



Statement of Qualifications

RFP #47-2011

Design & Engineering Services Household Hazardous Waste Collection Facility Lexington-Fayette Urban County Government

January 20, 2012



**JRM
&A**

ARCHITECTS
ENGINEERS
PLANNERS

J.R. MILLER & ASSOCIATES

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January 20, 2012

Purchasing Director
Lexington-Fayette Urban County Government
Room 338, Government Center
200 East Main Street
Lexington, Kentucky 40507

Re: RFP#47-2011 Design & Engineering Services for
Household Waste Collection Facility
635 Byrd Thurman Drive, Lexington, KY
Response to Request for Proposal
JRMA Proposal # P12-009

Dear Sir/Madam,

J.R. Miller and Associates, Inc. (JRMA) is pleased to present the enclosed proposal for design and engineering services to the Lexington-Fayette Urban County Government (LFUCG) for the above listed project. The project scope includes the work necessary for programming, design, completion of construction documents, cost estimating, and construction administration for conversion of the existing vehicle wash building into a Household Hazardous Waste (HHW) collection facility.

JRMA is an architectural and engineering design firm that has provided design services to the solid waste industry for over 23 years, including the design of more than 50 transfer stations and/or MRF facilities, many of which have included the design of HHW facilities. We also have experience in assisting our clients to retrofit existing stations for adding HHW services.

JRMA has been assisting the Division of Waste Management over the last four years beginning with the Attribute/Fatal Flaw Analysis and Master Planning for the new 30-acre property at 689 Byrd Thurman Drive, purchased for a new expanded MRF campus. We have been aware of the intent to add a permanent HHW facility to add to the recycling collection services in lieu of continuation of scheduled HHW collection "events." The location of the existing vehicle wash facility near the intersection of Frankfort Court will allow convenient accessibility to the public's use.

Our design team includes Magna Engineers, a Lexington-based, woman-owned firm that will provide the mechanical, electrical, and plumbing retrofit services for this project. I, Mark Simpson, will be the local architectural Project Architect and primary contact for this proposal and can be reached at the Lexington office at (859) 245-0049.

The JRMA team offers a uniquely experienced team that provides a single point of delivery for all services on this project. We are looking forward to this opportunity to work with LFUCG to make the HHW facility a reality and valuable asset to the community.

Sincerely,

Mark Simpson, AIA
Senior Project Architect

DMS/ele

Enclosure

J.R. MILLER & ASSOCIATES, INC.

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FIRM QUALIFICATIONS



Household Hazardous Waste (HHW) collection events and permanent facilities have become an integral part of the municipal recycling and solid waste management systems. There are several household products that contain small quantities of hazardous substances thus it is desirable to remove these products so they do not accumulate and prevent them from being disposed at municipal waste disposal sites. Fire departments have become especially supportive of HHW collection as it reduces the potential of materials being inappropriately stored in residences and creating future risk during a fire.

We understand in past years Lexington - Fayette Urban County Government (LFUCG) has provided HHW collection services by conducting special events. By converting the existing truck wash facility into a permanent HHW facility, LFUCG can provide a higher level of service that will increase the convenience and allow greater participation compared to special collection events.

J.R. Miller & Associates (JRMA) has considerable experience and qualifications to assist LFUCG in the planning and design of your HHW facility. In the past 10 years, we have been involved with design and construction of over 10 HHW drop-off and storage facilities in several states. Our experience includes planning design of HHW facilities as part of larger transfer station and recycling complexes as well as design of dedicated structures to support HHW operations. In addition to our firm experience, Doug Drennen, PE, has prepared several HHW management plans and brings to the firm extensive expertise and background in solid waste design and management, including HHW facilities.

Our experience in working with clients to evaluate options for operating and managing HHW facilities provides a background and understanding that aids in developing facility designs which incorporate operational efficiencies. We have learned that these facilities like other solid waste facility design must provide the flexibility to adjust to future service needs. We will use this experience to assist LFUCG in developing a design that is flexible to meet your requirements.

Magna Engineers, a certified WBE consulting engineering company, will provide electrical, mechanical, and fire protection engineering services to the LFUCG HHW facility project. Magna's electrical engineering design services include low and medium voltage power distribution, interior and exterior lighting, fire alarm, communication systems (including fiber optic and wireless), power quality, security and video surveillance, lightning protection systems, and alternative energy designs. Mechanical engineering design services include geothermal heating and cooling systems, variable refrigeration systems, as well as other traditional HVAC systems, and energy management systems. Magna also provides plumbing and fire protection designs including fire pump systems.

While Magna Engineers' primary service offering is design for construction, Magna also performs facility assessments, energy audits, life-cycle cost analysis, cost estimating, value engineering, and constructability reviews.

Magna's staff of professional and LEED accredited engineers has a combined experience of over 65 years, and have completed projects in a broad market range. Ms. Michelle Howlett, President and Chief Electrical Engineer, and Mr. Jim Martin, Chief Mechanical Engineer, have extensive experience with building renovations, including facilities with hazardous materials storage and handling, as well as projects with Lexington-Fayette Urban County Government.

EVALUATION OF OPERATIONAL CONSIDERATIONS

HHW materials are regulated as solid waste but when collected need to be stored, transported, manifested, and disposed of properly. In completing several HHW projects, J.R. Miller & Associates (JRMA) has gained considerable experience in helping clients evaluate the operation features and conditions for the services required for their community. Our most recent HHW facility is for the Santa Fe Solid Waste Management Agency (SFSWMA). Prior to designing their new facility, JRMA helped evaluate the cost of options for providing these services. The options included continuing with special collection events, building a simple HHW drop off center using a pre-manufactured unit to temporarily store materials, and construction of a new HHW facility that included processing, storage and shipping facilities. The area for storage was designed with sufficient space to provide the most cost effective handling of materials with the Transport, Storage and Disposal contractor (TSD). In planning the facility, we looked at several operating conditions ranging from operating by appointment only to having the facility opened a few days per month to having regular drop off a few days per week. JRMA also worked with the client to examine the potential for handling Commercially Exempt Small Quantity Generators (CESQG).

Once we completed the evaluation of the operating conditions for that client, we then prepared a concept design. We also met with several perspective TSD contractors to gain their input to create a design that would be most efficient for them to provide the services to support the facility. For instance, having sufficient storage for these containers to fully load trailers and providing a loading dock to easily load trailers was important. They also made suggestions on the arrangement of the handling and storage of flammables and acids and bases that were incorporated into the design.

JRMA has also prepared Operations Plans that were used by our clients to secure permits and for including in procurement documents to select a TSD contractor.

HHW DESIGN EXPERIENCE SUMMARY

Of JRMA's recent HHW facility designs, two facilities are under construction. The first is the Buckman Rd HHW facility in Sante Fe, New Mexico which is similar in size and scope to that of LFUCG. It is expected to be open to receive materials two to three days per week. It includes a drive through canopy and material processing area for flammables, acids/bases and toxins. Containers for storing materials will be provided by the contract vendor. A material storage area is provided with a loading dock. We also assisted Santa Fe Solid Waste Management Agency (SFSWMA) with preparing an RFP to secure TSD operations support. The selected vendor will provide start up operations and training but the facility will be operated by SFSWMA staff. The contractor will eventually provide services to CESQG by appointment. This facility will be operational in April 2012.

The second facility under construction is located in Signal Hill, California and unlike LFUCG is a facility within the transfer station and materials recovery complex. It is scheduled to be operational in June 2012. This project includes all facilities to accept, process and store materials including CESQG. It will be operated by EDCO Disposal Services, owner of the facility.

A more detailed description of these facilities and others, along with the required reference information, may be found in the Project Experience section. The following is a summary of representative experience as requested:

HHW Facility, Buckman Road Recycling & Transfer Station - *Santa Fe, New Mexico*

Signal Hill Transfer Station & Materials Recovery Facility (MRF) - *Signal Hill, California*

HHW Facility, Fremont Recycling and Transfer Station - *Fremont, California*

HHW Facility, Robert A. Nelson Transfer Station - *Riverside, California*

Escondido Transfer Station / MRF / HHW - *Escondido, California*

HHW Facility, Santa Monica Recycling and Drop-Off Facility - *Santa Monica, California*

In addition to the recent representative HHW facility projects referenced, J.R. Miller & Associates has been the primary designer of HHW facilities at the following transfer stations in the past 10 years:

Central L.A. Recycling and Transfer Station (CLARTS) *Los Angeles, California*

HHW receiving and storage facility

Client: BLT Enterprises

Del Norte Resource Recycling and Transfer Station - *Oxnard, California*

HHW drop-off, processing and storage

Client: BLT Enterprises

West Valley Transfer Station - *Fontana, California*

HHW receiving and storage

Client: Burrtec Waste Industries

Ramona Disposal - *Ramona, California*

HHW drop-off and storage

Client: Ramona Disposal

PROJECT TEAM



Senior Project Architect

J. R. Miller & Associates
Mark Simpson, AIA, CID

Quality Assurance/ Quality Control

J. R. Miller & Associates
Jim Miller, PE

HHW Facility Plan

J. R. Miller & Associates
Doug Drennen, PE
Richard Jimenez

Design Team

J. R. Miller & Associates
Richard Jimenez - HHW Design
Donald Perry, PE - Civil Engineering
Jim Miller, PE - Structural Engineering

Magna Engineers (WBE/MBE)
T. Michelle Howlett, PE, LEED AP -
Electrical Engineering
James L. Martin, PE -
Mechanical Engineering

Construction Administration

J. R. Miller & Associates
Mark Simpson, AIA, CID

The organization chart displays the design team members assigned to the LFUCG HHW facility design and construction services. In addition, JRMA will provide production support from the Lexington office and supplemental resources from the Brea, CA office.

