

**TOWN OF MEDLEY
REQUEST FOR QUALIFICATIONS**

**CONTINUING PROFESSIONAL ARCHITECTURAL, LANDSCAPE
ARCHITECTURAL, ENGINEERING AND SURVEY & MAPPING
SERVICES**

RFQ No. 2017-001



The Town of Medley Council:

**Mayor Roberto Martell
Vice Mayor Jack Morrow
Councilmember Edgar Ayala
Councilmember Susana Guasch
Councilmember Griselia Digiacomio**

Town of Medley
7777 NW 72nd Ave
Medley, FL 33166

DATE ISSUED: November 3rd, 2016

CLOSING DATE: December 13th, 2016

Solicitation Summary

Solicitation Number 2017-001

Title Continuing Professional Architectural, Landscape Architecture, Survey/Mapping and Engineering Services

Issue Date November 3rd, 2016

Question & Answer End Date December 5th, 2016

Submittal Due Date December 13th, 2016
Deadline 3:00 p.m., EST

Contact bidinfo@townofmedley.com

Submission Information

Statements of Qualifications may be submitted by mail or personally delivered by sealed hard copy, marked on the outside with Request for Qualification (RFQ) No. 2017-001 and name, to Office of the Town Clerk, Medley Town Hall, 7777 NW 72nd Avenue, Medley, FL 33166. All Statements of Qualifications and any other items as indicated in the following document must be returned, properly completed, and in a sealed envelope or your Statement of Qualifications may be disqualified. If more than one package is submitted they should be marked 1 of 2, etc. All Statements of Qualifications must be received no later than **December 13th, 2016 3:00 p.m.** The responsibility for submitting Statements of Qualifications before the stated time and date is solely the responsibility of the Proposer. The Town will not be responsible for delays caused by mail, courier service, including U.S. Mail, or any other occurrence. Please use item response form below for the outer portion of your envelope or box to be submitted.

Tentative Schedule

RFQ Advertised or issued:	<u>November 3rd</u> , 2016
Last day for questions:	<u>December 5th</u> , 2016
Submittal Due Date:	<u>December 13th</u> , 2016
Evaluation Committee Recommendations:	<u>January 12th</u> , 2016
Town Council Award	<u>February 6th</u> , 2016

Solicitation Response Form

RFQ 2017-001

**Continuing Professional Architectural, Landscape
Architecture, Survey/Mapping and Engineering Services**

Due Date

December 13th, 2016 at 3:00 p.m.

Delivery Location

Office of the Town Clerk
Town Hall
Town of Medley
7777 NW 72nd Avenue
Medley, FL 33166

Submitted By: (Name of company and address)

Proposer's Project (Contract) Manager and contact information:

For Official Use Only

Date and Time Received: _____

Received by: _____

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Town of Medley

Request for Qualifications
for
Continuing Professional Architectural, Landscape Architecture, Engineering
and Survey & Mapping Services

I. Introduction

Pursuant to Florida Statute § 287.055, the Consultants' Competitive Negotiations Act, the Town of Medley (the "Town") seeks to retain qualified architectural, landscape architectural, engineering and survey & mapping firms to provide continuing professional architecture, landscape architecture, engineering and/or survey & mapping services ("Professional Services") to the Town and invite qualified Professional Service firms ("Consultants") to submit Statements of Qualifications in response to this Request for Qualifications (the "RFQ").

The Town intends to pre-qualify additional consultants and retain one or more firms qualified under separate continuing services agreements for Professional Services within the Town. No minimum amount of such Professional Services or compensation will be guaranteed to any of the firms so retained, and the Town shall not be prevented in any manner from retaining other firms, in its sole discretion, to perform any such work.

As provided in Section 287.055, Fla. Statutes, the selected firm(s) will be retained under a continuing contract and shall be requested to provide services on an on-going, as-needed basis, for various projects for and assignments by the Town. These services shall include, but shall not be limited to, those specified herein. The Town intends to retain more than one (1) firm, if possible, to be available to perform services, which may include, without limitation, engineering, architecture, electrical engineering, right-of-way and traffic engineering, construction engineering, civil engineering, environmental permitting and engineering, preparation of plans and specifications, design criteria documents, owner's representative services, advising on the acquisition, improvement or operation of Town lands, buildings, facilities, utilities, and roads, the administration of Town services, and the planning, design and/or construction supervision and administration for one or any of the Town's various projects, which may include, without limitation, transportation and transit facilities, public buildings, municipal utilities including water, sewer, electric, natural gas, drainage, and municipal lands, parks, facilities and open space. The Town, on an as needed basis, will periodically issue work orders for specific projects and assignments to the retained Consultant(s).

The retained Consultant(s) shall demonstrate specific experience and capabilities and must have personnel qualified through education and experience in the specified disciplines. Firms should provide in-house capability for all the required services, but subcontracting for specialty services will be considered. The qualifications and selection of consultants shall be in accordance with Florida Statutes § 287.055. Consultants must be currently licensed to practice in the State of Florida in the particular pre-qualification discipline in which they applied.

Consultants interested in responding may obtain a copy of this RFQ on or after November 3rd, 2016. Copies of the RFQ, Registered Plan Holder Information form and all other solicitation related documents will only be made available on the Town's website <http://www.townofmedley.com>, and selecting "Open Bid Invitation". All related questions regarding the RFQ should be addressed to bidinfo@townofmedley.com. All interested plan holders MUST be registered prior to submittal of any RFIs.,.

II. Submittal Date

- A. All Statements of Qualifications (the "Statements of Qualifications" or "Proposals") are due, and must be submitted, no later than **December 13th, 2016, at 3:00 p.m.**, EST or any time prior (the "Submittal Date") thereto to the Office of the Town Clerk, Medley Town Hall, 7777 NW 72nd Avenue, Medley, Florida 33166. All Statements of Qualifications received will be publicly read in the Council Chambers, on the date and at the time specified. All Statements of Qualifications received after that time shall be returned, unopened.
- B. Consultants shall furnish one (1) original copy, five (5) duplicate copies and one (1) digital copy (via CD or jump drive) of the Statements of Qualifications to the Town in a sealed envelope clearly marked with the RFQ Title and Number. Statements of Qualifications submitted via email, facsimile or other telegraphic means shall not be considered.
- C. Statements of Qualifications received after the closing time and date, for any reason whatsoever, will not be considered. Any disputes regarding timely receipt of Statements of Qualifications shall be decided in the favor of the Town. Proposers shall assume full responsibility for timely delivery at the location designated for receipt of Statements of Qualifications. The Town shall not be responsible for Statements of Qualifications received after the submittal deadline and encourages early submittal. Statements of Qualifications received by the Town after the time specified for receipt shall not be considered.
- D. All information required by the RFQ must be supplied to constitute an acceptable Statements of Qualifications.
- E. Statements of Qualifications must be addressed as follows for mail or hand delivery:

Office of the Town Clerk, Medley Town Hall
7777 NW 72nd Avenue,
Medley, Florida 33166
- F. Statements of Qualifications shall be submitted in an envelope marked "**RFQ No. 2017-001– Request for Qualifications for Continuing Professional**

Architectural, Landscape Architecture, Engineering and Survey & Mapping Services.”

III. Scope of Services

The Town intends to retain multiple firms, if possible, via continuing contracts, to be available to perform services, which may include, without limitation, engineering, architecture, planning, permitting, electrical engineering, right-of-way and traffic engineering, civil engineering, construction engineering, civil engineering, environmental permitting and engineering, parcel surveying services, preparation of plans and specifications, preparation of design criteria packages for design/build projects, owner’s representative services, advising on the acquisition, improvement or operation of Town lands, buildings, facilities, utilities, and roads, and the administration of Town services, and the planning, design and/or construction supervision and administration for one or any of the Town’s various projects, which may include, without limitation, transportation and transit facilities, municipal buildings, municipal utilities including water, sewer, electric, natural gas, drainage, and municipal lands, parks, facilities and open space. The Town, on an as needed basis, will periodically issue Work Assignments for specific projects and scopes of work to the retained Consultant(s).

The Town may elect to have the Consultant(s) provide design criteria documents if the Town decides to implement a project by the design/build approach. It will be required that Consultant’s plans shall be developed on the current supported release of AutoCad version, and a reproducible hard copy and CD of plans shall be submitted in a version acceptable by the Town. The Town may elect to have the selected Consultant(s) provide all of these services, some of the services, or none of these services. The selected firm(s) is/are not guaranteed any work by the Town under this solicitation. All projects will be coordinated with the Town Engineer and/or Contract Administrator.

