

# Surveying Continuing Services Agreement

Response Due Date: September 12, 2023

**Submitted to:**



City of Haines City  
Attn: Finance, Vickie Ramsier  
620 E. Main Street  
Haines City, Florida 33844  
Telephone: (863) 421-3600

**Submitted by:**



SurvTech Solutions, Inc.  
495 Caboose Place  
Mulberry, Florida 33860  
Telephone: (863) 301-0401

## INTRODUCTION

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Tuesday, September 12, 2023

Vickie Ramsier  
City of Haines City  
(863) 421-9961

**RE: RFQ# 23-04 – Surveying Continuing Services Agreement**

Ms. Ramsier,

SurvTech Solutions, Inc. (SurvTech) would like to thank you for the opportunity to submit the attached response to the request for qualifications. We understand that it is a necessity for the City of Haines City to hire a qualified surveying and mapping (geospatial) firm to perform the required services.

**Authorized Individuals** - The following individuals are authorized to make representations for the firm:

**Principal-in-Charge – David J. O'Brien, Jr., PSM, President / (813) 621-4929 / [dobrien@survtechsolutions.com](mailto:dobrien@survtechsolutions.com)**  
**Professional Surveyor & Mapper – Timothy McClintic, PSM, PM / (863) 301-0401 / [tmclintic@survtechsolutions.com](mailto:tmclintic@survtechsolutions.com)**

### **Why Choose SurvTech Solutions?**

- ✓ **Ownership & Commitment to Clients** – SurvTech is 100% owned and managed by professional surveyors and mappers, who are committed to performing quality work on time and budget.
- ✓ **Quality, Schedule, and Value** – Our team provides the highest quality service by focusing purely on surveying, mapping, and utilizing a combination of innovation and “old school” surveying procedures. As a small business headquartered in Florida, our reputation is our livelihood. We meet our commitments!
- ✓ **Knowledge, Education, Experience, Training, & Innovation** - Our team puts emphasis on education, experience, and training as evidenced by the number of college graduates on staff. Our commitment to education and fiscal accountability has allowed us to technologically advance while maintaining quality.
- ✓ **Professionalism, Safety, & Commitment to Employees** – Our commitment to professionalism and safety is unmatched in the industry. Our people are all background checked, drug tested, and have numerous safety certifications. They in turn are rewarded for their diligence and hard work, through profit sharing.
- ✓ **A Complete Geospatial Firm** – SurvTech offers the complete solution for geospatial services, from traditional land surveying to aerial and hydrographic mapping to subsurface utility mapping to GIS.
- ✓ **Office Location** – SurvTech’s managing office for this contract is in Mulberry and is only 35 miles (approx. 45 min.) from the City office in the City of Haines City. SurvTech will utilize support from its Tampa office which is 50 miles away (approx. 1 hour) from the City office in Haines City.

Respectfully submitted,  
SurvTech Solutions, Inc.



David J. O'Brien, Jr. PSM  
President, Principal-In-Charge

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## FIRM INFORMATION



SurvTech Solutions is a full-service surveying and mapping firm headquartered in Tampa, Florida. Since 2004, SurvTech has provided surveying services for the public and private sectors throughout Florida, the Southeastern US, and Puerto Rico. Currently, the company has 91 employees which includes ten professional surveyors with professional surveying licenses in the states of FL, GA, SC, NC, KY, TN, AL, MS, LA, AR, TX, ME, CO, and Puerto Rico. Nine of these surveyors are certified PSMs in the State of Florida. SurvTech has offices in Tampa, Jacksonville, Mulberry, Ft. Myers, Sanford, and Ft. Pierce, Florida, Mobile and Decatur, Alabama, Covington, LA, and Tao Alta, Puerto Rico. SurvTech is a federally-certified Small Business but has the resources and capabilities of a larger firm. This means we can support large and small projects, but with the combined efficiency and low overhead to perform small and emergency response projects quickly and efficiently. SurvTech's history, the majority of our current workload, and our commitment to the State of Florida, indicate that we are primarily a local firm. However, we have experience providing our services across the southeast US and on a national level as needed. SurvTech's extensive experience and success providing a myriad of surveying and geospatial services shows that we have the expertise, personnel, and resources to ensure the ability to meet or exceed the requirements of this solicitation.

SurvTech's core philosophy is reflected in its mission statement:

***"To better the lives of our employees, who in return will make the difference for our clients".***

SurvTech's mission is based on a commitment to our employees, clients, and community. Our commitment to our people inspires them to exceed the expectations of our clients, daily.

### Services Offered

- Preparation of Easement Descriptions
- Legal Descriptions
- Topographic Surveys
- Parcel Mapping and Platting
- ALTA/ACSM Land Title Boundary Surveys
- Boundary Surveys
- Construction Stakeout
- Parcel Mean High Water Line Delineation
- Route Surveys
- Tree Surveys
- Wetland Surveys
- Design Surveys
- Condominiums Surveys/Conversions
- Volumetric Surveys
- Horizontal and Vertical Control Surveys
- Subsurface Utility designation/verification
- Hydrographic & Bathymetric Surveys
- 3-D (three dimensional) Laser Scanning
- CADD
- GIS
- Hazardous Sites (40 Hour OSHA Cert.)
- Aerial Survey and Mapping (Photogrammetry & LiDAR)
- Digital Terrain Modeling
- Unmanned Aerial Systems (UASs)
- Unmanned Surface Vessels (USVs)
- Mobile LiDAR (Corridors)
- Interior Mobile LiDAR with SLAM
- Digital Twin Creation
- 3D Scanning (Terrestrial LiDAR)
- Scan to BIM
- Geophysical Mapping (Sink Holes)
- Metrology (Precision Measurement)
- Expert Witness
- Project Management

SurvTech is a firm that is unlike most other traditional A/E firms. We are purely a geospatial firm, so we are working on numerous surveying, subsurface utility mapping, hydrographic, terrestrial LiDAR, and aerial mapping projects simultaneously. Our firm does not have large design projects that it works on for months and years. We have projects that range from \$400 to \$1,000,000 and we manage them all simultaneously.

SurvTech Solutions was founded in 2004 and has successfully grown from a two-man surveying firm at that time to a 91-employee firm providing surveying and geospatial services to municipal, county, state, and federal agencies as well as the private sector. SurvTech's commitment to own and utilize the latest technology to offer our clients the best solutions for their surveying and mapping needs has led to the success of the company today. Over its 19 years, the company has grown to offer the expanded list of services above. These services make SurvTech a turnkey solutions provider for any surveying and mapping need, including mapping of above ground, below ground, and underwater features from terrestrial, mobile and aerial platforms. SurvTech is built upon a foundation of quality people equipped with technology.

The work for the City will be performed from SurvTech's Mulberry office with support from our Tampa office:

**Mulberry Office:**

495 Caboose Place  
Mulberry, Florida 33860  
Office Size: 10

**Tampa Office (SurvTech HQ):**

10220 US Highway 92 East  
Tampa, Florida 33610  
Office Size: 43

**Subcontractor(s):**

Hyatt Survey Services, Inc.  
2012 Lena Road  
Bradenton, Florida 33570

**Relationship between the City and proposed subcontractor(s):**

Hyatt Survey Services, Inc. has not provided services directly to the City of Haines City. However, Hyatt and SurvTech have each provided a number of surveying services similar to the scope of work on several contracts within close proximity to Haines City, Polk County, as well as the surrounding counties.

## ASSIGNED PERSONNEL AND EXPERIENCE

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Please see below for resumes of SurvTech's key team personnel that will be assigned and involved with the City's projects.

**Name:** David O'Brien, PSM

**Years of Experience:** 29

**Education:** BS, Surveying Engineering, University of Maine

**Professional Registrations/Licenses:** Florida PSM #5925; Other States: GA, SC, NC, TN, KY, AL, LA, MS, AR, & TX

**Project 1:** Palma Ceia FY18 Route Survey, Tampa, FL

**Year Completed:** 2018

**Project Description:** Scope- SurvTech was tasked to perform a route (topographic) survey with right-of-way determination for design of a proposed water pipeline. The route was 4.6-miles of right-of-way through the residential neighborhood of Palma Ceia, located in south Tampa. Tasks included performing a topographic, tree, and planimetric location survey, including building faces and tree canopy drip lines, establishing horizontal and vertical control with survey grade static, and RTK GPS and differential leveling. Cost- \$94,440

**Role:** Principal-In-Charge responsible for overseeing project and directing survey field crews.

**Project 2:** SWFWMD Lakes (Eagle, McLeod, Wailes, Starr) – Polk & Hardee Counties, FL

**Year Completed:** 2022

**Project Description:** Scope- Contracted to perform a topographic and bathymetric survey of three lakes located in Polk and Hardee Counties. Tasks included multi-beam sonar survey of the lake bottoms, an aerial UAV LiDAR topographic survey of the uplands, and traditional land surveying for any gaps between the LiDAR and multi-beam data, as well as structures and pipes draining into or out of the lakes. Cost- \$74,745

**Role:** Principal-In-Charge responsible for overseeing project and directing survey field crews.

**Percentage of time devoted to the City's projects:** 70%

**Name:** Stacy Brown, PSM

**Years of Experience:** 27

**Education:** BS, Civil Engineering, University of Maine

**Professional Registrations/Licenses:** Florida PSM #6516

**Project 1:** Cee Bee Groves ALTA/NSPS Land Title Boundary Survey, Tampa, FL

**Year Completed:** 2020

**Project Description:** Scope- SurvTech was tasked by Hillsborough County to perform a boundary survey with location improvements on a project site covering 543 acres in Odessa, Florida. Tasks included establishing horizontal and vertical control with survey grade RTK GPS, planimetric location of visible improvements and utilities, including buildings, asphalt, concrete, tanks, piping, and miscellaneous improvements. Cost- \$47,880

**Role:** Principal Surveyor responsible for the collection of horizontal and vertical control, planimetric data, and boundary surveys.

**Project 2:** Temple Terrace Force Main "A" Route Survey with SUE Level's A & B – Temple Terrace, FL

**Year Completed:** 2020

**Project Description:** Scope- SurvTech was contracted for a route survey for a proposed force main for the City of Temple Terrace, FL. The project included performing a topographic, tree, and planimetric location survey with SUE Levels A, B, & C, and right-of-way determination. Tasks included establishing horizontal and vertical control with survey grade static and RTK GPS and differential leveling; planimetric location of visible improvements, utilities, and SUE designation mark-outs with conventional and RTK GPS methods; performing boundary retracement to establish the right-of-way boundaries. Cost- \$30,540

**Role:** Principal Surveyor responsible for directing CADD and QA/QC.

**Percentage of time devoted to the City's projects:** 50%

**Name:** Timothy McClintic, PSM

**Years of Experience:** 17

**Education:** BS, Mathematics, Michigan State University

**Professional Registrations/Licenses:** Florida PSM #6908

**Project 1:** Cee Bee Groves ALTA/NSPS Land Title Boundary Survey, Tampa, FL

**Year Completed:** 2020

**Project Description:** Scope- SurvTech was tasked by Hillsborough County to perform a boundary survey with location improvements on a project site covering 543 acres in Odessa, Florida. Tasks included establishing horizontal and vertical control with survey grade RTK GPS, planimetric location of visible improvements and utilities, including buildings, asphalt, concrete, tanks, piping, and miscellaneous improvements. Cost- \$47,880

**Role:** Professional Surveyor & Mapper (PSM) responsible for directing the survey and CADD personnel, performing legal research, and boundary calculations for right-way determination, and updating the client.

