

RESOLUTION NO. 2015 - 349

A RESOLUTION BY THE BOARD OF COUNTY COMMISSIONERS OF ST. JOHNS COUNTY, FLORIDA, AUTHORIZING THE COUNTY ADMINISTRATOR, OR DESIGNEE, TO AWARD RFP NO. 15-11R AND TO EXECUTE AGREEMENTS FOR ST. JOHNS GOLF CLUB MASTER PLAN AND ARCHITECTURAL DESIGN SERVICES

RECITALS

WHEREAS, the County desires to enter into a contract with Larsen Golf, Inc. to provide a Master Plan and Architectural Design Services to the St. Johns Golf Club; and

WHEREAS, the scope of the services shall develop and provide a Golf Course Master Plan and Architectural Design Services; and

WHEREAS, through the County's formal RFP process, Larsen Golf, Inc. was selected as the most qualified respondent to enter into a contract with the County to perform the work referenced above; and

WHEREAS, the County has reviewed the material terms, provisions, conditions and requirements of the proposed contract (attached hereto, an incorporated herein) and finds that entering into such a contract serves a public purpose; and

WHEREAS, the proposed contract will be finalized after negotiations with Larsen Golf, Inc., and will be in substantially the same form and format as the attached draft.

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF ST. JOHNS COUNTY, FLORIDA, as follows:

Section 1. The above Recitals are incorporated by reference into the body of this Resolution and such Recitals are adopted as finds of fact.

Section 2. The County Administrator, or designee, is hereby authorized to award RFP 15-11R to Larsen Golf, Inc., and to conduct negotiations to provide the services set forth therein.

Section 3. The County Administrator, or designee, is further authorized to execute an agreement in substantially the same form and format as the attached draft with Larsen Golf, Inc. on behalf of the County to provide the scope of services as specifically provided in RFP 15-11R.

Section 4. If after negotiations with Larsen Golf, Inc., an agreement cannot be reached, the County administrator, or designee is authorized to award RFP 15-11R to the next successively ranked qualified respondent(s), conduct negotiations and execute an agreement in substantially the same form and format as attached hereto.

Section 5. To the extent that there are typographical and/or administrative errors that do not change the tone, tenor, or concept of this Resolution, then this Resolution may be revised without subsequent approval by the Board of County Commissioners.

PASSED AND ADOPTED by the Board of County Commissioners of St. Johns County, Florida, this 17th day of November, 2015.

BOARD OF COUNTY COMMISSIONERS OF ST. JOHNS COUNTY, FLORIDA

By: [Signature]
Chair

ATTEST: Hunter S. Conrad, Clerk

By: [Signature]
Deputy Clerk

RENDITION DATE 11/19/15



CONTRACT AGREEMENT
RFP NO: 15-11R; ST. JOHNS GOLF CLUB MASTER PLAN
AND ARCHITECTURAL DESIGN SERVICES
Master Contract #: _____

This Contract Agreement is made as of this ____ day of _____, 2015, by and between **St. Johns County, FL**, with principle offices located at 500 San Sebastian View, St. Augustine, FL 32084, hereinafter referred to as the “**COUNTY**”, and **Larsen Golf, Inc.**, authorized to do business in the State of Florida, hereinafter referred to as the “**CONSULTANT**”, with offices located at 45 Village Walk Dr., Ponte Vedra FL 32082, Ponte Vedra, FL 32082, whose Phone: (904) 631-7480 and Email: erik@larsengolf.net.

In consideration of the mutual promises contained herein, the COUNTY and the CONSULTANT agree as follows:

ARTICLE 1 – DURATION and EXTENSION

This Contract Agreement shall become effective upon the date of execution by all parties, shall be in effect for an initial contract term of five (5) calendar years, with the option to renew as needed, upon satisfactory performance by the CONSULTANT, mutual agreement by both parties, and the availability of funds. While this Contract Agreement may be renewed as stated in this Article, it is expressly noted that the COUNTY is under no obligation to extend this Contract Agreement. It is further expressly understood that the option of extension is exercisable only by the COUNTY, and only upon the COUNTY’s determination that the CONSULTANT satisfactorily performed the Services noted in the Contract Documents.

ARTICLE 2 - ENUMERATION OF CONTRACT DOCUMENTS

The term “Contract Documents” shall include all RFP Documents and any addenda/exhibits thereto; all Specifications; this Contract Agreement, any duly executed amendments, addenda, and/or exhibits hereto; and any and all Change Orders.

ARTICLE 3 - SERVICES

The CONSULTANT’s responsibility under this Contract Agreement is to provide all labor, materials, and equipment necessary to provide a **Master Plan and Architectural Design Services** for the St. Johns Golf Club, St. Johns County, in accordance with RFP No: 15-11R and as otherwise provided in the Contract Documents. At the County’s sole discretion, completion of the services may be performed in the following phases:

- Phase I: conduct site analysis; draft comprehensive master plan; prepare conceptual designs
- Phase II: revise comprehensive master plan as directed by County; develop design and construction documents
- Phase III: complete development of construction documents as directed by County; provide architectural services during construction

The County expressly reserves the right to revise the phasing of the services described herein. Services provided by the CONSULTANT shall be under the general direction of St. Johns County Parks and Recreation Department or authorized COUNTY designee, who shall act as the COUNTY’S representative during the performance of this Contract Agreement.

ARTICLE 4 – SCHEDULE

The CONSULTANT shall perform the required Services as specified for the St. Johns County Parks and Recreation Department. A schedule for the delivery of products and supporting services to be performed shall be coordinated with the authorized COUNTY designee. No changes to said schedule shall be made without prior written authorization from the COUNTY’s representative.

ARTICLE 5 – COMPENSATION/BILLING/INVOICES

- A. The COUNTY shall compensate the CONSULTANT based upon the prices as submitted in the RFP Proposal and attached hereto as Exhibit A-1. The maximum amount available as compensation to CONSULTANT under this Contract Agreement shall not exceed the annual amount budgeted by the St. Johns County Parks and Recreation Department for Services satisfactorily performed in accordance with the Contract Documents.

- B. It is strictly understood that CONSULTANT is not entitled to the above-referenced amount of compensation. Rather, CONSULTANT's compensation is based upon CONSULTANT's adhering to the Scope of Services, detailed in this Contract Agreement. As such, the CONSULTANT's compensation is dependent upon satisfactory completion and delivery of all work product and deliverables noted in the Scope of Services, and detailed in this Contract Agreement.
- C. The CONSULTANT shall bill the COUNTY for Services satisfactorily performed, and materials satisfactorily delivered.
- D. Though there is no billing form or format pre-approved by either the COUNTY, or the CONSULTANT, bills/invoices submitted by the CONSULTANT shall include a detailed written report of the Work accomplished in connection with the Scope of Services. The COUNTY may return a bill/invoice from the CONSULTANT, and request additional documentation/information. Under such circumstances, the timeframe for payment will be extended by the time necessary to receive a verified bill/invoice.
- E. Unless otherwise notified, bills/invoices should be delivered to:
St. Johns Golf Club
ATTN: Wes Tucker
4900 Cypress Links Blvd.
Elkton Florida 32033
- F. **FINAL INVOICE:** In order for the COUNTY and the CONSULTANT to reconcile/close their books and records, the CONSULTANT shall clearly indicate "final invoice" on the CONSULTANT's final bill/invoice to the COUNTY. Such indication establishes that all Services have been satisfactorily performed and that all charges and costs have been invoiced to the COUNTY and that there is no further Work to be performed under this Contract Agreement.

ARTICLE 6 – TERMINATION

- A. This Contract may be terminated by the COUNTY without cause upon at least thirty (30) calendar days advance written notice to the CONSULTANT of such termination without cause.
- B. This Contract may be terminated by the COUNTY with cause upon at least fourteen (14) calendar days advanced written notice of such termination with cause. Such written notice shall indicate the exact cause for termination.

ARTICLE 7 – NOTICE OF DEFAULT/RIGHT TO CURE

- A. Should the CONSULTANT fail to perform (default) under the terms of this Contract, then the COUNTY shall provide written notice to the CONSULTANT, which such notice shall include a timeframe of no fewer than seven (7) calendar days in which to cure the default. Failure to cure the default within the timeframe provided in the notice of default (or any such amount of time as mutually agreed to by the parties in writing), shall constitute cause for termination of this Contract.
- B. It is expressly noted that, should the COUNTY issue more than one notice of default to the CONSULTANT within any six (6) consecutive months during the term of this Contract, such action shall constitute cause for termination of this Contract.
- C. Consistent with other provisions in this Contract, CONSULTANT shall be paid for services authorized and satisfactorily performed under this Contract up to the effective date of termination.
- D. Upon receipt of a notice of termination, except as otherwise directed by the COUNTY in writing, the CONSULTANT shall:
 - 1. Stop work on the date to the extent specified.
 - 2. Terminate and settle all orders and subcontracts relating to the performance of the terminated work.
 - 3. Transfer all work in process, completed work, and other material related to the terminated work to the COUNTY.
 - 4. Continue and complete all parts of the work that have not been terminated.

ARTICLE 8 – PERSONNEL

The CONSULTANT represents that it has, or shall secure at its own expense, all necessary personnel required to perform the Services as noted in the Contract Documents. It is expressly understood that such personnel shall not be employees of,

or have any contractual relationship with the COUNTY.

All of the Services required hereunder shall be performed by the CONSULTANT, or under its supervision. All personnel engaged in performing the Services shall be fully qualified and, if required, authorized or permitted under federal, state and local law to perform such Services.

Any changes or substitutions in the CONSULTANT's key personnel must be made known to the COUNTY's representative and written approval granted by the COUNTY before said change or substitution can become effective.

The CONSULTANT warrants that all Services shall be performed by skilled and competent personnel to the highest professional standards in the field.

ARTICLE 9 – SUBCONTRACTING

The COUNTY reserves the right to approve the use of any subcontractor, or to reject the selection of a particular subcontractor, and to inspect all facilities of any subcontractors in order to make a determination as to the capability of the subcontractor to perform the Work described in the Contract Documents. The CONSULTANT is encouraged to seek minority and women business enterprises for participation in subcontracting opportunities.

If a subcontractor fails to satisfactorily perform in accordance with the Contract Documents, and it is necessary to replace the subcontractor to complete the Work in a timely fashion, the CONSULTANT shall promptly do so, subject to approval by the COUNTY.

The COUNTY reserves the right to disqualify any subcontractor, vendor, or material supplier based upon prior unsatisfactory performance.

ARTICLE 10 – FEDERAL AND STATE TAX

In accordance with Local, State, and Federal law, the COUNTY is exempt from the payment of Sales and Use Taxes. The COUNTY shall execute a tax exemption certificate submitted by the CONSULTANT. The CONSULTANT shall not be exempt from the payment of all applicable taxes in its performance under this Contract Agreement. It is expressly understood by the COUNTY and by the CONSULTANT that the CONSULTANT shall not be authorized to use the COUNTY's Tax Exemption status in any manner.

The CONSULTANT shall be solely responsible for the payment and accounting of any and all applicable taxes and/or withholdings including but not limited to Social Security payroll taxes (FICA), associated with or stemming from CONSULTANT's performance under this Contract Agreement.

ARTICLE 11 – AVAILABILITY OF FUNDS

The COUNTY's obligations under this Contract Agreement are subject to the availability of lawfully appropriated funds. While the COUNTY will make all reasonable efforts, in order to provide funds needed to perform under this Contract Agreement, the COUNTY makes no express commitment to provide such funds in any given COUNTY Fiscal Year. Moreover, it is expressly noted that the CONSULTANT cannot demand that the COUNTY provide any such funds in any given COUNTY Fiscal Year.

ARTICLE 12 - INSURANCE

The CONSULTANT shall not commence work under this Contract until he/she has obtained all insurance required under this section and such insurance has been approved by the COUNTY. All insurance policies shall be issued by companies authorized to do business under the laws of the State of Florida. The CONSULTANT shall furnish proof of Insurance to the COUNTY prior to the commencement of operations. The Certificate(s) shall clearly indicate the CONSULTANT has obtained insurance of the type, amount, and classification as required by contract and that no material change or cancellation of the insurance shall be effective without thirty (30) days prior written notice to the COUNTY. Certificates shall specifically include the COUNTY as Additional Insured for all lines of coverage except Workers' Compensation and Professional Liability. A copy of the endorsement must accompany the certificate. Compliance with the foregoing requirements shall not relieve the CONSULTANT of its liability and obligations under this Contract.

Certificate Holder Address: St. Johns County, a political subdivision of the State of Florida
500 San Sebastian View

The CONSULTANT shall maintain during the life of this Contract, Comprehensive General Liability Insurance with minimum limits of \$1,000,000 per occurrence, \$2,000,000 aggregate, to protect the CONSULTANT from claims for damages for bodily injury, including wrongful death, as well as from claims of property damages which may arise from any operations under this contract, whether such operations be by the CONSULTANT or by anyone directly employed by or contracting with the CONSULTANT.

The CONSULTANT shall maintain during the life of this Contract, Comprehensive Automobile Liability Insurance with minimum limits of \$300,000 combined single limit for bodily injury and property damage liability to protect the CONSULTANT from claims for damages for bodily injury, including the ownership, use, or maintenance of owned and non-owned automobiles, including rented/hired automobiles whether such operations be by the CONSULTANT or by anyone directly or indirectly employed by a CONSULTANT.

The CONSULTANT shall maintain during the life of this Contract, adequate Workers' Compensation Insurance in at least such amounts as is required by the law.

In the event of unusual circumstances, the County Administrator or his designee may adjust these insurance requirements.

ARTICLE 13 - INDEMNIFICATION

The CONSULTANT shall indemnify and hold harmless the COUNTY, and its officers, and employees, from liabilities, damages, losses, and costs, including, but not limited to, reasonable attorneys' fees, to the extent caused by the negligence, recklessness, intentional/unintentional conduct or omission of the CONSULTANT and other persons employed or utilized by the CONSULTANT.

ARTICLE 14 - SUCCESSORS AND ASSIGNS

The COUNTY and the CONSULTANT each binds itself and its partners, successors, executors, administrators and assigns to the other party of this Contract Agreement and to the partners, successors, executors, administrators and assigns of such other party, in respect to all covenants of this Contract Agreement. Except as above, neither the COUNTY nor the CONSULTANT shall assign, sublet, convey or transfer its interest in this Contract Agreement without the written consent of the other. Nothing herein shall be construed as creating any personal liability on the part of any officer or agent of the COUNTY, which may be a party hereto, nor shall it be construed as giving any rights or benefits hereunder to anyone other than the COUNTY and the CONSULTANT.

ARTICLE 15 - REMEDIES

No remedy herein conferred upon any party is intended to be exclusive, or any other remedy, and each and every such remedy shall be cumulative and shall be in addition to every other remedy given hereunder or nor or hereafter existing at law or in equity or by statute or otherwise. No single or partial exercise by any party or any right, power, or remedy hereunder shall preclude any other or further exercise thereof.

In any action brought by either party for the enforcement of the obligations of the other party, the prevailing party shall be entitled to recover reasonable attorney's fees.

ARTICLE 16 - CONFLICT OF INTEREST

The CONSULTANT represents that it presently has no interest and shall acquire no interest, either directly or indirectly, which would conflict in any manner with the performance of services required hereunder. The CONSULTANT further represents that no person having any interest shall be employed for said performance.

The CONSULTANT shall promptly notify the COUNTY in writing by certified mail of all potential conflicts of interest for any prospective business association, interest or other circumstance, which may influence or appear to influence the CONSULTANT'S judgment or quality of services being provided hereunder. Such written notification shall identify the prospective business association, interest or circumstance, the nature of work that the CONSULTANT may undertake and request an opinion of the COUNTY, whether such association, interest, or circumstance constitutes a conflict of interest if

entered into by the CONSULTANT.

The COUNTY agrees to notify the CONSULTANT of its opinion by certified mail within 30 days of receipt of notification by the CONSULTANT. If, in the opinion of the COUNTY, the prospective business association, interest or circumstance would not constitute a conflict of interest by the CONSULTANT, the COUNTY shall so state in the notification and the CONSULTANT shall, at his/her option enter into said association, interest or circumstance and it shall be deemed not in conflict of interest with respect to services provided to the COUNTY by the CONSULTANT under the terms of this Contract Agreement.

ARTICLE 17 – NO THIRD PARTY BENEFICIARIES

Both the COUNTY and the CONSULTANT explicitly agree, and this Contract Agreement explicitly states that no third party beneficiary status or interest is conferred to, or inferred to, any other person or entity.

ARTICLE 18 - EXCUSABLE DELAYS

The CONSULTANT shall not be considered in default by reason of any delay in performance if such delay arises out of causes reasonably beyond the CONSULTANT'S control and without its fault or negligence. Such cases may include, but are not limited to: acts of God; the COUNTY'S ommissive and commissive failures; natural or public health emergencies; freight embargoes; and severe weather conditions.

If delay is caused by the failure of the CONSULTANT'S subcontractor(s) to perform or make progress, and if such delay arises out of causes reasonably beyond the control of the CONSULTANT and its subcontractor(s) and is without the fault or negligence of either of them, the CONSULTANT shall not be deemed to be in default.

Upon the CONSULTANT'S request, the COUNTY shall consider the facts and extent of any delay in performing the work and, if the CONSULTANT'S failure to perform was without its fault or negligence, the Contract Schedule and/or any other affected provision of this Contract Agreement shall be revised accordingly; subject to the COUNTY'S right to change, terminate, or stop any or all of the Work at any time.

ARTICLE 19 - ARREARS

The CONSULTANT shall not pledge the COUNTY'S credit, or make it a guarantor of payment, or surety for any contract, debt, obligation, judgment, lien, or any form of indebtedness. The CONSULTANT further warrants and represents that it has no obligation or indebtedness that would impair its ability to fulfill the terms of this Contract Agreement.

ARTICLE 20 - DISCLOSURE AND OWNERSHIP OF DOCUMENTS

The CONSULTANT shall deliver to the COUNTY for approval and acceptance, and before being eligible for final payment of any amounts due, all documents and materials prepared by and for the COUNTY under this Contract Agreement.

All written and oral information not in the public domain, or not previously known, and all information and data obtained, developed, or supplied by the COUNTY, or at its expense, shall be kept confidential by the CONSULTANT and shall not be disclosed to any other party, directly or indirectly, without the COUNTY'S prior written consent, unless required by a lawful order. All drawings, maps, sketches, and other data developed, or purchased under this Contract Agreement, or at the COUNTY'S expense, shall be and remains the COUNTY'S property and may be reproduced and reused at the discretion of the COUNTY.

The COUNTY and the CONSULTANT shall comply with the provisions of Chapter 119, Florida Statutes (Public Records Law).

All covenants, agreements, representations and warranties made herein, or otherwise made in writing by any party pursuant hereto, including but not limited to, any representations made herein relating to disclosure or ownership of documents, shall survive the execution and delivery of this Contract Agreement and the consummation of the transactions contemplated hereby.

ARTICLE 21 - INDEPENDENT CONSULTANT RELATIONSHIP

The CONSULTANT is, and shall be, in the performance of all work services and activities under this Contract Agreement, an independent contractor, and not an employee, agent, or servant of the COUNTY. All persons engaged in any of the work or services performed pursuant to this Contract Agreement shall at all times and in all places be subject to the CONSULTANT'S sole direction, supervision, and control.

The CONSULTANT shall exercise control over the means and manner in which it and its employees perform the work, and in all respects the CONSULTANT'S relationship and the relationship of its employees to the COUNTY shall be that of an independent contractor and not as employees or agents of the COUNTY. The CONSULTANT does not have the power or authority to bind the COUNTY in any promise, agreement or representation other than specifically provided for in this agreement.

ARTICLE 22 - CONTINGENT FEES

The CONSULTANT warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the CONSULTANT to solicit or secure this Contract Agreement and that it has not paid or agreed to pay any person, company, corporation, individual, or firm, other than a bona fide employee working solely for the CONSULTANT, any fee, commission, percentage, gift, or any other consideration contingent upon or resulting from the award or making of this Contract Agreement.

ARTICLE 23 - ACCESS AND AUDITS

The CONSULTANT shall maintain adequate records to justify all charges, expenses, and costs incurred in performing the work for at least three (3) years after completion of this Contract Agreement. The COUNTY shall have access to such books, records, and documents as required in this section for the purpose of inspection or audit during normal business hours, at the COUNTY'S cost, upon five (5) days written notice.

ARTICLE 24 - NONDISCRIMINATION

The CONSULTANT warrants and represents that all of its employees are treated equally during employment without regard to race, color, religion, physical handicap, sex, age or national origin.

ARTICLE 25 - ENTIRETY OF CONTRACTUAL AGREEMENT

The COUNTY and the CONSULTANT agree that this Contract Agreement, signed by both parties sets forth the entire agreement between the parties, and that there are no promises or understandings other than those stated herein, or are incorporated by reference into this Contract Agreement. None of the provisions, terms, conditions, requirements, or responsibilities noted in this Contract Agreement may be amended, revised, deleted, altered, or otherwise changed, modified, or superseded, except by written instrument, duly executed by authorized representatives of both the COUNTY, and the CONSULTANT.

ARTICLE 26 - ENFORCEMENT COSTS

If any legal action or other proceeding is brought for the enforcement of this Contract Agreement, or because of an alleged dispute, breach, default or misrepresentation in connection with any provisions of this Contract Agreement, the successful or prevailing party or parties shall be entitled to recover reasonable attorney's fees, court costs and all reasonable expenses even if not taxable as court costs (including, without limitation, all such reasonable fees, costs and expenses incident to appeals), incurred in that action or proceedings, in addition to any other relief to which such party or parties may be entitled.

ARTICLE 27 - AUTHORITY TO PRACTICE

The CONSULTANT hereby represents and warrants that it has and shall continue to maintain all licenses and approvals required to conduct its business, and that it shall at all times, conduct its business activities in a reputable manner.

ARTICLE 28 - SEVERABILITY

If any term or provision of this Contract Agreement, or the application thereof to any person or circumstances shall, to any extent, be held invalid or unenforceable, the remainder of this Contract Agreement, or the application of such items or

provision, to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected and every other term and provision of this Contract Agreement shall be deemed valid and enforceable to the extent permitted by law.

ARTICLE 29 - AMENDMENTS AND MODIFICATIONS

No amendments or modifications of this Contract Agreement shall be valid unless in writing and signed by each of the parties.

The COUNTY reserves the right to make changes in the work, including alterations, reductions therein or additions thereto. Upon receipt by the CONSULTANT of the COUNTY'S notification of a contemplated change, the CONSULTANT shall: (1) if requested by the COUNTY, provide an estimate for the increase or decrease in cost due to the contemplated change; (2) notify the COUNTY of any estimated change in the completion date; and (3) advise the COUNTY in writing if the contemplated change shall effect the CONSULTANT'S ability to meet the completion dates or schedules of this Contract Agreement. If the COUNTY instructs in writing, the CONSULTANT shall suspend work on that portion of the project, pending the COUNTY'S decision to proceed with the change. If the COUNTY elects to make the change, the COUNTY shall issue a Change Order for changes, or a contract change order, if the original contract is be changed or amended the CONSULTANT shall not commence work on any such change until such written change order has been issued and signed by each of the parties.

ARTICLE 30 - FLORIDA LAW & VENUE

This Contract Agreement shall be governed by the laws of the State of Florida. Any and all legal action necessary to enforce the Contract shall be held in St. Johns County, Florida.

ARTICLE 31 - ARBITRATION

The Owner shall not be obligated to arbitrate or permit any arbitration binding on the Owner under any of the Contract Documents or in connection with the project in any manner whatsoever.

ARTICLE 32 - NOTICES

All notices required in this Contract Agreement shall be sent by certified mail, return receipt requested, and if sent to the COUNTY shall be mailed to:

St. Johns COUNTY Purchasing Department
Attn: Karen R. Fullerton, Contract Coordinator
500 San Sebastian View
St. Augustine, FL 32084

and if sent to the CONSULTANT shall be mailed to:

Larsen Golf, Inc.
Attn: Erik Larsen, Owner/President
45 Village Walk Dr.
Ponte Vedra FL 32082

ARTICLE 33 - HEADINGS

The heading preceding the articles and sections herein are solely for convenience of reference and shall not constitute a part of this Contract Agreement, or affect its meaning, construction or effect.