IV. Cone of Silence

- A. Notwithstanding any other provision in this solicitation, the provisions of Section 2-11.1 Conflict of Interest and Code of Ethics Ordinance, as set forth in subsection (t) “Cone of Silence,” of the Miami-Dade County Code are applicable to this transaction. The “Cone of Silence” prohibits the following activities:
1. Any communication regarding this RFQ between a potential vendor, service provider, Proposer, lobbyist or consultant and the Town’s professional staff;
 2. Any communication regarding this RFQ between the Mayor, Town Council members and any member of the Mayor and Council’s professional staff;
 3. Any communication regarding this RFQ between potential vendor, service provider, Proposer, lobbyist or consultant and any member of a selection committee;
 4. Any communication regarding this RFQ between the Mayor, Town Council members and any member of the selection committee therefore;
 5. Any communication regarding this RFQ between any member of the Town’s professional staff and any member of the selection committee; and

6. Any communication regarding this RFQ between a potential vendor, service provider, Proposer, lobbyist or consultant and the Mayor or Town Council.
- B. These prohibitions do not apply to communications with the Town Attorney and his or her staff.
 - C. The “Cone of Silence” is imposed upon this RFQ after advertisement of this RFQ has been duly posted. The “Cone of Silence” shall terminate at the time that the Town makes a recommendation to the Mayor and Council, unless the Council refers the recommendation back to staff for further review. While the Cone of Silence is in effect, Town Staff shall create a written record of any oral communications with potential vendor, service provider, Proposer, lobbyist, or consultant related to or regarding a solicitation, bid, proposal, or other competitive process. The record shall indicate the date of such communication, the persons to whom staff communicated, and a general summation of the communication. This subsection applies to all communications made while the Cone of Silence is in effect for a particular solicitation.
 - D. The “Cone of Silence” shall NOT apply to:
 1. Oral communications at pre-bid conferences;
 2. Oral presentations before publicly noticed selection committee meetings;
 3. Contract negotiations during any duly noticed public meeting;
 4. Duly noticed site visits to determine the competency of Proposers regarding a particular bid during the time period between the opening of bids and the time the Town makes a written recommendation;
 5. Emergency procurement of goods or services;
 6. Communications regarding this RFQ between any person and the Town’s procurement agent or contracting officer responsible for administering the procurement process for this RFQ, provided the communication is limited strictly to matters of process or procedure already contained in the corresponding solicitation document;
 7. Communications between a potential vendor, service provider or Proposer and the Town’s procurement agent or contracting officer responsible for administering the procurement process for this RFQ, or other department(s) identified in the solicitation document as the issuing department;
 8. Consultations by the Town’s procurement agent or contracting officer responsible for administering the procurement process for this RFQ with professional procurement colleagues in determining an appropriate approach or option involving a solicitation in progress;
 - E. Any questions, clarifications or other requests desired by a Proposer regarding this RFQ must be requested by email to **bidinfo@townofmedley.com**.
 - F. Any questions concerning compliance with the “Cone of Silence” are to be directed to the Town Attorney.

- G. Upon imposition of the Cone of Silence for this RFQ, the Town Attorney shall:
1. issue a written notice to affected Town departments;
 2. file a copy of the Notice required by subsection (1) with the Town Clerk with a copy to the Mayor and Town Council; and
 3. include in the public solicitation for goods and services a statement disclosing the requirements of the Cone of Silence as follows:

Pursuant to subsection (t) "Cone of Silence" of Section 2-11.1 "Conflict of Interest and Code of Ethics Ordinance" of Miami-Dade County, public notice is hereby given that a "Cone of Silence" is imposed concerning this solicitation. The "Cone of Silence" prohibits communications concerning RFP's, RFQ's or Bids, until such time as a written recommendation is presented to the Town Mayor and Council concerning the transaction. Procedures regarding the Cone of Silence can be found in the Request for Qualifications documents.

- H. The Cone of Silence shall terminate at the beginning of a Town Council Meeting at which the Town's professional staff makes their recommendation to the Mayor and Town Council. However, if the Town Council refers to the recommendation back to the Town's professional staff for further review, the Cone of Silence shall be re-imposed until such time as the a subsequent written recommendation is made.
- I. Violation of this section by a particular Proposer shall render any RFQ award to said Proposer voidable by the Town Council. Any person who violates a provision of this section may be prohibited from serving on a Town selection or evaluation committee. In addition to any other penalty provided herein, violation of any provision of this section by a Town employee may subject said employee to disciplinary action.

V. Format and Content of Statement of Qualifications

A Consultant interested in performing any of the Professional Services must indicate which discipline of Professional Services for which it wishes to be considered on the PROPOSED PROFESSION SERVICES SUBMITTAL FORM (Exhibit "A"), be appropriately licensed to perform that type of work, demonstrate considerable relevant experience with that type of work and should emphasize both the experience and capability of particular personnel who will actually perform the work.

In order to ensure a uniform review process and to obtain the maximum degree of comparability, it is required that the Statements of Qualifications be organized in the manner specified. Failure to do so may deem a submitted Statements of Qualifications as non-responsive. The following information and documents, as well as the manner and order same are presented, are required for the Statements of Qualifications. Failure to provide the information as requested may cause the State of Qualifications to be deemed nonresponsive.

- COVER:** **Solicitation Response Form:**
The SOLICITATION RESPONSE FORM (page 3 of this document) with Consultant’s business name, address, and telephone number; name and all contact information for the individual that will serve as “Project Manager,” a primary liaison between the Consultant and the Town; date; and subject “Statement of Qualifications for Continuing Professional Architectural, Landscape Architecture, Engineering and Survey & Mapping Services for Various Projects.
- TAB 1:** **Table of Contents**
A Table of Contents that outlines in sequential order the major areas of the Statement of Qualifications, including enclosures. All pages must be consecutively numbered and correspond to the Table of Contents. The following order must be used: Title Page, Table of Contents, Transmittal Letter, General Information, Specific Information, References and Proof of Insurance. (One page limit.)
- TAB 2:** **Transmittal Letter**
A brief letter that states the Firm’s commitment to the Town and an understanding of the work to be performed. (One page limit.)
- TAB 3:** **Professional Services that the responding firm is proposing to perform**
PROPOSED PROFESSIONAL SERVICES SUBMITTAL FORM (Exhibit “A”) indicating which specific Professional Services the proposing Consultant wishes to be considered for providing to the Town under a Continuing Contract.
- TAB 4:** **Qualifications of the Firm.**
Indicate the firm’s number of years of experience in providing Professional Services selected on the Proposed Professional Services Submittal Form (Exhibit “A”). Provide the form of organization or the business structure (corporation, partnership, etc.), and the principals, officers and directors of the Firm, with address, phone number, fax number, E-Mail address, web site, contact person(s), etc. The firm should be established as a legal entity or registered to do business in the State of Florida and appropriate documentation must be provided. Relative size of the firm, including management, technical and support staff, appropriate professional licenses and any other pertinent information shall be submitted. (Two page limit, plus registration and licensing documentation.)
- List the members of the Firm or project team. Provide a list of the Consultant’s personnel to be used for the types of projects listed and their qualifications, including an organizational chart of key personnel and staffing. Provide any other documentation that demonstrates the

Consultant's ability to satisfy all of the minimum qualification requirements. Statements of Qualifications that do not contain such documentation may be deemed non-responsive. (Two page limit, plus resumes.)

TAB 5: Firm and Key Personnel's Experience

Provide a list of personnel and team members to be available for work under a contract resulting from this solicitation. Additionally one-page resume including education, experience, licenses and any other pertinent information shall be included for each key person on the list. Key personnel MUST have a minimum of five (5) years' experience in the Professional Services being offered, and have served in key roles on similar projects on a minimum of three (3) previous occasions.

Provide a list and description of a minimum of five (5) similar municipal and other projects or services rendered similar to those contemplated by this RFQ satisfactorily performed within the past five (5) years. (One page per project.)

TAB 6: Approach to Handling of Potential Projects (2-page limit)

A description of the proposed approach to the project(s) that may be assigned to your firm. As part of the project approach, the firm shall propose a scheduling methodology (time line) for effectively managing and executing the work in the optimum time. Also provide information on your firm's current workload and how the potential project(s) will fit into your workload. Describe available facilities, technological capabilities and other available resources you offer for the potential project(s).

