

## CONSULTANT SERVICES AGREEMENT

**THIS IS AN AGREEMENT** made as of \_\_\_\_\_, 2025, between the LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT (**OWNER**) and \_\_\_\_\_ (**CONSULTANT**). **OWNER** intends to proceed with architectural/engineering design services as described in the attached Request for Proposal document. The services are to include the preparation of Schematic Design Documents through Construction Documents, Bidding, and Construction Administration for the construction of the **Town Branch Wastewater Treatment Plant Window Replacement Project** as contemplated in the **OWNER's** Request for Proposal No. 20-2025. The services are hereinafter referred to as the Project.

**OWNER** and **CONSULTANT** in consideration of their mutual covenants herein agree in respect of the performance of professional architectural/engineering services by **CONSULTANT** and the payment for those services by **OWNER** as set forth below.

**CONSULTANT** was selected by **OWNER** based upon its response to the Request for Proposal No. 20-2025.

**CONSULTANT** shall provide professional consulting services for **OWNER** in all phases of the Project described herein, serve as **OWNER'S** professional architectural and engineering representative for the Project as set forth below and shall give professional consultation and advice to **OWNER** during the performance of services hereunder.

### **SECTION 1 - BASIC SERVICES OF CONSULTANT**

**CONSULTANT** shall perform professional services as hereinafter stated, which include customary architectural and engineering incidental thereto.

The following documents are incorporated by reference herein as if fully stated and are attached hereto as exhibits: RFP No. 20-2025. (**Exhibit "A"**), and Consultant's Response dated **July 23, 2025** (**Exhibit "B"**). To the extent there is conflict among their provisions, the provisions of this Agreement shall take precedence, followed by the provisions of Request for Proposal No. 20-2025. (**Exhibit "A"**).

After written authorization to proceed with the Evaluation and Recommendation Phase, **CONSULTANT** shall:

1. Notify the **OWNER** in writing of its authorized representative who shall act as Project Manager and liaison representative between the **CONSULTANT** and the **OWNER**.
2. On the basis of the "Selection Criteria" in the "Request for Proposal", attached in **Exhibit "A"**, conduct field surveys and gather other necessary data or information, prepare an evaluation and recommendation document consisting of design options and cost estimates as well as all required deliverables listed in the Request for Proposal. See **Exhibit "A"** for complete listing of all deliverables.

This Agreement (consisting of pages 1 to \_\_ inclusive), together with the Exhibits and schedules identified above, constitutes the entire Agreement between **OWNER** and **CONSULTANT** and supersedes all prior written or oral understandings. This Agreement and said Exhibits and schedules may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

The General Condition provisions of RFP No. 20-2025 are incorporated herein by reference as if fully stated.

## **SECTION 2 - ADDITIONAL SERVICES BY CONSULTANT**

- 2.1. The **OWNER** may desire to have the **CONSULTANT** perform work or render services in connection with this Project other than as provided by **Exhibit "A"** of this Agreement. Such work shall be considered as "Additional Services", subject to a change order, supplemental to this Agreement, setting forth the character and scope thereof and the compensation therefore. Work under such change order shall not proceed until the **OWNER** gives written authorization. Should the **OWNER** find it desirable to have previously satisfactorily completed and accepted plans or parts thereof revised, the **CONSULTANT** shall make such revisions as directed, in writing, by the **OWNER**. This work shall be considered as "Additional Services" and shall be paid as such.
- 2.2. All "Additional Services" are subject to prior written authorization of **OWNER** and necessary appropriations made by the Urban County Council.

## **SECTION 3 - OWNER'S RESPONSIBILITIES**

### **OWNER shall:**

- 3.1. Provide criteria and information as to **OWNER'S** requirements for the Project, including design objectives and constraints, space, capacity and performance requirements, flexibility and expandability, and any budgetary limitations.
- 3.2. Assist **CONSULTANT** by placing at its disposal available information pertinent to the Project.
- 3.3. Examine all studies, reports, sketches, drawings, specifications, proposals and other documents presented by **CONSULTANT**, and render in writing decisions pertaining thereto within a reasonable time so as not to delay the services of **CONSULTANT**.
- 3.4. Designate in writing a person to act as **OWNER'S** representative with respect to the services to be rendered under this Agreement. Such person shall have complete authority to transmit instructions, receive information, interpret and define **OWNER'S** policies and decisions with respect to materials, equipment, elements and systems pertinent to **CONSULTANT'S** services.
- 3.5. Give written notice to **CONSULTANT** whenever **OWNER** observes or otherwise becomes

aware of any development that affects the scope or timing of **CONSULTANT'S** services, or any defect in the work of Contractor(s).

- 3.6. Furnish or direct **CONSULTANT** to provide necessary Additional Services as stipulated in Section Two (2) of this Agreement or other services as required.

#### **SECTION 4 - PERIOD OF SERVICES**

- 4.1. See Exhibit "A" for the project timeline/schedule.

- 4.2. The provisions of this Section Four (4) and the various rates of compensation for **CONSULTANT'S** services provided for elsewhere in this Agreement have been agreed to in anticipation of the orderly and continuous progress of the Project through completion.

If delays result by reason of acts of the **OWNER** or approving agencies or other causes, which are beyond the control of the **CONSULTANT**, an extension of time for such delay will be considered. If delays occur, the **CONSULTANT** shall within 14 days from the date of the delay apply in writing to the **OWNER** for an extension of time for such reasonable period as may be mutually agreed upon between the parties, and if approved, the Project schedule shall be revised to reflect the extension. Such extension of time to the completion date shall in no way be construed to operate as a waiver on the part of the **OWNER** of any of its rights in the Agreement. Section 6.5, under DISPUTES, of this Agreement, shall apply in the event the parties cannot mutually agree upon an extension of time.

In the event that the overall delay resulting from the above described causes is sufficient to prevent complete performance of the Agreement within two (2) months of the time specified therein, the Agreement fee or fees shall be subject to reconsideration and adjustment. Section 6.5 of this Agreement shall apply in the event the parties cannot mutually agree upon an adjustment of fee.

