




RFP No: 2025-012

# ANNUAL CONTRACT FOR PLAN REVIEW SERVICES

City of Fort Pierce, Florida



Grounded in Excellence

<p><b>DELIVER TO:</b>          City of Fort Pierce, Purchasing Division          Room 101          100 North U.S. #1          Fort Pierce, FL 34950</p> <p><b>MAIL TO:</b>          City of Fort Pierce Purchasing Division,          Room 101          P.O. Box 1480          Fort Pierce, FL 34954-1480</p>	<p align="center"><b>CITY OF FORT PIERCE</b></p>  <p align="center"><b>REQUEST FOR PROPOSALS          and          PROPOSER ACKNOWLEDGMENT</b></p>
<p><b>Bid Writer:</b> LaTonya Hubbard, 772-467- 3102</p>	<p><b>RFP No:</b> 2025-012</p>
<p><b>Pre-Proposal Conference Date:</b>          N/A</p>	<p><b>RFP Title:</b> ANNUAL CONTRACT FOR          PLAN REVIEW SERVICES</p>
<p><b>Pre-Proposal Location:</b>          N/A</p>	<p><b>RFP Opening Location:</b>          City of Ft. Pierce Purchasing Division          Room 101          100 North U.S. #1, 1st Floor          Ft. Pierce, Florida 34950</p>
<p><b>RFP Due Date &amp; Time:</b>          3:00 PM, TUESDAY, JANUARY 21, 2025</p>	<p>If you need any reasonable accommodation for any type of disability in order to participate in this procurement, please contact this department as soon as possible.</p>
<p><b>Proposer Name:</b>          GFA International, Inc. dba Universal          Engineering Sciences  <b>Mailing Address:</b>          607 NW Commodity Cove</p>	<p><i>I hereby certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a bid for the same materials, supplies or equipment, and is in all respects fair and without collusion or fraud. I agree to abide by all conditions of this bid and certify that I am authorized to sign this bid for the bidder.</i></p> <p>X _____          Authorized Signature (Manual)</p>
<p><b>City, State, Zip Code:</b>          Port St. Lucie, FL 34986</p>	<p><b>Typed or Printed Name:</b>          Thomas Montano, PE</p>
<p><b>Type of Entity (Select one):</b>          Corporation <input checked="" type="checkbox"/> _____          Partnership _____          Proprietorship _____</p>	<p><b>Title:</b>          Branch Manager</p>
<p><b>Incorporated in the State of:</b> FL      <b>Year:</b> 1988</p>	<p><b>Delivery in</b> _____ <b>days, ARO</b></p>
<p><b>Phone Number:</b> (772) 924-3575</p>	<p><b>Payment Terms:</b> Net 30 Days</p>
<p><b>Fax Number:</b> (772) 924-3580</p>	<p><b>FEIN or SS Number:</b> 65-0874962</p>
<p><b>E-Mail Address:</b> tmontano@teamues.com</p>	<p><b>Local Business:</b> <input checked="" type="checkbox"/> Y <input type="checkbox"/> N    <b>MWBE:</b> <input type="checkbox"/> Y <input checked="" type="checkbox"/> N</p>
<p><b>Bid Security is attached, when required, in the amount of \$</b> _____          F.O.B. DESTINATION</p>	<p><b>If returning as a "No Bid" state reason:</b></p>
<p align="center"><b>THIS PAGE MUST BE COMPLETED AND RETURNED WITH YOUR BID</b></p>	

# TABLE OF CONTENTS

<b>COVER PAGE</b> .....	<b>2</b>
<b>TABLE OF CONTENTS</b> .....	<b>3</b>
<b>SECTION 1: TRANSMITTAL LETTER</b> .....	<b>4</b>
A. Transmittal Letter .....	5
<b>SECTION 2: ADDENDA ACKNOWLEDGMENT</b> .....	<b>7</b>
A. Acknowledged Addenda .....	8
<b>SECTION 3: BUSINESS REQUIREMENTS</b> .....	<b>9</b>
A. W-9 Form .....	10
B. Business License.....	11
<b>SECTION 4: QUALIFICATIONS/EXPERIENCE</b> .....	<b>12</b>
A. Organizational Background .....	13
B. Ability and Experience: Similar Services.....	14
C. Project Experience Within Five Years.....	16
D. Required Licenses to Perform Services .....	17
D. Staff Licenses .....	20
<b>SECTION 5: REFERENCES</b> .....	<b>23</b>
A. Reference Check Form .....	24
<b>SECTION 6: COST PROPOSAL</b> .....	<b>25</b>
A. Proposal Pricing Form.....	26
<b>SECTION 7: ADDITIONAL DATA</b> .....	<b>27</b>
A. City of Fort Pierce Proposal Checklist .....	28
E. Minority Participation and Outreach.....	29
C. Evidence of Insurance .....	32
C. Materials & Equipment to Be Used in Provision of Services .....	34
D. Staff Resumes .....	36
B. Drug-Free Workplace Form.....	46
F. Ability to Meet Time & Budget Requirements.....	47

SECTION 1

**TRANSMITTAL LETTER**

Date: January 21, 2025

Attention: City of Fort Pierce  
Purchasing Division - Room 101  
100 North U.S. #1 - 1st Floor  
Ft. Pierce, FL 34950

Reference: RFP No. 2025-012 Annual Contract For  
Plan Review Services

Dear Selection Committee Members:

GFA International, Inc., (GFA) dba Universal Engineering Sciences (UES) truly appreciates the opportunity to present our services and experience in response to RFP 2025-012 Annual Contract for Plan Review Services. We have a firm understanding of the scope outlined within and are confident that our capabilities and experience position UES as the ideal firm to execute this scope. We have served Fort Pierce clientele in a variety of ways for many years, and we are eager to build upon our relationship in support of the City of Fort Pierce' needs and vision.

In early 2020, GFA International, Inc. (GFA) and Universal Engineering Sciences, Inc. strategically merged, forming the UES Family of Companies—the largest, most experienced, resource-rich organization of its kind in the nation. This union has grown to include more than 12 other companies across the nation, from the Carolinas to California.

It is important to note that the leadership, personnel, and most importantly, the exemplary service typical of all companies included in the Universal Family of Companies remains unchanged. That being said, the increase in fleet, personnel, and technology will significantly benefit all clients associated with UES.

UES has over 86 fully operational and fully-staffed branches spanning the U.S., with 19 located in Florida. These strategically situated offices meet our clients' needs by providing local expert knowledge and solutions unique to the region. The wide distribution of our resources also means that we are able to rapidly respond to our clients and immediately allocate equipment and manpower.

Each office is staffed with dedicated professionals who are familiar with the region's geographic conditions, state, county, and city regulations, and who have developed strong working relationships with local specialized subconsultants and vendors.

Our team has decades of experience providing expert plans reviews for clientele and complex projects of all sizes, including municipalities similar to Fort Pierce. Our team's technical expertise, our specialized training, fleet of equipment, and wide scope of capabilities has assisted our clients in finding solutions to difficult and intricate challenges on various projects.

Our mission is to provide the City of Fort Pierce with cost-effective, efficient, and accurate Plan Review Services. Integrity is the keystone of our business relationship with all of our clients.

We understand that the selected firms must be appropriately qualified, licensed, and be an experienced vendor fully capable of providing review of building, plumbing, electrical, mechanical, and residential plans in accordance with the requirements of all applicable codes and ordinances.

Furthermore, we recognize the individuals performing these duties must possess a minimum of five years' construction industry experience, as well as valid licenses in good standing with the Department of Business and Professional Regulation.

When you work with UES, you'll be interacting with industry professionals who pride themselves on the highest level of integrity, dependability, ethics, and quality of work who are also exceptionally innovative, dynamic, and responsive. We want our clients to think of UES as an extension of their organizations and their trusted advisors.

Matthew Chaney will serve as Project Manager for this contract. He will assign personnel as projects are awarded and will oversee each project personally. Matthew will be involved in ensuring reviews are performed according to the scope of services and in developing the budget for each.

Our Port St. Lucie office has a network of support from our other Florida offices, including West Palm Beach and Rockledge. With multiple branch offices located near the city of Fort Pierce, UES is uniquely positioned to draw from a large pool of resources, skill sets, and capabilities in order to provide superior geotechnical services required under this contract.

Our Principals have thoroughly reviewed and understood this RFP, its related documents, and the anticipated scope of work. This Request for Proposal package has been made without collusion with any other person or entity submitting a proposal pursuant to this RFP. UES attests that the information provided in this RFP response is complete, current, and factual.

Our team is ready to serve as an extension of your staff, and we will represent the City of Fort Pierce in the best possible way. UES' reputation, facilities, and culture attract some of the industry's most experienced and knowledgeable professionals. Many of our staff have been with the company for 10 years or more. An unmistakable passion for excellence is ever-present, as is a camaraderie and eagerness to teach, learn, and contribute to our clients' success.

On behalf of our entire team, we would like to thank you for this opportunity, your time, and consideration. We look forward to working with the City of Fort Pierce and providing reliable plan reviews throughout this contract and beyond. If you need to contact us for any reason, please feel free to contact the undersigned.

Respectfully,  
GFA International, Inc. dba Universal Engineering Sciences



---

Tom Montano, PE - Port St. Lucie Branch Manager  
**Authorized Representative/Vendor Service Representative**  
(772) 924-3575  
tmontano@teamues.com  
607 NW Commodity Cove  
Port St. Lucie, FL 34986

SECTION 2

**ADDENDA**

**ACKNOWLEDGMENT**

**ADDENDA ACKNOWLEDGMENT**

GFA International, Inc. dba Universal Engineering Sciences recognizes that - as of submission date - no addenda have been issued for this opportunity.

