

# Request for Statement of Qualifications

RSQ - 21-0914 SUPERVISOR OF ELECTIONS BUILDING DESIGN

Documents Prepared for  
Lake County / FL



Contact Person:  
Todd Drennan  
toddd@ff-ae.com  
Phone: (352) 708-7001

Forefront Architecture + Engineering  
1230 Oakley Seaver Dr. #100, Clermont FL 34711

Phone: 888.850.3323  
Email: info@ff-ae.com



# SECTION 2

Forms

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Forefront Architecture + Engineering  
1230 Oakley Seaver Dr. #100, Clermont FL 34711

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[forefrontae.com](http://forefrontae.com)  
  

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Forms

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## ATTACHMENT 1 – SUBMITTAL FORM

21-0914

The undersigned hereby declares that: Forefront Architecture & Engineering has examined and accepts the specifications, terms, and conditions presented in this Solicitation, satisfies all legal requirements to do business with the County, and to furnish **SUPERVISOR OF ELECTIONS BUILDING DESIGN SERVICES** for which Submittals were advertised to be received no later than 3:00 P.M. Eastern time on the date stated in the solicitation or as noted in an addenda. Furthermore, the undersigned is duly authorized to execute this document and any contracts or other transactions required by award of this Solicitation.

All pricing will be FOB Destination unless otherwise specified in this solicitation document. Pricing submitted will remain valid for a ninety (90) day period.

Vendor will accept payment through the County Credit Card-based payment system: YES

**1.0 TERM OF CONTRACT**

The Contract will commence upon the Notice to Proceed. The Contract remains in effect until completion of the expressed and implied warranty periods. The County reserves the right to negotiate for additional services/items similar in nature not known at time of solicitation.

**2.0 METHOD OF PAYMENT**

The Contractor must submit an accurate invoice to the County's using department's email. The date of the invoice must be after delivery but no more than 30 calendar days after delivery. Invoices must reference the: purchase or task order; delivery date, delivery location, and corresponding packing slip or delivery ticket signed by a County representative at the time of acceptance. Failure to submit invoices in the prescribed manner will delay payment.

Payments will be tendered in accordance with the Florida Prompt Payment Act, Part VII, Chapter 218, Florida Statutes. The County will remit full payment on all undisputed invoices within 45 days from receipt by the appropriate County using department. The County will pay interest not to exceed 1% per month on all undisputed invoices not paid within 30 days after the due date.

**3.0 CERTIFICATION REGARDING LAKE COUNTY TERMS AND CONDITIONS:**

I certify that I have reviewed the [General Terms and Conditions for Lake County Florida](#) and accept the Lake County General Terms and Conditions dated 5/6/21 as written including the Proprietary/Confidential Information section. YES Failure to acknowledge may result in Submittal being deemed non-responsive.

**4.0 CERTIFICATION REGARDING FELONY CONVICTION:**

Has any officer, director, or an executive performing equivalent duties, of the bidding entity been convicted of a felony during the past ten (10) years? NO

**5.0 CONFLICT OF INTEREST DISCLOSURE CERTIFICATION:**

Except as listed below, no employee, officer, or agent of the firm has any conflicts of interest, real or apparent, due to ownership, other clients, contracts, or interests associated with this project; and, this Submittal is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a proposal for the same services, and is in all respects fair and without collusion or fraud. Hans Bentzon

## ATTACHMENT 1 – SUBMITTAL FORM

21-0914

**6.0 CERTIFICATION REGARDING BACKGROUND CHECKS:**

Under any County Contract that involves Contractor or subcontractor personnel working in proximity to minors, the Vendor hereby confirms that any personnel so employed will have successfully completed an initial, and subsequent annual, Certified Background Check, completed by the Contractor at no additional cost to the County. The County retains the right to request and review any associated records with or without cause, and to require replacement of any Contractor employee found in violation of this requirement. Contractor shall indemnify the County in full for any adverse act of any such personnel in this regard. Additional requirements may apply in this regard as included within any specific contract award. YES

**7.0 DISADVANTAGED BUSINESS ENTERPRISE PROGRAM**

The County does not establish specific goals for minority set-asides however, participation by minority and non-minority qualified firms is strongly encouraged. If the firm is a minority firm or has obtained certification by the State of Florida, Office of Supplier Diversity, (OSD) (CMBE), please indicate the appropriate classification(s) not applicable not applicable and enter OSD Certification Number . and enter effective date . to date .

**RECIPROCAL VENDOR PREFERENCE:** Does not apply.

**8.0 GENERAL VENDOR INFORMATION:**

Firm Name: Forefront Architecture & Engineering LLC  
 Street Address: 1230 Oakley Seaver Drive Suite 100  
 City: Clermont State and ZIP Code: FL, 34711  
 Mailing Address (if different): PO Box 2140 Minneola, FL 34755  
 Telephone: 352-708-7001 Fax: .  
 Federal Identification Number / TIN: 46-5333007  
 DUNS Number: 073640915

**9.0 SUBMITTAL SIGNATURE:**

I hereby certify the information indicated for this Submittal is true and accurate and that my electronic signature shall have the same legal effect as if made under oath; that I am an authorized representative of this Vendor and/or empowered to execute this Submittal on behalf of the Vendor. I, individually and on behalf of the Vendor, acknowledge and agree to abide by all terms and conditions contained in this solicitation as well as any attachments, exhibits, or addenda.

Name of Legal Representative Submitting this Proposal: *Hans Bentzon*

Date: 9/17/2021

Print Name: Hans Bentzon

Title: CEO

Primary E-mail Address: hansb@ff-ae.com

Secondary E-mail Address: invoices@ff-ae.com

The individual signing this Submittal affirms that the facts stated herein are true and that the response to this Solicitation has been submitted on behalf of the aforementioned Vendor.

PROOF OF SUNBIZ REGISTRATION

**2021 FLORIDA LIMITED LIABILITY COMPANY ANNUAL REPORT**

DOCUMENT# L14000055406

**Entity Name:** FOREFRONT ARCHITECTURE & ENGINEERING LLC

**Current Principal Place of Business:**

1230 OAKLEY SEAVER DRIVE  
SUITE 100  
CLERMONT, FL 34711

**Current Mailing Address:**

PO BOX 2140  
MINNEOLA, FL 34755 US

**FEI Number:** 46-5333007

**Certificate of Status Desired:** No

**Name and Address of Current Registered Agent:**

KOLTUN, JEFFREY M  
150 SPARTAN DRIVE  
SUITE 100  
MAITLAND, FL 32751 US

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

SIGNATURE: JEFFREY M. KOLTUN 04/23/2021  
Electronic Signature of Registered Agent Date

**Authorized Person(s) Detail :**

Title	VP OF ENGINEERING	Title	PRESIDENT, MANAGER
Name	SMITH, CHRISTOPHER M	Name	BENTZON, HANS J
Address	1230 OAKLEY SEAVER DRIVE SUITE 200	Address	1230 OAKLEY SEAVER DRIVE SUITE 200
City-State-Zip:	CLERMONT FL 34711	City-State-Zip:	CLERMONT FL 34711
Title	CFO		
Name	HELMAN, DANIEL W		
Address	1230 OAKLEY SEAVER DRIVE SUITE 200		
City-State-Zip:	CLERMONT FL 34711		

*I hereby certify that the information indicated on this report or supplemental report is true and accurate and that my electronic signature shall have the same legal effect as if made under oath; that I am a managing member or manager of the limited liability company or the receiver or trustee empowered to execute this report as required by Chapter 605, Florida Statutes; and that my name appears above, or on an attachment with all other like empowered.*