ARTICLE 34 –PUBLIC RECORDS

- a. The cost of reproduction, access to, disclosure, non-disclosure, or exemption of records, data, documents, and/or materials, associated with this Agreement shall be subject to the applicable provisions of the Florida Public Records Law (Chapter 119, Florida Statutes), and other applicable State and Federal provisions. Access to such public records, may not be blocked, thwarted, and/or hindered by placing the public records in the possession of a

third party, or an unaffiliated party.

- b. In accordance with Florida law, to the extent that CONSULTANT's performance under this Agreement constitutes an act on behalf of the County, CONSULTANT shall provide access to all public records made or received by CONSULTANT in conjunction with this Agreement. Specifically, if CONSULTANT is expressly authorized, and acts on behalf of the County under this Agreement, CONSULTANT shall:
 - (1) Keep and maintain public records that ordinarily and necessarily would be required by the County in order to perform the services described herein;
 - (2) Provide the public with access to public records related to this Agreement on the same terms and conditions that the County would provide the records, and at a cost that does not exceed the costs provided in Chapter 119, Florida Statutes, or as otherwise provided by applicable law;
 - (3) Ensure that public records related to this Agreement that are exempt or confidential and exempt from public disclosure are not disclosed except as authorized by applicable law; and
 - (4) Meet all requirements for retaining public records, and transfer at CONSULTANT's sole cost and expense, all public records in the possession of CONSULTANT upon termination of this Agreement. CONSULTANT shall destroy any duplicate records that are exempt or confidential and exempt from public disclosure requirements in accordance with applicable State and Federal provisions. Any public records stored electronically must be provided to the County in a format that is compatible with information technology systems maintained by the County.
- c. Failure by CONSULTANT to grant such public access shall be cause for unilateral termination of this Agreement by the County. CONSULTANT shall promptly provide the County notice of any request to inspect or copy public records related to this Agreement in CONSULTANT's possession and shall promptly provide the County a copy of CONSULTANT's response to each such request.

ARTICLE 35 – REVIEW OF RECORDS

As a conditions of entering into the Contract, and to ensure compliance, especially as it relates to any applicable law, rule, or regulation, the Consultant authorizes the County to examine, review, inspect, and/or audit the books and records, in order to determine whether compliance has been achieved with respect to the terms, conditions, provisions, rights, and responsibilities noted in the Contract. It is specifically noted that Consultant is under no duty to provide access to documentation not related to the Contract, and/or otherwise protected by County, State, or Federal law.

ARTICLE 36 – USE OF COUNTY LOGO

Pursuant to, and consistent with, COUNTY Ordinance 92-2 and COUNTY Administrative Policy 101.3, the CONSULTANT may not manufacture, use, display, or otherwise use any facsimile or reproduction of the COUNTY Seal/Logo without express written approval of the Board of COUNTY Commissioners of St. Johns COUNTY, Florida.

ARTICLE 37 – SURVIVAL

It is explicitly noted that the following provisions of this Contract Agreement, to the extent necessary, shall survive any suspension, termination, cancellation, revocation, and/or non-renewal of this Contract Agreement, and therefore shall be both applicable and enforceable beyond any suspension, termination, cancellation, revocation, and/or non-renewal: (1) Truth-in-Negotiation; (2) Federal and State Taxes; (3) Insurance; (4) Indemnification; (5) Access and Audits; (6) Enforcement Costs; and (7) Access to Records.

IN WITNESS WHEREOF, authorized representatives of the COUNTY, and CONSULTANT have executed this Contract Agreement on the day and year below noted.

RFP NO: 15-04; CREDIT COUNSELING SERVICES

ST. JOHNS COUNTY, FL:

CONSULTANT:

Printed Name & Title County Representative

Larsen Golf, Inc.

Company Name

Signature County Representative

Signature of Consultant Representative

Date of Execution

Printed Name & Title

LEGALLY SUFFICIENT:

Date of Execution

Sr. Assistant County Attorney

Date of Execution

**ATTEST:
CLERK OF COURT**

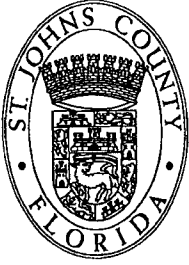
Deputy Clerk

Date

EXHIBIT "A-1"

**RFP NO: 15-11R; ST. JOHNS GOLF CLUB MASTER PLAN
AND ARCHITECTURAL DESIGN SERVICES**

PRICE PROPOSAL



**ST. JOHNS COUNTY
PURCHASING DEPARTMENT**

500 San Sebastian View
St. Augustine, Florida 32084

I N T E R O F F I C E M E M O R A N D U M

TO: Jerry Cameron, Assistant County Administrator
FROM: Dawn Cardenas, Purchasing Manager
SUBJECT: RFP 15-11R St. Johns Golf Club Master Plan and Architectural Design Services
DATE: April 23, 2015

Attached please find a copy of the RFP Evaluation Summary Sheet for your file as recorded and verified at the Evaluation Committee Meeting.

Please review, evaluate and make a written recommendation for this project. Also, indicate the budgeted amount for this item along with the appropriate charge code and return to my attention as soon as possible.

Please let me know if I can assist your department in any other way.

Dept. Approval *J. Cameron*
Date *5/5/15*
Budget Amount *\$ 90,000*
Account Funding Title *Golf Course Maintenance*
Funding Charge Code *4431 5640 1*
Award to *Larsen Golf*
Award Amount *to be determined*

EVALUATION SUMMARY SHEET

Date: April 23, 2015
 RFP: RFP 16-11R

ST. JOHNS COUNTY, FLORIDA

Master Plan and Architectural
 Design Services St. Johns Golf Club

FIRM	RATER Billy Zeits	RATER Wea Tucker	RATER Anthony Bauer	RATER Harry (Boots) Farley	RATER Scott Ylgg	TOTAL	RANK	COMMENTS
Beebe & Associates, Inc.	61	72	89	63	90	375	8	
Dusenberry Golf Course Design, LLC	62	95	89	68	90	394	7	
Erdman Anthony of Florida, Inc.	67	86	87	66	97	403	5	
Genesis	67	84	83	83	88	415	4	
Gulfstream Design Group, LLC	84	93	98	67	90	430	3	
Larson Golf	101	102	82	79	89	463	1	
Richard Mandell Golf Architecture	82	89	91	82	96	440	2	
Sanford Golf Design	85	80	88	79	89	401	6	

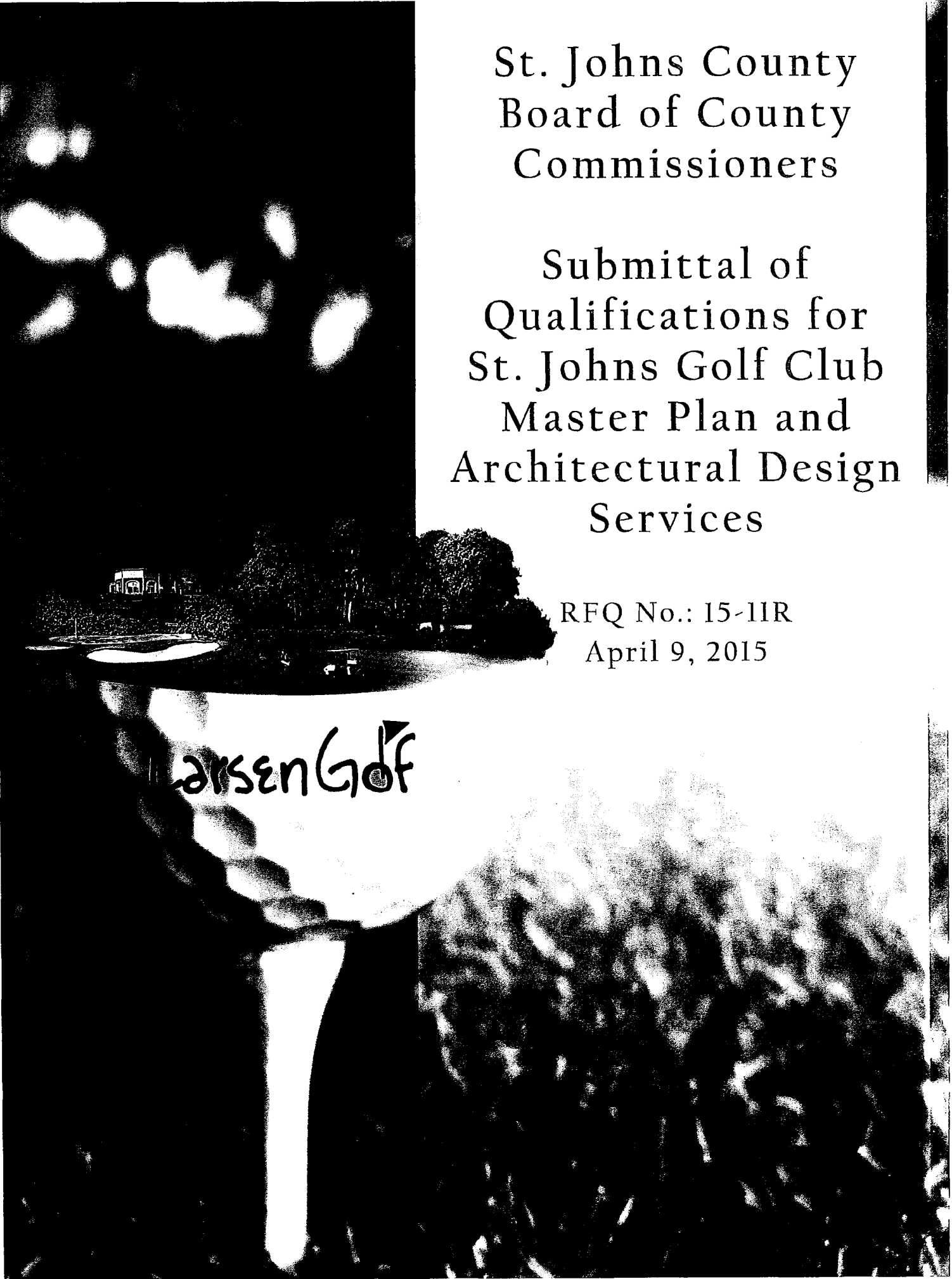
Carol Gaydos

APPROVED: Purchasing Manager
 Assistant Director, Parks & Recreation

NOTE: THE RANKING SHOWN ABOVE MUST BE FOLLOWED UNLESS SPECIAL CONDITIONS MERIT A CHANGE IN THE NEGOTIATING ORDER. IN THIS CASE, THE SPECIAL CONDITIONS MUST BE EXPLAINED IN DETAIL IN THE COMMENTS SECTION OR ATTACHED TO THIS RANKING SHEET.

POSTING TIME/DATE FROM 12:00 p.m. April 23, 2015, UNTIL 12:00 p.m. April 28, 2015

ANY RESPONDENT AFFECTED ADVERSELY BY AN INTENDED DECISION WITH RESPECT TO THE AWARD OF ANY REQUEST FOR PROPOSAL, SHALL FILE WITH THE PURCHASING DEPARTMENT FOR ST. JOHNS, A WRITTEN NOTICE OF INTENT TO FILE A PROTEST NOT LATER THAN SEVENTY-TWO (72) HOURS (EXCLUDING SATURDAY, SUNDAY AND LEGAL HOLIDAYS) AFTER THE POSTING OF THE SUMMARY SHEET. PROTEST PROCEDURES MAY BE OBTAINED IN THE PURCHASING DEPARTMENT.



St. Johns County
Board of County
Commissioners

Submittal of
Qualifications for
St. Johns Golf Club
Master Plan and
Architectural Design
Services

RFQ No.: 15-11R
April 9, 2015

Marsen Golf

REQUEST FOR QUALIFICATIONS (RFQ)
(Cover Page)

ST. JOHNS GOLF CLUB
MASTER PLAN AND ARCHITECTURAL DESIGN SERVICES

SUBMIT ONE (1) ORIGINAL AND FIVE (5) COPIES TO:

PURCHASING DEPARTMENT
ST. JOHNS COUNTY
500 SAN SEBASTIAN VIEW
ST. AUGUSTINE FLORIDA 32084
ATTN: Karen Fullerton, Contract Coordinator

COMPANY NAME: LarsenGolf, Inc.

DATE: April 9, 2015

**CERTIFICATION FOR
RFQ 15-11R - ST. JOHNS GOLF CLUB
MASTER PLAN AND ARCHITECTURAL DESIGN SERVICES**

We wish to submit our response for consideration to provide a Master Plan and Professional Architectural Design Services for the St. Johns Golf Club.

A copy of the license(s) under which our firm is engaged in the business of contracting in the state of Florida is attached. This license was issued in accordance with provisions of Florida Administrative Code (F.A.C.) Chapter 14-75 for architects, and is currently valid and in force.

It is further understood that qualification, if given, shall be valid for the purpose of providing a Master Plan and Professional Architectural Design Services for the St. Johns Golf Club project only, unless suspended or terminated by the SJC.

We authorize and request any public official, engineer, architect, Surety Company, bank depository, material or equipment manufacture or distributor or any person, firm or corporation to furnish all information requested by St. Johns County, to verify statements given with this application.

We further authorize the St. Johns County or its designee to disclose, without any liability whatsoever, any and all information contained in the Qualification response.

We have not been disqualified by any public agency in Florida except as indicated below. (If none enter "N/A")

Erik Larsen Larsen Golf, Inc

(Name of Organization)

This 30 day of March, 2015

Attest:

APPROVED:

By: Erik Larsen Owner/Pres.
Name and Title of Officer

By: _____
Name and Title of Authorized Officer

As Notarized

By: [Signature] 3/30/15
Christina H. Simpson

(Corporate Seal)



AFFIDAVIT OF SOLVENCY

STATE OF FL)

COUNTY OF St Johns)

PERTAINING TO THE SOLVENCY OF {insert entity name}, being of lawful age and being duly sworn I, {insert affiant name}, as {insert position or title} (ex. CEO, officer, president, duly authorized representative, etc.) hereby certify under penalty of perjury that:

1. I have reviewed and am familiar with the financial status of above stated entity.
2. The above stated entity possesses adequate capital in relation to its business operations or any contemplated or undertaken transaction to timely pay its debts and liabilities (including, but not limited to, unliquidated liabilities, unmatured liabilities and contingent liabilities) as they become absolute and due.
3. The above stated entity has not, nor intends to, incur any debts and/or liabilities beyond its ability to timely pay such debts and/or liabilities as they become due.
4. I fully understand failure to make truthful disclosure of any fact or item of information contained herein may result in denial of the application, revocation of the Certificate of Public Necessity if granted and/or other action authorized by law.

The undersigned has executed this Affidavit of Solvency, in his/her capacity as a duly authorized representative of the above stated entity, and not individually, as of this 30 day of March, 2015

Erik Larsen
Signature of Affiant

STATE OF FL)
COUNTY OF St Johns)


Subscribed and sworn to before me this 30th day of March, 2015 by Erik Larsen who personally appeared before me at the time of notarization, and who is personally known to me or who has produced DL as identification.

My commission expires:
May 7, 2015



Christina Hart Simpson
Notary Public

Section A: Company Qualifications

A hand holding a magnifying glass over a globe. The globe has the text 'arsenGof' written on it in a stylized font. The background is dark and textured.

arsenGof

**RFQ 15-11R - ST. JOHNS GOLF CLUB
MASTER PLAN AND ARCHITECTURAL DESIGN SERVICES**

Company Name: LarsenGolf, Inc.

Attachment "A-1"

LETTER OF INTRODUCTION and INTEREST

April 9, 2015

St. Johns County Purchasing Department
500 San Sebastian View
St. Augustine, FL 32084

RE: St. Johns Golf Club Master Plan and Architectural Design Services
RFQ 15-44R

Company Information

Company Name: LarsenGolf, Inc.
Address: 45 Village Walk Drive, Ponte Vedra Beach, Florida 32082
Website: www.larsengolf.net; erik@larsengolf.net
Phone: (904) 631-7480
Fax: (904)
Company Type: S Corporation
Principal: Erik Larsen, Owner/President

Company History

Erik Larsen formed RecCreation LLC in 1995 while working for Palmer Course Design Company. RecCreation LLC became an S corporation under name Erik Larsen, Golf Course Architecture, March 11, 2013. Name changed to LarsenGolf, Inc. August 15, 2013 and currently operates as an S Corporation, located in St. Johns County, FL. Erik Larsen has been practicing as a registered landscape architect under Department of Business and Professional Regulation license #991 since 1984. Mr. Larsen added national Council of Landscape Architecture Registration Board (CLARB #1995) in 1996. Mr. Larsen worked for Palmer Course Design Company as a golf course architect from 1983-2006 and for Arnold Palmer Design Company as Executive VP from 2006-2011. He became a full member of the American Society of Golf Course Architects in 1990. He served on the executive committee from 2006-2011 and was president from 2010-2011. In summer of 2011 Mr. Larsen went into business for himself and is currently doing so.

Business Philosophy

LarsenGolf, Inc. is a golf course and landscape architectural Service Company whose business philosophy is to produce safe, functional, strategic, beautiful, conservation wise golf courses and land planning for all types of golf facilities. Primary services include Program Development (PD), Master Planning (MP), Design Development (DD), Construction Documentation (CD) and Construction Review (CR). LarsenGolf shares long established relationships with virtually all major golf industry brands and services. Further, with funded strategic partners in the development business, LarsenGolf has the unique capability to provide the combination of land planning and neighborhood development on unused land within golf facilities.

**RFQ 15-11R - ST. JOHNS GOLF CLUB
MASTER PLAN AND ARCHITECTURAL DESIGN SERVICES**

Company Name: LarsenGolf, Inc.

**Attachment "A-2"
LICENSE/CERTIFICATION LIST**

In the space below, list all current licenses and certifications and ***attach a copy of each to this form.***

License Name	License #	Issuing Agency	Expiration Date
Erik Todd Larsen Landscape Architect	LA0000991	State of Florida	April 7, 2017
Mark Arthur Diedrich, Architect	AR91344	State of Florida	2/28/2017
Jose Perez Architect	AR0007975	State of Florida	2/28/2017
Doug Miller Professional Engineer	PE2389	State of Florida	2/28/2015

AC# 4604324		STATE OF FLORIDA	
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION BOARD OF LANDSCAPE ARCHITECTURE			
			SEQ# L09092101073
DATE	BATCH NUMBER	LICENSE NBR	
09/21/2009	098023026	LA0000991	
The LANDSCAPE ARCHITECT Named below HAS REGISTERED Under the provisions of Chapter 481 FS. Expiration date: NOV 30, 2011			
LARSEN, ERIK TODD 6314 MASTERS BOULEVARD ORLANDO FL 32819			
CHARLIE CRIST GOVERNOR		CHARLES W. DRAGO SECRETARY	
DISPLAY AS REQUIRED BY LAW			

Licenses was reinstated and updated April 2015, by Ruth Anne Christie, Executive Director, Board of Landscape Architectural.

THIS RECEIPT IS ISSUED PURSUANT TO COUNTY ORDINANCE 17-36		2014/2015 ST. JOHNS COUNTY LOCAL BUSINESS TAX RECEIPT		ACCOUNT	57082
		MUST BE DISPLAYED IN A CONSPICUOUS PLACE		EXPIRES	September 30, 2015
TYPE OF BUSINESS	000107 CONSULTANT			X	
BUSINESS ADDRESS	45 VILLAGE WALK DR PONTE VEDRA BEACH, FL 32082			NEW BUSINESS TRANSFER - ORIGINAL TAX	22.00
BUSINESS NAME	LARSEN GOLF INC			AMOUNT	22.00
OWNER	LARSEN GOLF INC			PENALTY	5.50
MAILING ADDRESS	45 VILLAGE WALK DR PONTE VEDRA BEACH, FL 32082			COLLECTION COST	
				TOTAL	27.50
THIS FORM BECOMES A RECEIPT ONLY WHEN VALIDATED		DENNIS W. HOLLINGSWORTH ST. JOHNS COUNTY TAX COLLECTOR			
PAID-2014673.0001-0001 205 03/26/2015 27.50		This receipt does not constitute a franchise, an agreement, or permission or authority to perform the services or operate the business described herein when a franchise, agreement, or other county commission, state or federal permission of authority is required by county, state or federal law.			

State of Florida

Department of State

I certify from the records of this office that LARSEN GOLF, INC. is a corporation organized under the laws of the State of Florida, filed on March 11, 2013.

The document number of this corporation is P13000022601.

I further certify that said corporation has paid all fees due this office through December 31, 2014, that its most recent annual report/uniform business report was filed on August 20, 2014,, and that its status is active.

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

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Twenty-fifth day of March,
2015*



Ken Detzner
Secretary of State

Tracking Number: CU8073433134

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

<https://services.sunbiz.org/Fillings/CertificateOfStatus/CertificateAuthentication>



AMERICAN SOCIETY OF GOLF COURSE ARCHITECTS

2015 Membership Card

Erik Larsen

Regular Member No. 129

125 N. Executive Drive, Suite 302, Brookfield, WI 53005
Ph. 262-786-5960/F: 786-5919 Web: www.asgca.org



AMERICAN SOCIETY OF
LANDSCAPE ARCHITECTS

Receipt of Membership
Renewal Payment

636 I Street, NW • Washington, DC • 20001-3736 • P. 202.898.2444 • F. 202.898.1185 • www.asla.org

Thank you for your continued membership in the
American Society of Landscape Architects (ASLA).
Your membership renewal is valid through November 30, 2015

Name: Erik T. Larsen
ASLA ID: 360503
Amount: \$ 450.00
Date Processed: November 6, 2014

7.22% of national dues is NOT tax deductible
Per the Federal OBR Act of 1993 and
10% of national dues is designated for your subscription

Please contact ASLA Member Services at 888-999-ASLA or membership@asla.org
should you need additional assistance. Again, thank you for your membership.