#### **SECTION 5 - PAYMENTS TO CONSULTANT**

##### **5.1 Methods of Payment for Services of CONSULTANT**

###### **5.1.1 For Basic Services.**

###### **Lump Sum Pricing**

In consideration of the architectural and engineering services described in this Loan Agreement and its exhibits, **OWNER** shall pay **CONSULTANT** the sum below stated, which sum shall include without limitation all direct labor and supervision necessary to complete the item in a manner that meets or exceeds the customer's satisfaction, labor payroll costs, overhead (such as unemployment taxes, general liability insurance, rent, utilities, phones, supplies, administrative salaries, F.I.C.A., sick and vacation leave, etc.), disposal fees, tool allowances, equipment fees, materials, profits, and all other costs used on, for, or in association with the job. The negotiated cost of services is represented in the Form of Proposal, and is summarized as follows:

<b><u>Design Stage (Total Services Below)</u></b>	<b>\$ 29000</b>
Schematic Design Phase:	\$ 10000
(percentage of total services)	34 %
Design Development Phase:	\$ 9000
(percentage of total services)	31 %
Construction Documents Phase:	\$ 5000
(percentage of total services)	17 %
Bid Phase:	\$ 5000
(percentage of total services)	17 %
<b><u>Construction Administration Stage</u></b>	<b>\$ 5000</b>
(percentage of total services)	14.7 %

#### 5.1.2. For Additional Services

"Additional Services" shall be paid for by the **OWNER** on the basis of the unit pricing below. In the event the **OWNER** and the **CONSULTANT** are unable to agree upon payment for "Additional Services", the amount of such payment shall be determined as set forth in Section 6.5, "DISPUTES" of this Agreement.

#### Unit Pricing

If Additional Services are requested, the base contract may be increased and/or decreased on the basis of these proposed unit rates. No price adjustments will be made, unless mutually agreed to in advance through the Change Order process to the contract, or as a result of temporary conditions (defined as 30 days or less from the date of the last invoice).

All Unit Pricing Hourly Rates shall include without limitation all direct labor and supervision necessary to complete the item in a manner that meets or exceeds the customer's satisfaction, labor payroll costs, overhead (such as unemployment taxes, general liability insurance, rent, utilities, phones, supplies, administrative salaries, F.I.C.A., sick and vacation leave, etc.), disposal fees, tool allowances, equipment fees, materials, profits,

	Year 1-2025	Year 2	Year 3	Year 4	Year 5
<b>Principal</b>	\$250	\$255	\$260	\$265	\$270
<b>Project Manager</b>	\$200	\$205	\$210	\$215	\$220
<b>Assistant Project Manager</b>	\$185	\$190	\$195	\$200	\$205
<b>QA/QC</b>	\$185	\$190	\$195	\$200	\$205
<b>Principal Architect</b>	\$225	\$230	\$235	\$240	\$245
<b>Senior Architect</b>	\$195	\$200	\$205	\$210	\$215
<b>Project Architect</b>	\$195	\$200	\$205	\$210	\$215
<b>Architect Intern</b>	\$137	\$142	\$147	\$152	\$157
<b>Senior Civil Engineer</b>	\$185	\$190	\$195	\$200	\$205
<b>Civil Engineer</b>	\$185	\$190	\$195	\$200	\$205



<b>Senior Mechanical Engineer</b>	\$225	\$230	\$235	\$240	\$245
<b>Mechanical Engineer</b>	\$185	\$190	\$195	\$200	\$205
<b>Mechanical Engineer Intern</b>	\$150	\$155	\$160	\$165	\$170
<b>Senior Electrical Engineer</b>	\$225	\$230	\$235	\$240	\$245
<b>Electrical Engineer</b>	\$195	\$200	\$205	\$210	\$215
<b>Electrical Designer</b>	\$175	\$180	\$185	\$190	\$195
<b>Senior Fire Protection Engineer</b>	\$265	\$270	\$275	\$280	\$285
<b>Registered Fire Protection Engineer</b>	\$225	\$230	\$235	\$240	\$245
<b>Certified Industrial Hygienist</b>	\$195	\$200	\$205	\$210	\$215
<b>Senior Industrial Hygienist</b>	\$185	\$190	\$195	\$200	\$205
<b>Industrial Hygienist</b>	\$185	\$190	\$195	\$200	\$205
<b>Geotechnical Engineer</b>	\$185	\$190	\$195	\$200	\$205
<b>Electrical Engineer Intern</b>	\$170	\$175	\$180	\$185	\$190
<b>Specification Writer</b>	\$185	\$190	\$195	\$200	\$205
<b>Certified Physical Security Specialist</b>	\$225	\$230	\$235	\$240	\$245
<b>Physical SecurityTech/Site Surveyor</b>	\$225	\$230	\$235	\$240	\$245
<b>CADD Designer</b>	\$145	\$150	\$155	\$160	\$165
<b>Senior Field Engineer</b>	\$185	\$190	\$195	\$200	\$205
<b>Field Engineer</b>	\$180	\$185	\$190	\$195	\$200
<b>Accounting/Administrative</b>	\$85	\$90	\$95	\$100	\$105
<b>Senior Cost Estimator/Scheduler</b>	\$185	\$190	\$195	\$200	\$205
<b>Cost Estimator/Scheduler</b>	\$225	\$230	\$235	\$240	\$245
<b>Historical Preservation</b>	\$185	\$190	\$195	\$200	\$205

Additional Services may require procurement beyond the base contract. Procurement shall comply with the specifications set forth herein. The **CONSULTANT** markup over the invoiced price shall be 0%

## 1.5. Times of Payment.

- 5.2.1. For any month in which the **CONSULTANT** provides services in connection with this Agreement, the **CONSULTANT** shall submit to the **OWNER** a written statement reasonably identifying the percentage of each task, listed in Section 5.1.1., above, as may be amended by the parties from time to time, that has been completed to date, the total amount to be billed for each task, the amount previously billed for each task, and the total amount due and owing for each task at the time the statement is issued. Within thirty (30) days of the **OWNER's** receipt of such statement, the **OWNER** shall pay to the **CONSULTANT** all amounts due and owing as indicated thereon, unless the **OWNER** has

in good faith contested the same.