RÉSUMÉS OF KEY PERSONNEL

Douglas A. Drennen, PE Principal - Environmental Engineering Services

BS, Civil Engineering, 1974
University of Akron

1980 / Professional Engineer (Civil)
Oregon - No. 10581PE
1978 / Professional Engineer (Civil)
Ohio -No. E-43827

Doug is experienced in all facets of solid waste management, including planning and permitting, policy analysis, and project implementation (i.e., engineering through construction).

He has over 35 years of professional engineering experience working with both public agencies and private consulting firms. He has served as Project Manager for planning and design of transfer, materials processing and recycling/compost facilities, planning and design of HHW facilities and preparation of Solid Waste Management Plans. In addition, Doug has completed rate studies and financial plans for solid waste clients and prepared feasibility studies for solid waste management systems.

Specific HHW Experience

- Santa Fe HHW Facility - Services include Operations Plans, feasibility analysis, facility planning and design
- Marion County, OR - HHW Facility Design
- Yamhill County SWMP and HHW Plan

D. Mark Simpson, AIA, CID Senior Project Architect

Bachelor of Architecture, 1994
University of Kentucky

AS, Architectural Technology, 1995
Lexington Community College

2005/ Architect/ Kentucky/ 5886
2010/ Architect/ Georgia/ RAO12801
2011/ Architect/ Tennessee/ 104474
Member of AIA
NCARB Certified
Certified Interior Designer KY #0270CID

Mark joined J.R. Miller & Associates to head the Architectural Department in our Lexington, Kentucky office. Mark has twenty years experience in commercial, industrial, residential, religious, Department of Defense and US Postal design and construction throughout the Eastern United States. In addition, Mark has a broad range of experience in pre-engineered, conventional steel and concrete tilt-wall design and construction.

As a licensed architect, Mark is responsible for the coordination of all disciplines, programming, oversight of document development, schedule, cost control, quality control and oversight of construction management.

Prior to joining J.R. Miller and Associates, Mark worked for EOP Architects where he was the project architect on an adaptive re-use of a vacant WinnDixie grocery store into a state of the art fitness center for Urban Active. The project was awarded the 2009 Recreation Management Innovative Architecture & Design Award.

Related HHW Experience

- LFUCG Materials Recovery Facility - project cost estimates for feasibility study
- Paint Mixing Room, Hyundai Motor Manufacturer - *Montgomery, AL*
- Paint Storage Room, Hyundai Motor Manufacturer - *Montgomery, AL*
- Battery Charging Room, Valeo Engine Cooling - *Greensburg, IN*

RÉSUMÉS OF KEY PERSONNEL

Richard Jimenez Project Manager

BS, Urban & Regional Planning, 2001
California Polytechnic University, Pomona

Richard is a project manager and architectural designer for JRMA. He has a broad base of experience with design of various types of facilities such as aviation hangar/FBO facilities, solid waste management facilities and food production facilities. He was Project Manager/Lead Designer for four HHW facilities. Richard's expertise is evident in his preparation of facility layout and process equipment design, site planning, circulation plans, and the design of metal building and concrete tilt-up facilities. In his role as Project Manager, Richard's responsibilities include the development of construction document packages for constructability, architectural quality and informational clarity, preparation of project schedules, budget and the key indicators necessary for the success of the project. Richard also acts as the building department liaison obtaining related agency approvals, and participates in job walks, client meetings, agency presentations, and construction administration site visits. In addition to project related tasks, Richard has been trained in Revit and Building Information Modeling (BIM). Currently he is coordinating the architectural department's transition to the three-dimensional modeling software.

Specific HHW Experience

- Signal Hill Transfer Station/MRF and HHW Facility
- Buckman Road HHW facility
- Fremont Recycling and Transfer Station and HHW Facility
- Escondido HHW Facility

James R. Miller, PE President, Quality Control, Structural Engineer

MS, Construction Management, 1975
Stanford University
BS, Civil Engineering, 1974
University of Kentucky (high distinction)

Structural Engineer
Arizona, California, Hawaii,
Nevada, Utah, Washington
Professional Engineer:
Colorado, Florida, Georgia,
Kentucky, Nevada, New Jersey,
New Mexico, Oklahoma, Oregon,
South Carolina, Tennessee

Jim has over 36 years experience in the design and construction of industrial facilities. Mr. Miller's firm was chosen to design one of the first large-scale municipal solid waste (MSW) single-stream Materials Recovery Facilities in California. Since then he has served as Design Principal on over 50 solid waste projects, including planning and design of several HHW facilities. Mr. Miller helped develop a Waste Flow Analysis Program that is a model for the evaluation of transfer station and MRF equipment requirements. Mr. Miller's background in the design of food production facilities has enabled him to become a leader in the implementation of clean design standards for solid waste facilities. The results are cleaner facilities, less deterioration of exposed structural members and finishes, longer service lives for mechanical equipment and lower maintenance costs.

Specific HHW Experience

- Escondido HHW Facility
- Robert A. Nelson Transfer Station HHW Facility
- Sacramento HHW Facility

Donald R. Perry, PE Principal Civil Engineer

BS, Civil Engineering, 1974
University of Kentucky

Professional Engineer:
Alabama / 20834; California / C70203
Florida / 51728; Georgia / 23961
Indiana / PE19800290; Kentucky / 10912
Michigan / 42433; North Carolina / 23374
Tennessee / 105395; Wisconsin / 3230
Ohio / E62664

After almost 30 years in the engineering industry, Don joined JRMA in January 2007 to head our Lexington, Kentucky office.

As a licensed professional engineer, Don has a total of 37 years experience gained from projects located in the Midwest, southeast U.S., and California with wide ranging projects in total responsible charge ranging from Mining, Environmental Consulting, Geotechnical, Commercial, Industrial, Residential land development, Civil Site Design, Engineering, Permitting, and Construction Administration.

Related HHW Experience

- LFUCG Materials Recovery Facility - Master planning and design
- Signal Hill Transfer Station & Materials Recovery Facility - Signal Hill, CA

RÉSUMÉS OF KEY PERSONNEL

T. Michelle Howlett, PE, LEED AP President, Chief Electrical Engineer

BS, Electrical Engineering, 1990
University of Kentucky,

Professional Engineer Electrical / KY 19856
NFPA Member / 2543563

LEED Accredited Professional

Michelle has over 21 years of experience as project manager and electrical engineer for a broad array of projects up to \$131M in scope. Her technical areas of expertise include low and medium voltage power distribution, communications systems including fiber optic systems and wireless, fire alarm systems, power quality, security systems, closed circuit video, indoor and outdoor lighting systems, supervisory control and data acquisition systems, control systems, variable frequency drive systems, and instrumentation. Ms. Howlett is well versed in hazardous area applications and applicable electrical requirements.

Relevant Project Experience

- **Deep Springs Wastewater Pump Station, Lexington KY** – Electrical and instrumentation for a new wastewater pump station for Lexington Division of Water Quality.
- **New Readiness Center, Burlington, KY** – Electrical engineer for the Owner's Consulting Architect and Engineer team. The project includes a new 88,785 sq. ft. Readiness Center and the infrastructure to support the facility, including hazardous materials storage.

James L. Martin, PE Chief Mechanical Engineer

BS, Mechanical Engineering, 1977
University of Kentucky

AS, Architectural Drafting, 1966
Lain Technical Institute

Professional Engineer, Mechanical / KY 10384
American Society of Heating, Refrigeration, and
Air Conditioning Engineers (ASHRAE)
National Society of Professional Engineers
(NSPE)
Society of Fire Protection Engineers

James has over 40 years of experience with design of plumbing, medical gases, HVAC and fire suppression systems for new construction as well as renovations of existing facilities. Project types include multiple use facilities, schools, colleges and universities, government use buildings, corporate office buildings, housing projects, healthcare, research facilities, corrections facilities, and industrial plants. His experience includes design and construction supervision of a wide variety of HVAC systems including variable air volume, geothermal, heating and cooling central plant generating systems, facility condition surveys and energy performance studies.

Relevant Project Experience

- **Deep Springs Wastewater Pump Station, Lexington, KY** – Mechanical engineer for a new wastewater pump station for Lexington Division of Water Quality.
- **New Readiness Center, Burlington, KY** – Mechanical engineer for the Owner's Consulting Architect and Engineer team. The project includes a new 88,785 sq. ft. Readiness Center and the infrastructure to support the facility, including hazardous materials storage.

ABILITY TO MEET REQUIRED TIMELINES

JRMA understands LFUCG has completed an initial feasibility study to convert the truck wash facility into an HHW facility. It included a concept drawing as well as preliminary assessment of the structure. As stated in the RFP and from the pre-proposal meeting, the study focused on the feasibility of using this building and did not fully consider alternatives or a full structural assessment. We also understand the goal for completing design and construction documents for bidding is approximately five months time from project kickoff including the interim review periods and comment by LFUCG. We also understand the commitment of the funds to complete the project are readily available such that decisions can be made expeditiously.

Assessment of Existing Facilities

The first key step in the scope of work is to complete an assessment of the existing truck wash structure. Key members of our HHW design team have reviewed the Feasibility Study and, subject to a structural review, agree that the facility provides the necessary infrastructure to be developed into a HHW that is operationally efficient. The structure is 3,200 sq ft and is a sufficient size to be converted an efficient HHW facility. One consideration will be proximity of the drop off canopy to Byrd Thurman Drive and the traffic circulation pattern for customers. Transaction times can be just minutes but can be as long as five to seven minutes. Providing adequate queue is an important consideration.