Larsen Golf

- | | |
|---|---|
| 1 Alta Vista Golf and Country Club-Phillipines | 49 Lake Forest CC-Chicago, IL |
| 2 Amihan Woodlands-Phillipines | 50 Laurel Valley CC-Ligonier, PA |
| 3 Angel Park Golf Club 1 & 2- Las Vegas, NV | 51 The Legends Golf and CC Resort-Malaysia |
| 4 Arbor Links Golf Course-Nebraska City, NE | 52 LeoPalace Resort palmer course-Guam |
| 5 2009 Arnold Palmer's Bay Hill Club and Lodge, | 53 2008-Lonnie Poole Golf Course-Raleigh, NC |
| 6 ArrowCreek Contry Club-Reno, NV | 54 Mauna Kea Resort hapuna course-Big Island, HI |
| 7 Bacolod Golf and Country Club-Phillipines | 55 Mesa del Sol-Yuma, AZ |
| 8 Belmont Country Club- Co, Virginia | 56 Muju Resort-Korea |
| 9 Beg Cedar-Practice Facility-Lake of the Ozarks, | 57 Musgrove Mill Golf Club-Clinton, SC |
| 10 Blue Bell Country Club-Philadelphia, PA | 58 2008 Newport Dunes-Port Aransas, TX |
| 11 Boca West Country Club 1 & 2, remodel-FL | 59 Oak Valley Golf Club-Winston salem, NC |
| 12 Brier Creek Country Club-Durham, NC | 60 2)Oasis Golf Club-Mesquite, NV |
| 13 Ca'della Nave Golf Club-Venice, Italy | 61 Oceanico Victoria Villamoura-Algave, Portugal |
| 14 Caliraya Springs-Phillipines | 62 Orchard Golf and CC, Legacy-Manilla Phillipines |
| 15 Castello di Tolcinasco-Milan, Italy | 63 Orchid Island Golf and CC-Vero Beach, FL |
| 16 2010 -Chinese Entrepeneur Golf Course-China | 64 Padang Golf Legenda-Indonesia |
| 17 Commonwealth National-Philadelphia, PA | 65 Pines Golf Club at Sanctuary Cove-Australia |
| 18 2)Craft Farms -Gulf Shores, AL | 66 Players Club at Deer Creek-Omaha, NE |
| 19 Cullusaja Club-Highlands, NC | 67 Ponte Vedra Golf and CC at Sawgrass |
| 20 Dakota Dunes CC-Sioux City, SD | 68 (Oakbridge)-Ponte Vedra Beach, FL |
| 21 Damai Beach Golf and CC-Kuching, Malaysia | 69 Presidio Golf Course remodel-San Francisco, CA |
| 22 Dayton Valley CC-Reno, NV | 70 The Prospector at Suncadia Resort-Spokane, |
| 23 Deacon's Lodge-Brainerd, MN | 71 2010 Pure Scene Golf Club and Resort-Kuching, |
| 24 DLF Golf Club-New Dehli, India | 72 Rancho Murietta CC-Sacramento, CA |
| 25 Eagle Ranch Golf Course-Eagle, CO | 73 Red Rock CC arroyo-Las Vegas, NV |
| 26 Eagle Watch-Atlanta, GA | 74 2010 The Reserve at Lake Keowee-SC |
| 27 Emeralda Golf Club-Surabaya, Indonesia | 75 River's Edge Golf Club-Shallotte, NC |
| 28 Empire Lakes Golf Course-Rancho Cucamonga, | 76 Rolling Hills CC-Torrance, CA |
| 29 Eunhwasa CC-Korea | 77 Running Y Ranch-Klamuth Fall, OR |
| 30 Evercrest Golf Club and Resort-Phillipines | 78 Saddle and Club Leisure Club Facilities-Phillipine |
| 31 Fawn Lake-VA | 79 2010 Sawgrass CC remodel-Ponte Vedra Bch, FLI |
| 32 2011 Fazenda boa Vista-Sao Paulo, Brasil | 80 Silverrock Resort-La Quinta, CA |
| 33 Forest Hills Golf And CC-Phillipines | 81 Spencer T. Olin Community Golf Course-IL |
| 34 Geneva National Golf and CC-Geneva, WI | 82 Sporting Club Berlin-Bad Sarraow, Germany |
| 35 Golf Club and Twin Creeks-Dallas, TX | 83 Starr Pass Resort-Tucson, AZ |
| 36 2009 Golf Club La Pavoniere-Prato, Italy | 84 Stonewall Jackson Lake Resort-Fayetteville, WV |
| 37 Golf Club of New England-Stratham, NH | 85 SunValley Golf course-Phillipines |
| 38 Golf Graha Samili and CC-Indonesia | 86 Teton Pines Resort and CC-Jackson Hole, WY |
| 39 Governor's Club-Nashville, TN | 87 Tournament Club of Iowa-Des Moines, IA |
| 40 Hawaii Prince Golf Club-Honolulu, HI | 88 Turtle Bay Resort, Palmer course-Dahu |
| 41 Hawthorn Woods CC-VA | 89 White Eagle Golf Club-Naperville, IL |
| 42 Hidden Hills CC- Jacksonville, FL | 90 2008 White Oak Golf and Equestrian -Tryon, NC |
| 43 Hiddenbrooke CC-Napa, CA | 91 Whitewater creek CC-Atlanta, GA |
| 44 Imperial Palace palmer course-Phillipines | 92 Wildfire at Desert Ridge-Phoenix, AZ |
| 45 Indian Ridge CC, arroyo course-LA Quinta, CA | 93 2010 Pebble Beach remodel-Monterey, CA |
| 46 Isleworth Golf and CC-Windermere, FL | 94 2011 Wexford CC-Hilton Head, SC |
| 47 Keswick CC-Charlottesville, VA | 95 KM-18, VIENTIANE, LAOS |
| 48 Kingsmill on the James, plantation course-VA | 96 Iguassu Resort-Foz do Iguassu, Brasil |
| | 97 Atlantic Beach CC. Atlantic Beach, Florida |

LarsenGolf

ERIK LARSEN-Golf Course Architect

Facts and Credits

ASGCA

Member American Society of Golf Course Architects since 1990

Served as Chairman of Suppliers Directory

Served as Chairman of Public Directions committee

Served on Board of Governors-1999-2001

Served on Executive Committee 2007-2012, President 2010-2011

Introduced and established the "Value of a Golf Course" promotion campaign

ARNOLD PALMER DESIGN COMPANY

Golf Course Architect with Palmer Course Design Company 1983-2005.

Executive Vice President Arnold Palmer Design Company 2005-2011

Generated over \$50M gross revenue during company tenure.

Discovered, executed contracts, and designed golf courses in nearly 100 communities around the USA and the world. Several have received "environmental" and "best of category" awards. Several also host PGA, LPGA and Champion Tour events



Designed and implemented golf courses in 23 countries and 35 states.

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
BOARD OF ARCHITECTURE & INTERIOR DESIGN

LICENSE NUMBER	
	AR91344

The ARCHITECT
Named below IS LICENSED
Under the provisions of Chapter 481 FS.
Expiration date: FEB 28, 2017.

DIEDRICH, MARK ARTHUR
700 PEACHTREE STREET
SUITE 160
ATLANTA, GA 30308

RICK SCOTT, GOVERNOR



KEN LAWSON, SECRETARY

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
BOARD OF ARCHITECTURE & INTERIOR DESIGN

LICENSE NUMBER	
	AR0007975

The ARCHITECT
Named below IS LICENSED
Under the provisions of Chapter 481 FS.
Expiration date: FEB 28, 2017.

Perez, JOSE M
4141 SOUTHPOINT DR E STE 200
JACKSONVILLE FL 32216

ISSUED: 12/16/2014 DISPLAY AS REQUIRED BY LAW SEQ # L1412160001221

State of Florida

Board of Professional Engineers

Douglas W. Miller, P.E.




FBPE
FLORIDA BOARD OF
PROFESSIONAL ENGINEERS

Is licensed as a Professional Engineer under Chapter 471, Florida Statutes
Expiration: 2/28/2017 P.E. Lic. No: 22389
Audit No: 228201717649

**RFQ 15-11R - ST. JOHNS GOLF CLUB
MASTER PLAN AND ARCHITECTURAL DESIGN SERVICES**

Company Name: LarsenGolf, Inc.

**Attachment "A-3"
PROOF OF INSURANCE**

		CERTIFICATE OF LIABILITY INSURANCE		DATE (MM/DD/YYYY) 4/3/2015			
THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.							
IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).							
PRODUCER Greene Hazel Insurance Group 10739 Deerwood Park Blvd Ste 200 Jacksonville FL 32256		CONTACT NAME: Denise Pingel PHONE (A/C. No., Ext.): 904-398-1234 FAX (A/C. No.): 904-398-7432 E-MAIL: Address:dkp@greenehazel.com					
		INSURER(S) AFFORDING COVERAGE NAIC #					
INSURED		INSURER A: Admiral Insurance Company					
ERIKL-1		INSURER B: Phoenix Insurance Company		25623			
Larsen Golf, Inc. 45 Village Walk Dr. Ponte Vedra Beach FL 32082		INSURER C: Travelers Cas & Surety Co					
		INSURER D:					
		INSURER E:					
		INSURER F:					
COVERAGES		CERTIFICATE NUMBER: 1084194559		REVISION NUMBER:			
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.							
INSR LTR	TYPE OF INSURANCE	TAX/ SUBR	INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC			OD115215	3/28/2015	3/28/2016	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COM/POP AGG \$2,000,000 \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in MI) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	UB40567294	3/28/2015	3/28/2016	<input checked="" type="checkbox"/> WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER EL EACH ACCIDENT \$500,000 EL DISEASE - EA EMPLOYEE \$500,000 EL DISEASE - POLICY LIMIT \$500,000
A	Professional Liability			EO00002226403	3/28/2015	3/28/2016	Per Claim \$1,000,000 Aggregate \$1,000,000

CERTIFICATE HOLDER	CANCELLATION
St. Johns County	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE

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 ACORD 25 (2010/05) The ACORD name and logo are registered marks of ACORD

Section B:
Experience with Similar Projects

LarsenGof

SECTION B
EXPERIENCE WITH SIMILAR PROJECTS

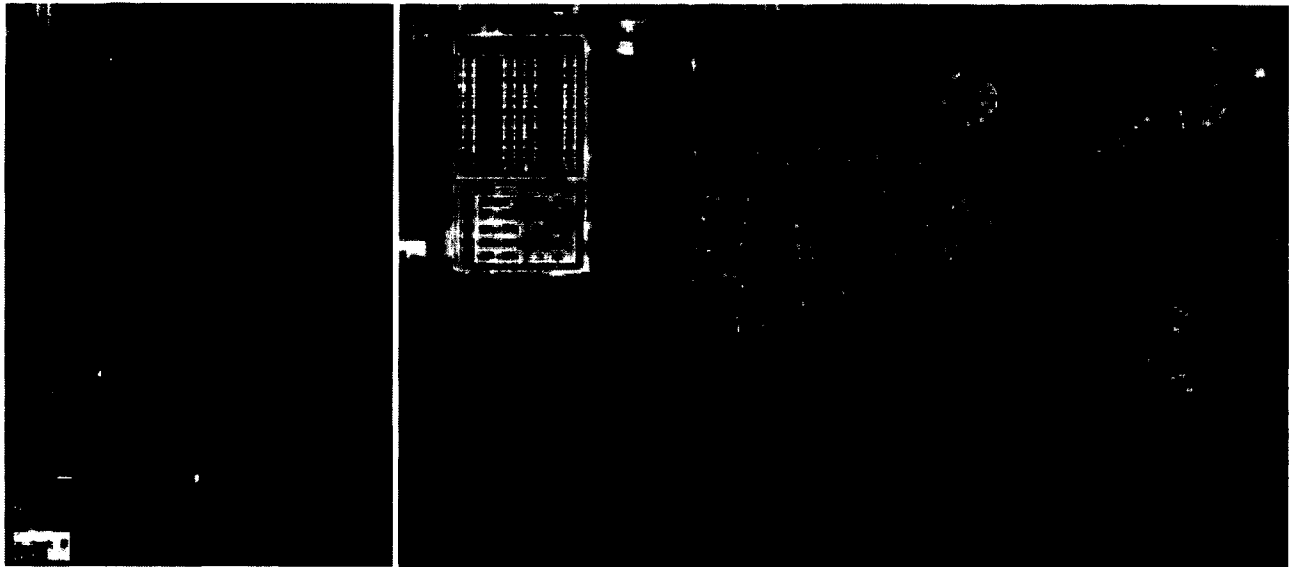
The LarsenGolf Team is local, available, and has extensive experience in golf course design.

RFQ 15-11R - ST. JOHNS GOLF CLUB
MASTER PLAN AND ARCHITECTURAL DESIGN SERVICES

Company Name: LarsenGolf, Inc.

Attachment "B"
EXPERIENCE WITH SIMILAR PROJECTS

Name of Project: ATLANTIC BEACH COUNTRY CLUB



Before

After

Atlantic Beach Country Club (ABCC) is the new name of the facility formerly known as Selva Marina Country Club (SMCC). SMCC, which included 18 holes of golf, practice range, pro shop, clubhouse, 12 tennis courts, pool and parking, was completely redone into the ABCC. It now also includes a 178 unit single family residential neighborhood, cart barn, practice putting and chipping greens, course restroom and wellness facility.

SMCC was in a difficult financial and physical condition, but the facility could not afford its operation, nor desperately needed improvements. Virtually all club facilities were in disrepair, especially the golf course, pro shop and clubhouse.

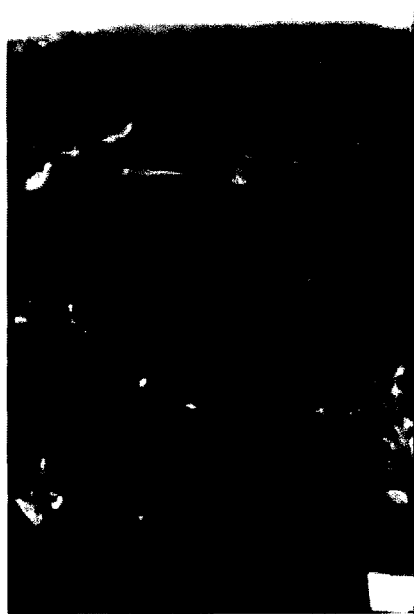
SMCC solicited proposals from development teams to buy and develop extra land within the property in order raise capital and increase users. LarsenGolf, Inc. was part of the winning team headed by the Atlantic Beach Partners, LLC. (ABP).

SMCC was located on 180 acres. ABP and LarsenGolf reduced the golf course to 125 acres making room for the 178 single family lots. Rerouting of the golf course and relocation of the amenity package was necessary to facilitate the new real estate component. The new layout grouped amenities around the clubhouse and separating from golf course and real estate by an existing creek. This gave each use its own special place yet providing close connectivity. Golf course and neighborhood are both easily walkable. Virtually all of the lots are adjacent to golf course or manmade lakes; lot sizes vary in width from 60'-90' x ~ 120' deep. All existing homeowners view corridors were enhanced. The golf course has parallel golf holes on the front nine and has a back nine of core of holes. The course is par 71 and measures 6850 yds. There are five sets of tees.

Irrigation was of major concern and influenced the renovation. Besides reducing the size of the golf course, the irrigated area of the golf course was further reduced to cover Greens, Tees and Fairways only. City of Atlantic Beach provided reuse water as the primary irrigation source. 250 palms were relocated and 10,000 native plants complete the natural landscape. Native sand is used in the bunkers and out of play areas. The entire golf course has been placed in a conservation easement. The golf course positively changed in character and condition. It is rapidly becoming the 'must play' course of a golf rich region. Golf Digest has already given good reviews. The clubhouse and pool/tennis/fitness buildings may be the prettiest buildings on the entire beach and a vibrant social hub of the community.

Open less than 3 months, all but 18 of the 178 lots are closed and social membership is capped with a waiting list. Full sports memberships are nearing capacity. The club is completely rejuvenated and enjoys growing membership activity. Financial stability has been achieved.

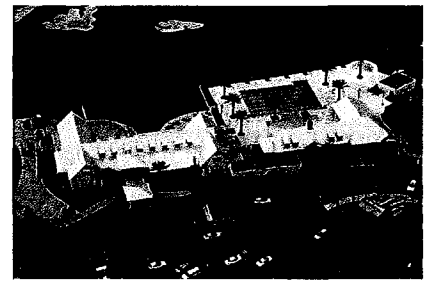
Adding the neighborhood and refreshing the club amenities were the main contributing factors to this success. Of note is the fact the entire project was open for business less than two years after RFP.



Before



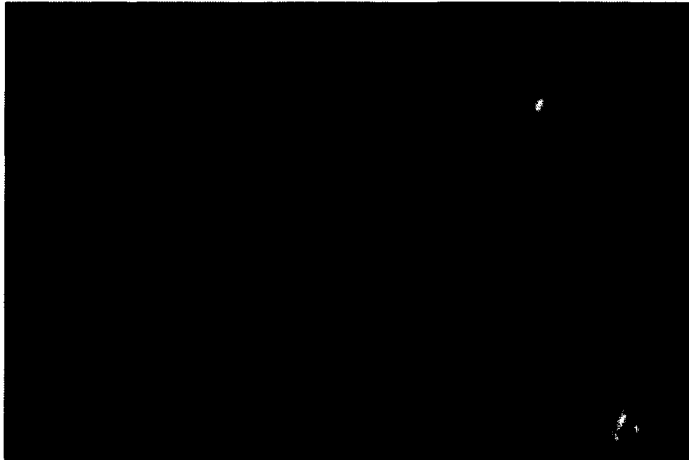
After



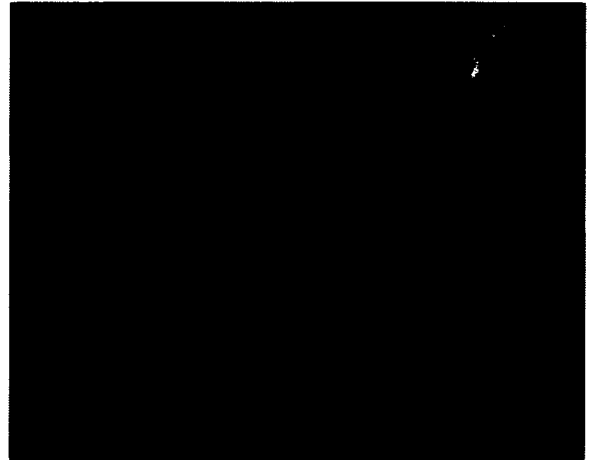
Owner Name: Atlantic Beach Country Club
 Contact Name, Title: Mike Carlin, Club President
 Phone # & Email Address: (904) 351-7277, mike.carlin80@gmail.com
 Dollar Value of Project: \$13.5MM; Golf course redo=\$4.5MM; Clubhouse and amenities=\$9MM
 Completion Date of Project: Grand Opening January 19, 2015
 *Developer: Atlantic Beach Partners (more details in Section B)

Name of Project: IGUASSU GOLF RESORT, FOZ DO IGUASSU, BRASIL

Iguassu Golf Resort (IGR) is middle to high end resort in Foz do Iguassu, near the famous Cartagena Falls in SW Brasil. The area is second to Rio De Janeiro as a tourist destination. The resort held an underutilized golf course, resort hotel, guest cottages, recreational amenities and conference center. LarsenGolf, Inc was hired to renovate the golf course to championship standards.



Before



After

Upon review of the site, LarsenGolf, Inc realized and convinced the owner that there was opportunity to develop a real estate component within the golf course. LarsenGolf land planned 103 single family lots while keeping most of the golf course intact. The new course used 12 of 18 existing greens and nearly all fairways.

At opening in October of 2014, lot sales had generated nearly \$20MM in profit for the resort, the golf course was remodeled and a pro shop had been added. Resort occupancy was up a significant percentage from the previous year. In April of 2015 the resort will host the annual Brasil Senior Professional championship. The course is being considered as a practice course for the 2016 Olympics.

Although in South America, there is relevancy of this project with the addition of a real estate component and leaving much of the golf course intact. Plus a new irrigation was necessary and a new pro shop was located near the start and finish of both nines. Work was planned and built in two years. This project shows the infill neighborhood model is portable, fits in Resorts and can be incorporated with a low impact golf course renovation.

Owner Name:	Guilherme Paulus
Contact Name, Title:	Alberto Grau Neto, EVP
Phone # and Email Address:	alberto.grau@gjphotels.com.br
Dollar Value of Project:	\$2.5MM golf course renovation
Completion Date of Project:	October 2014

Name of Project: WEXFORD CC, HILTON HEAD, SC (WITH ARNOLD PALMER DESIGN COMPANY)

The golf course at Wexford CC was a dated Williard Byrd design in an upscale community on Hilton Head Island. It is next door neighbor of Long Cove. The golf course needed a facelift to compliment the club amenity package which included a new clubhouse, excellent tennis, fitness and full service marina. Plus the course did not reflect the high end value of homes in the community.

The relevancy this project has to St Johns Golf Course is that the remodel work was done completely within the existing foot print...drainage, irrigation, bkrs, greens, tees and fairway grass and resulted in a much easier golf course to maintain...less turf, less wet areas, easier bunker maintenance. Plus the renovation created excitement and growth of the membership. Remodel costs were around \$3MM. The golf course was opened up in areas of play for higher handicappers yet tightened up in areas to challenge good players.

As EVP of Arnold Palmer Design Company, Erik Larsen was responsible for making and closing the deal with stakeholders of Wexford CC, conceptual design, overview of APDC activity and client relationships. Mr. Larsen separated from APDC during the construction of this project.

Owner Name: Wexford CC, Hilton Head, SC
Contact Name, Title: Steve Johnson, Director of Golf
Dollar Value of Project: \$3MM

Name of Project: THE FIRST TEE OF ST JOHNS COUNTY (TFTNF) AND FLAGLER COLLEGE PRACTICE FACILITY AT ST JOHNS GOLF CLUB



LarsenGolf, Inc. worked in cooperation with Boots Farley, Executive Director, The First Tee of North Florida and Wes Tucker, General Manager/Director of Golf, St Johns Golf Club to provide a master plan for the facility relocation. Plans show the existing TFTNF to be moved from the north section of the St Johns Golf Club property onto the new driving range tee location at St Johns Golf Club. Facility designates a new Practice Range for StJGC to be shared with TFTNF with a tee at both ends and added drainage. Old #9 fairway will be used as a practice hole and includes a new practice green. A tee will be added to allow pitch shots over the pond to the existing practice putting and chipping green. Protective landscape screening separates the practice hole and practice

range. Moving the tee will prevent users from parking randomly and adjacent to it. New and separate chipping green and short game area, putting green and proshop/academy building are proposed on the new practice tee for the St Johns Golf Club.

Moving TFTNF facility allows the space it currently occupies to be better used for revenue generation, plus locating TFTNF and allowing Flager College golf team practice around StJGC practice facility will generate activity and social interaction. This example of similar experience demonstrates LarsenGolf, Inc. and sub consultant, Couch Consulting's familiarity and experience with key stakeholders, components and the property of the StJGC.

Owner: The First Tee of North Florida
Contact Name, Title: Boots Farley, Executive Director
Phone and Email: 904-924-0401; boots@thefirstteenorthflorida.org

LarsenGolf

ERIK LARSEN Golf Course Architect

Projects

Project architect for Arnold Palmer from 1983-2011

93 projects, 21 countries, 24 states

Tournament Courses

Pebble Beach Resort -Monterey, CA-US Open, Pebble Beach ATT National Pro-AM

Arnold Palmer's Bay Hill Lodge and Club-Orlando, FL-Arnold Palmer Invitational

Silver Rock Resort, Palmer Course-La Quinta, CA-Bob Hope Desert Classic

Turtle Bay Resort, Ocean Course-North Shore of Oahu, HI-Champions Tour Turtle Bay Championship

Castello di Tolcinasco- Milan, Italy-Italian Open

Golf Club le Pavoniere-Prato, Italy-Deutsche Bank PWM Invitational

Emeralda Country Club-Jakarta, Indonesia -Johnnie Walker Classic

The Orchard Country Club, Palmer Course-Cavite, Phillipines-Johnnie Walker Classic

The Sporting Club Berlin-Bad Sarrow, Germany-German Open

Oceanico Victoria Vilamoura-Algarve, Portugal-Algarve World Cup, Portugal Masters

Award Winning Courses

Dakota Dunes-Sioux City, SD

Stonewall Jackson Resort-Stonewall Jackson State Park, WV

Running Y Ranch-Klamuth Falls, OR

Rivers Edge-Shallotte, NC

Turtle Bay Resort-North Shore Oahu, HI

Deacon's Lodge-Brainerd, MN

Musgrove Mill-Clinton, SC

Oasis Golf Club-Mesquite, NV

The Players Club at Deer Creek-Omaha, NE

Arbor Links-Nebraska City, NE

RELEVANT TEAM EXPERIENCE

The LarsenGolf, Inc. Team has extensive golf course experience and has successfully worked together on previous projects within in St. Johns County, including North Hampton and the King and the Bear.

Proejct team members include:

- ♦ **LarsenGolf, Inc.**-Lead Architect and Project Team Leader, Golf Course Architecture, Land Planning,
- ♦ **Couch Consulting** - CAD
- ♦ **PQH**- Clubhouse Architecture Production
- ♦ **Kuo-Diedrich** - Clubhouse Architecture, Assessment, Analysis, Design
- ♦ **ETM**- Drainage, Land planning
- ♦ **Aquaturf**- Golf Course Irrigation Design, Staking and Construction Review

To further demonstrate our experience, we provide the follow sampling of projects completed by our team members.

