



## Vendor Profile

August 3<sup>rd</sup>, 2021

RFP No. 21-0937

Lake County Board of County Commissioners  
Office of Procurement Services  
315 W. Main Street, Suite 441  
Tavares, FL 32778  
ATTN: Bill Ponko, Contracting Officer  
Bponko@lakecountyfl.gov

Dear Members of the Selection Committee,

JPI is pleased to present to you our Vendor Profile with Statement of Interest and Understanding of the Project. We are interested in serving the Building Department and look forward to serving you. Currently, we service the City of Clermont in Lake County, with great success. **JPI is currently 100% committed to government service, has no private industry clients, and has zero conflicts to the work of this contract.** JPI is a 100% Florida Owned Corporation and a Florida statewide Professional Service firm. We assembled a team of professionals specifically tailored to the needs of the County. Please let this letter serve as our formal agreement to be bound by the submittal without modifications, unless mutually agreed to upon further negotiations between the County and JPI.

**Joe Payne, PE (Joe)** will be the Program Manager and point of contact for this contract and his email address is [joepayneinc@gmail.com](mailto:joepayneinc@gmail.com). The contact phone number is 813.731.1501. Joe is a professional engineer with 25 years of experience. He is the President of the company, the project manager of JPI's current contract for services and will be the project manager for this contract. The primary office serving this contract is in Tampa with a mailing address as 16057 Tampa Palms Blvd. , #242, Tampa FL. We will provide insurance certificates with the County as the certificate holder upon award. JPI was founded in 2010 after servicing state contracts as a sole proprietor for several years. The municipal service line is the primary source of business encompassing 100% of JPI revenues. Our staff includes 40+ highly experienced professionals. We have a staff that is primed and ready to go, we look forward to working with the County!

Sincerely,

*Joseph Payne*

Joseph Payne, PE  
President / Binding Agent / Primary Point of Contact

## **Statement of Interest and Understanding of the Project**

Joe Payne, Inc. (JPI) is a prime consultant and a statewide service consultant registered as a corporation on Sunbiz.org. JPI's team consists of 45 professionals with our staffed possessing licensure in their field of expertise. These professionals include Professional Engineers (FLPE), Registered Architects (RA), Building Inspectors (BSN), Plans Examiners (PX), and Building Code Administrators (CBO). Joseph Payne is the President, 100% Owner, and is responsible for executing and agreement related to this solicitation. The key personnel on this current contract are provided within Attachment 4 – Team Composition. JPI is 100% owned by Joseph Payne without a partner. The first professional on the contract, other than Joseph Payne, serves as the Supervisor for that contract while performing their function. Regarding Senior Professionals, JPI is fortunate to have several with over 30 years of experience:

- a) Tony Murphy, RA, possesses over 30 years of experience as a Registered Architect for commercial and residential projects. Andrew works as a Plans Reviewer and Inspector for JPI. Mr. Murphy resides in Tavares and works on our City of Clermont contract.
- b) Ron Vatalaro, BSN, PX possesses over 40 years of experience in the residential and commercial construction industry.
- c) Mark Thornbloom, PE, possesses over 35 years of experience as a Professional Engineer. Mark is an expert Solar/ Electrical Engineer and a contributor to the 2018 International Solar Energy Provisions. Mr. Thornbloom works on our City of Clermont contract.
- d) David Wilcox, CBO, BSN, possesses over 40 years of experience in the commercial and residential construction industry throughout central Florida. Mr. Wilcox works on our City of Clermont contract.
- e) Cory Brockett, PE, possesses over 30 years of experience and would serve as the first Inspector. Mr. Brockett works on our City of Clermont contract.
- f) Rick Hoepner, PE, possesses over 50 years of experience and would serve as the first Inspector. Mr. Hoepner works on our City of Clermont contract.
- g) Kevin Singley is a 30-year professional with a Building Code Administrator License, multi trade licenses, and a plans examiner license. Kevin has residential and heavy commercial and structural experience. [Kevin would be the Fire Industry Professional.](#)

We find the following five key reasons as to why JPI is ideally suited for this work.

- ① **Multi-discipline Contract Manager.** Mr. Payne PE, as the contract manager, provides the County with one contact. This will streamline task assignments and cost-effective use of staffing.
- ② **Value Added/ Multi-licensed staff.** JPI's professionals contain multiple licenses so will perform multiple roles and receive multiple assignments. This minimizes the staffing needed for the Types of Work listed within the RFQ. For example, on our current contract, we receive multi-trade daily assignments by assigning a multi-licensed individual, rather than a group of single trade individuals. Our professional engineers can work on multi-trade assignments. Our multi-licensed staffing will greatly assist Lake County during their ISO audits.