SECTION 3

# **BUSINESS REQUIREMENTS**

W-9 FORM

Form **W-9**  
(Rev. March 2024)  
Department of the Treasury  
Internal Revenue Service

**Request for Taxpayer  
Identification Number and Certification**

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

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

**Before you begin.** For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See Specific Instructions on page 3.	<b>1</b> Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.) <b>GFA International, Inc.</b>	
	<b>2</b> Business name/disregarded entity name, if different from above. <b>DBA Universal Engineering Sciences</b>	
	<b>3a</b> Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only <b>one</b> of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor <input type="checkbox"/> C corporation <input type="checkbox"/> S corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input checked="" type="checkbox"/> LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) . . . . . <b>C</b> <b>Note:</b> Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions)	
	<b>3b</b> If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions . . . . . <input type="checkbox"/>	
	<b>4</b> Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) <b>N/A</b> Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) <b>N/A</b> <i>(Applies to accounts maintained outside the United States.)</i>	
	<b>5</b> Address (number, street, and apt. or suite no.). See instructions. <b>3532 Maggie Blvd</b>	Requester's name and address (optional)
	<b>6</b> City, state, and ZIP code <b>Orlando, FL 32811</b>	
<b>7</b> 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. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

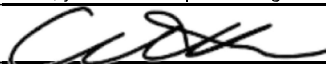
<b>Social security number</b>									
			-						
<b>or</b>									
<b>Employer identification number</b>									
6	5	-	0	8	7	4	9	6	2

**Part II Certification**

Under penalties of perjury, I certify that:

- 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
- 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
- I am a U.S. citizen or other U.S. person (defined below); and
- 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>01/02/2025</b>
------------------	---	---------------------------

**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).

**What's New**

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

**Purpose of Form**

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

**BUSINESS TAX RECEIPT - PORT SAINT LUCIE**



**CITY OF PORT SAINT LUCIE BUSINESS TAX RECEIPT**

PLEASE POST IN CONSPICUOUS PLACE OR KEEP ON PERSON  
 TERM: 10/01/2024 - 09/30/2025

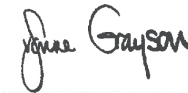
**2024 - 2025**

**BTR:** 127198

**Date Made:** 7/3/2024

**Business Name:** UNIVERSAL ENGINEERING SCIENCES

**Business Address:** 607 NW COMMODITY COVE  
 PORT ST LUCIE, FL 34986



Business Tax Authority

**Business Services:**

PROFESSIONAL ENGINEERING FIRM	\$134.00
	<b>\$134.00</b>

**REGISTRY - STATE OF FLORIDA**

**Licensee Details**

Licensee Information	
Name:	<b>GFA INTERNATIONAL, INC. (Primary Name)</b> <b>UNIVERSAL ENGINEERING SCIENCES (DBA Name)</b>
Main Address:	<b>1215 WALLACE DRIVE</b> <b>DELRAY BEACH Florida 33444</b>
County:	<b>PALM BEACH</b>
License Mailing:	
LicenseLocation:	
License Information	
License Type:	<b>Registry</b>
Rank:	<b>Registry</b>
License Number:	<b>4930</b>
Status:	<b>Current</b>
Licensure Date:	<b>02/12/1988</b>
Expires:	

SECTION 4

**QUALIFICATIONS/  
EXPERIENCE**

## ORGANIZATIONAL BACKGROUND

### UNDERSTANDING OUR GROWTH

Founded in 1988, GFA International, Inc. (GFA) is a full-service Engineering and Geological consulting organization providing Building Code Inspection Services, as well as Environmental, Geotechnical, Construction Materials Testing, Threshold and Special Inspections, and Private Provider services, across a broad spectrum of industries.

In early 2020, GFA merged with Universal Engineering Sciences and additional leading engineering firms. This combination of like-minded firms - complementary in professional services, core values, and customer service-centric views - formed the UES family of companies — the largest, most experienced, resource-rich organization of its kind in the U.S.

The success of this union was based on many key factors, one of which was geographic location. UES has 18 offices strategically located to service our clients throughout the state of Florida. For over 57 years, UES has successfully built our state-wide reputation for superior service, trustworthy business management, and strict attention to health, safety and innovative engineering. Regardless of the scale of the project, UES will develop a practical approach to successfully achieve your goals – on schedule and within budget.

Beyond our personnel, UES owns and operates one of the largest fleets of specialized vehicles and drill rigs in the southeast. These resources are strategically located at our offices throughout the eastern United States and can be rapidly deployed to any location within our operational area usually the same day.

### LOCAL EXPERTISE

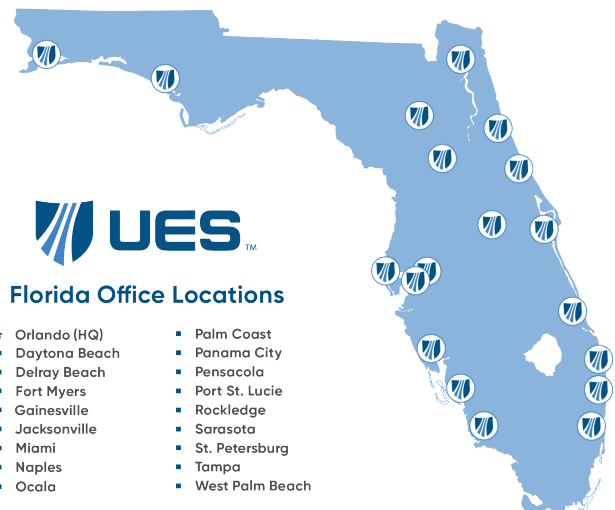
With 19 locations throughout Florida, UES is capable of performing services for a range of clientele and locations.

Our Port St. Lucie branch - which will provide primary project management - is located at 607 NW Commodity Cove, Port St Lucie FL, 34986. The branch encompasses a staff of 74, including dedicated professionals familiar with the region’s geographic conditions and state, county, and city regulations.

Our South Florida locations boast immensely qualified staff, including a Lead Special Inspector with more than three decades of experience, as well as:

- 9 Florida Registered Professional Engineers
- 7 Engineering Interns
- 3 Special Inspectors for Threshold Buildings
- 5 Florida Licensed Building Officials
- 3 ICC Master Code Professionals
- 11 Florida Licensed Plan Reviewers
- 23 Florida Licensed Building Inspectors

UES personnel are familiar with local conditions and practices within the immediate service area. Having performed myriad efforts in South Florida (including St. Lucie County) our professionals offer detailed, up-to-date knowledge of the practices needed to assist the city of Fort Pierce - and other areas within the county - on future projects.





## ABILITY AND EXPERIENCE - SIMILAR SERVICES

UES is well-versed in the nuances of Florida statutory code compliance and has over 14 years of experience in providing city/county building department services. UES understands the nature and scope of the services to be provided and has the capability to comply with all terms and conditions of this RFP.

With a growing demand for construction plan review, UES has become the most reliable, cost-effective firm of choice for government extension-of-staff, focusing on assisting our clients in improving their level of service to the community while simultaneously reducing their cost of doing business.

*Our staff is certified to meet all the requirements of Florida Statute Chapters 468 Part XIII, 471, 481, and 633, as well as Florida Building Code Chapters 18 and 134, and any other applicable Chapters of the city Planning and Development Department's codes and ordinances.*

Our professional staff consists of multi-certified professionals valued for their experience, professional knowledge, and desire to surpass our clients' expectations.

UES understands this opportunity involves the role of a dependable, customer service driven resource, that we will be providing Plans Review services, including interfacing with members of the public who may be unfamiliar with building code terminology, interacting with city staff, and performing review of all types of construction plans (to include building, plumbing, electrical, mechanical, gas, and structural plans). We are currently providing identical as-needed plan review support for multiple municipalities, making UES uniquely qualified and experienced for this contract.

The Plans Examiner/Reviewer team will provide administration, enforcement, and interpretation of local and state codes during all phases of construction. We understand the importance of coordination with the city's staff, the city's department, and governmental agencies. We will exercise a superior level of professional judgment when resolving any issues that may arise.

UES' staff is professional in every way—our goal is to blend in seamlessly, representing the City of Fort Pierce with professional and courteous service and become an asset to the Building Department.

All staff will accept direction and instructions, while performing their responsibilities independently and in a professional manner with minimal supervision required.

### **Municipal Support**

UES provides hundreds of municipalities throughout the United States with cost-effective and timely solutions for their professional engineering needs. As a well-established and rapidly growing firm, we deliver comprehensive and integrated services, extensive technical expertise, and a commitment to completing projects on time and within budget. UES' dedicated engineers, geologists, laboratory specialists, surveyors, drillers, project managers, safety professionals, and administrative staff are well-acquainted with the unique needs of municipalities and are eager to offer unparalleled service.

## **UES' QUALIFICATIONS**

### **PLAN REVIEW**

UES' Building Official will review all applications for compliance with the submittal requirements, including as-built surveys, field revisions, design professional letters, elevation designations, contractors information, as well as obtaining the other necessary agency approvals. The plans will then be routed to the appropriate UES Plans Examiner to obtain the necessary technical reviews for compliance with the Florida Building Code (FBC).

The technical review process will begin no later than one business day after the submittal of a completed application and recording of same. UES will record plan review comments in a "Comment Spreadsheet" referencing the sheet number, comment, and code reference. The comments will remain "open" until resolved by the design teams.

When requested, UES staff will meet with architects, engineers, contractors, and other permit holders, to discuss any questions or problems concerning plans reviews and inspections. UES will also assist architects/engineers, contractors, and permit holders on building permitting and inspection issues. A building permit will be issued by the UES' Building Official once he has reviewed and processed construction plans and it is determined that the permit application and supporting documents are in compliance with all governing codes. The permit holder will then be notified as to what corrections are required to the plans and

documents in order to meet the FBC and other federal, state, and local laws, rules, regulations, directives, codes, and ordinances.

### **UNDERSTANDING OF PLAN REVIEW SCOPE**

We understand that we will be providing Plan Review Services for the City of Fort Pierce on an as-needed basis.