Other factors to consider in the circulation will be the location of a possible loading dock. Loading materials into larger panel trucks or trailers for transport to process and disposal sites occurs several times per year but can occur at times the facility is not receiving materials. Therefore, the key factor is having space to maneuver and safely load materials. The area will need to be designed to provide containment if a spill or accident occurs. These site improvements were identified in the Feasibility Report. Typically, we design the site to restrict the surface drainage area and provide controls to prevent drainage into any public ROW. We have examined these factors and are ready to present alternatives for you consideration.

JRMA designers have read the August 2011 Feasibility Report. In the process, we have made some observations that may impact the design considerations for converting the existing truck wash structure into a HHW receiving building.

1. Due to the proposed hazardous occupancy, the building ventilation will need to be addressed. A mechanical exhaust system will need to be installed to meet code for H-3 occupancy. This may require roof mounted fan units and exhaust ducts mounted at 18" above finished floor. Depending on the exhaust system that is designed, the existing building structure may need to be analyzed to determine if the framing can support additional equipment load or perhaps the truck wash mezzanine can be used to support the fan motors.
2. Another feasibility consideration will be the electrical system. All electrical equipment and devices would need to be sealed and rated for use in Class 1 Division 1 area as well as explosion proof light fixtures.
3. The Feasibility Report does mention the re-use of existing trench drains for containment in the event of a spill. In addition to containing a spill, containment of fire sprinkler flow may also need to be taken into consideration. Close coordination with the local fire authority will need to take place in order to determine the total volume of storage which may require additional containment structures.
4. Regarding the occupancy separation, it's been our experience that if the entire building is classified as H-3 occupancy, the office does not need to have one-hour separation (if the office space is less than 10% of the building area). The code exception stated in the Report is in reference to a building that contains H-3 occupancy as the accessory occupancy to another building use.
5. We also feel that accessibility compliance needs to be addressed in this building. Although a person with full mobility and senses is required for the functions of the job, the building standards of clearances and reaches still apply to the project.

These represent our preliminary observations of the report. We believe some may reduce the estimated construction cost while others, such as replacing electrical systems to meet codes and addition of mechanical equipment on the roof structures, will add to the construction cost. One option that may be cost effective is to install wall mounted ventilation equipment. Based on our review of existing documents and from our site visit, we are ready to engage LFUCG at the onset with our preliminary site layouts and ideas on how to convert the truck wash facility and the site features into an efficient and cost effective HHW facility and operation.

ABILITY TO MEET REQUIRED TIMELINES

PROJECT APPROACH

Based on our past HHW planning and design experience, we are prepared to begin immediately to refine the design concepts, develop information for your review and to arrive at a preferred facility arrangement.

We have prepared a proposed schedule that demonstrates the progression of the necessary tasks to meet the required timeline. JRMA will be proactive in communication and coordination of the project team. It is essential to distill the ideas and program goals from the stakeholders early on in the process so that effective action plans can be made to begin design.

The project manager will communicate directly with the LFUCG project manager on a weekly basis or more if necessary. Monthly progress reports will be provided to offer the status, items on critical path, and work completed to date. Any issues will be immediately recognized and brought to the attention of LFUCG so they can be resolved.

I. Phase A – Evaluation and Recommendation

The first step in the process by the project team members is proposed to be a complete evaluation of the site, existing building, inspection of all components of the building, review of applicable building codes, and establish thoughts and recommendations with sketches, preliminary ideas, layouts, and supplemental data prepared for discussion with LFUCG. As discussed previously, our team has reviewed the past reports and are prepared to begin discussions of refinements to the preliminary concepts to address operational and code related issues. To help expedite the process, we propose to introduce these concepts as an item on the kickoff meeting agenda. This can be an organized session in which we brainstorm ideas to begin to identify the preferred concepts.

During the kickoff event, we propose to meet with the Fire Department to provide an overview of the project, its operations and discuss applicable fire protection features. It has been our experience that engaging the Fire Department early in the process provides the necessary input that can avoid delays or unanticipated changes in the fire protection systems.

Meeting minutes with task assignments will be completed with any refinement in the timeline and milestones. The meeting minutes will confirm the comprehensive list of the team members and establish the flow of information between LFUCG and JRMA key team members. The programming and planning will address all aspects of the proposed design, including traffic circulation safety, the August 2011 Feasibility Study, archive plans (if any), interior floor plan layout, demolition materials, operational goals, loadout, transfer parking, and all other parameters.

After the completion of the kickoff programming meeting and the collective agreement on the course of action, schematic plans and preliminary cost estimates will be prepared for evaluation.

Deliverables:

1. Minutes of kickoff meetings
2. Design concepts and site plans
3. Preliminary Construction cost estimate
4. Updated schedule

ABILITY TO MEET REQUIRED TIMELINES

PROJECT APPROACH (CONT'D)

II. Phase B & C – Design Development, Construction Documents and Permitting

Preliminary design and final design with completion of construction documents and specifications will be completed simultaneously after the completion of Phase A, the kickoff design meeting, and approval of the schematic cost estimate. The JRMA team will provide the completed documents through design development phase or 30% review. We have allowed for a one week review period. The design team will proceed to complete the 50% design and construction documents. At this juncture we will have a formal interdisciplinary team meeting to review the progress set as well as a QA review in keeping with JRMA's Q-Star quality control program.

The design team will identify any modifications / changes and advise if there are any cost impacts to the project. LFUCG will complete a review of the progress set and comments. The design team will move towards a completion of construction documents (100%).

Upon the completion of the final construction documents, refined cost estimates and updated project schedule will be completed. Upon approval by the LFUCG project team, the construction documents will be submitted to the Division of Building Inspection, normally utilizing the Tuesday morning group review meetings as a way to expedite review. Any comments will be addressed immediately in plan revisions.

Deliverables

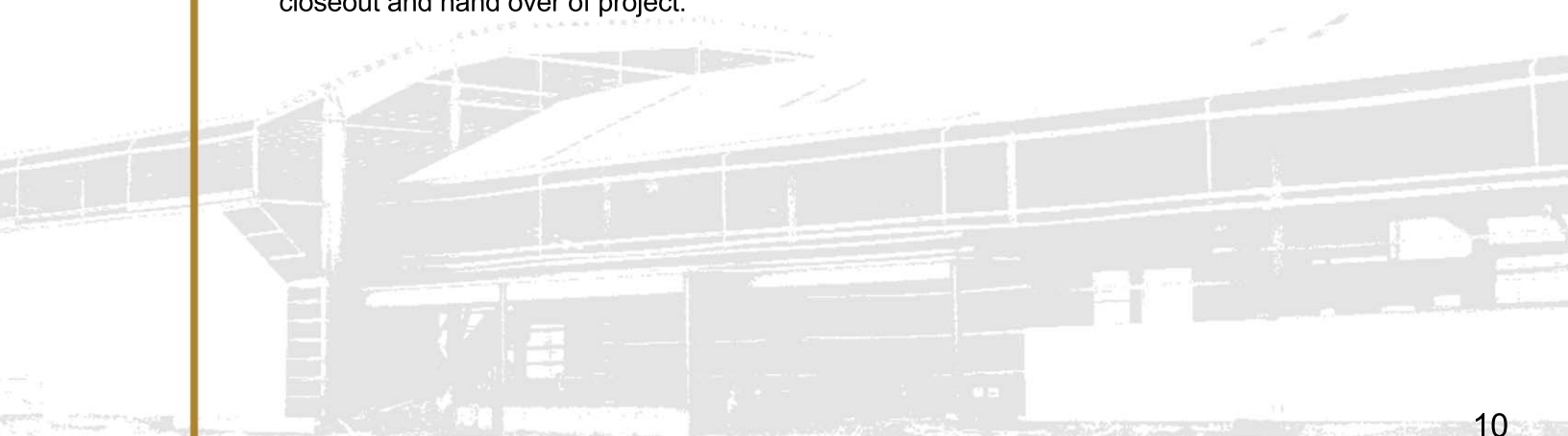
1. Team meeting minutes
2. Design Development drawings (30%)
3. Construction Documents (50%)
4. Construction Documents (100%)
5. Updated cost estimate

III. Phase D (1) – Bid and Construction Administration

The project team will assist LFUCG as authorized agent in all aspects throughout process from the bidding and construction administration phase. This includes the initial bid process consistent with federal and state requirements including assistance with front end documents, specifications, proposal form, bid administration, responding to technical questions, attending pre-bid meeting, evaluation of bids, facilitating pre-bid meeting, answering RFI's, shop drawings, pay applications, and attending meetings/site inspections.

IV. Phase D (2) – Punch List, Inspections and Closeout

The project team will wrap up the project by ensuring construction has been completed per the plans, specifications, and codes. The team will prepare punch lists, monitor completion of punch items and as-builts, prepare warranty information, and put together O/M Manuals for closeout and hand over of project.