SIGNATURE: HANS J. BENTZON PRESIDENT 04/23/2021  
Electronic Signature of Signing Authorized Person(s) Detail Date





Form **W-9**  
(Rev. October 2018)  
Department of the Treasury  
Internal Revenue Service

## Request for Taxpayer Identification Number and Certification

**Give Form to the  
requester. Do not  
send to the IRS.**

▶ Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Print or type.  
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. <b>FOREFRONT ARCHITECTURE &amp; ENGINEERING, LLC</b>	
2 Business name/disregarded entity name, if different from above	
3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only <b>one</b> of the following seven boxes.  <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate  <input checked="" type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ <b>S</b> <small>Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</small>  <input type="checkbox"/> Other (see instructions) ▶	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):  Exempt payee code (if any) _____  Exemption from FATCA reporting code (if any) _____  <small>(Applies to accounts maintained outside the U.S.)</small>
5 Address (number, street, and apt. or suite no.) See instructions. <b>1230 OAKLEY SEAVER SUITE 100</b>	Requester's name and address (optional)
6 City, state, and ZIP code <b>CLERMONT, FL 34711</b>	
7 List account number(s) here (optional)	

### Part I Taxpayer Identification Number (TIN)

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

**Note:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

<b>Social security number</b>	
[ ] [ ] [ ] - [ ] [ ] - [ ] [ ] [ ] [ ]	
<b>or</b>	
<b>Employer identification number</b>	
4 6 - 5 3 3 3 0 0 7	

### Part II Certification

Under penalties of perjury, I certify that:

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

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

<b>Sign Here</b>	Signature of U.S. person ▶	Date ▶ <b>02-24-2021</b>
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### General Instructions

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

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

### Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
  - Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
  - Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
  - Form 1099-S (proceeds from real estate transactions)
  - Form 1099-K (merchant card and third party network transactions)
  - Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
  - Form 1099-C (canceled debt)
  - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

*If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.*



# ADDENDUM

ADDENDUM NO. 1

21-0914



Office of Procurement Services

P.O. Box 7800 • 315 W. Main St., Suite 441 • Tavares, FL 32778

**SOLICITATION:** Supervisor of Elections Building Design Services

09/15/2021

Vendors are responsible for the receipt and acknowledgement of all addenda to a solicitation. Confirm acknowledgement by including an electronically completed copy of this addendum with submittal. Failure to acknowledge each addendum may prevent the submittal from being considered for award.

THIS ADDENDUM CHANGES THE DATE FOR THE RECEIPT OF PROPOSALS TO SEPTEMBER 30, 2021 AT 3:00PM (EST).

## QUESTIONS/RESPONSES

Q1. Is the Completed Attachment 2 – Reference Form where project samples should follow?

**R1. Use Attachment 2 – References Form to list the previous similar projects**

Q2. The same Completed Attachment 2 – Reference Form indicates that references can be no older than 5 years. Does the same apply for the sample projects requested in the Evaluation Criteria 5.1 Building Type Experience?

**R2. At least three (3) of the references must be within the past five (5) years. Additional references for projects beyond that time may also be added.**

Q3. Attachment 5 on the RFP says Certification Debarment and Suspension form, the document prints with the title "Attachment 4" - Certification Debarment and Suspension. Please instruct how to proceed with the form.

**R3. Remove and replace the form with the header Attachment 4" - Certification Debarment and Suspension with Attachment 5 – REVISED Certification Debarment and Suspension**

## ADDITIONAL INFORMATION

1. Exhibit G – Conceptual Concept published does not necessarily represent the County's needs and is to be viewed as a guideline for the project.

---

## ACKNOWLEDGEMENT

Firm Name: Forefront Architecture & Engineering, LLC

I hereby certify that my electronic signature has the same legal effect as if made under oath; that I am an authorized representative of this vendor and/or empowered to execute this submittal on behalf of the vendor.

Signature of Legal Representative Submitting this Bid: *Hans Benton*

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Forefront Architecture + Engineering  
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Phone: 888.850.3323  
Email: info@ff-ae.com

forefrontae.com  
  



## ADDENDUM

### ADDENDUM NO. 1

21-0914

Date: 9/21/2021

Print Name: Hans Bentzon

Title: CEO

Primary E-mail Address: hansb@ff-ae.com

Secondary E-mail Address: invoices@ff-ae.com

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# ADDENDUM

ADDENDUM NO. 2

21-0914



Office of Procurement Services

P.O. Box 7800 • 315 W. Main St., Suite 441 • Tavares, FL 32778

**SOLICITATION:** Supervisor of Elections Building Design Services

09/17/2021

Vendors are responsible for the receipt and acknowledgement of all addenda to a solicitation. Confirm acknowledgement by including an electronically completed copy of this addendum with submittal. Failure to acknowledge each addendum may prevent the submittal from being considered for award.

THIS ADDENDUM DOES NOT CHANGE THE DATE FOR RECEIPT OF PROPOSALS.

## QUESTIONS/RESPONSES

Q1. What systems will need to be integrated to legacy systems?

**R1. The staff will be transferring our connection to the cloud and our dark tunnel internet connections to the new facility.**

Q2. Per Exhibit A, Clause 3.21 (high-speed tabulation machines): We understand that all Election system hardware & Software is supplied by others, please confirm.

**R2. Yes**

Q3. Per Exhibit A, Clause 3.14: Glass breaks: Please clarify whether this is specifying the usage of intrusion monitoring system for external windows.

**R3. Yes, monitoring of external windows.**

Q4. Per Exhibit A, Clause 3.14: Motion detectors: Please provide more details regarding the location & type of motion detection to be considered

**R4. There is a need for both internal and external motion detection to fulfill recommendations of the Department of Homeland Security and other security agencies. Digital equipment throughout. All security system cameras should be classified as digital cameras.**

Q5. Per Exhibit A, Clause 3.14 Motion Detectors: For example: Motion detection in parking lot using CCTV Camera (Video Analytics)

**R5. The project is seeking motion detection in the parking lot. Prefer it be fenced as well. The project is seeking to have exterior cameras to monitor all entries, but we should ensure that there are adequate cameras to monitor all gate entrances and include wiring for gate entry PIN devices. Another recommendation would be to place any wiring for gate access in a conduit or chase as opposed to direct bury.**

**In the warehouse, it is preferred to have a CCTV monitor at entry doors and freight doors. This would require a type of connection from the main camera operation station.**

**On the planning stages of wiring, keep in mind the need for the Digital Pedestal sign located next to the highway. Not only electrical but there is a data line to connect operation of the info board. When this time comes, the County will need to have a sign company remove and replace this sign if we plan to use the same one**

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## ADDENDUM

ADDENDUM NO. 2

21-0914

Q6. As per our understanding CATV system shall be analog type Coaxial based with Coaxial Outlets.  
**R6. The project is all new digital connections in our systems.**

Q7. Can you provide the details of preferred manufacturers for Video Intercom systems?

**R7. JP Series 7" Touchscreen Video Intercom with Room-to-Room Communication; (QTY = 1 for front counter). Duke indicates the "back door" area to be encapsulated by fencing, so no need for one out back.**

**<https://www.aiphone.com/home/products/jp-series-7-touchscreen-video-intercom-with-room-to-room-communication>**

Q8. Can you provide the details of preferred manufacturers for WLAN?

**R8. Ubiquiti**

Q9. Can you provide the details of preferred manufacturers for LAN?