**1.6. Other Provisions Concerning Payments.**

- 5.3.1.** In the event the Agreement is terminated by the **OWNER** without fault on the part of the **CONSULTANT**, the **CONSULTANT** shall be paid for the work performed or services rendered an amount bearing the same ratio to the total Agreement fee as the amount of work completed or partially completed and delivered to the **OWNER** is to the total amount of work provided for herein, as determined by mutual agreement between the **OWNER** and the **CONSULTANT**.
- 5.3.2.** In the event the services of the **CONSULTANT** are terminated by the **OWNER** for fault on the part of the **CONSULTANT**, the **CONSULTANT** shall be paid reasonable value of the work performed or services rendered and delivered, and the amount to be paid shall be determined by the **OWNER**.
- 5.3.3.** In the event the **CONSULTANT** shall terminate the Agreement because of gross delays caused by the **OWNER**, the **CONSULTANT** shall be paid as set forth in Section 5.3.1. above.

**SECTION 6 – ADDITIONAL GENERAL CONSIDERATIONS**

**1.6. Termination**

- 6.1.1.** The obligation to provide further services under this Agreement may be terminated by either party upon ten (10) days written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party, provided the non-terminating party fails to cure such default within ten (10) days of receiving notice of such default.
- 6.1.2.** The **OWNER** reserves the right to terminate the Agreement for any reason at any time upon seven (7) days written notice to the **CONSULTANT**.

**1.7. Ownership and Reuse of Documents.**

All documents, including hardcopies and original digital format, including but not limited to Drawings and Specifications, prepared by the **CONSULTANT** pursuant to this Agreement shall be delivered to and become the property of the **OWNER**. The **OWNER** shall have the right to reuse same without restriction or limitation, but without liability or legal exposure to **CONSULTANT**.

**1.8. Legal Responsibilities and Legal Relations.**

- 6.3.1.** The **CONSULTANT** shall familiarize himself with and shall at all times comply with all federal, state and local laws, ordinances, and regulations which in any manner affect the services of this Agreement.
- 6.3.2.** In performing the services hereunder, the **CONSULTANT** and its **CONSULTANTS**, employees, agents and representatives shall not be deemed or construed to be employees of **OWNER** in any manner whatsoever. Except as otherwise provided in this Agreement,

the **CONSULTANT** shall be acting as an independent contractor. The **CONSULTANT** shall not hold itself out as, nor claim to be, an officer or employee of **OWNER** by reason hereof and shall not make any claim, demand or application to or for any right or privilege applicable to an officer or employee of **OWNER**. The **CONSULTANT** shall be solely responsible for any claims for wages or compensation by **CONSULTANT'S** employees, agents and representatives, including **CONSULTANTS**, and shall save, defend, and hold **OWNER** harmless therefrom.

- 6.3.3. The parties hereto agree that causes of actions between the parties shall be governed by applicable provisions of the Kentucky Revised Statutes. Any action arising from or in relation to this Agreement shall be brought in Fayette County, Kentucky.

## **1.9. Successors and Assigns.**

- 6.4.1. **CONSULTANT** binds itself and its partners, successors, executors, administrators, assigns and legal representatives to this Agreement in respect to all covenants, agreements and obligations of this Agreement. **CONSULTANT** shall not assign any interest, obligation or benefit in this Agreement. **CONSULTANT** shall not assign any interest, obligation or benefit in this Agreement nor transfer any interest in the same, whether by assignment or novation, without prior written consent of **OWNER**.

- 6.4.2. The **CONSULTANT** shall not subcontract more than fifty percent (50%) of the work, based upon dollar value, to be provided under this Agreement. The **CONSULTANT** shall obtain written approval prior to subletting or assigning any services contained in this Agreement, and consent to sublet or assign any part of this Agreement shall not be construed to relieve the **CONSULTANT** of any responsibility for compliance with the provisions of this Agreement.

6.4.3. Nothing herein shall be construed to give any rights or benefits hereunder to anyone other than **OWNER** and **CONSULTANT**.

## **1.10. Disputes.**

Except as otherwise provided in this Agreement, any dispute concerning the amount of payment due the **CONSULTANT** or any dispute concerning any question of fact of any act to be performed under this Agreement, which is not disposed of by agreement between the Urban County Division of Central Purchasing and the **CONSULTANT**, shall be submitted to the Commissioner of the Department of General Services, Lexington-Fayette Urban County Government, for review. The decision of the Commissioner as to the determination of such dispute shall be final and conclusive unless determined by a court of competent jurisdiction to have been fraudulent, capricious, arbitrary or so grossly erroneous as necessarily to imply bad faith. Pending a final decision of a dispute hereunder, the **CONSULTANT** shall proceed diligently with the performance of the Agreement in accordance with the directions of the **OWNER**.

## **1.11. Accuracy of CONSULTANT'S Work.**

The **CONSULTANT** shall be required to perform this Agreement in accordance with the degree of ordinary and reasonable skill and care usually exercised by professional

architects and engineers prevailing at the time, place and under similar conditions as the services hereunder are rendered.

The **CONSULTANT** shall be responsible for the accuracy of all work, even though Drawings and Specifications have been accepted by the **OWNER**, and shall make any necessary revisions or corrections resulting from errors and/or omissions on the part of the **CONSULTANT**, without additional compensation. By submission of reports, soils and subsurface information, quantities estimates, calculations and Drawings and Specifications to the **OWNER**, the **CONSULTANT** has made a statement that, to the best of its belief and knowledge, the information is accurate. Failure on the part of **CONSULTANT** to provide the expected level of accuracy may be grounds for the **OWNER** to disqualify **CONSULTANT** from consideration for future **CONSULTANT** service agreements.

#### **1.12. Security Clause.**

The **CONSULTANT** certifies that it shall not at any time release or divulge any information concerning the services covered by this Agreement to any person or any public or private organization except the **OWNER** without prior approval of the **OWNER**.

#### **1.13. Access to Records.**

The **CONSULTANT** and its sub-**CONSULTANTS** shall maintain all books, documents, papers, and accounting records, and make such materials available at their respective offices at all reasonable times during the contract period and for three (3) years from the date of final payment under the contract for inspection by the **OWNER**, and copies thereof shall be furnished if requested. Failure to maintain such records for three (3) years after the date of final payment may be grounds for the **OWNER** to disqualify the **CONSULTANT** from consideration for future **CONSULTANT** service agreements.