#### **We recognize that Plan Review duties will include:**

- Examining permit documents and construction plans for compliance with Florida Building Codes and related regulations, laws and rules; and granting approvals if found in compliance with said building codes and regulations, as well as providing written comments, with applicable code sections if found not in compliance.
- Performing plan reviews with the necessary tools, equipment, cell phones and vehicles.
- Reviewing plans submitted to the City in physical printed format and/or electronic format through the City's web-based electronic plan review system.
- Performing work at the City Building Department, at the firm's location, or virtually if supported by the firm, dependent upon the work to be done. We recognize the City will process the initial intake and may offer expedited services to the customer using a contracted firm for certain tasks. All work will be done on an hourly basis and hours charged for expedited services cannot exceed the allowable number of hours for each task that would normally be incurred if City Building department staff performed the same work.
- Appointing a UES employee as the key contact for approval by the City.
- Performing plans reviews - electronic or physical - within the time limits imposed by State Statute.
- Resulting plan reviews (assigned within the City's electronic permitting system) and making all necessary comments in the City's electronic system.
- Communicating professionally, courteously, and respectfully.

## PROJECT EXPERIENCE WITHIN FIVE YEARS

Client/Project	Scope/Description	Term of Agreement
Martin County, Florida	Municipal support continuing contract: plans review and building inspections	2019-present
Indian River County, Florida	Municipal support continuing contract: plans review and building inspections	2019-present
Town of Jupiter, Florida	Continuing contract for professional building inspections, plan review services and permit technicians for all town-wide construction projects	July 2019-present
City of Boynton Beach, Florida	Continuing contract for professional building inspections, plan review services and permit technicians for all town-wide construction projects	2023-present
City of West Palm Beach, Florida	Continuing contract for professional building inspections, plan review services and permit technicians for all town-wide construction projects	2023-present
Oleander Oaks	Plan review, private provider inspections for 60-home community in Fort Pierce, Florida.	May 2023-present
Lennar Homes (Bent Creek: Phases 1 and 2)	Plan review, private provider inspections for community of over 100 single-family homes. UES is currently aiding the release of the first 30+ homes (part of phase 2).	August 2022-present
LGI Homes (Celebration Pointe)	Plan review, private provider inspections for community with over 70 single- and multi-family homes. UES is currently assisting the client with the next phase.	2020-present

**REQUIRED LICENSES TO PERFORM SERVICES**

*State of Florida  
Department of State*

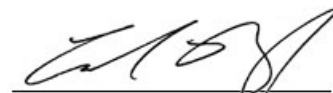
I certify from the records of this office that GFA INTERNATIONAL, INC. is a corporation organized under the laws of the State of Florida, filed on October 20, 1998.

The document number of this corporation is P98000089761.

I further certify that said corporation has paid all fees due this office through December 31, 2024, that its most recent annual report/uniform business report was filed on February 19, 2024, and that its status is active.

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

*Given under my hand and the  
Great Seal of the State of Florida  
at Tallahassee, the Capital, this  
the Nineteenth day of February,  
2024*

*Secretary of State*

Tracking Number: 1871261630CC

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

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

## BUSINESS LICENSE

Licensee Details	
<b>Licensee Information</b>	
Name:	<b>GFA INTERNATIONAL, INC. (Primary Name) UNIVERSAL ENGINEERING SCIENCES (DBA Name)</b>
Main Address:	<b>1215 WALLACE DRIVE DELRAY BEACH Florida 33444</b>
County:	<b>PALM BEACH</b>
License Mailing:	
LicenseLocation:	
<b>License Information</b>	
License Type:	<b>Registry</b>
Rank:	<b>Registry</b>
License Number:	<b>4930</b>
Status:	<b>Current</b>
Licensure Date:	<b>02/12/1988</b>
Expires:	

## SUNBIZ DOCUMENTS



DIVISION of  
**CORPORATIONS**  
*an official State of Florida website*

[Previous on List](#)  
 [Next on List](#)  
 [Return to List](#)

**No Filing History**

### Fictitious Name Detail

**Fictitious Name**  
UNIVERSAL ENGINEERING SCIENCES

**Filing Information**

**Registration Number** G20000159003  
**Status** ACTIVE  
**Filed Date** 12/15/2020  
**Expiration Date** 12/31/2025  
**Current Owners** 1  
**County** MULTIPLE  
**Total Pages** 1  
**Events Filed** NONE  
**FEI/EIN Number** NONE

**Mailing Address**

1215 WALLACE DRIVE  
DELRAY, FL 33444

**Owner Information**

GFA INTERNATIONAL, INC.  
 1215 WALLACE DRIVE  
 DELRAY, FL 33444  
**FEI/EIN Number:** 65-0874962  
**Document Number:** P98000089761

**Document Images**

[12/15/2020 -- Fictitious Name Filing](#)

**2024 FLORIDA PROFIT CORPORATION AMENDED ANNUAL REPORT**

DOCUMENT# P98000089761

**Entity Name:** GFA INTERNATIONAL, INC.**Current Principal Place of Business:**4205 VINELAND ROAD  
SUITE L1  
ORLANDO, FL 32811**Current Mailing Address:**4205 VINELAND ROAD  
SUITE L1  
ORLANDO, FL 32811 US**FEI Number:** 65-0874962**Certificate of Status Desired:** No**Name and Address of Current Registered Agent:**COGENCY GLOBAL INC.  
115 NORTH CALHOUN ST., SUITE 4  
TALLAHASSEE, FL 32301 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:**\_\_\_\_\_  
Electronic Signature of Registered Agent\_\_\_\_\_  
Date**Officer/Director Detail :**

Title           PRESIDENT  
Name           MERRICK, TRAVIS  
Address       1215 WALLACE DRIVE  
City-State-Zip: DELRAY BEACH FL 33444

Title           VP  
Name           DANFORTH, PAUL  
Address       1215 WALLACE DRIVE  
City-State-Zip: DELRAY BEACH FL 33444

Title           TREASURER  
Name           LAUREN, HARJU  
Address       1215 WALLACE DR.  
City-State-Zip: DELRAY BEACH FL 33444

Title           SECRETARY  
Name           BUTTERFIELD, BENJAMIN  
Address       1215 WALLACE DR.  
City-State-Zip: DELRAY BEACH FL 33444

Title           VP  
Name           KAUB, FREDERICK  
Address       1215 WALLACE DR.  
City-State-Zip: DELRAY BEACH FL 33444

*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 an officer or director of the corporation or the receiver or trustee empowered to execute this report as required by Chapter 607, Florida Statutes; and that my name appears above, or on an attachment with all other like empowered.*

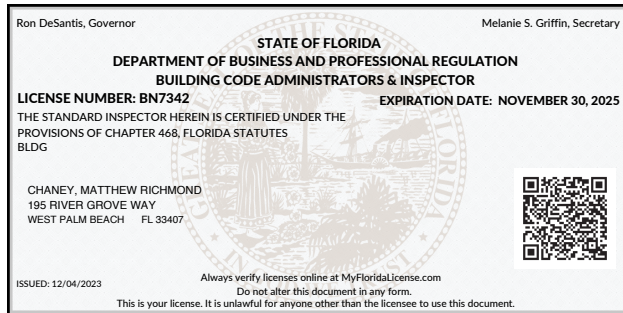
**SIGNATURE:** BENJAMIN BUTTERFIELD**SECRETARY****09/24/2024**\_\_\_\_\_  
Electronic Signature of Signing Officer/Director Detail\_\_\_\_\_  
Date

## STAFF LICENSES

### Tom Montano, PE

<b>Licensee Information</b>	
Name:	MONTANO, THOMAS DOMINIC (Primary Name)
Main Address:	6087 DIMOND STREET JUPITER Florida 33458
County:	PALM BEACH
<b>License Information</b>	
License Type:	Professional Engineer
Rank:	Prof Engineer
License Number:	84146
Status:	Current,Active
Licensure Date:	12/16/2017
Expires:	02/28/2025
<b>Special Qualifications</b>	
Civil	08/01/2016

### Matthew Chaney, BN



### Robert Bentz, BN, PX



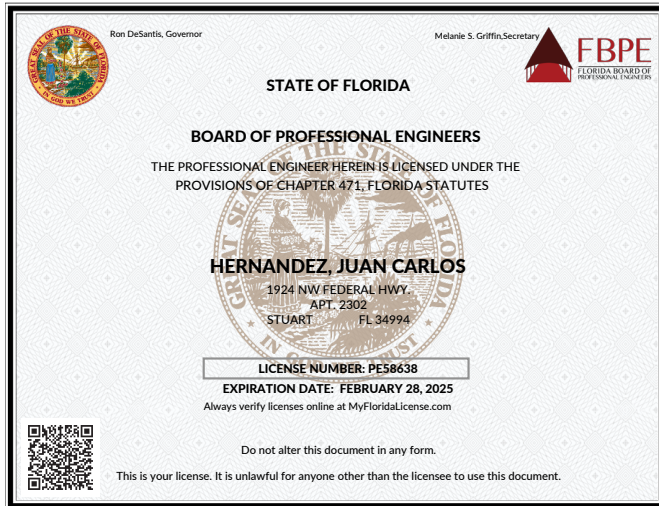
#### Licensee Information

Name:	BENTZ, ROBERT JAMES (Primary Name)
Main Address:	12599 SE OLD CYPRESS DRIVE HOBE SOUND Florida 33455
County:	MARTIN

