelly specializes in predevelopment feasibility studies, land use entitlements, concept planning, development permitting, and eminent domain appraisal support and expert witness services. He has more than two decades of experience throughout the Southeast as a private sector land development consultant. Mr. Kelly spent 11 years working in the public sector and has served over 25 communities in Central Florida providing development review, zoning, and on-call comprehensive planning services.

Education:
MA, Urban and Regional Planning, University of Florida, 1992

Professional Registration:
American Institute of Certified Planners, No. 010088

Relevant Experience:

- Coquina Shores - Planning
- Solara Apartments



Jeff Brooks
**Construction
Administration**

Mr. Brooks has 38 years of experience performing tasks relating to construction engineering and inspection including on-site construction inspection, conflict resolution and problem solving, materials testing and sampling, quality control, reporting and record-keeping, and as-built drawing updates of roadway, trail, and sidewalk construction projects. His many areas of expertise include construction representation, contract administration, project management, and documentation.

Education:
BS, Project Management, Colorado Technical University, 2010

Relevant Experience:

- Cypress Bluff CDD CEI
- Pine Ridge Plantation
- Palencia North
- Durbin Crossing

Section 2

Certified Minority Business Enterprise

2

CERTIFIED MINORITY BUSINESS ENTERPRISE

Although ETM is not a certified Minority Business Enterprise, we are committed to growing diversity in the engineering and professional services community. We accomplish this in the following ways:

1. Utilizing minority, disadvantaged, and underutilized subconsultant partners.
2. Sponsoring University scholarships focused on minority and disadvantaged individuals entering the profession.
3. Being a leader in the Hispanic business community.
4. Partnering with the FDOT for the Construction Career Days program which is focused on introducing the surveying, engineering and construction industry to high school students across five counties.

During the last five years, ETM contracted \$27 Million to subconsultant firms. Overall \$9.5 Million was subcontracted to Minority firms (35.2% of the subconsultant services).

FDOT DBE USAGE		
Year	DBE Usage	Grade
2008	24.98%	A+
2009	18.17%	A+
2010	10.6%	B
2011	17.02%	A+
2012	12.25%	A
2013	15.96%	A+
2014	10.39%	B
2015	28.66%	A+
2016	10.59%	B
2017	20.73%	A+
2018	20.19%	A+
2019	16.30%	A
2020	21.39%	A+
2021	8.42%	C
2022	15.19%	A
Average: 16.72%		

Diversity within the engineering profession is supported by ETM’s identification of opportunities to assist those who may be disadvantaged. One example is our Platinum Sponsorship of the John Delaney Endowment at the University of North Florida. This endowment provides a scholarship each year to minority students pursuing a degree in the field of engineering.

The District’s ability to meet applicable Minority Business Enterprise (MBE) utilization goals will be enhanced by our long-standing commitment and proven track record of meeting or exceeding minimum participation requirement established by public agencies.

Our DBE utilization program undergoes extensive audits by the FDOT. The table to the left is a listing of ETM’s usage since 2008.

Section 3

Willingness to Meet Time and Budget Requirements

3

WILLINGNESS TO MEET TIME AND BUDGET REQUIREMENTS

Because we recognize that the best solutions come from diverse experiences and perspectives, we bring together representatives from all facets of our business to identify effective solutions. In our experience, this level of collaboration has resulted in innovative solutions that create cost saving benefits for our clients.

BUDGETING METHODS

ETM is recognized by our clients for the value we bring to their projects. We are defined by our ability to understand our clients' needs and we provide innovative solutions which render high-quality, cost effective designs. The ability to influence the technical and economic outcome of a project is greatest in the early planning phase. Because of this, we never take shortcuts in the planning process. The small-incremental investments we make in the early planning phases often result in tremendous reductions in engineering and construction costs.

AVAILABILITY

Services provided by ETM will be completed by staff located in Orlando and Jacksonville. Our team is comprised of local professionals who are immediately available to meet with the stakeholders, coordinate with local permitting agencies, and review projects in the field whenever necessary.

SCHEDULE

Maintaining project schedules to eliminate delay and minimize cost is fundamentally important. The District can rely on ETM to meet all time and budget requirements and maintain a high level of service. We will accomplish this by:

- Developing a detailed work approach
- Developing a detailed schedule
- Identifying potential issues
- Sound project management
- Constant communication
- Principal involvement
- Commitment to effective Project Managers
- Communication between all dedicated team members





QUALITY ASSURANCE/QUALITY CONTROL PROGRAM (QA/QC)

In order to meet the needs of our clients, ETM strives to balance three main elements that contribute to a successful project: quality, budget, and schedule. Maintaining project schedules to eliminate delay and minimize cost is fundamentally important and is reflected in our work. However, meeting budget constraints and schedule time frames is meaningless if the deliverables are subpar and lead to construction delays or change orders.

Therefore, adherence to our strict QA/QC procedures is an everyday practice at ETM, regardless of the size of the project and is of such importance that ETM schedules separate QA/QC and constructability reviews prior to each phase submittal.

ETM's emphasis is placed on monitoring the following items:

- The sufficiency and quality of the design
- The proper presentation of the design on the contract documents
- The accuracy of the plans
- Our compliance with the Scope of Services

Quality Assurance Plan

The objective of ETM's Quality Assurance plan is the continual improvement of our design and production methods to enhance the quality of the services we provide and is comprised of two elements: Quality Control and Internal Peer Review. Our District Engineer, Scott Lockwood, PE, will ensure that company procedures are being followed throughout the life of this contract.

We believe that most effective QA/QC includes maintaining the involvement of senior staff from project beginning to end. Hugh Mathews, PE, and Scott Lockwood, PE will be involved throughout the life of the contract.

Internal Peer Review

To further ensure quality, ETM's Peer Review Committee reviews check prints for each project at least twice during the design phase by the Peer Review Committee composed of subject-matter experts, including three ETM Executive Vice Presidents who ensure compliance with corporate procedures. The Peer Review is an internal quality assurance check which is never billed to our clients.

Constructability Review

Our in-house CEI personnel have tremendous construction experience, and we regularly leverage that experience to help produce efficient construction plans. Constructability reviews will be conducted on the design plans by our Construction Administration Officer, Jeff Brooks. These constructability reviews will focus on construction related efficiency and cost avoidance. These reviews will be conducted prior to each phase submittal to the District.

Section 4

Consultant's Past Performance

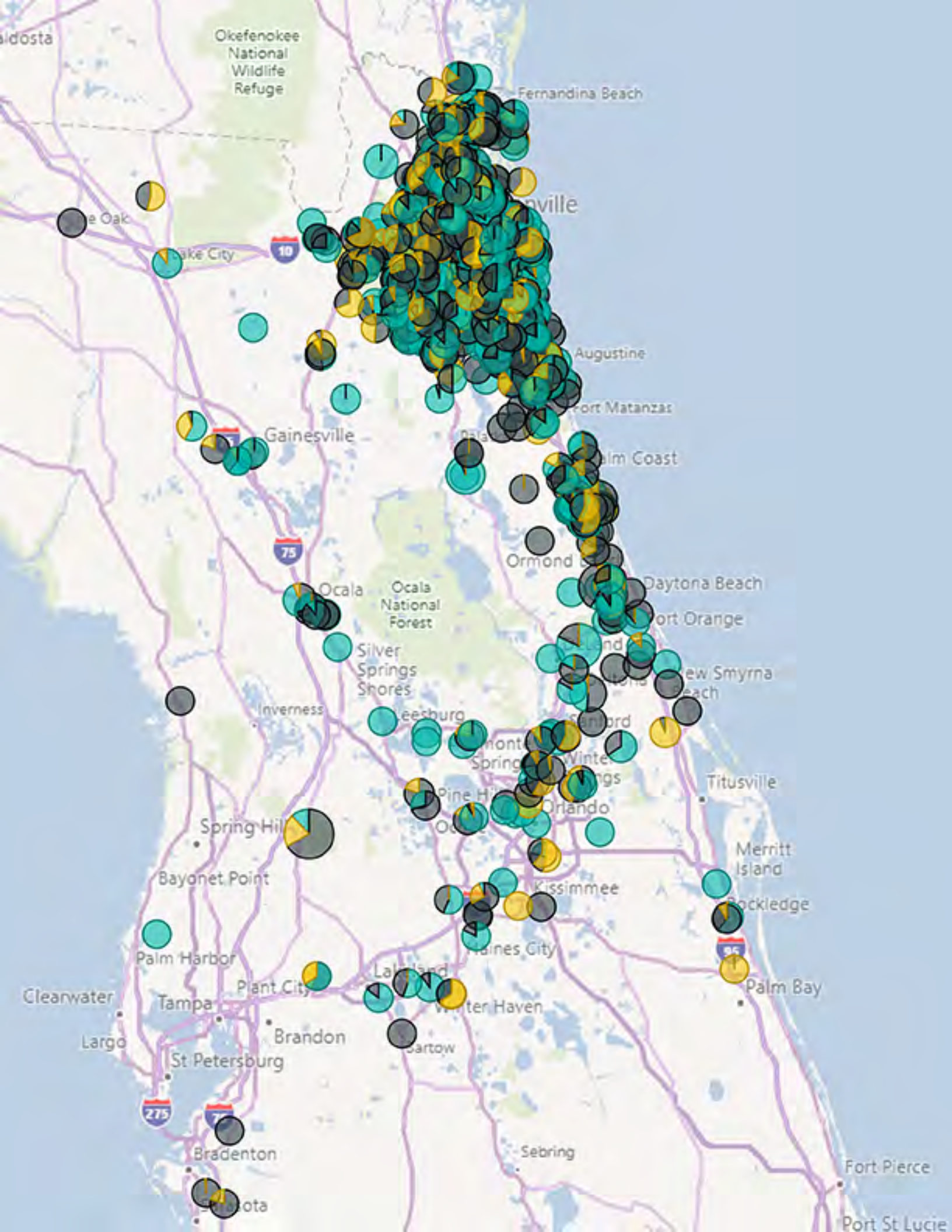
4

CONSULTANT'S PAST PERFORMANCE

ETM has been honored and rewarded with the opportunity to be involved in the development of the region's most notable communities and their infrastructure. We are recognized for the solutions that emerged from our holistic approach during the development of these communities. The depth of our experiences and our relationships with local regulatory agencies are invaluable assets to our clients. The table below is a sampling of ETM's experience with CDDs.