**R9. Ubiquiti PoE switches in support of Cloud PBX to be new acquisitions. The staff be able to migrate current firewalls to the new building in stages as we currently have firewall redundancy in place (i.e., primary and secondary firewalls).**

Q10. Can you provide the details of preferred manufacturers for Cable TV – Type of Connection?

**R10. RG6**

Q11. Can you provide the details of preferred manufacturers for Audio/Visual Systems?

**R11. Shure and JBL**

Q12. Can you provide the details of preferred manufacturers for PBX or IPPBX, Cloud PBX?

**R12. Nextiva Cloud PBX**

Q13. Per Exhibit A, Clause 3.6: Cables for Computers and phones: Please provide details of any preferred manufacturer for CAT6 Cables.

**R13. No manufacturer preference for voice and data cables. Must be rated Category 6 or higher.**

---

### ACKNOWLEDGEMENT

Firm Name: Forefront Architecture & Engineering, LLC

I hereby certify that my electronic signature has the same legal effect as if made under oath; that I am an authorized representative of this vendor and/or empowered to execute this submittal on behalf of the vendor.

Signature of Legal Representative Submitting this Bid: *Hans Bentzon*

Date: 9/21/2021

Print Name: Hans Bentzon

Title: CEO

Primary E-mail Address: hansb@ff-ae.com

Secondary E-mail Address: invoices@ff-ae.com

Page 2 of 2



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Phone: 888.850.3323  
Email: info@ff-ae.com

forefrontae.com  
  

PROOF OF INSURANCE



FOREARC-01

BBROWN

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
9/9/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> JCJ Insurance Agency, LLC 2208 Hillcrest Street Orlando, FL 32803	<b>CONTACT NAME:</b> PHONE (A/C, No, Ext): (321) 445-1117	FAX (A/C, No): (321) 445-1076	
	E-MAIL ADDRESS: certs@jcj-insurance.com		
<b>INSURED</b>  Forefront Architecture & Engineering, LLC 1230 Oakley Seaver Dr. Ste 200 Clermont, FL 34711	<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
	INSURER A : Travelers Ind Company of CT		25682
	INSURER B : Phoenix Insurance Co.		25623
	INSURER C : Travelers Prop & Cas of Amer		25674
	INSURER D : Hudson Insurance Company		25054
	INSURER E :		
INSURER F :			

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

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	X	X	6806H087776	9/1/2021	9/1/2022	EACH OCCURRENCE	\$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 1,000,000
							MED EXP (Any one person)	\$ 5,000
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 2,000,000
							PRODUCTS - COMP/OP AGG	\$ 2,000,000
B	<input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	X	X	BA8P229542	9/1/2021	9/1/2022	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
C	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000	X	X	CUP6H087868	9/1/2021	9/1/2022	EACH OCCURRENCE	\$ 6,000,000
							AGGREGATE	\$ 6,000,000
C	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N N/A	UB2L681157	9/1/2021	9/1/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER	\$ 1,000,000
							E.L. EACH ACCIDENT	\$ 1,000,000
							E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	\$ 1,000,000
D	<b>Professional Liab</b>			PRB 06 19 112443	9/1/2021	9/1/2022	Per Claim	2,000,000
D				PRB 06 19 112443	9/1/2021	9/1/2022	Aggregate	2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
 Lake County, a Political Subdivision of the State of Florida, and the Board of County Commissioners are Additional Insureds with regards to General, Auto and Umbrella Liability when required by written contract. Coverage is Primary & Non-Contributory with respect to all policies. 30 Day Notice of Cancellation, except for 10 days for non-payment. A Waiver of Subrogation for all policies applies when required by written contract.

<b>CERTIFICATE HOLDER</b>  Lake County, a Political Subdivision of the State of Florida and the Board of County Commissioners P.O. Box 7800 Tavares, FL 32788-7800	<b>CANCELLATION</b>  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 <i>Erin K. Kelley</i>
---	---

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Phone: 888.850.3323  
 Email: info@ff-ae.com

forefrontae.com

# ATTACHMENT 3

ATTACHMENT 3 - TEAM COMPOSITION

21-0914

### CONSULTANT

ROLE	Name	City of Residence	Florida Active Registrations Number
Principal in Charge	Todd Drennan, AIA	Leesburg	AR98800
Project Manager / Architectural Designer	Patricia Mugnol	Clermont	
Operations Manager / Building Code Administrator	Mike Vitale	Clermont	
VP of Engineering / Team Structural Engineer	Chris Smith, P.E.	Winter Garden	PE62605
Project Manager / Team CAD Production Manager	Roberto Bonet	Clermont	

### SUB CONSULTANTS

ROLE	Company Name	Address	Individual's Name Assigned	Projected % of Overall Work	Worked with Prime before (YES/NO)	Individual Worked with Prime before (YES/NO)
Principal In Charge / Director of Florida Operations	RVI Planning + Landscape Arch.	130 S. Orange Ave. Suite 200B Orlando, FL 32801	Ryan Seacrist, PLA	20%	No	No
Planning Project Manager	RVI Planning + Landscape Arch.	130 S. Orange Ave. Suite 200B Orlando, FL 32801	Anie Delgado, AICP	40%	No	No
Project Manager	RVI Planning + Landscape Arch.	130 S. Orange Ave. Suite 200B Orlando, FL 32801	Hannah Plate	40%	No	No
Mechanical Engineer	TFE Consultants	3555 Gretchen Drive Ocoee, FL 34761	Christopher Fraser	100%	Yes	Yes
Technology Project Manager	Archis Technologies	350 E Crown Pont Road, Ste 1100 Winter Garden, FL 34787	Alex Haimraj	50%	No	No
Construction Project Manager	Archis Technologies	350 E Crown Pont Road, Ste 1100 Winter Garden, FL 34787	Randal Tapsy	50%	No	No



## PRINCIPALS



### HANS BENTZON

Chief Executive Officer + Partner

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#### PRINCIPAL-IN-CHARGE

Hans Bentzon is the visionary leader of Forefront Architecture + Engineering, LLC. **In a career spanning more than two decades, Hans has lent his expertise to the construction industry in a wide variety of roles, including as a steel fabricator, framing contractor, engineer and technology leader.** The common thread that connects Hans' many roles is his unique ability to innovate and move his clients and industry forward, while continuing to deliver products and services that are needed today.

As the CEO of Forefront Architecture + Engineering, LLC, Hans has combined all of his experience and knowledge to build a team that is capable of delivering full-service design, engineering and Building Information Modeling (BIM) services and solutions to large scale production homebuilders. In addition to its unique set of capabilities, what truly sets Forefront Architecture + Engineering, LLC apart from their competitors is how they approach each client engagement by first understanding that client's specific challenges before responding with their recommended solution. This approach has resulted in clients who have realized significant improvements in the sale to start cycle, reduced the time required for permitting and who have achieved significant cost savings and construction cycle time improvements. In many cases, the clients thought that they were simply purchasing engineering or architectural services, but Hans' focus on understanding and addressing the underlying problems faced by his clients resulted in this outstanding value.

In addition to his core business, Hans is an avid follower of emerging trends in design, technology and construction and has consistently invested in his own personal knowledge and skill base as well as his company's. **As a result of this drive, he and Forefront Architecture + Engineering, LLC are at the leading edge of providing various certified Green, Environmentally Friendly and Energy Efficient solutions, services and results for their clients.** He is also a pioneer in evaluating and proving the potential of various new and innovative housing and general building production system and technologies. As the construction labor market in the United States remains constrained, many of these solutions will begin to find their way into the industry and Forefront Architecture and Engineering, LLC will be ready to help its clients in evaluating options, selecting and implementing with better certainty, speed and quality.

