



Florida Acquisition & Appraisal, Inc.

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
PROFESSIONAL SERVICES LETTER OF RESPONSE

375-030-22
PROCUREMENT
08/14
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Advertisement No.: 15150 **DOT FM Number:** 43631614201

Project Name: Right of Way Consultant Services District Wide - Appraisal

Consultant's Name: Florida Acquisition & Appraisal, Inc.

Street Address: 2109 East Palm Avenue

City: Tampa **State:** FL **Zip:** 33605

Proposed responsible office location for consultant: 410 S. Ware Blvd., Suite 700, Tampa, FL 33619

Contact person: Jack Curatelli, SR/WA **Phone:** 813-241-6354

Contact email: icuratelli@flaa.com; jpalova@flaa.com

e. Statement regarding prequalification of consultant or proposed subconsultants in advertised type of work:

Florida Acquisition & Appraisal, Inc. (FLAA), a FDOT Certified Small Business (BDI), knows the requirements of a districtwide contract like the subject. In accordance with Chapter 14-75, Florida Administrative Code, the FDOT has reviewed our qualifications and has determined that FLAA is qualified to perform the activities of Group 21.0 (Acquisition, Negotiation, Closing and Order of Taking), Group 24.0 (Acquisition Relocation Assistance) and Group 25.0 (Right of Way Clearing and Leasing). **Subconsultants:** The following group of subconsultants qualify our team for the following minor groups; Group 3.1 (Minor Highway Design): Kelly, Collins & Gentry, Inc., URS; 8.2 (Design, Right of Way, & Construction Surveying): URS, Collins Survey Consulting LLC; 13.6 (Land Planning/Engineering): Diaz Pearson & Associates, Inc.; Kelly, Collins & Gentry, Inc., URS; 14.0 (Architect): URS; 15.0 (Landscape Architect): L.A. Design, Inc. (DBE), URS; Group 22.0 (Acquisition Bus. Damage Estimating & Review): Gerson, Preston, Robinson & Company, P.A.; 21.0 (Acquisition, Negotiation, Closing and Order of Taking): Keystone Field Services, Inc. (DBE)

Florida Acquisition & Appraisal, Inc. has been FDOT prequalified to provide Right of Way (ROW) services since 1995. Jack Curatelli has directed, managed or provided production related ROW services in all of FDOT Districts 1, 2, 3, 4, 5, 6, 7 and the Turnpike. FLAA and its principals are providing, or have provided county-wide services for Polk, Hillsborough, Manatee, Sarasota County, City of Lakeland, City of North Port and many other counties, cities and surrounding areas. FLAA principals and staff have provided project and management services on more than 30 district-wide contracts. FLAA provided District 1 district-wide acquisition and appraisal tasks including cost estimating, business damage estimating, management, acquisition and relocation on projects such as the I-4 corridor, In-town Bypass, SR 540, SR 542, US 17, SR 739 and others. FLAA is currently providing district-wide contract services for Districts 4, 6 and 7 (ITN), and several GEC/Misc. Engineering Services contracts, including right of way support services in the surrounding areas. FLAA recently provided the ROW Production arm for the Hillsborough County Transportation (HNTB) Task Force providing four personnel to assist in the re-evaluation of the ROW program. As part of that acceleration effort, FLAA conducted more than 125 cost estimates and presented changes to the ROW procedure to expedite the County's process. In addition, FLAA provided ROW cost estimating and continuing services for the High Speed Rail Authority (Phase 1, Part 1).

f. Proposed key personnel and their proposed roles:

Jack Curatelli, SR/WA is proposed as Project/Contract Manager and/or a Task Manager for this project. Jack will ensure that all necessary resources are available to meet District 1's needs by providing contract management, QA/QC direction and Task Management and/or Production as necessary. Jack has 30 years of experience working directly for and with the FDOT on district-wide Appraisal/Cost Estimating/Acquisition and other full service ROW contracts and is currently assigned project manager on 5-year district-wides in District 4 and 6 (soon to expire) and FLAA is also currently providing ROW support in District 7 under Lochner's GEC contract. Jack has directed or managed District 1 District-wide appraisal and acquisition contracts and is a former District Four Project Manager and Suit Coordinator. He has managed numerous FDOT District-wide contracts as a consultant in Districts 1, 4, 6

and 7, as well as numerous project specific contracts for most of the Districts and the Turnpike Enterprise (Polk Parkway & Suncoast Parkway). Jack is currently managing the District 1 SR 542 acquisition contract from 1st Street to Buckeye Loop Road project.

Steve Popowiecki, Right of Way Agent is a 10 year real estate veteran and shall provide key cost estimate support on District projects as he was instrumental in the FDOT/TBARTA Pinellas Alternatives. Steve is currently negotiating properties for SR 542 and participates in task management as appropriate.

Mark Meeks, SR/WA, Property Appraiser/Reviewer, URS, shall assist Jack as needed. Mark brings not only his expertise as a FDOT review appraiser but his URS appraisal litigation support team in addition to FLAA's proposed subject matter experts noted. Mark personally is available for review assignments and he and his firm shall assist FLAA in Appraisal and Appraisal Review management support. Mark's ROW experience includes appraisal/review services for negotiation and litigation purposes, cost estimates, design support, and project management. Mr. Meeks worked for the Florida Department of Transportation, District Five for over 20 years, and is fully versed with the Uniform Standards of Professional Appraisal Practice (USPAP) and the FDOT Supplemental Standards of Appraisal.

Harold H. "Hal" Collins, Jr., PE, will provide cure planning and appraisal litigation support.

John Menard, MAI, SRPA, Appraiser, Cost Estimating support. John and Jack have worked together for nearly thirty years and have done appraisal and cost estimating on numerous projects from Sarasota School Board to the High Speed Rail and the Beltway around Tampa to Clinton Ave in Pasco County to US 41 in Citrus County to FDOT/TBARTA Pinellas Rapid Transit Analysis among many other projects. John is an FLAA employee, yet maintains associations with his firm McKeon & Menard and the Entreen/Valbridge group; thus he brings a plethora of additional appraisal support resources such as Leslie A. McKeon, MAI, SRA, W. Mark Anderson, MAI, and Ed Long, a certified appraiser whom Jack has been working with for many years.

Burl Wilson, MAI, Appraiser, Cost Estimator- well known D1 appraiser currently under contract providing services on SR 542.

David Loss, MAI, Reviewer/Appraiser – a proven asset in D1, currently providing review on SR 542 and appraisal support on US 17.

Bill Brannum, Appraiser, cost estimating support – currently finishing his assignment on US 17, Bill is prepared to further assist.

Bobby Atwell is proposed as a Task Manager and Senior Production Agent. Bobby is a veteran ROW Program Manager and former ROW Manager for District 7 and Deputy in 1. He currently is providing production work on SR 542.

FLAA's Additional Cost Estimating, Acquisition, Relocation & Property Management Staff			
Jeanne Way28 Years Experience	Liz Jones23 Years Experience
Pedro Imas35 Years Experience	Huchani Dodd17 Years Experience
Ron Ziesing45 Years Experience	Alan Kameron, SR/WA 22 Years Experience
Steve Popowiecki15 Years Experience	Steve Jones 20 Years Experience
Catherine Brantley30 Years Experience	David Anderson 14 Years Experience

g. Subconsultant(s) that may be used for the project:

Kelly, Collins & Gentry, Inc., Harold H. "Hal" Collins, Jr., PE – full service ROW cure planning and appraisal litigation support

URS, D. Mark Meeks, SR/WA and Stephen N. Noppinger, PE – Review Appraisal/Appraisal Mgmt & full service litigation support

Gerson, Preston, Robinson & Company, P.A., Jorge L. Moreno – Business Damages

Collins Survey Consulting LLC, DBE, Diane Collins – ROW mapping, legal descriptions, title search

L.A. Design, Inc. DBE, Rachel Roberts – Landscape Architect

Entreen Associates, Inc., d/b/a Valbridge Property Advisors – Appraisers and Expert witnesses

Wilson Real Estate, L. Burl Wilson, Jr., MAI, SRPA – Real Estate Appraiser and Expert witness

Boyd, Schmidt & Brannum/Valbridge Property Advisors, William H. Brannum and David J. Loss – Real Estate Appraisers

Tropical Realty Appraisal Services, Marty Engelman, MAI, MRICS – Appraisers and Expert witnesses

Diaz, Pearson & Associates, Inc., Richard Diaz, Jr., PE and Linda D. Pearson, AICP – Land Planners/Engineers/Expert Witness

American Compliance Technologies – Asbestos/Phase 1 Audits and Other Environmental Services

American Government Services, DBE, Wendi McAleese – Title Updates and Closings

Fred B. LaDue & Associates, Inc., Fred Ladue, ASA – Furniture, Fixtures and Equipment, Expert Witness.

Keystone Field Services, Inc., DBE, Jan Rybak, SR/WA, R/W-RAC and Eli Matalon – Acquisition and Relocation

Aerial Cartographics of America – Aerial photography associated with surveying and mapping.

h. Indication as to whether the prime firm and/or subconsultants are disadvantaged business enterprises (DBE) or Small Businesses: FLAA is a state certified BDI small business. See above for four designated subconsultants which are certified DBEs.

i. Project Approach and Understanding of Critical Issues:

Florida Acquisition & Appraisal, Inc. (FLAA), a FDOT Certified Small Business (BDI), knows the requirements of a Districtwide or Miscellaneous Land Acquisition/Appraisal/Appraisal Support Services contract like this. We know that the critical facet of a project

such as this is to be a relevant, responsive resource to FDOT, District 1 and to assist this District in meeting its goals whether appraisal/appraisal review, appraisal support, cost estimating, acquisition aerial cartography, business damages or other scope related production management or staffing. FLAA will provide the platform for which the appraiser or subject matter expert shall be able to conduct the scope of work it's been assigned while FLAA or one of its Task Managers/Subs manage the task and delivery of the product on time, either using our own schedules, primavera or the Department's Project Scheduling and Management (PMS). FLAA understands and is well known for its ability to manage Districtwide contracts whether the tasks are appraisal/review, cost estimating, acquisition or full service miscellaneous or large project parcel specific tasks. We also understand under this contractual scenario that work issued under this contract could be large, small or none at all. There may be limited specific tasks with which the District needs assistance, or there could be staffing or an entire full service project issued. FLAA has assembled a dynamic redundant quality team which allows the flexibility to meet the District's needs, no matter in which corner of the 12 Counties the project is located. We have proposed seasoned, highly-qualified ROW Project/Task Managers and Specialists to facilitate the work, whether it be major or minor, on a "when needed" basis.

We have teamed with a cadre of specialists known to the Department as well as a full service appraisal support group in URS and Kelly, Collins and Gentry and a relocation/acquisition group Keystone Field Services, DBE. Florida Acquisition & Appraisal, Inc. (FLAA) and its team's philosophy in developing a quality assurance plan begins with utilizing highly experienced skilled and knowledgeable staff and Quality Assurance and Compliance reviewers. Our skilled reviewers, coupled with a clear understanding of the District's Appraisal Guidelines (DAGs), FDOT ROW Manual Chapter 6, Section 1, Appraisal & Appraisal Review, with Section 2, Supplemental Standards, USPAP together with the overall objectives of the District's appraisal project, are the foundation of our Quality Assurance Plan. We have proven quality assurance initiatives based upon FDOT regulations.

FLAA has developed a proactive QA/QC process, the basis of which is Tallahassee's QAR form, to assist in assuring all elements of the appraisal process, parcel specific issues (access, legal, special damage studies etc.) and particularly format are addressed and reported. This QA/QC checklist will be attached to the appraisal file and will be referred to during the entire appraisal process and is "checked off" at periodic (weekly) intervals as tasks are adequately completed.

FLAA's main office is in Tampa, with an auxiliary offices in Lakeland of our own or subconsultant reciprocal arrangements. In addition, we also have cooperative office arrangements available in Southeastern Florida, and our subconsultants, Keystone Field Services, are based out of Tallahassee. We have handled projects in North Carolina, South Carolina, Alabama and other states, so we stand ready to do the works, wherever it takes us.

j. Relevant project experience – Similar type of work experience:

FLAA has been prequalified and has provided ROW services to the FDOT since 1995 in Districts 1, 3, 4, 5, 6, 7 and the Turnpike, as well as having provided county-wide services for Polk, Hillsborough, Manatee, Orange, Pasco, Citrus, Leon, Orange, Osceola, Volusia and other counties and cities in the surrounding area. FLAA principals and staff have provided management services on more than 30 districtwide contracts many of which were appraisal and cost estimating as well as acquisition. Most of our subconsultants have been working for D1 for years but we also bring experienced new talent to the District. Jack Curatelli, SR/WA and many of the staff noted above have either directed, managed or provided production-related ROW services directly on District 1 projects, notably a District 1 Districtwide Appraisal Contract with assignments on (2) SR 739 & SR 45 Districtwide Acquisition/Relocation on the In-Town By-pass. Most recently direct acquisition contracts on SR 542, and US 17 and prior to these projects FLAA specifically provided ROW services on districtwide contracts for acquisition and appraisal, cost estimating, business damage estimating and management, acquisition and relocation, districtwide suit and litigation support, and other districtwide services. FLAA has participated in numerous GEC teaming arrangements, which included full service ROW and other direct projects, as well as property management staffing. FLAA was the ROW production arm for the Hillsborough County Transportation (HNTB) Task Force, providing four staff people to assist in the reevaluation of the ROW Program. On this project, FLAA conducted more than 125 cost estimates and rewrote much of the ROW procedure as a task in consideration of expediting the County's process improvement. FLAA also provided ROW services for the High Speed Rail Authority (Phase 1, Part 1), as well as the "Stimulus Update."

k. A Bid Opportunity List has been submitted through the Equal Opportunity Compliance System.

Thank you for the opportunity to participate in this project. We look forward to continuing our working relationship with District 1.

FLORIDA ACQUISITION & APPRAISAL, INC.

Jack Curatelli

Jack Curatelli, SR/WA
President

Prequalification of Prime Consultant and any proposed Subconsultants by advertised type(s) of work:

Consultant Name		Project Advertised Major & Minor Work Types												
		21.0	3.1	8.2	13.6	14.0	15.0	22.0				DBE	SB	UU
Prime	Florida Acquisition & Appraisal, Inc.	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Keystone Field Services, Inc.	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>	<input type="checkbox"/>
Subconsultants	Kelly, Collins & Gentry, Inc.	<input type="checkbox"/>	X	<input type="checkbox"/>	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	URS	<input type="checkbox"/>	X	X	X	X	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Collins Survey Consulting LLC	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>	<input type="checkbox"/>
	L.A. Design, Inc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>	<input type="checkbox"/>
	Diaz, Pearson & Associates, Inc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Gerson, Preston, Robinson & Company, P.A.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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SB = Small Business UU = Under-utilized work type; subconsultant is fulfilling an under-utilized work type

My firm has submitted a Bid Opportunity List through the [Equal Opportunity Compliance System](#) for this project.