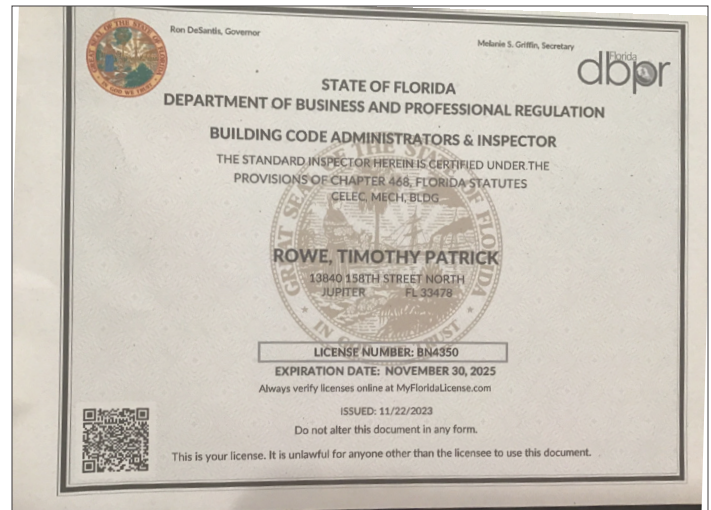
#### License Information

License Type:	Standard Plans Examiner
Rank:	Plans Examiner
License Number:	PX4495
Status:	Current,Active
Licensure Date:	08/03/2020
Expires:	11/30/2025

### Juan Hernandez, PE



### Timothy Rowe, BN



## Lambert "Allen" Hazellief, BN, PX, HI

### LICENSEE DETAILS

3:00:09 PM 1/8/2025

<b>Licensee Information</b>	
Name:	HAZELLIEF, LAMBERT ALLEN JR (Primary Name)
Main Address:	7175 NE 7TH ST OKEECHOBEE Florida 34974
County:	OKEECHOBEE
<b>License Information</b>	
License Type:	Standard Inspector
Rank:	Inspector
License Number:	BN7593
Status:	Current,Active
Licensure Date:	01/04/2019
Expires:	11/30/2025
<b>Special Qualifications</b>	
Qualification Effective	
Building	01/04/2019
Electrical Inspector	06/04/2024

### LICENSEE DETAILS

2:58:53 PM 1/8/2025

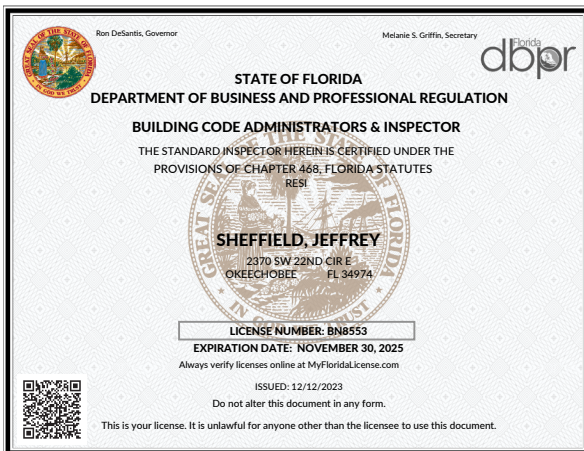
<b>Licensee Information</b>	
Name:	HAZELLIEF, LAMBERT ALLEN JR (Primary Name)
Main Address:	7175 NE 7TH ST OKEECHOBEE Florida 34974
County:	OKEECHOBEE
<b>License Information</b>	
License Type:	Home Inspector
Rank:	Home Insp
License Number:	HI9895
Status:	Current,Active
Licensure Date:	10/04/2016
Expires:	07/31/2026

### LICENSEE DETAILS

2:59:31 PM 1/8/2025

<b>Licensee Information</b>	
Name:	HAZELLIEF, LAMBERT ALLEN JR (Primary Name)
Main Address:	7175 NE 7TH ST OKEECHOBEE Florida 34974
County:	OKEECHOBEE
<b>License Information</b>	
License Type:	Standard Plans Examiner
Rank:	Plans Examiner
License Number:	PX5036
Status:	Current,Active
Licensure Date:	10/16/2023
Expires:	11/30/2025
<b>Special Qualifications</b>	
Qualification Effective	
Building	10/16/2023

## Jeff Sheffield, BN, SRI

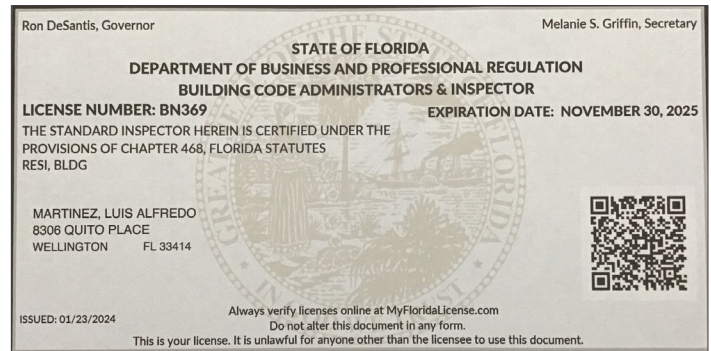


### LICENSEE DETAILS

2:55:28 PM 1/8/2025

<b>Licensee Information</b>	
Name:	SHEFFIELD, JEFFREY (Primary Name)
Main Address:	*Private Address* *Private Address* *Private Address* *Private Address* *Private Address*
<b>License Information</b>	
License Type:	Standard Roofing Inspector (SRI)
Rank:	Std roofing Ins
License Number:	SRI197
Status:	Current,Active
Licensure Date:	01/11/2023
Expires:	11/30/2025

## Luis A. Martinez, BN, BU, PX



### LICENSEE DETAILS

3:09:35 PM 1/8/2025

<b>Licensee Information</b>	
Name:	MARTINEZ, LUIS ALFREDO (Primary Name)
Main Address:	*Private Address* *Private Address* *Private Address* *Private Address* *Private Address*
License Location:	*Private Address* *Private Address* *Private Address* *Private Address* *Private Address*
<b>License Information</b>	
License Type:	Building Code Administrator
Rank:	Building Code A
License Number:	BU1233
Status:	Current,Active
Licensure Date:	10/16/2001
Expires:	11/30/2025

### LICENSEE DETAILS

3:09:13 PM 1/8/2025

<b>Licensee Information</b>	
Name:	MARTINEZ, LUIS ALFREDO (Primary Name)
Main Address:	*Private Address* *Private Address* *Private Address* *Private Address* *Private Address*
License Location:	*Private Address* *Private Address* *Private Address* *Private Address* *Private Address*
<b>License Information</b>	
License Type:	Standard Plans Examiner
Rank:	Plans Examiner
License Number:	PX881
Status:	Current,Active
Licensure Date:	04/24/1995
Expires:	11/30/2025

## Michael Keenan, BN, PX, RPX


Ron DeSantis, Governor Melanie S. Griffin, Secretary

**STATE OF FLORIDA**  
**DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION**  
**BUILDING CODE ADMINISTRATORS & INSPECTOR**

**LICENSE NUMBER: BN6687** **EXPIRATION DATE: NOVEMBER 30, 2025**

THE STANDARD INSPECTOR HEREIN IS CERTIFIED UNDER THE PROVISIONS OF CHAPTER 468, FLORIDA STATUTES BLDG, RESI, CCI, MECH, ELEC

KEENAN, MICHAEL D  
 6400 BOYNTON BEACH BLVD UNIT 741402  
 BOYNTON BEACH FL 33474



ISSUED: 10/12/2023 Always verify licenses online at MyFloridaLicense.com  
 Do not alter this document in any form.  
 This is your license. It is unlawful for anyone other than the licensee to use this document.


Ron DeSantis, Governor Melanie S. Griffin, Secretary

**STATE OF FLORIDA**  
**DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION**  
**BUILDING CODE ADMINISTRATORS & INSPECTOR**

**LICENSE NUMBER: RPX310** **EXPIRATION DATE: NOVEMBER 30, 2025**

THE STANDARD RESIDENTIAL PLANS EXAMINER HEREIN IS CERTIFIED UNDER THE PROVISIONS OF CHAPTER 468, FLORIDA STATUTES

KEENAN, MICHAEL D  
 6400 BOYNTON BEACH BLVD UNIT 741402  
 BOYNTON BEACH FL 33474



ISSUED: 10/12/2023 Always verify licenses online at MyFloridaLicense.com  
 Do not alter this document in any form.  
 This is your license. It is unlawful for anyone other than the licensee to use this document.


Ron DeSantis, Governor Melanie S. Griffin, Secretary

**STATE OF FLORIDA**  
**DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION**  
**BUILDING CODE ADMINISTRATORS & INSPECTOR**

**LICENSE NUMBER: PX3693** **EXPIRATION DATE: NOVEMBER 30, 2025**

THE STANDARD PLANS EXAMINER HEREIN IS CERTIFIED UNDER THE PROVISIONS OF CHAPTER 468, FLORIDA STATUTES BLDG, MECH

KEENAN, MICHAEL D  
 6400 BOYNTON BEACH BLVD UNIT 741402  
 BOYNTON BEACH FL 33474



ISSUED: 10/12/2023 Always verify licenses online at MyFloridaLicense.com  
 Do not alter this document in any form.  
 This is your license. It is unlawful for anyone other than the licensee to use this document.

# SECTION 5

# **REFERENCES**



## REFERENCES

### RFP NO. 2025-012 ANNUAL CONTRACT FOR PLAN REVIEW SERVICES

Proposers shall submit as a part of the bid package, two (2) Customer references with name of the customer, address, contact person, and telephone number.

<b>Name</b> Town of Jupiter	<b>Name</b> Indian River County - Building Div
<b>Contact:</b> Roger Held - Building Official	<b>Contact:</b> Scott McAdam - Building Official
<b>Address:</b> 210 Military Trail	<b>Address:</b> 1801 27th Street Bldg A
Jupiter, FL 33458	Vero Beach, FL 32960
<b>Telephone:</b> 561-741-2669	<b>Telephone:</b> 772-226-1268
<b>Email:</b> rogerh@jupiter.fl.us	<b>Email:</b> smcadam@ircgov.com
<b>Name</b> Martin County - Building Dept	
<b>Contact:</b> Andrew Bruhn - Assistant Bldg Official	
<b>Address:</b> 2401 Southeast Monterey Rd	
Stuart, FL 34996	
<b>Telephone:</b> 772-320-3070	
<b>Email:</b> abruhn@martin.fl.us	

SECTION 6  
**COST PROPOSAL**

**PROPOSAL PRICING FORM  
RFP NO. 2025-012 ~ ANNUAL CONTRACT FOR PLAN  
REVIEW SERVICES**

GFA International, Inc. dba Universal

The following proposal(s) is submitted on behalf of: Engineering Sciences for the requested services, in accordance with the agreements and specifications contained in RFP No. 2025-012.