**Project 2:** Temple Terrace Force Main "A" Route Survey with SUE Level's A & B – Temple Terrace, FL

**Year Completed:** 2020

**Project Description:** Scope- SurvTech was contracted for a route survey for a proposed force main for the City of Temple Terrace, FL. The project included performing a topographic, tree, and planimetric location survey with SUE Levels A, B, & C, and right-of-way determination. Tasks included establishing horizontal and vertical control with survey grade static and RTK GPS and differential leveling; planimetric location of visible improvements, utilities, and SUE designation mark-outs with conventional and RTK GPS methods; performing boundary retracement to establish the right-of-way boundaries. Cost- \$30,540

**Role:** Professional Surveyor & Mapper (PSM) responsible for directing the survey and CADD personnel, performing legal research, and boundary calculations for right-way determination, and updating the client.

**Percentage of time devoted to the City's projects:** 55%

**Name:** Russell Hyatt, PSM

**Years of Experience:** 35

**Education:** BS, Surveying & Mapping, University of Florida

**Professional Registrations/Licenses:** Florida PSM #5303

**Project 1:** Pinellas County Topographic & Hydrographic Monitoring Survey, Pinellas County, FL

**Year Completed:** 2021

**Project Description:** Scope- Hyatt Survey obtained topographic and hydrographic survey data in Pinellas County and collected hydrographic and topographic beach profile data. Profile lines extended 150 feet landward or until a building, road, wall, protected vegetation, water, etc. was encountered. Profile lines extended seaward from the most landward offshore data point at a distance of no less than 3,000 feet or 30 feet of depth, whichever came first. Cost- \$47,176.35

**Role:** Professional Surveyor & Mapper (PSM) responsible for estimating the project, creating the schedule and budget, and performing QA/QC.

**Project 2:** Design-Build: Dale Mabry Diversion Pump Station, Hillsborough County, FL

**Year Completed:** 2016

**Project Description:** Scope- Hyatt provided a control survey with GPS and conventional traverse and established vertical control from NGS/County benchmarks. Hyatt recovered/established section corners/new CCR's and FDOT/Public ROW/Boundary/Plat/Easement monumentation. A topographic survey was performed on the proposed force main route within

existing easements west of Sheldon & East of Lunn Turner, proposed force main route within existing public right of ways.  
Cost- \$253,960

**Role:** Professional Surveyor & Mapper (PSM) responsible for estimating the project, creating the schedule and budget, and performing QA/QC.

**Percentage of time devoted to the City's projects:** 50%

**Name:** Henry Simpkins, PSM

**Years of Experience:** 11

**Education:** BS, Surveying Engineering Technology, University of Maine

**Professional Registrations/Licenses:** Florida PSM #7192

**Project 1:** SWFWMD Lakes (Eagle, McLeod, Wailes, Starr), Polk & Hardee Counties, FL

**Year Completed:** 2022

**Project Description:** Scope- Contracted to perform a topographic and bathymetric survey of three lakes located in Polk and Hardee Counties. Tasks included multi-beam sonar survey of the lake bottoms, an aerial UAV LiDAR topographic survey of the uplands, and traditional land surveying for any gaps between the LiDAR and multi-beam data, as well as structures and pipes draining into or out of the lakes. Cost- \$74,745

**Role:** Hydrographic Surveyor responsible for collecting and processing hydrographic survey data.

**Project 2:** Miami Inlet Jetty Multi-Beam and Side Scan Hydrographic Survey and UAV LiDAR, Palm Beach, FL

**Year Completed:** 2021

**Project Description:** Scope- SurvTech was contracted by USACE-Jacksonville to conduct multi-beam and side-scan sonar hydrographic surveys performed within 1 hour each side of high tide, and UAV LiDAR that was required to be performed within 1 hour each side of low tide. This was the first project where USACE utilized UAV LiDAR instead of terrestrial and mobile scanning. Cost-\$27,392.58

**Role:** Hydrographic Surveyor responsible for collecting and processing hydrographic survey data.

**Percentage of time devoted to the City's projects:** 55%

**Name:** Lyman Hill

**Years of Experience:** 43

**Project 1:** Cee Bee Groves ALTA/NSPS Land Title Boundary Survey, Tampa, FL

**Year Completed:** 2020

**Project Description:** Scope- SurvTech was tasked by Hillsborough County to perform a boundary survey with location improvements on a project site covering 543 acres in Odessa, Florida. Tasks included establishing horizontal and vertical control with survey grade RTK GPS, planimetric location of visible improvements and utilities, including buildings, asphalt, concrete, tanks, piping, and miscellaneous improvements. Cost- \$47,880

**Role:** Party Chief responsible for performing field work on the project.

**Project 2:** SWFWMD Lakes (Eagle, McLeod, Wailes, Starr), Polk & Hardee Counties, FL

**Year Completed:** 2022

**Project Description:** Scope- Contracted to perform a topographic and bathymetric survey of three lakes located in Polk and Hardee Counties. Tasks included multi-beam sonar survey of the lake bottoms, an aerial UAV LiDAR topographic survey of the uplands, and traditional land surveying for any gaps between the LiDAR and multi-beam data, as well as structures and pipes draining into or out of the lakes. Cost- \$74,745

**Role:** Party Chief responsible for performing field work on the project.

**Percentage of time devoted to the City's projects:** 45%

**Name:** James Hawxwell

**Years of Experience:** 30

**Project 1:** SWFWMD Lakes (Eagle, McLeod, Wailes, Starr), Polk & Hardee Counties, FL

**Year Completed:** 2022

**Project Description:** Scope- Contracted to perform a topographic and bathymetric survey of three lakes located in Polk and Hardee Counties. Tasks included multi-beam sonar survey of the lake bottoms, an aerial UAV LiDAR topographic survey of the uplands, and traditional land surveying for any gaps between the LiDAR and multi-beam data, as well as structures and pipes draining into or out of the lakes. Cost- \$74,745

**Role:** Party Chief responsible for performing field work on the project.

**Project 2:** Palma Ceia FY18 Route Survey, Tampa, FL

**Year Completed:** 2018

**Project Description:** Scope- SurvTech was tasked to perform a route (topographic) survey with right-of-way determination for design of a proposed water pipeline. The route was 4.6-miles of right-of-way through the residential neighborhood of Palma Ceia, located in south Tampa. Tasks included performing a topographic, tree, and planimetric location survey, including building faces and tree canopy drip lines, establishing horizontal and vertical control with survey grade static, and RTK GPS and differential leveling. Cost- \$94,440

**Role:** Party Chief responsible for performing field work on the project.

**Percentage of time devoted to the City's projects:** 40%

**Name:** Damelis DeRoche

**Years of Experience:** 32

**Education:** BS, Civil Engineering, University of Carabobo

**Project 1:** Cee Bee Groves ALTA/NSPS Land Title Boundary Survey, Tampa, FL

**Year Completed:** 2020

**Project Description:** Scope- SurvTech was tasked by Hillsborough County to perform a boundary survey with location improvements on a project site covering 543 acres in Odessa, Florida. Tasks included establishing horizontal and vertical control with survey grade RTK GPS, planimetric location of visible improvements and utilities, including buildings, asphalt, concrete, tanks, piping, and miscellaneous improvements. Cost- \$47,880

**Role:** Senior CAD Technician responsible for performing the CADD cleanup and drafting of the project.

**Project 2:** Temple Terrace Force Main "A" Route Survey with SUE Level's A & B – Temple Terrace, FL

**Year Completed:** 2020

**Project Description:** Scope- SurvTech was contracted for a route survey for a proposed force main for the City of Temple Terrace, FL. The project included performing a topographic, tree, and planimetric location survey with SUE Levels A, B, & C, and right-of-way determination. Tasks included establishing horizontal and vertical control with survey grade static and RTK GPS and differential leveling; planimetric location of visible improvements, utilities, and SUE designation mark-outs with conventional and RTK GPS methods; performing boundary retracement to establish the right-of-way boundaries. Cost- \$30,540

**Role:** Senior CAD Technician responsible for performing the CADD cleanup and drafting of the project.

**Percentage of time devoted to the City's projects:** 30%

**Name:** Kenneth Comeaux, CP

**Years of Experience:** 35

**Professional Registrations/Licenses:** Certified Photogrammetrist #1485; Certified GIS Professional #00060795

**Project 1:** SWFWMD Lakes (Eagle, McLeod, Wailes, Starr), Polk & Hardee Counties, FL**Year Completed:** 2022**Project Description:** Scope- Contracted to perform a topographic and bathymetric survey of three lakes located in Polk and Hardee Counties. Tasks included multi-beam sonar survey of the lake bottoms, an aerial UAV LiDAR topographic survey of the uplands, and traditional land surveying for any gaps between the LiDAR and multi-beam data, as well as structures and pipes draining into or out of the lakes. Cost- \$74,745**Role:** Certified Photogrammetrist responsible for managing the acquisition, calibration, and processing of LiDAR data.**Project 2:** Miami Inlet Jetty Multi-Beam and Side Scan Hydrographic Survey and UAV LiDAR, Palm Beach, FL**Year Completed:** 2021**Project Description:** Scope- SurvTech was contracted by USACE-Jacksonville to conduct multi-beam and side-scan sonar hydrographic surveys performed within 1 hour each side of high tide, and UAV LiDAR that was required to be performed within 1 hour each side of low tide. This was the first project where USACE utilized UAV LiDAR instead of terrestrial and mobile scanning. Cost-\$27,392.58**Role:** Certified Photogrammetrist responsible for managing the acquisition, calibration, and processing of LiDAR data.**Percentage of time devoted to the City's projects:** 30%**Name:** Mark Bickel**Years of Experience:** 20**Education:** BS, Business Management, Grand Canyon University**Professional Registrations/Licenses:** Certified FAA Part 107 Remote Pilot**Project 1:** SWFWMD Lakes (Eagle, McLeod, Wailes, Starr), Polk & Hardee Counties, FL**Year Completed:** 2022**Project Description:** Scope- Contracted to perform a topographic and bathymetric survey of three lakes located in Polk and Hardee Counties. Tasks included multi-beam sonar survey of the lake bottoms, an aerial UAV LiDAR topographic survey of the uplands, and traditional land surveying for any gaps between the LiDAR and multi-beam data, as well as structures and pipes draining into or out of the lakes. Cost- \$74,745**Role:** UAV Manager overseeing the UAV planning and execution of the project as well as piloting the UAV and conducting the acquisition.**Project 2:** Palma Ceia FY18 Route Survey, Tampa, FL**Year Completed:** 2018**Project Description:** Scope- SurvTech was tasked to perform a route (topographic) survey with right-of-way determination for design of a proposed water pipeline. The route was 4.6-miles of right-of-way through the residential neighborhood of Palma Ceia, located in south Tampa. Tasks included performing a topographic, tree, and planimetric location survey, including building faces and tree canopy drip lines, establishing horizontal and vertical control with survey grade static, and RTK GPS and differential leveling. Cost- \$94,440**Role:** UAV Manager overseeing the UAV planning and execution of the project as well as piloting the UAV and conducting the acquisition.**Percentage of time devoted to the City's projects:** 35%

## FIRM REFERENCES & PREVIOUS / SIMILAR WORK COMPLETED

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Provided below is a list of five (5) client contact references for whom SurvTech has recently provided services similar in nature to the services identified in this RFQ. All team members listed for each reference project will be a part of the City's projects. All projects listed in the references below were performed by SurvTech as the prime consultant.