#### **1.14. Required Risk Management Provisions.**

The Risk Management Provisions of RFP No. 16-2018 are incorporated herein by reference as if fully stated. Copies of the required Certificates of Insurance shall be provided to **OWNER** as required therein.

### **SECTION 7 - EQUAL EMPLOYMENT OPPORTUNITY**

During the performance of this service agreement, the **CONSULTANT** agrees as follows:

- 7.1.** The **CONSULTANT** will not discriminate against any employee or application for employment because of race, color, religion, national origin, sex, age or handicap. The **CONSULTANT** will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, national origin, sex, age or handicap. Such action shall include but not be limited to the

following: employment upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeships. The **CONSULTANT** agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this non-discrimination clause.

- 7.2 The **CONSULTANT** will, in all solicitations or advertisements for employees placed by or on behalf of the **CONSULTANT**, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, national origin, sex, age (between forty and seventy), or handicap.

## **SECTION 8 - SPECIAL PROVISIONS**

- 1.8. This Agreement is subject to the following provisions.

- 8.1.2. Pursuant to subparagraph 3.4 of this Agreement, **OWNER** has assigned the appropriate Lexington-Fayette Urban County Government employee (the "**OWNER'S** Agent"), as the authorized agent of **OWNER**, to monitor, direct and review the performance of work of the **CONSULTANT**. Documents, data, reports and all matters associated with carrying out this Agreement shall be addressed to the **OWNER'S** Agent or their designee. Questions by the **CONSULTANT** regarding interpretations of the terms, provisions and requirements under this Agreement shall be addressed to the **OWNER'S** Agent or their designee. The **CONSULTANT** shall look only to the **OWNER'S** Agent or their designee for direction in its performance under this Agreement; no other direction shall be binding upon **OWNER**. **OWNER** shall respond to written requests by **CONSULTANT** within thirty (30) days.

**IN WITNESS WHEREOF**, the parties hereto have made and executed this Agreement as of the day and year first above written.

**OWNER:**  
**LEXINGTON-FAYETTE URBAN**  
**COUNTY GOVERNMENT**

**CONSULTANT:**  
Blaine Van Gansbeke

BY: \_\_\_\_\_

BY: \_\_\_\_\_

LINDA GORTON, MAYOR

ATTEST:

URBAN COUNTY COUNCIL CLERK

COMMONWEALTH OF KENTUCKY )  
 )  
COUNTY OF FAYETTE )

The foregoing Agreement was subscribed, sworn to and acknowledged before me by \_\_\_\_\_, as the duly authorized representative for and on behalf of \_\_\_\_\_, on this the \_\_\_\_\_ day of \_\_\_\_\_, 2025.

**My commission expires:** \_\_\_\_\_.

NOTARY PUBLIC

**Exhibit A**

**Scope of Services and Related Matters**

**RFP #20-2025**



# Lexington-Fayette Urban County Government

## Request for Proposals

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The Lexington-Fayette Urban County Government hereby requests proposals for **RFP #20-2025 Architectural Design Consultant Services** to be provided in accordance with terms, conditions and specifications established herein.

Sealed proposals will be received through Ion Wave until **2:00 PM**, prevailing local time, on **August 1, 2025**. All forms and information requested in RFP must be included and attached in Response Attachments tab in Ion Wave.

Proposals received after the date and time set for opening proposals will not be accepted. It is the sole responsibility of the Proposer to assure that his/her proposal is submitted in Ion Wave before the date and time set for opening proposals. **A non-mandatory pre-proposal meeting will be held on July 23, 2025, at 1:30pm in the DWQ offices at 301 Jimmie Campbell Drive Lexington, KY 40511.**

Proposals, once submitted, may not be withdrawn for a period of ninety (90) calendar days.

The Lexington-Fayette Urban County Government reserves the right to reject any or all proposals, and to waive technicalities and informalities when such waiver is determined by the Lexington-Fayette Urban County Government to be in its best interest.

Signature of this proposal by the Proposer constitutes acceptance by the Proposer of terms, conditions and requirements set forth herein.

Minor exceptions may not eliminate the proposal. Any exceptions to the specifications established herein shall be listed in detail on a separate sheet and attached hereto. The Lexington-Fayette Urban County Government shall determine whether any exception is minor.

The Lexington-Fayette Urban County Government encourages the participation of minority- and women-owned businesses in Lexington-Fayette Urban County



Government contracts. This proposal is subject to Affirmative Action requirements attached hereto.

***Please do not contact any LFUCG staff member or any other person involved in the selection process other than the designated contact person(s) regarding the project contemplated under this RFP while this RFP is open and a selection has not been finalized. Any attempt to do so may result in disqualification of the firm's submittal for consideration.***

## **Laws and Regulations**

All applicable state laws, municipal ordinances and regulations of all authorities having jurisdiction over the project shall apply to the contract, and shall be deemed to be incorporated herein by reference.

## **Equal Employment Opportunity**

The Entity (regardless of whether construction contractor, non-construction contractor or supplier) agrees to provide equal opportunity in employment for all qualified persons, to prohibit discrimination in employment because of race, color, religion, sex (including pregnancy, sexual orientation or gender identity), national origin, disability, age, genetic information, political affiliation, or veteran status, and to promote equal employment through a positive, continuing program from itself and each of its sub-contracting agents. This program of equal employment opportunity shall apply to every aspect of its employment policies and practices.

## **Kentucky Equal Employment Opportunity Act**

The Kentucky Equal Employment Opportunity Act of 1978 (KRS 45.560-45.640) requires that any "county, city, town, school district, water district, hospital district, or other political subdivision of the state shall include in directly or indirectly publicly funded contracts for supplies, materials, services, or equipment hereinafter entered into the following provisions:

"During the performance of this contract, the contractor agrees as follows:

- (1) The contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, age, or national origin;
- (2) The contractor will state in all solicitations or advertisements for employees placed by or on behalf of the contractors that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, age, or national origin;
- (3) The contractor will post notices in conspicuous places, available to employees and applicants for employment, setting forth the provision of the nondiscrimination clauses required by this section; and
- (4) The contractor will send a notice to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding advising the labor union or workers' representative of the contractor's commitments under the nondiscrimination clauses."

The Act further provides:

"KRS 45.610. Hiring minorities -- Information required

(1) For the length of the contract, each contractor shall hire minorities from other sources within the drawing area, should the union with which he has collective bargaining agreements be unwilling to supply sufficient minorities to satisfy the agreed upon goals and timetables.

(2) Each contractor shall, for the length of the contract, furnish such information as required by KRS 45.560 to KRS 45.640 and by such rules, regulations and orders issued pursuant thereto and will permit access to all books and records pertaining to his employment practices and work sites by the contracting agency and the department for purposes of investigation to ascertain compliance with KRS 45.560 to 45.640 and such rules, regulations and orders issued pursuant thereto.

KRS 45.620. Action against contractor -- Hiring of minority contractor or subcontractor

(1) If any contractor is found by the department to have engaged in an unlawful practice under this chapter during the course of performing under a contract or subcontract covered under KRS 45.560 to 45.640, the department shall so certify to the contracting agency and such certification shall be binding upon the contracting agency unless it is reversed in the course of judicial review.

(2) If the contractor is found to have committed an unlawful practice under KRS 45.560 to 45.640, the contracting agency may cancel or terminate the contract, conditioned upon a program for future compliance approved by the contracting agency and the department. The contracting agency may declare such a contractor ineligible to bid on further contracts with that agency until such time as the contractor complies in full with the requirements of KRS 45.560 to 45.640.

(3) The equal employment provisions of KRS 45.560 to 45.640 may be met in part by a contractor by subcontracting to a minority contractor or subcontractor. For the provisions of KRS 45.560 to 45.640, a minority contractor or subcontractor shall mean a business that is owned and controlled by one or more persons disadvantaged by racial or ethnic circumstances.

KRS 45.630 Termination of existing employee not required, when

Any provision of KRS 45.560 to 45.640 notwithstanding, no contractor shall be required to terminate an existing employee upon proof that employee was employed prior to the date of the contract.

KRS 45.640 Minimum skills

Nothing in KRS 45.560 to 45.640 shall require a contractor to hire anyone who fails to demonstrate the minimum skills required to perform a particular job."

It is recommended that all of the provisions above quoted be included as special conditions in each contract. In the case of a contract exceeding \$250,000, the contractor is required to furnish evidence that his workforce in Kentucky is representative of the available work-force in the area from which he draws employees, or to supply an Affirmative Action plan which will achieve such representation during the life of the contract.

### **LFUCG Non-Appropriation Clause**

Contractor acknowledges that the LFUCG is a governmental entity, and the contract validity is based upon the availability of public funding under the authority of its statutory mandate.

In the event that public funds are unavailable and not appropriated for the performance of the LFUCG's obligations under this contract, then this contract shall automatically expire without penalty to the LFUCG thirty (30) days after written notice to Contractor of the unavailability and non-appropriation of public funds. It is expressly agreed that the LFUCG shall not activate this non-appropriation provision for its convenience or to circumvent the requirements of this contract, but only as an emergency fiscal measure during a substantial fiscal crisis, which affects generally its governmental operations.

In the event of a change in the LFUCG's statutory authority, mandate and mandated functions, by state and federal legislative or regulatory action, which adversely affects the LFUCG's authority to continue its obligations under this contract, then this contract shall automatically terminate without penalty to the LFUCG upon written notice to Contractor of such limitation or change in the LFUCG's legal authority.

### **Contention Process**

Vendors who respond to this invitation have the right to file a notice of contention associated with the RFP process or to file a notice of appeal of the recommendation made by the Director of Central Purchasing resulting from this invitation.

Notice of contention with the RFP process must be filed within 3 business days of the bid/proposal opening by (1) sending a written notice, including sufficient documentation to support contention, to the Director of the Division of Central Purchasing or (2) submitting a written request for a meeting with the Director of Central Purchasing to explain his/her contention with the RFP process. After consulting with the Commissioner of Finance the Chief Administrative Officer and reviewing the documentation and/or hearing the vendor, the Director of Central Purchasing shall promptly respond in writing

findings as to the compliance with RFP processes. If, based on this review, a RFP process irregularity is deemed to have occurred the Director of Central Purchasing will consult with the Commissioner of Finance, the Chief Administrative Officer and the Department of Law as to the appropriate remedy.

Notice of appeal of a RFP recommendation must be filed within 3 business days of the RFP recommendation by (1) sending a written notice, including sufficient documentation to support appeal, to the Director, Division of Central Purchasing or (2) submitting a written request for a meeting with the Director of Central Purchasing to explain his appeal. After reviewing the documentation and/or hearing the vendor and consulting with the Commissioner of Finance and the Chief Administrative Officer, the Director of Central Purchasing shall in writing, affirm or withdraw the recommendation.

## **SELECTION CRITERIA:**

The LFUCG's Selection Committee shall consider the following factors when it evaluates the proposals received:

1. Professional qualifications and experience of the team with architectural and engineering services throughout the design and construction phases. 20 Points
2. Demonstrated understanding of the project requirements. Including past experience with similar projects and building systems. 25 Points
3. Capacity of the team to perform the work within the time limitations. Illustrated by the current volume of work in progress. 15 Points
4. Past record and performance on contracts with the LFUCG, other governmental agencies, and private industry with respect to such factors as cost control, quality of work, and ability to meet schedule requirements. 10 Points
5. Degree of local employment to be provided by the person or firm in the performance of the contract by the person or firm. 10 Points
6. Fee 20 Points

Proposals shall contain the appropriate information necessary to evaluate based on these criteria. A committee composed of government employees as well as representatives of relevant user groups will evaluate the proposals.

**Questions shall be submitted via IonWave at: <https://lexingtonky.ionwave.net>**

## 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 Procurement  
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.

## **AFFIDAVIT**

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

1. His/her name is \_\_\_\_\_ and he/she is the individual submitting the proposal or is the authorized representative of \_\_\_\_\_, 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.

\_\_\_\_\_

STATE OF \_\_\_\_\_

COUNTY OF \_\_\_\_\_

The foregoing instrument was subscribed, sworn to and acknowledged before me  
by \_\_\_\_\_ on this the \_\_\_\_\_ day  
of \_\_\_\_\_, 20\_\_.

My Commission expires: \_\_\_\_\_

\_\_\_\_\_  
NOTARY PUBLIC, STATE AT LARGE



## EQUAL OPPORTUNITY AGREEMENT

### Standard Title VI Assurance

The Lexington Fayette-Urban County Government, (hereinafter referred to as the "Recipient") hereby agrees that as a condition to receiving any Federal financial assistance from the U.S. Department of Transportation, it will comply with Title VI of the Civil Rights Act of 1964, 78Stat.252, 42 U.S.C. 2000d-4 (hereinafter referred to as the "Act"), and all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, U.S. Department of Transportation, Subtitle A, Office of the Secretary, (49 CFR, Part 21) Nondiscrimination in Federally Assisted Program of the Department of Transportation – Effectuation of Title VI of the Civil Rights Act of 1964 (hereinafter referred to as the "Regulations") and other pertinent directives, no person in the United States shall, on the grounds of race, color, national origin, sex, age (over 40), religion, sexual orientation, gender identity, veteran status, or disability be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the Recipient receives Federal financial assistance from the U.S. Department of Transportation, including the Federal Highway Administration, and hereby gives assurance that will promptly take any necessary measures to effectuate this agreement. This assurance is required by subsection 21.7(a) (1) of the Regulations.

### 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.*

---

*Signature*

---

*Name of Business*

# WORKFORCE ANALYSIS FORM

Name of Organization: \_\_\_\_\_

Categories	Total	White (Not Hispanic or Latino)		Hispanic or Latino		Black or African- American (Not Hispanic or Latino)		Native Hawaiian and Other Pacific Islander (Not Hispanic or Latino)		Asian (Not Hispanic or Latino)		American Indian or Alaskan Native (not Hispanic or Latino)		Two or more races (Not Hispanic or Latino)		Total	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Administrators																	
Professionals																	
Superintendents																	
Supervisors																	
Foremen																	
Technicians																	
Protective Service																	
Para-Professionals																	
Office/Clerical																	
Skilled Craft																	
Service/Maintenance																	
Total:																	

Prepared by: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

(Name and Title)

Revised 2015-Dec-15

**DIRECTOR, DIVISION OF PROCUREMENT  
LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT  
200 EAST MAIN STREET  
LEXINGTON, KENTUCKY 40507**

**NOTICE OF REQUIREMENT FOR AFFIRMATIVE ACTION TO ENSURE EQUAL  
EMPLOYMENT OPPORTUNITIES AND DBE CONTRACT PARTICIPATION**

The Lexington-Fayette Urban County Government has a Certified Minority and Women Business Enterprise seventeen percent (17%) minimum goal including minimum subgoals of five percent (5%) for Minority Business Enterprises (MBE) and a subgoal of twelve percent (12%) for Women Business Enterprises (WBE); a three (3%) minimum goal for Certified Veteran-Owned Small Businesses and/or Certified Service- Disabled Veteran Owned Businesses; and a goal of utilizing Disadvantaged Business Enterprises (DBE), where applicable, for government contracts.

For assistance in locating certified DBEs, MBEs, WBEs, VOSBs and/or VOSBs, contact Sherita Miller at 859/258-3320 or by writing the address listed below:

Sherita Miller, MPA, CPSD  
Minority Business Enterprise Liaison  
Division of Procurement  
Lexington-Fayette Urban County Government  
200 East Main Street  
Lexington, Kentucky 40507  
[smiller@lexingtonky.gov](mailto:smiller@lexingtonky.gov)  
859-258-3323

Firm Submitting Proposal: \_\_\_\_\_

Complete Address: \_\_\_\_\_  
Street City Zip

Contact Name: \_\_\_\_\_ Title: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Email address: \_\_\_\_\_



**LEXINGTON**

**MINORITY BUSINESS ENTERPRISE PROGRAM**

Sherita Miller, MPA, CPSD  
Minority Business Enterprise Liaison  
Division of Procurement  
Lexington-Fayette Urban County Government  
200 East Main Street  
Lexington, KY 40507  
[smiller@lexingtonky.gov](mailto:smiller@lexingtonky.gov)  
859-258-3323

**OUR MISSION:** The mission of the Minority Business Enterprise Program (MBEP) 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 economic viability of Lexington-Fayette Urban County Government.

To that end the urban county council adopted and implemented Resolution 272-2024 – a Certified Minority and Women Business Enterprise seventeen percent (17%) minimum goal including minimum subgoals of five percent (5%) for Minority Business Enterprises (MBE) and a subgoal of twelve percent (12%) for Women Business Enterprises (WBE); a three (3%) minimum goal for Certified Veteran-Owned Small Businesses and/or Certified Service- Disabled Veteran Owned Businesses; and a goal of utilizing Disadvantaged Business Enterprises (DBE), where applicable, for government contracts.

The resolution states the following definitions shall be used for the purposes of reaching these goals:

***Certified Disadvantaged Business Enterprise (DBE)*** – a business in which at least fifty-one percent (51%) is owned, managed and controlled by a person(s) who is socially and economically disadvantaged as define by 49 CFR subpart 26.

***Certified Minority Business Enterprise (MBE)*** – a business in which at least fifty-one percent (51%) is owned, managed and controlled by an ethnic minority (i.e. Black American, Asian American, Hispanic American, Native American)

***Certified Women Business Enterprise (WBE)*** – a business in which at least fifty-one percent (51%) is owned, managed and controlled by a woman.

***Certified Veteran-Owned Small Business (VOSB)*** – a business in which at least fifty-one percent (51%) is owned, managed and controlled by a veteran who served on active duty with the U.S. Army, Air Force, Navy, Marines or Coast Guard.

***Certified Service -Disabled Veteran Owned Small Business (SDVOSB)*** – a business in which at least fifty-one percent (51%) is owned, managed and controlled by a disabled veteran who served on active duty with the U.S. Army, Air Force, Navy, Marines or Coast Guard.

The term “Certified” shall mean the business is appropriately certified, licensed, verified, or validated by an organization or entity recognized by the Division of Procurement as having the appropriate credentials to make a determination as to the status of the business. The following certifications are recognized and accepted by the MBEP:

Kentucky Transportation Cabinet (KYTC), Disadvantaged Business Enterprise (DBE)  
Kentucky Minority and Women Business Enterprise (MWBE)  
Women’s Business Enterprise National Council (WBENC)  
National Women Business Owners Corporation (NWBOC)  
National Minority Supplier Development Council (NMSDC)  
Tri-State Minority Supplier Development Council (TSMSSDC)  
U.S. Small Business Administration Veteran Small Business Certification (VetCert)  
Kentucky Service- Disabled Veteran Owned Small Business (SDVOSB)

To comply with Resolution 272-2024, prime contractors, minority and women business enterprises, veteran owned small businesses, and service-disabled veteran owned small businesses must complete monthly contract compliance audits in the Diverse Business Management Compliance system, <https://lexingtonky.diversitycompliance.com/>

A list of organizations that certify and/or maintain lists of certified businesses (i.e. DBE, MBE, WBE, VOSB and/or SDVOSB) is available upon request by emailing, Sherita Miller, [smiller@lexingtonky.gov](mailto:smiller@lexingtonky.gov).



# LEXINGTON

## LFUCG MWDBE PARTICIPATION FORM

Bid/RFP/Quote Reference # 20-2025

The MWDBE and/or veteran 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 the Division of Procurement for approval immediately. **Failure to submit a completed form may cause rejection of the bid.**

MWBE Company, Name, Address, Phone, Email	DBE/MBE WBE/VOSB/SDVOSB	Work to be Performed	Total Dollar Value of the Work	% Value of Total Contract
1.				
2.				
3.				
4.				

The undersigned company representative submits the above list of MDWBE and veteran 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.

\_\_\_\_\_  
Company

\_\_\_\_\_  
Company Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title





# LEXINGTON

## LFUCG MWDBE SUBSTITUTION FORM

Bid/RFP/Quote Reference # 20-2025

The substituted MWDBE and/or veteran subcontractors listed below have agreed to participate on this Bid/RFP/Quote. These substitutions were made prior to or after the job was in progress. These substitutions were made for reasons stated below and are now being submitted to the Division of Procurement for approval. By the authorized signature of a representative of our company, we understand that this information will be entered into our file for this project. **Note: Form required if a subcontractor is being substituted on a contract.**

SUBSTITUTED DBE/MBE/WBE/VOSB Company Name, Address, Phone, Email	DBE/MBE/WBE/VOSB/SDVOSB Formally Contracted/ Name, Address, Phone, Email	Work to Be Performed	Reason for the Substitution	Total Dollar Value of the Work	% Value of Total Contract
1.					
2.					
3.					
4.					

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

\_\_\_\_\_  
Company

\_\_\_\_\_  
Company Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title



# LEXINGTON

## **DOCUMENTATION REQUIRED FOR GOOD FAITH EFFORTS AND OUTREACH PLANS**

As affirmed in Resolution Number 272-2024, the Urban County Council has adopted an annual aspirational goal of utilizing at least seventeen percent (17%) of public funds spend from certain discretionary agreements with certified Minority Business Enterprises (MBEs) and certified Woman Business Enterprises (WBEs); utilizing at least three percent (3%) of public funds from certain discretionary agreements with Certified Veteran-Owned Small Business and Certified Service-Disabled Veteran-Owned Small Businesses (VOSBs); and utilizing Disadvantaged Business Enterprises (DBEs) where applicable. Bidders should make every effort to achieve these goals.

Therefore, as an element of the responsiveness of the bid, all Bidders are required to submit documentation of their good faith and outreach efforts to ensure all businesses, including small and disadvantaged businesses such as minority-, woman-, and veteran-owned businesses, have an equal opportunity to compete for and participate in the performance of any subcontracts resulting from this procurement. Examples of good faith and outreach efforts that satisfy this requirement to encourage the participation of, DBEs, MBEs, WBEs, VOSBs and/or SDVOSBs include:

1. Advertised opportunities to participate in the contract in at least two (2) publications of general circulation media; trade and professional association publications; small and minority business or trade publications; and publications or trades targeting minority, women, and disadvantaged businesses not less than fifteen (15) days prior to the deadline for submission of bids to allow, DBEs, MBEs, WBEs, VOSBs and/or SDVOSBs to participate.
2. Attended LFUCG Procurement Economic Inclusion Outreach event(s) within the past year to meet new small businesses, DBEs, MBEs, WBEs, VOSBs and/or SDVOSBs to partner with on LFUCG contracts and procurements.
3. Attended pre-bid/pre-proposal meetings that were scheduled by LFUCG to inform small businesses, DBEs, MBEs, WBEs, VOSBs and/or SDVOSBs of subcontracting opportunities.
4. Sponsored Economic Inclusion event to provide networking opportunities for prime contractors and small businesses, DBEs, MBEs, WBEs, VOSBs and/or SDVOSBs.
5. Requested a list of certified small, DBE, MBE, WBE, VOSB and/or SDVOSB subcontractors or suppliers from LFUCG and showed evidence of contacting the companies on the list(s).