We have carefully examined that this proposal package and understand the provisions, terms, and conditions concerning the equipment, materials, supplies or services as called for. With full knowledge and understanding of the requirements in the Proposal Package, We hereby agree to furnish and deliver services as indicated at the prices quoted herein as follows:

**NOTE:** All price columns must be completed. Where indicated, provide pricing for demolition including the removal of slabs (including slabs) and pricing in instances where slabs remain and are not removed (excluding slabs).

ITEM	DESCRIPTION		HOURLY RATE
1	<ul style="list-style-type: none"> <li>Perform plan review services.</li> <li>Per Inspector: Approximately 8 hours per day, 37.5- 40 hours per week.</li> </ul>	<b>BLDG, M,E, or P</b>	\$ 95.00 per hour
		<b>1 + 2 Family</b>	\$ 95.00 per hour
		<b>Multi</b>	\$ 95.00 per hour
2	<ul style="list-style-type: none"> <li>Full-Time Plan Reviewer</li> <li>Perform plan review services.</li> <li>Per Plan reviewer: In excess of 40 hours per week.</li> </ul>		\$ 95.00 per hour
		<b>1 + 2 Family</b>	\$ 95.00 per hour
			\$ 95.00 per hour
3	<ul style="list-style-type: none"> <li>Perform plan review services.</li> <li>Per Plan Reviewer: 4 hours per day, 18 – 22 hours per week.</li> </ul>		\$ 95.00 per hour
		<b>1 + 2 Family</b>	\$ 95.00 per hour
			\$ 95.00 per hour
4	<ul style="list-style-type: none"> <li>Perform plan review services.</li> <li>Pre Plan Reviewer On an needed basis</li> <li>As needed Plan Review</li> </ul>		\$ 95.00 per hour
		<b>1 + 2 Family</b>	\$ 95.00 per hour
			\$ 95.00 per hour

SECTION 7  
**ADDITIONAL DATA**

## CITY OF FORT PIERCE PROPOSER’S CHECKLIST

This checklist is provided to assist each Proposer in the preparation of their bid response. Included in this checklist are important requirements, which is the responsibility of each Proposer to submit with their response in order to make their response fully compliant. This checklist is only a guideline, it is the responsibility of each Proposer to read and comply with the Invitation to Bid in its entirety.

**Check “Yes” or “No” to each of the following:**

	YES	NO
Is Request for Proposal cover page (page 1) completed, signed and attached?	<u>  X  </u>	<u>      </u>
Include proof of proper licensing as stated in proposal documents.	<u>  X  </u>	<u>      </u>
Include proof of proper insurance as stated in proposal documents.	<u>  X  </u>	<u>      </u>
Did you include a list of all materials and equipment to be used in providing the service?	<u>  X  </u>	<u>      </u>
Is Drug-Free Workplace form signed and enclosed?	<u>  X  </u>	<u>      </u>
Proposal envelope is marked accordingly *GFA International, Inc. dba Universal Engineering Sciences will use electronic submission	<u>      </u>	<u>  X*  </u>
Are two (2) complete proposal packages included (one original and one electronic copy (PDF) on a USB Flash Drive) of sealed proposals?	<u>      </u>	<u>  X*  </u>
Disregard, if you are going to utilize the electronic submission option.	<u>  X  </u>	<u>      </u>
Is each Addendum (when issued) signed and included?	<u>  X  </u>	<u>      </u>

**PLEASE SIGN AND RETURN WITH PROPOSAL**  \_\_\_\_\_



**MINORITY PARTICIPATION AND OUTREACH PROGRAM**

GFA International, Inc. dba Universal Engineering Sciences is not a Minority Business Enterprise or DBE/SBE/MBE company.

However, we recognize the importance of minority and local business participation in procurement and completion of projects for the City of Fort Pierce. We strive to include these types of businesses on all projects whenever applicable.

**UES’ PROGRAMS AND POLICIES: MINORITY AND NON-DISCRIMINATION**

UES is committed to the principles of equal employment opportunities (EEO) for all our team members and applicants. UES does not discriminate against any team member or applicant because of race, creed, color, ancestry, citizenship status, religion, gender, sexual orientation, gender identity/expression, national origin, mental or physical disability, age, genetic information, cultural hairstyles, AIDS/HIV status, veteran status, marital

status, pregnancy, or related condition (including breastfeeding), or any other characteristic protected by applicable federal, state, or local law, ordinance, or regulation.

UES complies with applicable national, state, and local laws pertaining to nondiscrimination and equal opportunity. This policy applies to all terms and conditions of employment, including, but not limited to, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and training.

**DIVERSITY IN STAFF**

As more and more people of different ethnic backgrounds, cultures, religions, ages, physical and mental abilities join the workforce, companies must find ways to incorporate these diverse groups into their organizations. UES is no exception as we recognize that diversity is vital to our success.

The diversity among UES’ employees enriches our company with creativity, ideas, different abilities, experiences, and personalities—all contributing to our culture. UES’ commitment to developing

employee diversity also allows the business to function competitively with our customers, suppliers, and subcontractors.

**HARASSMENT-FREE WORKPLACE**

UES has a strict policy against all types of workplace harassment, including sexual harassment and other forms of workplace harassment based upon an individual’s age, race, religion, color, national origin, gender, sex, sexual orientation (including transgender status, gender identity or expression), physical or mental disability, genetic information, marital status, AIDS/HIV status, military service, veteran status, political affiliations, or any other status protected by federal, state, or local laws. All forms of harassment of, or by, team members, vendors, visitors, customers, and clients are strictly prohibited and will not be tolerated.

To further support this policy, UES may require team members to complete harassment training on a regular and ongoing basis.

**STRATEGY FOR PROMOTING MINORITY PARTICIPATION ON THIS CONTRACT**

UES recognizes the importance, intention, and value of small business programs. Having performed engineering services for over six decades throughout Florida, we are aware of municipalities’ goals to include minority firms in procurement. We proactively seek M/WBEs (Minority and Women Business Enterprises), DBEs (Disadvantaged Business Enterprises), and VBEs with the intent to incorporate them into our projects to further support diversity in business and contribute to our community and local economy.

UES has 19 offices throughout Florida, each staffed with professionals familiar with the regulations, codes, and business landscapes specific to their regions. (The City of Fort Pierce is no exception.)

Our familiarity includes knowledge of established minority firms with whom we can contract.

Additionally, we access other resources to locate minority firms, such as:

- The State of Florida Office of Supplier Diversity (OSD)
- The State of Florida Vendor Directory
- The St. Lucie County Chamber of Commerce
- The St. Lucie County online business directory

- weVENTURE online directory, a no-cost, searchable online database of women-owned businesses published by Florida Technological University (available to Brevard, Indian River, and St. Lucie counties)
- Local professional services and trade organizations such as the American Institute of Architects (AIA), American Society of Civil Engineers (ASCE), etc.

These resources assist us with identifying certifiable firms, and assessing their ability to be pre-qualified and perform work in their area of expertise.

When utilizing diverse subconsultants, we ensure compliance with project/contract requirements in subcontracting by engaging the following measures:

- obtaining and analyzing proposed MWBE, DBE, and veteran participation during procurement
- verifying MWBE, DBE, and veteran certifications, performing pre-award bid analysis, and post-award compliance reviews
- conducting on-site/field monitoring on projects where there is MWBE, DBE, and veteran participation to determine any concerns and to
- ensuring the MWBE, DBE, and veteran businesses listed are actually working and providing the specified service
- monitoring MWBE, DBE, and veteran business utilization on each project where a goal has been established
- resolving any concerns client(s) may have regarding MWBE, DBE, and veteran business matters on a contract

**REALISTIC GOAL FOR MINORITY PARTICIPATION ON THIS CONTRACT**

Diversity is a concept UES fully embraces, supports, and encourages. We have collaborated with Thomas Geotechnical Services - a consulting firm which provides special inspections, among other services - on previous occasions.

Should there be opportunities for M/WBE participation in this contract, we commit to abiding by the minority participation requirements to the best of our ability. UES may also consider utilizing Thomas Geotechnical Services for administrative tasks related to deliverable reporting as part of the city of Fort Pierce’s plans review contract, if such an opportunity presents itself.

## REFERENCES REGARDING UTILIZATION OF MWBE FIRMS ON PREVIOUS PROJECTS

UES' Port St. Lucie office has partnered with Thomas Engineering Group on numerous occasions.

Please see statement below regarding our various partnerships, and project examples on the following page.



January 20, 2025

City of Fort Pierce  
100 N U.S. Highway 1  
Fort Pierce, FL 34950  
Phone: 772-467-3000

To whom it may concern:

Thomas Geotechnical Services (TGS) is proud to have partnered with Universal Engineering Services (UES) several successful projects, serving as a MWBE partner and contributing exceptional expertise in geotechnical engineering, construction materials testing, and inspection services to key initiatives.

A notable example of this collaboration is the ongoing Continuing Contract for Palm Beach County's Construction Materials Testing, Geotechnical, and Inspection services.

UES works with TGS as a trusted sub-consultant, and their expertise has been instrumental in delivering high-quality solutions in geotechnical engineering, construction materials testing, and inspection services to meet the needs of various entities. We greatly value the strong partnership we have developed through these endeavors.

We appreciate the opportunity to provide you with our geotechnical services. If you have any questions or need further assistance, please call our office at 561-429-3246.

Respectfully submitted,

TGS



Francois Thomas, P.E.  
Principal Engineer/President  
Florida Reg. No. 56381

---

4457 Purdy Lane, Suite A • West Palm Beach, Florida 33407  
Phone: 561-429-3246  
State of Florida Professional Engineers License # 34141  
MBE-SBE-CBE-DBE-FDOT Approved

**UTILIZATION OF MWBE FIRMS ON PREVIOUS PROJECTS**

UES is currently serving as Prime Consultant for an annual (continuing engineering services) contract for minor construction with Palm Beach County, Florida.