### Reference #1

**Client / Organization and Name:** Hillsborough County Public Works Department

**Contact Name:** Christopher Snyder

**Contact Phone:** (813) 307-4782

**Contact Address:** 601 E. Kennedy Blvd., Tampa, Florida 33602

**Project Title:** Cee Bee Groves ALTA/NSPS Land Title Boundary Survey

**Project Location:** Odessa, Florida

**Year Completed:** 2020

**Contract Amount:** \$47,880.00

**Project Description:** This project included performing an ALTA/NSPS land title boundary survey on two ranches, Double Screen and Cee Bee Groves, which included approximately 543 acres in Odessa Florida for acquisition by Hillsborough County Government. Tasks included project research of historical boundary information, including the public land survey system (PLSS) township plats and notes, official records including deeds, plats and easements, and tax maps. Field crews utilized static, RTK GPS, and conventional traversing to establish horizontal control around the site, and then utilized a combination of RTK GPS and conventional instrumentation to locate improvements, encroachments, and evidence of easements. The surveys and easements were drafted in AutoCAD per Hillsborough County CADD standards. The deliverables were electronic files (AutoCAD and Adobe) and signed and signed paper copies.

**Description of Work Performed:** Land Surveys, Boundary Surveys, As-Built Surveys, Right-of-Way Surveys, Horizontal and Vertical Control, General Surveying (Surveyor's report), Planning Program Development, Easement Creation, Project Management and QA/QC

**Team Members Involved on the Project:** David O' Brien, Stacy Brown, Timmothy McClintic, Damelis DeRoche

### Reference #2

**Client / Organization and Name:** Southwest Florida Water Management District (SWFWMD)

**Contact Name:** T.J. Venning

**Contact Phone:** (352) 269-5980

**Contact Address:** 2379 Broad Street, Brooksville, Florida 34604

**Project Title:** SWFWMD Lakes (Eagle, McLeod, Wales, and Starr)

**Project Location:** Polk and Hardee Counties, Florida

**Year Completed:** 2022

**Contract Amount:** \$74,745.00

**Project Description:** This project consisted of performing a multi-beam sonar survey of the lake bottoms, an aerial UAV LiDAR topographic survey of the uplands, and traditional land surveying for any gaps between the LiDAR and multi-beam data, as well as structures and pipes draining into or out of the lakes. The multi-beam surveys were performed with SurvTech's one-man multi-beam vessel. The one-man vessel was outfitted by SurvTech to carry our Norbit MBES multi-beam system. The upland was mapped with our UAV (unmanned aerial vehicle) equipped with LiDAR USA's Snoopy LiDAR system. The three datasets (multi-beam sonar, UAV LiDAR, and ground survey) were merged utilizing TerraSolid software. Final surveys were produced utilizing Carlson Survey 2022 (AutoCAD) and Bentley Power InRoads. The deliverables were a topographic survey in AutoCAD (.dwg) format, a digital elevation model (DEM), and digital terrain model (DTM).

**Description of Work Performed:** Hydrographic Surveys, Aerial LiDAR Topographic Surveys, Specific Purpose Surveys, Horizontal and Vertical Control, Peer Review, RTK GPS X-Sections, Planning Program Development, Project Management and QA/QC

**Team Members Involved on the Project:** David O' Brien, Stacy Brown, Henry Simpkins, Kenneth Comeaux, Lyman Hill, James Hawxwell, Damelis DeRoche

### **Reference #3**

**Client / Organization and Name:** City of Temple Terrace

**Contact Name:** Troy Tinch

**Contact Phone:** (813) 506-6570

**Contact Address:** 11210 N 53<sup>rd</sup> Street, Temple Terrace, Florida 33617

**Project Title:** Temple Terrace Force Main 'A' Route Survey with SUE Levels A&B

**Project Location:** Temple Terrace, Florida

**Year Completed:** 2019

**Contract Amount:** \$30,540.00

**Project Description:** This project included a survey of a 0.5-mile route survey for a proposed force main for the City of Temple Terrace, Florida. Tasks included performing a topographic, tree, and planimetric location survey with SUE Levels A, B, & C, and right-of-way determination. Tasks included establishing horizontal and vertical control with survey grade static and RTK GPS and differential leveling; planimetric location of visible improvements, utilities, and SUE designation mark-outs with conventional and RTK GPS methods; performing boundary retracement to establish the right-of-way boundaries; utilizing GPR (ground penetrating radar) and EM (electromagnetic induction) to designate utilities for SUE level "B" mapping; and performing test holes (vacuum excavation) at critical subsurface utility locations. Data was processed and mapped in Carlson Survey (AutoCAD) software per City of Temple Terrace CADD standards.

**Description of Work Performed:** Right-of-Way Surveys, Horizontal and Vertical Control, Mean High Water Line Surveys, Boundary Surveys, Hydrographic Surveys, Subsurface Utility Engineering (SUE) Levels A, B, and C, Professional Surveying and Mapping Review, Peer Review, Planning Program Development, Project Management and QA/QC

**Team Members Involved on the Project:** David O'Brien, Stacy Brown, Timmothy McClintic, Lyman Hill, Damelis DeRoche

### **Reference #4**

**Client / Organization and Name:** City of Tampa Water Department

**Contact Name:** André J. Bien-Aimé, PE

**Contact Phone:** (813) 274-8593

**Contact Address:** 306 East Jackson Street, Tampa, Florida 33602

**Project Title:** Palma Ceia FY18 Route Survey, Tampa, FL

**Project Location:** Tampa, Florida

**Year Completed:** 2018

**Contract Amount:** \$94,440

**Project Description:** This project included performing a topographic, tree and planimetric location survey, including building faces and tree canopy drip lines. Tasks included establishing horizontal and vertical control with survey grade static and RTK GPS and differential leveling; planimetric location of visible improvements and utilities; and utilizing mobile LiDAR (scanning) to efficiently collect tree canopies to and buildings to establish drip lines and building faces. Conventional and GPS data was processed with Carlson Survey and delivered in AutoDESK Civil3D, and mobile LiDAR data was processed with TerraSolid and building faces and tree drip lines extracted in TopoDOT. Data was delivered in AutoDESK Civil3D per the City of Tampa's Water Department's CADD standards.

**Description of Work Performed:** Horizontal and Vertical Control, Topographic Surveys, Right-of-Way Surveys, Tree Surveys, Boundary Surveys, Mobile LiDAR, Monumentation Recovery, Peer Review, Planning Program Development, Project Management and QA/QC.

**Team Members Involved on the Project:** David O'Brien, Stacy Brown, Timmothy McClintic, Lyman Hill, James Hawxwell, Mark Bickel

**Reference #5****Client / Organization and Name:** Port Tampa Bay**Contact Name:** Craig Kurial**Contact Phone:** (813) 905-5029**Contact Address:** 1101 Channelside Drive, Tampa, Florida 33602**Project Title:** Corporex Park Design Survey (Boundary, Topographic, & Tree)**Project Location:** Tampa, Florida**Year Completed:** 2021**Contract Amount:** \$9,813.82

**Project Description:** Port Tampa Bay was acquiring the property to construct an offsite port facility, inland away from the coastal region. Horizontal and vertical control was established utilizing GPS and differential leveling. Data acquisition and boundary retracement were performed utilizing RTK GPS and conventional traversing and data collection. Research was performed to locate nearby control stations and cadastral information for boundary retracement. Data was collected with Carlson Surveyor 2 data collectors and the raw files were post-processed and drafted with Carlson Survey 2021 (AutoCAD). The final survey was reviewed by the signing surveyor and peer-reviewed by a secondary signing surveyor. The deliverables were signed and sealed hard copies and AutoCAD (.dwg) files and digital terrain model (DTM) of the topography.

**Description of Work Performed:** Right-of-Way Surveys, Horizontal and Vertical Control, Monumentation Retracement, Boundary Surveys, Topographic Surveys, Tree Surveys, General Surveying (Surveyor's Report), Peer Review, Planning Program Development, Project Management and QA/QC

**Team Members Involved on the Project:** David O'Brien, Stacy Brown, Timmothy McClintic, James Hawxwell

## ASSIGNED SUB-CONSULTANTS AND EXPERIENCE

Please see below for the following:

- Hyatt Survey Services, Inc. Company Profile
- Hyatt Survey Resume
- Percentage of time devoted to the City's projects (Availability %)

### Team Member(s):



Hyatt Survey Services, Inc. is a full-service surveying and mapping company with a professional staff combining over 60 years of extensive experience in a variety of project areas. From boundary, topographic and right-of-way surveying to intricate geodetic and hydrographic/bathymetric surveying, we can fulfill all your surveying requirements from one source. Hyatt Survey Services is a certified WBE/MBE with the State of Florida Office of Supplier Diversity as well as a certified DBE with the Florida Department of Transportation. We also hold SBE/MBE/WBE certifications with Hillsborough County, the City of Tampa,

Southwest Florida Water Management District, and several other municipalities within the State of Florida. With our Florida headquarters located in Manatee County, Hyatt Survey Services, Inc. has convenient access to a broad geographic area. We have provided professional surveying services throughout the state of Florida for more than 20 years to municipal, commercial, and private sector clientele.

Hyatt Survey offers a multitude of surveying services, including, but not limited to:

- Boundary Surveys
- Control Surveys
- Right-of-Way Maps
- Specific/Special Purpose Surveys
- Record (As-Built) Surveys
- Aerial/Photogrammetry Survey/Maps
- Descriptions/Sketches to accompany descriptions and staking in the field, if required
- Topographic Surveys
- Underground Utility Surveys
- Hydrographic Surveys
- Electronic Base Map Preparation

Person for person, our team of professionals is one of the best-equipped and most experienced surveying and mapping groups within Florida. We feel that this expertise, together with our ability to perform all of your required surveying and mapping services from one source, offers you a very positive selection alternative.

### Resume:

**Name:** Russell Hyatt, PSM

**Years of Experience:** 35

**Education:** BS, Surveying & Mapping, University of Florida

**Professional Registrations/Licenses:** Florida PSM #5303

**Project 1:** Pinellas County Topographic & Hydrographic Monitoring Survey, Pinellas County, FL

**Year Completed:** 2021

**Project Description:** Scope- Hyatt Survey obtained topographic and hydrographic survey data in Pinellas County and collected hydrographic and topographic beach profile data. Profile lines extended 150 feet landward or until a building, road, wall, protected vegetation, water, etc. was encountered. Profile lines extended seaward from the most landward offshore data point at a distance of no less than 3,000 feet or 30 feet of depth, whichever came first. Cost- \$47,176.35

**Role:** Professional Surveyor & Mapper (PSM) responsible for estimating the project, creating the schedule and budget, and performing QA/QC.

**Project 2:** Design-Build: Dale Mabry Diversion Pump Station, Hillsborough County, FL

**Year Completed:** 2016

**Project Description:** Scope- Hyatt provided a control survey with GPS and conventional traverse and established vertical control from NGS/County benchmarks. Hyatt recovered/established section corners/new CCR's and FDOT/Public ROW/Boundary/Plat/Easement monumentation. A topographic survey was performed on the proposed force main route within existing easements west of Sheldon & East of Lunn Turner, proposed force main route within existing public right of ways. Cost- \$253,960

**Role:** Professional Surveyor & Mapper (PSM) responsible for estimating the project, creating the schedule and budget, and performing QA/QC.

**Percentage of time devoted to the City's projects:** 50%

## CURRENT AND FUTURE WORKLOAD

The personnel listed in this submittal shall be available for and assigned to this project. SurvTech and Hyatt do **NOT** hold any City of Haines City continuing service engagements/contracts currently. Please see the table below highlighting each key personnel members current and future workload availability.