- ③ **Local Knowledge.** JPI possesses professional service contracts for many local municipalities for over five years, in good standing. The local clientele includes the City of Clermont.
- ④. **Availability.** As a growing small business, we do have availability to service the County. Our operating capacity is approximately 1800 man-hours per week and currently, we are operating at approximately 1400 man-hours per week. This provides 400 man-hours per week of capacity, which is approximately ten full time equivalents of personnel, per week, of availability. JPI has 22 percent capacity immediately available to complete these assignments immediately after receiving this contract. Within six months, this capacity will increase to up to 50 percent operational capacity, if JPI does not continue to win contracts such as this contract advertised by the County.
- ⑤ **Quality Control.** Our employees work with standardized checklists and code check books. For services, employees carry or have access to JPI's ICC digital subscription, ICC Code check books, municipal checklists, and internal operating checklists. JPI weekly submits a QAQC email highlighting QAQC focus agenda. JPI has a Quality Assurance process for new hires which consists of over-the-shoulder mentoring for up to a two-week period. In addition, JPI supports cross training in which individuals work over the shoulder on each other's routes quarterly to ensure consistency in work among individuals. JPI will create QAQC procedures for the work under this contract.

Highlighting our qualifications, JPI has extensive experience locally completing building inspections. JPI completes code review for several local municipalities. We utilize a variety of platforms including Accela, CDP services, Naviline, CitizenServe, and other platforms to complete our assignments. JPI understands the County ordinances, State Code ordinances, code compliance, and alternate permitting methods (engineer's letter, variance for compliance to a prior Code version of hardships, etc. ). Our staff is licensed in either FS 468, as an Engineer, or as an Architect. Our professionals are familiar with the 7<sup>th</sup> edition code changes through online education and practice.

JPI staff includes 20 licensed professional engineers, including the President of JPI. JPI's service line includes a site/civil service line where we complete complex site development plans and permitting services. JPI is familiar with zoning reviews and FEMA reviews associated with land development and with building permit applications. JPI is a registered engineering company with the Florida Board of Engineers.

Our key strength is our multi-disciplined experience at the inspector level. Over 75% of our inspectors are multi-disciplined WITH over 35 years' experience. This allows the COUNTY to assign multiple trade work to one inspector, thus reducing the staffing needed to service this contract. It will also preserve your budget.

We understand that the end user, the applicant, along with the owners and contractors are essential to the permitting process. We start our day scheduling our route to accommodate customer time window requests. If we are unable to do so, we speak with other multi-discipline



inspectors to see if they can “add” the inspection to their route for the time window. We then call the permittee or contractor with a two-hour time window for the inspection.

If the inspection does not pass, we leave a note at the site along with our phone number for additional information. Also, we will provide a courtesy call to a contractor who is waiting for the result. This is quite common with concrete pours.

At the end of the day, we are available to answer questions. Joe Payne has answered questions as late as 9pm for current clients. In addition, Joe Payne has received staffing requests from clients as late as 6:30am for a 7am shift and provided additional inspectors.

For plans review, we will attempt to help the end user receive application completion on the first attempt, especially when we are working at the permit desk. Quite often, the applicant has the authority to make minor plan edits to receive plans approval. If this is not possible, we will make a clear and concise list of comments and provide to the applicant. We will call them to inform them that the application has not passed and point out why.

FEMA processing requires a little more care due to the funding and grant implications. Our FEMA reviews are specific, and the end user will need to meet the specific requirements. There is less flexibility in a FEMA review relative to a kitchen cabinet remodel plan review for example.

All inspectors are individually licensed building inspectors, architects, engineers, plans examiners, CBOs, and building code professionals. In addition, most of our inspectors have experience levels in the 40+ year range. Our inspectors have worked for governmental agencies and have held leadership roles. Our ability to understand tasks comes with our typical 40+ years of experience per inspector.

Each inspector carries three key items which assist them. They carry an ICC code check manual for their trade, weblinks to the Florida Building Code, and JPI QAQC procedures. We find that these items address 80% of the inspection knowledge required and then the inspector’s experience provides the other 20% from reviewing on-site plans and the project.

Joe Payne is the President and a key individual. He is the single point of contact. He will likely be the first employee to work on the contract and will attend an interview. Here is a summary of each staff member’s experience.

Continual staff development and training is provided through our quality control, quality assurance, and training procedures. New hires are trained for two weeks through a buddy and shadowing program. The new hire is shadowed by a senior inspector up to the first two weeks. This consists of both over the shoulder mentoring and telecommunications and emails. After two weeks, the shadower becomes the individual’s mentor and continuing contact. Through our quality control program, we use consistency through code manual references to produce integrity in our inspections. One key quality assurance technique is periodic cross training in which we conduct audits of our work through peers. Inspectors will mobilize with each other during routes to see how each one is handling certain situations. This establishes consistency over time. We

also have weekly quality control email communications to broadcast trends and a monthly quality control teleconference.