Within that contract, we are engaging Thomas Geotechnical Services as a subconsultant on several efforts, including those noted below.

Project Example #1	
<i>Name of Project</i>	A1A Drainage Improvement
<i>Description of Work</i>	UES is contracted by Palm Beach County, Florida to perform construction materials testing for a roadway drainage improvement construction effort.
<i>M/WBE Firm</i>	Thomas Geotechnical Services Francois Thomas, PE - Principal Engineer/President 561.429.3246 4457 Purdy Lane Suite A West Palm Beach, FL 33407

Project Example #2	
<i>Name of Project</i>	Lake Ida Road & Hagen Ranch Road Intersection Improvements
<i>Description of Work</i>	UES is contracted by Palm Beach County, Florida to perform construction materials testing for intersection improvements.
<i>M/WBE Firm</i>	Thomas Geotechnical Services Francois Thomas, PE - Principal Engineer/President 561.429.3246 4457 Purdy Lane Suite A West Palm Beach, FL 33407

Project Example #3	
<i>Name of Project</i>	Caloosa Park Racquetball Court
<i>Description of Work</i>	UES is contracted by Palm Beach County, Florida to perform construction materials testing construction of new racquetball courts at the 64.5 acre park in Boynton Beach. UES is performing this scope of work for the County’s Capital Improvements Division. The project is ongoing and estimated to be complete in February 2025.
<i>M/WBE Firm</i>	Thomas Geotechnical Services Francois Thomas, PE - Principal Engineer/President 561.429.3246 4457 Purdy Lane Suite A West Palm Beach, FL 33407



## EQUIPMENT/RESOURCES TO BE USED IN PROVIDING SERVICES

UES is known for developing innovative solutions to complex building code compliance challenges. We utilize advanced technologies, including cloud-based software and real-time data sharing, to streamline plan reviews and inspections, reducing delays and improving accuracy. Our collaborative approach with stakeholders enables us to anticipate potential issues early, allowing for more effective problem-solving and reducing project risks.

### TECHNOLOGICAL CAPABILITY

Our inspectors, plan reviewers, and building officials are all equipped with late-model vehicles (including a mobile computing solution outfitted with the latest hardware and software upgrades). This preparedness approach - and these resources - provide our team with enhanced communication abilities.



The mobile system allows inspectors to provide real-time inspection results and other documents in the field. Additionally, every employee is equipped with a smartphone.

Contact numbers are shared with our municipal partners and customers.

At the firm level, UES relies upon a licensed, proprietary, and comprehensive software system to successfully manage our daily operations and all aspects of a project.

At the top level, our company utilizes Microsoft Windows 10 on all PCs in conjunction with Office 365, Sophos Cyber Security, Fortinet Firewall and Ransomware, a secured VPN, and GoToMeeting.

However, at the center of our operations lies Deltek Vision. Vision is an established industry standard used extensively throughout the A/E/C community.

This software is our primary database capturing every project detail, such as the scope of work, duration, sub-consultants used, and direct personnel.

The system also houses all client-based information and allows for detailed report generation.

Another essential function of Vision is billing. The bookkeeping capabilities of this component are made possible due to the massive amount of captured project and client information.

UES employs a full-time Application Business Analyst and Software Developer to ensure that all of these systems work seamlessly together.

This entire process begins and ends with the client—a fact that every UES employee involved in the process understands. We strive to deliver fast, accurate results.

### ADEQUACY OF RESOURCES

Our staff has the necessary training, education, tools, and equipment to perform the services under this contract, including (but not limited to) professional, logoed uniforms.



UES' professional staff consists of state-licensed plan examiners, engineers and architects, and certified inspectors and building officials. Our Building Inspection Department (BID) staff of qualified professionals and plans reviewers can quickly become an extension of your team by seamlessly integrating themselves into your workflow.



The City may rely on our committed plan review staff (remote and onsite) to increase permitting and construction manageability and to handle the complexities of code compliance.

In this era of evolving state-wide Florida Building Codes, it is critical to have plan reviewers knowledgeable about the latest regulatory statutes.

Our team's experience and ability to respond to needs of contractors, citizens, architects and engineers and resources results in much more fiscally-lean and efficient tasks.

Our robust staff includes:

- Professional engineers and architects
- Building officials/building code administrators
- Fire safety inspectors
- Licensed plans examiners and inspectors

## PROJECT MANAGEMENT AND PLANNING STRATEGIES

- **Continuous Communication and Progress Tracking:** UES will maintain open communication with the City, providing weekly progress reports and holding monthly status meetings. This approach ensures all tasks are tracked effectively and any issues are addressed proactively.
- **Quality Control and Quality Assurance:** UES employs a rigorous QA/QC process, with senior inspectors and plan reviewers overseeing work to ensure accuracy and code compliance on every project.
- **Resource Flexibility and Backup Support:** UES' nationwide network provides Fort Pierce with access to additional resources if needed, ensuring uninterrupted service. Our team's flexibility allows us to accommodate unexpected needs, such as project surges or expedited plan review requests.

## STAFF RESUMES



### Education

BS, Civil Engineering,  
Rensselaer Polytechnic  
Institute

### Years of Experience

13

### Licenses

- Professional Engineer -  
FL #84146

## Tom Montano, PE

Branch Manager

Tom has over 13 years of experience in the construction industry. As UES' Port St. Lucie Branch Manager, Tom is responsible for overseeing his staff and all the work that is performed from the branch office. He is involved in all aspects of the business, including client relations, project management, scheduling, and training. Tom's project management experience includes educational facilities, industrial facilities, port, aviation, commercial facilities, multi-story condominiums, and infrastructure projects.

### PROJECT EXPERIENCE

#### Bent Creek Inspections/Plan Reviews

Fort Pierce, FL

UES is conducting plans reviews and private provider inspections on behalf of Lennar Homes; the community includes over 100 units. The team is currently aiding the release of more than 30 homes as a part of development phase 2. Tom serves as Branch Manager.

#### Celebration Pointe Inspections/Plan Reviews

Fort Pierce, FL

UES is conducting plans reviews and private provider inspections on behalf of LGI Homes; the community includes 70 single- and multi-family units. The team is currently aiding LGI with the next phase of the project. Tom serves as Branch Manager.

#### Continuing Contract - Martin County, Florida

Martin County, FL

UES is providing municipal support to Martin County during a continuing contract piggybacked from the Town of Jupiter. The scope includes professional building inspections, and plan review services. Tom serves as Branch Manager.

#### Continuing Contract - Town of Jupiter, Florida

Jupiter, FL

UES is providing professional building inspections, plan review services, and permit technicians for all town construction projects. Tom serves as Branch Manager.

#### Continuing Contract - Indian River County, Florida

Indian River County, FL

UES is providing municipal support to Indian River County during a continuing contract. The scope includes professional code compliance inspections. Tom serves as Branch Manager.

#### Mint Car Wash

West Palm Beach, FL

Under contract with Mint Eco Car Wash, UES is conducting private provider inspections for the car wash property at 1890 Palm Beach Lakes Boulevard. Tom serves as Branch Manager.



### Education

BS, Civil Engineering, Florida Atlantic University

### Years of Experience

8

### Licenses

- Standard Inspector - BN #7342

## Matthew R. Chaney, BN

Inspections Department Manager

Mr. Chaney is a licensed Standard Inspector with eight years of experience, including four with UES. He currently manages the Building Inspections Department for UES' Port St. Lucie location. In this capacity, he oversees inspection teams and all inspections performed by the branch. In addition to his expertise in Building Inspections, Matthew is knowledgeable in geotechnical and structural engineering.

### PROJECT EXPERIENCE

#### FPL Corporate Office

Palm Beach Gardens, FL

A six story, 270,000 square foot office building with Monitoring w a three story parking garage on a 38 acre site. Our scope of services included Threshold Inspections and Construction Material Testing.

#### 5000 N. Ocean

North Palm Beach, FL

As an Inspector for the construction of a 20-story condominium, Matthew was responsible for performing threshold inspections on multiple elements including reinforced masonry, post tension, concrete placement monitoring, red iron, and all other interior nonstructural inspections.

#### Alta Delray

Delray Beach, FL

As an Inspector for the new construction of seven four-story apartment buildings, Matthew was responsible for performing threshold inspections on multiple elements including reinforced masonry, post tension, concrete placement monitoring, wood frame, precast concrete, and all other interior nonstructural inspections.

#### The Waterclub

North Palm Beach, FL

As an Inspector for the new construction of two, 23-story condominiums, Matthew was responsible for performing threshold inspections on multiple

elements including reinforced masonry, post tension, concrete placement monitoring, red iron, and all other interior nonstructural inspections.

#### Watercrest

Parkland, FL

As an Inspector the new construction of 458 one- and two-story single family homes, Matthew was responsible for performing special inspections including reinforcement of slab on grade, unit masonry, roof and wall sheathing, and truss engineering.

#### PGCC

Parkland, FL

As an Inspector for the new construction of 386 one- and two-story single family homes, Matthew was responsible for performing special inspections including reinforcement of slab on grade, unit masonry, roof and wall sheathing, and truss engineering.

#### 3550 S. Ocean

South Palm Beach, FL

As an Inspector for the new construction a five-story condominium, Matthew was responsible for performing threshold inspections on multiple elements including reinforced masonry, post tension, concrete placement monitoring, red iron, and all other interior nonstructural inspections.



### Years of Experience

30

### Licenses

- Professional Engineer - FL #52659

## Juan C. Hernandez, PE

Mechanical Inspector

Mr. Hernandez is a State of Florida registered professional engineer who specializes in Mechanical Engineering. Juan has over 30 years of experience in mechanical engineering, and serves in the code compliance division of UES' Port St. Lucie location. He performs mechanical inspections for residential and commercial buildings to ensure compliance with applicable codes.

### PROJECT EXPERIENCE

#### **Town of Jupiter - Plan Review, Inspections, and Permit Technicians (Continuing Contract)**

Jupiter, FL

Under UES' continuing contract with the Town of Jupiter to provide professional building inspections, plan review services and Permit Technicians for all town construction projects, Mr. Hernandez provides mechanical inspections on various residential and commercial structures on an as-needed basis.

#### **City of Fort Pierce - Plan Review and Inspections (Continuing Contract)**

Fort Pierce, FL

Mr. Hernandez serves as Mechanical Inspector for UES' continuing contract with the Town of Jupiter to provide professional building inspections, plan review services and Permit Technicians for all citywide construction projects. He provides mechanical inspections on various residential and commercial structures on an as-needed basis.

#### **Village of Indiantown Building Code Administration (Continuing Contract)**

Village of Indiantown, FL

UES has a continuing contract with the Village of Indiantown to provide complete Building Code Administration services. Specific services include Building Official, permitting and plan review, and building code inspections for all construction projects within the Village. Mr. Hernandez provides mechanical inspections on various residential and commercial structures as needed.



### Years of Experience

40

### Licenses

- Standard Inspector - FL #BN4350

## Timothy Rowe, BN

Special Inspector

Timothy Rowe is a Florida-licensed Standard Inspector with 40 years of experience in general contracting, electrical and the mechanical industry. He is adept in handling the complexities of code compliance in a professional manner, with areas of expertise including quality assurance, building inspection, mechanical inspection, project management, and plans examination.

### PROJECT EXPERIENCE

#### Villa Vizcaya Apartment Garages

Port St. Lucie, FL

The Villa Vizcaya Apartment Garages contract is ongoing. UES is providing plan reviews for garage structures at the Villa Vizcaya community. Tim serves as a plans reviewer.

#### Villa Vizcaya Apartments

Port St. Lucie, FL

The Villa Vizcaya Apartments project consisted of 30 two-story apartment buildings. Tim has been involved in the post-tension slab inspections and wood frame buildings. Additionally he performed numerous electrical and mechanical inspections.

#### Lake Park Industrial

Lake Park, FL

Tim performed all structural inspections for this 160,000 SF industrial building. The project was built by Miller Construction Company and involved tunnel form construction.

#### Westgate Art Storage

West Palm Beach, FL

Tim performed many structural inspections including masonry, steel construction, and conventional steel decks for this 50,000 SF art storage facility built by the Brickel Group.

### PRIOR EXPERIENCE

#### Town of Jupiter

Jupiter, FL

Timothy was the Building Inspector for the Town of Jupiter. His responsibilities included building inspections to ensure compliance with the Town's codes and regulations.



## Years of Experience

28

## Licenses

- Standard Inspector - BN8553
- Certified Building Contractor - CBC1253465
- Certified Roofing Contractor - CCC1330294

## Jeffrey Sheffield, BN

Inspector

Jeffrey serves UES' Port St. Lucie location as an Inspector with 28 years of construction experience. He is a licensed Standard Inspector and Certified Building Contractor. His expertise includes robust knowledge of local building codes as well as residential construction.

## PROJECT EXPERIENCE

### Surf's Edge at Indian River Shores

Indian River Shores, FL

As consultant to Lutgert Vero, LLC, GFA/UES has been contracted to provide construction materials testing for a three-story condominium. Jeffrey serves as a Building Inspector.

### Bent Creek

Fort Pierce, FL

As consultant to Lennar Palm Atlantic Division, GFA/UES has been contracted to conduct private provider inspections for a subdivision. Jeffrey serves as a Building Inspector.

### Blue Sky - Threshold

Fort Pierce, FL

As consultant to Blue McNeilOne, LLC, GFA/UES has been contracted to conduct threshold inspections. Jeffrey serves as a Building Inspector.

### Jupiter Medical Center Emergency Department Expansion

Jupiter, FL

GFA/UES has been contracted to conduct threshold inspections for an emergency department expansion, for Jupiter Medical Center. Jeffrey serves as a Building Inspector.

### Bridgewater Estate

Jupiter, FL

GFA/UES is performing roofing inspections (as part of facilities condition assessments) for the Bridgewater Estate subdivision. Assessments and inspections are occurring for Pulte Homes. Jeffrey serves as a Building Inspector.

### Jupiter Medical Surgical Institute Expansion

Jupiter, FL

GFA/UES has been contracted to conduct materials testing for Jupiter Medical Center's expansion of an existing medical surgical institute. Jeffrey serves as a Building Inspector.

### Celebration Pointe

Fort Pierce, FL

GFA/UES has been contracted to conduct blower door testing for homes within a Fort Pierce subdivision. Work is occurring for LGI Homes of Florida. Jeffrey serves as a Building Inspector.



### Education

AAS, Renewable Generation -Instrumentation and Control, Bismarck State University

### Years of Experience

7

### Licenses

- Standard Inspector - FL #BN7593
- Standard Plans Examiner - FL #PX5036
- Home Inspector - FL #HI9895

## Lambert (Allen) Hazellief, BN, PX, HI

### Building Inspector

With seven years of experience (including Florida licensure as a Home Inspector, Standard Inspector, and Plans Examiner) Allen serves UES Port St. Lucie as a Building Inspector. His expertise includes building codes, regulations, inspections, and plans reviews for residential and commercial projects. He also has experience conducting safe structure and site inspections.

### PROJECT EXPERIENCE

#### Flowing Well Community - Brighton Seminole Reservation

Okeechobee, FL

Allen completed inspections for new construction of a residential community including 70 homes.

#### Lakeland Community Center - Lakeland Seminole Reservation

Lakeland, FL

Allen performed inspections for new construction of an administration building and gymnasium.

#### Lakeland Community - Lakeland Seminole Reservation

Lakeland, FL

Allen performed inspections for new construction of a residential community including 149 homes.

#### Tampa Hard Rock Casino - Seminole Hard Rock Casino

Tampa, FL

Allen conducted inspections for new construction of a 14-story hotel and parking structure, as well as casino renovations.

#### Brighton Casino and Hotel - Brighton Seminole Reservation

Okeechobee, FL

Allen completed inspections for new construction of a casino and four-story hotel.

#### Brighton Ahfachkee School - Brighton Seminole Reservation

Okeechobee, FL

Allen performed inspections for new construction of a cultural center, school buildings, library, and boys and girls' club.

#### Senior Center - Big Cypress Seminole Reservation

Clewiston, FL

Allen conducted inspections for new construction of a senior center facility on the reservation.

#### Preschool - Big Cypress Seminole Reservation

Clewiston, FL

Allen conducted inspections for new construction of a preschool on the reservation.



### Years of Experience

45

### Licenses & Certifications

- Standard Inspector - BN8031
- Plans Examiner (Electrical) - PX4495
- Electrical Contractor - EC13006616

## Robert J. Bentz, BN, PX

### Electrical Inspector

Robert's industry experience includes over 45 years in electrical construction. He is a licensed Electrical Contractor, and previous owner of an electrical construction firm specializing in residential, multi-family, commercial and Industrial efforts. His expertise includes installing high voltage electrical equipment and distribution components. In addition to Robert's electrical expertise, he holds designations as a Standard Inspector and a Plans Examiner.

### PROJECT EXPERIENCE

#### Bent Creek - Private Provider Inspections

Fort Pierce, FL

As consultant to Lennar Palm Atlantic Division, UES is conducting private provider inspections in the Bent Creek subdivision. Robert serves as Electrical Inspector.

#### Celebration Pointe - Private Provider Inspections & Plan Review

Fort Pierce, FL

As consultant to Lennar Palm Atlantic Division, UES is conducting private provider inspections and plan reviews. Robert serves as Electrical Inspector.

#### Tradewinds at Hobe Sound aka Heron Pointe

Hobe Sound, FL

As consultant to The PRC Group Construction, UES is conducting materials testing and inspections. Robert serves as Electrical Inspector.

#### Lost Tree - Private Provider Inspections

Vero Beach, FL

As consultant to Ryan Homes, UES is conducting private provider inspections for the Lost Tree subdivision. Robert serves as Electrical Inspector.

#### GFA International, Inc. dba Universal Engineering Sciences

Robert serves UES' Port St. Lucie location as an Electrical Inspector.

#### Bentz Electrical Consulting (2013-2022)

Robert provided consulting services to owners, contractors, and construction managers. His consulting expertise includes estimating, value engineering, plan reviews, and electrical inspections.

#### Bentz Electrical Contractor (1971-2013)

As business owner, Robert conducted electrical scopes of work for various environments, including residential, multi-family, commercial and industrial projects. The firm's expertise included installation of high voltage electrical equipment as well as distribution components.



## Years of Experience

39

## Expertise

- Coordination of FEMA-required Damage Assessment

## Licenses

- Standard Inspector - #BN369
- Plans Examiner - #PX881
- Building Code Administrator - BU #1233

## Certifications

- ICC - Building Code Official
- ICC - Plumbing Code Official
- ICC - Mechanical Code Official
- ICC - 1&2 Family Residential Inspector
- FEMA (NIMS) Training Certificates (100, 200, 300, 400 and 700 Series)

## Luis A. Martinez, BN, BU, PX

### Building Inspector

Luis' industry experience includes over 39 years in the construction industry. He maintains Florida licensing as a Standard Inspector, Building Code Administrator, and Plans Examiner, and also holds various certifications, including ICC and FEMA disciplines. His repertoire includes serving various municipalities within their respective building departments.

## EMPLOYMENT HISTORY/ PROFESSIONAL EXPERIENCE

### GFA International, Inc. dba Universal Engineering Sciences (May 2023-present)

Luis serves UES' Port St. Lucie location as a Building Inspector, Building Code Administrator, and Plans Examiner.