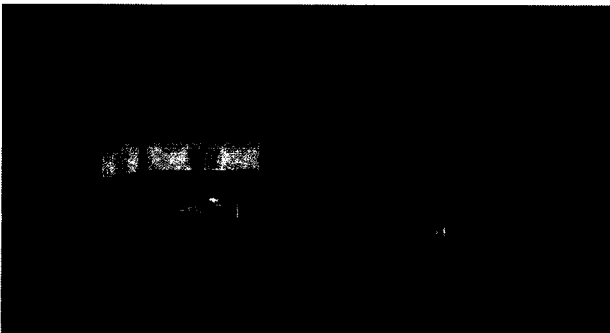
Harbor Shores Golf Club, Benton Harbor, MI



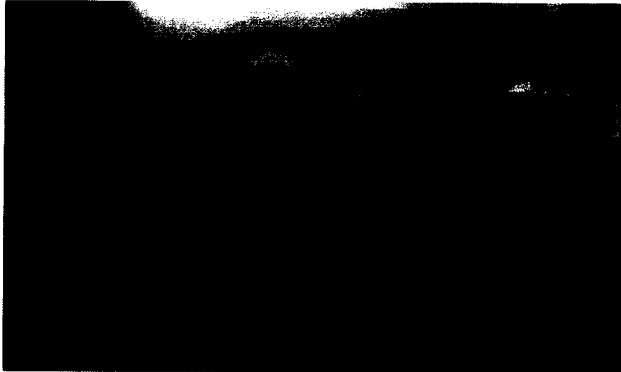
At Harbor Shores, our client used a Signature golf course as the centerpiece of a 530 acre brownfield redevelopment project in the then blighted community of Benton Harbor, Michigan. Kuo Diedrich has worked with the client since 2008 in creating a vision for the community. Kuo Diedrich acted as the Architect for the Golf House, Golf Academy, First Tee of Benton Harbor, Cart Barn, Golf Cottage, Maintenance Facility, Halfway House, Starter Shack, and Course Comfort Stations. The Golf House at Harbor Shores is a 11,000 sf facility including pro shop, grill, locker rooms, and administrative offices for the daily fee resort club.



Owner: Harbor Shores Redevelopment, LLC
Contact Name, Title: Bob Mcfeeter
Harbor Shores Golf Course, LLC
(dba Evergreen Management)
201 Graham Avenue
Benton Harbor, MI 49022
Phone and Email: 269-926-6688;
bmcfeter@evgnmanagement.com
Dollar Value: \$3 million
Completion Date: Spring 2012



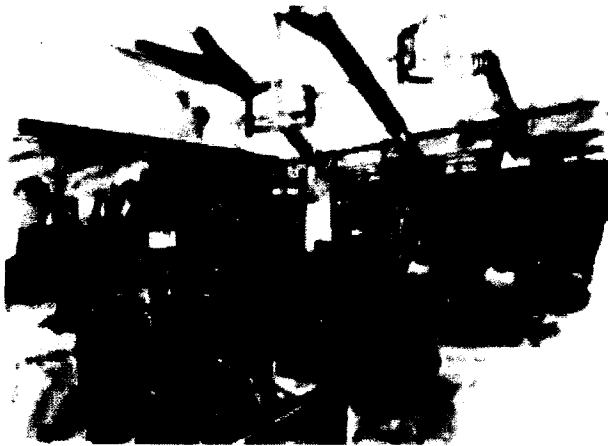
Butternut Creek Golf Clubhouse, Union County, GA



The project consisted of the design of a new 23,000 sf clubhouse to replace an outdated one on an existing Butternut Creek Golf Course for Union County. The facility also included a function space and meeting rooms and houses the county's Chamber of Commerce offices.

Owner: Union County
Contact Name, Title: Lamar Paris, County Commissioner
Phone and Email: 706-439-6000;
unioncounty@uniongov.com
Dollar Value: \$2.5 million
Completion Date: Spring 2013

Boyd Golf Clubhouse at the University of Georgia, Athens, GA



The project consists of a 4,000 expansion and renovation of the existing Boyd Clubhouse at the University of Georgia Golf Course. The facility houses the UGA Men's and Women's Golf Teams.

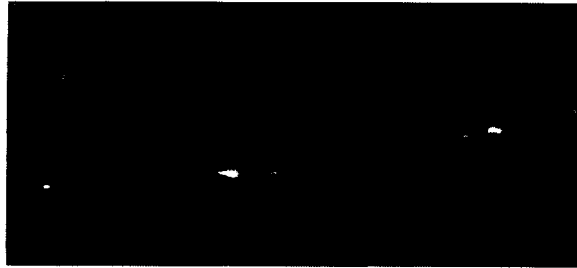
Owner Name: University of Georgia
Department of Athletics
Contact Name, Title: Gwynne Darden,
University Architect
Phone: and Email: 706-542-0220; gmdarden@uga.edu
Dollar Value: \$1.6 million
Completion Date: Currently in Design Development
Estimated completion in 2016

East Lake Golf Club Golf Clubhouse and Halfway House Renovations

Project Description: Kuo Diedrich has worked with East Lake GC since 2013 in developing a master plan, then executing phases toward renovation of the clubhouse second floor, halfway house, and course shelters.

Owner Name: East Lake Golf Club, Atlanta, GA
Contact Name, Title: Rick Burton, CEO
Phone and Email: 404-373-5722; rburton@eastlakegolfclub.com
Dollar Value: \$300,000
Completion Date: Clubhouse renovation February 2015. Halfway house estimated spring 2016.

Kinloch Golf Club, Manakin-Sabot, VA



Project Description: Kuo Diedrich began working with Kinloch GC in 2005, having completed two 8-bedroom golf cottages. In 2013, Kuo Diedrich provided Master Planning services which included evaluating the existing facility and establishing a long range plan for the Clubhouse, Golf Training Center, and Cottages.

Owner Name: Kinloch Golf club
Contact Name, Title: Phil Owenby (recently moved to Chechesse Creek GC)
Phone and Email: 843-987-7070; powenby@chechesseecreekclub.com
Dollar Value: Cottages \$1.4 million each
Clubhouse Renovations \$6.6 million
Completion Date: Cottages completed 2007 & 2011
Clubhouse planning completed 2014
Construction start TBD

Woodland Country Club, Carmel, IN



Project Description: Kuo Diedrich began working with Woodland CC in 2012, establishing a long range master plan through evaluation of facilities, conducting member focus groups, and using industry expertise to help rebrand the club. Construction work was completed in two phases. Phase 1 included the addition to and renovation of the existing 30,000 sf clubhouse. Phase 2 included construction of a new facility to house pool lockers, a poolside grill, fitness center, pro shop, and indoor practice facility.

Owner Name: Woodland Country Club
Contact Name, Title: Jeff Hoffman, Board Member and Long Range Planning Comm. Chair
Phone and Email: 317-236-0470; jhoffman@exhibithouse.us
Dollar Value: \$6 million
Completion Date: Phase 1 summer 2013
Phase 2 Summer 2014

Oakmont Country Club, Pittsburgh, PA



Kuo Diedrich worked with the historic Oakmont CC to design renovations in preparation for the 2016 U.S. Open. The area of renovations was the Living Room, Runway Room, and Oakmont Dining Room in the clubhouse.

Owner Name: Oakmont Country Club
Contact Name, Title: Paul Mroz, General Manager
Phone and Email: 412-828-6805;
pmroz@oakmont-countryclub.org
Dollar Value: \$750,000
Completion Date: March 2015

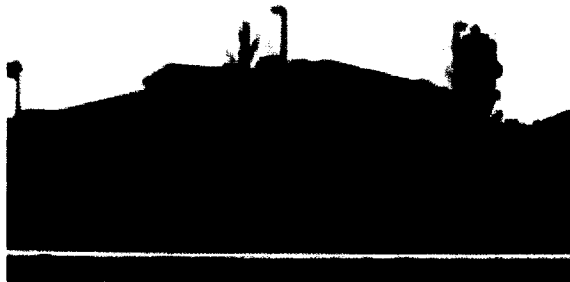
New St. Johns County Health Department



PQH Group completed the new state of the art 75,000 s.f. facility centrally located to service residents of St. Johns County. The building is a two story structure built out of concrete and steel. The facility includes a Health Service Clinic, Dental Program, New and Prospective Mother Assistance and Infectious Disease and Prevention Services. The Building also will house Health and Human Services along with the Department of Children and Families (DCF) and Mental Health Services

Owner Name: St. Johns County
Contact Name, Title: Kevin Wiseman
Phone and Email: 904-209-0190
Dollar Value: \$ 12,048,000.00
Completion Date: March 2015

Fire Station #16



New Fire Station in World Golf Village approx. 7,979 sq. ft. designed with a Mediterranean facade that will blend with the existing neighborhood.

Owner: St. Johns County
Contact Name, Title: Kevin Wiseman
Phone and Email: 904-209-0190
Dollar Value: 1,729,000.00
Completion Date: 2011

Pablo Creek Reserve

Pablo Creek Reserve is an exclusive gated single family residential community located at the south end of San Pablo Road in Jacksonville, Florida. This project consists of 400+ acres with only 275 residents on wooded or lake front lots, a 4.5 acre Central Park, miles of walking trails and sidewalks and a children's playground area.

ETM's efforts for this project include preliminary site planning, site geometry, concurrency, civil engineering, construction plans, stormwater collection system design, water and sewer system design, including sewage pump station design, permitting and contract administration through final phase of development.

Owner Name: Pablo Creek Reserve, LLC
Contact Name, Title: Mike Daliberti,
Phone and Email: (904) 992-9750,miked@parcgroup.net
Dollar Value: \$10 Million
Completion Date: 2013

Sandridge Golf Club - Vero Beach, FL

Sandridge Golf Club is currently under construction and will open this fall 2014. The irrigation design and construction management was led by Sean Hyduk, Aqua Turf International Design. The scope of work consisted of an irrigation design of 18 holes of golf and a practice facility. The installation of the new irrigation system was performed while the existing system continued to irrigate until the new irrigation system was operational. Parts of the golf course remained open for play during the installation. The sprinkler design is wall to wall, triangular coverage utilizing High Density Polyethylene (HDPE) pipe. The control system is a standard satellite operating system using reclaimed water with an existing pump station.

Client: Indian River County
Contact Name, Title: Bela Nagy
Phone and Email: (772) 770-5003 ext. 5; BNagy@ircgov.com
Dollar Value: \$1,200,000
Completion Date: Fall 2014

Title: Ironwood Golf Club - Gainesville, FL

Ironwood Golf Club was completed in the summer of 2010. The irrigation design and construction management was led by Sean Hyduk, Aqua Turf International Design. The scope of work consisted of an 18 hole green and tee loop irrigation with a new control system. The installation of the new irrigation system was performed together with a green, tee and grassing renovation design by Beebe & Associates. The sprinkler design is standard in/out greens coverage utilizing PVC pipe. The control system is a two-wire decoder operating system using ground water with an existing pump station.

Client: City of Gainesville
Contact Name, Title: Steven Phillips
Phone and Email: (352)-316-5303; phillipssr@cityofgainesville.org
Dollar Value: \$1,267,500
Completion Date: Summer 2010

Pompano Beach Municipal Golf Course - Pompano Beach, FL

Pompano Beach Municipal Golf Course was completed in the fall of 2012. The irrigation design and construction management was led by Sean Hyduk, Aqua Turf International Design. The scope of work consisted of an irrigation design of 36 holes of golf and a practice facility. The installation of the new irrigation system was performed while the existing system continued to irrigate on 18 holes while the other 18 holes was installed alongside a full golf course renovation design by Greg Norman Golf Course Design. The existing irrigation system remained operational until the new system was installed. The sprinkler design is double/triple row, triangular coverage utilizing High Density Polyethylene (HDPE) pipe. The control system is a standard satellite operating system using ground water with an existing pump station.

Owner: City of Pompano Beach
Contact Name, Title: Tammy Good
Phone and Email: (954)-786-5512; Tammy.Good1@copbfl.com
Dollar Value: \$1,500,000
Completion Date: Fall 2012

Additional team experience, completed prior to 2010, includes:

King and the Bear

The King and the Bear Golf Course is located in the 4,000 acre Six Mile Creek PUD area of the World Golf Village, Saint Johns DRI in St Johns County, Florida. The course was named for its co-designers Arnold Palmer and Jack Nicklaus. The course hosted the 2001 and 2002 Liberty Mutual Legends of Golf, a Champions Tour Event, as well as, a Shell's Wonderful World of Golf match between Palmer and Nicklaus in 2000. The 18 hole golf course also has a practice facility with a driving range, putting green, and chipping green. The clubhouse overlooks the 9th and 18th greens and has a full service restaurant and pro shop. The King & Bear is minutes away from the World Golf Hall of Fame.

Palencia

ETM services for 62 lots within the Palencia development. The project is located in St. Johns County along US 1 and International Golf Parkway. The 2,350-acre master-planned community offers a full-spectrum of home sites plus ancillary retail and office opportunities along with more than 33 acres of parks, trails and open areas.

ETM prepared a master development plan, construction plan modifications, final engineering plans, pump station design plans, forcemain design plans, handled all regulatory permitting, bid documents and provided construction administration services.

North Hampton

The "KING" himself, Arnold Palmer, designed the golf course. This par 72 championship design is wrapped around over ten crisp spring fed lakes lined with coquina boulders and offers elevation changes of over 40 feet. The wild grasses and rolling hills give you the feel of an Old Scottish Links Course.

ETM Responsibilities included: obtaining concurrency, technical support for rezoning, engineering design for the complete development, including design and permitting of a reclaimed water system to deliver reclaimed water for golf course irrigation, and roadway design for an offsite four-lane entrance road.

)
)
)
South Hampton

) This 18-Hole Championship Course design intent is to offer every golfer the appropriate risk-reward situations that
) challenges the experienced player and offers encouragement to the novice. Sixteen large lakes and over 60 contoured
) bunkers, in combination with meticulous landscaping, provide players with a superbly conditioned facility. ETM's
) responsibilities included obtaining rezoning and concurrency approvals during due diligence, providing full engineering
) design and regulatory permitting for both the residential development and golf course, utility and drainage design and
) construction administration.
)

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)
)
First Tee of Jacksonville Learning Center

) Golf Course Complete and ready to play! This project also included a Maintenance Building and Learning Center, both
) of which are completed and occupied.
)


)
)
)
Fernandina Beach Golf Clubhouse

) This project encompassed the design of a new clubhouse for one of the most popular municipal golf courses in the
) Southeast. Nestled among an abundance of oak trees, one of the primary goals in this project was to position the new
) clubhouse in such a way that the landscape was kept in tact and was able to become a part of the facility's character.
) Included within the clubhouse are meeting facilities and administrative offices, as well as large assembly areas that can
) be partitioned off to be used as smaller, more intimate spaces. Additionally, there is a kitchen and bar area that serves
) golfers and private parties that may be using the larger spaces for gatherings.
)

)
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)
Jacksonville Beach Golf Clubhouse and Pro Shop

) This project incorporated the clients' needs combined with architectural ingenuity to create a functional and sophisticated
) Clubhouse. The new facility has space for locker rooms, administrative offices, the pro shop, a café and a bar area.
) Contact Name, Title: Boots Farley, Executive Director
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Section C: Staff Qualifications and Project Team

A high-contrast, black and white photograph of a hand holding a magnifying glass. The magnifying glass is positioned over the name 'Larsen Gof', which is written in a stylized, handwritten font. The background is dark and textured, possibly showing a person's face in profile, but it is mostly obscured by the magnifying glass and the high contrast of the image.

Larsen Gof

SECTION C STAFF QUALIFICATIONS AND PROJECT TEAM

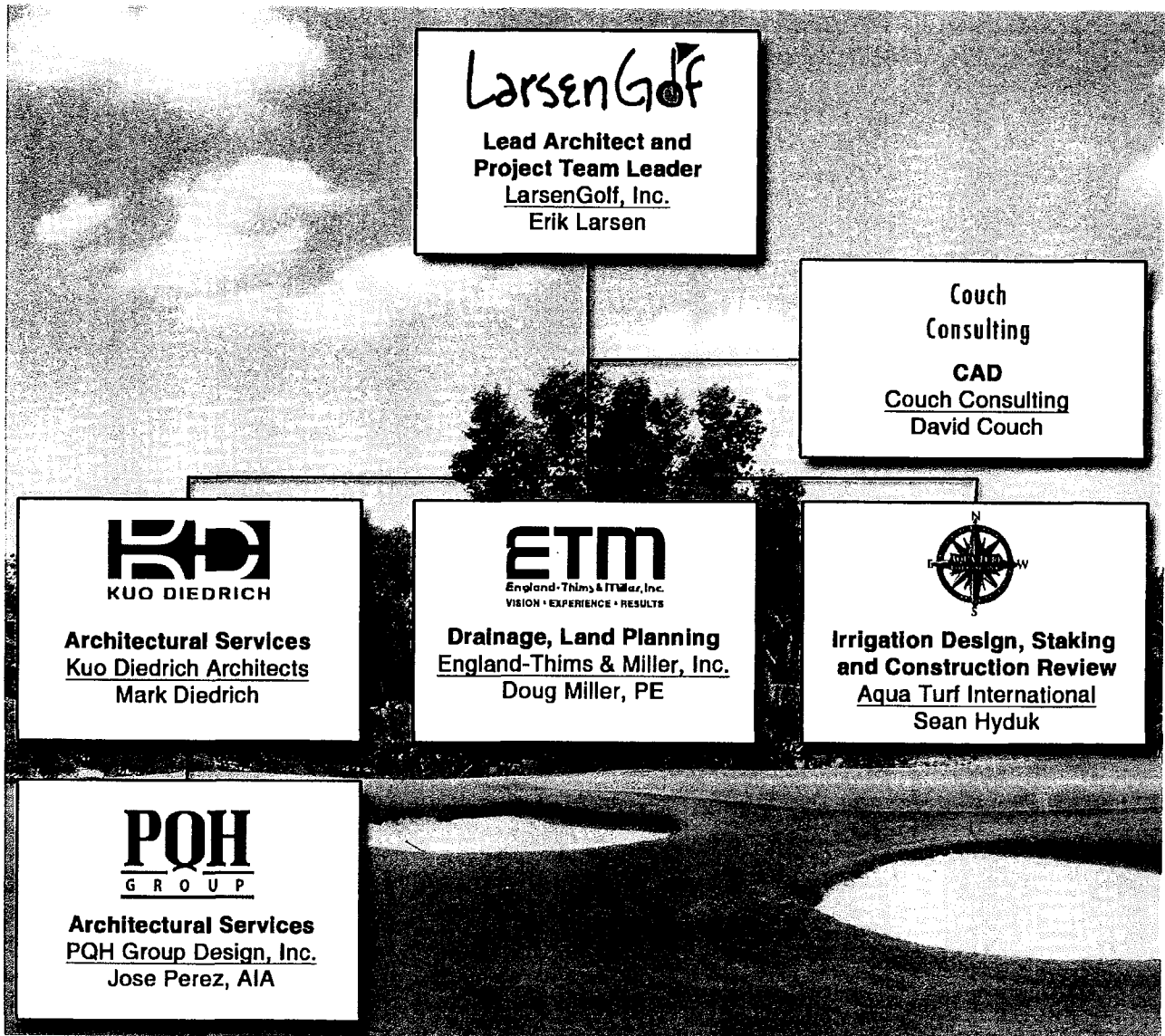
LarsenGolf, Inc. offers St. Johns County an experienced and tested team of professionals to complete this project.

RFQ 15-11R - ST. JOHNS GOLF CLUB
MASTER PLAN AND ARCHITECTURAL DESIGN SERVICES

Company Name: LarsenGolf, Inc.

Attachment "C-1"

COMPANY ORGANIZATION CHART



**RFQ 15-11R - ST. JOHNS GOLF CLUB
MASTER PLAN AND ARCHITECTURAL DESIGN SERVICES**

Company Name: LarsenGolf, Inc.

Attachment "C-2"

PROJECT TEAM ORGANIZATION CHART

LarsenGolf, Inc. gathers up great teammates once again for the renovation of the St Johns Golf Club. Working together in the past the LarsenGolf provides StJGC with a team that brings a like-minded approach to getting the job done. We have gone through the drill together thus bring efficiencies of time and collaborative design to the table.

LarsenGolf, Inc. is proud to be working again with Mark Diedrich, Diedrich-Kuo, Clubhouse architects in the analysis and design phase and looks forward to its first opportunity with PQH for architectural production. Sean Hyduk and LarsenGolf, Inc. bring their Atlantic Beach experience. David Couch and Larsen have worked together with Arnold Palmer 15 years. Doug Miller, ETM and Larsen/Palmer have several years of local experience; North Hampton, King and the Bear.

LarsenGolf, Inc.-Lead Architect and Project Team Leader, Golf Course Architecture, Land Planning,

Erik Larsen

- An accomplished and experienced GOLF COURSE ARCHITECT with a proven track record having designed and overseen construction of nearly 100 golf courses around the world.
- Key Team member in the Arnold Palmer Design Company legacy.
- President of the acclaimed American Society of Golf Course Architects.
- Started with Palmer Course Design Company as a draftsman in 1983; became Executive Vice-President in 2006 overseeing all of the Arnold Palmer Design Company business.
- Provides exceptional project management and implementation, bringing out the best of design and construction from teammates.
- Completely capable in master planning, construction documentation and construction supervision.
- A visionary producer who combines creative thinking skills with a strategic mindset to produce results. Continually explores and seizes new opportunities to secure the lasting success of an organization and its brand.
- An accomplished Landscape Architect having provided master planning on nearly all of the Golf course communities of his engagement.
- Engages frequently with industry leaders developing new ideas into trends.
- His planning concepts strive to provide health and well being by bringing a graceful balance of Human use, development, infrastructure and nature

**Couch
Consulting**

Couch Consulting - CAD

- David A. Couch, CAD Consultant



Kuo-Diedrich - Clubhouse Architecture, Assessment, Analysis, Design

- Mark A. Diedrich, Principal and Co-Founder
- Marc Sawyer, Project Designer
- Chris J. Rijo, Project Designer
- JC Chi, Principal Designer
- Chad Kamke, Project Designer
- Hoda A. Kamal, Intern Architect



PQH- Clubhouse Architecture Production

- Joe M. Perez, AIA, LEED AP BD+C, President and CEO
- Ricardo E. Quiñones, AIA, LEED®AP BD+C, Vice President
- Robert D. Hoenshel, AIA, , LEED®AP BD+C, Architect
- Frank M. Ringhofer, Jr. AIA, LEED®AP BD+C, Vice President
- Danny Strickland, CGC
- Thomas D. Jennings, AIA
- Kristin Armes, IIDA, LEED®AP ID+C



ETM- Drainage, Land planning

- Doug Miller, PE, Chief Strategic Officer
- Joe Tarver, Executive Vice President
- Scott A. Wild, PE, PSM, Vice President, Principal



Aquaturf- Golf Course Irrigation Design, Staking and Construction Review

- Sean Hyduk, Vice President, Principal



Lou Pontigo & Associates - Structural Engineering Services, as needed

- Luis A. Pontigo, PE - Chief Engineer & President



Haddad Engineering - Mechanical Engineering Services, as needed

- Namir Haddad, PE, Contract Manager / Electrical Engineer

STRATEGIC PARTNERSHIP

LarsenGolf, Inc. has a strategic relationship with the developers, Atlantic Beach Partners (ABP), and fund manager, Rock Creek Capital, the group that developed the new residential component, rebuilt the golf course and contributed financially to the new clubhouse and amenity package of Atlantic Beach CC.

ABP is made up of; Rick and Susie Wood-Wood Development Co, Fleming Island, FL, Leed and Gary Silverfield-Silverfield Group, Jacksonville, FL, Billy Howell-WR Howell Co., Jacksonville, FL and Ashton Hudson-Rock Creek Capital, Jacksonville, FL. The group has developed more than 15,000 homes mainly in the Jacksonville area.

LarsenGolf, Inc and ABP are building a business specializing in discovery, planning, purchase and development of pocket neighborhoods within existing golf facilities across the SE United States. The group feels the ABCC model is portable and applicable to many golf facilities in need of a refreshed facility, new users, capital and additional revenue.

**RFQ 15-11R - ST. JOHNS GOLF CLUB
MASTER PLAN AND ARCHITECTURAL DESIGN SERVICES**

Company Name: LarsenGolf, Inc.