#### EXPERIENCE

30 + Years

#### EDUCATION

Bachelor of Science,  
Industrial Technology  
Texas A&M, 1985  
FL Licensed Contractor

#### AREAS OF EXPERIENCE

Civic  
Institutional  
Commercial  
Industrial  
Residential  
Hospitality



Forefront Architecture + Engineering  
1230 Oakley Seaver Dr. #100, Clermont FL 34711

Phone: 888.850.3323  
Email: info@ff-ae.com

forefrontae.com  
  



## PRINCIPALS



### TODD DRENNAN

Vice President of Architecture

Florida Registered Architect, AIA, NCARB

#### PRINCIPAL IN CHARGE / ARCHITECT

Todd began his career working for a world-renowned architect in London, England, prior to returning to the States. He has the unique abilities of an engineering education combined with **award-winning architectural design skills**. He pays close attention to his client's needs and budget while taking care of the details necessary to produce complete design documents for accurate construction bidding and a smooth-running project. He thrills in working with clients to make concepts into reality.

#### EXPERIENCE

25 + Years

#### EDUCATION

Master of Architecture, 2000  
Miami University, Ohio  
Bachelor of Science, Engineering  
Brigham Young University, 1997

#### REGISTRATION

Architect - AR98800  
Florida  
Georgia  
Texas  
Utah  
Wyoming  
North Dakota  
Montana

#### PROFESSIONAL

AIA - American Institute of Architects  
NCARB - National Council of Architectural Registration Boards

#### AREAS OF EXPERIENCE

Civic  
Institutional  
Commercial  
Industrial  
Residential

#### PROJECT EXPERIENCE HIGHLIGHT

**Naples Fire Station** - Vernal, Utah  
**Magic Village Gourmet Market** - Kissimmee, FL  
**UCF Flying Horse Editions Studio & Gallery** - Orlando, FL  
**Magic Kingdom Current Project** - Orlando, FL  
**Sandy Spring Garden Apartment Tower** - Sandy Springs, GA  
**Magna Water Administration Building** - Magna, Utah  
**Wasatch County Library / Senior Center** - Heber, Utah  
**TrekWest Travel Center** - Salina, Utah  
**Karl Malone Chrysler Showroom / Service** - Heber, Utah  
**Mojave Narrows Senior Care** - Victorville, California  
**Syracuse High School** - Syracuse, Utah  
**Killdeer Ambulance Forensic Review** - Killdeer, North Dakota  
**London Power Network Communication Substation** - East Ham; Westminster, UK  
**Lespri / White Buffalo Resort** - Park City, Utah; Jackson, Wyoming  
**Summit County Library / Senior Center** - Kamas, Utah  
**Heathrow Airport Systems Pre-fabrication** - London, UK  
**Optimum Switch Internet Infrastructure** - Multiple locations, UK + EU  
**High Plains Cultural Center** - Killdeer, North Dakota  
**Vineyard Public Safety Building** - Vineyard, Utah  
**Yuma High School #20** - Yuma, Arizona  
**BYU Student Athletic Complex** - Provo, Utah  
**UVU Noorda Theatre** - Orem, Utah  
**Hill AFB Fitness Center** - Kaysville, Utah  
**U of U Eccles Health Sciences Building** - Salt Lake City, Utah  
**Igus Factory Phase 5** - Cologne, Germany  
**Roosevelt County Courthouse Square** - Wolf Point, Wyoming  
**Lake County Tax Collector Building** - Tavares, FL  
**Numerous Custom Residences** - California, New York, London, Utah, Ohio, Florida, Texas





## CHRIS SMITH

Vice President of Engineering

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### TEAM STRUCTURAL ENGINEER

A Licensed Professional Engineer, Christopher M. Smith uses his vast knowledge of engineering and design to create structures that will endure over the years, through all conditions, while maintaining their beauty and function. Designing multi-story residences, schools, government buildings and hotels are also part of Chris's far-reaching career experience.

### PROJECT EXPERIENCE HIGHLIGHT

- Tiffany & Company** - New York, NY
- Victoria's Secret** - New York, NY
- NYC Dept. of Sanitation District 14 Garage** - Queens, NY
- Fredericksburg Courthouse** - Fredericksburg, VA
- Smyth County Courthouse** - Marion, VA
- Panera Bread** - Port Jefferson, NY
- Banana Republic** - Danbury, CT
- Gap, INC** - Multiple Locations
- Henrico County Fire Station #10** - Henico, VA
- Courtyard Marriot** - Cocoa Beach, FL
- Disney's Typhoon Lagoon Water Park** - Lake Buena Vista, FL
- ABC Fine Wine and Spirits** - Multiple Locations

### EXPERIENCE

25 + Years

### EDUCATION

Bachelor of Civil  
Engineering, 1995  
University of Delaware

### REGISTRATION

Professional Engineer  
Florida  
California  
Colorado  
New York  
North Carolina  
Oklahoma  
Virginia

### PROFESSIONAL

NCEES—  
The National  
Council of Examiners  
for Engineering and  
Surveying

### AREAS OF EXPERIENCE

Commercial  
Retail  
Residential  
Entertainment  
Governmental



## MIKE VITALE

Operations Manager / Building Code Administrator

### TEAM QUALITY CONTROL

Michael Vitale provides over 35 years of experience within the construction industry and had served as the Directorate of Engineering for the U.S. Army – Doha, Qatar. Michael has 15 years of experience as a Florida Licensed Building Inspector & Plans Examiner and has obtained licensure as a Florida Licensed Building Official. Michael is currently the Operations Manager at Forefront Architecture & Engineering which includes oversight of the Quality Control program, Inspections and Plans Review.

### HIGHLIGHTED PROJECT EXPERIENCE

- Contemporary Resort & Hotel**—Orlando, FL
- JW Marriott Orlando Bonnet Creek Resort**—Orlando, FL
- Epcot Canada Pavilion Cooler #2**—Orlando, FL
- Magic Village Gourmet Market**—Kissimmee, FL
- Magic Village Clubhouse**—Kissimmee, FL
- Numerous Single Family Residence Structural Inspections**—Florida
- Camp Al-Saliyah** - Doha, Qatar
- Marriot Grande Vista Resort-** Project Manager, Orlando, FL
- Beazer Homes** – Threshold Inspection, Deerwood Condominiums
- Pulte Homes** – Threshold Inspection, Wolf Creek & Nocatee Condos
- Petsmart** – Orlando, FL

### PROFESSIONAL

Former Director and Former Treasurer for the Central Florida Chapter of the Building Officials Association of Florida (BOAF)  
 Current Member of the Code Development Committee for the BOAF  
 Life Member of the U.S. Army Engineers Association  
 Life Member of the Veterans of Foreign Wars  
 Life Member of the National Rifle Association

### EXPERIENCE

30 + Years

### EDUCATION

A.S. Construction Management  
 University of Maryland  
 U.S. Army

### REGISTRATION

Building Official  
 Florida  
 BU1939  
 Plans Examiner  
 Florida  
 PX2900  
 Building Inspector  
 Florida  
 BN5181

### AREAS OF EXPERIENCE

Threshold Inspections  
 Structural Building Inspection  
 Residential Plans Review



## ROBERTO BONET

Production Manager

### TEAM CAD PRODUCTION MANAGER

With 20 years of experience in design and construction document production, there are not many things in the industry that Roberto has not seen. As a manager of projects and personnel, Roberto is responsible for training staff and keeping them organized. He has worked for multiple firms and learned best practices from each of these firms. He has been managing production at Forefront and its predecessor firm for 15 years. Roberto is English/Spanish bi-lingual.