Employee Workload / Availability				
Employee	Workload	Availability	Job Title	Employee
A	30%	70%	Principal-In-Charge (PSM)	David J. O'Brien, Jr., PSM, CFedS
B	50%	50%	Principal Surveyor (PSM)	Stacy L. Brown, PSM
C	45%	55%	Professional Surveyor & Mapper (PSM)	Timothy McClintic, PSM
D	50%	50%	Professional Surveyor & Mapper (PSM)	Russell Hyatt, PSM (Hyatt Survey)
E	45%	55%	Hydrographic Surveyor (PSM)	Henry Simpkins, PSM
F	55%	45%	Party Chief	Lyman Hill
G	60%	40%	Party Chief	James Hawxwell
H	70%	30%	Senior CADD Technician	Damelis DeRoche
I	70%	30%	Certified Photogrammetrist	Ken Comeaux, CP
J	65%	35%	UAV Manager	Mark Bickel
<b>Average</b>	<b>54%</b>	<b>46%</b>	<b>N/A</b>	<b>N/A</b>



## **ATTACHMENTS AND REQUIRED DOCUMENTATION**

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Please see below for the following attachments and required documents:

1. Attachment B – Addendum Acknowledgement
2. Attachment C – Insurance Requirements
3. Attachment D – Acceptance of Proposal Terms and Conditions
4. Attachment E – Drug-Free Workplace Certification
5. Attachment F - Conflict of Interest Statement
6. Attachment G – Public Entity Crimes
7. Attachment H – Firm Location
8. Attachment J – Federal E-Verify Compliance Certification
9. Proof of Insurance
10. Financial Requirements
11. Litigation Statement
12. SurvTech Company License and Mulberry Occupational License



<b>RFQ #23-04</b>	<b>Due Date &amp; Time:</b> <b>September 12, 2023 @ 9:00 AM ET</b>	<b>Advertised Date:</b> <b>August 8, 2023</b>
<b>Purchasing Coordinator:</b> <b>Vickie Ramsier</b>	<b>Respond to:</b> <b>City of Haines City</b> <b>Attn: Finance</b> <b>620 E. Main Street</b> <b>Haines City, FL 33844</b> <b>Phone: (863) 421-3600</b>	
<b>Phone: 863-421-9961</b>		
<b>Email: <a href="mailto:vickie.ramsier@hainescity.com">vickie.ramsier@hainescity.com</a></b>		
<b>Surveying Continuing Services Agreement</b>		

**Attachment C Insurance Requirements**

- A. The successful Bidder/Contractor shall not commence any work in connection with an agreement until it has obtained all of the following types of insurance and has provided proof of same to the CITY, in the form of a certificate prior to the start of any work, nor shall the successful Bidder/Contractor allow any subcontractor to commence work on its subcontract until all similar insurance required of the subcontractor has been so obtained and approved. All insurance policies shall be with insurers qualified and doing business in Florida.
- B. The successful Bidder/Contractor and/or subcontractor shall maintain the following types of insurance, with the respective limits:
1. **BODILY INJURY LIABILITY**
    - a. \$1,000,000 operations each claim per person
    - b. \$1,000,000 completed operations each claim per person;
  2. **AUTOMOBILE PUBLIC LIABILITY**
    - a. Bodily Injury:
      - i. \$1,000,000 each claim per person
      - ii. \$1,000,000 aggregate
    - b. Property Damage:
      - i. \$1,000,000 each claim per person
      - ii. \$1,000,000 aggregate;
  3. **PROPERTY DAMAGE LIABILITY (other than automobile)**
    - a. \$500,000 each claim per person
    - b. \$500,000 operations per claim
    - c. \$500,000 protective per claim (covering automobile)
    - d. \$500,000 contractual per claim;
  4. **GENERAL LIABILITY - One Million Dollars (\$1,000,000) any single occurrence;**
  5. **AGGREGATE – Two Million Dollars (\$2,000,000);**
  6. **EXCESS COVERAGE – One Million Dollars (\$1,000,000);**
  7. **PROFESSIONAL LIABILITY – One Million Dollars (\$1,000,000);**
  8. **PRODUCT LIABILITY – Two Million Dollars (\$2,000,000); and,**
  9. **WORKER'S COMPENSATION – covering the statutory obligation for all persons engaged in the performance of the work required hereunder and Employers' Liability insurance with limits not less than \$1,000,000 per occurrence. Evidence of qualified self-insurance status will suffice for this subsection. In case any class of employees engaged in hazardous work under an agreement at the site of the project is not protected under the Worker's Compensation statute, the successful Bidder/Contractor shall provide, and cause each subcontractor to provide, adequate insurance, satisfactory to the CITY, for the protection of its employees not otherwise protected.**

<b>RFQ #23-04</b>	<b>Due Date &amp; Time:</b> September 12, 2023 @ 9:00 AM ET	<b>Advertised Date:</b> August 8, 2023
Purchasing Coordinator: <b>Vickie Ramsier</b>  Phone: 863-421-9961 Email: <a href="mailto:vickie.ramsier@hainescity.com">vickie.ramsier@hainescity.com</a>	Respond to: <b>City of Haines City</b> Attn: Finance 620 E. Main Street Haines City, FL 33844 Phone: (863) 421-3600	
<b>Surveying Continuing Services Agreement</b>		

- C. **Certificates of Insurance:** The successful Bidder/Contractor shall provide the CITY's Finance Department with a Certificate of Insurance evidencing such coverage for the duration of the awarded agreement. Said certificate shall be dated and show:
1. The name of the insured Bidder/Contractor,
  2. The specified job by name and job number,
  3. The name of the insurer,
  4. The number of the policy
  5. The effective date
  6. The termination date
  7. A statement that the insurer will mail notice to the CITY at least thirty (30) days prior to any material changes in the provisions or cancellation of the policy
- D. **City as Additional Insured:** The successful Bidder/Contractor shall name the CITY as an additional insured, to the extent of the service to be provided under the agreement, on all required insurance policies, and provide the CITY with proof of same.
- E. **Waiver of Subrogation:** The successful Respondent shall have a waiver of subrogation instead of listing the City as additionally insured for Workers' Compensation coverage.
- F. **Waiver:** Receipt of certificates or other documentation of insurance or policies or copies of policies by the CITY, or by any of its representatives, which indicates less coverage than is required, does not constitute a waiver of the successful Bidder's/Contractor's obligations to fulfill the insurance requirements specified herein.
- G. **Loss Deductible Clause:** The CITY shall be exempt from, and in no way liable for, any sums of money which may represent a deductible in any insurance policy. The payment of such deductible shall be the sole responsibility of the successful Bidder/Contractor and/or subcontractor providing such insurance.

Initials of Signatory: D.O. Date: 9/6/23


*The City reserves the unilateral right to modify the insurance requirements set forth at any time during the process of solicitation or subsequent thereto.*

**>>>Failure to submit this form may disqualify your response.<<<**

<b>RFQ #23-04</b>	<b>Due Date &amp; Time:</b> September 12, 2023 @ 9:00 AM ET	<b>Advertised Date:</b> August 8, 2023
<b>Purchasing Coordinator:</b> Vickie Ramsier  <b>Phone:</b> 863-421-9961 <b>Email:</b> <a href="mailto:vickie.ramsier@hainescity.com">vickie.ramsier@hainescity.com</a>	<b>Respond to:</b> City of Haines City Attn: Finance 620 E. Main Street Haines City, FL 33844 Phone: (863) 421-3600	
<b>Surveying Continuing Services Agreement</b>		

**Attachment D  
Acceptance of Proposal Terms & Conditions**

I/we, the undersigned, do hereby accept in total all the terms and conditions stipulated and referenced in this RFQ Document and do hereby agree that if a contract is offered or negotiated it will abide by the terms and conditions presented in the RFQ document or as negotiated pursuant thereto. The signature(s) below are an acknowledgment of our full understanding and acceptance of all the terms and conditions set forth in this RFQ document or as otherwise agreed to between the parties in writing.

 _____	David O'Brien _____
Contracting Party Signature	Contracting Party Printed Name
President _____	9/6/2023 _____
Title	Date

Mailing Address: 10220 US Hwy 92 E. Tampa FL 33610

Phone/Fax/E Mail Address: 813-621-4929/ 813-621-7194/ dobrien@survtechsolutions.com

**NOTARY:**

STATE OF Florida )  
COUNTY OF Hillsborough )



**MORGAN SUISSA**  
Commission # HH 163338  
Expires December 9, 2025  
Bonded thru Budget Notary Services

Sworn and Subscribed before me this 6th day of September, 20 23

Personally known: X

Or Produced Identification: \_\_\_\_\_

Notary Public - State of: Florida Commission Expires: 12/9/2025

**>>>Failure to submit this form may disqualify your response.<<<**

<b>RFQ #23-04</b>	<b>Due Date &amp; Time:</b> September 12, 2023 @ 9:00 AM ET	<b>Advertised Date:</b> August 8, 2023
<b>Purchasing Coordinator:</b> <b>Vickie Ramsier</b>	<b>Respond to:</b> <b>City of Haines City</b> <b>Attn: Finance</b> <b>620 E. Main Street</b> <b>Haines City, FL 33844</b> <b>Phone: (863) 421-3600</b>	
<b>Phone: 863-421-9961</b> <b>Email: <a href="mailto:vickie.ramsier@hainescity.com">vickie.ramsier@hainescity.com</a></b>		
<b>Surveying Continuing Services Agreement</b>		

**Attachment E  
Drug-Free Workplace Certification**

**In case of tie bids, preference must be given to a Bidder submitting a certification with the bid response certifying that the Bidder has a drug-free workplace in accordance with section 287.087, Florida Statutes. The drug-free certification form below must be signed and returned with the bid.**

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

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

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



President 9/6/2023

Bidder's Signature, Title, Date

STATE OF Florida  
COUNTY OF Hillsborough

The foregoing instrument was executed before me this 6th day of September, 2023, by David O'Brien as President of SurvTech Solutions, Inc., who personally swore or affirmed that he/she is authorized to execute this Agreement and thereby bind the Corporation, and who is personally known to me OR has produced \_\_\_\_\_ as identification.



NOTARY PUBLIC, State of Florida

(stamp) 

**PLEASE COMPLETE AND SUBMIT WITH PROPOSAL**

**>>>>Failure to submit this form with your PROPOSAL may disqualify your response. <<<<**


<b>RFQ #23-04</b>	<b>Due Date &amp; Time:</b> September 12, 2023 @ 9:00 AM ET	<b>Advertised Date:</b> August 8, 2023
<b>Purchasing Coordinator:</b> <b>Vickie Ramsier</b>	Respond to: <b>City of Haines City</b> <b>Attn: Finance</b> <b>620 E. Main Street</b> <b>Haines City, FL 33844</b> <b>Phone: (863) 421-3600</b>	
<b>Phone: 863-421-9961</b> <b>Email: <a href="mailto:vickie.ramsier@hainescity.com">vickie.ramsier@hainescity.com</a></b>		
<b>Surveying Continuing Services Agreement</b>		

**Attachment F**  
**Conflict of Interest Statement**

STATE OF Florida )  
COUNTY OF Hillsborough )

Before me the undersigned authority personally appeared David O'Brien, who was duly sworn, deposes, and states:

- A. I am the President of SurvTech Solutions, Inc. with a local office in Mulberry, FL and principal office in Tampa, FL.
- B. Said entity is submitting this proposal/offer to RFQ #23-04 Surveying Continuing Services Agreement.
- C. The AFFIANT has made diligent inquiry and provided the information in this statement affidavit based upon its full knowledge.
- D. The AFFIANT states that only one submittal for this solicitation has been submitted and tendered by the appropriate date and time and that said above stated entity has no financial interest in other entities submitting a proposal for the work contemplated hereby.
- E. Neither the AFFIANT nor the above-named entity has directly or indirectly entered into any agreement, participated in any collusion or collusion activity, or otherwise taken any action which in any way restrict or restrain the competitive nature of this solicitation including but not limited to the prior discussion of terms, conditions, pricing, or other offer parameters required by this solicitation.
- F. Neither the entity nor its affiliates, nor anyone associated with them, is presently suspended or otherwise prohibited from participation in this solicitation or any contracting to follow thereafter by any government.
- G. Neither the entity nor its affiliates, nor anyone associated with them, have any potential conflict of interest because and due to any other clients, contracts, or property interests in this solicitation or the resulting project.
- H. I hereby also certify that no member of the entity's ownership or management or staff has a vested interest in any City Division, Department, or Office.
- I. I certify that no member of the entity's ownership or management is presently applying, actively seeking, or has been selected for an elected position within the City of Haines City government.
- J. In the event that a conflict of interest is identified in the provision of services, I, the undersigned will immediately notify the City in writing.