Attachment "C-3"

KEY PERSONNEL LIST

In the space below, list all qualified personnel who are permanent employees of the company that may be utilized to perform the required scope of services. Attach brief but comprehensive resumes for each staff member listed below.

Employee Name	Employee Title	# Years Employed	Total # Yrs Experience
Erik Larsen	CEO of LarsenGolf, Inc.	4	32
David Couch	Principal of Couch Consulting	4	13
Mark Diedrick, AIA	Project Architect of Kuo Diedrich	13	21
Jose M. Perez, AIA	President/CEO of PQH	33	35
Doug Miller, PE	CSO of ETM	36	40
Sean Hyduk	Principal of Aqua Turf	17	27

**RFQ 15-11R - ST. JOHNS GOLF CLUB
MASTER PLAN AND ARCHITECTURAL DESIGN SERVICES**

Company Name: LarsenGolf, Inc.

Attachment "C-4"

SUB CONSULTANT LIST

In the space below, list all sub consultants proposed to provide primary divisions/disciplines of work for this project. (Use additional pages if needed)

Company Name	Division/Discipline	Primary Contact Name	Contact Number and Email Address
Kuo Diedrich, Inc.	Architectural Services	Mark Diedrich	(678) 224-6270 mark@kuodiedrich.com
PQH Group Design, Inc.	Architectural Services	Jose Perez, AIA	(904) 224-0001 perezj@pqh.com
England-Thims & Miller, Inc.	Engineering Services	Douglas Miller, PE	(904) 642-8990 millerd@etminc.com
Aqua Turf International	Irrigation, Design and GPS Mapping	Sean Hyduk	(561) 222-2650 ext 101 sean@aquaturfintl.com

ERIK LARSEN

45 Village Walk Drive, Ponte Vedra Beach, Florida 32082

1 904 631 7480

Erik@Larsengolf.net

S U M M A R Y

An accomplished and experienced **GOLF COURSE ARCHITECT** with a proven track record having designed and overseen construction of nearly 100 golf courses around the world. Among the golf industries elite group of architects. Key Team member in the Arnold Palmer Design Company legacy. Reached the pinnacle of the Golf Course Architecture profession as President of the acclaimed American Society of Golf Course Architects. Started with Palmer Course Design Company as a draftsman in 1983; became Executive Vice-President in 2003 overseeing all of the Arnold Palmer Design Company business. Works closely with key stakeholders, including CEO, domestic/international investors and local communities providing world class Golf Courses for quality developments. Uses relationship-oriented leadership skills to provide exceptional project management and implementation, bringing out the best of design and construction from teammates. Completely capable in master planning, construction documentation and construction supervision. Well known throughout the industry and has established a reputation for fairness, problem solving and team work. A visionary producer who combines creative thinking skills with a strategic mindset to produce results. Continually explores and seizes new opportunities to secure the lasting success of an organization and its brand.

An accomplished **LANDSCAPE ARCHITECT**, having provided master planning on nearly all of the Golf course communities of his engagement. Engages frequently with industry leaders developing new ideas into trends. His planning concepts strive to provide health and well being by bringing a graceful balance of Human use, development, infrastructure and nature

EDUCATION

NORTH CAROLINA STATE UNIVERSITY, Raleigh, North Carolina
B.S., Landscape Horticulture, 1978

CERTIFICATIONS

Council of Landscape Architects National Certification (CLARB)
State Certified Landscape Architect in Iowa, Florida, South Carolina

AFFILIATIONS

President, American Society of Golf Course Architects (ASGCA)
Member, American Society of Landscape Architects (ASLA)
Recreational Development Council Member, Urban Land Institute (ULI)
Advisory Board Member, American Trails

NOTEWORTHY GOLF COURSE PROJECTS

Running Y Ranch, Klamuth Falls, Washington (Best New Course award - Golf Digest)
Dakota Dunes, Sioux City South Dakota (Best New Golf Course Award - Golf Digest)
The Orchard, Cavite Philippines (Jonnie Walker Classic)
Grand Family Estates, Jakarta Indonesia (Jonnie Walker Classic)
Silver Rock Resort, La Quinta, CA (Bob Hope Desert Classic)
DLF, New Delhi India (India Open)
Castello de Tolcinasco, Milan, Italy (Italian Open)
Turtle Bay Hilton, North shore, Oahu, Hawaii (Best New Golf Course award - Golf Digest)
Stonewall Jackson Lake Resort, West Virginia (Best New Golf Course award - Golf Digest)
Arnold Palmers Bay Hill Lodge and Club (Re-model Oversight & Host of Arnold Palmer Invitational)
Sawgrass Country Club, Ponte Vedra Beach, Florida (Tournament Players Championship)
Pebble Beach Golf Links, Monterrey, CA (US Open Tournament)

DAVID ANDREW COUCH

438 Wooded Crossing Circle – St. Augustine, Florida 32084
davidcouch5309@gmail.com - 904.553.0961

OVERVIEW

Couch Consulting Services offers a wide range of landscape architectural assistance from conceptual design to construction document preparation. I have acquired a unique skill set, specifically within the golf course design and development industry, that allows me to contribute to numerous projects immediately and effectively.

KNOWLEDGE, SKILLS, & ABILITIES

- Extensive AutoCAD knowledge, Adobe Photoshop skills, Google Earth mapping ability
- Experience with Google Sketch-up, and Adobe InDesign
- Microsoft Office software (Word, Excel, Power point, Outlook)
- Specific Golf Course Design/Development knowledge and experience
- Hand drawing and drafting skills
- Interpersonal skills
- Industry awareness
- International travel familiarity

EMPLOYMENT HISTORY

- 2011-Present **Principal** - Couch Consulting Services
Mt. Dora, Florida 32757 - 904.553.0961
- 1997-2011 **Design Associate** - Arnold Palmer Design Company
Orlando, Florida 32819 - www.arnoldpalmerdesign.com
- Summer 2002 **Intern** - Prato & Heuman Architects
Jacksonville, Florida 32250 - 904.249.5688

PROJECT EXPERIENCE

Domestic

- The King and the Bear (WGV)
- St. Augustine, FL
- The Bayhill Club and Lodge
- Orlando, FL
- Balsam Mountain Preserve
- Sylva, NC
- White Oak Plantation
- Tryon, NC
- Reserve at Lake Keowee
- Sunset, SC
- Champion's Retreat
- Augusta, GA

International

- West End Golf Club
- West End, Grand Bahama Island
- Chinese Entrepreneur Home Golf Club
- Kunming, China
- Garabu
- Jaco Beach, Costa Rica
- Vignoly (Domain de le Brie)
- Crecy la Chapelle, France
- Kildare Club
- Straffan, Ireland



MARK A. DIEDRICH, AIA, LEED AP BD+C



Mark A. Diedrich, AIA is Principal and Co-Founder of Kuo Diedrich, and has been sharing his golf clubhouse expertise through speaking engagements such as the Harvard University Graduate School of Design's continuing education program, Emory University, and the Columbus Coalition for Sound Growth. Mark is a member of the Recreational Development Council (RDC) of the Urban Land Institute (ULI), the American Institute of Architects, and the US Green Building Council as a LEED Accredited Professional. Mark is a contributing author in the book Building Type Basics for Recreational Facilities by Richard J. Diedrich, published in 2005 and contributes monthly articles to Brazil's New Golf magazine.

TITLE

Mark A. Diedrich

Principal and Co-Founder of Kuo Diedrich, Inc.

678.244.6270 x 207

mark@kuodiedrich.com

REGISTRATION

NCARB Registration # 57063

Florida, Georgia, Louisiana, Mississippi, Tennessee, Texas, Indiana, Michigan

LEED 2.0 Accredited Professional

EDUCATION

Master of Architecture | University of Illinois at Urbana-Champaign

Master of Science in Civil Engineering | University of Illinois at Urbana-Champaign

Bachelor of Science in Architectural Studies | University of Illinois at Urbana-Champaign

ORGANIZATIONS

American Institute of Architects

Urban Land Institute - Recreational Development Council

EXPERIENCE



RECREATION & RESORT (Partial list)

DOMESTIC

Oakmont Country Club | Oakmont, Pennsylvania

Golf Club of Georgia | Alpharetta, Georgia

Achasta Mountain View Club Swim, Tennis, and Fitness Building | Dahlonega, Georgia

Alpharetta Athletic Club Ping nFlight Academy and Fitness Center | Alpharetta, Georgia

Callaway Gardens Golf House, Sales Center & Golf Cottages| Pine Mountain, Georgia

East Lake Golf Club | Atlanta, Georgia

Georgia Tech Club Pool & Golf House | Alpharetta, Georgia

Governors Towne Club Golf Clubhouse | Acworth, Georgia

Harbor Shores Golf Clubhouse, Nicklaus Academy & First Tee| Benton Harbor, Michigan

Harbour Town Golf Club | Hilton Head, South Carolina

Kinloch Golf Club Club Master Plan and Guest Cottages | Manakin Sabot, Virginia

Oakmont Country Club | Oakmont, Pennsylvania

Owensboro Country Club Addition/Renovation | Owensboro, Kentucky

Point O'Woods Golf Clubhouse | Benton Township, Michigan

Reunion Country Club | Madison, Mississippi

Reynolds Lake Club Phase 2 | Greensboro, Georgia

Standard Club | Johns Creek, Georgia

The Country Club of Virginia | Richmond, Virginia

Woodland Country Club | Carmel, Indiana



4141 Southpoint Dr. E. #200
Jacksonville, Florida 32216
904-224-0001 – www.pqh.com

Principal-In-Charge:	Jose M. Perez, AIA, LEED® AP BD+C President & CEO
Years in Practice:	35
Responsibilities:	Mr. Perez, as President & CEO of PQH Group Design, Inc., has over thirty years of diverse architectural experience. He has an immense amount of experience in the areas of public and private facilities, fire stations, office buildings, clubhouses and commercial projects. He will oversee this project from start to finish by coordinating consultants and ensuring proper transmittal of information to all parties involved.
Education:	Bachelor of Design-University of Florida 1973 Masters of Art in Architecture-University of Florida 1975 Masters in Structural Engineering-University of Florida 1976 Mr. Perez continually exceeds the continuing education Required hours from AIA as well as the State on an annual Basis.
Licenses:	Professional Architect Florida #AR0007975 and in five other states Registered Building Contractor: CGC # 1517382
Project Experience:	<ul style="list-style-type: none">✓ St. Johns County Administrative Building-St. Johns County, Florida✓ St. Johns County Open-End Contract – St. Johns County, Florida various projects.✓ Landrum Lane Senior Center-St. Johns County, FL✓ City of Jacksonville Fire and Rescue Facility, Phases I, II, III-Conversion of an old Federal Reserve Bank into the City headquarters for Emergency Operations and 911 call center-Jacksonville, FL✓ Fernandina Beach Golf Clubhouse-New Construction-Fernandina Beach, FL✓ City of Neptune Beach Operations and Maintenance Facility-Addition of 4 buildings to existing facility-Neptune Beach, FL✓ City of Jacksonville Urban League Building-New Construction of administrative building-Jacksonville, FL✓ City of Jacksonville Claude J. Yates City Hall Annex-100,000 s.f. Addition to existing historic structure-Jacksonville, FL
Professional Memberships:	American Institute of Architecture National Council of Architectural Registration Southern Building Code Congress Deerwood Rotary



Douglas C. Miller, P.E. Chief Strategy Officer

For the past 36 years, Mr. Miller has been a managing principal of England, Thims & Miller, Inc. He directs the design of private and public projects that require expertise in transportation engineering, water resource management, environmental permitting, solid waste management, stormwater design, stormwater treatment design, NPDES permitting, water and wastewater planning and design. Mr. Miller has extensive large-scale development experience including Developments of Regional Impact (DRI) ranging in size from 360 acres to 55,000 acres, including multiple golf course communities. Mr. Miller has served as District Engineer for ten community development districts in northeast Florida that have planned more than \$1 billion in public bond financed infrastructure.

Project Experience:

Nocatee DRI, Duval and St. Johns County, Florida - Engineer of Record for a 15,000 acre, 30,000 person mixed-use DRI. Responsibilities include master planning and engineering of water supply, sewer treatment, stormwater management, roadway construction and PSC regulated utility. District Engineer for two Nocatee community development districts which include financing, design, and construction management of more than \$300 million in infrastructure. The Nocatee Development and infrastructure is master planned for 3 golf courses.

SilverLeaf Plantation, St. Johns County, Florida - Engineer of Record for a 7,285+ acre mixed use DRI. The project includes approximately 1,140,000 sf of commercial space, 330,000 sf of industrial space, 300,000 sf of office space, 6,8000 single family residential units, 3,900 sf of multi-family units, 6 schools including a community college campus. Responsibilities include master planning and engineering of water supply, sewer treatment, stormwater management, roadway construction and PSC regulated utility.

Saint Johns DRI (World Golf Village), St. Johns County, Florida - Engineer of Record for a 6,400 acre mixed-use DRI which is home to the World Golf Village and Golf Hall of Fame. Responsibilities include providing all engineering and regulatory services related to this DRI. The St. Johns DRI includes 2 golf courses and infrastructure.

Julington Creek Plantation DRI, St. Johns County, Florida - Engineer of Record for the 4,150-acre, 6,400 unit mixed-use development in St. Johns County. This includes the master utility plan design, permitting and utility operations. Engineer of Record for all infrastructure within this master planned community.

Education:

B.S. in Civil Engineering,
University of Florida, 1975

Professional Registration:

Florida Professional Engineer,
No. 22389

Professional Membership:

Florida Engineering Society

American Society of Civil
Engineers

National Society of Professional
Engineers

American Waterworks
Association

Mr. Miller has served as a member of the following:

Florida Department of
Environmental Protection
Technical Advisory Committee
on Solid Waste

Mayor Delaney's Transition
Team (Committee Chairman)

Mayor Delaney's 1997 Growth
Management Task Force
(Committee Chairman)

Mayor Peyton's Transition
Subcommittee

Mayor Peyton's 2007 Growth
Management Task Force
(Chairman Land Use Committee)

University of Florida,
Department of Civil & Coastal
Engineering Advisory Board



SEAN J. HYDUK
Vice President
Principle in Charge – Point of Contact

Mr. Hyduk graduated from The University of Florida in 1998 with a Bachelor's Degree in Landscape Architecture. He has a vast number of years in the golf course industry including irrigation design, golf course designer, assistant project superintendent and golf maintenance. Mr. Hyduk experience is advantageous to any irrigation design project. His design responsibilities include owner, architect and engineer relations, complete irrigation design and details, water use planning, material quantity take-offs, specifications, bid process administration with contractors. During construction phases, he coordinates with the contractor, provides onsite inspections, lays out the irrigation components, GPS mapping, central control system programming and provides site visit reports to the owner. Mr. Hyduk presides over irrigation design, specifications, bid documents, GPS mapping, as-built development plans and irrigation programming of the central computer for Aqua Turf International Design.

HIGHLIGHTS OF QUALIFICATIONS:

- Over 16 years of experience in golf course development
- 11 years' experience in irrigation design and consulting handling over 50 projects
- Finalized over 40 GPS mapping and as-built development plans
- Completed over 25 Toro & Rain Bird central control programming and hydraulic systems
- Comprehensive academic background in landscape architecture, design, and construction
- Extensive golf course construction and maintenance experience

PROFESSIONAL AFFILIATIONS:

- Members – American Society of Irrigation Consultants (ASCIC)
- Members – Irrigation Association (IA)
- Members – Palm Beach Golf Course Superintendents Association
- Members – Everglade Golf Course Superintendents Association

PROJECT EXPERIENCE:

Mr. Hyduk was responsible for irrigation design/ consulting, construction management, GPS as-built development and irrigation central control programming for the listed municipality and government projects;

- Sandridge Golf Club – 2014, (18 Hole) Vero Beach, FL
- Lake Venice Golf Club-2013, (9 Holes) – Venice, FL
- Pompano Beach Municipal Golf Course -2012, (36 Holes) – Pompano Beach, FL
- Royal Palm Beach Commons-2012, (18 Holes) – Royal Palm Beach, FL
- Springtree Golf Club-2010, (18 Holes) – Sunrise, FL
- West Palm Beach Country Club-2010, (18 Holes) – West Palm Beach, FL
- Palm Beach Par Three Golf Course-2010, (18 Holes) – Palm Beach, FL
- Ironwood Golf Club-2010, (18 Holes) – Gainesville, FL
- Ocala Golf Club-2009 (18 Holes) – Ocala, FL
- Quail Valley Golf Course-2009, (18 Holes) –Missouri City, TX
- Red Tail Run Holf Club-2005, (18 Holes) –Decatur, Illinois

Luis A. Pontigo, PE - Chief Engineer & President

Biography

Lou Pontigo began his Structural Engineering career at Gopman Pepper Engineers in Aventura, FL while attending college in South Florida. As an intern draftsman, Lou developed an appreciation for detailing done by hand prior to the age of computer aided drafting. Upon graduation from UF, Lou returned to South Florida to his first engineering position at CHM Engineers in Coral Gables. The early to mid 90's saw a great demand for high rise condominium projects in South Florida so much experience was gained in cast-in-place, post-tensioned concrete structures utilizing wind tunnel testing to optimize wind pressures. The move to Jacksonville in 1996 brought Lou to McVeigh & Mangum Engineering. There he developed skills in the other 90% of structures built; namely low rise commercial buildings constructed of material such as structural steel, tilt-up concrete and timber. In 1999, Lou Pontigo & Associates, Inc (LP&A) was founded. During our first decade in business, we have been involved in a multitude of diverse projects that have developed a strong, dedicated staff.

Education

BS in Civil Engineering, University of Florida,
1993

Certificates

Florida Professional Engineer, PE#53311
Florida Certified Special Inspector, SI#1171
Georgia Professional Engineer, PE#31822
South Carolina Professional Engineer, PE#25594
North Carolina Professional Engineer, PE#34117
Mississippi Professional Engineer, PE#18252
Louisiana Professional Engineer, PE#33861
Arkansas Professional Engineer, PE#13777
Alabama Professional Engineer, PE#31320

Commercial Projects

United States Naval Base – 61,792 s.f. Military facility (GITMO, Cuba)
Our Lady Star of the Sea, Catholic Church – 15,000 s.f. Church (St. Marys, GA)
Town Center Office Building – 3 story steel framed office building (Palm Coast, FL)
Hillside Office Park – 28,300 s.f. – office building, (Gainesville, FL)
St. Luke's Hospital – light gauge metal framing, (Jacksonville, FL)
Range of the Jaguar – Jacksonville Zoological Gardens, (Jacksonville, FL)
Falkenburg Jail Detention Facility Semi-Residential, (Hillsborough, FL)
Oyster Bay Clubhouse – 38000 s.f. (Oyster Bay, NY)
Hacienda Club – 300 unit apartment project, (Jacksonville, FL)



NAMIR HADDAD, P.E.
Contract Manager / Electrical Engineer

Education: Bachelor of Science, Electrical Engineering, 1972

License: Florida #31967

Years of

Experience: Total: 43
With Haddad Engineering: 31

Experience:

Electrical Design Engineer: designing electrical systems for Office Buildings, Government Facilities, Commercial Buildings, Health Care Facilities, School Projects, Churches, Shopping Centers, and Industrial Projects. Established firm in 1984. Possesses over 42 years of experience in Electrical Engineering. Experience includes primary and secondary wiring, lighting systems, signal and communications systems, voice and data systems, security systems, and emergency power generating systems.

Responsibilities include field studies, electrical systems design, and cost estimating of projects, specification writing, and construction supervision for electrical work. In charge of all phases of projects, from schematic drawings through final inspection. The following project list demonstrates the experience and knowledge needed to ensure the successful completion of projects:


- Growth Management Services Building St. Augustine, FL
- St. Johns County Service Building St. Augustine, FL
- Flagler Professional Office Center St. Augustine, FL
- Clay Electric Coop Headquarters Keystone Heights, FL
- Green Cove Springs City Hall Green Cove Springs, FL
- Social Security Administration Atlanta, GA
- IRS Facility Atlanta, GA
- Mil-Con Office/Warehouse Jacksonville, FL

**Professional
Affiliations:**

- National Society of Professional Engineers
- Institute of Electrical and Electronic Engineers
- Florida Engineering Society

HADDAD  ENGINEERING, INC.

Section D:
Project Approach and Understanding

A black and white photograph showing a hand holding a magnifying glass over a globe. The globe is the central focus, and the text 'arsenGof' is written across its surface. The magnifying glass is held in a way that it enlarges the portion of the globe it covers. The background is dark and out of focus.

arsenGof

SECTION D PROJECT APPROACH AND UNDERSTANDING

Due to our well developed relationship with St. Johns County Golf and extensive experience, LarsenGolf has an intimate understanding of the scope of the project.

RFQ 15-11R - ST. JOHNS GOLF CLUB MASTER PLAN AND ARCHITECTURAL DESIGN SERVICES

Company Name: LarsenGolf, Inc.

D. PROJECT APPROACH AND UNDERSTANDING NARRATIVE (Limit narrative to 3-4 pages)

LarsenGolf, Inc. has reviewed and played St Johns Golf Club (StJGC) on several occasions. Through the time spent at the facility, LarsenGolf, Inc. has gained a keen understanding of what the facility is and of its potential. The opportunities for enhancement are exciting and given its many assets, relatively easy to accomplish.

The St Johns Golf Club golf course is a popular public golf course. It is big and safe with several very good holes. Visual and strategic appeal could be added, however speed of play and ease of maintenance should be given top priority in this project.

The golf course has 'good bones'. Mature trees and wetlands provide natural beauty throughout the golf course. Light colored sandy soils show through the turf in places and give a glimpse of what a native unirrigated low maintenance feature might be. Vast expanses of grass, mounds and mundane bunkers struggle to provide visual excitement and require a lot of maintenance effort. Tee boxes are extremely elevated and along with some mounding block homeowners' views to the course. In several cases there is ample room in and around greens and following tees. There was a lot of dirt moved on this golf course giving opportunity for exciting shaping and improved surface drainage.

The clubhouse has good orientation for the finish of the both nines but does not have views of the PR and #10 tee. The patio out the east side is out of hot afternoon summer sun and provides nice viewing of starting and finishing holes. It also forces golfers to 'turn' past the patio giving easy access to refreshments. The grass area west of the paved parking lot can support overflow parking on busy days.

Of enormous potential benefit to St.JGC, there is ample room in the clubhouse area for reconfiguration of the existing buildings, if necessary. In addition, there is opportunity to add other buildings for use. This situation will be thoroughly assessed.

The closed nine holes of golf offer a key and relatively easy opportunity for development. It should be explored to the fullest degree from the perspective of capital gained from asset sale and revenue generation from new users.

In our approach, LarsenGolf, Inc. would use this and additional understanding of the golf facility to enhance its looks, playability, function and energy. This is an exciting project.

LarsenGolf, Inc. clearly understands the A. Purpose, B. Scope of services and C. Desired Outcome listed in II. Introduction of this RFQ and believes St Johns Golf Club (StJGC) can enhance its entire facility, raising it to a level of compelling quality for the community through exciting and practical facility design.

LarsenGolf, Inc.'s approach is to crystalize a unified vision of enhancement for StJGC with its key stakeholders and facilitate building this vision with a team of regional golf, design and development experts who can draw on similar past experience and employ relevant skill sets to complete it in a cost and time efficient manner.

LarsenGolf, Inc. further realizes opportunities exist for the enhancements of StJGC to be self-subsidized and self-sustaining and will fully explore these opportunities with focus on raising capital from land asset sales, increasing revenue from new/additional users and reducing maintenance costs from thoughtful land conservation.

The Desired Outcome will be achieved through the Professional Design Process which entails 1) Program Development, 2) Analysis and 3) Synthesis. Simply it is problem solving. The Design Process is a calculated method of problem solving of which most design professionals were trained. LarsenGolf, Inc. will fully apply this process at St Johns Golf Club and it will be the framework for our work.