### HIGHLIGHTED PROJECT EXPERIENCE

- Waterside Pointe Community Center** - Groveland, FL
- Bearss Landing Community Center, Meritage Homes** - Tampa, FL
- Parkside Clubhouse, Meritage Homes** - Orlando, FL
- Lake Preserve Community Center, Meritage Homes** - Orlando, FL
- Sandy Spring Garden Apartments**—Sandy Springs, GA
- ABC Fine Wine and Spirits**—Multiple Locations
- W Marriott Orlando Bonnet Creek Resort**—Orlando, FL
- Magic Village Gourmet Market** - Kissimmee, FL
- Magic Village III Club House** - Kissimmee, FL
- Magic Village III Maintenance Building** - Kissimmee, FL
- Lakeview Medical Specialties** - Leesburg, FL
- Lakeview Medical Specialties** - Eustis, FL
- Ye Olde Thrift Shoppe, University of Florida Health** - The Villages, FL
- UCF Flying Horse Editions Studio & Gallery** - Orlando, FL
- Diocese of Orlando - Brotherhood of Hope properties** - Orlando, FL
- Bennett Law Office Building** - Groveland, FL
- The Awning Factory** - Orlando, FL
- Lee Residence** - Las Vegas, NV
- Groveland Apartments Complex** - Groveland, FL
- Epcot Kiosk (Disney)** - Kissimmee, FL
- Beazer Seminole Isle Townhome** - Tampa, FL
- Legacy Homes - Townhomes** - Florida
- Lake Nona Laureate Park, Ashton Woods Townhomes** - Orlando, FL
- Numerous Single Family Residences**—Central/South Florida

### EXPERIENCE

20 + Years

### EDUCATION

Associates of Arts  
Architecture, 1998  
Inter-American University  
of Puerto Rico

### CERTIFICATIONS

AutoCAD  
Revit

### AREAS OF EXPERIENCE

Residential  
Commercial  
Hospitality  
Institutional  
Medical



## PATRICIA MUGNOL

Project manager

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### PROJECT MANAGER / ARCHITECTURAL DESIGNER

Patricia will be the project manager and attend all major workshops and meetings, and will internally review progress, schedules and budgets. Patricia has over 15 years of progressive responsibility in Construction management and interior design. She will assure appropriate personnel are assigned and monitor consultant performance, while working to coordinate the design and production team.

#### EXPERIENCE

+15 Years

#### EDUCATION

Master of Architecture, 2009  
Lutheran University of Brazil,  
Canoas  
Bachelor of Science in  
Architecture, 2006  
University of Caxias do Sul  
Caxias do Sul, Brazil

#### AREAS OF EXPERIENCE

Architecture  
Interior Design

#### SECTORS

Residential  
Commercial  
Hospitality  
Institutional  
Medical

#### HIGHLIGHTED PROJECT EXPERIENCE

**Sandy Spring Garden Apartments Tower** - Sandy Springs, GA  
**Groveland Apartments Complex** - Groveland, FL  
**Bella Collina - Neighborhood Development Standards** - Montverde, FL  
**Magic Village Gourmet Market** - Kissimmee, FL  
**Magic Village III Club House** - Kissimmee, FL  
**Magic Village III Maintenance Building** - Kissimmee, FL  
**Lakeview Medical Specialties** - Leesburg, FL  
**AEGIS Medical Group** - Eustis, FL  
**Ye Olde Thrift Shoppe, University of Florida Health** - The Villages, FL  
**UCF Flying Horse Editions Studio & Gallery** - Orlando, FL  
**UCF – Army Research Lab Lobby** - Orlando, FL  
**UCF – Army Security Office** - Orlando, FL  
**UCF – Visual Arts Building Classroom Remodel** - Orlando, FL  
**UCF – Trevor Colbourn Hall Classroom, Office Conversion** - Orlando, FL  
**UCF -Dr. Philips Academic Commons** - Orlando, FL  
**Diocese of Orlando - Brotherhood of Hope properties** - Orlando, FL  
**Bennett Law Office Building** - Groveland, FL  
**The Awning Factory** - Orlando, FL  
**Residential Liguria - Apartment Tower** - Caxias do Sul, RS - Brazil  
**Casali, Grazziotin e Missaglia, Law Office** - Caxias do Sul, RS - Brazil



## CHRISTOPHER A. FRASER

Mechanical Engineer

### MECHANICAL PROJECT MANAGER

Mr. Fraser has extensive experience in the design of HVAC, plumbing, energy management systems for major commercial, industrial, and institutional projects. Projects Ranging from Auburn Chilled Water Piping Plants to Steam heating, Variable Refrigerant mechanical systems and provided project management for various commercial, educational, and industrial facilities such as restaurants, churches, retail stores, nursing homes, hospital, schools, community centers and amusement parks.

### EXPERIENCE

20 + Years

### EDUCATION

Bachelor of Science,  
Mechanical Engineering,  
Florida State/Florida A&M  
University, 1997

### REGISTRATION

NEBB Commissioning  
Certified, Florida  
CBCP Certification, Certified  
Building Commissioning  
Professionals, Florida

### AREAS OF EXPERIENCE

MEP Engineering

### HIGHLIGHTED PROJECT EXPERIENCE

**Morton Salt Facilities** —Vero Beach, FL

**Easy Foods** —Kissimmee, FL

**Magic Village Gourmet Market**—Kissimmee, FL

**Magic Village Clubhouse**—Kissimmee, FL

**Seasons** —52 Restaurants

**Ale House** — Restaurants

**Tijuana Flats** — Restaurants

**Panera Bread** — Restaurants

**Salsaritas** — Restaurants

**Chicken Fill-A** — Restaurants

**Pancheros** — Restaurants

**Pizza Hut** — Restaurants

**Jack in the Box** — Restaurants

**Family Dollar** — Retail Facility

**Ross** — Retail Facility

**Advanced Autos**— Retail Facility

**5/3 Bank** — Retail Facility

**LA Fitness** — Health Clubs

**Whole Foods** —Markets

**Walmart** —Markets

**Whole Foods** —Markets

**IHVN (Institute for Human Virology) BSL3 Laboratory** —Abuja, Nigeria,  
Africa

**BSL3 Laboratory** — Pertoria, South Africa

**American Type Culture Collection Laboratory** —Manassas, VA

**Auburn University** —Auburn, AL

### PROFESSIONAL

American Society Of Heating, Refrigerating, and Air-Conditioning Engineers  
(ASHRAE)

American Society Of Plumbing Engineers (ASPE)





## RYAN SEACRIST, PLA ASLA

Director of Florida Operations

### LANDSCAPE PLANNING

Ryan specializes in landscape architectural planning and design and has a passion for developing elevated human experiences through thoughtful and inspired placemaking. His skill set and experience includes, but is not limited to, project management, master planning, complete streets, public engagement, wayfinding, site analysis, site/civil design, low impact development, and brownfield remediation. Ryan has been involved in a variety of public and private sector projects including parks and recreation, K-12 and higher education, corporate campuses, mixed-use developments, urban plazas and streetscapes, multi-family, and master planned communities.