Project*	County	Size	Dwelling Units	Non-Residential S.B.
Meadow View CDD	St. Johns County	860 Acres	1476 Units	Non-Residential - N/A
East Nassau Stewardship District	Nassau	24,000 Acres	24,000 Residential	11.5 Million SF Non-Residential
Tolomato (Nocatee) CDD	Duval & St. Johns	15,000 Acres	11,000 Single Family 4,000 Multi-Family	4 Million SF Office 1 Million SF Commercial/Retail 250,000 SF Industrial
Oakleaf (Double Branch CDD)	Clay	6,000 Acres	5,000 Residential	1 Million SF Commercial/Retail 2 Amenity Centers 82 Acre Park, Golf Course Community
Argyle Forest CDD	Clay & Duval	10,000 Acres	25,000 Residential	5 Million SF Non-Residential
Julington Creek Plantation CDD	St. Johns	5,000 Acres	5,800 Residential	750,000 SF Non-Residential
Southhaven CDD	St. Johns	314 Acres	345 Residential	\$2.2 Million Amenity/Recreation
Heritage Landing CDD	St. Johns	597 Acres	1,154 Residential	27 Acre Park/Recreation \$6.1 Million Amenity
Beach CDD (Tamaya)	Duval	780 Acres	2,400 Residential	500,000 SF Commercial/Retail 10,000 SF Clubhouse
Aberdeen CDD	St. Johns	1,300 Acres	1,623 Single Family 395 Multi-Family	40,000 SF Office 60,000 SF Commercial 10,000 SF Community Park
Durbin Crossing CDD	St. Johns	2,047 Acres	2,500 Residential	170,000 SF Office/Retail
Bartram Park CDD	Duval & St. Johns	3,600 Acres	2,000 Single Family 7,000 Multi-Family 330 Hotel Rooms	1.3 Million SF Commercial 1.6 Million SF Office
Bartram Springs CDD	Duval	1,000 Acres	1,400 Residential	19 Acre School Site 7 Acre City Park
Six Mile Creek (TrailMark)	St. Johns	1,282 Acres	2,278 Residential	7 Acre Amenity Village 30 Acre Community Park 17 Acre Neighborhood Park

*Note: CDD names may differ from project title.



ETM'S FLORIDA FOOTPRINT SINCE 2021

OUR TREMENDOUS
SPECIAL DISTRICT
EXPERIENCE
INCLUDES:



40+
SPECIAL DISTRICTS SERVED



100,000+
RESIDENTIAL LOTS



150,000+
ACRES



30,000,000+
SQF NON-RESIDENTIAL

SPECIAL DISTRICT/COMMUNITY DEVELOPMENT DISTRICT EXPERIENCE

- Meadow View at Twin Creeks CDD
- Boggy Branch
- Celebration Pointe
- Cypress Bluff
- Deer Run
- Kindlewood
- Durbin Crossing
- East Nassau Stewardship
- Heritage Landing
- Isles of Bartram
- Julington Creek Plantation
- Las Calinas
- Mainstreet
- Marshall Creek
- Middle Village
- Oakleaf
- OTC
- Palm Coast
- Pine Ridge
- Pioneer
- Rivers Edge
- Ryals Creek
- Six Mile Creek
- South Village
- Split Pine
- Sweetwater Creek
- The Dunes
- Timucuan South
- Tison's Landing
- Tolomato
- Treaty Oaks
- Turnbull Creek
- Wynnfield Lakes

RELATIONSHIP MANAGEMENT

All of our Master Planned Communities (MPC) have one thing in common: the entire team must earn the trust and maintain great relationships with agency regulators. For that reason, municipality experience is essential. ETM brings established relationships and experience to the team.

PROJECT CASE STUDIES

ETM has assisted with the design, engineering, and construction of a multitude of projects. The following examples best showcase our experience:



Meadow View at Twin Creeks CDD

Location: St. Johns County, Florida
Client: Heartwood 23, LLC
Contact: Blaz Kovacic
Phone: (954) 940-4944
Completion: Ongoing

Project Tasks:

- Site Planning
- Civil Engineering Design
- Permitting
- Construction Plans
- Construction Administration
- District Engineer

ETM was responsible for permitting and designing a 1,400-lot single-family phased subdivision within St. Johns County, Florida. This project includes a large amenity center and several community parks with numerous lift stations to serve this community designed per St. Johns County Utility Department Standards.



Tolomato CDD (Nocatee)

Location: Jacksonville, Florida
Client: The PARC Group, Inc.
Contact: Rick Ray
Phone: (904) 992-9750
Completion: Ongoing

Project Tasks:

- District Engineer
- Master Planning
- Project Management
- Engineering Design
- Environmental Permitting
- Transportation Engineering
- Surveying
- Construction Administration
- Landscape Architecture

“ETM has designed and managed more than \$200 Million in roadway and utility construction for The PARC Group over the past five years...We have found ETM’s capability to handle the dynamic requirements in a project with both environmental and public interest to be professional and effective.”
~ Gregory J. Barbour
The PARC Group, Inc.

Nocatee is one of the top 10 best selling communities in the nation. This 15,000 acre parcel at total build-out will consist of 11,000 residential units, 5 million SF of non-residential space and recreation/open spaces, churches, schools and civic uses. ETM has been involved with this project since 1997 when PARC Group began the conceptual planning process and we are proud of our involvement in the engineering design, planning and landscape architecture of this project.

In addition to providing the lead design consulting services, ETM was responsible for the design, permitting, and construction management of over 4 miles of Greenway Trails within Nocatee. The trails provide connections between communities, parks and commercial districts. As part of an overall circulation plan within Nocatee, the trails and shared-use paths are 16'-wide in order to accommodate pedestrians, bicycles, golf carts, and low-speed vehicles.



Double Branch CDD

Location: Jacksonville, Florida
Client: The Hutson Companies, LLC
Contact: David Hutson
Phone: (904) 262-7718
Completion: Ongoing

Project Tasks:

- District Engineer
- Site Engineering
- Environmental Permitting
- Landscape/Hardscape Architecture
- Master Planning

ETM was responsible for the master planning of this 10,000 acre DRI project which included roadway design, utility design, and master stormwater management design and permitting. In 1999, ETM served as lead consultant in a major modification to the Argyle Forest DRI.

The land development work included engineering and landscape design of over 5,000 residential units, two amenity centers (each over \$7 Million), a regional baseball park, a regional soccer park, and over 1 million SF of retail and commercial space. ETM was responsible for the day-to-day coordination efforts of six residential and connector highway construction projects in addition to amenity site construction. This project includes over 10 miles of connector roadway and infrastructure improvements, JEA and Clay County Utility Authority improvements, amenity center construction, box culvert construction, landscape and irrigation improvements, and lot development services.



Bartram Springs CDD

Location: Jacksonville, Florida
Client: SouthStar Development Partners, Inc.
Contact: Kimball Woodbury
Phone: (305) 476-1514
Completion: Ongoing

Project Tasks:

- District Engineer
- Master Planning
- Project Management
- Engineering Design
- Environmental Permitting
- Surveying and Mapping
- Construction Administration

Bartram Springs is a 1,400-lot single-family development in Southeast Duval County located on the northside of Race Track Road (immediately west of Philips Highway). The site is over 1,000 acres, half of which are wetlands that discharge to a Durbin Creek tributary. Additional features and elements include a multi-family parcel, a retail component, a city park site, an elementary school, and an amenity area.



Bartram Park CDD

Location: Jacksonville, Florida
Client: Eastland
Contact: Tom Dodson
Phone: (904) 280-7100
Completion: Ongoing

Project Tasks:

- Master Planning and Engineering
- Sewer Collection
- Reuse Water Distribution
- Stormwater Management
- Roadway Construction
- CDD Engineering

Bartram Park is a 3,600 acre, mixed-use DRI. The project is located in South Duval County and North St. Johns County along I-95. The development consists of 2,000± single-family units, 7,000± multifamily units, 1.3 million SF of commercial space, 1.6 million SF of office space, and 330± hotel rooms. As part of the DRI, over 2,000± acres of preservation land was provided along Julington and Durbin Creek.



East Nassau Stewardship District

Location: Nassau County, Florida
Client: East Nassau Stewardship District
Contact: Mike Hahaj
Phone: (904) 321-1030
Completion: Ongoing

Project Tasks:

- District Engineer
- Site Engineering
- Environmental Permitting
- Landscape/Hardscape Architecture
- Master Planning

ETM is the District Engineer for the East Nassau Stewardship District, which is a 24,000 acre DRI project, that includes 640 acres of commercial development. At total build-out, this project will include 11,000,000 SF of non-residential space, 550,000 SF of commercial space and 24,000 residential units. ETM is responsible for providing engineering reports, cost estimates, and plan reviews to ensure the proper construction of improvements within the District.



Heritage Landing CDD

Location: St. Johns County, Florida
Client: D.R. Horton
Contact: Bob Porter
Phone: (904) 268-2845
Completion: 2006

Project Tasks:

- Site Planning
- Civil Engineering
- Permitting
- Construction Administration
- District Engineer

Heritage Landing includes 1,154 single family units. Amenities include “Camp Heritage”, a spacious clubhouse with a 6-lane heated lap pool, fun pool with geysers, bubble and spray works, look out tower/water slide, bath houses, fitness facility, open air terrace, outdoor story teller and fire ring, outdoor movie screen, volleyball, horseshoes, shuffleboard, bocceball playground, tennis courts, basketball courts, baseball and soccer fields, a large fitness center and a small community park with three lift stations to serve this community designed per St. Johns County Utility Department Standards. ETM was responsible for permitting and designing a 1,040-lot single-family phased subdivision within St. Johns County, Florida.