1) Program Development: Establish team and introduce owner's representative, document owner desires, assess County's needs, understand regulation, gather facility information, identify beneficial public/private partnerships, begin team task list, set schedule, establish plan format, distribution/communication methods and develop a unified vision.

2) Analysis: Identify facility strengths and weaknesses, analyze owner desires and county needs, evaluate public/private partnerships, firm up task list, refine schedule, improve distribution/communication, begin preliminary planning and strengthen the vision.

3) Synthesis: Conceptual/land planning and associated costing, design development, construction documentation, cost estimation, construction administration, construction review, post-construction services.

Analysis and Synthesis is ongoing and often overlapping throughout the design process. Each design task will be analyzed and approved before moving on to the next task. Specific attention will be paid to the irrigation system, drainage, greens, buildings, and cart paths while getting the most out of the many existing assets. However, design of these items will fit into an overall plan that is best for the entire facility. Professionals will be keyed in to perform tasks in their respective category. LarsenGolf, Inc will oversee the entire design process. It is imperative a compatible team is developed that represents owner and firm. This team will be the basis for all communication and work.

LarsenGolf, Inc. will facilitate team meetings at least monthly throughout design and construction. The intentions of the meetings are so the team delivers a team approved, quality product to St Johns Golf Club in a cost and time efficient manner.

The schedule will change but all tasks will be identified with approximate timing of achievement early in planning. The schedule will be modified at each meeting. A general flow chart follows. Key stakeholders and professionals will be required to attend at the appropriate meetings. Notes/action items etc. will be assigned accordingly and will be distributed in the designated method.


LarsenGolf, Inc. understands there will be input necessary from St Johns County at certain points of design and construction. LarsenGolf will need to rely on a transparent relationship with the owner's representative for necessary approvals and the timing of those approvals. Note: This action is not included in the general flow chart.

There are many different types of hardware and software available that can accomplish our tasks. At the first meeting we will determine the most compatible format for communication, plans, changes, distribution etc. among the team and stick to that format throughout the process.

The team has been selected to provide specific and outstanding service in each category. Personnel of each discipline are required to remain on the project throughout the process. Substitutions or additions of personnel may be required to better facilitate that discipline.

	2015	2016													
	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	July
Program Development															
Team Meetings (monthly)															
Gather Facility Info/Site Review															
Document Owner Needs															
Assess County Needs															
Understand Regulation															
Identify Partnerships															
Set Schedule															
Define Distribution															
Communication Methods															
Develop Vision															
Eng Reg															
Analysis															
Identify Strengths/Weakness															
Analyzeowner/County Needs															
Evaluate Partnerships															
Refine Schedule															
Improve Distribution/Comm															
Strengthen Vision															
Synthesis															
Prelim Land Plan															
Review/Modify															
Costing															
Final Land Plan															
Costing															
Design Development															
Concepts															
Review/Modify															
Construction Documents															
Plans															
Specifications															
Construction Administration															
Bid															
Selection															
Admin															
Construction Review															
Post-Construction Review															

Section E:
Quality and Schedule Control

A hand holding a magnifying glass over a globe. The text 'Larsen Gof' is written on the globe.

Larsen Gof

SECTION E QUALITY AND SCHEDULE CONTROL

LarsenGolf, Inc. is immediately available to begin work on this project.

RFQ 15-11R - ST. JOHNS GOLF CLUB MASTER PLAN AND ARCHITECTURAL DESIGN SERVICES

Company Name: LarsenGolf, Inc.

E. QUALITY & SCHEDULE CONTROL NARRATIVE

QUALITY CONTROL

Adhering to Quality Assurance/Quality Control procedures is an everyday practice at LarsenGolf. Emphasis is placed on the monitoring of the following items: sufficiency and quality of the design, proper presentation of the design on contract documents, accuracy of the plans, compliance with the Scope of Services and constructability.

A good plan is the foundation of a successful project and is the gateway to the future. A good plan uses clear understanding to construct a route to success, defining needs from implementation to operational success.

A good design combines science, art and experience with constant attention. It requires knowledge and dedication and provides user satisfaction and operational efficiency. LarsenGolf recognizes that a successful design will:

- rediscover character
- invoke style
- evoke emotion
- and develop unique identity.

ABILITY TO MAINTAIN PROJECT SCHEDULES

LarsenGolf has a track record of timely project delivery. Maintaining our project schedules to eliminate delay and minimize cost is fundamentally important. Our success is built upon: our sound project management experience; committing the best available resources; and having constant communication with all the dedicated team members to ensure projects proceed on schedule. Without reservation, it is LarsenGolf's primary goal on every project to meet the time and budget requirements of our clients.

Our ability to meet project deadlines and maintain a high level of service allows us to develop lasting relationships with our clients. We are proud of our longstanding history of meeting the schedule needs of our clients.

AVAILABILITY


LarsenGolf has one active project in Asia that will be complete at the end of May 2015. This project is under construction and nearly complete. It requires no office time, only a 3-5 day final visit during the summer of 2015.

At this time, LarsenGolf is 100% available for the St Johns Golf Course project. We would be "on call" status and are ready to begin work immediately, giving this project 100% of our attention.

Mr. Erik Larsen is the sole proprietor of LarsenGolf, Inc., working from his home office in Ponte Vedra Beach, St Johns County, Florida. All Computer Aid Design (CAD) work is subcontracted to a former Arnold Palmer Design Company colleague, David Couch. Mr. Couch also works out of his home office and resides in St. Augustine, St Johns County, Florida. Mr. Larsen and Mr. Couch have managed 3 full golf course design projects together since 2011 and are fully equipped with the necessary resources, hardware and software to support this project.


Our location in the St. Johns County area assures the County that we are both accessible and responsive. We are immediately available to meet with project stakeholders, and to meet on site for coordination of plans, documents and instructions, whenever necessary. Mr. Larsen can quickly respond to meeting requests or field reviews, usually with only a one hour notice.

Section F: Quality of Submittal

A hand holding a magnifying glass over the text 'arsenGof'. The magnifying glass is positioned over the text, making it larger and more prominent. The background is dark and textured.

arsenGof

Section G:
Acknowledged Addenda

A hand holding a magnifying glass over the text 'arsenGof'. The magnifying glass is positioned over the text, which is written in a stylized, handwritten font. The background is dark and textured, with a bright, circular highlight behind the magnifying glass.

arsenGof



St. Johns County Board of County Commissioners

Purchasing Division

March 20, 2015

ADDENDUM #1

To: Prospective Bidders

From: St. Johns County Purchasing Department

Subject: RFP No. 15-11R, St. Johns Golf Club Master Plan and Architectural Design Services

This Addendum #1 is issued for further bidder's information and is hereby incorporated into the bid documents. Each bidder will ascertain before submitting a proposal that he/she has received all Addenda.

Please return an original copy of this signed Addendum with proposal to the St. Johns County Purchasing Department, Karen Fullerton, Contract Coordinator; 500 San Sebastian View; St. Augustine, FL 32084.

Questions:

1. Must a proposed firm possess a Florida Business License in order to bid on the project? If so, is it for the building portion of the analysis?

No, a proposed firm does not have to possess a Florida Business License in order to bid on the project. However, if awarded the contract, a current and valid State of Florida Business License or an Authorization to Conduct Business in the State of Florida will be required.

2. Is it understood that only an Architect dealing with the buildings would require a license and a Golf Architect working on the golf course does not? If so, can an Architect team member possess the business license or will the team leader have to carry the license?

The Golf Architect does not require a license but the building Architect is required to carry a Professional Architect License in the State of Florida or obtain a License by Endorsement for the state of Florida. For more information refer to the Board of Architecture and Interior Design for the State of Florida website at

http://www.myfloridalicense.com/dbpr/pro/arch/faq_AR.html#boardinfo . A team member or a sub-consultant is able to carry the Professional Architect License for the proposed firm.

3. Is St. Johns Golf Club looking for a detailed analysis of the interior, exterior and structure of each

500 San Sebastian View, St. Augustine, FL 32084 | P: 904.209.0150 | F: 904.209.0151

www.sjcfll.us

building on site in addition to the golf course portion of the site or only a cursory review of the location of the facilities as they relate to the golf course? Is it expected that the Golf Architect have a building Architect as part of the analysis team?

St. Johns Golf Club would like the location and any possible improvements or expansions to all the buildings to be addressed. Yes, a building Architect is required to be part of the analysis team.

4. Is St. Johns Golf Club looking for a feasibility study and/or an assessment of how the golf course needs stack up against other courses (i.e. your competition)? Would a 10, 15 or 20 year financial break even analysis be helpful or would this be outside of your scope and needs?

No, the St. Johns Golf Club is not looking for a feasibility study and/or an assessment of how the golf course needs stack up against other courses. Yes, a 10, 15 or 20 year financial break even analysis would be outside the scope of needs for this RFQ.

Additions:

Section III, A-2, Proof of Qualifications, Bullet 1:

Additional language has been added to Bullet 1 and reads as follows:

1. Current and valid State of Florida Business license or an Authorization to conduct business in the State of Florida

RFQ Due Date remains April 9, 2015 at 4:00 P.M.

Acknowledgment

4.8.15 Erik Larsen
Signature and Date

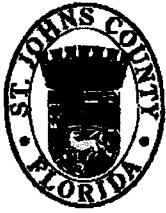
Erik Larsen - Pres/owner
Printed Name/Title

Larsen Golf, Inc.
Company Name (Print)

Sincerely,

Karen R. Fullerton
Contract Coordinator

END OF ADDENDUM NO. 1



St. Johns County Board of County Commissioners

Purchasing Division

March 31, 2015

ADDENDUM #2

To: Prospective Bidders

From: St. Johns County Purchasing Department

Subject: RFP No. 15-11R, St. Johns Golf Club Master Plan and Architectural Design Services

This Addendum #2 is issued for further bidder's information and is hereby incorporated into the bid documents. Each bidder will ascertain before submitting a proposal that he/she has received all Addenda.

Please return an original copy of this signed Addendum with proposal to the St. Johns County Purchasing Department, Karen Fullerton, Contract Coordinator; 500 San Sebastian View; St. Augustine, FL 32084.

Questions:

1. In reviewing the RFQ "Package Instructions & Format" section (page 14), it states that the exact order and format must be followed, with no exceptions. May a respondent take some artistic license with regard to page layout and format (e.g. 8 ½ x 11 landscape layout instead of portrait)? Would this be acceptable? All required components in the exact order listed in the instructions would be provided.

There is not anything that would restrict the page layout or formatting in the RFQ document. However, the paper size must be 8 ½ X 11 and the proposal format must address all required components in the order given on page 14, RFQ Package Instructions and Format.

2. The RFQ is due April 9, 2015. When can an expected selection of the qualified firm be made?

At this time, an expected selection date is unknown. However, the anticipated date for the Evaluation Committee Meeting is April, 23, 2015. Selection of the qualified firm will take place sometime after the Evaluation Committee Meeting date.

3. The proposal has a strong emphasis on Architecture and Golf Course Design Services. However, there does appear to be very good opportunities for land development planned expansions to include uses beyond golf and environmental uses. Does the County have such a desire for land

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development planning and programming of new development type uses be a part of this project?

The County is looking for other uses for these areas that are currently not in use. The selected firm will help identify uses in conjunction with county staff.

4. Does the County anticipate any re-zoning necessary for this project?

Possibly, to be determined by identified uses.

5. The aerial file has several faint boundary lines-some appear to be development boundary lines, others appear to be easements of some kind. Please mark the boundary of proposed project and identify parallel lines that appear to be easements.

The maps provided should be sufficient for RFQ basis. If more detail is desired, it can be pulled from the County IMAP. Upon selection, the County GIS department will work with the selected firm to provide necessary information.

6. Can original wetland delineation be provided that was used to get original golf course construction permits from SJWMD. If so, please overlay onto aerial photo file.

Upon selection of a qualified firm, the County GIS Department will work to provide any necessary information.

7. When was construction complete for each nine holes?

Original construction was done in 1987-88 and opened in December of 1988. The additional nine were constructed from 1999-01 and opened in September of 2001

8. Was a third nine added after the original 18 was opened?

Yes, a third nine was added after the original 18 opened.

9. When was the construction of the abandoned nine completed?

The construction of the abandoned nine was completed in 2001

10. Is it possible to get a copy of the RFQ in Word format?

Yes, a Word format document is available upon request.

11. Is it necessary to carry a Current Department of Professional Regulation license prior to award of the project? Is an LA 4 Temporary license sufficient? If so, shall it be for the business, the individual LA, or both?

Yes, upon submission all necessary and appropriate Professional Licenses must be active and remain active for the term of the contract. A Landscape Architect (LA 4) is acceptable for submission of this RFQ. A team member or a sub-consultant is able to carry the Professional Architect License for the proposed firm.

12. Regarding insurance requirements, does the County want to be a Certificate Holder for this submission prior to possible award of a contract or just after? Or does the County just want to see what current insurance we have?

Part of the submission process is showing proof of insurance; however, adding the County as Additional Insured will need to be done upon award of contract.

13. For this submission, is it necessary to have Worker's Compensation prior to award of a contract or after?

The requirement for Worker's Compensation is that it is carried during the life of the contract. Therefore, proof of it will be required upon award of contract.

14. In Section III, Package Instructions & Format, Bullet B, Experience with Similar Projects it states "Include a one or two-page project description that demonstrates capabilities in specific areas of experience in golf course renovations involving residential components, and experiences in reducing maintained acreage while keeping integrity of golf course layout."

Is St. Johns County asking for multiple one to two project descriptions for individual projects that demonstrate these items or a one to two page description of how the respondent will demonstrate these items in general? Will a description of the respondent's overall approach with examples be sufficient?

St. Johns County is asking for specific examples of previous projects that demonstrate the respondent's capabilities in these specific areas; an overall approach or theory will not be sufficient.

15. In the Scope of Services it states "Preparation of a detailed implementation plan including Architectural Design Services. The Architectural design services shall include..." Is this referring to Golf Course Architectural Design Services, building Architectural Design Services or both?

This is referring to both Golf Course Architectural Design Services and building Architectural Design Services.

16. In the Scope of Services it states "The main focal points of the plan are...buildings". Can you elaborate on buildings, clubhouse, cart storage facility, maintenance facility, halfway house/restrooms, teaching structures and any other buildings? Are the buildings to be evaluated for structural integrity, programming/circulation aspects or both?

St. Johns County would like the most comprehensive evaluation of all existing structures for highest and best use; as well as, projections for any potential new structures for highest and best use.

Clarifications:

- 1) In Addendum No. 1, an addition to Section III, A-2, Proof of Qualification, Bullet 1 was given. This requires further clarification:

Upon award of contract, the selected firm must be properly licensed to conduct business in the State of Florida. As clarification, this would require a current and valid Local Business Tax Receipt, issued by St. Johns County, and proper Certification through the Department of Business and Professional Regulation. As previously stated in Addendum No. 1, for more information refer to the Board of Architecture and Interior Design for the State of Florida website at

http://www.myfloridalicense.com/dbpr/pro/arch/faq_AR.html#boardinfo .

Additionally, information pertaining to Local Business Tax Receipt, for St. Johns County, can be found at the following website: <http://www.sjctax.us/BusinessTax.aspx> .

RFQ Due Date remains April 9, 2015 at 4:00 P.M.

Acknowledgment

Sincerely,

Erik Larsen 4.8.15
Signature and Date


Karen R. Fullerton
Contract Coordinator

Erik Larsen Pres/owner
Printed Name/Title

LarsenGolf, Inc.
Company Name (Print)

END OF ADDENDUM NO. 2

Section H: Project References



arsenGof

SECTION H PROJECT REFERENCES

LarsenGolf, Inc. is proud of the successful relationships it has with its clients.

RFQ 15-11R - ST. JOHNS GOLF CLUB MASTER PLAN AND ARCHITECTURAL DESIGN SERVICES

Company Name: LarsenGolf, Inc.

Attachment "H"- PROJECT REFERENCES

ATLANTIC BEACH COUNTRY CLUB

Owner: Atlantic Beach Country Club
Contact Name, Title: Mike Carlin, Club President
Phone: (904) 351-7277,
Email: mike.carlin80@gmail.com
Dollar Value \$13.5 Million; Golf course redo=\$4.5 Million; Clubhouse and amenities=\$9 Million
Completion Date: Grand Opening January 19, 2015
*Developer: Atlantic Beach Partners

IGUASSU GOLF RESORT, FOZ DO IGUASSU, BRASIL

Owner name: Guilherme Paulus
Contact name, Title: Alberto Grau Neto, EVP
Phone# and Email: alberto.grau@gjphotels.com.br
Dollar Value: \$2.5 Million golf course renovation
Completion Date: October 2014

WEXFORD CC, HILTON HEAD, SC (WITH ARNOLD PALMER DESIGN COMPANY)

Owner Name: Wexford CC, Hilton Head, SC
Contact Name, Title: Steve Johnson, Director of Golf
Phone # and Email: Unavailable
Dollar Value of Project: \$3 Million

THE FIRST TEE OF ST JOHNS COUNTY (TFTNF) AND FLAGLER COLLEGE PRACTICE FACILITY AT ST JOHNS GOLF CLUB

Owner: The First Tee of North Florida
Contact Name, Title: Boots Farley, Executive Director
Phone and Email: 904-924-0401; boots@thefirstteenorthflorida.org
Dollar Value: N/A

arn ld palmer

9000
bay
hill
boulevard
orlando,
florida
32819

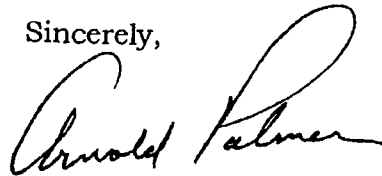
November 4, 2013

Dear Laurie:

I am writing this letter on behalf of Erik Larsen. Erik worked for me for 28 years and for the last 6 years he was Executive Vice President of the Arnold Palmer Design Company. While working for APDC he participated in the construction of over 100 golf courses all around the world. This includes the renovation work on my golf course here at Bay Hill, Laurel Valley Golf Club and Pebble Beach.

I trust Erik would do a fine job on any project in the future.

Sincerely,



Arnold Palmer

AP/jch

Laurie Victory
City of Ft. Myers Purchasing & Contracts
Administration Division
2600 Dr. Martin Luther King Blvd.
Suite 101
Fort Myers, FL 33916

Section I: Drug Free Work Place Form

Larsen Gof

RFQ 15-11R - ST. JOHNS GOLF CLUB
MASTER PLAN AND ARCHITECTURAL DESIGN SERVICES

Company Name: Larsen Golf, Inc.

Attachment "1"
St. Johns County Board of County Commissioners
Drug-Free Workplace Form

The undersigned firm, in accordance with Florida Statute 287.087 hereby certifies that

Larsen Golf, Inc. does:
Name of Firm

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 danger of drug abuse in the workplace, the business' policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, employee assistance programs and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the contractual services that are described in St. Johns County's request for proposals to provide bond underwriter services a copy of the statement specified in paragraph 1.
4. In the statement specified in paragraph 1, notify the employees that, as a condition of working on the contractual services described in paragraph 3, 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 Florida Statute 893, as amended, 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 or plea.
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. Consistent with applicable provisions with State or Federal law, rule, or regulation, make a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1 through 5.

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


Eric Larson

Signature

3.30.2015

Date

Section J:
Conflict of Interest Declaration

A high-contrast, black and white photograph of a hand holding a magnifying glass. The magnifying glass is positioned over the text 'arsenGof', which is written in a stylized, lowercase font. The background is dark and textured, possibly a wall or a piece of paper with a grainy surface. The lighting is dramatic, highlighting the hand and the magnifying glass against the dark background.

arsenGof

**RFQ 15-11R - ST. JOHNS GOLF CLUB
MASTER PLAN AND ARCHITECTURAL DESIGN SERVICES**

Company Name: Larsen Golf, Inc.

**Attachment "J"
St. Johns County Board of County Commissioners
CONFLICT OF INTEREST DECLARATION**

for Larsen Golf, Inc.
(Name of firm/organization)

		YES	NO
1	Do you, your immediate family, or your business partner have financial or other interests in St. Johns County or the recipient(s) of the proposed services?		X
2	Have gratuities or anything of monetary value been offered or exchanged between you, your immediate family, or your business partner and any employee of SJC?		X
3	Within the last 24 months, have you been employed by, or do you plan to seek or accept future employment with, SJC or the recipient(s) of the proposed services?		X
4	Are there any other conditions which may cause a conflict of interest?		X

If you checked "yes" after any of the above questions, please explain your answer. Please attach additional sheets as necessary.

I declare that my answers and any related explanation(s) are true, correct and complete to the best of my knowledge and belief, and I will notify SJC's Purchasing Manager in writing in the event of any change affecting such correctness or completeness.

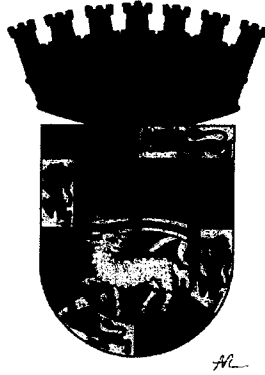
Erik Larsen
Name
OWNER / PRES
Title
Larsen Golf, Inc.
Company

3.30.2015
Date



Larsen Golf

W. A. Larsen
1900 - 1970
1900 - 1970
1900 - 1970
1900 - 1970



**ST. JOHNS COUNTY
BOARD OF COUNTY COMMISSIONERS**

RFQ NO.: 15-11R

Request for Qualifications (RFQ)

**St. Johns Golf Club
Master Plan and Architectural Design Services**

**Due Date/Time for Receipt of Proposals
4/9/15 by 4:00 P.M. (EST)**

Final- 3/11/15

**St. Johns County Purchasing Department
500 San Sebastian View
St. Augustine FL 32084
(904) 209-0150
RFQ NO.: 15-11R
Request for Qualifications (RFQ)**

ST. JOHNS GOLF CLUB
TABLE OF CONTENTS

I. ADVERTISEMENT

II. INTRODUCTION

- A. Purpose
- B. Scope of Services
- C. Desired Outcome
- D. Due Date/Location
- E. Contacts for Questions/Inquiries
- F. RFQ Package Requirements
- G. Evaluation of RFQ Packages
- H. Continuing Services Contract Term
- I. Insurance Requirements
- J. Indemnification
- K. Trade Secrets
- L. Public Records
- M. Use of County Logo
- N. Evaluation Criteria
- O. Evaluation Score Sheet

III. PACKAGE INSTRUCTIONS & FORMAT

- RFQ Qualification Cover Sheet
- RFQ Qualification Certification (Notarized)
- RFQ Affidavit of Solvency
- A. Company Qualifications
 - A-1 – Letter of Introduction & Interest
 - A-2 – Proof of Qualifications (License/Certifications List)
 - A-3 – Certificate/s of Insurance
- B. Experience with Similar Projects
- C. Staff Qualifications & Project Team
 - C-1 – Company Organization
 - C-2 – Project Team Organization
 - C-3 – Key Personnel
 - C-4 – Sub-Consultants
- D. Project Approach and Understanding
- E. Schedule and Availability
- F. Quality of Submittal
- G. Acknowledged Addenda
- H. Project References
- I. Drug Free Work Place
- J. Conflict of Interest Declaration

IV. Checklist/Scoring Worksheet

I - ADVERTISEMENT

**RFQ NO.: 15-11R
ST. JOHNS COUNTY
REQUEST FOR QUALIFICATIONS (RFQ)**

Notice is hereby given that St. Johns County, FL is soliciting responses for **RFQ No: 15-11R; St. Johns Golf Club Master Plan and Architectural Design Services**. Interested and qualified respondents may submit RFQ Packages according to the requirements described herein to the St. Johns County Purchasing Department located at 500 San Sebastian View, St. Augustine, FL 32084. All RFQ Packages are due by or before 4:00PM (EST) on **Thursday, April 9, 2015**. Any packages delivered to or received by the SJC Purchasing Department after the 4:00PM deadline will not be considered and shall be returned unopened to the addressee.

