

An aerial photograph showing a two-lane road with yellow center lines and white edge lines. The road curves through a landscape of green fields, dense trees, and some residential buildings. In the distance, a water tower and a utility tower are visible against a clear blue sky. The overall scene is bright and sunny.

# LAKE COUNTY

RSQ 22-901

NORTH LAKE TRAIL PHASE 3 PD&E STUDY

## 01. VENDOR PROFILE



September 29, 2021

Lake County Office of Procurement Services  
Bill Ponko, CPPB  
315 W. Main Street, Suite 441  
Tavares, FL 32778

**RE: RSQ 22-901 - North Lake Trail Phase 3 PD&E Study:**

Dear Selection Committee:

Halff has a passion for developing trails throughout Florida. In support of expanding Lake County's trails system, Halff Associates, Inc. (Halff) is pleased to offer our support in the preparation of the North Lake Trail Phase 3 Project Development and Environment (PD&E) Study which extends approximately 19 miles from East Collins Street in Umatilla to SR 40.

**Halff** is proud to be part of the Central Florida Region, with its acquisition of BESH, that began in Lake County more than 20 years ago. As demonstrated in this statement of qualifications, we believe our experience working with Lake County—in addition to our unparalleled experience with trail design and PD&Es in Florida—makes the Halff team the strongest team to successfully complete this project.

**Why the Halff Team?**

By working with the Halff team, the County will benefit from our team of landscape architects, planners, engineers, environmental specialists, designers, and technical staff who are experts in parks and trails and also leaders in their technical professions. Key strengths of this team include:

**Extensive experience with strategic planning for parks and trails.** Halff has a passion for developing trails throughout Florida. Since 2007, we have assisted the Florida Greenways and Trails Foundation with marketing opportunities to link a series of existing non-continuous trails into connected greenways, including the Shared Use Non-motorized (SUN) Trail system across Florida. Halff has prepared more than 100 park system master plans and designed hundreds of miles of Florida trails. While we have worked with a wide range of communities, including many similar in size and context to Lake County, each of our plans is tailored to meet the specific needs of that individual community—drawing from extensive experience and lessons learned. Our team's representative projects include:

- Cross Florida Greenway Mapping — prepared kiosks and planning maps to show trailheads, trail types, and amenities
- Florida National Scenic Trail Mapping — prepared GIS data, exhibits, and presentations for stakeholders
- Babcock Ranch Preserve Recreation Master Plan — created recreational opportunity guidelines for the U.S. Forest Service

**Expertise with the federal NEPA documentation process.** Halff, along with our major subconsultant, Kimley-Horn and Associates, Inc., have successfully completed dozens of PD&E studies for Florida Department of Transportation (FDOT) and local governments, including:

- Gopher, Frog, and Alligator Trail, a 53-mile paved trail located in the Apalachicola National Forest
- Space Coast Trail, a 30-mile paved trail within the Merritt Island National Wildlife Refuge and the Canaveral National Seashore

Our team's experience will ensure this project complies with federal National Environmental Policy Act (NEPA) requirements and is eligible for federal funding.

**HALFF ASSOCIATES, INC.**

902 N. SINCLAIR AVE. TEL (352) 343-8481  
TAVARES, FL 32778 FAX (352) 343-8495  
WWW.HALFF.COM

**Strong team leadership.** Halff brings highly experienced leadership to this effort. Principal-in-Charge, Duane Booth, PE, has 34 years of experience in roadway design and has worked extensively with Lake County. As an Umatilla resident, he offers unmatched insight about the corridor and his strong working relationship with the U.S. Forest Service and Friends of Lake County Trails organization will help streamline communication with stakeholders. Project Manager, Gary Phillips, AICP, has 34 years of experience in transportation planning, public involvement, and PD&E studies. Gary is extremely knowledgeable of the NEPA process having been responsible for writing and reviewing many revisions of FDOT's PD&E manual. Supporting Gary with the management of this study is Deputy Project Manager, Jim Wood, AICP. Jim has more than 25 years of experience which includes serving as Chief Planner for FDOT and Chief of Greenways and Trails for the Florida Department of Environmental Protection (FDEP). His experience advancing trails and greenways policies, plans, programs, and projects in Florida for more than two decades will prove to be valuable on this trail PD&E study.