Southhaven CDD

Location: St. Johns County, Florida
Client: Hines
Contact: Walter O'Shea
Email: Seat5@southavenCDD.org
Completion: 2017

Project Tasks:

- Site Planning
- Civil Engineering and Permitting
- Construction Plans
- Construction Administration
- District Engineer

ETM was contracted by Southeast Land Strategies to provide professional engineering services related to a proposed 345-unit single family development on a 314 acre site located in St. Johns County. ETM was responsible for providing professional engineering services related to the operation of the CDD in St. Johns County. ETM's efforts for this project included coordination with utility providers, coordination with contractors, permitting, engineering services, project management, coordination with surveyors, architects, and other consultants, and requisition processing.



Sweetwater Creek CDD

Location: Duval County, Florida
Client: Sweetwater Creek CDD
Contact: Jill Cupps
Phone: (407) 381-3256
Completion: 2020

Project Tasks:

- Coordination with Utility Providers
- Coordination with Contractors
- Permitting
- Engineering Services
- Project Management
- Coordination with Surveyors, Architects and other consultants
- Requisition Processing

ETM was contracted by Sweetwater Creek Community Development District (CDD) to provide professional engineering support services related to the operation of the CDD in Duval County. ETM's efforts for this project included, coordination with utility providers, coordination with contractors, permitting, engineering services, project management, coordination with surveyors, architects, and other consultants, and requisition processing.



REPEAT BUSINESS

ETM's ability to achieve project goals and produce a high quality product allows us to develop lasting relationships with our clients. In every project, large or small, complex or simple, our attention to detail translates to excellence. ETM's standing in the industry is reflective of our caliber in many different ways: through innovation, by developing cost-effective solutions to difficult problems, and by efficiently coordinating the many inter-related elements that are critical to every project.

ETM is proud of the fact that 95% of our clients provide us with recurring business. Following is a partial list of our repeat business.

Dream Finders Homes

- Silverleaf
- Bannon Lakes
- Durbin Creek Crossing
- Beacon Lake
- Cordova Palms
- Eagle Landing
- Sunbeam Townhomes
- Reinhold Parcel 61
- Challenger Center

City of Jacksonville

- Bay Street Bridge Expansion at Hogans Creek
- Brooklyn Phase 1B Construction
- Closure of Trail Ridge Landfill
- Lonnie Miller Park Development
- Lonnie Miller Park Master Plan
- Lower Eastside Drainage Improvements
- NPDES Contract
- Preservation Project
- Program Management Services - Drainage Bond Program
- Ash Remediation
- Sal Taylor Park - Closeout
- Septic Tank Phase Out
- Stormwater Utility

FDOT

- Signal Retiming for FDOT District 5
- SR 50 Bridges Over the Econlockhatchee River Bridge
- SR 50 from 429 to E of W Oaks Mall
- Natural Disaster Monitoring CEI Services
- SR500/US441/S Pine Ave-SE 10 Ave
- Districtwide Safety Studies & Design
- D5 Coast to Coast Trail
- SR 100 at CR 305 CEI Services
- Group 184 - CEI Services
- Miscellaneous Engineering Services
- Feasibility Study Update CST
- CEI Group 190
- Group 220
- CSC Districtwide Landscape Design
- Gold Star Family Parkway
- East Hybrid CEI Services
- CEI Districtwide Continuing Services
- SR 15 (US 17) Doctors Inlet Bridge
- SR 9B Phase I (US 1 to SR9A, Design/Build) New Interstate Facility
- SR 9B Phase II (US 1 to I-95, Design/Build/Finance), New Interstate Facility
- SR 9B - Phase III (US 1 to I-95, Design/Build) New Interstate Facility
- I-295/SR 9A Heckscher Drive Interchange
- Newnan Street/Hubbard Street
- SR 200, 4-Lane Widening
- SR 200 Reconstruction Phase II
- SR 200/SR A1A from West of Ruben Road to East of CR-107/Scott Road
- SR 15 (US 17) Dunn's Creek Road and Bridge Reconstruction

PARC Group

- Governors Park R
- G Bar Ranch Land Use and Zoning
- New Well Site Planning
- Expert Witness Testimony
- Westland Infrastructure - Phase 2
- Westland CUP and JEA Reuse Feed
- Palmetto Cove Model Home Parking Lot

Rayonier

- Wildlight CDD
- Wildlight Community Park
- Heartwood

GreenPointe

- Saratoga Springs - Preliminary Site Plan
- Sandridge Dairy Phase 1 - CEI Services
- Site Plan Rendering for the Amelia Walk
- Miscellaneous Projects Due Diligence
- Campbell Tract (Sandridge Dairy)
- Amelia Walk
- Tributary Units 8, 10, 12 and 15 Mass Gr
- GreenPointe Communities - GIS Mapping
- Magnolia Trace
- Amelia Proposl Preparation
- Greenpointe East Nassau
- JEA/Global Water Pipeline
- General Graphic Services
- Cedar Bay Road
- Herons Walk
- First Coast Outer Beltway
- Ashford Mills Site Investigation
- Sandler Chase Due Diligence
- Villages Of Seloy
- Hampton Lakes Rezoning
- Village Walk Rezoning
- CEI Services for Greyhawk-Phase I
- Treaty Oaks PUD SJC
- Gate Outpost - Neck Road - Utilities
- Ponte Vedra Beach Preserve
- Creekview Trail
- Hyland Trail Amenity Center
- Trailmark DRIMOD, LSCPA & MAJMOD
- Project Northstar
- Southbank Project - Site Plan/Due Diligence

ICI Homes

- Tamaya
- Silverleaf
- Palencia North
- Skinner ICI CDD Engineering Report
- ICI General Consultation
- Palencia N. Added Lands
- Palencia North Amenity Center & Park
- Ashford Mills Site Investigation
- Wilford/Breakaway Trails Prd
- ICI 301 Tract 2010
- Site Planning Nw Quad/Beach & Kernan Bl.
- Tamaya PUD Map
- Williams Tract Due Diligence
- Tamaya Parcel E & F Floodplain Analysis
- Tamaya Amenity Center-Site Plan.Eng. (WA7
- SilverLeaf/ICI
- East Hampton - Palm Coast
- Parcel 417 / 418 - Palm Coast
- ICI Monterey Pines South - Site Planning
- Tamaya PUD Administrative Deviation
- ICI Skinner SEQ
- Tamaya Parcels B/B-1 (243 Lot Single Fam
- ICI/Weekley - Skinner SEQ
- Lot 300 Easement - Twenty Mile Phase 5
- Westlake at Plantation Bay - Phase 13 & E-Town Parcel E-7
- SEQ Amenity Center
- ICI Parcels 417 and 418 - Aeorbic Depth
- Tamaya Parcel F - Limited Contract Admin
- ICI Woodhaven - Concept Planning
- Seven Pines Community Map Site Plan Rend
- Westlake at Plantation Bay - Unit 9B Aer
- 720 North Clay Street

Hutson Companies

- Johns Creek, PUD Mod.
- Oakleaf
- Silverleaf-Hutson Land
- Miscellaneous Services-Property Searches
- Water & Sewer Extension
- Wynnfield Lakes Cdd
- Comm.Par.-Cr210/Johns Cr(Outpar.A2 Pen.)
- Ladue Supoena
- Sj Timber
- Elkton Green
- Morocco Temple Site
- Newton Property
- Silverleaf Plantation
- Oakleaf Parcel 1 & 5 Master Site Plannin
- Hutson Elkton Property
- Elkton Property
- Biennial Monitoring Rpt-Villges Of Argyle
- Oakleaf Nopc
- Vill.Of Arg.Dri
- SJ Timber Site Planning
- BMR Vill.of Argyle AFI Par.& Ranch Vill.
- Pye Wolf Contract Administration
- BMR 2012-2014 Villages of Argyle & Ranch
- Oakleaf Parcel 1 and 5 Mass Grading Perm
- Wells Hall Due Diligence
- SR 16 & SR 13 Conceptual Roundabout
- Grand Oaks Planning & Engineering
- Villages of Argyle DRI, AFI Parcel & Ran
- Elkton Property Support
- SilverLeaf Site Planning
- Oakleaf Parcel 4B
- Trout Creek Property
- OakLeaf Parcel 9B Multi-Family
- Silverleaf-2209/Silverleaf Parkway Lands
- OakLeaf Parcel 4B Off-Site Sanitary Sewer

Pulte Homes

- Anderson/Greenbrier
- Arrowood - Bartram
- Avenues Walk
- Bayberry Modifications
- Clifton Village
- Cypress Bay
- Delwebb @ Plum Creek
- Fish Island
- Flagler Station
- Greenbrier - Bartram
- Heilow Property/CR 210
- Highwood
- Ironwood
- Marineland Lift Station Rehabilitation
- Midtowne
- Nocatee Oak Hammock
- Nocatee Tidewater
- Silverleaf
- Skinner/Point Meadows
- Summerfield
- Sweetwater-Del Webb
- Twinleaf
- Village Walk

REFERENCES

ETM's dedication to excellence has led to significant repeat business with our clients. Below are excerpts from several letters of recommendation we received from clients that reflect our performance.



"...ETM's professional staff has worked closely with the County to provide planning, design, permitting and construction administration services...It is without hesitation that I recommend ETM, and I am confident that they will provide you with the same outstanding service..."

Faith Alkhatib, PE
Flagler County Engineer



"...ETM's staff has continually exhibited a commitment to maintaining project schedules and providing the necessary resources and technical expertise needed to assure the County's goals and objectives have been met on each work assignment. I am pleased with the professional services they have provided and would highly recommend their services to an agency..."

Shawn Thomas, PE
Former Clay County Project Administrator



"... They have routinely provided superior engineering services, based upon the population of engineering firms from whom we process (permit) applications... Based upon their professional execution and responsive character, I am pleased to recommend ETM for any similar services."