We resolve issues in the event of an unacceptable performance or behavior in the following way. The Owner of the company contacts the individual directly and informs him to stop work. The individual is told to go home for the remainder of the day. The Owner or inspectors work together to complete the route that day. And a new inspector is assigned to the contract starting the following day. This occurred in the following situations:

- 1) A new hire showed up to work at 8am. He worked 2 hours and decided that it was not for him. The new hire was part of the training program and the shadower took over the route. A new inspector was assigned the following day.
- 2) A client said that an individual was not responding to phone calls and contacted the Owner at 11am. The President finally got a hold of the inspector at 1pm. The President assigned the remaining inspections to another inspector for the remainder of the day. The inspector who was not returning phone calls was removed from the contract for two weeks. The problem was resolved, and the inspector remained on the contract.
- 3) An inspector completing an AC changeout inspection accidentally had his knee go through a ceiling. The President had three estimates completed to cure the work. The President offered a settlement equivalent to 25% greater than the highest estimate to the Homeowner. The Homeowner accepted the settlement which ended the conflict.

Our key strength is our multi-disciplined experience on a broad range of projects covering a multitude of disciplines. We know how to provide service to our clients with several of our current staff having previous ownership experience in other firms. We do not have a B-team of professionals that you might get with other larger corporate firms, our entire firm is made of A-team expertise and experienced professionals who value our clients.

At the end of the day, we are available to answer questions. Joe Payne has answered questions as late as 9pm for current clients. In addition, Joe Payne has received staffing requests from clients as late as 630am for a 7am shift and provided additional professionals.

For plans review, we will attempt to help the end user receive application completion on the first attempt, especially when we are working at the permit desk. Quite often, the applicant has the authority to make minor plan edits to receive plans approval. If this is not possible, we will make a clear and concise list of comments and provide to the applicant. We will call them to inform them that the application has not passed and point out why.

FEMA processing requires a little more care due to the funding and grant implications. Our FEMA reviews are specific, and the end user will need to meet the specific requirements. There is less flexibility in a FEMA review relative to a kitchen cabinet remodel plan review for example.

We mitigate delays by the utilization of our one week and three weeks look ahead schedules. This informs our staff of upcoming work and tentatively reserves our staff for you. In addition, we meet your on-demand requests using our part-time employees. Our part-time employees



understand that they are on call for additional work. We have part-time employees working on other contracts who can service fluctuations for Lake Park needs.

For example, for an in-house staff supplement task assignment, a part-time employee who is scheduled for two days can easily work up to three additional days on short notice. Whereas a full-time employee working five days, iteratively, cannot work additional days in a five-day work week. We try to position ourselves as a direct extension of your staff. In addition, our client can reserve our services as far in advance as they see fit. For example, the COUNTY could say, “JPI, we need a professional for half days for the next three months” and we will reserve for you. Expanding, the COUNTY could say, “JPI, we need five professionals on March 23<sup>rd</sup> to cover our in-house CPR training” and we will reserve five professionals for you on that day.

The approach that we provide is multi-discipline in nature. We attempt to staff contracts with versatile multi-discipline employees. This allows us to provide continuity of staffing by providing you with the same staff member (s) over a long-term basis. We do this to customize our service to suite your needs by allowing you to develop daily ongoing relationships with our staff.

Also, our experience is key. We have professionals who range with over 50 years of experience in the industry and will minimize risk and enhance public safety. Again, the approach is multi-discipline. Specifically, to plans review, our staffing includes architects and engineers who are the peers of the individuals submitting plans to you. Our plan reviewers are colleagues to the applicant typically and can communicate and work out application items while the plans are reviewed in the office. This provides, in our opinion, more complete plans and less doubt and risk for the field professionals.

JPI will follow the Florida Building Code and will learn and understand local enforcement objectives. We will review all plans for compliance with the Florida Building Code and applicable supplements. Currently, we do similar work for Brevard County, Hillsborough County, Pinellas County, and the County of Clearwater. In fact, our performance was so well that St. Petersburg hired two of our prior plan examiners and they work for St. Petersburg at this time. Due to our surplus staffing, we were able to replace the individuals immediately.

We will utilize your process flow charts for routing plans to the appropriate COUNTY staff for compliance. If no such flow charts are available, we will create this upon arrival on our first day and week of work on the contract.

We will utilize our “shadowing” program to monitor review status to ensure performance. This consists of having a “buddy” for the reviewer and inspector in the field to ask questions. The buddy may be at the peer or mentor level. In addition, we will use statistical analysis to determine the median, mode, and other forms of performance standards. We will target a 100% performance standard which allows for continual improvement.

We will create a call database for contacts and questions from the COUNTY staff and other stakeholders. This will eventually create a standardized response to many questions. Most COUNTY questions are status related from our experience. Contractors want to know did their



permit pass, or not. Property owners want to know when individuals will arrive at their home for safety reasons, unless they are owner-builders who typically have procedural and code related questions.

We feel that our team of inspectors provide the best value to you in the area. We currently inspect and monitor construction for compliance with applicable building codes. Individuals such as Paul Preuss have written portions of the building code and have trained classes in code. Jack McCabe was the former building inspector for the County of Largo. We have FEMA trained individuals to meet FEMA requirements and typically pick up FEMA certifications within flood zones. We also double check and backcheck inspections, such as plumbing inspections, for positive drainage in FEMA zones.