**Strong staff capacity and ability to perform.** With more than 160 employees in Florida and 1,080 company wide, Halff has more than ample resources to allocate to this project. The resources of our talented local subconsultants provide even more depth of staff to expedite this study. We will commit the experience and creativity of a core team of engineers, planners, landscape architects, and architects to work side-by-side with Lake County to respond to its goals and objectives. Our approach is a collaborative and innovative process that is tailored to each project, with a focus on client and stakeholder engagement and deliverance of detailed professional products with strong implementation strategies.

We appreciate your consideration of our qualifications and look forward to the opportunity to continue to work with Lake County.

Sincerely,

Halff Associates, Inc.



Duane Booth, PE  
Vice President

*As the signatory of this RSQ, I am authorized to bind Halff Associates, Inc.*

**ENR**  
**TOP 500**  
**RANKING**  
**NO. 102**

Halff is ranked # 102 in *Engineering News-Record Magazine's* list of the top 500 design firms in the United States.

Halff has been providing services for both public and private sector clients for more than 70 years. With landscape architects, arborists, planners, and engineers on staff, we have experience in tackling the most difficult and challenging projects. Our professionals achieve excellence through strong dedication and enthusiasm toward their respective professions. We achieve project goals and objectives that are functional, environmentally sensitive, easily maintainable, aesthetically pleasing, and within budget/schedule constraints.

**Halff has no conflicts of interest due to other clients or contracts, and no property interests in this project.**



#### OUR COMMITMENT TO YOU

- Proactively seek the best creative solutions to meet Lake County's needs
- Focus on delivering excellence and exceptional value to the County
- Practice ethics at all levels based on the standards of our profession and on the principles of fairness, integrity, honesty, and respect
- Continue to pursue innovative technological skills to improve the quality of our services

## FIRM PROFILE/FIRM HISTORY

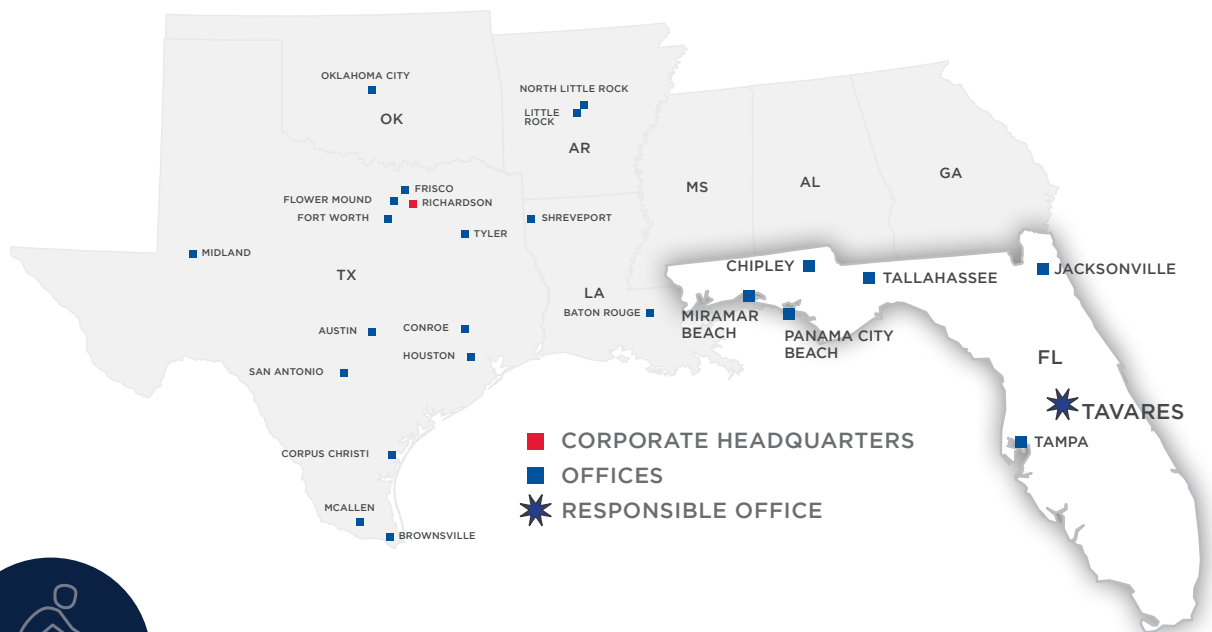
Halff Associates, Inc., is an employee-owned full-service engineering and architecture firm headquartered in Richardson, Texas. The firm was founded in Dallas in 1950 by Albert H. Halff, PhD-Eng., PE. Today, Halff Associates preserves Dr. Halff's legacy of integrity, dedication to client service, and commitment to quality.