David Miracle
SJRWMD Director



"...ETM's staff are professional, responsive and [have] proven to be very well qualified and competent. The Department looks forward to a continued relationship with ETM and we would not hesitate to recommend them to your organization."

Alan Obaigbena, PE
Project Engineer/NPDES Administrator



"...In addition to the engineering aspects of the Riberia Street project, ETM has assisted the City in obtaining grant funding in the form of a \$450,000 Florida Section 319 grant... Their staff members have been professional, responsive and easy to work with and I would not hesitate to work with them on future projects..."

Martha Graham
City of St. Augustine Public Works Director



St. Johns River Water Management District

Hans G. Tanzler III, Executive Director • David W. Fisk, Assistant Executive Director
David Miracle, Jacksonville Service Center Director

7775 Baymeadows Way • Suite 102 • Jacksonville, FL 32256 • (904) 730-6270 • Fax (904) 730-6292
On the Internet at floridaswater.com.

December 21, 2011

**SUBJECT: Letter of Recommendation
England-Thims & Miller, Inc.**

To Whom It May Concern:

England-Thims & Miller, Inc. (ETM) has provided professional engineering services in North Florida since 1977. During this time, they have submitted thousands of ERP permit applications to our office.

They have routinely provided superior engineering services, based upon the population of engineering firms from whom we process applications. In many cases, the significant projects which are designed by their engineering staff are among the most complex in our area.

Based upon their professional execution and responsive character, I am pleased to recommend ETM for any similar services.

Sincerely,

A handwritten signature in black ink, appearing to read 'D. Miracle', is written over a horizontal line.

David L. Miracle, P.E.
Director, Jacksonville Service Center
St. Johns River Water Management District

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Maryam H. Ghyabi, TREASURER
ORMOND BEACH

Tolomato Community Development District

14875 Old St. Augustine Road, Jacksonville, Florida 32258
Tel. (904) 288-9130 Fax (904) 288-9187

October 11, 2007

FICE Engineering Excellence Awards
125 South Gadsden Street
Tallahassee, FL 32301-1525
Attn: Kate Ray, IOM

Subject: Town of Nocatee Phase I
Re: Client/Owner Letter

To Whom It May Concern:


I am pleased to provide this Owner's Letter for the 2008 FICE Engineering Excellence Award. Our engineer is currently designing and managing more than \$200 million dollars of roadway and utility construction for the Tolomato Community Development District. Since the inception of the Nocatee development in 1998 our engineer has served as our design and engineering consultant and we are pleased that the same key professionals have remained assigned to our project throughout. Their efforts associated with this significant project have always been performed in the most professional manner.

Their responsibilities have included: stormwater master planning and design, utility master planning and design, transportation planning and design, construction engineering and inspection (CEI) and preparation of programmatic budgets. They are currently engaged in large scale construction administration services for our project and have coordinated effectively with regulatory and cooperating agencies including SJRWMD, USACOE, FDOT, St. Johns County, City of Jacksonville and JEA for timely project completion. We have found their capability to handle the dynamic requirements in a project with both significant environmental and public interest to be professional and highly effective.

Should you have any questions please feel free to contact our office.

Sincerely,

Tolomato Community Development District


Rick Ray, Chairman
Board of Supervisors



Subject: Letter of Recommendation
England, Thims & Miller, Inc. (ETM)

To Whom It May Concern,

I have been asked to provide a letter of recommendation for the engineering and design firm of England, Thims & Miller, Inc. ETM has designed and managed more than \$200 million in roadway and utility construction for The PARC Group over the past ten years. Since the inception of the Nocatee development, ETM has served as our design and engineering consultant. Their efforts associated with this significant project have always been performed in the most professional manner.

ETM's responsibilities have included master drainage design, utilities, civil engineering, roadway planning and design, project bidding and preparation of programmatic budgets. They are currently engaged in large scale construction administration for our project and have coordinated effectively with regulatory and cooperating agencies including SJRWMD, USACE, FDOT, and JEA for timely project completion. We have found ETM's capability to handle the dynamic requirements in a project with both environmental and public interest to be professional and effective.

I am pleased to recommend England, Thims & Miller, Inc.

Sincerely,

A handwritten signature in blue ink, appearing to read "G. J. Barbour", is written over the typed name.

Gregory J. Barbour

*Julington Creek Plantation
Community Development District*

950 Davis Pond Blvd. • Jacksonville, Florida 32259 • (904) 287-4180

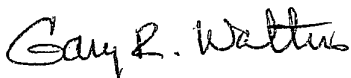
November 25, 1997

To Whom It May Concern:

The firm of England Thims & Miller has served as District Engineer for the Julington Creek Community Development District since it was formed in October of 1994. In addition to providing general engineering guidance for the District, they have been in charge of major infrastructure development for the District. In that capacity they have been responsible for overseeing the design and provided construction management of the District's recreation and swimpark complex, and full responsibility for the design and construction management (currently underway) for the expansion of State Route 13 and Racetrack Roads.

We have found England Thims & Miller to be a very well qualified and competent engineering firm, and look forward to a continued relationship. We would not hesitate to recommend them to your organization. If have any additional questions, please feel free to contact me at (904) 676-0105.

Sincerely,



Gary R. Walters
District Manager



To Whom It May Concern:

It is with great pleasure that I write a recommendation for England-Thims & Miller, Inc. Over the last three decades, ICI Homes has built thousands of quality new homes in many of the finest master planned communities in Florida. ETM has supported our success by providing professional engineering services in communities such as Tamaya and Palencia. Their focus, attention to detail, and ability to bring solutions and a willingness to dig in to the many issues, sets them apart.

I have always been impressed with the reliability and level of commitment exhibited by England-Thims & Miller. Their teams are responsive, willing to adjust, and cognizant of program requirements critical to the success of the project. Their knowledge and familiarity with local governing agencies has proven instrumental in obtaining entitlements and permitting approvals from local and state governing agencies. They are currently engaged in large-scale construction administration services for our projects and have coordinated effectively with regulatory and cooperating agencies including SJRWMD, USACOE, FDOT, St. Johns County, City of Jacksonville and JEA.

Their engineering responsibilities have included stormwater master planning and design, utility master planning and design, site development, transportation planning, CEI services, and preparation of programmatic budgets. They are exceptionally qualified to handle peak workloads, ensure proper management and positively impact quality and performance of the end product.

ETM has performed these tasks in a timely, cost-effective, and accurate manner. The work has been completed at the highest professional level with regard to local and state policies and regulations. Based upon their professional execution and responsiveness, I am pleased to recommend ETM.

Sincerely,

A handwritten signature in black ink, appearing to read "M. David Haas", with a stylized flourish at the end.

M. David Haas
Chief Development Officer

Section 5

Geographic Location

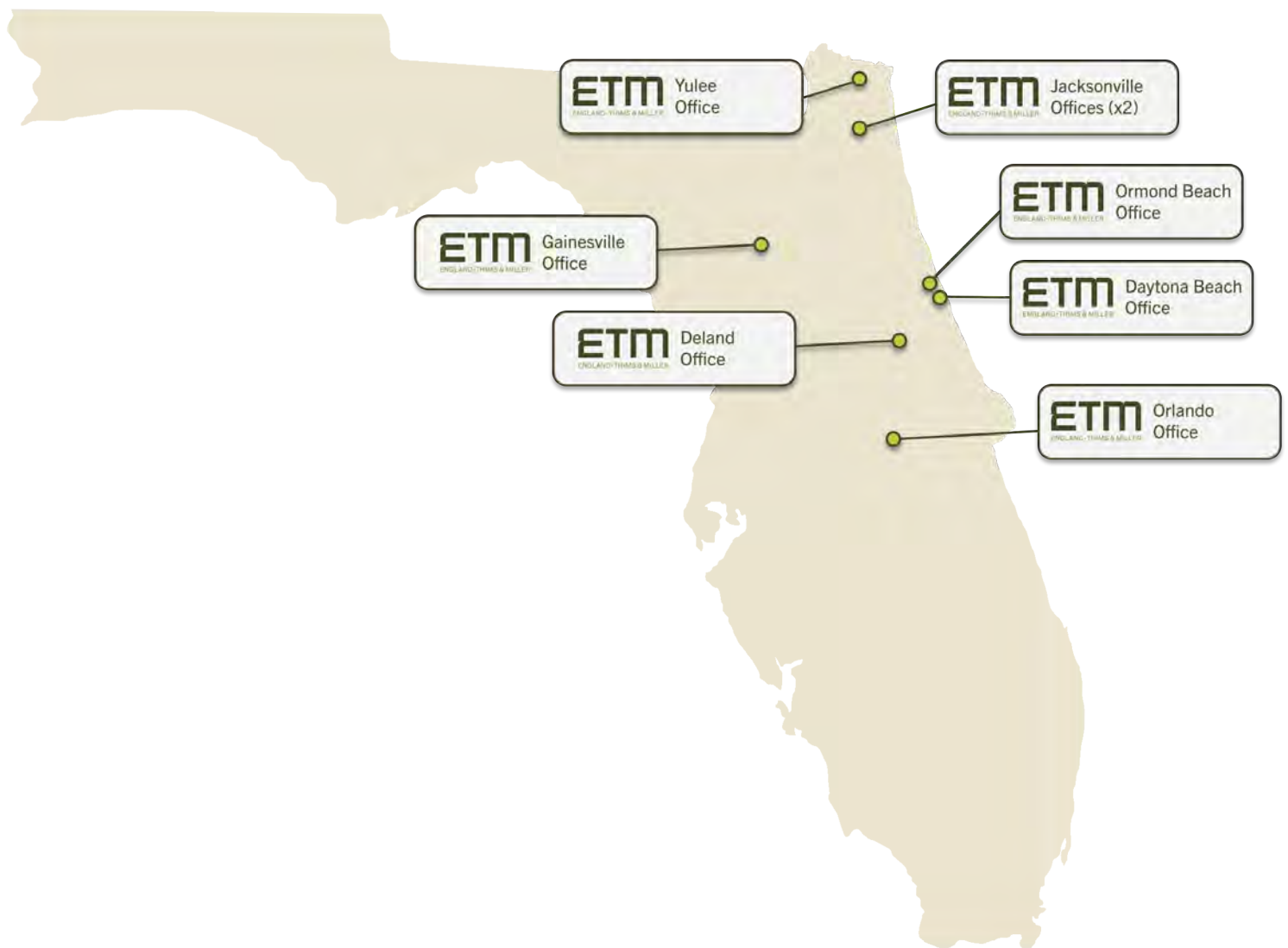
5

GEOGRAPHIC LOCATION

The District Engineer’s ability to provide responsive and timely support is critical to the successful execution of this project. ETM has offices in Jacksonville, Orlando, Yulee, Daytona Beach, Deland, Ormond Beach, and Gainesville. All project aspects will be managed from our local office in Jacksonville, located at 14775 Old St. Augustine Road, Jacksonville, Florida 32258.

Our local team of professionals are immediately available to work on this project.

Because **our local office is approximately 25 miles from the project site**, ETM’s Project Manager, Scott Lockwood, PE, can quickly respond to meeting requests or field reviews, and staff can be on-site to address needs within an hours notice.



Section 6

**Recent, Current, and
Projected Workloads**

6

RECENT, CURRENT, AND PROJECTED WORKLOADS



Our forecasting methods allow us to review backlog, scheduled submittals, and proposed staff commitments. The ETM team has evaluated our current workload and has assessed that we have more than sufficient capacity to continue working as the District Engineer.

Our District Engineer, Scott Lockwood, PE, has extensive experience with Community Development Districts and Master Planned Communities. Scott has established himself as proven client advocates with an essential understanding of the challenges and opportunities facing the District, and are personally committed to seeing this project through to completion.

There are no known commitments that will conflict with the availability of any of our key personnel on this contract. All team members currently assigned to the District will continue to be assigned, will perform the work, and will be available throughout the life of this contract.

The table shown on the following page indicates the projects currently being performed by the key ETM team members identified in Section 1, the stage of completion, and the projected availability of the team members to support Coquina Shores CDD.

Project Team Members	Current Projects	Stage of Completion	Projected Availability
Scott Lockwood, PE	Coquina Shores Engineering Plans Miscellaneous Projects	75% 25%	30%
George Katsaras, PE	Miscellaneous Projects	Varies	50%
Daniel Sims	Beacon Lake Phase 4	Under Construction	40%
Jeff Crammond, PE, PTOE, PTP	Wildlight DSAP-1 Adjustment Governors Park Big Creek Timber MU	Varies	40%
Doug Kelly, AICP, CSI	Altamonte Springs East Town Center Apartments	Ongoing	30%
Jeff Brooks	Wildlight Baptist Health - Nassau Campus Beverly Hills East - Septic Tank Phase Out	Ongoing Ongoing 90%	30%

Section 7

Volume of Work Previously Awarded

7

VOLUME OF WORK PREVIOUSLY AWARDED



ETM is in the process of designing the following projects within the limits of the District:

- Master Wastewater Modeling
- Master Roadway Infrastructure
- Construction Document Preparation

The Coquina Shores CDD requires:

- A high-level thinking approach
- Issue identification
- Solution strategy
- Implementation production
- “Boots on the ground”

ETM HAS ALL OF THIS!

Section 8

Professional Licenses

8

PROFESSIONAL LICENSES

Ron DeSantis, Governor
Melanie S. Griffin, Secretary

STATE OF FLORIDA


FBPE
FLORIDA BOARD OF PROFESSIONAL ENGINEERS

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

LOCKWOOD, SCOTT JORDAN
11001 OLD ST. AUGUSTINE ROAD
APARTMENT 215
JACKSONVILLE FL 32257

LICENSE NUMBER: PE68426
EXPIRATION DATE: FEBRUARY 28, 2025
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Ron DeSantis, Governor
Melanie S. Griffin, Secretary

STATE OF FLORIDA


FBPE
FLORIDA BOARD OF PROFESSIONAL ENGINEERS

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

KATSARAS, GEORGE VASILIOS
5019 MONROE FOREST DRIVE
JACKSONVILLE FL 32257

LICENSE NUMBER: PE54679
EXPIRATION DATE: FEBRUARY 28, 2025
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Ron DeSantis, Governor
Melanie S. Griffin, Secretary

STATE OF FLORIDA


FBPE
FLORIDA BOARD OF PROFESSIONAL ENGINEERS

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

CRAMMOND, JEFFREY ALAN
57 JACKSON AVE
PNTD VDRD BCH FL 32082

LICENSE NUMBER: PE35761
EXPIRATION DATE: FEBRUARY 28, 2025
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Melanie S. Griffin, Secretary

STATE OF FLORIDA


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BOARD OF PROFESSIONAL ENGINEERS
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WILKINSON, CHASE THOMAS
14775 OLD ST. AUGUSTINE ROAD
JACKSONVILLE FL 32258

LICENSE NUMBER: PE81324
EXPIRATION DATE: FEBRUARY 28, 2025
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Florida Department of Transportation

RON DESANTIS
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

JARED W. PERDUE, P.E.
SECRETARY

July 4, 2023

Christopher Wilkey, Chief Financial Officer
ENGLAND, THIMS & MILLER, INC.
14775 Old St. Augustine Road
Jacksonville, Florida 32258

Dear Mr. Wilkey:

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

Group 2 - Project Development and Environmental (PD&E) Studies

Group 3 - Highway Design - Roadway

- 3.1 - Minor Highway Design
- 3.2 - Major Highway Design
- 3.3 - Controlled Access Highway Design

Group 6 - Traffic Engineering and Operations Studies

- 6.1 - Traffic Engineering Studies
- 6.2 - Traffic Signal Timing

Group 7 - Traffic Operations Design

- 7.1 - Signing, Pavement Marking and Channelization
- 7.3 - Signalization

Group 10 - Construction Engineering Inspection

- 10.1 - Roadway Construction Engineering Inspection
- 10.3 - Construction Materials Inspection
- 10.4 - Minor Bridge & Miscellaneous Structures CEI
- 10.5.1 - Major Bridge CEI - Concrete
- 10.5.2 - Major Bridge CEI - Steel

Group 13 - Planning

- 13.4 - Systems Planning
- 13.5 - Subarea/Corridor Planning
- 13.6 - Land Planning/Engineering

Group 15 - Landscape Architect

Section 9

Architect-Engineer

Standard Form No. 330

ARCHITECT-ENGINEER QUALIFICATIONS

PART I - CONTRACT-SPECIFIC QUALIFICATIONS

A. CONTRACT INFORMATION

1. TITLE AND LOCATION <i>(City and State)</i> Request for Qualifications for Engineering Services for the Coquina Shores Community Development District	
2. PUBLIC NOTICE DATE 9/12/2023	3. SOLICITATION OR PROJECT NUMBER

B. ARCHITECT-ENGINEER POINT OF CONTACT

4. NAME AND TITLE George Katsaras, PE, Vice President		
5. NAME OF FIRM England-Thims & Miller, Inc.		
6. TELEPHONE NUMBER (904) 642-8990	7. FAX NUMBER (904) 646-9485	8. E-MAIL ADDRESS KatsarasG@etminc.com

C. PROPOSED TEAM

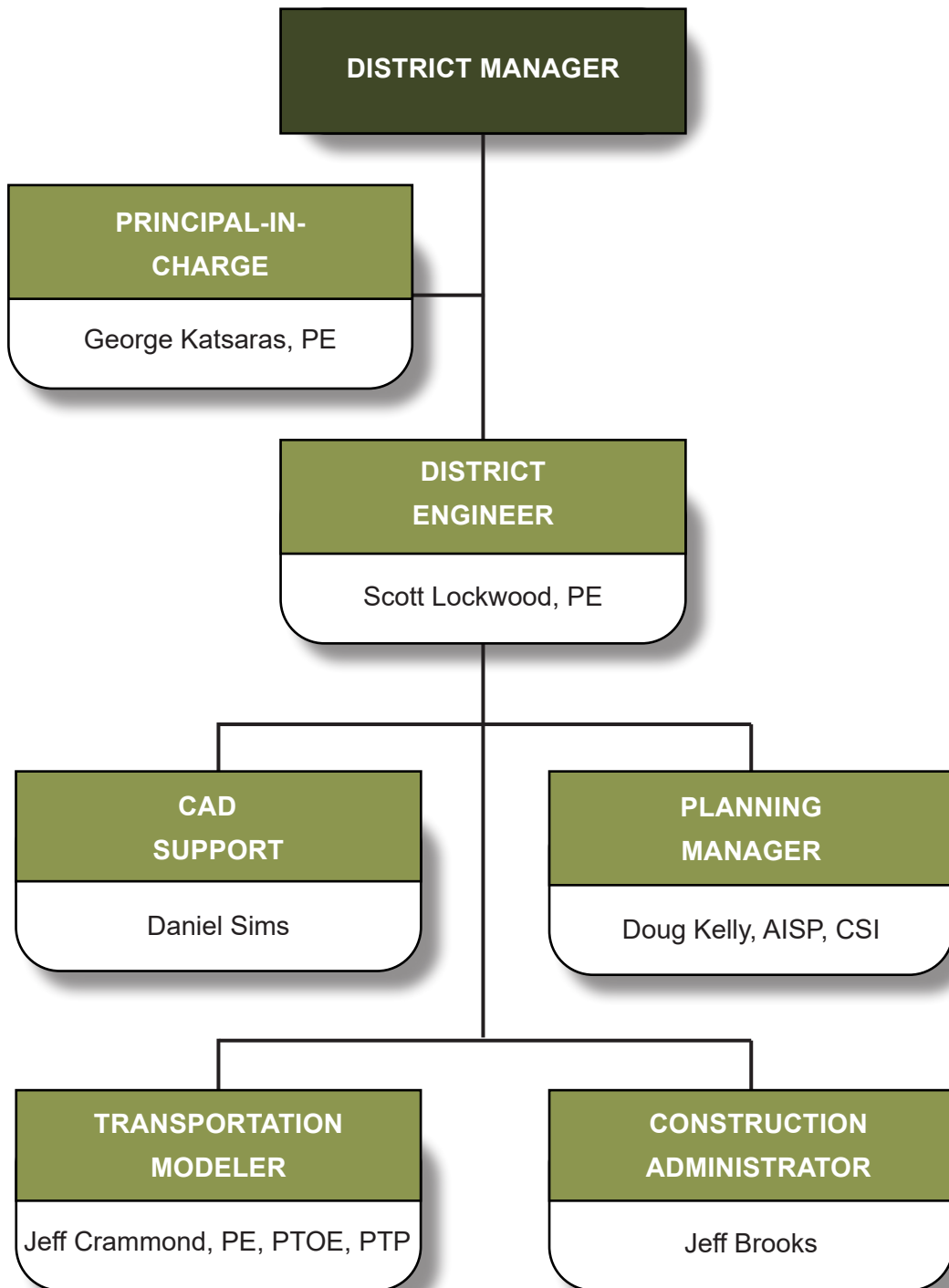
(Complete this section for the prime contractor and all key subcontractors.)

	(Check)			9. FIRM NAME	10. ADDRESS	11. ROLE IN THIS CONTRACT
	PRIME	J-V PARTNER	SUBCONTRACTOR			
a.	✓			England-Thims & Miller, Inc. <input type="checkbox"/> CHECK IF BRANCH OFFICE	14775 Old St. Augustine Road, Jacksonville, Florida 32258	District Engineer
b.				 <input type="checkbox"/> CHECK IF BRANCH OFFICE		
c.				 <input type="checkbox"/> CHECK IF BRANCH OFFICE		
d.				 <input type="checkbox"/> CHECK IF BRANCH OFFICE		
e.				 <input type="checkbox"/> CHECK IF BRANCH OFFICE		
f.				 <input type="checkbox"/> CHECK IF BRANCH OFFICE		

D. ORGANIZATIONAL CHART OF PROPOSED TEAM

(Attached)

ORGANIZATIONAL CHART



E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Scott Lockwood, PE	13. ROLE IN THIS CONTRACT	14. YEARS EXPERIENCE	
		a. TOTAL 39	b. WITH CURRENT FIRM 39
15. FIRM NAME AND LOCATION <i>(City and State)</i> England-Thims & Miller, Inc., Jacksonville, Florida			
16. EDUCATION <i>(Degree and Specialization)</i> BS, Civil Engineering, University of North Florida, 2009		17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> Florida Professional Engineer, No. 68426	
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i>			

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION <i>(City and State)</i> Meadow View at Twin Creeks CDD St. Johns County, Florida	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
a. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Project Engineer responsible for permitting and designing a 1,400-lot single-family phased subdivision within St. Johns County, Florida. This project includes a large amenity center and several community parks with numerous lift stations to serve this community designed per St. Johns County Utility Department Standards.	<input checked="" type="checkbox"/> Check if project performed with current firm	
(1) TITLE AND LOCATION <i>(City and State)</i> Southhaven CDD St. Johns County, Florida	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
b. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Engineer-of-Record responsible for providing professional engineering services related to the operation of the CDD in Duval County. ETM's efforts included coordination with utility providers, contractors, surveyors, architects, and project management.	<input checked="" type="checkbox"/> Check if project performed with current firm	
(1) TITLE AND LOCATION <i>(City and State)</i> Heritage Landing CDD St. Johns County, Florida	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
c. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Project Designer responsible for permitting and designing a 1,040-lot single-family phased subdivision within St. Johns County, Florida.	<input checked="" type="checkbox"/> Check if project performed with current firm	
(1) TITLE AND LOCATION <i>(City and State)</i> Palencia PUD North St. Johns County, Florida	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
d. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Project Manager responsible for the Water and Sewer Master plan for a large residential community with approximately 1,000 residential units, a large fitness center, and several community parks.	<input checked="" type="checkbox"/> Check if project performed with current firm	
(1) TITLE AND LOCATION <i>(City and State)</i> Six Mile Creek North St. Johns County, Florida	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
e. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Project Manager responsible for providing professional services for the Six Mile Creek North project, which is located in the 4,000-acre Six Mile Creek PUD area of the World Golf Village, Saint Johns DRI in St. Johns County, Florida.	<input checked="" type="checkbox"/> Check if project performed with current firm	

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME George Katsaras, PE	13. ROLE IN THIS CONTRACT Principal-in-Charge	14. YEARS EXPERIENCE	
		a. TOTAL 29	b. WITH CURRENT FIRM 26
15. FIRM NAME AND LOCATION <i>(City and State)</i> England-Thims & Miller, Inc., Jacksonville, Florida			
16. EDUCATION <i>(Degree and Specialization)</i> BS, Civil Engineering, Florida State University, 1994		17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> Florida Professional Engineer, No. 54679	
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i>			

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION <i>(City and State)</i> Bartram Park Jacksonville, Florida	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
a. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Project Manager responsible for providing professional engineering services for a 170-unit duplex subdivision located in the Bartram Park development in Jacksonville, Florida.	<input checked="" type="checkbox"/> Check if project performed with current firm	
(1) TITLE AND LOCATION <i>(City and State)</i> North Hampton Jacksonville, Florida	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
b. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Project Manager responsible for providing professional engineering services for the complete development at North Hampton, including the golf course. The "King" himself, Arnold Palmer, designed the course.	<input checked="" type="checkbox"/> Check if project performed with current firm	
(1) TITLE AND LOCATION <i>(City and State)</i> Durbin Crossing DRI Jacksonville, Florida	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
c. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Project Manager responsible for providing professional engineering services in support of the Durbin Crossing DRI, which is a 2,047 +/- acre mixed-use DRI. The project includes 1,551 single-family residential units, 947 multifamily units, approximately 100,000 SF of commercial space, 70,000 SF of office space, an elementary school, and 30,000 SF of community center uses.	<input checked="" type="checkbox"/> Check if project performed with current firm	
(1) TITLE AND LOCATION <i>(City and State)</i> Bayberry Development Jacksonville, Florida	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
d. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Project Manager responsible for providing professional services related to modifying engineering plans to accommodate a different townhome layout.	<input checked="" type="checkbox"/> Check if project performed with current firm	
(1) TITLE AND LOCATION <i>(City and State)</i> Aberdeen DRI Jacksonville, Florida	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
e. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE Project Manager responsible for providing professional engineering services related to Aberdeen DRI, which is a 1,313 +/- acre mixed-use DRI. The project includes approximately 60,000 SF of commercial space, 40,000 SF of office space, 1,623 single-family residential units and 395 multifamily units, an elementary school, and 10,000 SF of neighborhood center uses.	<input checked="" type="checkbox"/> Check if project performed with current firm	

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Daniel Sims, EI	13. ROLE IN THIS CONTRACT Engineer Intern	14. YEARS EXPERIENCE	
		a. TOTAL 4	b. WITH CURRENT FIRM 4
15. FIRM NAME AND LOCATION <i>(City and State)</i> England-Thims & Miller, Inc., Jacksonville, Florida			
16. EDUCATION <i>(Degree and Specialization)</i> BS, Civil Engineering, University of North Florida, 2024 (Anticipated)		17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i>	
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i>			

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
a. Meadow View at Twin Creeks CDD St. Johns County, Florida (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Mr. Sims serves as a CAD Technician, responsible for providing engineering plans. ETM's efforts include final engineering plans, water and sewer design, stormwater management and collection design, permitting, and code required landscaping.		
b. Heritage Landing CDD St. Johns County, Florida (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm CAD Technician responsible for assisting in the review of the annual CDD report for the CDD and the bond holders. Engineering services are provided by ETM to assist with any kind of problems to infrastructure.		
c. Tisons Landing CDD Jacksonville, Florida (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm CAD Technician responsible for assisting in the review of the annual CDD report for the CDD and the bond holders. Engineering services are provided by ETM to assist with any kind of problems to infrastructure.		
d. Markland CDD St. Augustine, Florida (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm CAD Technician responsible for assisting in the review of the annual CDD report for the CDD and the bond holders. Engineering services are provided by ETM to assist with any kind of problems to infrastructure.		
e. Avalon Park Daytona Beach, Florida (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm ETM's effort for this project include mass grading engineering, final engineering, water and sewer design, stormwater management and collection design, and permitting.		

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Jeff Crammond, PE, PTOE, PTP	13. ROLE IN THIS CONTRACT Transportation Planner	14. YEARS EXPERIENCE	
		a. TOTAL	b. WITH CURRENT FIRM
15. FIRM NAME AND LOCATION <i>(City and State)</i> England-Thims & Miller, Inc., Jacksonville, Florida			
16. EDUCATION <i>(Degree and Specialization)</i> MS, Civil Engineering, Florida International University, 2007; MBA, University of North Florida, 1992; BS, Civil Engineering, University of Toledo, 1980		17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> Florida Professional Engineer, No. 35761; Professional Traffic Operations Engineer, No. 1934; Professional Transportation Planner, No. 336	
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i>			

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
a. Bartram Park DRI Jacksonville, Florida (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Senior Traffic Engineer responsible for the evaluation of the transportation impacts of the changes proposed in 2006, 2007, and 2009 Notice of Proposed Change (NOPC) for the Bartram Park DRI.		
b. World Golf Village St. Johns County, Florida (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Traffic Engineer responsible for the design of the traffic signals at SR 16 and International Golf Parkway, and International Golf Parkway and World Golf Village Drive. In addition, provided traffic engineering support to St. Johns County.		
c. Celebration Pointe Alachua County, Florida (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Traffic Engineer responsible for traffic impact analysis on the area roadways and transit system of the proposed transit-oriented development.		
d. Flagler County Comprehensive Plan Update Flagler County, Florida (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Responsible for the traffic demand modeling and operational analysis/simulation of the roadway network within the unincorporated portions of Flagler County and updating the text of the Traffic Circulation Element of the Flagler County Comprehensive Plan.		
e. Traffic Signal Design for The Villages Lake, Marion, and Sumter Counties (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Traffic Engineer responsible for the development of construction plans for the installation of traffic signals at the intersections: US 27/441 and Griffin Rd. US 27/441 and Main St. US 27/441 and Avenida Central; US 27/441 and Morse Blvd. and CR 42.		