A database is recommended to monitor final permits issued. We will conduct all inspections by COUNTY Ordinance, applicable State Codes, and FEMA. We will review and maintain all records required by FEMA for building permits in the required FEMA format. We have trained individuals who will comply with all FEMA requirements for state and federal funding including FEMA, title 44, and all grants. Florida provides grants for FEMA compliance as well. We will enforce the 50% rule and comply with all requirements for state and federal funding.

Our staffing includes former governmental officials and as consultants we are available upon request of the COUNTY Manager to attend COUNTY meetings.

Our staffing is regional so we will always have staff available for disaster response. In the unfortunate event of a disaster, we will utilize staff outside of the disaster area and mobilize them to temporary housing at the perimeter of the area to service the COUNTY. We understand that this work will be shift work outside of the normal contract hours.

The points of contact for this contract will be Joe Payne, Mike Sutphin, and likely Jason Steele. We will provide updated contact information within five days of award.

We are prepared to provide the supplemental services needed for the contract and are fully staffed. We will work at office space provided by you and answer incoming calls. We will likely use laptops or tablets to access the permitting software from the field. We will supply equipment for the web access.

Our vehicles will be well equipped for this work. The essential equipment includes ladders, ratchet sets, electrical testing equipment, Level D safety gear, and equipment as needed. Our typical work attire on site is Level D with a collared shirt and jeans recommended or work pants. We refrain from graphics or other logos. Employees carry ICC code check manuals, FBC checklists, and JPI QAQC information.

We work well with other private party providers and are comfortable receiving a secondary or tertiary contract to a primary provider to the COUNTY. If the COUNTY so chooses, we welcome the opportunity to work hand in hand with your incumbent.



Our team is ideally suited for flexible staffing. We have a mix of part-time and full-time employees and can vary our staffing level daily with notice. We are familiar with the trending enforcement of current building codes such as door blower test for new construction, ARC breakers, and reroof approaches for Peel and Stick roofs.

Our availability is key to this contract. We are readily available with surplus staff and are only operating at 25% capacity. JPI staff regularly attends online seminars in Advanced Building Code Changes for the 7<sup>th</sup> Edition of the FBC and attends seminars for the Changes relative to the 2018 IBC.

We mitigate delays by the utilization of our one week and three week look ahead schedules. This informs our staff of upcoming work and tentatively reserves our staff for you. In addition, we meet your on-demand requests mainly through the use of our part-time employees. Our part-time employees understand that they are on call for additional work. We have part-time employees working on other contracts who can service fluctuations for County needs.

For example, a part-time employee who is scheduled for two days can easily work up to three additional days on short notice. Whereas a full-time employee working five days, iteratively, cannot work additional days in a five-day work week. In addition, our client can reserve our services as far in advance as they see fit. For example, the COUNTY could say, “JPI, we need an inspector for half days for the next three months” and we will reserve for you. Expanding, the COUNTY could say, “JPI, we need five inspectors on March 23<sup>rd</sup> to cover our in-house CPR training” and we will reserve five inspectors for you on that day.

The approach that we provide is multi-discipline in nature. We attempt to staff contracts with versatile multi-discipline employees. This allows us to provide continuity of staffing by providing you with the same staff member (s) over a long-term basis. We do this to customize our service to suite your needs by allowing you to develop daily ongoing relationships with our staff. Also, our experience is key. We have inspectors who range with over 50 years of experience in the industry and will minimize risk and enhance public safety.

Again, the approach is multi-discipline. Specifically, to plans review, our staffing includes architects and engineers who are the peers of the individuals submitting plans to you. Our plan reviewers are colleagues to the applicant typically and can communicate and work out application items while the plans are reviewed in the office. This provides, in our opinion, more complete plans and less doubt and risk for the field inspectors.

Our multi-discipline staffing provides the following project opportunities:

- 1) One inspector per job site – The end user will only need to wait for one inspector to complete multiple inspections at their job site
- 2) Second set of eyes- multi-discipline inspectors assigned to one trade can provide a cursory review of the status of other trades

We recommend that challenges be addressed using the notice/ no fee process. If we can provide a notice with no-fee to a contractor, it allows us to advise them of a probable concern with the shock of the red tag. We typically reserve the red tag for a safety, code violation, or stop work





type issue. The notice/ no fee allows the contractor to work out details. This avoids conflicts on the site.

Also, our highly experienced inspectors are also excellent plan reviewers. We can review plans on site and typically identify plan omissions. These are areas where our code knowledge comes into play as the plans do not necessarily detail all items specific to the project.

One our innovations is through our multi-trade professional licensure and local staffing/ knowledge. As such, we can provide on call support to each other in the field to handle high work volume. On our current contract with the Pinellas County, we utilize staff from our Tampa Bay contracts in unison to assist each other. In addition, this allows for quality assurance and quality control procedures, including on the job training and mentoring, of our staff. On the current contract, as you recall, Mr. Payne was the first professional on the contract. Mr. Payne trained the 2<sup>nd</sup> person and 3<sup>rd</sup> person on the contract during their first few days on the project.