### HIGHLIGHTED PROJECT EXPERIENCE

- Lake Lorna Doone Park** - SoDo DSNID Master Plan, Orlando, FL\*
- Laureate City Park** - Tavistock Development Company, Orlando, FL\*
- Sand Point Park Splash Pad** - Titusville, FL\*
- Victory Pointe Wetland Park** - Clermont, FL\*
- Lakefront Park Master Plan** - St. Cloud, FL\*
- Whispering Pines Park Master Plan** - Inverness, FL\*
- The Packing District - Park Design** - Dr. Phillips Foundation, Orlando, FL\*
- John Slack Green Master Plan, East End Community Park** - Charleston, WV\*
- Venetian Park Playgroud Master Plan** - Leesburg, FL\*
- Valley Park Master Plan** - Putnam County, WV\*
- Mingo Creek Park Master Plan** - Washington County, WV\*

\* Indicates experience prior to joining RVI

### EXPERIENCE

15 + Years

### EDUCATION

B.S in Landscape Architecture  
West Virginia University

### PROFESSIONAL LICENSES

Professional Landscape Architect, Florida LA6667322;  
West Virginia No.387

### COMMUNITY INVOLVEMENT

American Society of Landscape Architects (ASLA)  
Urban Land Institute (ULI)  
City of Orlando Municipal Planning Board, Member

### HONORS & AWARDS

Florida ASLA, Honor Award, Victory Pointe Park, 2019

Engineering News-Record, Best Project Under \$10M, Victory Pointe Park, 2019

West Virginia ASLA, Honor Award, Slack Plaza Master Plan, 2015



**ANIE DELGADO, AICP**

Planning Project Manager

**CERTIFIED PLANNER**

Anie is a nationally-certified Planner with experience and accomplishments in land master planning, concept design, regional planning, transportation planning, architectural visualization, site analysis, feasibility studies and facility programming. She is adept at managing complex planning studies and development applications, including Comprehensive Plan amendments, rezoning, entitlements, annexations, site plans and plats. Anie is passionate about providing a voice for stakeholders that represent our most vulnerable populations. She advocates for people-centric design that is walkable, inspiring, inclusive and safe for all users.

**HIGHLIGHTED PROJECT EXPERIENCE**

**Bicycle and Pedestrian Plans & Maps** - City of Boca Raton, FL\*

**Grant Applications for Bicycle, Pedestrian & Transit Projects** - City of Boca Raton, FL\*

**Palm Beach Commuter Challenge Marketing Campaign** - Palm Beach, FL\*

**Epic Universe Theme Park Master Planning Studies, Universal Creative** - Orlando, FL\*

**Universal's "Housing for All"** - Orlando, FL

**Mill Slough Townhomes, Sterling Group** - Kissimmee, FL

**Oaks of Kissimmee Golf Course Redevelopment, Kothari Group** - Kissimmee, FL

\* Indicates experience prior to joining RVI

**EXPERIENCE**

10 + Years

**EDUCATION**

Florida Atlantic University,  
Master of Urban & Regional  
Planning

University of Florida, Bachelor  
of Design in Architecture

**PROFESSIONAL LICENSES**

AICP Certified Urban Planner,  
No. 31020

**COMMUNITY INVOLVEMENT**

City of Orlando Board of  
Zoning Adjustment, Member

**MUNICIPAL EMPLOYMENT**

Transportation Analyst &  
Grant Application/Bikes  
Coordinator, City of Boca  
Raton in Boca Raton, FL (2017-  
2018)

Planner II - Multimodal  
Transportation for the Palm  
Beach Transportation  
Planning Agency in West  
Palm Beach, FL (2015-2017)



## HANNAH PLATE

Project Manager

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### LANDSCAPE ARCHITECTURE

Hannah has over eight years of experience in urban design, landscape architecture, green infrastructure, branding, and wayfinding. As a project manager, Hannah works to support a variety of landscape architecture and neighborhood development projects. She brings site design, construction knowledge, creative place making, and on-the-ground engagement to many of RVI's efforts. As well as working with government and non-profit organizations to advocate for planning and design, she interacts with aligned professionals to guide local development and build communities. Hannah's experience in design reinforces how research, construction, and advocacy build great communities.

### HIGHLIGHTED PROJECT EXPERIENCE

- Downtown South Neighborhood Improvement District DSNID Complete Streets Master Plan** - Orlando, FL\*
- Division Avenue Complete Streets Plan** - Orlando, FL\*
- Polk TPO Trails Tenoroc Trail Master Plan** - Polk Transportation Planning Organization, Bartow, FL\*
- Atlanta Beltline** - Atlanta, GA\*
- Lake Myrtle Sports Complex** - Auburndale, FL\*
- Pilaklakaha Avenue Streetscape** - Auburndale, FL\*
- Se7en Wetlands Park** - Lakeland, FL\*
- Holland Park Destination PH 2 Playground & Splash Pad** - Palm Coast, FL
- South Pomegranate Avenue** - Sanford, FL\*
- Historic Johnson Street** - Sanford, FL\*
- Revitalization Streetscape** - Sanford, FL\*
- Paw Park Village** - Sanford, FL\*
- Lake Maude Park Master Plan** - Winter Haven, FL\*
- Cade Museum** - Gainesville, FL\*

\* Indicates experience prior to joining RVI

### EXPERIENCE

10 + Years

### EDUCATION

University of Florida, Bachelor of Landscape Architecture

### AREAS OF EXPERIENCE

- Urban Design
- Landscape Architecture
- Green Infrastructure
- Branding



## NAVIN JIAWAN

Principal in Charge

### PRINCIPAL IN CHARGE

Navin started his career 25 years ago as a Technician, developing a wealth of knowledge in the IT field throughout the years as a Network Analyst, Project Manager, and Founder of Archis Technologies where he is currently President and CEO. With a combination of formal education and professional ventures such as serving as Systems Review and Principal in Charge on numerous National projects, he gained skills in **project management, asset management, construction management, budgeting and cost analysis, low voltage systems, infrastructure solutions, network administration, and software development.** Navin focuses on the **planning, design, implementation, security, and management of wired and wireless infrastructure, web-based applications, and cloud and IT solutions, and project and program management of new or existing technology systems.**

### EXPERIENCE

20 + Years

### EDUCATION

Bachelor of Science in  
Business Management,  
University of Phoenix  
ICC Elite Installer Master  
Technician

### PROFESSIONAL LICENSES

FL Specialty Electrical  
Contractor, ES12001447

### HIGHLIGHTED PROJECT EXPERIENCE

**Greater Orlando Aviation Authority** - IT Consulting Services

**Crown Castle International** - RF Integrations and Support, Fiber Cabling

**TrueNet Communications** - Network Infrastructure, Fiber Cabling

**Orlando Utilities Commission** - Data Wiring Services

**Orange County Public Schools** - Program Management, Electronic Security Equipment and Services, Radio System Design and Installation, Public Safety Radio Testing

**Seminole County Public Schools** - Radio System Design and Installation

**Volusia County School Board** - Public Safety Radio Testing

**School District of Osceola County** - Video Surveillance Services, Communication Cabling Services

**Monroe County School District** - Radio System Design and Installation

**Florida Department of Economic Opportunity** - Technology Wiring and Cabling

**City of Clermont** - Internal / External Security Camera Design and Installation



## ALEX HAIMRAJ

Project Manager

### TECHNOLOGY PROJECT MANAGER

Alex's professional landscape has been formed by diverse experiences serving as a technician, ranging from support to low voltage and radio frequency to networks. He is a skilled and adaptable professional who offers vast technical knowledge in computers and networking. Alex has a thorough understanding of computer hardware and software, so his ability to support clients' requests is always efficient and effective. As a Project Manager, he is a problem-solver who is organized and communicative. He ensures clients remain on budget while managing his team to complete projects on time. Alex is currently pursuing his Associate degree in Information Technology to gain a more in-depth understanding of the field he has worked in for the past 5 years.