SCOPE OF SERVICES:

In accordance with Florida Statutes, Section 287.055 Consultant's Competitive Negotiation Act (CCNA), St. Johns County is soliciting qualifications from interested firms to develop and provide a Golf Course Master Plan and Architectural Design Services. Key elements of the plan include, but are not limited to, an evaluation of the County's existing golf course and facilities, assessment of the County's needs, evaluation of potential Public/Private partnerships, development of a long-range vision for the Golf Course Master Plan, and preparation of a detailed implementation plan including Architectural Design Services. The Architectural Design Services shall include site analysis, conceptual/land planning, design development, construction documents, Construction Administration and Post Construction Services. The main focal points of the plan are as follows:

- Irrigation
- Drainage
- Greens
- Buildings
- Cart Paths

EVALUATION OF RFQ PACKAGES:

RFQ packages will be evaluated in accordance with the following Evaluation Criteria:

1. Compliance with RFQ Instructions
2. Experience with Similar Projects
3. Staff Qualifications & Project Team
4. Project Approach & Understanding
5. Schedule and Availability

RFQ PACKAGE REQUESTS & QUESTIONS/INQUIRIES:

RFQ Packages are available for downloading from Onvia Demandstar, Inc., at their website www.demandstar.com, or by calling 800-711-1712 and requesting Document **#15-11R**. Vendors registered with Demandstar may download most packages at no cost from the website. Download fees may apply to vendors not registered on the website. Packages are also available from the SJC Purchasing Department,

upon request via email at kfullerton@sjcfl.us or fax to (904) 209-0163. When making a request provide the full company name, full company address, company phone number, primary contact and email address.

Any and all questions related to the RFQ should be directed, *in writing*, to Karen Fullerton, Contract Coordinator via email at kfullerton@sjcfl.us, fax to (904) 209-0163, or postal mail to SJC Purchasing, at 500 San Sebastian View, St. Augustine, FL 32084. Inquiries and questions **must** be submitted *in writing* via email, fax or letter to the party shown above and received no later than close of business (5:00PM) on **Monday, March 30, 2015** to allow adequate time for response and/or an addendum. **Interested vendors may not contact any staff member of St. Johns County, except the above referenced individual, with regard to this RFQ. All inquires will be routed to the appropriate staff member for response.**

Vendors shall not contact, lobby or otherwise communicate with any SJC employee, including any member of the Board of County Commissioners, other than the above referenced individual from the point of advertisement of the RFQ until contract(s) are executed by all parties, per SJC Purchasing Code 304.6.5 "Procedures Concerning Lobbying". According to SJC policy, any such communication shall disqualify the vendor or Contractor from responding to the subject invitation to bid, request for quote, request for proposal, invitation to negotiate or request for qualifications and possible debarment for periods up to twelve (12) months.

RFQ Packages **MUST** be submitted in a **SEALED** envelope/container and clearly marked on the exterior of the package: **RFQ 15-11R: ST. JOHNS GOLF CLUB MASTER PLAN AND ARCHITECTURAL DESIGN SERVICES**. Each package submitted must have the respondent's name and mailing address marked plainly on the outside of the envelope/container. Each RFQ package shall consist of one (1) original and five (5) copies for a **total of six (6) sets** which shall include all required documents and any supplemental information.

Deliver or Ship RFQ Packages to: St. Johns County Purchasing Department
500 San Sebastian View
St. Augustine FL 32084

Any bidder, proposer or person substantially and adversely affected by an intended decision or by any term, condition, procedure or specification with respect to any bid, invitation, solicitation of proposals or request for qualifications, shall file with the Purchasing Department for St. Johns County, a written notice of intent to protest no later than seventy two (72) hours (excluding Saturdays, Sundays, and legal holidays for employees of St. Johns County) after the posting either electronically or by other means of the notice of intended action, notice of intended award, bid tabulation, publication by posting electronically or by other means of a procedure, specification, term or condition which the person intends to protest, or the right to protest such matter shall be waived. The protest procedures may be obtained from the Purchasing Department and are included in St. Johns County's Purchasing Manual. All of the terms and conditions of the County's Purchasing Manual are incorporated by reference and are fully binding.

The St. Johns County Board of County Commissioners reserves the right to reject any or all proposals, waive minor formalities or award to/negotiate with the firm whose proposal best serves the interest of St. Johns County.

BOARD OF COUNTY COMMISSIONERS
OF ST. JOHNS COUNTY, FLORIDA
CHERYL STRICKLAND, CLERK

BY: _____
Deputy Clerk

II. INTRODUCTION

RFQ NO.: 15-11R
Request for Qualifications (RFQ)
St. Johns Golf Club

A. Purpose:

St. Johns County Purchasing Department on behalf of the St. Johns Golf Club solicits responses from qualified and experienced firms to provide a Master Plan and Professional Architectural Design Services for the St. Johns Golf Club. Qualified firms shall have significant and demonstrated experience/qualifications in Golf Community Planning, Golf Course Architecture and Golf Course Renovations. The goal is to have an experienced golf industry professional, with a unified vision of the project, who will identify areas of improvement that enhance the facility.

In order to assist responding firms with submittals, two maps of the project site are provided on Demand Star. The maps are titled Golf Course North and Golf Course South.

B. Scope of Services:

In accordance with Florida Statutes, Section 287.055 Consultant's Competitive Negotiation Act (CCNA), St. Johns County is soliciting qualifications from interested firms to develop and provide a Golf Course Master Plan and Architectural Design Services. Key elements of the plan include, but are not limited to an evaluation of the County's existing golf course and facilities, assessment of the County's needs, evaluation of potential Public/Private partnerships, development of a long-range vision for the Golf Course Master Plan, and preparation of a detailed implementation plan including Architectural Design Services. The Architectural Design Services shall include site analysis, conceptual/land planning, design development, construction documents, Construction Administration and Post Construction Services. The main focal points of the plan are as follows:

- Irrigation
- Drainage
- Greens
- Buildings
- Cart Paths

C. Desired Outcome:

- Revitalization of the golf course property through improving aging infrastructure.
- Improve or replace existing structures to accommodate individual play as well as groups and outings that utilize the facilities.
- Identify areas that can be converted to natural areas/native habitat that would both eliminate excessive property from routine maintenance and contribute to meeting qualifications for Audubon certification.
- Create an amenity package that would draw more traffic and possibly provide additional revenue streams.
- Create overall plan for the entire facility that maximizes potential public/private partnerships.
- Design renovations in accordance with United States Golf Association (USGA) standards.

D. Due Date / Location:

RFQ packages must be delivered to, and received by the SJC Purchasing Department by or before four o'clock (4:00 PM, EST) on **Thursday, April 9, 2015**. Any packages received after the 4:00PM deadline will not be considered and will be returned to the sender.

Deliver or Ship RFQ Packages to:

St. Johns County Purchasing Department
500 San Sebastian View
St. Augustine FL 32084

E. Contact for Questions/Inquiries:

Any and all questions related to the RFQ should be directed, *in writing*, to Karen Fullerton, Contract Coordinator via email at kfullerton@sjcfl.us, fax to (904) 209-0163, or postal mail to SJC Purchasing, at 500 San Sebastian View, St. Augustine, FL 32084. Inquiries and questions **must** be submitted *in writing* via email, fax or letter to the party shown above and received no later than close of business (5:00PM) on **Monday, March 30, 2015**, to allow adequate time for response and/or an addendum. The County shall make every possible, good faith effort to issue any and all addenda no later than seven (7) days prior to the due date for proposals. **Interested vendors may not contact any staff member of St. Johns County, except the above referenced individual, with regard to this RFQ. All inquires will be routed to the appropriate staff member for response.**

No interested party shall contact, lobby, or otherwise communicate with any St. Johns County official, agent or employee, other than the Point Person referenced above, from the point of advertisement of the RFQ until the time a contract is awarded. In accordance with St. Johns County Purchasing Code, Section 304.6.5 entitled "Procedures Concerning Lobbying," failure to comply with such communication blackout requirements shall result in an automatic rejection of Qualification Application packages, and possible debarment for periods up to twelve (12) months.

F. RFQ Package Requirements:

In order to be considered, interested firms are required to submit a Qualification package containing the required information as outlined in Section III below **in the exact order and format described**. The application package shall contain sufficient information to enable the County to evaluate the capability of the firm to provide the desired services.

RFQ Packages **MUST** be submitted in a **SEALED** envelope/container and clearly marked on the exterior of the package: **RFQ 15-11R: ST. JOHNS GOLF CLUB MASTER PLAN AND ARCHITECTURAL DESIGN SERVICES**. Each package submitted must have the respondent's name and mailing address marked plainly on the outside of the envelope/container. Each RFQ package shall consist of one (1) original and five (5) copies for a **total of six (6) sets** which shall include all required documents and any supplemental information.

G. Evaluation of RFQ Packages:

RFQ packages will be evaluated in accordance with the following Evaluation Criteria:

1. Compliance with RFQ Instructions
2. Experience with Similar Projects
3. Staff Qualifications & Project Team
4. Project Approach & Understanding
5. Schedule and Availability

An Evaluation Team shall review and score each package individually. Final rankings will be summarized in a Public Meeting and a recommendation will be presented to the Board of County Commissioners for

approval. The Evaluation Team will make every reasonable effort to make recommendations based upon the written packages alone; however, in the event rankings cannot be clearly determined, then the Evaluation Team shall request the Purchasing Manager to schedule presentations /interviews with the top ranked firms.

Final rankings will be compiled, summarized and ranked in a Public Meeting at the St. Johns County Administration Building, 500 San Sebastian View, St. Augustine, FL 32084. All Respondents will be notified regarding time, date, and location of this meeting. This meeting will be held in accordance to all applicable Sunshine Laws according to Florida Statutes.

Final team rankings will be summarized and a recommendation will be presented to the Board of County Commissioners for approval and authorization to negotiate a contract. Award of this RFQ shall be made to the proposer who, in the sole opinion of the County, is deemed the most advantageous for the County. Upon selection of the top ranked firm and BOCC approval, St. Johns County will **negotiate the specific terms of the contract including fees and cost**. If negotiations are unsuccessful with the #1 ranked firm, the County will discontinue negotiations and proceed to the negotiate with the #2 ranked firm and so on until a contract can be awarded that will be in the best interests of the County.

The County desires to avoid the expense to all parties of unnecessary presentations. However, the County may elect to conduct oral interviews or presentations from one or more of the respondents to make a determination and may use this method in the event of a tie of the number one ranked firm. If the County elects to conduct oral presentations or interviews, selected firms will be notified.

The St. Johns County Board of County Commissioners reserves the right to reject any or all packages, waive minor formalities or award to/ negotiate with the firms whose RFQ best serves the interests of St. Johns County.

Any firm affected adversely by an intended decision with respect to the award of any proposal, shall file with the Purchasing Department for St. Johns County, a written notice of intent to file a protest not later than seventy-two (72) hours (excluding Saturdays, Sundays, and legal holidays), after the posting of Intent to Award. Protest procedures may be obtained in the Purchasing Department. Any protests must be filed prior to expiration of the time period and followed up in writing within five (5) calendar days.

H. Contract Award/Term:

The intent of this RFQ is to select the number one ranked firm through the evaluation process and to award a contract upon successful negotiations to that firm. It is the intent of St. Johns County, if successful with contract negotiations, to enter into a Contract for Professional Services for a period of five (5) years. The County may consider extending any executed Contract/Agreement under mutually acceptable terms and conditions. However, the County is under no obligation to extend any executed Contract/Agreement. Moreover, it is expressly understood that the option of extension is exercisable only by the County, and only upon the County's determination of satisfactory performance of any executed Contract/Agreement, including specifically, the Scope of Work/Services.

Any contract negotiated with any individual or firm responding to this Request for Qualifications will be non-exclusive. The County reserves the right to: (1) enter into contracts with firms for some or all of the services; and to (2) subsequently solicit proposals and negotiate contracts, for such services with respect to specific projects. All such actions shall be subject to the sole discretion of the County.

Individual(s) or firm(s) may sublet, subcontract or otherwise engage the services of a third party. The

subcontractor information must be disclosed in the response to the proposal. However, the primary consultant **must** be responsible for all the work performed. The agreement(s) shall be governed by and construed in accordance with the laws of the State of Florida.

Any additional service options would require submission of a proposal and related fees for approval by St. Johns County **prior** to any work being implemented. These additional services will be added to the Standard Contract by Contract Amendment.

It is expressly understood that the Board's preference/selection of any proposal does not constitute an award of a Contract with the County. It is further expressly understood that no Contractual relationship exists with the County until a Contract has been formally executed by both the County and the selected Proposer.

The competence, responsiveness, and responsibility of proposers will be considered in making the award. Proposers are required to submit with their proposal, data in regard to their qualifications as a service provider including experience, and list of current companies successfully being serviced that are comparable to this request. Please include names and telephone numbers of persons to contact.

The proposer declares that the amount and nature of the materials/services to be furnished is understood and that the nature of this proposal is in strict accordance with the conditions set forth and is a part of this proposal, and that there will at no time be a misunderstanding as to the intent of the specifications or conditions to be overcome or pleaded after the proposals are opened.

By submitting a proposal, the proposer certifies that the proposer has fully read and understands the Proposal method and has full knowledge of the scope, nature, and quality of work to be performed. All Proposals submitted shall be binding for one hundred twenty (120) calendar days following opening.

The County is not responsible for any expenses which Proposers may incur in preparing and submitting Proposals. The County will not be liable for any costs incurred by the Proposer in connection with interviews/presentations (i.e., travel, Accommodations, etc.). It is expressly understood, no Proposer may seek or claim any award and/or re-imbusement from the County for any expenses, costs, and/or fees (including attorneys' fees) borne by any Proposer, during the entire RFQ process. Such expenses, costs, and/or fees (including attorneys' fees) are the sole responsibility of the Proposer.

All proposals received in response to this Request for Qualifications will become the property of St. Johns County and will not be returned. In the event of contract award, all documentation produced as part of the contract will become the exclusive property of St. Johns County.

I. Insurance Requirements:

The CONTRACTOR shall not commence work under this Contract until he/she has obtained all insurance required under this section and such insurance has been approved by the COUNTY. All insurance policies shall be issued by companies authorized to do business under the laws of the State of Florida. The CONTRACTOR shall furnish proof of Insurance to the COUNTY prior to the commencement of operations. The Certificate(s) shall clearly indicate the CONTRACTOR has obtained insurance of the type, amount, and classification as required by contract and that no material change or cancellation of the insurance shall be effective without thirty (30) days prior written notice to the COUNTY. Certificates shall specifically include the COUNTY as Additional Insured for all lines of coverage except Workers' Compensation and Professional Liability. A copy of the endorsement must accompany the certificate. A brief description of operations

referencing the Bid Number, Contract Title, Location, and/or Agreement/Resolution Number shall also be listed as a description on the certificate. Compliance with the foregoing requirements shall not relieve the CONTRACTOR of its liability and obligations under this Contract.

Certificate Holder Address: St. Johns County, a political subdivision of the State of Florida
500 San Sebastian View
St. Augustine, FL 32084

- A. **Standard Contract for Service: \$500,000 or less with no unusual hazards** - The CONTRACTOR shall maintain during the life of this Contract, Comprehensive General Liability Insurance with minimum limits of \$1,000,000 per occurrence, \$2,000,000 aggregate, to protect the CONTRACTOR from claims for damages for bodily injury, including wrongful death, as well as from claims of property damages which may arise from any operations under this contract, whether such operations be by the CONTRACTOR or by anyone directly employed by or contracting with the CONTRACTOR.

The CONTRACTOR shall maintain during the life of the contract, Professional Liability or Errors and Omissions Insurance with minimum limits of \$1,000,000, if applicable.

The CONTRACTOR shall maintain during the life of this Contract, Comprehensive Automobile Liability Insurance with minimum limits of \$300,000 combined single limit for bodily injury and property damage liability to protect the CONTRACTOR from claims for damages for bodily injury, including the ownership, use, or maintenance of owned and non-owned automobiles, including rented/hired automobiles whether such operations be by the CONTRACTOR or by anyone directly or indirectly employed by a CONTRACTOR.

The CONTRACTOR shall maintain during the life of this Contract, adequate Workers' Compensation Insurance in at least such amounts as are required by the law for all of its employees (if three or more) per Florida Statute 440.02.

In the event of unusual circumstances, the County Administrator or his designee may adjust these insurance requirements.

- B. **Major Contract for Service: \$500,000 or more with unusual or high hazards** - The CONTRACTOR shall maintain during the life of this Contract, Comprehensive General Liability Insurance with minimum limits of \$1,000,000 per occurrence, \$2,000,000 aggregate to protect the CONTRACTOR from claims for damages for bodily injury, including wrongful death, as well as from claims of property damages which may arise from any operations under this Contract, whether such operations be by the CONTRACTOR or by anyone directly employed by or contracting with the CONTRACTOR.

The CONTRACTOR shall maintain during the life of the contract, Professional Liability or Errors and Omissions Insurance with minimum limits of \$1,000,000, if applicable.

The CONTRACTOR shall maintain during the life of this Contract, Comprehensive Automobile Liability Insurance with minimum limits of \$2,000,000 combined single limit for bodily injury and property damage liability to protect the CONTRACTOR from claims for damages for bodily injury, including the ownership, use, or maintenance of owned and non-owned automobiles, including rented/hired automobiles whether such operations be by the CONTRACTOR or by anyone directly or indirectly employed by a CONTRACTOR.

The CONTRACTOR shall maintain Umbrella or Excess Liability Insurance covering workers compensation, commercial general liability and business auto liability with minimum limits of liability of \$1,000,000.

The CONTRACTOR shall maintain during the life of this Contract, adequate Workers' Compensation Insurance in at least such amounts as are required by the law for all of its employees (if three or more) per Florida Statute 440.02.

In the event of unusual circumstances, the County Administrator, or his designee, may adjust these insurance requirements.

J. Indemnification:

To the fullest extent permitted by law, the Consultant shall indemnify and hold harmless St. Johns County, Florida, and employees from and against liability, claims, damages, losses and expenses, including attorney's fees, arising out of or resulting from performance of the Work, provided that such liability, claims, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or injury to or destruction to tangible property (other than the Work itself) including loss of use resulting there from, but only to the extent caused in whole or in part by negligent acts or omissions of the Consultant, a Subconsultant, or anyone directly or indirectly employed by them or anyone for whose acts they may be liable, regardless of whether or not such liability, claim, damage, loss or expense is caused in part by a party indemnified hereunder.

In claims against any person or entity indemnified under this Paragraph by an employee of the Consultant, a Subconsultant, any one directly or indirectly employed by them or anyone for whose acts they may be liable, the indemnification obligation under this Paragraph shall not be limited by a limitation on amount or type of damages, compensation or benefits payable by or for the Consultant or a Subconsultant under workers' compensation acts, disability benefits acts or other employee benefit acts.

K. Trade Secrets:

To invoke the provision of Florida Statute 624.4213, Trade Secrets, or other applicable law, the requesting firm must mark each page of such document or specific portion of a document claimed to be a trade secret must be clearly marked as "trade secret." All material marked as a trade secret must be separated from all non-trade secret material, such as being submitted in a separate envelope clearly marked as "trade secret." If the office or department receives a public records request for a document or information that is marked and certified as a trade secret, the office or department shall promptly notify the person that certified the document as a trade secret.

To invoke the provisions of Florida Statute 812.081, Trade Secrets, or other applicable law, the requesting firm must complete an Affidavit for Trade Secret Confidentiality, signed by an officer of the company, and submit the affidavit with the information classified as "Trade Secret" with other proposal documents. The affidavit must reference the applicable law or laws under which trade secret status is to be granted.

L. Public Records:

In accordance with Chapter 119 of the Florida Statutes (Public Records Law) and except as may be provided by other applicable State and Federal Law, all proposers should be aware that Request for Qualifications and the responses thereto are in the public domain. However, the proposers are requested to identify specifically any information contained in their proposals which they consider confidential and/or proprietary and which they believe to be exempt from disclosure, citing specifically the applicable exempting law.

M. Use of County Logo:

Pursuant to, and consistent with, County Ordinance 92-2 and County Administrative Policy 101.3, the Contractor may not manufacture, use, display, or otherwise use any facsimile or reproduction of the County Seal/Logo without express written approval of the Board of County Commissioners of St. Johns County, Florida.

**N. EVALUATION CRITERIA RFQ 15-11R
REQUEST for QUALIFICATIONS – ST. JOHNS GOLF CLUB
MASTER PLAN AND ARCHITECTURAL DESIGN SERVICES**

A. Compliance with RFQ Instructions.

The proposals will be evaluated for general compliance with instructions issued in the RFQ. Noncompliance with significant instructions may be grounds for proposal disqualification.

Qualifications shall be graded on a scale of 0 – 15 points.

B. Experience with Similar Projects.

The proposals will be evaluated for successful demonstration of previous experience with projects similar in nature as outlined in the Scope of Work. Projects completed for the County and other city, county, state or federal agencies will be considered.

Previous Experience shall be graded on a scale of 0 – 30 points.

C. Staff Qualifications and Project Team.

The proposals will be evaluated on evidence that the projected firm has the qualified and experienced staff and other resources necessary to successfully perform the scope of services required for this project, which must include licensing in the State of Florida.

Qualifications shall be graded on a scale of 0 – 30 points.

D. Project Approach & Understanding.

The proposals will be evaluated on the projected firm’s approach, capabilities, and methods in performing the project objectives.

Project Approach shall be graded on a scale of 0 – 20 points.

E. Schedule and Availability.

The proposals will be evaluated for the projected firm’s resource availability for projects and the different office locations that will contribute to the project and their roles. St. Johns County understands that the actual beginning and completion dates of projects are subject to the notice to proceed. A firm’s close proximity to St. Johns County would be important to availability.

Quality Control shall be graded on a scale of 0 – 10 points.

Proposals will be reviewed by an evaluation committee. Evaluation Committee members will individually review proposals with no discussion amongst themselves. The Evaluation Committee will meet to compile the evaluators’ scores and rank the responding firms in order. Each proposer will receive notification regarding the date, time and location of this meeting. This will be a public meeting conforming to all applicable State of Florida Sunshine Laws. Members of the Evaluation Committee will review and evaluate each written proposal in accordance with the following criteria:

Criteria	Rating Points
Compliance with RFQ instructions	0-15
Experience with Similar Projects	0-30
Staff Qualifications and Project Team	0-30
Project Approach & Understanding	0-20
Schedule and Availability	0-10
Maximum Points Allowed	0-105

III – PACKAGE INSTRUCTIONS & FORMAT

Firms desiring to be considered for **RFQ: 15-11R: St. Johns Golf Club Master Plan and Professional Architectural Design Services** shall submit one (1) original and five (5) copies, a total of six (6) sets, of the following information in the **exact order and format as shown below**. No exceptions to this format will be accepted. To be accepted for evaluation, the proposal format must address all required components in the order given in this RFQ. The goal of the required format is to simplify the proposal preparation and evaluation process, and to ensure that all proposals receive the same orderly review.

Respondents shall not include the St. Johns County Seal/Logo in any part of their submitted package. Should a package be submitted with the County's seal/logo included, the County reserves the right to find the submitting firm non-responsive to the requirements stated herein, which may result in the respondent being removed from consideration for award of a contract under this RFQ.

In order to insure a uniform review process and to obtain the maximum degree of comparability, it is required that Proposals be organized in the manner specified as follows:

RFQ Qualification Cover Page (Complete and submit)

RFQ Qualification Certification Notarized (Complete and submit)

RFQ Affidavit of Solvency (Complete and submit)

A. Company Qualifications:

In this section of the package, firms shall provide evidence that the firm meets or exceeds the minimum qualifications required to perform the Master Plan and Professional Architectural Design Services for the proposed project by completing and submitting the following information and attachments:

A-1. Letter of Introduction & Interest:

Cover Letter of Introduction & Interest (**limit cover letter to 2 pages**) providing the following: (a) Full legal company name, (b) Physical street address and mailing address if different than street address (c) Primary company website address, phone and fax numbers (d) Company type, i.e. Corporation, Partnership, etc. (e) Names and titles of principals (f) Brief statement of company history (date of establishment, number of years in business, etc) (g) Brief description of business philosophy and (h) Reason for interest in submitting a response to this solicitation. (i) Primary contact name, phone number and email address for any correspondence related to this RFQ.