Provide in concise narrative form, your understanding of the Town's needs, goals and objectives as they relate to the potential project(s), and your overall approach to accomplishing the project(s). Give an overview on your proposed vision, ideas and methodology;

TAB 7: References

Three (3) letters of references shall be submitted as part of the Statement of Qualifications, which shall each include the following information from the referencing individual:

- A. Name;
- B. Position;
- C. Entity;
- D. Address;
- E. Telephone & Facsimile Number;
- F. E-Mail Address;
- G. Contract Date and Value;

- H. Description of Project/Work; and
- I. Total cost of the construction/studies, estimated and actual.

TAB 8: Proof of Existing Insurance/Sample Insurance Certificate

Evidence of insurance currently in place that meets or exceeds the specifications of Section VII herein or a commitment from an insurance company that such insurance coverage may be obtained by the Proposer. The successful Firm(s) must submit, prior to signing of a contract, a Certificate of Insurance naming the Town as an additional insured and meeting the requirements of Section VII; and

TAB 9: Litigation

Describe any and all previous or pending litigation(s) or investigation(s), either civil or criminal, involving a governmental agency, or which may affect the performance of the Services to be rendered herein, in which the Consultant and/or any of its employees, subcontractors or subconsultants is/are and/or has/have been involved within the last five (5) years.

TAB 10: Single Execution Affidavit Form

Initialed for each affidavit and certification with sworn signature and notarization for the form

TAB 11: W-9 Form

VI. Submission of Statement of Qualifications.

- A. Late Submissions: Statements of Qualifications received by the Town after the time specified for receipt will not be considered. They will be marked "LATE" and returned unopened.
- B. Completeness: All information required by this RFQ must be supplied to constitute an acceptable and complete proposal.
- C. Incurred Expenses: The Town is not responsible for any expenses that may be incurred in the preparation and submission of this proposal, including, but not limited to, any presentations that may be requested.
- D. Economy of Preparation: Statements of Qualifications should be prepared simply and economically, providing a straightforward, concise description of the Proposer's ability to fulfill the requirements of the Statement of Qualifications.
- E. Interviews: The Town reserves the right to short-list Consultants and conduct personal interviews or require presentations by any or all Consultants prior to ranking, or at any time during the evaluation process, or at the Council Meeting where selection and award is made.

- F. Submittal; Acknowledgement: By submitting a proposal, the Consultant shall certify that they have fully read and understood this RFQ and the proposal method and has full knowledge of the scope, nature, and quality of work to be performed.
- G. Request for Additional Information: The Town reserves the right to amend this RFQ by written addenda with additional clarifying information. Any changes to this RFQ will be brought to the attention of all firms that have collected the RFQ. Only written addenda will be binding. Firms shall acknowledge receipt of addenda.
- Firms shall furnish additional information as the Town may require. This includes information that indicates financial resources as well as ability to provide the requisite services. The Town reserves the right to make investigations of the qualifications of the firm as it deems appropriate, including but not limited to background investigations and checking of references.
- H. Statements of Qualifications Binding: All Statements of Qualifications submitted shall be binding for one hundred twenty (120) calendar days following opening.
- I. Public Reading: All Statements of Qualifications will be publicly read at 3:05 p.m. at the Town Hall on the Submittal Date of this RFQ.
- J. Award Presentation: The Town's staff will present to the Town Council for acceptance, selection and final award the ranking of all firms with proposals qualified pursuant to this RFQ and a recommendation for awards, or recommend that all proposals be rejected. The Town will negotiate terms with the selected firm(s), subject to the approval of the Town Council, and enter into continuing service agreement(s) on those terms with the selected firm(s).
- K. Acceptance/Rejection/Modification to Proposals: The Town reserves the right to reject any and all Statements of Qualifications, to discontinue this RFQ process, or to waive minor irregularities in the Statements of Qualifications and to make awards in the best interests of the Town.
- L. Proposal Withdrawal: Firms may withdraw their proposals by notifying the Town Clerk in writing at any time prior to the scheduled submittal date and time. Firms may withdraw their proposals in person or through an authorized representative. Firms and authorized representatives must disclose their identity and provide written receipt for the returned proposals. Proposals, once opened, become the property of the Town and will not be returned to the firms.
- M. Proposal Disclosure: Upon opening, proposals become "public records" and shall be subject to public disclosure consistent with Chapter 119, Florida Statutes, to the extent applicable. In the event any information contained in a Statement of Qualifications which the Proposer considers to be confidential and/or proprietary and which they believe to be exempt from disclosure, Proposers are required to *specifically identify* such information, citing specifically the applicable exempting

law. All Statements of Qualifications received from Proposers in response to this RFQ will become the property of the Town and will not be returned to the Proposers. In the event of contract award, all documentation produced as part of the contract will become the exclusive property of the Town.

- N. Proposal Pricing–Not to be Included: **FIRMS SUBMITTING STATEMENTS OF QUALIFICATIONS SHALL NOT SUBMIT PRICING WITH THEIR STATEMENTS OF QUALIFICATIONS.** The Town may request, accept and consider proposals for the compensation to be paid under the continuing contract only during the competitive negotiations phase of the RFQ.

VII. Insurance

Where Consultants are required to enter or go onto the Town property (including any property which is owned or leased by the Town or upon which the Town has a license, easement or right-of-way) to deliver materials or perform work or services as a result of an award, the successful Consultant will assume the full duty, obligation and expense of obtaining all necessary licenses, permits and insurance and assure all work complies with all applicable Miami-Dade County and Town building requirements and the Florida Building Code. The Consultant shall be liable for any damages or loss to the Town occasioned by negligence of the Consultant or any person the Consultant has designated in the completion of the contract as a result of his or her Statement of Qualifications.

Consultants shall furnish insurance certificates indicating satisfactory insurance coverage at its sole cost and expense, maintain in full force and effect during the term of the agreement, policies of insurance of the type and in the minimum amounts stated below. Such policy (s) will be issued by an insurer of recognized responsibility and rated no less than “A” by the A.M. Best Company or similar insurance rating firm. Such policy (s) will contain appropriate cross liability clauses, be primary without right of contribution, and will provide that the Town will be given 30 days advance written notice in the event of cancellation, termination or modification which materially restricts the coverage thereof.

Prior to the execution of the Continuing Professional Services Agreement, Consultant will provide the Town with a certificate of insurance and a copy of the policy endorsement naming the Town of Medley, its employees, directors, officers, agents, independent contractors, successors and assigns, and other authorized representatives as additional insured to the extent of the contractual obligation assumed by the Consultant. The certificate shall show a waiver of subrogation and hold harmless agreement in favor of the Town, its employees, directors, officers, agents, independent contractors, successors and assigns, and other authorized representatives.

Requirements

Provide Certificate of Insurance for the insurance that, if selected, will need to be in force at all times during the contract period. Insurance company coverage must be with a current AM Best’s rating of no less than A and include the following coverages:

- A. Workers’ Compensation Insurance: statutory requirement;

- B. Employer's Liability Insurance: \$1,000,000.00 per occurrence;
- C. Commercial General Liability: \$2,000,000.00;
- D. Professional Liability (Errors and Omissions) Insurance: \$2,000,000.00 per occurrence, \$2,000,000.00 aggregate. Claims made policy must have an extended period of two (2) years or occurrence based policy; and
- E. Business Automobile Liability Insurance: \$1,000,000.00 per occurrence, \$1,000,000.00 per accident for bodily injury and \$1,000,000.00 per accident for property damage.

Where applicable, policies shall be endorsed to include contractual liability and to be effective from the date of commencement of professional services and for a minimum of four (4) years after the date on which their work has been completed. Such limits and types of coverage shall also be required of any sub-contracted Architect or Engineers. The Consultant shall either require of its Subconsultants to procure and to maintain of the same type and in the same amounts specified above or insure the activities of its Subconsultants in the Consultant's own policies. This coverage shall be extended to include: a) Indemnification endorsement covering the additional insureds and owner; b) Insurance to be primary and non-contributory; c) Contain no exclusions for means, methods, techniques, sequences or procedures; d) General aggregate to apply on a per project basis; and e) Contain a deductible of no more the \$ 25,000.00

The Town may require higher limits of insurance or additional coverage if deemed necessary.

VIII. Procedure for Evaluation of Proposals.

An evaluation committee will be established by the Town (the "Committee") to review and evaluate all proposals submitted in response to this RFQ. The Committee will first review each proposal for compliance with the minimum qualifications and mandatory requirements of the RFQ. The Committee reserves the right to request additional information or seek clarifications as it deems necessary. Failure to comply with any mandatory requirements may disqualify a proposal. The Committee reserves the right to conduct interviews or require presentations prior to ranking the firms. The Committee shall select in order of preference and rank the firm(s) it deems the most highly qualified to perform the required services using evaluation factors including, but not limited to, those as set forth below. The rankings and recommendations of the Committee will be given to the Town Council for consideration and approval at a Council meeting. The Mayor and Town Council shall have the final authority to select the firms and award the Continuing Professional Services Agreements. After selection of the firm(s) by the Town Council, the Town will negotiate pricing and terms for a Continuing Professional Services Agreement with the selected firms, which will incorporate the major terms and conditions contained in this RFQ. Upon reaching mutually agreeable terms with the selected firm(s), the Continuing Services Agreement(s) for each selected firm shall be presented to the Town Council for final approval.

IX. Evaluation of Statements of Qualifications

Award shall be made to the responsible Proposer(s) whose Statement of Qualifications is determined to be the most qualified and advantageous to the Town, taking into consideration the evaluation factors set forth below:

Criteria	Percentage
Qualifications of Firm: To include years of experience, ability, capacity and skill of firm(s) and personnel to perform, including timeliness, stability and availability, licenses, insurance, etc.	25
Qualification of Project Team: To include experience and qualifications of key personnel that will be assigned to the Town's projects.	30
Approach to the Handling of Potential Projects & Timeliness Indicate Firm's understanding of proposed needs and projects proposed by the Town	25
Previous Similar Projects & References Experience and background in providing similar services and past performance, including, but not limited to, familiarity with local regulatory agency procedures and requirements, and assisting in the administration of grants requirements	20
Total	100

The Town reserves the right to reject any or all Statements of Qualifications, to waive any irregularities or informalities in any Statement of Qualifications or in the RFQ procedures, to accept or reject any item or combinations of items and to make awards in the best interests of the Town. The award will be to the firm(s) whose Statement of Qualifications complies with all material requirements set forth in this RFQ and whose Statement of Qualifications, in the opinion of the Town, are the most qualified, taking into consideration all aspects of the Proposer's response.

X. Additional Information/Clarifications

The Town, independently or upon request, may furnish additional information related to this RFQ so as to clarify any provision contained herein and/or to facilitate proposals. The Town has made efforts to provide accurate and complete information in this RFQ. The Town shall not be penalized in any way for the lack of any information deemed necessary by any responding firm. Accuracy of this data is not guaranteed. It is the sole responsibility of responding firms to assure that they have all information necessary for submission of their proposals.

All questions regarding this Request for Qualifications will be accepted until 12:00 pm on December 5th, 2016. All questions shall be directed to: bidinfo@townofmedley.com

XI. Continuing Professional Services Agreement.

After selection and pre-qualification of Consultant(s) by the Town, a Continuing Professional Services Agreement (“Agreement”) will incorporate the major terms and conditions for Consultant's performance. The Agreement shall be in the form of a continuing contract, as approved by the Town Attorney for legal form and sufficiency, and shall include, but not be limited to, the following matters:

- A. The services to be provided by the Consultant pursuant to the Agreement shall be nonexclusive, and nothing therein shall preclude the Town from engaging other firms to perform the same or similar services for the benefit of the Town within the Town's sole and absolute discretion.
- B. The Consultant’s provision of services under the Agreement shall be performed pursuant to a Work Authorization issued by the Town to the Consultant. The Work Authorization shall include a detailed description of the scope of work of the assignment; pricing scheme (e.g., time-and-materials, not-to-exceed; lump sum; cost-plus-fee, etc.); pricing/rates, as applicable; schedule; special provisions; and any other assignment-specific terms and conditions; all to be negotiated between the Consultant and the Town.
- C. The Consultant shall warrant that it has not employed or retained any company or person, other than a bona fide employee working solely for the Consultant, to solicit or secure a contract pursuant to this Request for Qualifications. Also, that it has not paid or agreed to pay any person(s), company, corporation, individual, or firm, other than a bona fide employee working solely for the Consultant any fee, commission, percentage, gift, or any other consideration, contingent upon or resulting from the award of a contract pursuant to this RFQ.
- D. The Agreement will include provisions for termination by either party and for the convenience of the Town.
- E. The Consultant shall be required to warrant and represent that at all times during the term of the Agreement it shall maintain in good standing all required licenses, certifications and permits required under federal, state and local laws necessary to perform the services.
- F. It is anticipated that the Agreement shall be a continuing contract. Work of a specified nature to be performed by Consultant shall be as outlined in the RFQ.
- G. The Agreement will provide for the fees for services, which Consultant shall charge the Town, shall be scope-specific as defined in a Work Authorization.
- H. The Consultant shall at all times carry professional liability insurance, workers' compensation insurance, public liability and property damage insurance, and automotive public liability and property damage insurance as specified in this RFQ.

- I. Consultant shall invoice the Town for each Work Assignment, as negotiated. Each invoice shall identify the project and Work Assignment, detail the contract price, payments made to date, percentage of completion of the assignment, project or phase, payment due this invoice, remaining balance due. Invoices shall itemize hours, hourly wage, or other unit agreed upon as measurement of payment during negotiations, if requested. If hourly, invoices shall identify the name and title of personnel who performed the work.
- J. Consultant shall indemnify and hold harmless the Town, its officers and employees, from liabilities, damages, losses and costs, including, but not limited to, reasonable attorneys' fees, to the extent caused by the negligence, recklessness or intentional wrongful conduct of the Consultant and persons employed or utilized by the Consultant in the performance of the services under this Agreement.
- K. The Consultant shall pay all royalties and assume all costs arising from the use of any invention, design, process materials, equipment, product or device which is the subject of patent rights or copyrights. Consultant shall, at its own expense, hold harmless and defend the Town against any claim, suit or proceeding brought against the Town which is based upon a claim, whether rightful or otherwise, that the goods or services, or any part thereof, furnished under the contract, constitute an infringement of any patent or copyright of the United States. The Consultant shall pay all damages and costs awarded against the Town in such matter.
- L. An understanding and agreement, by and between the Consultant and the Town, that the completion time will be as specified in an approved Work Authorization and that all work shall be prosecuted regularly, diligently, and uninterrupted at such rate of progress as will ensure full completion thereof as specified in the Scope of Services in the Work Authorization.
- M. The Agreement will provide for the Town to designate a Contract Administrator for each project or assignment, who shall be responsible for the project or assignment. The Contract Administrator may prepare a scope of services for each new assignment, upon which the selected firms in that category may be required to submit a Statement of Qualifications for performance of the work of a specified nature which has been outlined in the continuing contract.

XII. Other Matters:

- A. Force Majeure: The agreement which is entered into with the successful Proposer(s) may provide that performance of any act by the Town or Consultant hereunder may be delayed or suspended at any time while, but only so long as, either party is hindered in or prevented from performance by acts of God, the elements, war, rebellion, strikes, lockouts or any cause beyond the reasonable control of such party, provided however, the Town shall have the right to provide substitute service from third parties or Town forces and in such event the Town shall withhold payment due Consultant for such period of time. If the condition of force majeure exceeds a period of 30 days, the Town

may, at its option and discretion, cancel or renegotiate the Work Assignment or the Agreement.

- B. Agreement Documents: The provisions of this RFQ and any Addenda thereto, the Consultant's Proposal, the Agreement and any written modifications thereto, and any and all Work Authorizations shall collectively be the Agreement Documents.

THE RESPONSIBILITY FOR SUBMITTING A RESPONSE TO THIS RFQ AT THE OFFICE OF THE TOWN CLERK ON OR BEFORE THE STATED SUBMITTAL TIME AND DATE WILL BE SOLELY AND STRICTLY THE RESPONSIBILITY OF THE PROPOSER. THE TOWN WILL IN NO WAY BE RESPONSIBLE FOR DELAYS CAUSED BY THE UNITED STATES MAIL DELIVERY OR CAUSED BY ANY OTHER OCCURRENCE.

[END OF DOCUMENT]

EXHIBIT "A"

PROPOSED PROFESSIONAL SERVICES SUBMITTAL FORM

Proposer (Company) Name: _____

By Authorized Officer: (Signature): _____

(Printed Name): _____

Proposer's Business Address: _____

Proposer's Business Phone: _____ Fax: _____

PROFESSIONAL SERVICES BEING PROPOSED (Check the appropriate boxes)

ARCHITECTURE

Includes Programming, Design, Contract Documents,
Permitting & Construction Administration

- General
- Historic Preservation
- Interior Design

LANDSCAPE ARCHITECTURE

Includes Programming, Design, Contract Documents
Permitting & Construction Administration

SURVEY & MAPPING

- AERIAL
- LAND PHOTGRAMMETRY
- TOPOGRAPHY
- SURVEYING / RIGHT-OF-WAY

OTHER

- PROGRAM/PROJECT MANAGEMENT
- CONSTRUCTION MANAGEMENT

OWNER'S REPRESENTATIVE

ENGINEERING

Includes Programming, Design, Contract Documents,
Permitting & Construction Administration

- CIVIL
- COMMUNICATION & UTILITIES
- DRAINAGE
- ELECTRICAL
- ENVIRONMENTAL
- GEOGRAPHIC INFORMATION SYSTEMS
- GEOTECHNICAL ANALYSES
- INSPECTIONS (CEI)
- MECHANICAL & HVAC
- ROADWAY & PAVING
- SITE ASSESSMENT
- STORMWATER
- STRUCTURAL
- TRANSPORTATION & TRANSIT
- UTILITIES & INFRASTRUCTURE
- WATER/WASTEWATER

EXHIBIT “B”

TYPES OF WORK ASSIGNMENTS AVAILABLE FOR CONTINUING PROFESSIONAL SERVICES CONTRACTS

Types of Work Assignments listed below are examples that may be made to firms having Continuing Professional Services Contracts with the Town of Medley. A Work Assignment may include multiple types of services.

A particular Work Assignment will be associated with Town projects that may involve buildings, roadways, roadway improvements, water and wastewater facilities, other utilities, transportation and transportation corridors, neighborhood improvements, flood control and drainage, parking and parking structures, and other Town facilities. The specific discipline, nature and characteristics of a particular project and assignment will govern the selection of a Consultant with a Continuing Professional Services Contract that has the appropriate license, experience, resources and availability for that project and assignment.

- Facility Planning, Concept Designs, Preliminary Designs & Studies (Architectural & Engineering)
- Design Criteria Development For Design-Build Projects
- Design Development & Final Design (Architectural & Engineering)
- Permitting Assistance
- Surveying & Mapping
- Bidding Assistance
- Construction Administration & Support/Owner's Representative
- Construction Engineering Inspection (CEI)
- Right-of-Way Acquisition Assistance
- Road Condition & Assessments
- Road Resurfacing/Rehabilitation/Repair Evaluations
- Mobility/Transportation Alternatives Studies
- Environmental Assessments
- Regulatory Compliance Evaluations
- Parking Improvement Studies
- Aesthetic Enhancement Studies
- Demolition Analyses & Plans
- Geotechnical Evaluations
- Design-Build Services
- Construction Management
- Project/Program Management
- Other Related Professional Services

SINGLE EXECUTION AFFIDAVITS

THIS FORM COMBINES EIGHT (8) AFFIDAVIT STATEMENTS OR CERTIFICATIONS TO BE SWORN TO BY THE PROPOSER AND NOTARIZED BELOW. IN THE EVENT THE PROPOSER CANNOT SWEAR TO ALL OF THESE AFFIDAVIT STATEMENTS AND CERTIFICATIONS, THE PROPOSER IS DEEMED TO BE NON-RESPONSIBLE AND IS NOT ELIGIBLE TO SUBMIT A PROPOSAL.

THESE SINGLE EXECUTION AFFIDAVITS OR CERTIFICATIONS ARE STATEMENTS MADE ON BEHALF OF:

Proposing Entity

BY: _____
Individual's Name and Title

FEIN of Proposing Entity

SOLICITATION NO. _____

I. Americans with Disabilities Act Compliance Affidavit

The above named firm, corporation or organization is in compliance with and agreed to continue to comply with, and assure that any subcontractor, or third party contractor under this project complies with all applicable requirements of the laws listed below including, but not limited to, those provisions pertaining to employment, provision of programs and services, transportation, communications, access to facilities, renovations, and new construction.

- The American with Disabilities Act of 1990 (ADA), Pub. L. 101-336, 104 Stat 327, 42 USC 1210112213 and 47 USC Sections 225 and 661 including Title I, Employment; Title II, Public Services; Title III, Public Accommodations and Services Operated by Private entities; Title IV, Telecommunications; and Title V, Miscellaneous Provisions.
- The Florida Americans with Disabilities Accessibility Implementation Act of 1993, Section 553.501-553.513, Florida Statutes:
- The Rehabilitation Act of 1973, 229 USC Section 794;
- The Federal Transit Act, as amended 49 USC Section 1612;
- The Fair Housing Act as amended 42 USC Section 3601-3631.

Proposer Initials

II. Public Entity Crimes Affidavit pursuant to §287.133(3)(a), F.S.

This sworn statement is submitted to the TOWN OF MEDLEY, FLORIDA.

I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including but not limited to, any bid or

contract for goods or services to be provided to any public entity or an agency or political

subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentations.

I understand that “convicted” or “conviction” as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.

I understand that an “affiliate” as defined in Paragraph 287.133(1)(a), Florida Statutes, means:

1. A predecessor or successor of a person convicted of a public entity crime; or
2. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term “affiliate” includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm’s length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

I understand that a “person” as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term “person” includes those officers, directors, executives, and partners, shareholders, employees, members, and agents who are active in management of an entity.

Based on information and belief, the statement, which I have marked below, is true in relation to the entity submitting this sworn statement.

(INDICATE WHICH STATEMENT APPLIES.)

- Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

- The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the

management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

- The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida , Division of Administrative Hearings and the final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list (attach a copy of the final order).

I understand that the submission of this form to the contracting officer for the public entity identified above is for that public entity only and that this form is valid through December 31 of the calendar year in which it is filed. I also understand that I am required to inform the public entity prior to entering into a contract in excess of the threshold amount provided in Section 287.017, Florida Statutes for Category Two of any change in the information contained in this form.

Proposer Initials

III. No Conflict of Interest or Contingent Fee Affidavit

Proposer warrants that neither it nor any of its principals, employees, agents, representatives or family members has paid or will pay any fee or consideration that is contingent on the award or execution of a contract arising out of this solicitation. Proposer also warrants that neither it nor any of its principals, employees, agents, representatives or family members has procured or attempted to procure this contract in violation of any of the provisions of the Miami-Dade County conflict of interest or code of ethics ordinances. Further, Proposer acknowledges that any violation of these warrants will result in the termination of the contract and forfeiture of funds paid or to be paid to the Proposer should the Proposer be selected for the performance of this contract.

Proposer Initials

IV. Business Entity Affidavit

Proposer hereby recognizes and certifies that no elected official, board member, or employee of the TOWN OF MEDLEY shall have a financial interest directly or indirectly in this transaction or any compensation to be paid under or through this transaction, and further, that no TOWN OF MEDLEY employee, nor any elected or appointed officer (including Commission, Council or Board members) of the TOWN OF MEDLEY, nor any spouse, parent or child of such employee or elected or appointed officer of the Village, may be a partner, officer, director or proprietor of Proposer or Vendor, and further, that no such TOWN OF MEDLEY employee or elected or appointed officer, or the spouse, parent or child of any of

them, alone or in combination, may have a material interest in the Vendor or Proposer. Material interest means direct or indirect ownership of more than 5% of the total assets or capital stock of the Proposer. Any exception to these above described restrictions must be expressly provided by applicable law or ordinance and be confirmed in writing by the TOWN OF MEDLEY. Further, Proposer recognizes that with respect to this transaction or bid, if any Proposer violates or is a party to a violation of the ethics ordinances or rules of the TOWN OF MEDLEY, the provisions of Miami-Dade County Code Section 2-11.1, as applicable to the TOWN OF MEDLEY, or the provisions of Chapter 112, part III, Fla. Stat., the Code of Ethics for Public Officers and Employees, such Proposer may be disqualified from furnishing the goods or services for which the bid or proposal is submitted and may be further disqualified from submitting any future bids or proposals for goods or services to the TOWN OF MEDLEY.