Dated this 6th day of September 2023  
  
 AFFIANT  
 David O'Brien  
 Typed Name of AFFIANT  
 President  
 Title

**NOTARY:**  
STATE OF Florida )  
COUNTY OF Hillsborough )



Sworn and Subscribed before me this 6th day of September, 2023  
 Personally known: X  
 Or Produced Identification: \_\_\_\_\_  
 Notary Public - State of: FL Commission Expires: 12/9/2025

**PLEASE COMPLETE AND SUBMIT WITH PROPOSAL**  
 >>>>Failure to submit this form with your PROPOSAL may disqualify your response. <<<<

<b>RFQ #23-04</b>	Due Date & Time: <b>September 12, 2023 @ 9:00 AM ET</b>	Advertised Date: <b>August 8, 2023</b>
Purchasing Coordinator: <b>Vickie Ramsier</b>  Phone: 863-421-9961 Email: <a href="mailto:vickie.ramsier@hainescity.com">vickie.ramsier@hainescity.com</a>	Respond to: <b>City of Haines City</b> Attn: Finance 620 E. Main Street Haines City, FL 33844 Phone: (863) 421-3600	
<b>Surveying Continuing Services Agreement</b>		

**Attachment G  
PUBLIC ENTITY CRIMES**

SWORN STATEMENT UNDER SECTION 287.133(3) (a), FLORIDA STATUTES: THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICER AUTHORIZED TO ADMINISTER OATHS.

- This sworn statement is submitted with Bid, Proposal, ITN, or Contract Number RFQ #23-04 for Surveying Continuing Services Agreement.
- This sworn statement is submitted by SurvTech Solutions, Inc. whose business address is 10220 US Hwy 92 E. Tampa FL 33610 **[Name of entity submitting sworn statement]** and (if applicable) its Federal Employer Identification Number (FEIN) is 52-2444588 (If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: \_\_\_\_\_).
- My name is David O'Brien and my relationship to the above is President **[Please print name of individual signing]**
- I understand that a "public entity crime" as defined in section 287.133(l)(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 in Florida or with an agency or political subdivision of any other state or with 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 and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
- I understand that "convicted" or "conviction" as defined in section 287.133(l)(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 "affiliate" as defined in section 287.133(l)(a), Florida Statutes, means:
  - A predecessor or successor of a person convicted of a public entity crime; or
  - 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 thirty-six (36) months shall be considered an affiliate.
- I understand that a "person" as defined in section 287.133(l)(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, 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. [Please indicate which statement applies].

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

\_\_\_\_\_ The entity submitting this sworn statement, or one or more of the 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, AND **[Please indicate which additional statement applies]**.



<b>RFQ #23-04</b>	Due Date & Time: <b>September 12, 2023 @ 9:00 AM ET</b>	Advertised Date: <b>August 8, 2023</b>
Purchasing Coordinator: <b>Vickie Ramsier</b>  Phone: 863-421-9961 Email: <a href="mailto:vickie.ramsier@hainescity.com">vickie.ramsier@hainescity.com</a>	Respond to: <b>City of Haines City</b> Attn: Finance 620 E. Main Street Haines City, FL 33844 Phone: (863) 421-3600	
<b>Surveying Continuing Services Agreement</b>		

**Attachment H  
Firm Location**

I/we, affirm that SurvTech Solutions, Inc. has maintained a \_\_\_ principal, \_\_\_ headquarters or, X other place of business within the boundaries of Polk County, Florida for more than one (1) year prior to the date of this proposal. The signature(s) below are an acknowledgment of our full understanding and acceptance that evaluation criteria provides points based on firm location as set forth in this RFQ document.



\_\_\_\_\_  
Contracting Party Signature

David O'Brien

\_\_\_\_\_  
Contracting Party Printed Name

President

\_\_\_\_\_  
Title

9/7/2023

\_\_\_\_\_  
Date

Mailing Address: 495 Caboose Place, Mulberry, Florida 33860

Phone/Fax/E Mail Address: 813-621-4929/ 813-621-7194/ dobrien@survtechsolutions.com

**NOTARY:**

STATE OF Florida

COUNTY OF Hillsborough



Sworn and Subscribed before me this 7th day of September, 20 23

Personally known: X

Or Produced Identification: \_\_\_\_\_

Notary Public - State of: FL Commission Expires: 12/9/2025

**>>>Failure to submit this form may disqualify your response. <<<**

<b>RFQ #23-04</b>	Due Date & Time: <b>September 12, 2023 @ 9:00 AM ET</b>	Advertised Date: <b>August 8, 2023</b>
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<b>Surveying Continuing Services Agreement</b>		

**Attachment J**

**FEDERAL E-VERIFY COMPLIANCE CERTIFICATION**

In accordance with Executive Order Number 11-116 from the Office of the Governor of the State of Florida, Bidder hereby certifies that the U.S. Department of Homeland Security's E-Verify system will be used to verify the employment eligibility of all new employees hired by the respondent during the contract term, and shall expressly require any subcontractors performing work or providing services pursuant to the contract to likewise utilize the U.S. Department of Homeland Securities E-Verify system to verify the employment eligibility of all new employees hired by the subcontractor during the contract term; and shall provide documentation such verification to the CITY upon request. As the person authorized to sign this statement, I certify that this company complies/will comply fully with the above requirements

DATE: 9/6/2023

SIGNATURE: 

COMPANY: SurvTech Solutions, Inc.

NAME: David O'Brien

ADDRESS: 10220 US Hwy 92 E.

TITLE: President

Tampa FL 33610

E-MAIL: dobrien@survtechsolutions.com

PHONE NO.: 813-621-4929

FAX NO.: 813-621-7194



## DESCRIPTIONS (Continued from Page 1)

Certificate Holder is named Additional Insured with regard to the General Liability, Auto Liability, and Umbrella policies of the Named Insured, but only with respect to and to the extent of the liabilities assumed by the Named Insured under written contract, agreement or permit.

The General Liability insurance is Primary; any other insurance maintained by the contractor & Owner is excess & non contributory, when required by written contract, agreement or permit, subject to the provisions and limitations of the policy.

Certificate Holder is provided a waiver of subrogation with regard to the General Liability, Auto Liability, Umbrella, Professional Liability and Workers Compensation policies of the Named Insured, but only with respect to and to the extent of the liabilities assumed by the Named Insured under written contract, agreement or permit.

30 day Notice of Cancellation with respect to General Liability, Automobile, Excess and Workers Compensation applies.

## COMMERCIAL GENERAL LIABILITY

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

## **XTEND ENDORSEMENT FOR ARCHITECTS, ENGINEERS AND SURVEYORS**

This endorsement modifies insurance provided under the following:  
COMMERCIAL GENERAL LIABILITY COVERAGE PART

**GENERAL DESCRIPTION OF COVERAGE** – This endorsement broadens coverage. However, coverage for any injury, damage or medical expenses described in any of the provisions of this endorsement may be excluded or limited by another endorsement to this Coverage Part, and these coverage broadening provisions do not apply to the extent that coverage is excluded or limited by such an endorsement. The following listing is a general coverage description only. Read all the provisions of this endorsement and the rest of your policy carefully to determine rights, duties, and what is and is not covered.

- |  |  |
|--|--|
| <p><b>A.</b> Non-Owned Watercraft – 75 Feet Long Or Less</p> <p><b>B.</b> Who Is An Insured – Unnamed Subsidiaries</p> <p><b>C.</b> Who Is An Insured – Retired Partners, Members, Directors And Employees</p> <p><b>D.</b> Who Is An Insured – Employees And Volunteer Workers – Bodily Injury To Co-Employees, Co-Volunteer Workers And Retired Partners, Members, Directors And Employees</p> <p><b>E.</b> Who Is An Insured – Newly Acquired Or Formed Limited Liability Companies</p> <p><b>F.</b> Blanket Additional Insured – Controlling Interest</p> <p><b>G.</b> Blanket Additional Insured – Mortgagees, Assignees, Successors Or Receivers</p> | <p><b>H.</b> Blanket Additional Insured – Governmental Entities – Permits Or Authorizations Relating To Premises</p> <p><b>I.</b> Blanket Additional Insured – Governmental Entities – Permits Or Authorizations Relating To Operations</p> <p><b>J.</b> Incidental Medical Malpractice</p> <p><b>K.</b> Medical Payments – Increased Limit</p> <p><b>L.</b> Amendment Of Excess Insurance Condition – Professional Liability</p> <p><b>M.</b> Blanket Waiver Of Subrogation – When Required By Written Contract Or Agreement</p> <p><b>N.</b> Contractual Liability – Railroads</p> |
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### **PROVISIONS**

#### **A. NON-OWNED WATERCRAFT – 75 FEET LONG OR LESS**

1. The following replaces Paragraph (2) of Exclusion **g.**, **Aircraft, Auto Or Watercraft**, in Paragraph 2. of **SECTION I – COVERAGES – COVERAGE A – BODILY INJURY AND PROPERTY DAMAGE LIABILITY**:

- (2) A watercraft you do not own that is:
- (a) 75 feet long or less; and
  - (b) Not being used to carry any person or property for a charge;

2. The following replaces Paragraph 2.e. of **SECTION II – WHO IS AN INSURED**:

- e. Any person or organization that, with your express or implied consent, either

uses or is responsible for the use of a watercraft that you do not own that is:

- (1) 75 feet long or less; and
- (2) Not being used to carry any person or property for a charge;

#### **B. WHO IS AN INSURED – UNNAMED SUBSIDIARIES**

The following is added to **SECTION II – WHO IS AN INSURED**:

Any of your subsidiaries, other than a partnership or joint venture, that is not shown as a Named Insured in the Declarations is a Named Insured if:

- a. You are the sole owner of, or maintain an ownership interest of more than 50% in, such subsidiary on the first day of the policy period; and

## COMMERCIAL GENERAL LIABILITY

- b. Such subsidiary is not an insured under similar other insurance.

No such subsidiary is an insured for "bodily injury" or "property damage" that occurred, or "personal and advertising injury" caused by an offense committed:

- a. Before you maintained an ownership interest of more than 50% in such subsidiary; or
- b. After the date, if any, during the policy period that you no longer maintain an ownership interest of more than 50% in such subsidiary.

For purposes of Paragraph 1. of Section II – Who is An Insured, each such subsidiary will be deemed to be designated in the Declarations as:

- a. A limited liability company;
  - b. An organization other than a partnership, joint venture or limited liability company; or
  - c. A trust;
- as indicated in its name or the documents that govern its structure.