A-2. Proof of Qualifications:

In this section of the submittal, firms shall provide a list and copies of all current licenses and certifications. Minimum documentation shall be shown by completing and submitting **Attachment "A-2"** – License/Certification List that contains the following:

1. Current and valid State of Florida Business license
2. Current Department of Professional Regulation license
3. Current applicable certifications

A-3. Certificate/s of Insurance:

In this section of the submittal, firms shall provide copies of all current Certificate/s of Insurance as shown in Section II (I) above as **Attachment "A-3"**.

B. Experience with Similar Projects:

In this section, firms should showcase different projects similar in nature that have been successfully performed within the past five years. Selected projects should be relevant in size and scope to the scope of services stated in this Request for Qualifications. The majority of projects included in this section should have been performed in the Southeast Region of the United States. Include a one or two-page project description that demonstrates capabilities in specific areas of experience in golf course renovations involving residential components, and experiences in reducing maintained acreage while keeping integrity of golf course layout. Complete all requested information by submitting **Attachment "B"** – Project Experience. Photographs can be submitted to illustrate each project but must be clearly marked with the project name and date.

C. Staff Qualifications & Project Team:

In this section of the submittal, firms shall provide evidence that the firm has the qualified and experienced staff and other resources necessary to successfully perform the scope of services required for this project by completing and submitting the following information.

C-1. Company Organization:

In this section, firms shall submit Company Organization Chart reflecting the organization of the company including the total number of employees and the number of employees working in the design group by submitting **Attachment "C-1"** – Company Organization Chart.

C-2. Project Team Organization:

In this section, firms shall submit names, titles and organization of the proposed project team, including sub-consultants, by submitting **Attachment "C-2"** – Project Organization Chart.

C-3. Key Personnel:

In this section of the submittal, firms shall submit evidence of qualified and experienced personnel shown on the Project Organization Chart who are proposed to perform the scope of work by completing all information and submitting **Attachment "C-3"** – Personnel List. The personnel list shall include any one who will be performing key responsibilities in the role of the project manager, project architect, designer, project coordinator and/or administrator and any other key positions for this project. For each key person that would be assigned to the projects, include a one-page résumé that includes a summary of relevant professional qualifications, length of service with the firm, total years involved in Golf Course Master Planning and/or Architecture relevant project experience, education, professional registration and the city and state where located in the upper right corner.

C-4. Sub-Consultants:

In this section of the submittal, firms shall submit a list of Sub-Consultants who are proposed to provide primary divisions/disciplines of this project. This list shall contain the Company Name, Division or Discipline of work being provided, Primary Contact assigned to this project with office phone number, cell phone number and email address by completing all information and submitting **Attachment "C-4"** – Sub-Consultants List.

D. Project Approach and Understanding:

In this section of the submittal, firms shall provide a narrative (**limit narrative to 3-4 pages**) describing their proposed approach and understanding of this project. The narrative must provide a synopsis of the firm's understanding of the scope of services and the intent of the project. Include the respondent's expertise with the methods, hardware, and software necessary to perform the project scope and services described in the RFQ. Briefly describe the approach the firm intends to take to successfully complete a quality and timely project.

E. Schedule and Availability:

In this section of the submittal, firms shall provide a written narrative (**limit narrative to 2 pages**) of the respondent's projected resource availability for projects and the different office locations that will contribute to the project and their roles. If multiple offices work on the project, describe how the project is coordinated between the offices.

F. Quality of Submittal:

All Requests for Qualifications (RFQ) packages shall be submitted in the exact order and format as instructed. Firms shall submit one (1) original and five (5) copies for a total of six (6) sets by the date and time shown herein.

G. Acknowledged Addenda:

In this section of the submittal, firms shall attach fully acknowledged copies of all addenda issued in conjunction with this RFQ.

H. Project References:

In this section of the submittal, firms shall attach a list of Project References. The project list shall include the name of the project, the project owner's name, the contact name for the project including title, phone number and email, the dollar value of the project and the completion date of the project.

I. Drug Free Work Place Form: (Complete and submit)

J. Conflict of Interest Declaration: (Complete and submit)

REQUEST FOR QUALIFICATIONS (RFQ)
(Cover Page)

ST. JOHNS GOLF CLUB
MASTER PLAN AND ARCHITECTURAL DESIGN SERVICES

SUBMIT ONE (1) ORIGINAL AND FIVE (5) COPIES TO:

PURCHASING DEPARTMENT
ST. JOHNS COUNTY
500 SAN SEBASTIAN VIEW
ST. AUGUSTINE FLORIDA 32084
ATTN: Karen Fullerton, Contract Coordinator

COMPANY NAME: _____

DATE: _____

**CERTIFICATION FOR
RFQ 15-11R - ST. JOHNS GOLF CLUB
MASTER PLAN AND ARCHITECTURAL DESIGN SERVICES**

We wish to submit our response for consideration to provide a Master Plan and Professional Architectural Design Services for the St. Johns Golf Club.

A copy of the license(s) under which our firm is engaged in the business of contracting in the state of Florida is attached. This license was issued in accordance with provisions of Florida Administrative Code (F.A.C.) Chapter 14-75 for architects, and is currently valid and in force.

It is further understood that qualification, if given, shall be valid for the purpose of providing a Master Plan and Professional Architectural Design Services for the St. Johns Golf Club project only, unless suspended or terminated by the SJC.

We authorize and request any public official, engineer, architect, Surety Company, bank depository, material or equipment manufacture or distributor or any person, firm or corporation to furnish all information requested by St. Johns County, to verify statements given with this application.

We further authorize the St. Johns County or its designee to disclose, without any liability whatsoever, any and all information contained in the Qualification response.

We have not been disqualified by any public agency in Florida except as indicated below. (If none enter "N/A")

(Name of Organization)

This ____ day of _____, 20____

Attest:

APPROVED:

By: _____
Name and Title of Officer

By: _____
Name and Title of Authorized Officer

As Notarized

By: _____

(Corporate Seal)

AFFIDAVIT OF SOLVENCY

STATE OF _____)

COUNTY OF _____)

PERTAINING TO THE SOLVENCY OF **{insert entity name}**, being of lawful age and being duly sworn I, **{insert affiant name}**, as **{insert position or title}** (ex. CEO, officer, president, duly authorized representative, etc.) hereby certify under penalty of perjury that:

1. I have reviewed and am familiar with the financial status of above stated entity.
2. The above stated entity possesses adequate capital in relation to its business operations or any contemplated or undertaken transaction to timely pay its debts and liabilities (including, but not limited to, unliquidated liabilities, unmatured liabilities and contingent liabilities) as they become absolute and due.
3. The above stated entity has not, nor intends to, incur any debts and/or liabilities beyond its ability to timely pay such debts and/or liabilities as they become due.
4. I fully understand failure to make truthful disclosure of any fact or item of information contained herein may result in denial of the application, revocation of the Certificate of Public Necessity if granted and/or other action authorized by law.

The undersigned has executed this Affidavit of Solvency, in his/her capacity as a duly authorized representative of the above stated entity, and not individually, as of this _____ day of _____, 20__.

Signature of Affiant

STATE OF _____)
COUNTY OF _____)

Subscribed and sworn to before me this _____ day of _____, 20__, by _____ who personally appeared before me at the time of notarization, and who is personally known to me or who has produced _____ as identification.

Notary Public

My commission expires:

**RFQ 15-11R - ST. JOHNS GOLF CLUB
MASTER PLAN AND ARCHITECTURAL DESIGN SERVICES**

Company Name: _____

Attachment "A-1"

LETTER OF INTRODUCTION and INTEREST
(Attach or insert copy here)

**RFQ 15-11R - ST. JOHNS GOLF CLUB
MASTER PLAN AND ARCHITECTURAL DESIGN SERVICES**

Company Name: _____

**Attachment "A-3"
PROOF OF INSURANCE**

Insert Current Certificates of Insurance here

**RFQ 15-11R - ST. JOHNS GOLF CLUB
MASTER PLAN AND ARCHITECTURAL DESIGN SERVICES**

Company Name: _____

**Attachment "B"
EXPERIENCE WITH SIMILAR PROJECTS
(Attach or insert additional pages here)**

1. Name of Project: _____
Project Description: _____

Owner Name: _____
Contact Name, Title: _____
Phone # & Email Address: _____
Dollar Value of Project: _____
Completion Date of Project: _____

2. Name of Project: _____
Project Description: _____

Owner Name: _____
Contact Name, Title: _____
Phone # & Email Address: _____
Dollar Value of Project: _____
Completion Date of Project: _____

3. Name of Project: _____
Project Description: _____

Owner Name: _____
Contact Name, Title: _____
Phone # & Email Address: _____
Dollar Value of Project: _____
Completion Date of Project: _____

**RFQ 15-11R - ST. JOHNS GOLF CLUB
MASTER PLAN AND ARCHITECTURAL DESIGN SERVICES**

Company Name: _____

Attachment "C-1"

COMPANY ORGANIZATION CHART
(Attach or insert copy here)

**RFQ 15-11R - ST. JOHNS GOLF CLUB
MASTER PLAN AND ARCHITECTURAL DESIGN SERVICES**

Company Name: _____

Attachment "C-2"

PROJECT TEAM ORGANIZATION CHART
(Attach or insert copy here)

**RFQ 15-11R - ST. JOHNS GOLF CLUB
MASTER PLAN AND ARCHITECTURAL DESIGN SERVICES**

Company Name: _____

Attachment "C-3"

KEY PERSONNEL LIST

In the space below, list all qualified personnel who are permanent employees of the company that may be utilized to perform the required scope of services. Attach brief but comprehensive resumes for each staff member listed below.

Employee Name	Employee Title	# Years Employed	Total # Yrs Experience

**RFQ 15-11R - ST. JOHNS GOLF CLUB
MASTER PLAN AND ARCHITECTURAL DESIGN SERVICES**

Company Name: _____

Attachment "C-4"

SUB CONSULTANT LIST

In the space below, list all sub consultants proposed to provide primary divisions/disciplines of work for this project. (Use additional pages if needed)

Company Name	Division/Discipline	Primary Contact Name	Contact Number and Email Address

**RFQ 15-11R - ST. JOHNS GOLF CLUB
MASTER PLAN AND ARCHITECTURAL DESIGN SERVICES**

Company Name: _____

D. PROJECT APPROACH AND UNDERSTANDING NARRATIVE
(Limit narrative to 3-4 pages)
(Attach here)

**RFQ 15-11R - ST. JOHNS GOLF CLUB
MASTER PLAN AND ARCHITECTURAL DESIGN SERVICES**

Company Name: _____

E. QUALITY & SCHEDULE CONTROL NARRATIVE
(Limit narrative to 2 pages)
(Attach here)

**RFQ 15-11R - ST. JOHNS GOLF CLUB
MASTER PLAN AND ARCHITECTURAL DESIGN SERVICES**

Company Name: _____

G. ACKNOWLEDGED ADDENDA

(Attach Fully Acknowledged Copies of All Addenda Issued in Conjunction with this RFQ here)

**RFQ 15-11R - ST. JOHNS GOLF CLUB
MASTER PLAN AND ARCHITECTURAL DESIGN SERVICES**

Company Name: _____

Attachment "H"- PROJECT REFERENCES

1. Name of Project: _____

Owner Name: _____

Contact Name, Title, Phone #, Email: _____

Dollar Value of Project: _____

Completion Date of Project: _____

2. Name of Project: _____

Owner Name: _____

Contact Name, Title, Phone #, Email: _____

Dollar Value of Project: _____

Completion Date of Project: _____

3. Name of Project: _____

Owner Name: _____

Contact Name, Title, Phone #, Email: _____

Dollar Value of Project: _____

Completion Date of Project: _____

4. Name of Project: _____

Owner Name: _____

Contact Name, Title, Phone #, Email: _____

Dollar Value of Project: _____

Completion Date of Project: _____

5. Name of Project: _____

Owner Name: _____

Contact Name, Title, Phone #, Email: _____

Dollar Value of Project: _____

Completion Date of Project: _____

**RFQ 15-11R - ST. JOHNS GOLF CLUB
MASTER PLAN AND ARCHITECTURAL DESIGN SERVICES**

Company Name: _____

**Attachment "I"
St. Johns County Board of County Commissioners
Drug-Free Workplace Form**

The undersigned firm, in accordance with Florida Statute 287.087 hereby certifies that

_____ does:

Name of Firm

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 danger of drug abuse in the workplace, the business' policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, employee assistance programs and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the contractual services that are described in St. Johns County's request for proposals to provide bond underwriter services a copy of the statement specified in paragraph 1.
4. In the statement specified in paragraph 1, notify the employees that, as a condition of working on the contractual services described in paragraph 3, 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 Florida Statute 893, as amended, 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 or plea.
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. Consistent with applicable provisions with State or Federal law, rule, or regulation, make a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1 through 5.

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

Signature

Date

**RFQ 15-11R - ST. JOHNS GOLF CLUB
MASTER PLAN AND ARCHITECTURAL DESIGN SERVICES**

Company Name: _____

**Attachment "J"
St. Johns County Board of County Commissioners
CONFLICT OF INTEREST DECLARATION**

for _____
(Name of firm/organization)

		YES	NO
1	Do you, your immediate family, or your business partner have financial or other interests in St. Johns County or the recipient(s) of the proposed services?		
2	Have gratuities or anything of monetary value been offered or exchanged between you, your immediate family, or your business partner and any employee of SJC?		
3	Within the last 24 months, have you been employed by, or do you plan to seek or accept future employment with, SJC or the recipient(s) of the proposed services?		
4	Are there any other conditions which may cause a conflict of interest?		

If you checked "yes" after any of the above questions, please explain your answer. Please attach additional sheets as necessary.

I declare that my answers and any related explanation(s) are true, correct and complete to the best of my knowledge and belief, and I will notify SJC's Purchasing Manager in writing in the event of any change affecting such correctness or completeness.

Name

Date

Title

Company

**IV - CHECKLIST/SCORING WORKSHEET
RFQ 15-11R - ST. JOHNS GOLF CLUB
MASTER PLAN AND ARCHITECTURAL DESIGN SERVICES**

	ATTACHMENT NAME and #	CHECK BOX	For St. Johns Co. Use Only
	RFQ Qualification Cover Page		
	RFQ Qualification Certification		
	RFQ Affidavit of Solvency		
A. Company Qualifications	A-1 - Letter of Introduction & Interest		
	A-2 - Proof of Qualifications		
	A-3 - Certificate/s of Insurance		
B. Previous Project Experience	B – Previous Project Experience		
C. Staff Qualifications and Resources	C-1– Company Organization		
	C-2 - Project Team Organization		
	C-3 – Key Personnel		
	C-4 – Sub-Consultants		
D. Project Approach and Understanding	D – Project Approach and Understanding Narrative		
E. Quality & Schedule Control	E - Quality & Schedule Control Narrative		
F. Quality of Submittal	F – Not applicable	N/A	
G. Acknowledged Addenda	G – Acknowledged Addenda		
H. Project References	H – Project Reference List		
I. Drug Free Workplace	I – Drug Free Workplace Form		
J. Conflict of Interest Declaration	J – Conflict of Interest Declaration Form		
		Total Score	

END OF DOCUMENT



St. Johns County Board of County Commissioners

Purchasing Division

March 20, 2015

ADDENDUM #1

To: Prospective Bidders

From: St. Johns County Purchasing Department

Subject: RFP No. 15-11R, St. Johns Golf Club Master Plan and Architectural Design Services

This Addendum #1 is issued for further bidder's information and is hereby incorporated into the bid documents. Each bidder will ascertain before submitting a proposal that he/she has received all Addenda.

Please return an original copy of this signed Addendum with proposal to the St. Johns County Purchasing Department, Karen Fullerton, Contract Coordinator; 500 San Sebastian View; St. Augustine, FL 32084.

Questions:

1. Must a proposed firm possess a Florida Business License in order to bid on the project? If so, is it for the building portion of the analysis?

No, a proposed firm does not have to possess a Florida Business License in order to bid on the project. However, if awarded the contract, a current and valid State of Florida Business License or an Authorization to Conduct Business in the State of Florida will be required.

2. Is it understood that only an Architect dealing with the buildings would require a license and a Golf Architect working on the golf course does not? If so, can an Architect team member possess the business license or will the team leader have to carry the license?

The Golf Architect does not require a license but the building Architect is required to carry a Professional Architect License in the State of Florida or obtain a License by Endorsement for the state of Florida. For more information refer to the Board of Architecture and Interior Design for the State of Florida website at

http://www.myfloridalicense.com/dbpr/pro/arch/faq_AR.html#boardinfo . A team member or a sub-consultant is able to carry the Professional Architect License for the proposed firm.

3. Is St. Johns Golf Club looking for a detailed analysis of the interior, exterior and structure of each

building on site in addition to the golf course portion of the site or only a cursory review of the location of the facilities as they relate to the golf course? Is it expected that the Golf Architect have a building Architect as part of the analysis team?

St. Johns Golf Club would like the location and any possible improvements or expansions to all the buildings to be addressed. Yes, a building Architect is required to be part of the analysis team.

4. Is St. Johns Golf Club looking for a feasibility study and/or an assessment of how the golf course needs stack up against other courses (i.e. your competition)? Would a 10, 15 or 20 year financial break even analysis be helpful or would this be outside of your scope and needs?

No, the St. Johns Golf Club is not looking for a feasibility study and/or an assessment of how the golf course needs stack up against other courses. Yes, a 10, 15 or 20 year financial break even analysis would be outside the scope of needs for this RFQ.

Additions:

Section III, A-2, Proof of Qualifications, Bullet 1:

Additional language has been added to Bullet 1 and reads as follows:

1. Current and valid State of Florida Business license or an Authorization to conduct business in the State of Florida

RFQ Due Date remains April 9, 2015 at 4:00 P.M.

Acknowledgment

Sincerely,

Signature and Date

Karen R. Fullerton
Contract Coordinator

Printed Name/Title

Company Name (Print)

END OF ADDENDUM NO. 1



St. Johns County Board of County Commissioners

Purchasing Division

March 31, 2015

ADDENDUM #2

To: Prospective Bidders

From: St. Johns County Purchasing Department

Subject: RFP No. 15-11R, St. Johns Golf Club Master Plan and Architectural Design Services

This Addendum #2 is issued for further bidder's information and is hereby incorporated into the bid documents. Each bidder will ascertain before submitting a proposal that he/she has received all Addenda.

Please return an original copy of this signed Addendum with proposal to the St. Johns County Purchasing Department, Karen Fullerton, Contract Coordinator; 500 San Sebastian View; St. Augustine, FL 32084.

Questions:

1. In reviewing the RFQ "Package Instructions & Format" section (page 14), it states that the exact order and format must be followed, with no exceptions. May a respondent take some artistic license with regard to page layout and format (e.g. 8 ½ x 11 landscape layout instead of portrait)? Would this be acceptable? All required components in the exact order listed in the instructions would be provided.

There is not anything that would restrict the page layout or formatting in the RFQ document. However, the paper size must be 8 ½ X 11 and the proposal format must address all required components in the order given on page 14, RFQ Package Instructions and Format.

2. The RFQ is due April 9, 2015. When can an expected selection of the qualified firm be made?

At this time, an expected selection date is unknown. However, the anticipated date for the Evaluation Committee Meeting is April, 23, 2015. Selection of the qualified firm will take place sometime after the Evaluation Committee Meeting date.

3. The proposal has a strong emphasis on Architecture and Golf Course Design Services. However, there does appear to be very good opportunities for land development planned expansions to include uses beyond golf and environmental uses. Does the County have such a desire for land

development planning and programming of new development type uses be a part of this project?

The County is looking for other uses for these areas that are currently not in use. The selected firm will help identify uses in conjunction with county staff.

4. Does the County anticipate any re-zoning necessary for this project?

Possibly, to be determined by identified uses.

5. The aerial file has several faint boundary lines-some appear to be development boundary lines, others appear to be easements of some kind. Please mark the boundary of proposed project and identify parallel lines that appear to be easements.

The maps provided should be sufficient for RFQ basis. If more detail is desired, it can be pulled from the County IMAP. Upon selection, the County GIS department will work with the selected firm to provide necessary information.

6. Can original wetland delineation be provided that was used to get original golf course construction permits from SJWMD. If so, please overlay onto aerial photo file.

Upon selection of a qualified firm, the County GIS Department will work to provide any necessary information.

7. When was construction complete for each nine holes?

Original construction was done in 1987-88 and opened in December of 1988. The additional nine were constructed from 1999-01 and opened in September of 2001

8. Was a third nine added after the original 18 was opened?

Yes, a third nine was added after the original 18 opened.

9. When was the construction of the abandoned nine completed?

The construction of the abandoned nine was completed in 2001

10. Is it possible to get a copy of the RFQ in Word format?

Yes, a Word format document is available upon request.

11. Is it necessary to carry a Current Department of Professional Regulation license prior to award of the project? Is an LA 4 Temporary license sufficient? If so, shall it be for the business, the individual LA, or both?

Yes, upon submission all necessary and appropriate Professional Licenses must be active and remain active for the term of the contract. A Landscape Architect (LA 4) is acceptable for submission of this RFQ. A team member or a sub-consultant is able to carry the Professional Architect License for the proposed firm.

12. Regarding insurance requirements, does the County want to be a Certificate Holder for this submission prior to possible award of a contract or just after? Or does the County just want to see what current insurance we have?

Part of the submission process is showing proof of insurance; however, adding the County as Additional Insured will need to be done upon award of contract.

13. For this submission, is it necessary to have Worker's Compensation prior to award of a contract or after?

The requirement for Worker's Compensation is that it is carried during the life of the contract. Therefore, proof of it will be required upon award of contract.

14. In Section III, Package Instructions & Format, Bullet B, Experience with Similar Projects it states "Include a one or two-page project description that demonstrates capabilities in specific areas of experience in golf course renovations involving residential components, and experiences in reducing maintained acreage while keeping integrity of golf course layout."

Is St. Johns County asking for multiple one to two project descriptions for individual projects that demonstrate these items or a one to two page description of how the respondent will demonstrate these items in general? Will a description of the respondent's overall approach with examples be sufficient?

St. Johns County is asking for specific examples of previous projects that demonstrate the respondent's capabilities in these specific areas; an overall approach or theory will not be sufficient.

15. In the Scope of Services it states "Preparation of a detailed implementation plan including Architectural Design Services. The Architectural design services shall include..." Is this referring to Golf Course Architectural Design Services, building Architectural Design Services or both?

This is referring to both Golf Course Architectural Design Services and building Architectural Design Services.

16. In the Scope of Services it states "The main focal points of the plan are...buildings". Can you elaborate on buildings, clubhouse, cart storage facility, maintenance facility, halfway house/restrooms, teaching structures and any other buildings? Are the buildings to be evaluated for structural integrity, programming/circulation aspects or both?

St. Johns County would like the most comprehensive evaluation of all existing structures for highest and best use; as well as, projections for any potential new structures for highest and best use.

Clarifications:

- 1) In Addendum No. 1, an addition to Section III, A-2, Proof of Qualification, Bullet 1 was given. This requires further clarification:

Upon award of contract, the selected firm must be properly licensed to conduct business in the State of Florida. As clarification, this would require a current and valid Local Business Tax Receipt, issued by St. Johns County, and proper Certification through the Department of Business and Professional Regulation. As previously stated in Addendum No. 1, for more information refer to the Board of Architecture and Interior Design for the State of Florida website at

http://www.myfloridalicense.com/dbpr/pro/arch/fag_AR.html#boardinfo .

Additionally, information pertaining to Local Business Tax Receipt, for St. Johns County, can be found at the following website: <http://www.sjctax.us/BusinessTax.aspx> .

RFQ Due Date remains April 9, 2015 at 4:00 P.M.

Acknowledgment

Sincerely,

Signature and Date

Karen R. Fullerton
Contract Coordinator

Printed Name/Title

Company Name (Print)

END OF ADDENDUM NO. 2