### EXPERIENCE

10 + Years

### EDUCATION

A.A. Information Technology,  
Valencia College, Orlando, FL  
[pursuing]

### CERTIFICATIONS

PCTEL Certified in SeeHawk  
Touch: Public Safety Testing  
Methods  
AXIS Certified Professional

### HIGHLIGHTED PROJECT EXPERIENCE

**Pinar Elementary School DAS Upgrades** - Orlando, FL

**Boone High School DAS Upgrades** - Orlando, FL

**Dr. Phillip's High School DAS Upgrades** - Orlando, FL

**University High School DAS Upgrades** - Orlando, FL

**Oak Ridge High School DAS Upgrades** - Orlando, FL

**Plantation Key School DAS Design-Build** - Tavernier, FL

**Gerald Adams Elementary School DAS Design-Build** - Key West, FL

**Windermere High School DAS Design-Build** - Windermere, FL



## KEVIN L. BALLINGER

Security Consultant

### SECURITY SPECIALIST

Dynamic leader with outstanding performance in managing large organizations, multiple remote locations, budgets in excess of 750 million dollars and over 1500 staff members. Seasoned diverse leader managing in the areas political campaigns, corporations, small and large businesses. Over 20 years of experience as a Senior Executive Official with the United States Government and Corporate organizations. Possesses the highest degree of integrity supported by exemplary evaluations and recognitions. Held a Top Secret clearance for more than 20 years.

Naval Officer, from 1988 to 2000, Kevin was the Nuclear Weapons Officer accountable for safety, security, environment and emergency response of nuclear weapons (weapons of mass destruction), alarm systems and surveillance equipment.

### HIGHLIGHTED PROJECT EXPERIENCE

**Orange County Public Schools** - Electronic Security Equipment and Services

**School District of Osceola County** - Video Surveillance Services

**City of Clermont** - Internal/External Security Camera Design and Installation

### EXPERIENCE

**20 + Years**

### EDUCATION

Master of Science in Criminal Justice/Critical Incidents,  
Saint Leo University  
Bachelor of Arts in Criminal Justice/ Homeland Security,  
Saint Leo University  
Bachelor of Arts in Business Administration, Columbia College

### CERTIFICATIONS

- Anti-Terrorist Officer
- Master Training Specialist/  
Facilitator
- Top Secret Information  
Official
- Foreign Country Liaison  
Official
- Six Sigma Team Leader
- Curriculum Developer
- Project Manager
- FEMA Emergency Manager

### PROFESSIONAL RECOGNITION

- Candidate for Orange County Commissioner District 4 (2019)
- Presidential Rank Meritorious Service Medal Award (2000)
- Navy Commendation Medal Award x 4 (1988, 1992, 1996, 2000)
- Navy Achievement Medal Award x4 (1980, 1982, 1984, 1986)
- Local accolades from Urban League, Junior Achievement, Minorities in Business, Who's Who in Business, Military Officers Association, Bayside Youth Recreation Center.





## PRUDHVI CHITTA

Senior Telecom Engineer

### TELECOM ENGINEER

Prudhvi is a **BICSI RCDD Certified Engineer with 11 Years of Telecom system Integration & Fiber/Copper Detailed Design, Bidding (Sales) & Commissioning Experience.** He is proficient in TIA/EIA, BICSI TDMM 14th edition, BICSI OSPDRM 6th edition, Saudi Aramco & equivalent international standards for defining technical specifications for ISP & OSP fiber and copper cabling design, aerial, underground, direct buried, coaxial cable, maintenance holes (MH), handhole (HH) design, Hybrid fiber coaxial cabling systems, PON's, right of way, OSP Maintenance and restoration procedures, OPGW and RFoG. He is vastly experienced in **Fiber plant cabling design**, selection and design of appropriate cable for application like SMF, MMF – OM3/OM4 etc., He is also experienced in **cabling pathway designs, conduit selection, pathway calculations, fiber raceways** etc.. Prudhvi is knowledgeable in Layout engineering including **voice, data, structured cabling** (horizontal and vertical), and **other low-voltage systems, including inside and outside plant.** He is skillful in **Design, survey, review, inspection, assessment, installation management** and provides **Technical Expertise for IT and low voltage telecommunication systems** including ISP and OSP infrastructure and has a Working Knowledge of fiber optic component, cabling, and interconnect products, technologies, and BICSI standards.

### EXPERIENCE

10 + Years

### EDUCATION

Bachelor of Technology,  
Electronics & Communication

### CERTIFICATIONS

- BICSI-RCDD Certified, Member ID:320282
- BOSIET with EBS-5700 Certified, License 11065700040518001
- CCNA R & S Certified, License CSC013202868
- CCNA Security Certified, License CSC013202868
- Digital Barriers – I-Command VMS & X-Stream Video Codecs [CCTV System] - UK
- Digital Barriers- Safe Zone Analytics Server Configuration [CCTV System] - France
- ROHILL Tetra Node Certified [UHF Radio System] - Netherlands
- CMP & HAWKE Gland Installation Expert & Certified - Singapore
- Indigo Vision CCTV VMS – Norway
- SYNECTICS CCTV VMS – UK

### HIGHLIGHTED PROJECT EXPERIENCE

**TrueNet Communications** - Orlando, FL

**Orange County Public Schools** - Network Infrastructure/Fiber Cabling, Small Cell Site Deployment

**School District of Osceola County** - Communication Cabling Services

**Florida Department of Economic Opportunity** - Technology Wiring and Cabling



## RAFFI ALLI

Senior Network Engineer

### NETWORK ENGINEER

Raffi is a principal network architect with an enterprise perspective offering more than **seventeen years of success developing and implementing architectural concepts, strategies, roadmaps, patterns, frameworks, principles and recommended practices.** He is known for spearheading **process improvements** and architectural techniques resulting in **productivity and profit gains** with increased **customer satisfaction.** He has strong **troubleshooting skills** and the ability to work in fast paced environments. Raffi is an impactful team player with proven communication skills and the ability to **project manage effectively** and obtain **positive results** from customer-facing scenarios.

### HIGHLIGHTED PROJECT EXPERIENCE

**Greater Orlando Aviation Authority** - IT Consulting Services

### EXPERIENCE

**20 + Years**

### EDUCATION

Bachelor of Science in  
Computer Engineering,  
University of Central Florida

### CERTIFICATIONS

- Cisco Certified Design Professional ID# CSCO10803619
- Cisco Certified Network Professional Routing and Switching ID# CSCO10803619
- Cisco Certified Network Associate Security ID# CSCO10803619
- ITIL Foundation Certificate in IT Service Management