If the contract or business transaction is with a corporation or company, the full legal name and business address shall be provided for each officer, director, member and manager and each stockholder or member who holds directly or indirectly five percent (5%) or more of the corporation's or company's stock or shares. If the contract or business transaction is with a trust, the full legal name and address shall be provided for each trustee and each beneficiary. All such names and addresses are (Post Office addresses are not acceptable), as follows:

<u>Full Legal Name</u>	<u>Address</u>	<u>Ownership</u>
_____	_____	%
_____	_____	%
_____	_____	%
_____	_____	%

The full legal names and business address of any other individual (other than subcontractors, material men, suppliers, laborers, or lenders) who have, or will have, any interest (legal, equitable, beneficial or otherwise) in the contract or business transaction with the ____ are (Post Office addresses are not acceptable), as follows:

<u>Full Legal Name</u>	<u>Address</u>
_____	_____
_____	_____
_____	_____

Proposer Initials

V. Debarment, Suspension and Other Responsibility Matters

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 13 CFR Part 145. The regulations were published as Part VII of

the May 26, 1988 *Federal Register* (pages 19160-19211). Copies of the regulations are available from local offices of the U.S. Small Business Administration.

- (1) The prospective primary participant certifies to the best of its knowledge and belief that it and its principals:
 - (a) Are not presently debarred, suspended, proposed for disbarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
 - (b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
 - (d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default.
- (2) Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective primary participant shall attach an explanation to this Statement of Qualifications.

Proposer Initials

VI. Truth in Negotiations Certification

The Proposer hereby certifies, covenants, and warrants that wage rates and other factual unit costs supporting the compensation for projects and services that may be offered pursuant to this solicitation and the Agreement related thereto will be accurate, complete, and current at the time of contracting. The Consultant further agrees that the price provided under separate, project-specific agreements or work assignments issued under the Agreement and any additions thereto shall be adjusted to exclude any significant sums by which the TOWN OF MEDLEY determines the Agreement price was increased due to inaccurate, incomplete, or non-current wage rates and other factual unit costs. All such Agreement adjustments shall be made within one (1) year following the end of each corresponding Agreement. For purpose of this certificate, the end of the Agreement shall be deemed to be the date of the final billing or acceptance of the work by the TOWN OF MEDLEY, whichever is later. The undersigned firm

is furnishing this Truth in Negotiating Certificate pursuant to Section 287.055(5)(a) of the Florida Statutes for the Proposer to receive an Agreement for the provision of services to the TOWN OF MEDLEY, Florida.

Proposer Initials

VII. Anti-Collusion Certification

By offering a submission pursuant to this solicitation, the Proposer certifies the it has not divulged, discussed or compared its proposal with other Consultants and has not colluded with any other proposer or parties to this solicitation whatsoever. Also, the Proposer certifies, and in the case of a joint proposal, each party thereto certifies, as to its own organization, that in connection with this solicitation, the above statement is correct. No attempt has been made or will be made by the Proposer to induce any other person or firm to submit or not to submit a Proposal for the purpose of restricting competition. The only person or persons interested in this Proposal, principal or principals is/are named therein and that no person other than therein mentioned has any interest in the Proposal or in the Agreement to be entered into. No person or agency has been employed or retained to solicit or secure this Agreement upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee except for bona fide employees or established commercial agencies maintained by the Proposer for the purpose of doing business.

Proposer Initials

VIII. Proposer's Certification

I have carefully examined the solicitation documents and any other documents accompanying or made a part of this solicitation and I hereby propose to furnish the services specified in the solicitation. I agree that my Proposal will remain firm for a period of 180 days in order to allow the TOWN OF MEDLEY adequate time to evaluate the content of the Proposal.

I certify that all information contained in this Proposal is truthful to the best of my knowledge and belief. I further certify that I am duly authorized to submit this Proposal on behalf of the firm as its act and deed and that the firm is ready, willing and able to perform if awarded the contract.

Proposer Initials

[SWORN SIGNATURE AND NOTARIZATION ON FOLLOWING PAGE]

Sworn Signature of Proposing Entity Authorized Representative and Notarization attesting to all above Affidavits:

Signature

Sworn to and subscribed before me this _____ day _____, 20____.

Personally known _____

OR

Produced identification _____

Type of identification

Notary Public – State of

My commission expires:

Printed, typed or stamped commissioned name of notary public

W9 Form

Form **W-9**
(Rev. October 2007)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Give form to the
requester. Do not
send to the IRS.

Print or type
See Specific Instructions on page 2.

Name (as shown on your income tax return)	
Business name, if different from above	
Check appropriate box: <input type="checkbox"/> Individual/Sole proprietor <input type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Limited liability company. Enter the tax classification (D=disregarded entity, C=corporation, P=partnership) ▶ <input type="checkbox"/> Exempt payee <input type="checkbox"/> Other (see instructions) ▶	
Address (number, street, and apt. or suite no.)	Requester's name and address (optional)
City, state, and ZIP code	
List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on Line 1 to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number
OR
Employer identification number

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
- I am a U.S. citizen or other U.S. person (defined below).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. See the instructions on page 4.

Sign
Here

Signature of
U.S. person ▶

Date ▶

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued).
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:

- The U.S. owner of a disregarded entity and not the entity,

- The U.S. grantor or other owner of a grantor trust and not the trust, and
- The U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

Foreign person. If you are a foreign person, do not use Form W-9. Instead, use the appropriate Form W-8 (see Publication 515, Withholding of Tax on Nonresident Aliens and Foreign Entities).

Nonresident alien who becomes a resident alien. Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items:

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.
2. The treaty article addressing the income.
3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.
4. The type and amount of income that qualifies for the exemption from tax.
5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

Example. Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity not subject to backup withholding, give the requester the appropriate completed Form W-8.

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay to the IRS 28% of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

Payments you receive will be subject to backup withholding if:

1. You do not furnish your TIN to the requester.
2. You do not certify your TIN when required (see the Part II instructions on page 3 for details).
3. The IRS tells the requester that you furnished an incorrect TIN.

4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or

5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See the instructions below and the separate instructions for the Requester of Form W-9.

Also see *Special rules for partnerships* on page 1.

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of \$50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a \$500 penalty.

Criminal penalty for falsifying information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TINs. If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

Specific Instructions

Name

If you are an individual, you must generally enter the name shown on your income tax return. However, if you have changed your last name, for instance, due to marriage without informing the Social Security Administration of the name change, enter your first name, the last name shown on your social security card, and your new last name.

If the account is in joint names, list first, and then circle, the name of the person or entity whose number you entered in Part I of the form.

Sole proprietor. Enter your individual name as shown on your income tax return on the "Name" line. You may enter your business, trade, or "doing business as (DBA)" name on the "Business name" line.

Limited liability company (LLC). Check the "Limited liability company" box only and enter the appropriate code for the tax classification ("D" for disregarded entity, "C" for corporation, "P" for partnership) in the space provided.

For a single-member LLC (including a foreign LLC with a domestic owner) that is disregarded as an entity separate from its owner under Regulations section 301.7701-3, enter the owner's name on the "Name" line. Enter the LLC's name on the "Business name" line.

For an LLC classified as a partnership or a corporation, enter the LLC's name on the "Name" line and any business, trade, or DBA name on the "Business name" line.

Other entities. Enter your business name as shown on required federal tax documents on the "Name" line. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on the "Business name" line.

Note. You are requested to check the appropriate box for your status (individual/sole proprietor, corporation, etc.).

Exempt Payee

If you are exempt from backup withholding, enter your name as described above and check the appropriate box for your status, then check the "Exempt payee" box in the line following the business name, sign and date the form.

Generally, individuals (including sole proprietors) are not exempt from backup withholding. Corporations are exempt from backup withholding for certain payments, such as interest and dividends.

Note. If you are exempt from backup withholding, you should still complete this form to avoid possible erroneous backup withholding.

The following payees are exempt from backup withholding:

1. An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2).
 2. The United States or any of its agencies or instrumentalities.
 3. A state, the District of Columbia, a possession of the United States, or any of their political subdivisions or instrumentalities.
 4. A foreign government or any of its political subdivisions, agencies, or instrumentalities, or
 5. An international organization or any of its agencies or instrumentalities.
- Other payees that may be exempt from backup withholding include:
6. A corporation.
 7. A foreign central bank of issue.
 8. A dealer in securities or commodities required to register in the United States, the District of Columbia, or a possession of the United States.
 9. A futures commission merchant registered with the Commodity Futures Trading Commission.
 10. A real estate investment trust.
 11. An entity registered at all times during the tax year under the Investment Company Act of 1940.
 12. A common trust fund operated by a bank under section 584(a).
 13. A financial institution.
 14. A middleman known in the investment community as a nominee or custodian, or
 15. A trust exempt from tax under section 664 or described in section 4947.

The chart below shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 15.

IF the payment is for . . .	THEN the payment is exempt for . . .
Interest and dividend payments	All exempt payees except for 9
Broker transactions	Exempt payees 1 through 13. Also, a person registered under the Investment Advisers Act of 1940 who regularly acts as a broker
Barter exchange transactions and patronage dividends	Exempt payees 1 through 5
Payments over \$600 required to be reported and direct sales over \$5,000 ¹	Generally, exempt payees 1 through 7

¹ See Form 1099-MISC, Miscellaneous Income, and its instructions. However, the following payments made to a corporation (including gross proceeds paid to an attorney under section 6045(f), even if the attorney is a corporation) and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees, and payments for services paid by a federal executive agency.

Part I. Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. If you are a resident alien and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the social security number box. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN. However, the IRS prefers that you use your SSN.

If you are a single-member LLC that is disregarded as an entity separate from its owner (see *Limited liability company (LLC)* on page 2), enter the owner's SSN (or EIN, if the owner has one). Do not enter the disregarded entity's EIN. If the LLC is classified as a corporation or partnership, enter the entity's EIN.

Note. See the chart on page 4 for further clarification of name and TIN combinations.

How to get a TIN. If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local Social Security Administration office or get this form online at www.ssa.gov. You may also get this form by calling 1-800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at www.irs.gov/businesses and clicking on Employer Identification Number (EIN) under Starting a Business. You can get Forms W-7 and SS-4 from the IRS by visiting www.irs.gov or by calling 1-800-TAX-FORM (1-800-829-3676).

If you are asked to complete Form W-9 but do not have a TIN, write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

Note. Entering "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon.

Caution: A disregarded domestic entity that has a foreign owner must use the appropriate Form W-8.

Part II. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if items 1, 4, and 5 below indicate otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). Exempt payees, see *Exempt Payee* on page 2.

Signature requirements. Complete the certification as indicated in 1 through 5 below.

1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983. You must give your correct TIN, but you do not have to sign the certification.

2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983. You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.

3. Real estate transactions. You must sign the certification. You may cross out item 2 of the certification.

4. Other payments. You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).

5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions. You must give your correct TIN, but you do not have to sign the certification.

What Name and Number To Give the Requester

For this type of account:	Give name and SSN of:
1. Individual	The individual
2. Two or more individuals (joint account)	The actual owner of the account or, if combined funds, the first individual on the account
3. Custodian account of a minor (Uniform Gift to Minors Act)	The minor ²
4. a. The usual revocable savings trust (grantor is also trustee)	The grantor-trustee ³
b. So-called trust account that is not a legal or valid trust under state law	The actual owner ³
5. Sole proprietorship or disregarded entity owned by an individual	The owner ³
For this type of account:	Give name and EIN of:
6. Disregarded entity not owned by an individual	The owner
7. A valid trust, estate, or pension trust	Legal entity ⁴
8. Corporate or LLC electing corporate status on Form 8832	The corporation
9. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
10. Partnership or multi-member LLC	The partnership
11. A broker or registered nominee	The broker or nominee
12. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity

¹ List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

² Circle the minor's name and furnish the minor's SSN.

³ You must show your individual name and you may also enter your business or "DBA" name on the second name line. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

⁴ List first and circle the name of the trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.) Also see *Special rules for partnerships* on page 1.

Note. If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

Secure Your Tax Records from Identity Theft

Identity theft occurs when someone uses your personal information such as your name, social security number (SSN), or other identifying information, without your permission, to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund.

To reduce your risk:

- Protect your SSN.
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax preparer.

Call the IRS at 1-800-829-1040 if you think your identity has been used inappropriately for tax purposes.

Victims of identity theft who are experiencing economic harm or a system problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for Taxpayer Advocate Service (TAS) assistance. You can reach TAS by calling the TAS toll-free case intake line at 1-877-777-4778 or TTY/TDD 1-800-829-4059.

Protect yourself from suspicious emails or phishing schemes.

Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common act is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to scam the user into surrendering private information that will be used for identity theft.

The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to phishing@irs.gov. You may also report misuse of the IRS name, logo, or other IRS personal property to the Treasury Inspector General for Tax Administration at 1-800-366-4484. You can forward suspicious emails to the Federal Trade Commission at: spam@uce.gov or contact them at www.consumer.gov/idtheft or 1-877-IDTHEFT(438-4338).

Visit the IRS website at www.irs.gov to learn more about identity theft and how to reduce your risk.

Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons who must file information returns with the IRS to report interest, dividends, and certain other income paid to you, mortgage interest you paid, the acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA, or Archer MSA or HSA. The IRS uses the numbers for identification purposes and to help verify the accuracy of your tax return. The IRS may also provide this information to the Department of Justice for civil and criminal litigation, and to cities, states, the District of Columbia, and U.S. possessions to carry out their tax laws. We may also disclose this information to other countries under a tax treaty, to federal and state agencies to enforce federal nontax criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism.

You must provide your TIN whether or not you are required to file a tax return. Payers must generally withhold 28% of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to a payer. Certain penalties may also apply.

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Tentative FY 2017-2021 CIP Program

Attachment "A-1" General Fund Capital Expenditures

Town of Medley
Capital Projects and Economic Development

Project Number	Account Number	Rank Score	Account Description	BUDGET FY-2017 (Finance)	Tentative FY 2017-2021 CIP Budget (Excluding Legal Expenses)					Totals FY 17 - 21
					Budget FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	
86	001-56900-463000	1.3	Lakeside Community Center Improv. - Interior Alterations & ADA Compliance / Design Development Phase	55,000	-	-	-	-	-	55,000
89	001-56900-464000		MACHINERY AND EQUIPMENT	-	-	-	-	-	-	-
90	001-56900-465001	1.3	Lakeside Community Neighborhood Improvement (NIP) Program / Driveways & Interior Circulation Improv.	-	35,000	-	-	-	-	35,000
91		1.5	Lakeside Community Center - Site & Parking Improvements	-	-	125,000	-	-	-	125,000
92		1.8	Lakeside Community - New Guardhouse & Entrance Aesthetic Enhancements	-	-	25,000	-	-	-	25,000
93		1.8	Lakeside Community Center - Building Strengthening (Community Safe Room)	-	-	100,000	-	-	-	100,000
94		2.0	Lakeside Community NIP - NW 107 Avenue Driveway Improvements (Automated Exit Gate)	-	-	25,000	-	-	-	25,000
95	001-56900-466000		FURNITURE & FIXTURES	-	-	-	-	-	-	-
96			TOTAL - SENIOR SOCIAL SERVICES:	\$ 55,000	\$ 35,000	\$ 275,000	\$ -	\$ -	\$ -	\$ 365,000
97			Parks, Recreation & Culture:							
98			BUILDINGS			100,000				100,000
99	001-57200-462000		DANNY MEEHAN PARK IMPROVEMENTS							
100	001-57200-463000		Danny Meehan Recreational Field / Construction Phase 2 (Lighting, Gazebo & Misc. Appurtenances)							
101		1.3				100,000				100,000
102	001-57200-464000		MACHINERY AND EQUIPMENT							
103	001-57200-465001		Miami Canal Retention Wall Repairs (Pool Demolition)							
104	PR-1302		Miami Canal Retention Wall (New Seawall)							
			Professional Services (Surveying, Geotechnical, Design & Permitting including SFWMD) for entire length, approx. 870 LF							
105		1.0	Professional Services (CES)	110,000						110,000
106			Construction - Phase I (670 LF)	67,000						67,000
107			Construction - Phase II (200 LF)	770,000						770,000
108			Construction - Phase III (200 LF)	253,000						253,000
109	PR-1303		Tobie Wilson Park (TMP) Facility Improvements							
110		2.7	New 2-Story Multipurpose Building / Planning & Conceptual AE Design (NEW)			65,000				65,000
111	PR-1304		Arts in Public Places (GOB IA Compliance)		28,000					28,000
112	PR-1505		MMSF Park Restrooms Modifications (ADA Compliance)		35,000					35,000
113	PR-1506		TWP Community Pool, ADA Compliance & Site Improv	550,000						550,000
114			Surveying Services							
115			Bus Parking Facility (Design Development)							
116		4.0	Bus Parking Facility (Construction)							

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Attachment "A.2" -Water and Sewer Utility Capital Expenditures

Town of Medley
Capital Projects Economic Development

1	A	G	H	L	O	S	T	U	V	W	X	Tentative FY 2017-2021 CIP Budget (Excluding Legal Expenses)							
												BUDGET 2016-2017 (Finance)	BUDGET 2016-2017 (Capital)	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	Totals FY 17-21
2	Water & Sewer Utility Capital Expenditures																		
3	Project Number	Ranking Score	ACCOUNT DESCRIPTION	BUDGET FY 2016 (Capital)	BUDGET 2016-2017 (Finance)	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	Totals FY 17-21								
4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23
	WS-0010	2.0	MISCELLANEOUS EQUIPMENT	\$ 20,000	\$ 20,000	\$ 20,000	20,000	-	-	-	\$ 40,000								
	WS-0011	1.5	NEW SOFTWARE	\$ 50,000	\$ 25,000	\$ 25,000	25,000	-	-	-	\$ 50,000								
	WS-0020	3.0	VEHICLES	\$ 30,000	-	-	-	-	-	-	\$ -								
	WS-0021		JET VACTOR / sweeper	\$ -	-	-	-	-	-	-	\$ -								
	WS-0091	1.0	Force Main Interconnect along NW S. River Drive / Planning & Conceptual Engineering Design	\$ -	-	-	-	100,000	-	-	\$ 100,000								
	WS-0101	(Completed)	NW 121 WAY WATER DISTRIBUTION LOOP	\$ -	-	-	-	-	-	-	\$ -								
	WS-0102	(Completed)	Pump Station 100-A Improv. / Construction Phase	\$ 795,000	-	-	-	-	-	-	\$ -								
	WS-0103	1.0	NW 109 Avenue Water Distribution System Improv. - Extension to NW 97 Avenue at the FEC RR	\$ 50,000	50,000	\$ -	-	-	-	-	\$ 50,000								
	WS-0104	1.5	Planning & Conceptual Engineering Design, Construction & CEI Services NW 97 Avenue (North of the FEC RW) Water & Wastewater System Extension / Planning, Engineering & Environmental Services, Construction	\$ 150,000	150,000	\$ 150,000	600,000	-	-	-	\$ 750,000								
	WS-0106	1.5	Medley Public Services Facility (MPSF) Improvements (WSU Share) Phase I - Regulatory Compliance Phase 2A - Interior & Site Improvements / Design Phase 2A - Interior & Site Improvements / Construction & CAI Services	\$ 200,000	250,000	\$ -	-	-	-	-	\$ 175,000								
	WS-0107	2.0	Wastewater Collection System Expansion / New Construction, Relocation & Utilities Adjustments	\$ -	200,000	\$ 200,000	100,000	100,000	100,000	100,000	\$ 600,000								
	WS-0108	1.0	NW 87 Ave. Segment 90S-SRD - Water Main Relocation, Extension & Utilities Adjustments (FDOT JPA) / Construction Phase	\$ 1,350,000	-	\$ -	75,000	-	-	-	\$ 75,000								

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Attachment "A.2" -Water and Sewer Utility Capital Expenditures

Town of Medley
Capital Projects Economic Development

1	2	3	4	5	A	G	H	L	O	Q	Tentative FY 2017-2021 CIP Budget (Excluding Legal Expenses)					Totals
											Project Number	Ranking Score	ACCOUNT DESCRIPTION	BUDGET 2016-2017 (Finance)	BUDGET 2016-2017 (Capital)	
WS-0109	1.0	Replacement of Asbestos Cement (ACP) Water Mains / Design, CEI and Construction (Multi-year program)	\$ -	\$ 345,000	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 17-21						
											24					
25									685,000							
26											\$ 260,000					\$ 260,000
27		1.0									\$ 250,000					\$ 250,000
28											\$ 175,000					\$ 175,000
29											\$ -	300,000				\$ 300,000
30		1.0									\$ -					\$ -
31		2.0									\$ -					\$ -
32		2.0									\$ -	150,000				\$ 150,000
33		2.0									\$ -					\$ -
34		1.0							350,000		\$ 350,000		250,000	250,000	250,000	\$ 1,450,000
35		0.0									\$ -					\$ -
37											\$ 1,730,000	\$ 2,270,000	\$ 850,000	\$ 750,000	\$ 750,000	\$ 6,350,000
38											\$ 4,572,000	\$ 1,730,000				
39											FUNDING SOURCE ADJUSTMENTS (GRANTS, SRF LOANS, DONATIONS, ETC)					

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Attachment "A-3" Stormwater Utility Capital Expenditures

Town of Medley
Capital Projects and Economic Development

1	2	3	4	5	A	G	H	L	O	S	Tentative FY 2017-2021 CIP Budget (Excluding Legal Costs)				Totals	
											BUDGET FY 2016 (Available)	BUDGET FY 2017 (Finance)	CIPED Budget FY 2017	CIPED Budget FY 2018		CIPED Projected FY 2019
43	SW-0120	n/a	NW 89 Ave. Extension (Segment 90S-93S) / Donation Project	35,000	-	-	-	-	-	-	-	-	-	-	-	-
44	SW-0121	1.3	Stormwater Pump Station and Overflow Structure No. 3 (NW 89 Ave. at future NW 90 St) Including expansion of existing retention area along unimproved NW 91 St.	75,000	100,000	-	-	-	-	-	-	-	-	-	-	-
45			Planning & Preliminary Engineering (PACE)			100,000										100,000
46			Design, Construction & CEI Services				400,000									400,000
47	SW-0122	1.8	Russian Colony Canal Bank Erosion Control Project (Segment 95A-SRD) - Medley share of IA charges with Miami-Dade County SWU	50,000	75,000	-	-	-	-	-	-	-	-	-	-	-
48			Planning & Preliminary Engineering (PACE)			75,000										75,000
49			Design, Construction & CEI Services				275,000									275,000
50	SW-0123	2.5	National Flood Insurance Program - Community Rating System / Planning Phase	50,000	-	-	-	-	-	-	-	-	-	-	-	50,000
51	SW-0124	1.5	NW 89 Ave. Widening and Drainage Improv. (Segment 95S-SRD) / LAP - 3 lane typical		50,000	-	-	-	-	-	-	-	-	-	-	-
52			Planning & Preliminary Engineering (PACE)			50,000										50,000
53	SW-0125	1.5	Peimad Drainage District (NW 105 Way & NW 105 Ave. Industrial Area)		125,000	-	-	-	-	-	-	-	-	-	-	-
54			Planning & Preliminary Engineering (PACE)			125,000										125,000
55			Construction Phase & CEI Services (TBD)													
56	SW-0126	1.5	NW 93 St. Widening & Drainage Improv. (Segment 87A-SRD) including new overflow structure to Canal C-6 / LAP, 3-lane typical section			-	-	-	-	-	-	-	-	-	-	-
57			Planning & Preliminary Engineering (PACE)													
58			Design, Construction & CEI Services (TBD)				75,000									75,000
59	SW-0127	1.0	NW 74 Ave. Drainage Improv. (Segment 79T-82S) / Construction Phase & CEI Services	50,000	125,000	-	-	-	-	-	-	-	-	-	-	125,000

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FY 2017-2021 Tentative CIP Program
ENTERPRISE FUND

Attachment "A-3" Stormwater Utility Capital Expenditures

Town of Medley
Capital Projects and Economic Development

1	2	3	4	5	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	Tentative FY2017-2021 CIP Budget (Excluding Legal Costs)					Totals						
																													A	G	H	L	O	C	S	T	U	V	W	X
Project Number	Ranking Score	ACCOUNT DESCRIPTION	BUDGET FY 2016 (Adopted)	BUDGET FY 2017 (Finance)																																				
		NW 77 St. Drainage Improv. (Segment 74A-72A)		65,000																																				
SW-0128	1.2	Planning & Preliminary Engineering (PACE) Design, Construction & CEI Services																																						
PR-1301	n/a	Danny Meehan Recreational Field Drainage Improv. / Construction Phase	31,000																																					
		Medley Public Services Facility (MPSF) Phase Improvements (SWU Share)	100,000	175,000																																				
WS-0106	1.8	Phase 1 - Regulatory Compliance / Construction																																						
		Phase 2A - Interior Improv. / Design																																						
		Phase 2B - Interior Improv. / Construction																																						
		Totals:	\$ 5,457,500	\$ 6,410,500																																				
		FUNDING SOURCE ADJUSTMENTS (GRANTS, SRF LOANS, DONATIONS, ETC)																																						
		Project / Phase																																						
		LP-2015 FDEP Construction Grant (Secured)																																						
		Pelmad Drainage District JUA (80% Unsecured Contribution)																																						
		Total Probable Supplemental Funding:		\$ 250,000																																				
		Adjusted Expenditure Totals:		\$ 6,160,500	\$ 3,550,000	\$ 480,000	\$ 855,000	\$ 55,000	\$ 11,350,500																															