### C. WHO IS AN INSURED – RETIRED PARTNERS, MEMBERS, DIRECTORS AND EMPLOYEES

The following is added to Paragraph 2. of SECTION II – WHO IS AN INSURED:

Any person who is your retired partner, member, director or "employee" that is performing services for you under your direct supervision, but only for acts within the scope of their employment by you or while performing duties related to the conduct of your business. However, no such retired partner, member, director or "employee" is an insured for:

- (1) "Bodily injury":
  - (a) To you, to your current partners or members (if you are a partnership or joint venture), to your current members (if you are a limited liability company) or to your current directors;
  - (b) To the spouse, child, parent, brother or sister of that current partner, member or director as a consequence of Paragraph (1)(a) above;
  - (c) For which there is any obligation to share damages with or repay someone else who must pay damages because of the injury described in Paragraph (1)(a) or (b) above; or
  - (d) Arising out of his or her providing or failing to provide professional health care services.

Unless you are in the business or occupation of providing professional health care services, Paragraphs (1)(a), (b), (c) and (d) above do not apply to "bodily injury" arising out of providing or failing to provide first aid or "Good Samaritan services" by any of your retired partners, members, directors or "employees", other than a doctor. Any such retired partners, members, directors or "employees" providing or failing to provide first aid or "Good Samaritan services" during their work hours for you will be deemed to be acting within the scope of their employment by you or performing duties related to the conduct of your business.

#### (2) "Personal injury":

- (a) To you, to your current or retired partners or members (if you are a partnership or joint venture), to your current or retired members (if you are a limited liability company), to your other current or retired directors or "employees" while in the course of his or her employment or performing duties related to the conduct of your business, or to your other "volunteer workers" while performing duties related to the conduct of your business;
- (b) To the spouse, child, parent, brother or sister of that current or retired partner, member, director, "employee" or "volunteer worker" as a consequence of Paragraph (2)(a) above;
- (c) For which there is any obligation to share damages with or repay someone else who must pay damages because of the injury described in Paragraph (2)(a) or (b) above; or
- (d) Arising out of his or her providing or failing to provide professional health care services.

#### (3) "Property damage" to property:

- (a) Owned, occupied or used by; or
- (b) Rented to, in the care, custody or control of, or over which physical control is being exercised for any purpose by; you, any of your retired partners, members or directors, your current or retired "employees" or "volunteer workers", any current partner or member (if you are a partnership or joint venture), or any current member (if you are a limited liability company) or current director.

**D. WHO IS AN INSURED – EMPLOYEES AND VOLUNTEER WORKERS – BODILY INJURY TO CO-EMPLOYEES, CO-VOLUNTEER WORKERS AND RETIRED PARTNERS, MEMBERS, DIRECTORS AND EMPLOYEES**

The following is added to Paragraph 2.a.(1) of SECTION II – WHO IS AN INSURED:

Paragraphs (1)(a), (b) and (c) above do not apply to "bodily injury" to a current or retired co-"employee" while in the course of the co-"employee's" employment by you or performing duties related to the conduct of your business, or to "bodily injury" to your other "volunteer workers" or retired partners, members or directors while performing duties related to the conduct of your business.

**E. WHO IS AN INSURED – NEWLY ACQUIRED OR FORMED LIMITED LIABILITY COMPANIES**

The following replaces Paragraph 3. of SECTION II – WHO IS AN INSURED:

3. Any organization you newly acquire or form, other than a partnership or joint venture, and of which you are the sole owner or in which you maintain an ownership interest of more than 50%, will qualify as a Named Insured if there is no other similar insurance available to that organization. However:

a. Coverage under this provision is afforded only:

(1) Until the 180th day after you acquire or form the organization or the end of the policy period, whichever is earlier, if you do not report such organization in writing to us within 180 days after you acquire or form it; or

(2) Until the end of the policy period, when that date is later than 180 days after you acquire or form such organization, if you report such organization in writing to us within 180 days after you acquire or form it;

b. Coverage A does not apply to "bodily injury" or "property damage" that occurred before you acquired or formed the organization; and

c. Coverage B does not apply to "personal and advertising injury" arising out of an offense committed before you acquired or formed the organization.

For the purposes of Paragraph 1. of Section II – Who Is An Insured, each such

organization will be deemed to be designated in the Declarations as:

- a. A limited liability company;
  - b. An organization other than a partnership, joint venture or limited liability company; or
  - c. A trust;
- as indicated in its name or the documents that govern its structure.

**F. BLANKET ADDITIONAL INSURED – CONTROLLING INTEREST**

1. The following is added to SECTION II – WHO IS AN INSURED:

Any person or organization that has financial control of you is an insured with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" that arises out of:

- a. Such financial control; or
- b. Such person's or organization's ownership, maintenance or use of premises leased to or occupied by you.

The insurance provided to such person or organization does not apply to structural alterations, new construction or demolition operations performed by or on behalf of such person or organization.

2. The following is added to Paragraph 4. of SECTION II – WHO IS AN INSURED:

This paragraph does not apply to any premises owner, manager or lessor that has financial control of you.

**G. BLANKET ADDITIONAL INSURED – MORTGAGEES, ASSIGNEES, SUCCESSORS OR RECEIVERS**

The following is added to SECTION II – WHO IS AN INSURED:

Any person or organization that is a mortgagee, assignee, successor or receiver and that you have agreed in a written contract or agreement to include as an additional insured on this Coverage Part is an insured, but only with respect to its liability as mortgagee, assignee, successor or receiver for "bodily injury", "property damage" or "personal and advertising injury" that:

- a. Is "bodily injury" or "property damage" that occurs, or is "personal and advertising injury" caused by an offense that is committed,

## COMMERCIAL GENERAL LIABILITY

subsequent to the signing of that contract or agreement; and

- b. Arises out of the ownership, maintenance or use of the premises for which that mortgagee, assignee, successor or receiver is required under that contract or agreement to be included as an additional insured on this Coverage Part.

The insurance provided to such mortgagee, assignee, successor or receiver is subject to the following provisions:

- a. The limits of insurance provided to such mortgagee, assignee, successor or receiver will be the minimum limits that you agreed to provide in the written contract or agreement, or the limits shown in the Declarations, whichever are less.
- b. The insurance provided to such person or organization does not apply to:
  - (1) Any "bodily injury" or "property damage" that occurs, or any "personal and advertising injury" caused by an offense that is committed, after such contract or agreement is no longer in effect; or
  - (2) Any "bodily injury", "property damage" or "personal and advertising injury" arising out of any structural alterations, new construction or demolition operations performed by or on behalf of such mortgagee, assignee, successor or receiver.

### H. BLANKET ADDITIONAL INSURED – GOVERNMENTAL ENTITIES – PERMITS OR AUTHORIZATIONS RELATING TO PREMISES

The following is added to SECTION II – WHO IS AN INSURED:

Any governmental entity that has issued a permit or authorization with respect to premises owned or occupied by, or rented or loaned to, you and that you are required by any ordinance, law, building code or written contract or agreement to include as an additional insured on this Coverage Part is an insured, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" arising out of the existence, ownership, use, maintenance, repair, construction, erection or removal of any of the following for which that governmental entity has issued such permit or authorization: advertising signs, awnings, canopies, cellar entrances, coal holes, driveways, manholes, marquees, hoist away

openings, sidewalk vaults, elevators, street banners or decorations.

### I. BLANKET ADDITIONAL INSURED – GOVERNMENTAL ENTITIES – PERMITS OR AUTHORIZATIONS RELATING TO OPERATIONS

The following is added to SECTION II – WHO IS AN INSURED:

Any governmental entity that has issued a permit or authorization with respect to operations performed by you or on your behalf and that you are required by any ordinance, law, building code or written contract or agreement to include as an additional insured on this Coverage Part is an insured, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" arising out of such operations.

The insurance provided to such governmental entity does not apply to:

- a. Any "bodily injury", "property damage" or "personal and advertising injury" arising out of operations performed for the governmental entity; or
- b. Any "bodily injury" or "property damage" included in the "products-completed operations hazard".

### J. INCIDENTAL MEDICAL MALPRACTICE

1. The following replaces Paragraph b. of the definition of "occurrence" in the DEFINITIONS Section:

- b. An act or omission committed in providing or failing to provide "incidental medical services", first aid or "Good Samaritan services" to a person, unless you are in the business or occupation of providing professional health care services.

2. The following replaces the last paragraph of Paragraph 2.a.(1) of SECTION II – WHO IS AN INSURED:

Unless you are in the business or occupation of providing professional health care services, Paragraphs (1)(a), (b), (c) and (d) above do not apply to "bodily injury" arising out of providing or failing to provide:

- (a) "Incidental medical services" by any of your "employees" who is a nurse, nurse assistant, emergency medical technician, paramedic, athletic trainer, audiologist, dietician, nutritionist,

occupational therapist or occupational therapy assistant, physical therapist or speech-language pathologist; or

- (b) First aid or "Good Samaritan services" by any of your "employees" or "volunteer workers", other than an employed or volunteer doctor. Any such "employees" or "volunteer workers" providing or failing to provide first aid or "Good Samaritan services" during their work hours for you will be deemed to be acting within the scope of their employment by you or performing duties related to the conduct of your business.

- 3. The following replaces the last sentence of Paragraph 5. of **SECTION III – LIMITS OF INSURANCE:**

For the purposes of determining the applicable Each Occurrence Limit, all related acts or omissions committed in providing or failing to provide "incidental medical services", first aid or "Good Samaritan services" to any one person will be deemed to be one "occurrence".

- 4. The following exclusion is added to Paragraph 2., **Exclusions**, of **SECTION I – COVERAGES – COVERAGE A – BODILY INJURY AND PROPERTY DAMAGE LIABILITY:**

**Sale Of Pharmaceuticals**

"Bodily injury" or "property damage" arising out of the violation of a penal statute or ordinance relating to the sale of pharmaceuticals committed by, or with the knowledge or consent of the insured.

- 5. The following is added to the **DEFINITIONS** Section:

"Incidental medical services" means:

- a. Medical, surgical, dental, laboratory, x-ray or nursing service or treatment, advice or instruction, or the related furnishing of food or beverages; or
- b. The furnishing or dispensing of drugs or medical, dental, or surgical supplies or appliances.

- 6. The following is added to Paragraph 4.b., **Excess Insurance**, of **SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS:**

This insurance is excess over any valid and collectible other insurance, whether primary, excess, contingent or on any other basis,

that is available to any of your "employees" for "bodily injury" that arises out of providing or failing to provide "incidental medical services" to any person to the extent not subject to Paragraph 2.a.(1) of Section II – Who Is An Insured.

**K. MEDICAL PAYMENTS – INCREASED LIMIT**

The following replaces Paragraph 7. of **SECTION III – LIMITS OF INSURANCE:**

- 7. Subject to Paragraph 5. above, the Medical Expense Limit is the most we will pay under Coverage C for all medical expenses because of "bodily injury" sustained by any one person, and will be the higher of:

- a. \$10,000; or
- b. The amount shown in the Declarations of this Coverage Part for Medical Expense Limit.

**L. AMENDMENT OF EXCESS INSURANCE CONDITION – PROFESSIONAL LIABILITY**

The following is added to Paragraph 4.b., **Excess Insurance**, of **SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS:**

This insurance is excess over any of the other insurance, whether primary, excess, contingent or on any other basis, that is Professional Liability or similar coverage, to the extent the loss is not subject to the professional services exclusion of Coverage A or Coverage B.

**M. BLANKET WAIVER OF SUBROGATION – WHEN REQUIRED BY WRITTEN CONTRACT OR AGREEMENT**

The following is added to Paragraph 8., **Transfer Of Rights Of Recovery Against Others To Us**, of **SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS:**

If the insured has agreed in a written contract or agreement to waive that insured's right of recovery against any person or organization, we waive our right of recovery against such person or organization, but only for payments we make because of:

- a. "Bodily injury" or "property damage" that occurs; or
- b. "Personal and advertising injury" caused by an offense that is committed;

subsequent to the signing of that contract or agreement.

COMMERCIAL GENERAL LIABILITY

**N. CONTRACTUAL LIABILITY – RAILROADS**

1. The following replaces Paragraph **c.** of the definition of "insured contract" in the **DEFINITIONS** Section:
  - c.** Any easement or license agreement;
2. Paragraph **f.(1)** of the definition of "insured contract" in the **DEFINITIONS** Section is deleted.

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

## **AUTO COVERAGE PLUS ENDORSEMENT**

This endorsement modifies insurance provided under the following:

### **BUSINESS AUTO COVERAGE FORM**

**GENERAL DESCRIPTION OF COVERAGE** – This endorsement broadens coverage. However, coverage for any injury, damage or medical expenses described in any of the provisions of this endorsement may be excluded or limited by another endorsement to the Coverage Part, and these coverage broadening provisions do not apply to the extent that coverage is excluded or limited by such an endorsement. The following listing is a general coverage description only. Limitations and exclusions may apply to these coverages. Read all the provisions of this endorsement and the rest of your policy carefully to determine rights, duties, and what is and is not covered.

- |   |   |
|---|---|
| <b>A. BLANKET ADDITIONAL INSURED</b>                                  | <b>H. AUDIO, VISUAL AND DATA ELECTRONIC EQUIPMENT – INCREASED LIMIT</b> |
| <b>B. EMPLOYEE HIRED AUTO</b>   | <b>I. WAIVER OF DEDUCTIBLE – GLASS</b>                                  |
| <b>C. EMPLOYEES AS INSURED</b>  | <b>J. PERSONAL PROPERTY</b>   |
| <b>D. SUPPLEMENTARY PAYMENTS – INCREASED LIMITS</b>                   | <b>K. AIRBAGS</b>   |
| <b>E. TRAILERS – INCREASED LOAD CAPACITY</b>                          | <b>L. AUTO LOAN LEASE GAP</b>   |
| <b>F. HIRED AUTO PHYSICAL DAMAGE</b>                                  | <b>M. BLANKET WAIVER OF SUBROGATION</b>                                 |
| <b>G. PHYSICAL DAMAGE – TRANSPORTATION EXPENSES – INCREASED LIMIT</b> |   |

#### **A. BLANKET ADDITIONAL INSURED**

The following is added to Paragraph **c.** in **A. 1., Who Is An Insured**, of **SECTION II – LIABILITY COVERAGE**:

This includes any person or organization who you are required under a written contract or agreement that is signed by you before the "bodily injury" or "property damage" occurs and that is in effect during the policy period, to name as an additional insured for Liability Coverage, but only for damages to which this insurance applies and only to the extent of that person's or organization's liability for the conduct of another "insured".

#### **B. EMPLOYEE HIRED AUTOS**

1. The following is added to Paragraph **A. 1., Who Is An Insured** of **SECTION II – LIABILITY COVERAGE**:

An "employee" of yours is an "insured" while operating a covered "auto" hired or rented under a contract or agreement in that "employee's" name, with your permission, while performing duties related to the conduct of your business.

2. The following replaces Paragraph **b.** in **B.5., Other Insurance**, of **SECTION IV – BUSINESS AUTO CONDITIONS**:

**b.** For Hired Auto Physical Damage Coverage, the following are deemed to be covered "autos" you own:

- (1) Any covered "auto" you lease, hire, rent or borrow; and
- (2) Any covered "auto" hired or rented by your "employee under a contract in that an "employee's" name, with your permission, while performing duties related to the conduct of your business.

However, any "auto" that is leased, hired, rented or borrowed with a driver is not a covered "auto".

#### **C. EMPLOYEES AS INSURED**

The following is added to Paragraph **A.1., Who Is An Insured**, of **SECTION II – COVERED AUTOS LIABILITY COVERAGE**:

Any "employee" of yours is an "insured" while using a covered "auto" you don't own, hire or borrow in your business or your personal affairs.

## COMMERCIAL AUTO

### D. SUPPLEMENTARY PAYMENTS – INCREASED LIMITS

1. The following replaces Paragraph **A.2.a.(2)** of **SECTION II – COVERED AUTOS LIABILITY COVERAGE**:

(2) Up to \$3,000 for cost of bail bonds (including bonds for related traffic law violations) required because of an "accident" we cover. We do not have to furnish these bonds.

2. The following replaces Paragraph **A.2.a.(4)** of **SECTION II – COVERED AUTOS LIABILITY COVERAGE**:

(4) All reasonable expenses incurred by the "insured" at our request, including actual loss of earnings up to \$500 a day because of time off from work.

### E. TRAILERS – INCREASED LOAD CAPACITY

The following replaces Paragraph **C. 1.**, of **SECTION I – COVERED AUTOS**:

1. "Trailers" with a load capacity of 3,000 pounds or less designed primarily for travel on public roads.

### F. HIRED AUTO PHYSICAL DAMAGE

The following is added to Paragraph **A. 4., Coverage Extensions**, of **SECTION III – PHYSICAL DAMAGE COVERAGE**:

#### Hired Auto Physical Damage Coverage Extension

If hired "autos" are covered "autos" for Liability Coverage and this policy also provides Physical Damage Coverage for an owned "auto", then the Physical Damage Coverage is extended to "autos" that you hire, rent or borrow subject to the following:

- (1) The most we will pay for "loss" in any one "accident" to a hired, rented or borrowed "auto" is the lesser of:
  - (a) \$50,000;
  - (b) The actual cash value of the damaged or stolen property as of the time of the "loss"; or
  - (c) The cost of repairing or replacing the damaged or stolen property with other property of like kind and quality.
- (2) An adjustment for depreciation and physical condition will be made in determining actual cash value in the event of a total "loss".

(3) If a repair or replacement results in better than like kind or quality, we will not pay for the amount of betterment.

(4) A deductible equal to the highest Physical Damage deductible applicable to any owned covered "auto".

(5) This Coverage Extension does not apply to:

(a) Any "auto" that is hired, rented or borrowed with a driver; or

(b) Any "auto" that is hired, rented or borrowed from your "employee".

### G. PHYSICAL DAMAGE – TRANSPORTATION EXPENSES – INCREASED LIMIT

The following replaces the first sentence in Paragraph **A.4.a., Transportation Expenses**, of **SECTION III – PHYSICAL DAMAGE COVERAGE**:

We will pay up to \$50 per day to a maximum of \$1,500 for temporary transportation expense incurred by you because of the total theft of a covered "auto" of the private passenger type.

### H. AUDIO, VISUAL AND DATA ELECTRONIC EQUIPMENT – INCREASED LIMIT

Paragraph **C.1.b.** of **SECTION III – PHYSICAL DAMAGE COVERAGE** is deleted.

### I. WAIVER OF DEDUCTIBLE – GLASS

The following is added to Paragraph **D. Deductible**, of **SECTION III – PHYSICAL DAMAGE COVERAGE**:

No deductible applies under Specified Causes of Loss or Comprehensive coverage for "loss" to glass used in the windshield.

### J. PERSONAL PROPERTY

The following is added to Paragraph **A. 4. Coverage Extensions**, of **SECTION III – PHYSICAL DAMAGE COVERAGE**:

#### Personal Property Coverage

We will pay up to \$400 for "loss" to wearing apparel and other personal effects which are:

(1) owned by an "insured"; and

(2) in or on your covered "auto";

in the event of a total theft "loss" of your covered "auto".

No deductibles apply to Personal Effects Coverage.

**K. AIRBAGS**

The following is added to Paragraph **B.3., Exclusions**, of **SECTION III – PHYSICAL DAMAGE COVERAGE**:

Exclusion **3.a.** does not apply to "loss" to one or more airbags in a covered "auto" you own that inflate due to a cause other than a cause of "loss" set forth in Paragraphs **A.1.b.** and **A.1.c.**, but only:

- a. If that "auto" is a covered "auto" for Comprehensive Coverage under this policy;
- b. The airbags are not covered under any warranty; and
- c. The airbags were not intentionally inflated.

We will pay up to a maximum of \$1,000 for any one "loss".

**L. AUTO LOAN LEASE GAP**

The following is added to Paragraph **A. 4. Coverage Extensions**, of **SECTION III – PHYSICAL DAMAGE COVERAGE**:

**Auto Loan Lease Gap Coverage for Private Passenger Type Vehicles**

In the event of a total "loss" to a covered "auto" of the private passenger type shown in the Schedule or Declarations for which Physical Damage Coverage is provided, we will pay any unpaid amount due on the lease or loan for such covered "auto" less the following:

- (1) The amount paid under the Physical Damage Coverage Section of the policy for that "auto"; and

(2) Any:

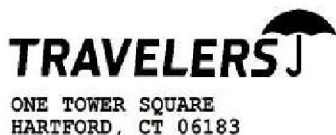
- (a) Overdue lease/loan payments at the time of the "loss";
- (b) Financial penalties imposed under a lease for excessive use, abnormal wear and tear or high mileage;
- (c) Security deposits not returned by the lessor;
- (d) Costs for extended warranties, Credit Life Insurance, Health, Accident or Disability Insurance purchased with the loan or lease; and
- (e) Carry-over balances from previous loans or leases.

**M. BLANKET WAIVER OF SUBROGATION**

The following replaces Paragraph **A. 5., Transfer Of Rights Of Recovery Against Others To Us**, of **SECTION IV – BUSINESS AUTO CONDITIONS**:

**5. Transfer Of Rights Of Recovery Against Others To Us**

We waive any right of recovery we may have against any person or organization to the extent required of you by a written contract executed prior to any "accident" or "loss", provided that the "accident" or "loss" arises out of the operations contemplated by such contract. The waiver applies only to the person or organization designated in such contract.



**WORKERS COMPENSATION  
AND  
EMPLOYERS LIABILITY POLICY**

**ENDORSEMENT WC 00 03 13 (00)-01**

POLICY NUMBER: UB1T6352622247G

**WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS ENDORSEMENT**

We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule. (This agreement applies only to the extent that you perform work under a written contract that requires you to obtain this agreement from us.)

This agreement shall not operate directly or indirectly to benefit any one not named in the Schedule.

**SCHEDULE**

**DESIGNATED PERSON:**

**DESIGNATED ORGANIZATION:**

**ANY PERSON OR ORGANIZATION FOR WHICH THE INSURED HAS AGREED  
BY WRITTEN CONTRACT EXECUTED PRIOR TO LOSS TO FURNISH THIS  
WAIVER.**

DATE OF ISSUE:

ST ASSIGN:

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

## **BLANKET ADDITIONAL INSURED (ARCHITECTS, ENGINEERS AND SURVEYORS)**

This endorsement modifies insurance provided under the following:  
COMMERCIAL GENERAL LIABILITY COVERAGE PART

**A. The following is added to WHO IS AN INSURED (Section II):**

Any person or organization that you agree in a "contract or agreement requiring insurance" to include as an additional insured on this Coverage Part, but only with respect to liability for "bodily injury", "property damage" or "personal injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

- a. In the performance of your ongoing operations;
- b. In connection with premises owned by or rented to you; or
- c. In connection with "your work" and included within the "products-completed operations hazard".

Such person or organization does not qualify as an additional insured for "bodily injury", "property damage" or "personal injury" for which that person or organization has assumed liability in a contract or agreement.

The insurance provided to such additional insured is limited as follows:

- d. This insurance does not apply on any basis to any person or organization for which coverage as an additional insured specifically is added by another endorsement to this Coverage Part.
- e. This insurance does not apply to the rendering of or failure to render any "professional services".
- f. The limits of insurance afforded to the additional insured shall be the limits which you agreed in that "contract or agreement requiring insurance" to provide for that additional insured, or the limits shown in the Declarations for this Coverage Part, whichever are less. This endorsement does not increase the limits of insurance stated in the **LIMITS OF**

**INSURANCE (Section III)** for this Coverage Part.

**B. The following is added to Paragraph a. of 4. Other Insurance in COMMERCIAL GENERAL LIABILITY CONDITIONS (Section IV):**

However, if you specifically agree in a "contract or agreement requiring insurance" that the insurance provided to an additional insured under this Coverage Part must apply on a primary basis, or a primary and non-contributory basis, this insurance is primary to other insurance that is available to such additional insured which covers such additional insured as a named insured, and we will not share with the other insurance, provided that:

- (1) The "bodily injury" or "property damage" for which coverage is sought occurs; and
- (2) The "personal injury" for which coverage is sought arises out of an offense committed;

after you have entered into that "contract or agreement requiring insurance". But this insurance still is excess over valid and collectible other insurance, whether primary, excess, contingent or on any other basis, that is available to the insured when the insured is an additional insured under any other insurance.

**C. The following is added to Paragraph 8. Transfer Of Rights Of Recovery Against Others To Us in COMMERCIAL GENERAL LIABILITY CONDITIONS (Section IV):**

We waive any rights of recovery we may have against any person or organization because of payments we make for "bodily injury", "property damage" or "personal injury" arising out of "your work" performed by you, or on your behalf, under a "contract or agreement requiring insurance" with that person or organization. We waive these rights only where you have agreed to do so as part of the "contract or agreement requiring insurance" with such person or organization entered into by you before, and in effect when, the "bodily

## COMMERCIAL GENERAL LIABILITY

injury" or "property damage" occurs, or the "personal injury" offense is committed.

**D.** The following definition is added to **DEFINITIONS (Section V)**:

"Contract or agreement requiring insurance" means that part of any contract or agreement under which you are required to include a person or organization as an additional insured on this Cov-

erage Part, provided that the "bodily injury" and "property damage" occurs, and the "personal injury" is caused by an offense committed:

- a.** After you have entered into that contract or agreement;
- b.** While that part of the contract or agreement is in effect; and
- c.** Before the end of the policy period.

# The Bank of Tampa

POST OFFICE BOX ONE  
TAMPA, FLORIDA 33601-0001

Robert Subko  
VICE PRESIDENT  
COMMERCIAL RELATIONSHIP MANAGER

4400 N. ARMENIA AVENUE  
TAMPA, FLORIDA 33603  
(813) 998-1903  
RSUBKO@BANKOFTAMPA.COM  
WWW.BANKOFTAMPA.COM

September 7, 2023

Re: Survtech Solutions Inc.  
10220 E US Hwy 92  
Tampa, Fl. 33610

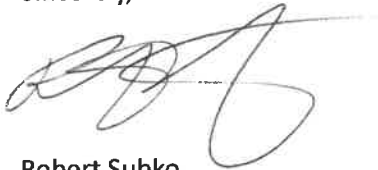
To Whom It May Concern:

This letter is to verify that the above referenced client has accounts with The Bank of Tampa. Their account was opened on November 12, 2019, and maintains a balance in the low seven figures. The client also has a line of credit with a limit of \$1.5MM with a current outstanding balance of \$250,000. The company has always maintained an excellent relationship with the bank. They have never had any issues with their accounts and paid their obligations as scheduled and, in many cases, ahead of schedule.

Although the client has only had their accounts with The Bank of Tampa for a few years, I have been their Relationship Manager since the company opened their doors in 2004. The company moved their relationship to The Bank of Tampa when I left another financial institution for my current role. The balances that they currently have on deposit are in line with their historic balances. I have known the owners for over 20 years, and they are of the highest integrity.

If you have any questions or if you need any additional information, please feel free to contact me.

Sincerely,



Robert Subko  
Vice President  
Commercial Relationship Manager  
4400 N Armenia Ave.  
Tampa, Fl. 33603  
813-998-1903



**SURVTECH SOLUTIONS, INC.**

10220 U.S. HIGHWAY 92 EAST  
TAMPA, FLORIDA 33610  
FLORIDA LICENSED BUSINESS NO. 7340

PHONE: 813-621-4929

FAX: 813-621-7194

Web: [www.survtechsolutions.com](http://www.survtechsolutions.com)

September 8, 2023

To: City of Haines City

Subject: **Litigation Statement for RFQ #23-04 Surveying Continuing Services Agreement**

To whom it may concern:

SurvTech Solutions, Inc. does not hold any past and/or pending litigations or disputes within the last five (5) years, relating to the work described herein this solicitation.

Please find below authorized personnel to represent SurvTech Solutions, Inc.

David O' Brien  
President  
10220 US Highway 92 East  
Tampa, Florida 33610  
Tel: (813) 621-4929  
Email: [dobrien@survtechsolutions.com](mailto:dobrien@survtechsolutions.com)

Sincerely,

David O' Brien, PSM  
President



Florida Department of Agriculture and Consumer Services  
Division of Consumer Services  
Board of Professional Surveyors and Mappers  
2005 Apalachee Pkway Tallahassee, Florida 32399-6500  
800HELPFLA(435-7352) or (850) 488-2221

December 15, 2022

SURVTECH SOLUTIONS, INC.  
10220 E US HIGHWAY 92  
TAMPA, FL 33610-5966

SUBJECT: Professional Surveyor and Mapper Business Certificate # LB7340

Your application / renewal as a professional surveyor and mapper business as required by Chapter 472, Florida Statutes, has been received and processed.

The license appears below and is valid through February 28, 2025.

You are required to keep your information with the Board current. Please visit our website at [www.800helpfla.com/psm](http://www.800helpfla.com/psm) to create your online account. If you have already created your online account, you can use the website to maintain your license. You can also find other valuable information on the website.

If you have any questions, please do not hesitate to call the Division of Consumer Services, Board of Professional Surveyors and Mappers at 800-435-7352 or 850-488-2221.

Detach Here



Florida Department of Agriculture and Consumer Services  
Division of Consumer Services  
Board of Professional Surveyors and Mappers  
2005 Apalachee Pkway Tallahassee, Florida 32399-6500

License No.: **LB7340**

Expiration Date February 28, 2025

## Professional Surveyor and Mapper Business License

Under the provisions of Chapter 472, Florida Statutes

SURVTECH SOLUTIONS, INC.  
10220 E US HIGHWAY 92  
TAMPA, FL 33610-5966

*Nicole Fried*

NICOLE "NIKKI" FRIED  
COMMISSIONER OF AGRICULTURE

This is to certify that the professional surveyor and mapper whose name and address are shown above is licensed as required by Chapter 472, Florida Statutes.

**POLK COUNTY LOCAL BUSINESS TAX RECEIPT**

**ACCOUNT NO. 241997**

**CLASS: B+**

**EXPIRES:**

**09/30/2024**

<b>OWNER NAME</b>	<b>LOCATION</b>
DAVID J O'BRIEN JR	495 CABOOSE PL MULBERRY

**BUSINESS NAME AND MAILING ADDRESS**

**SURVTECH SOLUTIONS INC**  
SURVTECH SOLUTIONS INC  
10220 E US 92 HWY  
TAMPA, FL 33610

**CODE    ACTIVITY TYPE**

540220    PROFESSIONAL GEOLOGIST  
540250    SURVEYOR MAPPER

**PROFESSIONAL LICENSE (IF APPLICABLE)**

-



**OFFICE OF JOE G. TEDDER, CFC \* TAX COLLECTOR**

THIS POLK COUNTY LOCAL BUSINESS TAX RECEIPT MUST BE CONSPICUOUSLY  
DISPLAYED AT THE BUSINESS LOCATION

**PAID - 1640235 07/11/2023 OPY**

**OLP 57.75**

**SURVTECH SOLUTIONS INC**

**NOTE:** Failure to timely renew or those who are no longer in business and fail to provide an out of business notification on or before September 30<sup>th</sup> are subject to a misdemeanor violation of the law, substantial penalties, collection costs, including possible attorney's fees, etc., and a Special Magistrate hearing.

**ATTENTION:** A Polk County local business tax receipt is issued for the simple privilege of doing business in Polk County. A local business tax receipt does not convey that a business tax receipt holder is in any other way qualified, registered, certified, or licensed to engage in a specific trade, activity, practice or profession. Before doing business, individuals or firms should know the law pertaining to their business activities. For more information on what is allowed under the law for a given business activity, contact the appropriate governing agencies. For example, those involved in construction related activities should contact their local building officials prior to conducting their work.

**REPORT UNLAWFUL ACTIVITY:** If you know of a business operating in Polk County that has failed to obtain a county local business tax receipt, please report this unlawful activity. Provide as much information as possible, such as the name of the business, business owner's name, location at which the business is operating, telephone number(s), etc. **YOU MAY CHOOSE TO REMAIN ANONYMOUS** Dial: Toll Free Tel. 866-687-8876; Email to: Enforcement@PolkTaxes.com; Mail to: Enforcement, PO Box 2016, Bartow, Florida 33831-2016.

**MUNICIPAL LOCAL BUSINESS TAXES ARE ALSO DUE:** If your business is located in a municipality that also requires a local business tax receipt, you are required to obtain both the county local business tax receipt and the municipal local business tax receipt. County and municipal local business tax receipt requirements may be significantly different. For more information on municipal local business tax receipt requirements, please contact your municipality.

**DISPLAY THIS TAX RECEIPT PROMINANTLY:** The law requires this county local business tax receipt to be displayed conspicuously at the place of business in such a manner that it can be open to public view and subject to inspection by all duly authorized officers/agents of the Tax Collector. Upon failure to do so, the taxpayer shall be subject to the payment of another county local business tax receipt.

**RENEW THIS TAX RECEIPT BEFORE IT EXPIRES:** This is your first or "initial" notice that your county local business tax receipt must be renewed prior to the expiration date indicated on the face of this document.

**DISCLOSURE REQUIREMENT; INFORMATION:** Pursuant to F.S. 205.0535 (5), the receipt holder's Federal Employee Identification Number or Social Security Number is not subject to a public records request. Pursuant to F.S. 193.074, business telephone numbers and email addresses are confidential unless made public by the receipt holder.

**SWORN STATEMENT REMINDER:** The county local business tax receipt holder identified on the face of this document has completed a sworn statement affirming they did read, understand and acknowledge the following: ① They completed an annual county local business tax receipt application in which they, under penalties of perjury, did swear or affirm the information provided to obtain this tax receipt is current, true and correct; ② The privilege to conduct business in Polk County, Florida is limited to the activities, professions and/or occupations identified on the application (and this tax receipt); ③ A county local tax receipt does not waive local, state or federal laws and/or requirements, including licensing, registration, and/or certification requirements; ④ They must adhere to all local, state and federal laws and requirements, including, but not limited to, local codes and zoning restrictions; ⑤ An FEIN or Social Security Number is required pursuant to F.S. 205.0535 (5); ⑥ They will only do business under their legal name or have provided a fictitious name registration number to the Tax Collector or provided they will not engage in business until a fictitious name registration number is obtained from the Florida Department of State, Division of Corporations; ⑦ Tangible Personal Property information including the telephone number and email address which are provided in this application are a part of the Property Appraiser's tangible personal property tax return; ⑧ They are required to report changes in business name, ownership and/or location, as well as any changes affecting their status as a county local business tax receipt holder, to the Tax Collector; and, ⑨ They know providing false information to obtain this tax receipt is a criminal offense subject to prosecution.

**REPORT CHANGES:** The holder of this county local business tax receipt is required to report a change in the following: Business name, ownership, business location, mailing address, business activity and any information that would alter the status of the current tax receipt, such as the loss of a state license or a change in the state license used to qualify for the business activity and/or occupation identified on the current county local business tax receipt.