Another innovation is the diversity of our staff, including their work status. JPI possesses, intentionally, part-time employees. They are strategically utilized to address additional work requests from clients. As such, an employee that ordinarily works perhaps two days per week, would expand to work a five-day week should the client request the same. This allows JPI to easily increase weekly production capacity to meet your needs. Also, JPI can provide staffing to you with less than 12 hours' notice through having these part-time professionals available. For example, Mr. Talbert at Brevard County telephoned Mr. Payne on May 25<sup>th</sup> at 730pm, requesting an additional professional for the next day on May 26<sup>th</sup>. Mr. Payne fielded the call and contacted an available professional and responded to Mr. Talbert's service call within approximately 20 minutes with the requested staffing for May 26<sup>th</sup>.



### Firm Profile/ Firm History

JPI is a statewide professional services firm founded in 2010. The company is 100% Florida owned and 100% committed to municipal clients, with no contracts with private entities. Joseph Payne PE, President, is authorized to make representation for JPI. Mr. Payne’s phone number is 813.731.1501. Tasks will be administered from the Tampa location. JPI is a statewide professional service firm. Approximately 45 employees service our central Florida operations with 23 employees mainly in the Tampa Bay/ Central Florida area. The remainder of our employees service South and North Florida as needed. Currently, JPI performs 100% of the work with zero subconsultants.

JPI currently serves the City of Clermont, and has local staffing in Tavares, and commuting through Tavares, on a regular basis.

Our company’s operational capacity is 1800 hours per week. Currently, we are running at approximately 1400 hours per week billable which is our current and projected workload. We have up to 400 hours per week of surplus capacity available to service this contract. This is approximately ten full time equivalents. We are operating at 77.78% capacity with 22.22% availability. Our full-time employees are currently working part-time, and we need work.

Our current workload includes an average of 120 hours per week for City of Clermont, 80 hours per week for City of Palmetto, 160 hours per week for Pinellas County, 400 hours per week for Hillsborough County, and 120 hours per week for City of Palm Bay. The remaining workload comes from the operations in the Tampa Bay area, Space Coast, Treasure Coast and work that we have in the Jacksonville area. JPI is a statewide firm, and this is our current workload volume and location.

#### **JPI Production Capacity 2021**

	Available Hours	Scheduled Hours
1 Joe Payne	40	40
2 Greg Perlin	40	24
3 Jorge Cedeno	40	16
4 Mike Sutphin	40	16
5 Joe Aukstikalnis	40	24
6 Jack McCabe	40	16
7 Jason Steele	40	40
8 Cory Brockett	40	40
9 Bob Hightower	40	16
10 Doug Walton	40	40
11 Andrew Chupka	40	40
12 Juan Mastrapa	40	8
13 Greg Martin	40	32
14 John Wiggins	40	32



15	Andrew Manero	40	32
16	Eddie Page	40	40
17	Pete Swarr	40	40
18	Ezz Elgayar	40	40
19	Robert Bryce	40	24
20	Abraham Chabab	40	24
21	Scott Seigel	40	40
22	Andrew West	40	40
23	Dan Folwell	40	40
24	Charles M. Nolan	40	40
25	Roy Sabeen	40	40
26	David Wilcox	40	24
27	Rick Hoepner	40	40
28	Jose Lopez	40	40
29	John Curtis	40	32
30	Ryan Ferry	40	40
31	Mark Thornbloom	40	40
32	Jon Thomas	40	40
33	Richard Kent	40	40
34	Glenn Hall	40	24
35	David Larson	40	40
36	Jack Fahey	40	24
37	David Beveard	40	40
38	Kevin Singley	40	40
39	Michael Tew	40	40
40	Julie Daniels	40	40
41	Marcella Lambert	40	8
42	Donna Lindsay	40	8
43	Mike Provanca	40	8
44	Tony Murphy	40	40
45	David Kweller	40	8
Total Operating Capacity (hours)		1,800	
Current Production Level (hours)			1,400
Current Production Level (%)			77.78%
Total Unused Capacity (hours)			400
Total Unused/ Available Capacity (FTE)			10



The special resources that we utilize are standard checklists and references, both in hard copy and digital subscription form. JPI has a digital subscription to the ICC Code Library, which allows us to access ICC, FBC, and other code libraries for reference. Also, we may attend their online seminars with our subscription. In addition, JPI complete CEUs in the Building Code trade and Site Planning trades. JPI staff possesses design code references in hand while completing work in hard copy and digital format. This includes ICC code check books. FBC checklists, and checklists from other municipalities which we find to serve as an ideal reference.

JPI possesses corporate software licenses which allow us to complete work in a timely manner. JPI possesses a corporate BlueBeam License, so employees can complete remote plan reviews in BlueBeam and stamp review plans. BlueBeam can also be used for Planning and Zoning applications. JPI can create plan review stamps for services. The focus here is that JPI can complete in-house and remote plan review using modern plan review software. In addition, JPI maintains a corporate Adobe Acrobat DC Pro license which allows for editing and comment communications when reviewing pdf files. JPI employees utilize laptops, Ipads, and tablets for work. JPI employees possess current versions of the Android or iPhone and can complete work using their phones such as Accela and other forms of permit entry. JPI smart phones have the capability to complete virtual inspections with FaceTime, Zoom, or other platforms, should the client allow this within their standard procedures. JPI has the capability to also complete reviews in the field, importing field photos as necessary into the project library as allowable by the clients. JPI also has licensure in CADD design licensing and subscribes to online municipal codes. JPI utilizes this technical advantage to compete in the industry with significantly larger firms and provide a similar, and some clients would say a better, quality product than our competitors. JPI invests a significant portion of their operating budget in IT and software platforms to maintain a competitive edge. For overhead, we use advanced methods of Quickbooks and related software for managerial accounting, time keeping, and invoicing.

JPI possesses their own FTP site for file sharing with clients. This special resource allows us to receive work in large volumes for completion and the transfer of work product back to our clients. JPI uses checklists to automate our work and we are in the process of developing a program to automate our checklists. In the field, our use of the smartphones and tablets allows us to access project information through wi-fi capable devices.

### **Completed Attachment 3 – Reference Form (see attached)**

**Program Manager**  
**Joseph Payne, PE MBA**  
**16057 Tampa Palms Blvd, #242**  
**Tampa, FL 33647**  
**813.731.1501**  
[joepayneinc@gmail.com](mailto:joepayneinc@gmail.com)

**Program Manager resume (see attached)**

**Licenses (see attached)**

List no more than five projects which best illustrates qualifications relevant to the Solicitation. References must be less than five years old. LIST no more than two LAKE COUNTY GOVERNMENT PROJECTS (past, current, prime, and subcontractor) FIRST.

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Joe Payne, Inc. dba JPI

PROJECT NAME: RFP 20-002 – COMMERCIAL AND RESIDENTIAL BUILDING INSPECTION & PLANS REVIEW SERVICES

Agency: City of Clermont

Address: 685 W. Montrose St.

City, State, Zip code: Clermont, FL 34711

Contact Person: Mark A. Greiner, CBO, MCP

Title: Building Official

Email: mgrenier@clermontfl.org

Telephone: 352.241.7311

Project Cost: \$250k of professional services annually, more or less.

Contract Start and End Dates: 10/14/19 to current

SCOPE of Project (list tasks, outlines or descriptions of items): Commercial and Residential building inspection and plans review services for the Development Services Department

PROJECT NAME: 09-0-2019/SZ

Agency: City of Palm Bay Building Department

Address: 190 Malabar Rd SW, Suite 105

City, State, Zip code: Palm Bay, FL 32907

Contact Person: John Pearson, CBO and Val Perez, CBO

Title: Deputy Building Official and Building Official

Email: John.Pearson@palmbayflorida.org and Valentino.Perez@palmbayflorida.org

Telephone: 321.726.2794

Project Cost: \$400k of professional services annually, more or less

Contract Start and End Dates: 01/2018 to current

SCOPE of Project (list tasks, outlines or descriptions of items): Commercial and Residential building inspection and plans review services. In addition, complete temporary Building Official Services

PROJECT NAME: B-01-18-85 Professional Services for Building Inspection and Plans Review Services

Agency: Brevard County Planning and Development

Address: 2725 Judge Fran Jamieson Way

City, State, Zip code: Melbourne, FL 32940

Contact Person: Terry Talbert, CBO

Title: Building Official

Email: Terry.Talbert@brevardfl.gov

Telephone: 321-350-8251

Project Cost: Varies from \$200k to \$500k on an annual basis

Contract Start and End Dates: 9/2016 to current

SCOPE of Project (list tasks, outlines or descriptions of items): Professional Building Department services including the inspection of building construction projects permitted by the County for compliance with the Florida Building Code and specifications for compliance with the Florida Building Code and applicable related regulations. Commercial and Residential projects.

PROJECT NAME: RFQ 16778,1 Building Services Inspectors and Plan Examiners

Agency: Hillsborough County Center for Development Services

Address: 601 E Kennedy Blvd, 19th Fl

City, State, Zip code: Tampa, FL 33602

Contact Person: John Barrios, CBO

Title: Building Official

Email: BarriosJ@hillsboroughcounty.org

Telephone: 813.272.5600

Project Cost: Varies from \$1.2 to \$1.6M on an annual basis

Contract Start and End Dates: 12/2017 to current

SCOPE of Project (list tasks, outlines or descriptions of items): Commercial and Residential building inspection and plans review services

PROJECT NAME: City of Palmetto Professional Services – Building Department

Agency: City of Palmetto

Address: 601 17th Street W

City, State, Zip code: Palmetto, FL 34221

Contact Person: Mohammed F. Ryan

Title: Director of Public Works

Email: mrayan@palmettofl.org

Telephone: 941.723.4580

Project Cost: Varies from \$300k to \$400k on an annual basis

Contract Start and End Dates: May 2019 to current

SCOPE of Project (list tasks, outlines or descriptions of items): Consultant Building Official. Commercial and Residential building inspection and plans review services

## Licensee Details

### Licensee Information

Name: **PAYNE, JOSEPH (Primary Name)**  
Main Address: **9629 GRETNA GREEN DRIVE  
TAMPA Florida 33626**  
County: **HILLSBOROUGH**

License Mailing:

LicenseLocation:

### License Information

License Type: **Professional Engineer**  
Rank: **Prof Engineer**  
License Number: **55751**  
Status: **Current,Active**  
Licensure Date: **04/26/2000**  
Expires: **02/28/2023**

**Special Qualifications**      **Qualification Effective**  
**Civil**                              **04/26/2000**

### Alternate Names

[View Related License Information](#)

[View License Complaint](#)

**Data Contained In Search Results Is Current As Of 08/02/2021 06:17 PM.**

## Search Results

Please see our [glossary of terms](#) for an explanation of the license status shown in these search results.

For additional information, including any complaints or discipline, click on the name.

License Type	Name	Name Type	License Number/ Rank	Status/Expires
Registry	<a href="#">JOE PAYNE, INC.</a>	Primary	29882 Registry	Current

**Main Address\*:** 9629 GRETNA GREEN DR. TAMPA, FL 33626

[Back](#)

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### \* denotes

Main Address - This address is the Primary Address on file.

Mailing Address - This is the address where the mail associated with a particular license will be sent (if different from the Main or License Location addresses).

License Location Address - This is the address where the place of business is physically located.

[2601 Blair Stone Road, Tallahassee FL 32399](#) :: Email: [Customer Contact Center](#) :: Customer Contact Center: 850.487.1395

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# Joseph Payne PE, MBA

## Curriculum Vitae

### Credentials

Professional Engineer  
Florida License #55751  
Georgia License #33995  
Delaware License #15439 (inactive status)

### Corporate Office

5995 S A1A  
Melbourne, FL 32951

### Mailing Address – Corporate

16057 Tampa Palms Blvd., #242  
Tampa, FL 33647

### Phone

Cell: 813.731.1501

### Internet

E-mail: [joepayneinc@gmail.com](mailto:joepayneinc@gmail.com)

### Education

Masters of Business Administration  
University of South Florida, Tampa, Florida

Bachelor of Science in Civil Engineering  
Drexel University, Philadelphia, Pennsylvania

Graduate studies (Geotechnical Engineering- 1998)  
New Jersey Institute of Technology, Newark, New Jersey

### Additional Education:

CEUs for bi-annual FLPE renewal cycle – 2021  
Florida Department of Financial Services (Neutral Evaluation) –2013  
Florida Department of Financial Services (Mediation) - 2014  
1802 Wind Hazard Mitigation Training – April 2011  
Advanced MOT Work Zone – 2005  
Amtrak Contractor Safety Training - 1999  
OSHA 40 Hour Hazwoper – 1997

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### Professional Associations

Florida Board of Professional Engineers, Case Reviewer  
Hillsborough County Plumbing Board of Adjustment, Appeals and Examiners (Engineer)  
Hillsborough County Land Use Appeals Board (2009-2010)  
Westchase Association Board of Directors (2007-2009)

## **Areas of Concentration**

Municipal Services  
Expert Witness  
Quality Assurance and Control Manager  
General Civil/ Site Engineering  
Public Sector Market Development  
Environmental Resource Permitting  
Pond Siting Reports  
D.O.T. Drainage Connection Permits  
Public Meetings

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## **Professional Experience**

### ***Joe Payne Inc., Tampa, FL 2009-current***

#### **President**

President of a full service civil engineering firm. Owner and Principal-In-Charge of three service lines (Municipal Service Line, Civil/Site Engineering, and Federal/State). Consultant for twenty-five municipalities in the State of Florida. Provide professional opinions and consultation.

Consultant for the Florida Board of Engineers. Complete plan reviews and provide professional opinions for complaint cases involving building code, sinkhole, site plans, inspections, and related professional activities. Provide professional opinions.

Consultant for the Florida Department of Financial Services. Engineering and Financial Management consultation.

Completed neutral evaluation for Department of Financial Services for sinkhole loss verifications and remediation methods. Cases in Hillsborough, Hernando, Pasco, Highlands, and other counties throughout Florida.

### ***Louis Berger Group, Inc., Florida Statewide, 2013-2014***

#### **Special Consultant – Contract Role**

Consultant for Louis Berger Group Florida Statewide marketing and business development pursuits. Project Manager for several Design-Build pursuits with a large international Design-Build contractor in South Florida. Project Manager for pursuits along SR 826 and HEFT. Proposal Manager for the Louis Berger team on the I-4 Ultimate P3 project. Proposal Manager for the Interstate Program Manager pursuit and Emergency Response General Consultant pursuits for FDOT.