RFP #47-2011 Design and Engineering Services for Household Hazardous Waste Facility
Lexington-Fayette Urban County Government
 Tentative Schedule

Task		Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Months 6-10
		(March?)						
Phase A	A-1 Kickoff Events	■						
	• Site Evaluation							
	• Preliminary Concepts & Site Alternatives							
	• Meet with Fire Department & Other Agencies							
	A-2 Final Concept Layout		■					
	• Final Concept & Stakeholder Meeting							
• Cost Estimate								
	LFUCG Review & Comment			■				
Phase B	Design Development		■					
	• 30% Construction Documents							
	• Preliminary Specifications							
	• Updated Cost Estimate							
	LFUCG Review & Comment				■			
Phase C	Construction Documents (50%)			■				
	• Specifications							
	LFUCG Review & Comment				■			
	Construction Documents (100%)				■			
	• Final Specifications							
	• Final Cost Estimate							
	• Permitting							
LFUCG Review & Comment						■		
Phase D	Advertise / Bid Process / Award						■	■
	Construction Support Services							■

HHW WORKLOAD PROJECTIONS

ABILITY TO INTEGRATE WORK INTO CURRENT WORKLOAD

JRMA maintains a workload planning projection tool that is used to balance and adjust the commitment of resources needed to meet our contract obligations. JRMA has a staff of over 40 professionals in architectural, structural and civil engineering disciplines. We maintain a base load utilization that allows us to plan and assimilate new projects into our scheduling. We have reviewed the workload projections and the resource requirements for design and construction of the LFUCG HHW and we can commit the resources to meet your schedule. In addition, we have verified the staff resources shown on the organization chart are available.

Project Integration into Present Workload	
JRMA Design Team	Project Availability
Mark Simpson, AIA	75%
Doug Drennen, PE	10%
Richard Jimenez	10%
Don Perry, PE	75%
Jim Miller, PE	10%
Magna Engineers	
T. Michelle Howlett, PE, LEED AP	30%
James L. Martin, PE	50%

DEGREE OF WORK PERFORMED LOCALLY

The project team committed to the LFUCG HHW project offers a blend of local experience in our Lexington office with our national solid waste experience that has designed many HHW facilities. Mark Simpson, AIA, is the lead architect in Lexington and will be the project manager for this project. Mark is experienced in managing a multi-disciplined team to retrofit existing structures.

Don Perry, PE, is the lead civil engineer in Lexington who will be responsible for all civil engineering work required for the project. These key staff located in Lexington will be responsible for managing the production and preparation of a majority of the construction documents using the resources in that office. They are committed during the construction period to provide the support services to successfully complete the project.

The mechanical, electrical and plumbing plans will be completed by Magna Engineers, a Lexington WBE/MBE firm.

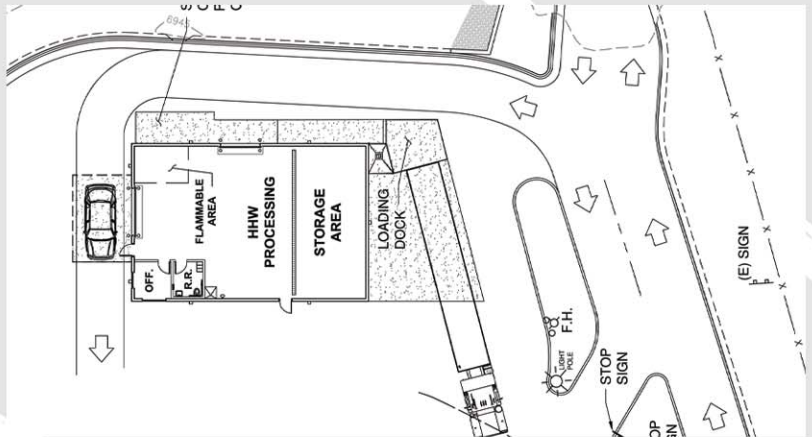
JRMA has committed Jim Miller, PE, Doug Drennen, PE and Richard Jimenez to provide expertise in the planning design and operations of HHW facilities. Jim Miller, PE will serve as QA/QC officer and oversee any structural modifications required to convert the truck wash building. The commitment of this team ensures the majority of work will be performed locally.

PROJECT EXPERIENCE / REFERENCES

Household Hazardous Waste Facility, Buckman Road Recycling & Transfer Station

Santa Fe, New Mexico

JRMA was selected by the Santa Fe Solid Waste Management Agency (SFSWMA) to plan and design a new HHW facility to be located at the Buckman Road Recycling and Transfer Station (BuRRT). The first phase of the project involved completing an evaluation of options to conduct HHW collection events or to build a permanent site under various operating conditions. It was determined to be feasible to construct a permanent HHW facility at the Buckman Road Recycling/Transfer Station. JRMA completed design of a 3,000 sq ft block building that includes a storage area and a loading dock. JRMA also assisted the SFSWMA with developing an operational plan and prepared an RFP to select a TSD operator.



Client: Santa Fe Solid Waste Management Agency (SFSWMA)

Client Reference: Mr. Randal Kippenbrock, Director, 505.424.1850 ext. 100

Timeframe: Currently under construction with the expectation of operating May 2012.

Completed On Schedule/ On Budget: JRMA met schedule commitments to the Agency. The budget for the project has been adjusted to address changes made by the client but within the allocation.



Signal Hill Transfer Station & Materials Recovery Facility

Signal Hill, California

JRMA was retained to design a transfer station and recycling complex for EDCO Disposal to serve the City of Signal Hill and the neighboring communities. This included planning and design of a HHW facility and a Recycling Buy Back Center. The complex needed to be constructed on less than four acres along with existing operating oil wells. The location of the HHW and Buy Back

needed to be convenient for operational purposes while limiting access to the main transfer center. JRMA developed a plan to provide for a dedicated drive for the HHW/Buy Back traffic and allow the operations to be synergetic with other operations to promote efficient handling of materials. The HHW facility is approximately 1,200 sq ft and provides area to receive and process flammables, toxic materials and acid/base waste materials.

Innovative/Creative Approach: Even with a limited and complex site, a designated HHW entrance and exit were provided, separate from the Transfer Station circulation. This allows for operation of the HHW and Buy Back center when the Transfer Station is closed and secured.

Client: EDCO Disposal

Client Reference: Mr. Steve South, President, 760.744.5615

Timeframe: Estimated construction completion June 2012

Completed On Schedule/On Budget: The project is being completed based on schedule adjustments made to accommodate site conditions. Budgets have been adjusted to meet site conditions per the owner.

PROJECT EXPERIENCE / REFERENCES



Household Hazardous Waste Facility, Fremont Recycling & Transfer Station *Fremont, California*

As part of the project, the client required the design of a Household Hazardous Waste (HHW) facility and a Recycling Center. The site was not large enough to locate the HHW facility and the Recycling Center in a separate area and maintain efficient traffic circulation. To accommodate a safe and efficient circulation, it was decided that the HHW facility would be located inside the transfer station building, along with the recycling drop-off. The client wished to provide a full-scale HHW

receiving, processing and storage area to allow transporting to an HHW disposal facility. As such, JRMA was required to design the handling and receiving building and isolated storage areas for acids and paint material, flammables and combustibles, as well as toxic materials such as pesticides, etc.

An important aspect of the project was working closely with the Fire Department to ensure that all code issues were addressed. A 4,500 sq ft HHW facility was co-located with a 4,000 sq ft recycling drop-off center. By co-locating the facilities, we were able to consolidate the loadout for recyclables and HHW materials in one area. We were also able to develop one office employee area to serve to serve both functions.

Innovative/Creative Approach: Because of the limited site space, **JRMA's design team developed a concept to co-locate both the recycling drop-off and HHW facilities inside the building. This resulted in an efficient overall traffic circulation for customers of the Transfer Station and Materials Recovery Facility site.** This minimized the cost of employee office space and consolidated transfer and loading functions to optimize the site plan.



Client: BLT Enterprises

Client Reference: Mr. Shawn Gutterson, Project Manager, 916.379.0500

Timeframe: Planning and design of entire project began in 2001. Construction and start up was completed in 2006.

Completed On Schedule/On Budget: The HHW and drop off facility were part of a larger project. The HHW and drop off facility were completed within the assigned time line and within the allocated budget.

PROJECT EXPERIENCE / REFERENCES



Household Hazardous Waste Facility Robert A. Nelson Transfer Station Riverside, California

JRMA designed the new HHW facility as part of the expansion to the original Robert A. Nelson Transfer Station. The project included a 1,050 sq ft covered containment area that serves as a receiving and manifest area with adequate storage to allow for efficient transport to a disposal facility.

Innovative/Creative Approach: The HHW facility was located so vehicles using the transfer and recycling center could turn off the entrance driveway and enter a queue, then return to the entrance driveway and proceed to the scale house and the remainder of the site.

Client: Burrtec Waste Industries

Client Reference: Mr. Richard Crockett, General Manager, 909.429.4200

Timeframe: Completed 2006

Completed On Schedule/On Budget: HHW project was completed on schedule and within budget.

Escondido Disposal

Escondido, California

JRMA originally designed a 42,300 sq ft transfer station and recycling facility for EDCO in Escondido, California. After several years of operating EDCO Disposal, the owner and operator of the facility decided to add an HHW drop-off center in conjunction with other improvements. JRMA prepared a site plan to incorporate an efficient traffic circulation plan to have convenient and safe access to the new HHW facility. The facility included a canopy to provide for drive through and drop-off of materials and a processing area to consolidate materials for safe transportation to a disposal site.



Innovative/Creative Approach: The only area available to locate the center was towards the back of the transfer station site. JRMA developed the layout to provide a safe traffic flow for access to the HHW facility.

Client: EDCO Disposal

Client Reference: Mr. Steve South, President, 760.744.5615

Timeframe: HHW was operational in 2003.

Completed On Schedule/On Budget: Project was completed on time and within allocated budget.

PROJECT EXPERIENCE / REFERENCES

Santa Monica Recycling & Drop-Off Facility *Santa Monica, California*

The Household Hazardous Waste Building (HHW) of the Santa Monica Recycling & Drop-Off Facility consists of a three sided building (approx. 3,000 sq ft) with chain-link gates on one side and a canopy structure (approx. 1200 sq ft) over an open drive-through unloading bay.

The relocatable office, recently improved at the north edge of the City Maintenance Yard, will be relocated to the new proposed location east of the HHW. This office will maintain a planted green roof and green wall grids.

Public vehicle access is provided directly from Delaware Street through the drop-off area and exits around the rear of the structure and returns unobstructed back to the street. Upon entry, a turnout lane provides space for three vehicles for material drop-off. This lane will be controlled with low swing gates at each end of the lane. The storage structure will be a concrete masonry building divided into three containment areas enclosed on the access side with chain link gates. The containment areas will be curbed with dolly ramps and designed for specific spillage capacities draining to separate catch basin grates. The work areas include overhead lighting, ventilation, and eye washes. A restroom is also located on the back side of the building.

Architectural Design

The exterior materials palette is consistent with the overall facility campus including gray and lime green accent ribbed metal panels which are consistent with the contemporary industrial “chic” appearance of the neighboring Bergamont Station gallery area.

The structure is primarily a pre-engineered metal building (PEMB) with exterior walls of colored concrete masonry. The horizontal metal panels are integrated with translucent panels for additional optimal lighting. The metal roof includes skylights and photovoltaics.

The drive-through canopy will be a free-standing steel structure for weather and sun protection at the drop-off area. Consideration was given to expanded future use.

Client: City of Santa Monica

Client Reference:

Ms. Miriam Mulder, Principal Architect (City),
310.434.2617

Timeframe: 2009-currently in the design phase

Completed On Time/On Budget: Design is currently under review status



PROJECT EXPERIENCE / REFERENCES

Deep Springs Pump Station

Lexington, Kentucky

Magna Engineers is currently providing electrical, mechanical, and instrumentation engineering services for this pump station replacement project, located in a residential area of Lexington.

The station is a triplex submersible pump station, with variable frequency drives for each pump. Redundant submersible pressure transducers continuously monitor the wetwell level and provide automatic speed adjustment of the pump motors in a lead-lag configuration. A float system is provided as an additional backup, to operate a pump at a fixed speed in the event of transducer failure. Other controls aspects of the project include a magnetic flowmeter for continuous flow measurement, as well as radio telemetry coordinated with the existing LFUCG Motorola system.

The project includes a new building to house electrical equipment and odor control system. A diesel generator in a sound attenuated enclosure provides full standby power.

The design is in accordance with NFPA 820 for hazardous area classifications for wastewater facilities. Equipment in the wetwell is explosion-proof and/or intrinsically safe, and electrical installation provides for required materials and sealing from non-hazardous areas.

HVAC consists of adequate ventilation and heating, as well air conditioning for the controls room.

Client: LFUCG Division of Water Quality

Client Reference: Mr. Steve Farmer, 859.425.2400

Timeframe: Under Construction

Completed On Time/Budget: Under Construction



ADDITIONAL EXPERIENCE

Project Name	LFUCG Project	Renovation	Hazardous Materials Storage	Hazardous Areas	Fire Alarm/Suppression Systems	Magna Project	M. Howlett Experience	J. Martin Experience
Deep Springs Pump Station	✓			✓	✓	✓	✓	✓
Burlington Readiness Center			✓	✓	✓	✓	✓	✓
Bluegrass Airport Pump Station	✓	✓		✓		✓	✓	
B1 Aircraft Hangar, Robins, GA			✓	✓	✓		✓	
Renovation of Buildings 16 and 25, VA Medical Center, Leestown Division		✓			✓			✓
Irvine WWTP Renovation		✓		✓	✓	✓	✓	✓
Franklin Co. Justice Center Renov.		✓			✓			✓
Fire Alarm Replacement, Luther Lockett Correctional Complex		✓			✓		✓	
North Elkhorn Pump Station	✓	✓		✓			✓	

ESTIMATED COST OF SERVICES

JRMA has prepared an estimated budget for completing the scope of services as defined in the RFP and that reflects the design elements contained in the August 2011 Feasibility Study. This budget would include design considerations related to the building that may result from the programming. JRMA will incorporate the front end contract documents provided by LFUCG into the bid documents. For Phase D, JRMA has provided a basic level of support services during construction as defined in the scope. We have assumed for budgeting purposes a construction period of 4 months.

SUMMARY

Project Management and QA/QC are included in each phase.

Phase A	Evaluation, Programming & Recommendations	
	JRMA - Architectural, Civil, Structural	\$ 6,500
	Magna - Mechancial, Electrical, Fire Protection*	\$ 4,000
Phase B/C	Design Development, Construction Documents & Permitting	
	JRMA - Architectural, Civil, Structural	\$26,000
	Magna - Mechancial, Electrical, Fire Protection*	\$ 7,325
Phase D	Bid, Construction Administration, Inspection & Close Out	
	JRMA - Architectural, Civil, Structural	\$ 8,000
	Magna - Mechancial, Electrical, Fire Protection*	\$ 3,640
		\$55,465
	Total Cost for Labor	\$55,465
	Project Reimbursables	\$ 2,500
		\$57,965
	Total Proposed Cost of Services	\$57,965

* WBE/MBE Participation 26%

BUDGET CONSIDERATIONS

The proposed budget does not include a site topographic survey, spill control plan, or expanded site civil engineering design services that may result further programming to be completed in Phase A. Items such as site grading and paving to construct loading docks as mentioned at the pre-proposal meeting, modifications to the site access roads to address queuing issues, and containment of surface water associated with extended site work will need to be considered once final programming has been completed. We understand that construction drawings of the existing structure are not available. However, if drawings are provided, there may be some design cost savings.

Firm Submitting Proposal: J.R. Miller & Associates, Inc.

Complete Address: 128 E. Reynolds Rd, Ste 101 Lexington, KY 40517
Street City Zip

Contact Name: Mark Simpson Title: Senior Project Architect

Telephone Number: 859.245.0049 Fax Number: 859.245.0125

Email address: mark@jrma.com

AFFIDAVIT

Comes the Affiant, Donald Perry, and after being first duly sworn, states under penalty of perjury as follows:

1. His/her name is Donald Perry and he/she is the individual submitting the proposal or is the authorized representative of J.B. Miller & Associates, Inc., the entity submitting the proposal (hereinafter referred to as "Proposer").

2. Proposer will pay all taxes and fees, which are owed to the Lexington-Fayette Urban County Government at the time the proposal is submitted, prior to award of the contract and will maintain a "current" status in regard to those taxes and fees during the life of the contract.

3. Proposer will obtain a Lexington-Fayette Urban County Government business license, if applicable, prior to award of the contract.

4. Proposer has authorized the Division of Central Purchasing to verify the above-mentioned information with the Division of Revenue and to disclose to the Urban County Council that taxes and/or fees are delinquent or that a business license has not been obtained.

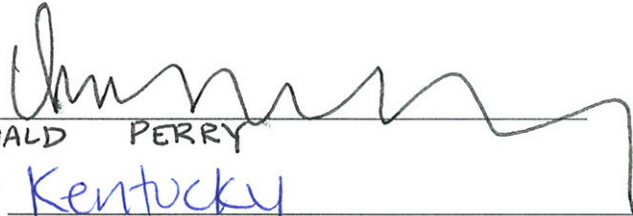
5. Proposer has not knowingly violated any provision of the campaign finance laws of the Commonwealth of Kentucky within the past five (5) years and the award of a contract to the Proposer will not violate any provision of the campaign finance laws of the Commonwealth.

6. Proposer has not knowingly violated any provision of Chapter 25 of the Lexington-Fayette Urban County Government Code of Ordinances, known as "Ethics Act."

Continued on next page

7. Proposer acknowledges that "knowingly" for purposes of this Affidavit means, with respect to conduct or to circumstances described by a statute or ordinance defining an offense, that a person is aware or should have been aware that his conduct is of that nature or that the circumstance exists.

Further, Affiant sayeth naught.



DONALD PERRY
STATE OF Kentucky
COUNTY OF Fayette

The foregoing instrument was subscribed, sworn to and acknowledged before me by Donald Perry on this the 18th day of January, 2011. 2012

My Commission expires: Sept 26th 2015





NOTARY PUBLIC, STATE AT LARGE

ID#452005

Affirmative Action Plan

All vendors must submit as a part of the proposal package the following items to the Urban County Government:

1. Affirmative Action Plan for his/her firm;
2. Current Work Force Analysis Form;

Failure to submit these items as required may result in disqualification of the submitter from award of the contract. All submissions should be directed to:

Director, Division of Central Purchasing
Lexington-Fayette Urban County Government
200 East Main Street, 3rd Floor
Lexington, Kentucky 40507

All questions regarding this proposal must be directed to the Division of Central Purchasing, (859)-258-3320.

EQUAL OPPORTUNITY AGREEMENT

The Law

- Title VII of the Civil Rights Act of 1964 (amended 1972) states that it is unlawful for an employer to discriminate in employment because of race, color, religion, sex, age (40-70 years) or national origin.
- Executive Order No. 11246 on Nondiscrimination under Federal contract prohibits employment discrimination by contractor and sub-contractor doing business with the Federal Government or recipients of Federal funds. This order was later amended by Executive Order No. 11375 to prohibit discrimination on the basis of sex.
- Section 503 of the Rehabilitation Act of 1973 states:

The Contractor will not discriminate against any employee or applicant for employment because of physical or mental handicap.

- Section 2012 of the Vietnam Era Veterans Readjustment Act of 1973 requires Affirmative Action on behalf of disabled veterans and veterans of the Vietnam Era by contractors having Federal contracts.
- Section 206(A) of Executive Order 12086, Consolidation of Contract Compliance Functions for Equal Employment Opportunity, states:

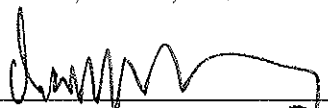
The Secretary of Labor may investigate the employment practices of any Government contractor or sub-contractor to determine whether or not the contractual provisions specified in Section 202 of this order have been violated.

The Lexington-Fayette Urban County Government practices Equal Opportunity in recruiting, hiring and promoting. It is the Government's intent to affirmatively provide employment opportunities for those individuals who have previously not been allowed to enter into the mainstream of society. Because of its importance to the local Government, this policy carries the full endorsement of the Mayor, Commissioners, Directors and all supervisory personnel. In following this commitment to Equal Employment Opportunity and because the Government is the benefactor of the Federal funds, it is both against the Urban County Government policy and illegal for the Government to let contracts to companies which knowingly or unknowingly practice discrimination in their employment practices. Violation of the above mentioned ordinances may cause a contract to be canceled and the contractors may be declared ineligible for future consideration.

Please sign this statement in the appropriate space acknowledging that you have read and understand the provisions contained herein. Return this document as part of your application packet.

Bidders

I/We agree to comply with the Civil Rights Laws listed above that govern employment rights of minorities, women, Vietnam veterans, handicapped and aged persons.

 P.E.
 Signature DONALD PERRY, PE.
 PRINCIPAL ENGINEER

J.R. MILLER & ASSOCIATES, INC.
 Name of Business

GENERAL PROVISIONS

1. Each Respondent shall comply with all Federal, State & Local regulations concerning this type of service or good.

The Respondent agrees to comply with all statutes, rules, and regulations governing safe and healthful working conditions, including the Occupational Health and Safety Act of 1970, 29 U.S.C. 650 *et. seq.*, as amended, and KRS Chapter 338. The Respondent also agrees to notify the LFUCG in writing immediately upon detection of any unsafe and/or unhealthful working conditions at the job site. The Respondent agrees to indemnify, defend and hold the LFUCG harmless from all penalties, fines or other expenses arising out of the alleged violation of said laws.

2. Failure to submit ALL forms and information required in this RFP may be grounds for disqualification.
3. Addenda: All addenda, if any, shall be considered in making the proposal, and such addenda shall be made a part of this RFP. Before submitting a proposal, it is incumbent upon each proposer to be informed as to whether any addenda have been issued, and the failure to cover in the bid any such addenda may result in disqualification of that proposal.
4. Proposal Reservations: LFUCG reserves the right to reject any or all proposals, to award in whole or part, and to waive minor immaterial defects in proposals. LFUCG may consider any alternative proposal that meets its basic needs.
5. Liability: LFUCG is not responsible for any cost incurred by a Respondent in the preparation of proposals.
6. Changes/Alterations: Respondent may change or withdraw a proposal at any time prior to the opening; however, no oral modifications will be allowed. Only letters, or other formal written requests for modifications or corrections of a previously submitted proposal which is addressed in the same manner as the proposal, and received by LFUCG prior to the scheduled closing time for receipt of proposals, will be accepted. The proposal, when opened, will then be corrected in accordance with such written request(s), provided that the written request is contained in a sealed envelope which is plainly marked "modifications of proposal".
7. Clarification of Submittal: LFUCG reserves the right to obtain clarification of any point in a bid or to obtain additional information from a Respondent.
8. Bribery Clause: By his/her signature on the bid, Respondent certifies that no employee of his/hers, any affiliate or Subcontractor, has bribed or

attempted to bribe an officer or employee of the LFUCG.

9. Additional Information: While not necessary, the Respondent may include any product brochures, software documentation, sample reports, or other documentation that may assist LFUCG in better understanding and evaluating the Respondent's response. Additional documentation shall not serve as a substitute for other documentation which is required by this RFP to be submitted with the proposal,
10. Ambiguity, Conflict or other Errors in RFP: If a Respondent discovers any ambiguity, conflict, discrepancy, omission or other error in the RFP, it shall immediately notify LFUCG of such error in writing and request modification or clarification of the document if allowable by the LFUCG.
11. Agreement to Bid Terms: In submitting this proposal, the Respondent agrees that it has carefully examined the specifications and all provisions relating to the work to be done attached hereto and made part of this proposal. By acceptance of a Contract under this RFP, proposer states that it understands the meaning, intent and requirements of the RFP and agrees to the same. The successful Respondent shall warrant that it is familiar with and understands all provisions herein and shall warrant that it can comply with them. No additional compensation to Respondent shall be authorized for services or expenses reasonably covered under these provisions that the proposer omits from its Proposal.
12. Cancellation: If the services to be performed hereunder by the Respondent are not performed in an acceptable manner to the LFUCG, the LFUCG may cancel this contract for cause by providing written notice to the proposer, giving at least thirty (30) days notice of the proposed cancellation and the reasons for same. During that time period, the proposer may seek to bring the performance of services hereunder to a level that is acceptable to the LFUCG, and the LFUCG may rescind the cancellation if such action is in its best interest.

A. Termination for Cause

- (1) LFUCG may terminate a contract because of the contractor's failure to perform its contractual duties
- (2) If a contractor is determined to be in default, LFUCG shall notify the contractor of the determination in writing, and may include a specified date by which the contractor shall cure the identified deficiencies. LFUCG may proceed with termination if the contractor fails to cure the deficiencies within the specified time.

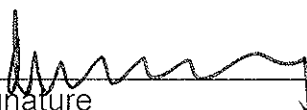
- (3) A default in performance by a contractor for which a contract may be terminated shall include, but shall not necessarily be limited to:
 - (a) Failure to perform the contract according to its terms, conditions and specifications;
 - (b) Failure to make delivery within the time specified or according to a delivery schedule fixed by the contract;
 - (c) Late payment or nonpayment of bills for labor, materials, supplies, or equipment furnished in connection with a contract for construction services as evidenced by mechanics' liens filed pursuant to the provisions of KRS Chapter 376, or letters of indebtedness received from creditors by the purchasing agency;
 - (d) Failure to diligently advance the work under a contract for construction services;
 - (e) The filing of a bankruptcy petition by or against the contractor; or
 - (f) Actions that endanger the health, safety or welfare of the LFUCG or its citizens.

B. At Will Termination

Notwithstanding the above provisions, the LFUCG may terminate this contract at will in accordance with the law upon providing thirty (30) days written notice of that intent, Payment for services or goods received prior to termination shall be made by the LFUCG provided these goods or services were provided in a manner acceptable to the LFUCG. Payment for those goods and services shall not be unreasonably withheld.

13. **Assignment of Contract:** The contractor shall not assign or subcontract any portion of the Contract without the express written consent of LFUCG. Any purported assignment or subcontract in violation hereof shall be void. It is expressly acknowledged that LFUCG shall never be required or obligated to consent to any request for assignment or subcontract; and further that such refusal to consent can be for any or no reason, fully within the sole discretion of LFUCG.
14. **No Waiver:** No failure or delay by LFUCG in exercising any right, remedy, power or privilege hereunder, nor any single or partial exercise thereof, nor the exercise of any other right, remedy, power or privilege shall operate as a waiver hereof or thereof. No failure or delay by LFUCG in exercising any right, remedy, power or privilege under or in respect of this Contract shall affect the rights, remedies, powers or privileges of LFUCG hereunder or shall operate as a waiver thereof.

15. Authority to do Business: The Respondent must be a duly organized and authorized to do business under the laws of Kentucky. Respondent must be in good standing and have full legal capacity to provide the services specified under this Contract. The Respondent must have all necessary right and lawful authority to enter into this Contract for the full term hereof and that proper corporate or other action has been duly taken authorizing the Respondent to enter into this Contract. The Respondent will provide LFUCG with a copy of a corporate resolution authorizing this action and a letter from an attorney confirming that the proposer is authorized to do business in the State of Kentucky if requested. All proposals must be signed by a duly authorized officer, agent or employee of the Respondent.
16. Governing Law: This Contract shall be governed by and construed in accordance with the laws of the Commonwealth of Kentucky. In the event of any proceedings regarding this Contract, the Parties agree that the venue shall be the Fayette County Circuit Court or the U.S. District Court for the Eastern District of Kentucky, Lexington Division. All parties expressly consent to personal jurisdiction and venue in such Court for the limited and sole purpose of proceedings relating to this Contract or any rights or obligations arising thereunder. Service of process may be accomplished by following the procedures prescribed by law.
17. Ability to Meet Obligations: Respondent affirmatively states that there are no actions, suits or proceedings of any kind pending against Respondent or, to the knowledge of the Respondent, threatened against the Respondent before or by any court, governmental body or agency or other tribunal or authority which would, if adversely determined, have a materially adverse effect on the authority or ability of Respondent to perform its obligations under this Contract, or which question the legality, validity or enforceability hereof or thereof.
18. Contractor understands and agrees that its employees, agents, or subcontractors are not employees of LFUCG for any purpose whatsoever. Contractor is an independent contractor at all times during the performance of the services specified.
19. If any term or provision of this Contract shall be found to be illegal or unenforceable, the remainder of the contract shall remain in full force and such term or provision shall be deemed stricken.

Signature 
DONALD R. PERRY PE.
PRINCIPAL ENGINEER

Date 1-18-12

EMPLOYEE RELATIONS

Equal Opportunity Employer

It is a fundamental policy of JRMA not to discriminate on the basis of race, color, religion, sex (including pregnancy, childbirth, or related medical conditions), national origin, age, mental or physical disability, ancestry, sexual orientation, legally protected medical condition, family care or medical leave status, veteran status, marital status, or any other basis protected by state or federal laws. When necessary, the Company makes reasonable accommodation for disabled employees and pregnant employees who request an accommodation with the advice of their healthcare provider for pregnancy, childbirth, or related medical conditions.



It is the policy of the Company to base decisions to employ, recruit, hire, and promote solely upon an individual's qualifications relating to the requirements of the position for which the individual is being considered. The Company also strives to ensure that all personnel actions (such as compensation, benefits, transfers, layoffs, Company-sponsored training, promotions, terminations and disciplinary actions) are applied equally.

At the employee's request, the Company will also attempt to provide a reasonable accommodation for the religious beliefs and practices of an employee if to do so does not impose an undue hardship on the Company or interfere with the employee's ability to perform the essential functions of his or her position.

Policy Prohibiting Harassment

JRMA seeks to foster and maintain a productive and healthy working environment. This can only be accomplished through the cooperation of our employees. Employees should treat each other with mutual respect. Our strict policy and Company philosophy is the age old Golden Rule - "Do unto others, as you would have them do unto you." If you or any other employee is treated with disrespect, it should be reported to your supervisor or the Director of Administration or any Principal. It is the policy of the Company to prohibit any form of harassment. Improper interference with the ability of employees to perform their expected job duties will not be tolerated and should be reported to the appropriate supervisory personnel. Similarly, the Company will not tolerate harassment by its employees of non-employees with whom Company employees have business. In addition, the Company will not tolerate harassment by non-employees of employees at work.

Under federal law and regulations, unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature may constitute unlawful sexual harassment when either: (1) submission to such conduct is or becomes a term or condition of an individual's employment or is used as a basis for employment decisions relating in any way to that individual; (2) such conduct creates an intimidating, hostile, or offensive working environment.

Other forms of unlawful harassment are also prohibited by this policy. Such conduct may include harassment based upon factors such as race, national origin, religion, age, physical or mental disability, ancestry, medical condition, marital status, sexual orientation, family care or medical leave status, veteran status, or any other basis protected by state or federal law.

WORKFORCE ANALYSIS FORM

Name of Organization: J.R. Miller & Associates, Inc.

Date: 01/16/2012

Categories	Total	White		Latino		Black		Other		Total	
		M	F	M	F	M	F	M	F	M	F
Administrators		2			1					2	1
Professionals		10	1					1		11	1
Superintendents											
Supervisors											
Foremen											
Technicians		8	3	5	1			5	1	18	5
Protective Service											
Para-Professionals											
Office/Clerical		3	2		3					3	5
Skilled Craft											
Service/Maintenance											
Total:										34	12

Prepared by: Shelley DelCognale, CFO/COO

LFUCG MBE/WBE PARTICIPATION FORM

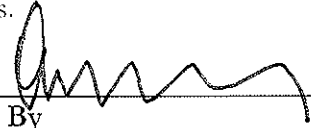
Bid/RFP/Quote Reference # 47-2011

The MBE/WBE subcontractors listed have agreed to participate on this Bid/RFP/Quote. If any substitution is made or the total value of the work is changed prior to or after the job is in progress, it is understood that those substitutions must be submitted to Central Purchasing for approval immediately.

MBE/WBE Company, Name, Address, Phone, Email	Work to be Performed	Total Dollar Value of the Work	% Value of Total Contract
1. Magna Engineers Michelle Howlett, Principal Engineer 426 Codell Dr, Ste B Lexington, KY 40509 859.309.2990 mhowlett@magnaengineers.com	Mechanical, Electrical, and Plumbing Engineering & Fire Protection	\$14,965	26%
2.			
3.			
4.			

The undersigned company representative submits the above list of MBE/WBE firms to be used in accomplishing the work contained in this Bid/RFP/Quote. Any misrepresentation may result in the termination of the contract and/or be subject to applicable Federal and State laws concerning false statements and false claims.

J.R. Miller & Associates, Inc.
 Company
January 18, 2012
 Date

 1-19-12
 By
 Principal
 Title



MBE QUOTE SUMMARY FORM

Bid/RFP/Quote Reference # 47-2011

The undersigned acknowledges that the minority subcontractors listed on this form did submit a quote to participate on this project.

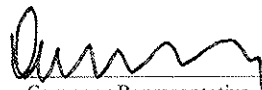
Company Name J.R. Miller & Associates	Contact Person Don Perry
Address/Phone/Email 128 East Reynolds Rd, Ste 101 Lexington, KY 40517 859.245.0049 don@jrma.com	RFP Package / RFP Date RFP#47-2011, Design & Engineering Services for Household Hazardous Waste Collection Facility LFUCG January 20, 2012

MBE/WBE Company Address	Contact Person	Contact Information (work phone, Email, cell)	Date Contacted	Services to be performed	Method of Communication (email, phone meeting, ad, event etc)	Total dollars \$ Do Not Leave Blank (Attach Documentation)	MBE * AA HIA AS NA Female
Magna Engineers 426 Codell Dr, Ste B Lexington, KY 40509	Michelle Howlett, Principal Engineer	859.309.2990 mhowlett@ magnaengineers.com	1/16/12	Mechanical, Electrical, Plumbing Engineering & Fire Protection	Email & phone	\$14, 965	Female

(MBE designation / AA=African American / HA= Hispanic American/AS = Asian American/Pacific Islander/ NA= Native American)

The undersigned acknowledges that all information is accurate. Any misrepresentation may result in termination of the contract and/or be subject to applicable Federal and State laws concerning false statements and claims.

J.R. Miller & Associates, Inc.
Company


Company Representative

January 18, 2012
Date

Principal Civil Engineer
Title



January 19, 2012

Mr. Don Perry
J. R. Miller & Associates
128 East Reynolds Road
Suite 101
Lexington KY 40517

RE: LFUCG RFP#47-2011
Design and Engineering Services
Household Hazardous Waste Collection Facility
Fee Quotation Breakdown for MEP and Fire Protection Services

Dear Mr. Perry:

Magna Engineers is pleased to provide a proposal to J.R. Miller & Associates for engineering services for the subject project. As we discussed, if our team is selected, Magna would provide HVAC, plumbing, electrical, and fire protection engineering services. Our proposed fee to perform the services described in the RFP (relative to Magna's scope of work) are as follows:

Phase A	\$ 4,000.00
Phase B/C-	\$ 7,325.00
Phase D-	\$ 3,640.00
Total Fee	\$14,965.00

Thank you again for your consideration of Magna Engineers. If you have any questions, or need additional information, please do not hesitate to call.

Sincerely,

A handwritten signature in blue ink that reads 'Michelle Howlett'.

T. Michelle Howlett, P.E., LEED AP
President



Lexington-Fayette Urban County Government
DEPARTMENT OF FINANCE & ADMINISTRATION

Jim Gray
Mayor

Jane C. Driskell
Commissioner

ADDENDUM #1

RFP Number: **#47-2011**

Date: December 28, 2011

Subject: Design & Engineering Services for Household Hazardous Waste Collection Facility

Address inquiries to:
Todd Slatin
(859) 258-3320

TO ALL PROSPECTIVE SUBMITTERS:

Please be advised of the following clarifications to the above referenced RFP:

1. Posting of Feasibility Study – Conversion of an Existing Vehicle Wash Facility.
See Attachment "**LFUCG Feasibility Study.pdf**"

Brian Marcum, Director
Division of Central Purchasing

All other terms and conditions of the RFP and specifications are unchanged.

This letter should be signed, attached to and become a part of your proposal.

PROPOSAL OF:

J.R. MILLER & ASSOCIATES, INC.

ADDRESS:

120 E. REYNOLDS RD. | LEXINGTON, KY 40517

SIGNATURE OF SUBMITTER:

1-19-12
DONALD R. PERRY P.E. PRINCIPAL ENGINEER



Lexington-Fayette Urban County Government
DEPARTMENT OF FINANCE & ADMINISTRATION

Jim Gray
Mayor

Jane C. Driskell
Commissioner

ADDENDUM #2

RFP Number: **#47-2011**

Date: January 10, 2012

Subject: Design & Engineering Services for Household Hazardous Waste Collection Facility

Address inquiries to:
Todd Slatin
(859) 258-3320

TO ALL PROSPECTIVE SUBMITTERS:

Please be advised of the following clarifications to the above referenced RFP:

1. Posting of pre-proposal meeting sign in sheet.

See attached file: **"SIGN-IN for RFP #47-2011 pre-proposal meeting.pdf"**

Brian Marcum, Director
Division of Central Purchasing

All other terms and conditions of the RFP and specifications are unchanged.

This letter should be signed, attached to and become a part of your proposal.

PROPOSAL OF:

JR. MILLER & ASSOCIATES, INC.

ADDRESS:

128 E. REYNOLDS RD. LEXINGTON, KY 40517

SIGNATURE OF SUBMITTER:

DONALD R. PERRY P.E. PRINCIPAL ENGINEER

SIGN-IN SHEET
RFP #47-2011 – Design & Engineering Services for Household Hazardous Waste Collection Facility Pre-Proposal Meeting
January 10, 2011 – 10:00 AM

Representative	Company Name	Phone #	Email Address
Todd Slatin	LFUCG Central Purchasing	258-3320	tslatin@lexingtonky.gov
Joe Anderson	LFUCG Waste Management	425-2483	janderson2@lexingtonky.gov
Ben Taylor	Terracon	455-8530	bwTaylor@terracon.com
Michael Reynolds	BFMJ	278-5050	m.mcreynolds@bfmj.com
Nicole Parellich	BFMJ	278-5050	n.parellich@bfmj.com
Matt Gurley	AFA Engineers	537-1060	mgurley@afaengr.com
Nick Feldman	The Feldman Group, Architects	225-5170	nick@tfgai.com
Paul Feldman	The Feldman Group, Architects	225-5170	paul@tfgai.com
Eddie Mesta	Integrated Engineering	368-0145	Eddie@int-engineering.com
Jerry Taylor	Taylor Architects	231-6383	j.taylor@twarc.com
Donald Perry	J. R. Miller & Associates	245-0049	don@jrma.com
William Barkley	4 Architecture	327-9321	Wb4arch@gmail.com
Steve Feese	LFUCG Waste Management	509-1781	Stevef2@lexingtonky.gov
Dan Dettman	LFUCG Environmental Quality	425-2518	ddettman@lexingtonky.gov

JR MILLER & ASSOCIATES, INC ACKNOWLEDGED 1/19/12
 128 E. REYNOLDS RD
 LEXINGTON, KY 40517
 DONALD R PERRY PE



Lexington-Fayette Urban County Government
DEPARTMENT OF FINANCE & ADMINISTRATION

Jim Gray
Mayor

Jane C. Driskell
Commissioner

ADDENDUM #3

RFP Number: **#47-2011**

Date: January 13, 2012

Subject: Design & Engineering Services for Household Hazardous Waste Collection Facility


Address inquiries to:
Todd Slatin
(859) 258-3320

TO ALL PROSPECTIVE SUBMITTERS:

Please be advised of the following clarifications to the above referenced RFP:

1. Can the consultant include recent representative projects going back say 6-7 years beyond the 5 year stipulation in rfp?
Projects from 6 to 7 years ago will be acceptable.
2. What is the operational plan for the HHW facility (i.e. operating hours/schedule)? Will the facility be manned by LFUCG employees?
For design purposes, assume Monday through Saturday operation manned by LFUCG employees or contractors.
3. Clarification: Is the space on the proposed layout labeled "Customer Distribution" in Mason and Hanger study the same as "Buyback" space for recycling of useable materials to the public?
The area labeled "Customer Distribution" in the M&H study is intended to be an area with shelving where usable products received can be placed for redistributing to the public. This area is to be separated from storage/processing and accessible to the public.
4. What is the established budget, if any, for project? Is the funding available for project?
Funding is available for this project, preliminary cost estimate per the Mason & Hanger study is \$416,721.26.
5. Is Mason and Hanger eligible to submit proposal for design in this rfp?
Mason and Hanger is eligible to submit a response to this RFP.
6. Who will be the HHW collection-ship-disposal contractor for servicing the proposed facility, if known? Evergreen and PECCO are local or is someone under contract already with LFUCG?
Not determined at this time and should not impact design and construct phases under this RFP.

- 7. Are archive plans available for the vehicle wash building? I have not seen any detailed drawings.
Only the vehicle wash floor is available, see attached file "Vehicle Wash.pdf".
- 8. Who will be the 'Project Manager' or primary contact person for LFUCG? Dan Dettman or someone from Waste management?
Dann Dettman will be project manager during the design deliverables (Phase A, B, and C). During construction, Division of Waste Management will most likely have a construction manager overseeing the project and would be working with the A/E during that phase of deliverables (Phase D).



Brian Marcum, Director
Division of Central Purchasing

All other terms and conditions of the RFP and specifications are unchanged.

This letter should be signed, attached to and become a part of your proposal.

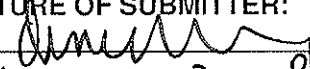
PROPOSAL OF:

JR. MILLER & ASSOCIATES, INC.

ADDRESS:

128 E. REYNOLDS RD. LEXINGTON, KY 40517

SIGNATURE OF SUBMITTER:

 1-19-12
DONALD R. PERRY P.E. PRINCIPAL ENGINEER



Lexington-Fayette Urban County Government
DEPARTMENT OF FINANCE & ADMINISTRATION

Jim Gray
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Just a reminder! The LFUCG Minority Participation Goal is 10%

The mission of the Minority Business Enterprise Program is to facilitate the full participation of minority and women owned businesses in the procurement process and to promote economic inclusion as a business imperative essential to the long term growth and economic viability of Lexington-Fayette County.

Per resolution 167-91 adopted by LFUCG city council, we have in place a 10% participation goal for minority and women owned business enterprises on all construction and professional services contracts. That goal is not limited to construction and professional services contracts. Each division of LFUCG is also striving to reach that goal in all of its purchases.

Please don't forget to submit the following forms with your Bid/RFP:

- **MBE/WBE Participation Form**—list of MWBE subs you will be working with
- **MBE/WBE Bid Summary Form**—list all MWBE subcontractors that sent quotes to you for this project (please attach copies of all quotes received)
- **Statement of Good Faith Efforts**—list of efforts you made and methods you used to find MWBE subcontractors.
- **IF YOU ARE AWARDED THE CONTRACT YOU HAVE TO DOCUMENT PAYMENT TO MWBE SUBCONTRACTORS**—you are responsible for documenting the payment of MWBE subcontractors. A subcontractor payment form is included in your bid packet.
- **IF YOU ARE AWARDED THE CONTRACT YOU HAVE TO GIVE ADVANCE NOTICE OF ANY SUBSTITUTION FOR YOUR ORIGINAL MWBE SUBCONTRACTORS**—you will have to notify Purchasing in advance of any substitution of MWBE subcontractors. A MWBE substitution form is also included in your bid packet.

Please email your specific request for MWBE subcontractors to me. In addition you can also find a list of certified MWBE firms on the LFUCG MBE web site at www.lexingtonky.gov/purchasing click the Minority Business Enterprise button. The lists are at the bottom of the page.

If you have any questions or need help finding MWBE subcontractors, please don't hesitate to contact me. Good luck!

Marilyn Clark, CCDP
Minority Business Enterprise Liaison
LFUCG Division of Central Purchasing
200 East Main Street
Lexington, KY 40507
mclark@lexingtonky.gov
www.lexingtonky.gov/purchasing
(859) 258-3323

ACKNOWLEDGED
DONALD R. PERRY PE
JR MILLER & ASSOCIATES INC.
128 E. REYNOLDS RD.
LEXINGTON, KY 40517

200 East Main Street

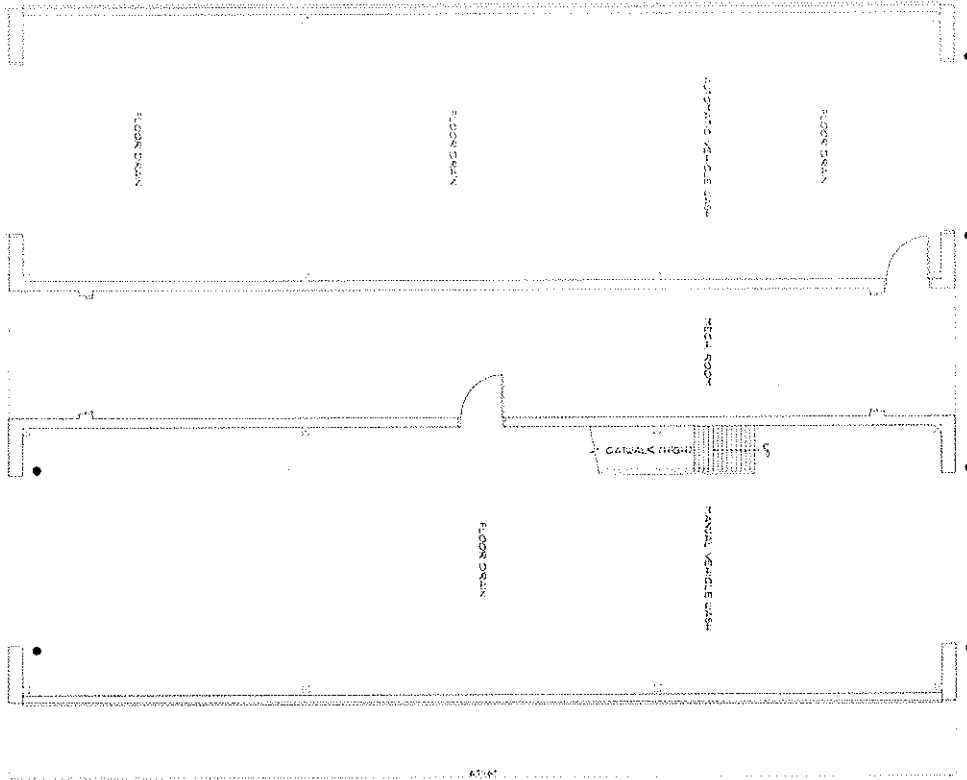
Lexington, KY 40507

(859) 425-2255

www.lexingtonky.gov

HORSE CAPITAL OF THE WORLD

Floor Plan



LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT

Vehicle Wash

Division of Fleet Services
643 Byrd Thurman Drive

Floor Plan



LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT

DIVISION OF FACILITIES MANAGEMENT

1555 OLD FRANKFORT PIKE LEXINGTON, KY. 40504
PHONE (859)258-3920 FAX (859)258-3925

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