The firm provides services throughout the Southwest and Southeast from 25 offices in Texas, Oklahoma, Louisiana, and Florida. The firm's staff of 1,080 includes engineers, architects, planners, scientists, and surveyors. Our Lake County office, located at 902 North Sinclair Avenue in Tavares, will serve as the primary office responsible for the project management, coordination, and administration of this contract with support from Halff's other Florida locations.

We are a progressive firm committed to providing value with creative solutions to design challenges.

Services provided by Halff include:

- Planning and Landscape Architecture
- Construction Services
- Environmental
- Geographic Information Systems
- Intelligent Transportation Systems
- Land and Site Development
- Mechanical/Electrical/Plumbing Engineering
- Oil and Gas
- Architecture
- Public Works
- Right of way Acquisition
- Software Development
- Structural Engineering
- Subsurface Utility Engineering/Utility Coordination
- Surveying
- Transportation
- Visualization
- Water Resources
- Water/Wastewater



Senior level Halff members, Robert Ern, Jr., PE (Tavares office), and Mark Llewellyn, Sr., PE, are honorary board members of the Florida Greenways & Trails Foundation.

# Minority Business Enterprise/ Disadvantaged Business Enterprise

Halff Associates, Inc., is not a Minority Business Enterprise (MBE), or Disadvantaged Business Enterprise (DBE). However, we have a demonstrated history of teaming with highly qualified, certified businesses.

Three of our five subconsultants for this pursuit are MBE/DBE businesses. A list of their certifications, as well as copies of some of their certifications are provided below. For additional information about our subconsultants, please reference Tab 4.

Archaeological subconsultant, **Archaeological Consultants, Inc. (ACI)**, is certified by the State of Florida as an (MBE), and a Disadvantaged Business Enterprise (DBE)m and a Woman Owned Small Business (WOSB) with the federal government.

Environmental subconsultant, **Pritchard Environmental LLC**, is certified by the State of Florida as a FDOT Florida Small Business Enterprise (SBE), and a Palm Beach County Small W/MBE.

Social cultural and section 4(f) subconsultant, **Vrana Consulting, Inc. (VCI)**, is certified as a DBE under the Florida Unified Certification Program (FDOT), a Small Business Enterprise (SBE) by FDOT, and a Woman Business Enterprise (WBE) by the State of Florida.



Florida UCP DBE Directory	
Number of Records Returned:	1
Selection Criteria:	
Vendor:	PRITCHARD ENVIRONMENTAL LLC
<hr/>	
Vendor Name:	PRITCHARD ENVIRONMENTAL LLC
DBE Certification:	CERTIFIED
DBA:	
Business Description:	OTHER SCIENTIFIC AND TECHNICAL CONSULTING SERVICES
Mailing Address.1:	6138 WOOD CREEK COURT JUPITER, FL 33458
Contact Name:	CHRISTINE F PRITCHARD
Email:	CFR@PEN@GOL.COM
Statewide Availability:	Y
Certified NAICS:	541620 Environmental Consulting Services
Phone:	(561) 818-2751
Fax:	(561) 748-7509
ACDBE Status:	N
MBE Certification:	
Former Name:	



## Florida Department of Transportation

CHARLIE CRIST  
GOVERNOR

605 Suwannee Street  
Tallahassee, FL 32399-0450

STEPHANIE C. KOPELOUSOS  
SECRETARY

March 4, 2010

### Certified Mail – Return Receipt Requested

Vrana Consulting, Inc.  
Ms. Tammy Vrana  
260 Tucker St.  
Safety Harbor FL 34695

### ANNIVERSARY DATE – Annually on 3/3

Dear Ms. Vrana:

The Florida Department of Transportation [FDOT] is pleased to announce that your firm is certified under the **Florida Unified Certification Program [UCP]** as a **Disadvantaged Business Enterprise [DBE]** in accordance with Part 49 Section 26, Code of Federal Regulations.

DBE certification is continuing, but is contingent upon the firm maintaining its eligibility annually through this office. You will be notified of your annual responsibilities in advance of the **Anniversary Date**. You must submit the annual **AFFIDAVIT FOR CONTINUING ELIGIBILITY** no later than the **Anniversary Date**. Failure to do so will result in immediate action to remove certification.

Only those firms listed in the UCP DBE Directory, are certified by Florida UCP Members. **Prime contractors and consultants should verify your firm's DBE certification status, and identify the work area(s) for which the firm is DBE eligible, through this Directory.**

Your firm will be listed in Florida's UCP DBE Directory which can be accessed via the internet, at <http://www.bipincwebapps.com/biznetflorida/> or through The Department's website at [www.dot.state.fl.us/equalopportunityoffice](http://www.dot.state.fl.us/equalopportunityoffice), then select "DBE Directory."

DBE certification is **NOT** a guarantee of work, but enables the firm to compete for, and perform, contract work on all USDOT Federal Aid (FAA, FTA and FHWA) projects in Florida as a DBE contractor, sub-contractor, consultant, sub-consultant or material supplier.

[www.dot.state.fl.us](http://www.dot.state.fl.us)



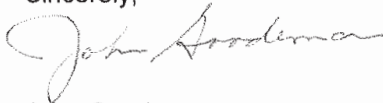
If, at any time, there is a material change, you **must advise this office, by sworn affidavit and supporting documents, within thirty [30] days.** Changes include, but are not limited to, ownership, officers, Directors, management, key personnel, scope of work performed, daily operations, on-going business relationships with other firms or individuals, or the physical location of your firm. After our review you should receive instructions as to how you should proceed, if necessary. Failure to do so will be deemed a failure, on your part, to cooperate, and will result in immediate action to Remove DBE certification.

Your firm is eligible to compete for, and perform, work on all USDOT Federal Aid projects throughout Florida, and may earn DBE credit for work performed in the following areas:

<b>NAICS:</b>	<b>FDOT Specialty Code &amp; Description</b>
541990	300-Transportation Planning
541820	968-Public Relation Services

All other concerns should be directed to this office by mail or telephone. Our telephone number is (850) 414-4747. Our Fax number is (850) 414-4879

Sincerely,



John Goodeman  
DBE, Certification Manager



# State of Florida Board of Professional Regulation

The screenshot shows the Florida DBPR Online Services interface. The header includes the Florida DBPR logo and the text 'DBPR ONLINE SERVICES'. A navigation menu on the left lists options like 'Log On', 'Search for a Licensee', and 'Apply for a License'. The main content area displays 'Licensee Details' for 'HALFF ASSOCIATES, INC. (Primary Name)' and 'BESH HALFF (DBA Name)'. The details are organized into sections: License Information, License Information, Special Qualifications, and Alternate Names.

License Information	
Name:	HALFF ASSOCIATES, INC. (Primary Name) BESH HALFF (DBA Name)
Main Address:	1201 N BOWSER RD RICHARDSON Texas 75081
County:	OUT OF STATE
License Mailing:	
LicenseLocation:	

License Information	
License Type:	Registry
Rank:	Registry
License Number:	33380
Status:	Current
Licensure Date:	09/12/2019
Expires:	

Special Qualifications	
	Qualification Effective

Alternate Names	



“Halff is heavily invested in the area and would be well suited in working with the local stakeholders while relying on the expertise of Kimley-Horn to handle the environmental concerns of the U.S. Forest Service. A local relationship and knowledge of the stakeholders, along with strong environmental resources, will be critical as the PD&E process evolves.”

Michael A. Stephens | Friends of Lake County Trails



## Reference Form

### ATTACHMENT 3 – REFERENCES FORM

22-901

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.

Halff Associates, Inc.

PROJECT NAME: CR 455 Extension/Hartle Road

Agency: Lake County BOCC/Mattamy Homes

Address: 315 West Main Street, Suite 441

City, State, Zip code: Tavares, FL 32778

Contact Person: Seth Lynch

Title: Project Manager

Email: slynch@lakecountyfl.gov

Telephone: 352-253-6000

Project Cost: \$2,535,000

Contract Start and End Dates: 2017-2019

SCOPE of Project (list tasks, outlines or descriptions of items): Halff provided engineering design, permitting, utility coordination, and post-design services for the construction for Hartle Road from the existing terminus at Lake County Fire Station to the southerly boundary of the Waterbrooke project. Halff designed 4,400 LF of 4-lane divided, urban roadway with 4-foot bike lanes, 12.5-foot multipurpose trail, and a 5-foot sidewalk within a 120-foot right of way. Plans were designed to meet all Lake County and FDOT design requirements for a 45 mph design speed facility.



PROJECT NAME: St. Marks Trail Connection

Agency: FDOT District Three

Address: Highway 90 East

City, State, Zip code: Tallahassee, FL 32428

Contact Person: Pam Miner

Title: Project Manager

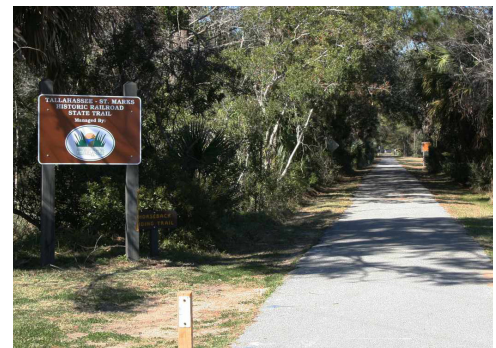
Email: pminer@moffattnichol.com

Telephone: 850-845-0325

Project Cost: \$312,000

Contract Start and End Dates: 2019-2020

SCOPE of Project (list tasks, outlines or descriptions of items): Provided landscape improvements along a recently constructed multi-use trail beginning at Wakulla High School extending east approximately 12 miles terminating into the historic St. Mark's Trail. Trail crossed through forested rural areas, in front of businesses, residences, a boat launch, and crossed US 98 at multiple locations. Landscape design focused on providing safety for the users by utilizing selective clearing to not only remove nuisance and exotic species from the site but to improve visibility and therefore increase safety for the users. Safety was also considered at trail crossings as plantings were used to alert users of potential pedestrian/vehicular conflicts. Fall color and wildflower areas along the trail were included for visual interest. Extensive public



**ATTACHMENT 3 – REFERENCES FORM****22-901**

involvement was provided to learn and incorporate the vision of the client and other stakeholders.

**PROJECT NAME:** Marjorie Harris Carr Cross Florida Greenway,  
Landbridge Phase Paved Recreational Trail

**Agency:** Marion County, FL

**Address:** 2631 SE 3rd Street

**City, State, Zip code:** Ocala, FL 34471

**Contact Person:** H. Elton Holland, PE

**Title:** Transportation Engineer

**Email:** Elton.holland@marioncountyfl.org

**Telephone:** 352-671-8681

**Project Cost:** \$3,300,000

**Contract Start and End Dates:** 2016-2018

**SCOPE of Project (list tasks, outlines or descriptions of items):** This was a design/build project for a 6-mile segment of the Greenway Trail system. Halff provided design, permitting, and construction services for a 12-foot-wide, multi-use paved trail, that also included the design and construction of a tunnel crossing at CR 484. Accommodations for all trail users (equestrians, hikers, bicyclists, horse-drawn carriages) were incorporated into the design with special consideration given to safety at all crossings with signage and striping. Due to the environmentally sensitive nature of the trail corridor, minimizing potential impacts from grading and horizontal alignments were incorporated into the design.



**PROJECT NAME:** Triple Creek Community

**Agency:** Florida Fish and Wildlife Conservation Commission

**Address:** 620 South Meridian Street 5B4

**City, State, Zip code:** Riverview, FL 32399

**Contact Person:** Jerrie Lindsey

**Title:** Project Manager

**Email:** jerrie.lindsey@myfwc.com

**Telephone:** 850-410-4951

**Project Cost:** \$621,000

**Contract Start and End Dates:** 2020-Ongoing

**SCOPE of Project (list tasks, outlines or descriptions of items):** Halff provided master planning, design, permitting, and construction services. The firm also serves as the District Engineer for the CDD on the 1,050 acre, 2,000+ unit mixed-use project. The project includes multiple amenity features including miles of paved trails, numerous wetlands, a lake, creek system and hundreds of acres of preservation land. Additionally, there are several community pools, playgrounds, and recreation areas. Monument signs, landscape, and irrigation are also under the direction of the CDD Engineer. Example services include evaluation of flooding issues on District property, consideration of additional landscaping and/or fencing to provide buffering between District property and adjacent land, evaluation of resident complaints, negotiation of penalties resulting from unauthorized habitat impacts from adjacent property owners, oversight of District



**ATTACHMENT 3 – REFERENCES FORM****22-901**

construction projects, oversight of District construction budgets, attendance at District public meetings, cost estimates, engineer’s reports, and assistance with bonding. Services related to this project have been provided for multiple clients in numerous phases spanning more than 15 years. Halff provided conceptual design of a .25 mile fitness trail utilizing outdoor fitness equipment for users of all ages and capabilities. The landscape included the use of native plant palette, wetland plantings, and the use of complimentary colors and contrasting textures. Plantings were designed with seasonal blooms and fall color amongst evergreen plant materials with varying textures to provide interest and year-round appeal. Grand oaks and other trees were preserved and planted around as anchors to the design. Trails were placed appropriately with canopy trees to provide for human comforts while maintaining vies of important site features, such as the 50-acre lake. Plantings were also used to screen views and provide privacy for residents.

PROJECT NAME: Space Coast Trail  
 Agency: FDOT District Five  
 Address: 719 South Woodland Boulevard  
 City, State, Zip code: Deland, FL 32720  
 Contact Person: Lorena Cucek  
 Title: Planning & PD&E Project Manager  
 Email: Lorena.Cucek@dot.state.fl.us  
 Telephone: 386-943-5392



Project Cost: \$1,111,000 (PD&E) / \$2,500,000 (Design)

Contract Start and End Dates: PD&E: 2016–2020 /Design: 2019–Ongoing

SCOPE of Project (list tasks, outlines or descriptions of items): Kimley-Horn led this PD&E Study that encompassed more than 30 miles of paved trails within the Merritt Island National Wildlife Refuge (MINWR) and Canaveral National Seashore (CANA) in Brevard and Volusia Counties, all within federal lands. After the completion of the PD&E study, design began on an 11-mile segment. This trail is part of the SUN Trail network and a segment of the Coast-to-Coast Trail. The project included extensive coordination with the U.S. Fish and Wildlife Service (USFWS), National Park Service (NPS), and National Aeronautics and Space Administration (NASA). Monthly coordination meetings were held with the federal agency partners to discuss progress, share information, and ensure that the project was completed on schedule. The PD&E study involved the preparation of an Environmental Assessment for USFWS and NPS signature in addition to a State Environmental Impact Report (SEIR) for District Five signature. For the 11-mile design segment, components of the design included: roadway design, milling and resurfacing, intersection design, ADA accommodations, pavement design (concrete pavement for railroad crossing), structural design (box culvert), drainage design, environmental services, signing and pavement markings, Rapid Rectangular Flashing Beacon (RRFBs) at roadway crossings, utility coordination, and environmental permitting.

Please see Section 7 for additional representative projects.