### ***Greenhorne & O'Mara, Clearwater, FL 4/08 to 8/09***

#### **Project Director**

Worked as a Project Manager and Technical Director for a nationally ranked general civil and transportation consulting firm located in Tampa Bay. Project Manager for professional service contracts in the one million to three million dollar range. Won the Hillsborough County TTF-2a contract at Broadway and Falkenburg which was the first

Hillsborough County public works contract at the office. Closed FDOT Design-Build contracts for work in FDOT 2. Brought in construction permitting and dewatering contracts for work in Collier County. Set-up teaming agreements for contracts for FDOT Design-Build projects and shortlisted on D4 work. Project Director for Hillsborough County Public Works contracts. Assists the Office Manager in reaching \$2.5 million dollar sales goal for public sector clients, primarily City, County, and alternate bid FDOT projects. Corporate restructuring led me to pursue a new home to continue my career.  
*References: Matt Fabrizio (Frmr. Project Manager), 727.423.0202*

***TY Lin, Inc., Tampa, FL 7/05 to 4/08***

Associate/ Project Manager

Project Manager and Technical Lead Drainage Engineer for the Tampa Business Unit of an international structural and transportation engineering firm. Won the Hillsborough County General Civil Service contract for the office. Brought in several FDOT 1 DEMO assignments under prior contracts. Shortlisted on several Districtwide Drainage contracts and invited by FDOT 1 to present for them at the 2007 FICE conference. Project Manager for DOT reconstruction and County intersection improvement projects. Senior Drainage Engineer on multi-lane widening, new construction, and reconstruction highway projects. Engineer of Record for engineering work associated with Water Management District permitting of stormwater management facilities. Responsible for conformance to the FDOT Drainage Design Policy and the State of Florida regulatory standards and statutes. Senior Quality Control and Quality Assurance official for the Tampa Business Unit's Roadway Drainage Design activities. Represent clients at formal and informal Public Meetings.

*Reference: John Darling (Frmr. Office Manager) 813.205.4623*

***American Consulting Engineers of Fla, Inc., Land O' Lakes, FL 4/04 to 7/05***

Senior Drainage Engineer/ Project Manager

Statewide Drainage Engineer for a national transportation engineering firm. Senior Drainage Engineer on multi-lane widening, new construction, and reconstruction highway projects. Engineer of Record for work associated with Water Management Districts. Project Manager for City and County municipal projects with construction costs under one million dollars. Represented clients at formal and informal Public Meetings. Pursued and won several CDD contracts. Considered ownership opportunities until TYLIN approached me with a more affordable stock ownership plan.

*Reference: John Kilgore (Office Manager) 813.927.0061*

***Coastal Engineering, Inc., Brooksville, FL 3/03 to 4/04***

Assistant Director

Assistant Director for a privately owned site and civil engineering firm. Won and closed approximately an average of \$25-50k of contracts per week with private clients during a very "hot" development market. Directed a 15 member technical staff completing residential and commercial construction plans for private developers. Engineer of Record for engineering work associated with Water Management District permitting, DOT Drainage Connection Permits, DOT Driveway Connection Permits, DOT Utility Permits, DOT R/W Permits, and DOT Access Management Connection Permits. Represented clients at Public Meetings.

*Reference: Tom Mountain (Office Manager) 352.796.9423*

***Florida Department of Transportation, Tampa, 9/01 to 3/03***

Assistant District Drainage Engineer

Worked as a Lead Permit Official for D.O.T. Drainage Connection Permit Reviews. Senior Engineer for engineering services completed by the Department for public services. Represented the State at formal and informal Public Meetings. Engineer of Record for engineering work associated with Water Management District permitting of stormwater management facilities.

*Reference: Dwayne Kile (Frmr. Office Manager), 727.572.7111*

***Dames & Moore/ URS, Inc., Tampa, 7/00 to 9/01***

Senior Drainage Engineer

Received an opportunity for a full time position at Dames & Moore. Engineer of Record for Roadway Drainage Engineering services on public transportation projects. Engineer of Record for engineering work associated with Water Management District permitting of stormwater management facilities.

*Reference: Matt Fabrizio (Frmr. Project Manager), 727.423.0202*

***System One - 6/99 to 7/00***

Contract position – Drainage Engineer

Designer and Engineer for roadway drainage consultation on public transportation projects. Designer and coordinator for engineering work associated with Water Management District permitting of stormwater management facilities.

*Reference: Kevin Knudsen (Office Manager), Rob Garrigues (Frmr Supervisor) 813.289.5550*

***Frederic R. Harris, Inc., Philadelphia, PA 8/98 to 6/99***

Civil Designer

Relocated back to Philadelphia to work for a major transportation company. Civil and Transportation Designer for a national transportation and public infrastructure engineering firm. Stormwater Management Design on road widening projects.

*Reference: Timothy Gunner (Former Department Manager)*

***McNally Engineering. Oakland, NJ 4/97 to 8/98***

Project Manager

Brown Caldwell was in the process of acquiring Eckenfelder. Pursued a management opportunity with McNally Engineering for job stability. Managed the design of small site and civil engineering service contracts. Coordinated environmental permits for these activities.

*Reference: Mike McNally, Owner*

***Eckenfelder/ Brown Caldwell, Inc., Ramsey, NJ 8/95 to 4/97***

Project Designer

Civil and Environmental Designer for a waste management division of a national environmental engineering firm. Completed a six month construction quality assurance assignment for a groundwater pump, treat, and reinjection system.

*Reference: Mike Monteleone (Former Office Manager)*