### PROFICIENCIES

- |   |  |
|---|--|
| <ul style="list-style-type: none"> <li>· IP</li> <li>· TCP/UDP</li> <li>· Firewalls</li> <li>· VPN</li> <li>· IPsec</li> <li>· IKE/IKEv2</li> <li>· GRE/L2TP</li> <li>· DMVPN Tunnels</li> <li>· MPLS</li> <li>· EtherChannel</li> <li>· VLANs</li> <li>· vPC</li> <li>· VDC</li> <li>· PBR</li> <li>· QoS</li> <li>· OSPF</li> <li>· BGP</li> <li>· EIGRP</li> <li>· 802.1x</li> </ul> | <ul style="list-style-type: none"> <li>· DNS</li> <li>· DHCP</li> <li>· HSRP</li> <li>· SNMP</li> <li>· ATM</li> <li>· Frame Relay</li> <li>· Ethernet</li> <li>· WAN/LAN</li> <li>· Windows Server 2012</li> <li>· Cisco ASDM</li> <li>· SDM</li> <li>· CSM</li> <li>· CheckPoint SmartConsole</li> <li>· Wireshark</li> <li>· SolarWinds NPM</li> <li>· NCM</li> <li>· NTW</li> <li>· IPSLA</li> <li>· VMware vSphere</li> <li>· Microsoft CRM</li> <li>· Visio</li> </ul> |
|---|--|



## VED PANDYA

RF Engineer

### RADIO FREQUENCY ENGINEER

Ved 's professional background has shaped his experience in **testing, analysis, design, and implementation** of various programs and solutions such as **IT, coding, system software, and communications systems**. He is a **skillful programmer and analyst**, who understands a plethora of software and tools, networks, programming languages and scripts, and related protocols. Ved has a Master of Science degree in Electrical Engineering which he earned in 2018. Combined with his education and training, he has 3 years of experience as an engineer. Ved also has 3 separate years of experience in sales, marketing, and customer operations.

### HIGHLIGHTED PROJECT EXPERIENCE

**Orange County Public Safety** - RF Engineer

**Orlando Police Department** - Public Safety PS25 for the 400 MHz and 800MHz frequencies

**MATLAB Simulation of Power Electronic Circuits, USF** - Power Electronic devices buck boost and buck-boost converter used for power processing using MATLAB. Power converters used in simulation design to rectify the voltages by using SIMULINK model already provided. Fast Fourier Transform analysis tool used to make the conversion of waveform data.

**Congestion Control in Network using Leaky Bucket/Token Bucket, USF** - Implemented a leaky bucket algorithm and to overcome its disadvantage, created the JavaScript. After creating the JavaScript and for understanding how token bucket works and later, monitored the traffic flow and drop packets closely to get better traffic flow understanding

**Designing Band-Pass Filter, USF** - Led team of four students to design the band-pass filter with the help of ADS software and the fabrication tool. Designed and fabricated a 5th order microstrip coupled line Chebyshev filter on FR4 substrate for 140 x 64 mm board using ADS and Layout. I obtained significantly increased figure of merit by adding the stubs at input and output end of microstrip coupled line band-pass filter

### EXPERIENCE

10 + Years

### EDUCATION

Master of Science in Electrical Engineering, University of South Florida

Bachelor of Science in Electronics and Communication Engineering, Ahmedabad Institute of Technology

### CERTIFICATIONS

ADX V Advance Technologies, PSR 78-9533 ADRF

In-Building RF Wireless Fundamentals, The 4<sup>th</sup> Utility Concept

Introduction to Smart Cities and Buildings, PSR 78-9537 Advance RF Technologies

Design and Installation of CommScope Powered Fiber Cable Systems, Microwave Path Engineering Fundamentals

Understanding the RF Path, Microwave Path Design

**LOCATION PERCENTAGE OF  
WORK TO BE COMPLETED**

<b>Address of Prime Consultant's designated office where the majority of work will be performed</b>	
Street	1230 Oakley Seaver Dr
Street 2	Suite 100
City	Clermont
State	FL

Percentage of total overall fees projected to be performed by the Prime Consultant's office above (Do not include percentage of fees anticipated to be performed on this project by sub-consultants)	100.00%
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<b>Address of Prime Consultant's other offices where work will be performed (if applicable)</b>	
Street	
Street 2	
City	
State	

Percentage of total overall fees projected to be performed by the Prime Consultant's office above (Do not include percentage of fees anticipated to be performed on this project by sub-consultants)	N/A
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Percentage of total overall fees projected to be performed by firms located within Lake County including the Prime Consultant and Subconsultants.	90.00%
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**ATTACHMENT 5 – REVISED CERTIFICATION DEBARMENT & SUSPENSION  
21-0914 Supervisor of Elections Building Design Services**

**CERTIFICATION DEBARMENT AND SUSPENSION**

**THE QUOTER HEREBY CERTIFIES THAT:**

- a. The resulting contract is a covered transaction for purposes of 2 C.F.R. 180 and 2 C.F.R. 3000. As such, the vendor is required to verify that none of the vendor, its principals (defined at 2 C.F.R. 80.995), or its affiliates (defined at 2 C.F.R. § 180.905) are excluded (defined at 2 C.F.R. 180.940) or disqualified (defined at 2 C.F.R. 180.935).
- b. The vendor must comply with 2 C.F.R. 180 subpart C and 2 C.F.R. 3000, subpart C and must include a requirement to comply with these regulations in any lower tier covered transaction it enters into.
- c. This certification is a material representation of fact relied upon by County (subgrantee). If it is alter determined that the bidder did not comply with 2 C.F.R. 180, subpart C and 2 C.F.R. 3000, subpart C, in addition to remedies available to County, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment.
- d. The bidder agrees to comply with the requirements of 2 C.F.R. 180, subpart C and 2 C.F.R. 3000, subpart C while this offer is valid and throughout the period of any contract that may arise from this offer. The bidder further agrees to include a provision requiring such compliance in its lower tier covered transactions.

**COMPANY NAME:***Forefront Architecture & Engineering*

**ADDRESS:** 1230 Oakley Seaver Dr. #100

**CITY:** Clermont

**STATE & ZipCode:** FL 34711

**COMPANY'S AUTHORIZED OFFICAL:**

**SIGNATURE:** \_\_\_\_\_

**Printed Name:** Hans Bentzon

**Title:** CEO

**Date:** 9/10/2021



ATTACHMENT 6

**TRUTH-IN-NEGOTIATION CERTIFICATION**

1. Pursuant to Section 287.055(5)(a), Florida Statutes, for any lump-sum or cost-plus-a-fixed fee professional services contract over the threshold amount provided in Section 287.017, Florida Statutes for CATEGORY FOUR, the Consultant must execute this Certificate and include it with the submittal of its proposal or as prescribed in the solicitation.

2. The Consultant hereby certifies, covenants, and warrants that wage rates and other factual unit costs supporting the compensation for this project are accurate, complete, and current at the time of contracting.

3. The Consultant further agrees that the original agreement price and any additions thereto will be adjusted to exclude any significant sums by which Lake County determines the agreement price was increased due to inaccurate, incomplete, or noncurrent wage rates and other factual unit costs. All such agreement adjustments must be made within (1) year following the end of the agreement.

CONSULTANT  
Firm Name: Forefront Architecture & Engineering  
Signature: [Handwritten Signature]  
Print Name: Hans Bentzon  
Title: CEO  
This 13 day of September, 20  .

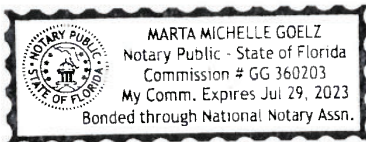
State of FL  
County of Lake

The foregoing instrument was acknowledged before me this 13 day of September, 20    
by Hans Bentzon  
(print name of officer or agent)

on behalf of Forefront  
(name of corporation/entity)

He/she is personally known to me or has produced  
\_\_\_\_\_ as identification.

(NOTARY SEAL)



Marta Goelz  
Notary Signature  
Marta Goelz  
Print Name  
7/29/23  
Commission Expiration: