# PURCHASE ORDER

**Florida International University**

**Board of Trustees**

**University Park Campus**

**Miami FL 33199**

**United States**

<table>
<thead>
<tr>
<th>Purchase Order</th>
<th>Date</th>
<th>Change #</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>FIU01-0000118347</td>
<td>09/09/2013</td>
<td></td>
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<thead>
<tr>
<th>Payment Terms</th>
<th>Freight Terms</th>
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<td>Net30</td>
<td>DESTINATION</td>
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<table>
<thead>
<tr>
<th>Buyer</th>
<th>Phone</th>
<th>Fax</th>
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<tbody>
<tr>
<td>Cheryl Cobb</td>
<td>305/348-6897</td>
<td>305/348-3600</td>
</tr>
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</table>

**Ship To:**

TY LIN INTERNATIONAL  
201 ALHAMBRA CIRCLE STE 900  
CORAL GABLES FL 33134

**Bill To:**

CENTRL REC  
11200 SW 8th ST  
University Park  
CSC 1140  
Miami FL 33199  
United States  
305/348-2131

**Tax Exempt?** Y  
**Tax Exempt ID:** 858012622369C

<table>
<thead>
<tr>
<th>Item/Description</th>
<th>Quantity</th>
<th>UOM</th>
<th>PO Price</th>
<th>Extended Amt</th>
<th>Due Date</th>
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<tbody>
<tr>
<td>Professional services for FIU-Sweetwater University City TIGER funded projects. Services to be provided per Exhibit &quot;A&quot; scope of work.</td>
<td>1.00</td>
<td>EA</td>
<td>$6,000.00</td>
<td>$6,000.00</td>
<td>09/09/2013</td>
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**Total PO Amount** $6,000.00

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**EQUAL OPPORTUNITY EMPLOYER**

Nondiscrimination clause contained in section 202, Executive Order 11246, as amended by Executive Order 11375, relative to Equal Employment Opportunity for all persons without regard to race, color, religion, sex or national origin, and implementing the rules and regulations prescribed by the Secretary of Labor, are incorporated herein.

We are proud to be a Tobacco and Smoke Free Campus which means that smoking and/or the use of any tobacco product is not permitted in any area of the university campus including buildings, green spaces, vehicles, and parking areas. Visit [http://tobacco-free.fiu.edu](http://tobacco-free.fiu.edu) for more information.

Federal Excise Certificate No. 59-73-0209K

1. All invoices must have an FEID# and mailed to Accounts Payable at the above Bill To Address.
2. This PO # must appear on all packing receipts and invoices. Invoices without PO # will be returned unpaid.
3. Show Freight Charges on Invoice and attach original freight receipt.
4. This purchase order incorporates by reference the "FIU Purchase Order Terms and Conditions" and may be viewed at the following University website: [http://finance.fiu.edu/purchasing/](http://finance.fiu.edu/purchasing/).
5. The FIU Vendor Ombudsman can be contacted at 305-348-2101.
EXHIBIT “A”

DESIGN PUBLIC WORKSHOP SCOPE

TYLI will assist FIU in the public involvement efforts and provide the necessary support as required for the Design Public Workshop for this project as outlined in Part 1, Chapter 8, and Part 2, Chapter 9 of the PD&E Manual and the following.

The purpose of the public workshop is to acquaint the public with the proposed project and the study team. This early public involvement will help the public better understand the project plans and foster cooperation and understanding between FIU and the public. The items that will be covered in the meeting include:

- Project justification
- Project priority in the work program and budget
- Design concepts presently under review
- Potential environmental and/or engineering issues
- Project schedule
- Request for comments and concerns

For the Public Workshop, TYLI will support FIU’s efforts in the preparation of the following:

- Scripts or agenda for presentation.
- Handouts
- Graphics for presentation.
- Selection of ADA compliant meeting site (FIU to provide meeting venue)
- Meeting equipment set-up and tear-down (FIU to provide equipment).
- Legal and/or display advertisements. (FIU will pay the cost of publishing.)
- Letters for notification of elected and appointed officials, property owners and other interested parties. (FIU will pay the cost of first class postage.)
- Summary notes of meetings.
- Preparation of responses to any public inquiries as a result of the public workshop

A brief presentation may be given along with an open-house format where attendees can review the project maps and discuss personal issues or concerns with the project team.
members. Project summaries and informational news letters will be made available with a description of the proposed project and contact information. A translator will be made available by FIU for non-English speaking audiences. TYLI will attend the meetings with an appropriate number of personnel to assist FIU.

The following techniques will be used to notify the public of the public workshop meeting for the proposed UniversityCity improvements and to solicit public input into the project development process.

- Invitational and informational letters will be distributed to the following, four (4) weeks prior to the meeting, in order to provide project information and to obtain input regarding the project development process:

1. Those whose property lies, in whole or part, within at least 300 feet on either side of the project alternatives as well as other local citizens who may be impacted by the construction of this project. The mailing list is to be based on the County Property Appraiser's tax rolls;
2. Local elected and appointed public officials or individuals who request to be placed on the mailing list for this project or who may be interested in the project; and
3. Public and private groups, organizations, agencies, or businesses that request to be placed on the mailing list for this project or who may be interested.

- Two public advertisements (one four weeks prior to the meeting and a second two weeks prior to the meeting) consisting of a legal display advertisement published in the area newspaper with the largest circulation. The content of the newspaper ad will include:

1. The purpose of the public meeting;
2. An outline of the topics to be covered during the meeting;
3. Project description (the use of a project location map is suggested);
4. Date, time, and location of the meeting;
5. Name, telephone number and email address of a contact person for information on the meeting;
6. A contact person and information for accommodation of disabilities under the Americans with Disabilities Act (ADA); and
7. An address where written comments can be directed.

- Advertise in the Florida Administrative Weekly (FAW) seven (7) days prior to the public meeting.