### Building Official - Town of Indian River Shores (April 2020-May 2023)

Indian River Shores, FL

As Building Official, Luis planned and directed the regulation and inspection of building construction, electrical, mechanical and plumbing installations; and directed enforcement of related federal, state, and local laws. He participated in technical work reviewing all types of construction drawings, plans, and specifications to ensure compliance with applicable codes and ordinances. He also oversaw inspections prior to the issuance of construction permits, Certificates of Occupancy, and Certificates of Completion. He directed and conducted field inspections to assure compliance with applicable building codes, federal, state, and local laws and rules, and maintained knowledge of code changes affecting building system installations. Further, he reviewed and examined various construction plans covering residential and commercial construction (for compliance with local laws and ordinances, and State and Federal Laws, Statutes, and Codes). Luis also interpreted, explained, and discussed codes and regulations with contractors, design professionals, and homeowners. Additionally, he monitored inspector training and certification records to

ensure that all inspectors maintained requisite specialty licenses and required training for license renewal.

### Zoning Administrator - City of Anderson, SC (May 2018-March 2020)

Anderson, SC

As Zoning Administrator, Luis was responsible for review and enforcing all City zoning ordinances, engaging with the public to discuss zoning violations, and representing the City on matters of zoning and code enforcement in compliance court. He also collaborated with other departments and public officials to provide zoning interpretations, and assisted in writing staff reports for the Zoning Board of Appeals.

### Building Official - City of Lake Worth, FL (May 2018-March 2020)

Lake Worth, FL

While employed by the city of Lake Worth, Luis gained extensive experience as a Building Official, where he provided final interpretations of building codes, statutes, and ordinances, offering guidance to contractors, builders, and the public on compliance with City policies and procedures. He recommended updates and prepared revisions to construction codes to maintain current standards. Luis managed technical and administrative staff, overseeing the enforcement of building codes and business tax certificate regulations. His responsibilities included scheduling and assigning work, monitoring progress, conducting performance evaluations, preparing the division's budget, and

ensuring expenditures were aligned with financial plans. He established operational policies for the Building Services Division, developed regulations for enforcing business tax certificates, and advised the City Manager and Director of Sustainability on matters related to building codes and ordinances. Additionally, Luis worked closely with the City Attorney's Office on legal cases involving code enforcement, served as the City's representative to the Building Board of Adjustment and Appeals, and provided staff support to the board.

**Chief Plans Examiner - City of West Palm Beach, FL (July 1998-June 2013)**

West Palm Beach, FL

As the city's Chief Plans Examiner, Luis supervised and coordinated a team of up to 12 plans examiners, ensuring the accurate review of blueprints to confirm compliance with applicable codes, laws, ordinances, and standards prior to issuing permits. He interpreted, administered, and enforced the Florida Building Code while effectively communicating with City officials, department directors, building inspectors, property owners, government agencies, private sector stakeholders, and the public regarding plans and code requirements for proposed projects. Luis also directed and implemented Building Department functions for the City of Lake Worth under an interlocal agreement with West Palm Beach. His responsibilities included assisting with business tax and license processing, supervising and supporting Building Permit Clerks, conducting interviews and hiring recommendations, and training new Plans Examiners. Additionally, he performed building inspections when necessary, completed general clerical tasks, and participated in conferences, seminars, workshops, and training sessions to stay updated on industry practices.

**Plans Examiner - City of West Palm Beach, FL (October 1994-July 1998)**

West Palm Beach, FL

As the city's Plans Examiner, Luis reviewed construction drawings to ensure compliance with applicable building, accessibility, zoning, energy and related codes; issued building permits. He met with designers to discuss interpretations and applications of the building code, and assisted with team projects for other city departments.

**Building Inspector - City of West Palm Beach, FL (February 1992-October 1994)**

West Palm Beach, FL

As a city Building Inspector, Luis was responsible for conducting inspections of construction, alterations, repair, remodeling or demolition of structures and the installation of building systems, when permits are required to ensure the requirements of the Florida Building Code and public safety statutes and ordinances have been satisfied.

**Code Enforcement Supervisor - City of West Palm Beach, FL (January 1990-February 1992)**

West Palm Beach, FL

In this role, Luis led and supervised code enforcement teams. He was responsible for investigating complaints about nuisance properties (to determine whether condemnation conditions existed), and wrote and followed up on condemnation orders to be presented for action by the Building Board of Adjustment and Appeals.

**Code Enforcement Officer - City of West Palm Beach, FL (March 1988-January 1990)**

West Palm Beach, FL

**Utilities Customer Service Representative - City of West Palm Beach, FL (October 1986-March 1988)**

West Palm Beach, FL

**Water Meter Reader - City of West Palm Beach, FL (June 1983-October 1986)**

West Palm Beach, FL



## Years of Experience

39

## Licenses

- Standard Inspector - FL#BN6687
- Standard Plans Examiner - FL#PX3693
- Building Code Administrator - FL#BU2007
- Residential Plans Examiner - FL#RPX310
- Certified General Contractor - FL #CGC1515018

## Michael Keenan, CBO, BN, BU, PX, RPX

### Building Inspector

As a recent addition to UES' Port St. Lucie Building Inspections Department, Mr. Keenan lends nearly four decades of extensive experience in residential and commercial new construction and remodeling projects, with a strong background in plan review and inspection across various disciplines including structural, mechanical, electrical, and plumbing. His expertise extends to a wide range of construction types, including residential, commercial, industrial, schools, fire department buildings, antenna towers, hotels, apartment buildings, marinas, fuel dispensing stations, retail spaces, assisted living facilities, parks and recreation areas, and water treatment facilities. Mr. Keenan also served as an acting building official, where he successfully implemented policy changes within the local government. Additionally, he played a pivotal role in facilitating an interlocal agreement that combined the inspection and plan review services of two municipalities.

## PROJECT EXPERIENCE

### Hyatt Hotel

Boca Raton, FL

Mr. Keenan served as the structural inspector for this new construction.

### Boca Raton Regional Hospital

Boca Raton, FL

Mr. Keenan served as the structural inspector for this project.

### Boca City Walk

Boca Raton, FL

Mr. Keenan served as the structural inspector for this project.

### Gumbo Limbo Nature Center

Boca Raton, FL

Mr. Keenan served as the structural inspector for this project.

### Valero Fuel Station

Boca Raton, FL

Mr. Keenan served as the structural inspector for this new construction.

### McDonalds Restaurant

Boca Raton, FL

Mr. Keenan served as the structural inspector for this new construction.

### Royal Palm Yacht Club

Boca Raton, FL

Mr. Keenan served as the structural inspector for this new construction.

### Toll Brothers

Boca Raton, FL

Mr. Keenan served as the multi-discipline inspector for various projects completed for this national homebuilder.

### Bureau Veritas (2021-2023)

Florida

Mr. Keenan served as building inspector 3 for various projects throughout Florida.

### City of Boca Raton (2015-2020)

Boca Raton, FL

Mr. Keenan served as building inspector 3.



## DRUG~FREE WORKPLACE FORM

The undersigned vendor in accordance with Florida Statute 287.087 hereby certified that  
GFA International, Inc. dba Universal Engineering Sciences does:  
*(Name of Business)*

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

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

  
 \_\_\_\_\_  
*Proposer's Signature*

January 6, 2025  
 \_\_\_\_\_  
*Date*

## AVAILABILITY TO MEET TIME AND BUDGET REQUIREMENTS

The project team presented in this proposal, including our field personnel, is committed to being available to serve the City of Fort Pierce whenever called upon. We will highly prioritize this contract, and our team will strive to function as an extension of the organization. We will complete every assignment safely while maintaining our budget and high-quality standards to earn and keep the city’s trust.

Due to the nature of our inspection services, many projects vary in duration, ranging from two to four weeks. We can immediately staff projects full-time and have field personnel available for “will call” or intermittent assignments. This flexibility allows us to allocate additional plans reviewers and office support staff (as needed) to ensure we complete assignments promptly, safely, within budget, and with the appropriate resources.

Additionally, UES asserts that assigned personnel will come from existing resources, and we will only entrust experienced, well-qualified personnel to perform our services.

The designated staff will be available to begin the specified projects and continue the work as needed. The dedication of the personnel necessary to staff and complete the various tasks on this contract will not overload our current technical and management staff capacity.

### SCHEDULE DEVELOPMENT

Our team will develop reasonable schedules using standard scheduling techniques, including a project network with critical path layouts and milestone planning during the development of the project schedules. During the project’s performance, we will make real-time comparisons against the planned project schedule to monitor the project’s progress. We will monitor and investigate any variances between the planned and actual schedules to determine if any issues are occurring.

We will initiate corrective action when we encounter concerns. When we identify project cost or schedule issues, the contract manager will characterize the extent of the problem and devise contingency plans as appropriate.

Contingencies may include:

- Directing the allocation of additional resources as necessary to accomplish the work in a timely, cost-effective fashion
- Analyzing the schedule logic for a change in sequence of work elements to maintain milestone dates (i.e., expedite up-coming task schedules)
- Establishing new dates for task completions/ milestones after consultation and approval

These corrective actions will enable UES to meet established performance goals. UES’ network of offices located throughout Florida allows for rapid mobilization to project locations, minimizing travel time. All management and field personnel also have smartphones, allowing for frequent updates during critical work phases. Additionally, our staff have access to laptop computers, enabling the implementation of last-minute changes to the scope as necessary.

*Our staff strives to develop and drive realistic project schedules for every task we receive.*

As thorough as this process is, UES never forgets that many clients require expedited services due to tight schedules. Whether it is speed-to-market demands or site viability, UES will waste no time providing the professional services necessary for the City of Fort Pierce to make decisions based on our results.

### Understanding the City’s Needs

With UES’ dedicated plans review staff, the City of Fort Pierce may expect deliverables and reports provided as scheduled.

As noted, UES is well versed in providing expedited service to meet time constraints for various situations, such as life safety code upgrades and scheduling/prioritizing of maintenance. We will accommodate the City’s scheduling needs, and complete the plans reviews described in the Scope of Services as the City requires.



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