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Doug Kelly, AISP, CSI	13. ROLE IN THIS CONTRACT Planning Manager	14. YEARS EXPERIENCE	
		a. TOTAL 37	b. WITH CURRENT FIRM 3

15. FIRM NAME AND LOCATION *(City and State)*
England-Thims & Miller, Inc. (Orlando, Florida)

16. EDUCATION <i>(Degree and Specialization)</i> MA, Urban and Regional Planning, University of Florida, 1992 BA, Urban Studies, University of Florida, 1987	17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> American Institute of Certified Planners, No. 010088
------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------

18. OTHER PROFESSIONAL QUALIFICATIONS *(Publications, Organizations, Training, Awards, etc.)*
Certifications: Certified Site Inspector; Trial Certified as Expert Witness in FL & IN; AICP, National Continuing Professional Dev. Certification Program; FL Attorney General's Office - CPTED Training Program; FL Main Street Manager's Training Program

19. RELEVANT PROJECTS

a. (1) TITLE AND LOCATION <i>(City and State)</i> UF Health Shands, University of Florida, Ocala, Florida	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION <i>(If applicable)</i>
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Land Development Planning Manager for the design of a new neighborhood hospital and medical complex in Ocala, Florida. This project is a state-of-the-art medical facility for the developing community of Ocala. The 28+ acre site includes medical and retail out-parcels. Mr. Kelly is responsible for PUD approval and design guidelines.		
b. (1) TITLE AND LOCATION <i>(City and State)</i> Solera Apartments, Altamonte Springs, Florida	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION <i>(If applicable)</i>
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Land Development Planning Manager for this 278-unit, mid-rise multifamily project with structured parking. Solera Apartments is located on the north side of the Altamonte Mall. Mr. Kelly's responsibilities included site due diligence, variances, waivers, consultant coordination and development permitting.		
c. (1) TITLE AND LOCATION <i>(City and State)</i> Utility Master Plan, City of Lake Wales, Florida	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION <i>(If applicable)</i>
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Land Development Planning Manager providing engineering and land planning appraisal support services for approximately 20 parcels under acquisition by FDOT for the widening of SR 50 from two to four lanes and includes highest and best use analysis and cure approval with Lake County Development Services.		
d. (1) TITLE AND LOCATION <i>(City and State)</i> Peer Review Land Use Analysis for Major Property Owners, Lake Nona, Florida	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION <i>(If applicable)</i>
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Land Development Planning Manager providing planning and appraisal support services for approximately 35 parcels under acquisition by FDOT and Brevard County Public Works for the widening of Ellis Road from two to four lanes and includes highest and best use analysis and cure approval with City of Melbourne and City of West Melbourne Planning and Engineering Staff.		
e. (1) TITLE AND LOCATION <i>(City and State)</i> Crowtree Lakes 31-Acre Mixed Use Master Development Plan	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION <i>(If applicable)</i>
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Land Development Planning Manager for the comprehensive plan future land use map amendment and master development plan. Mr. Kelly provided development review coordination with the City of Palm Coast Development Services staff.		

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Jeff Brooks	13. ROLE IN THIS CONTRACT Construction Administrator	14. YEARS EXPERIENCE	
		a. TOTAL 39	b. WITH CURRENT FIRM 13

15. FIRM NAME AND LOCATION *(City and State)*
England-Thims & Miller, Inc., Jacksonville, Florida

16. EDUCATION <i>(Degree and Specialization)</i> BS, Project Management Colorado Technical University, 2010	17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i>
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18. OTHER PROFESSIONAL QUALIFICATIONS *(Publications, Organizations, Training, Awards, etc.)*
CTQP: Earthwork 1 & 2, Asphalt Paving 1 & 2, Concrete Field Tech 1, Drilled Shaft, Concrete Field Inspector Spec 346 TEST, QC Manager; ACI: Field Testing Technician 1; MISC: FL NPDES/FDEP Stormwater Management Inspector

19. RELEVANT PROJECTS

a. (1) TITLE AND LOCATION <i>(City and State)</i> Six Mile Creek St. Johns County, Florida	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Inspector for the Six Mile Creek North project, which is located in the 4,000 acre Six Mile Creek PUD area of the World Golf Village, Saint Johns DRI. The project is an exclusive private gated community of single family residential lots, the Laterra Resort, the King and the Bear golf course, clubhouse, restaurant, pro shop, driving range, and practice facility.		
b. (1) TITLE AND LOCATION <i>(City and State)</i> Durbin Crossing, St. Johns County, Florida	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Inspector for construction services related to the proposed development of 218± townhome units within Durbin Crossing Parcel Y. This 33.5-acre site is located in St. Johns County, just off St. Johns Parkway. This project includes the planning, surveying, engineering, and permitting necessary to develop the townhome units.		
c. (1) TITLE AND LOCATION <i>(City and State)</i> Tamaya, Duval County, Florida	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Inspector for construction services related to the Tamaya development. In addition to 2,400 homes, Tamaya will include more than 500,000 square feet of commercial/retail space and a \$10 million amenity center with a 10,000-square-foot clubhouse behind a grand gatehouse and entrance featuring a cascading water element.		
d. (1) TITLE AND LOCATION <i>(City and State)</i> Pine Ridge Plantation, Clay County, Florida	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Provided construction monitoring services for this multi-phase, planned subdivision in Clay County.		
e. (1) TITLE AND LOCATION <i>(City and State)</i> Palencia North, St. Johns County, Florida	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm Inspector for construction services related to this project along US 1 and International Golf Parkway. The 2,350-acre master-planned community offers a full-spectrum of home sites plus ancillary retail and office opportunities along with more than 33 acres of parks, trails and open areas.		

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 1
21. TITLE AND LOCATION <i>(City and State)</i> Meadow View at Twin Creeks CDD St. Johns County, Florida		22. YEAR COMPLETED PROFESSIONAL SERVICES CONSTRUCTION <i>(If applicable)</i>

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER	b. POINT OF CONTACT NAME	c. POINT OF CONTACT TELEPHONE NUMBER
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

ETM was responsible for permitting and designing a 1,400-lot single-family phased subdivision within St. Johns County, Florida. This project includes a large amenity center and several community parks with numerous lift stations to serve this community designed per St. Johns County Utility Department Standards.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME England-Thims & Miller, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Jacksonville, Florida	(3) ROLE District Engineer
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

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

20. EXAMPLE PROJECT KEY NUMBER
2

21. TITLE AND LOCATION <i>(City and State)</i> Tolomato CDD (Nocatee) St. Johns County, Florida	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION <i>(If applicable)</i>

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER The PARC Group	b. POINT OF CONTACT NAME Greg Barbour	c. POINT OF CONTACT TELEPHONE NUMBER (904) 992-9750
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

Nocatee, one of the top 10 best selling communities in the nation, is the one project in the Jacksonville region that is most similar to Big Island CDD. This 15,000-acre parcel, at total build-out, will consist of 14,000 residential units, 5 million SF of nonresidential space and recreation/open spaces, churches, schools and civic uses. ETM is proud of our involvement in the engineering design, planning and landscape architecture of this project. We have been involved with this project since 1997, when The PARC Group began the conceptual planning process.

In addition to providing the lead design consulting services, ETM was responsible for the design, permitting, and construction management of over \$200 Million of transportation, stormwater, and utility infrastructure.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME England-Thims & Miller, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Jacksonville, Florida	(3) ROLE District Engineer
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 3
21. TITLE AND LOCATION <i>(City and State)</i> Double Branch Community Development District Jacksonville, Florida	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION <i>(If applicable)</i>

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER The Hutson Companies	b. POINT OF CONTACT NAME David Hutson	c. POINT OF CONTACT TELEPHONE NUMBER (904) 262-7718
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

ETM was responsible for the master planning of this 10,000-acre DRI project. The project included roadway design, utility design and master stormwater management design and permitting. In 1999, ETM served as lead consultant in a major modification to the Argyle Forest DRI.

The land development work included engineering and landscape design of over 5,000 residential units, two amenity centers with each over \$7 Million, a regional baseball softball park, a regional soccer park, and over 1 million SF of retail and commercial space. ETM was responsible for the day-to-day coordination efforts of six residential and connector highway construction projects including Amenity Site Construction, totaling approximately \$22 Million. This project includes over 10 miles of connector roadway and infrastructure improvements, JEA and Clay County Utility Authority improvements, amenity center construction, box culvert construction, landscape and irrigation improvements, and lot development services.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME England-Thims & Miller, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Jacksonville, Florida	(3) ROLE District Engineer
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT

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

20. EXAMPLE PROJECT KEY NUMBER

4

21. TITLE AND LOCATION <i>(City and State)</i> Bartram Springs Community Development District Jacksonville, Florida	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2022	CONSTRUCTION <i>(If applicable)</i>

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Southstar Development Partners, Inc.	b. POINT OF CONTACT NAME Kimball Woodbury	c. POINT OF CONTACT TELEPHONE NUMBER (305) 476-1514
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

Bartram Springs is a 1,400-lot single family development in Southeast Duval County located on the north side of Race Track Road immediately west of Philips Highway. The site is over 1,000 acres, half of which are wetlands that discharge to a Durbin Creek tributary. Additional features and elements include a multifamily parcel, a retail component, a city park site, an elementary school, and an amenity area.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME England-Thims & Miller, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Jacksonville, Florida	(3) ROLE District Engineer
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT

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

20. EXAMPLE PROJECT KEY NUMBER

5

21. TITLE AND LOCATION *(City and State)*

Bartram Park
Jacksonville, Florida

22. YEAR COMPLETED

PROFESSIONAL SERVICES
Ongoing

CONSTRUCTION *(If applicable)*

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER

Eastland

b. POINT OF CONTACT NAME

Tom Dodson

c. POINT OF CONTACT TELEPHONE NUMBER

(904) 280-7100

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

Bartram Park is a 3,600-acre mixed-use DRI. The project is located in south Duval County and north St. Johns County along I-95. The proposed development consists of 2,000± single-family units, 7,000± multifamily units, 1.3 million SF of commercial space, 1.6 million SF office space, and 330± hotel rooms. As part of the DRI, over 2,00± acres of preservation land was provided along Julington and Durbin Creek.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME England-Thims & Miller, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Jacksonville, Florida	(3) ROLE District Engineer
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

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

20. EXAMPLE PROJECT KEY NUMBER
6

21. TITLE AND LOCATION <i>(City and State)</i> East Nassau Stewardship District Nassau County, Florida	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES Ongoing	CONSTRUCTION <i>(If applicable)</i>

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER East Nassau Stewardship District	b. POINT OF CONTACT NAME Tommy Jinx	c. POINT OF CONTACT TELEPHONE NUMBER (904) 321-1007
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

ETM is the District Engineer for the East Nassau Stewardship District, which is a 24,000-acre DRI project that includes 640 acres of commercial development. At total build-out, this project will include 11 million SF of non-residential space, 550,000 SF of commercial space, and 24,000 residential units. ETM is responsible for providing engineering, cost estimates, and plan review to ensure the proper construction of improvements within the District.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME England-Thims & Miller, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Jacksonville, Florida	(3) ROLE District Engineer
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT

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

20. EXAMPLE PROJECT KEY NUMBER
7

21. TITLE AND LOCATION <i>(City and State)</i> Heritage Landing CDD St. Johns County, Florida	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2006	CONSTRUCTION <i>(If applicable)</i>

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER D.R. Horton	b. POINT OF CONTACT NAME Bob Porter	c. POINT OF CONTACT TELEPHONE NUMBER (904) 268-2845
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

Heritage Landing includes 1,154 single family units. Amenities include "Camp Heritage", a spacious clubhouse with a 6-lane heated lap pool, fun pool with geysers, bubble and spray works, look out tower/water slide, bath houses, fitness facility, open air terrace, outdoor story teller and fire ring, outdoor movie screen, volleyball, horseshoes, shuffleboard, bocceball playground, tennis courts, basketball courts, baseball and soccer fields, a large fitness center and a small community park with three lift stations to serve this community designed per St. Johns County Utility Department Standards. ETM was responsible for permitting and designing a 1,040-lot single-family phased subdivision within St. Johns County, Florida.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME England-Thims & Miller, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Jacksonville, Florida	(3) ROLE District Engineer
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

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

20. EXAMPLE PROJECT KEY NUMBER
8

21. TITLE AND LOCATION <i>(City and State)</i> Southhaven CDD St. Johns County, Florida	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2013	CONSTRUCTION <i>(If applicable)</i>

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Southeast Land Strategies, LLC	b. POINT OF CONTACT NAME Ryan Messina	c. POINT OF CONTACT TELEPHONE NUMBER (904) 257-8256
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

ETM was contracted by Southeast Land Strategies to provide professional engineering services related to a proposed 345-unit single family development on a 314 acre site located in St. Johns County. ETM was responsible for providing professional engineering services related to the operation of the CDD in St. Johns County. ETM's efforts for this project included coordination with utility providers, coordination with contractors, permitting, engineering services, project management, coordination with surveyors, architects, and other consultants, and requisition processing.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME England-Thims & Miller, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Jacksonville, Florida	(3) ROLE District Engineer
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER 9
21. TITLE AND LOCATION <i>(City and State)</i> Sweetwater Creek CDD Duval County, Florida	22. YEAR COMPLETED	
	PROFESSIONAL SERVICES 2020	CONSTRUCTION <i>(If applicable)</i>

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER Sweetwater Creek CDD	b. POINT OF CONTACT NAME Jill Cupps	c. POINT OF CONTACT TELEPHONE NUMBER (407) 381-3256
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24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT *(Include scope, size, and cost)*

ETM was contracted by Sweetwater Creek Community Development District (CDD) to provide professional engineering support services related to the operation of the CDD in Duval County. ETM's efforts for this project included, coordination with utility providers, coordination with contractors, permitting, engineering services, project management, coordination with surveyors, architects, and other consultants, and requisition processing.

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME England-Thims & Miller, Inc.	(2) FIRM LOCATION <i>(City and State)</i> Jacksonville, Florida	(3) ROLE District Engineer
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

H. ADDITIONAL INFORMATION

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

I. AUTHORIZED REPRESENTATIVE

The foregoing is a statement of facts.

31. SIGNATURE



32. DATE

9/12/2023

33. NAME AND TITLE

George Katsaras, PE, Vice President

ARCHITECT-ENGINEER QUALIFICATIONS

1. SOLICITATION NUMBER (If any)

PART II - GENERAL QUALIFICATIONS

(If a firm has branch offices, complete for each specific branch office seeking work.)

2a. FIRM (or Branch Office) NAME England-Thims & Miller, Inc.			3. YEAR ESTABLISHED 1983	4. UNIQUE ENTITY IDENTIFIER 09-783-0251
2b. STREET 14775 Old St. Augustine Road			5. OWNERSHIP a. TYPE Corporation	
2c. CITY Jacksonville,	2d. STATE FL	2e. ZIP CODE 32258		
6a. POINT OF CONTACT NAME AND TITLE Scott Lockwood, PE, Senior Project Manager			b. SMALL BUSINESS STATUS N/A	
6b. TELEPHONE NUMBER (905) 642-8990		6c. EMAIL ADDRESS LockwoodS@etminc.com		
7. NAME OF FIRM (If Block 2a is a Branch Office)				

8a. FORMER FIRM NAME(S) (If any) Bassett, England & Thims, Inc.		8b. YEAR ESTABLISHED 1977	8c. UNIQUE ENTITY IDENTIFIER 09-783-0251
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9. EMPLOYEES BY DISCIPLINE				10. PROFILE OF FIRM'S EXPERIENCE AND ANNUAL AVERAGE REVENUE FOR LAST 5 YEARS		
a. Function Code	b. Discipline	c. Number of Employees		a. Profile Code	b. Experience	c. Revenue Index Number (see below)
		(1) FIRM	(2) BRANCH			
02	Administrative	38		C10	Shopping Center	6
08	CADD Technician	25		C15	Construction Management	8
12	Civil Engineer	51		E12	Environmental Remediation	4
15	Construction Inspector	34		H07	Highway/Streets	5
16	Construction Manager	6		H09	Hospital & Medical Facilities	4
29	GIS Specialist	18		H11	Housing	7
39	Landscape Architect	8		I01	Industrial Buildings	2
47	Planner: Urban/Regional	6		I06	Irrigation/Drainage	2
48	Project Manager	8		L03	Landscape Architecture	2
58	Survey	85		O01	Office Building	3
				O03	Utilities	3
				P05	Planning-Area	5
				P06	Planning-Site	6
				P07	Land Fills	2
				R04	Recreation	2
				S04	Sewage Treatment	3
				S10	Surveying	6
				S13	Storm Water	4
				T03	Traffic Engineering	6
				U02	Community Development	2
	Other Employees	43		W02	Ground Water	2
	Total	322		W03	Water Treatment	4

11. ANNUAL AVERAGE PROFESSIONAL SERVICES REVENUES OF FIRM FOR LAST 3 YEARS (Insert revenue index number shown at right)		PROFESSIONAL SERVICES REVENUE INDEX NUMBER								
		1. Less than \$100,000	2. \$100,000 to less than \$250,000	3. \$250,000 to less than \$500,000	4. \$500,000 to less than \$1 million	5. \$1 million to less than \$2 million	6. \$2 million to less than \$5 million	7. \$5 million to less than \$10 million	8. \$10 million to less than \$25 million	9. \$25 million to less than \$50 million
a. Federal Work	2									
b. Non-Federal Work	9									
c. Total Work	9									

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

a. SIGNATURE 		b. DATE 9/12/2023
c. NAME AND TITLE George Katsaras, Vice President		

The logo consists of the letters 'ETM' in a bold, stylized, sans-serif font. The 'E' is particularly wide and blocky, while the 'T' and 'M' are also thick and modern.

ENGLAND-THIMS & MILLER

14775 Old St. Augustine Road

Jacksonville, Florida 32258

(904) 642-8550

www.etminc.com

SEVENTH ORDER OF BUSINESS

Coquina Shores

Community Development District

FY 23 Funding Request #2

September 14, 2023

PAYEE	GENERAL FUND
1 Governmental Management Services	
Inv# 1 - Management Fees - August 2023	\$ 1,935.60
Inv# 2 - Management Fees - September 2023	\$ 4,000.00
TOTAL	\$ 5,935.60

Please make check payable to:

Coquina Shores Community Development District
475 West Town Place Ste 114
St Augustine FL 32092

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 1
Invoice Date: 8/17/23
Due Date: 8/17/23
Case:
P.O. Number:

Bill To:
Coquina Shores CDD

Description	Hours/Qty	Rate	Amount
Management Fees - (Prorated 8/17/23 - 8/31/23)	15	120.97	1,814.55
Website Administration - (Prorated 8/17/23 - 8/31/23)	15	3.23	48.45
Information Technology - (Prorated 8/17/23 - 8/31/23)	15	4.84	72.60

Total	\$1,935.60
Payments/Credits	\$0.00
Balance Due	\$1,935.60

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 2
Invoice Date: 9/1/23
Due Date: 9/1/23
Case:
P.O. Number:

Bill To:
Coquina Shores CDD

Description	Hours/Qty	Rate	Amount
Management Fees - September 2023		3,750.00	3,750.00
Website Administration - September 2023		100.00	100.00
Information Technology - September 2023		150.00	150.00
Total			\$4,000.00
Payments/Credits			\$0.00
Balance Due			\$4,000.00