6. Contacted organizations that work with small, DBE, MBE, WBE, and VOSB companies for assistance in finding certified DBEs, MBEs, WBEs, VOSB and/or SDVOSBs to work on this project. Those contacted and their responses must be a part of the bidder's outreach efforts documentation.
7. Sent written notices, by certified mail, email, or facsimile, to qualified, certified small businesses, DBEs, MBEs, WBEs, VOSBs and/or SDVOSBs soliciting their participation in the contract not less than seven (7) days prior to the deadline for submission of bids to allow them to participate effectively.
8. Followed up initial solicitations by contacting small businesses, DBEs, MBEs, WBEs, VOSBs and/or SDVOSBs via tailored communications to determine their level of interest.
9. Provided the interested small businesses, DBEs, MBEs, WBEs, VOSBs and/or SDVOSBs with adequate and timely information about the plans, specifications, and requirements of the contract.
10. Selected portions of the work to be performed by small businesses, DBEs, MBEs, WBEs, VOSBs and/or SDVOSBs in order to increase the likelihood of subcontracting participation. This includes, where appropriate, breaking out contract work items into economically feasible units to facilitate small, DBE, MBE, WBE, VOSB and/or SDVOSB participation, even when the prime contractor may otherwise perform these work items with its own workforce.
11. Negotiated in good faith with interested small businesses, DBEs, MBEs, WBEs, VOSBs and/or SDVOSBs, not rejecting them as unqualified without sound reasons based on a thorough investigation of their capabilities. Any rejection must be so noted in writing with a description as to why an agreement could not be reached.
12. Included documentation of quotations received from interested small businesses, DBEs, MBEs, WBEs, VOSBs and/or SDVOSBs that were not used due to uncompetitive pricing or were rejected as unacceptable and/or copies of responses from firms indicating that they would not be submitting a bid.
  - a. Bidder has to submit sound reasons why the quotations were considered unacceptable. The fact that the bidder has the ability and/or desire to perform the contract work with its own forces will not be considered a sound reason for rejecting a small business', DBE's MBE's, WBE's, VOSB's and/or SDVOSB's quote. Nothing in this provision shall be construed to require the bidder to accept unreasonable quotes in order to satisfy the participation goals.
13. Made an effort to offer assistance to or refer interested small businesses, DBEs, MBEs, WBEs, VOSBs and/or SDVOSBs to obtain the necessary equipment,

supplies, materials, insurance and/or bonding to satisfy the work requirements of the bid proposal.

14. Made efforts to expand the search for small businesses, DBEs, MBEs, WBEs, VOSBs and/or SDVOSBs beyond the usual geographic boundaries.
15. Other – any other evidence that the bidder submits that may demonstrate that the bidder has made reasonable efforts to include small, DBE, MBE, WBE, VOSB and/or SDVOSB participation.

Bidder must document, with specificity, each of the efforts it made to include small businesses, DBEs, MBEs, WBEs, VOSBs and/or SDVOSBs as subcontractors in the procurement, including the date on which each effort was made, the medium through which each effort was made, and the outcome of each effort.

**Note: Failure to submit the documentation requested in this section may be cause for rejection of bid. Bidders may include any other documentation deemed relevant to this requirement which is subject to review by the MBE Liaison. Documentation of Good Faith and Outreach Efforts must be submitted with the Bid, regardless of the proposed level of small, DBE, MBE, WBE, VOSB and/or SDVOSB participation in the procurement. If the Good Faith and Outreach Effort documentation is not submitted with the bid response, the bid may be rejected.**

#### OUTREACH EFFORTS EVALUATION

Outreach efforts demonstrated by the bidder or respondent will be evaluated on a pass/fail basis.

## ATTACHMENT A – SMALL AND DISADVANTAGED, MINORITY-, WOMEN-, AND VETERAN-OWNED BUSINESS OUTREACH PLAN

Proposer Name:	_____	Date:	_____
Project Name:	_____	Project Number:	_____
Contact Name:	_____	Telephone:	_____
Email:	_____		

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

To that end, small and disadvantaged businesses, including minority-, woman-, veteran-, and service-disabled veteran-owned businesses, must have an equal opportunity to be utilized in the performance of contracts with public funds spent from certain discretionary agreements. By submitting its offer, Bidder/Proposer certifies that it has taken, and if there are further opportunities will take, reasonable steps to ensure that small and disadvantaged businesses, including minority-, woman-, veteran-, and service-disabled veteran-owned businesses, are provided an equal opportunity to compete for and participate in the performance of any subcontracts resulting from this procurement.

The information submitted in response to this clause will not be considered in any scored evaluation. Failure to submit this form may cause the bid or proposal to be rejected.

**Is the Bidder/ Proposer a certified firm?** Yes ☐ No ☐

If yes, indicate all certification type(s):

DBE ☐ MBE ☐ WBE ☐ SBE ☐ VOSB/SDVOSB ☐



and supply a copy of the certificate and/or certification letter if not currently listed on the city's Minority Business Enterprise Program's (MBEP) certified list.

**1. Include a list of firms that Bidder/ Proposer has had a contractual relationship with within the last two years that are minority-owned, woman-owned, veteran-owned or small businesses, regardless of their certification status.**

 Click or tap here to enter text. 

**2. Does Bidder/Proposer foresee any subcontracting opportunities for this procurement?**

Yes ☐ No ☐

If no, please explain why in the field below. Do not complete the rest of this form and submit this first page with your bid and/or proposal.  Click or tap here to enter text. 

If yes, please complete the following pages and submit all pages with your bid and/or proposal.

**Describe the steps Bidder/Proposer took to solicit small and disadvantaged businesses, including MBEs, WBEs, VOSBs, and SDVOSBs, for subcontracting opportunities for this procurement.**

**3. Check the good faith and outreach efforts the Bidder/Proposer used to encourage the participation of small and disadvantaged businesses including, MBEs, WBEs, VOSBs and SDVOSBs:**

- ☐ Bidder placed advertisements in search of prospective small businesses, DBEs, MBEs, WBEs, VOSBs and/or SDVOSBs for the solicitation.
- ☐ Bidder attended LFUCG Procurement Economic Inclusion Outreach event(s) within the past year.
- ☐ Bidder attended pre-bid and/or pre-proposal meetings for this solicitation.
- ☐ Bidder sponsored an Economic Inclusion Outreach event.
- ☐ Bidder requested a list of certified small, DBE, MBE, WBE, VOSB and/or SDVOSB subcontractors or suppliers from LFUCG.
- ☐ Bidder contacted organizations that work with small, DBE, MBE, WBE, VOSB and/or SDVOSB companies.
- ☐ Bidder sent written notices to certified small, DBE, MBE, WBE, VOSB and SDVOSB businesses.
- ☐ Bidder followed up to initial solicitations with interested small, DBE, MBE, WBE, VOSB and/or SDVOSB.
- ☐ Bidder provided small, DBE, MBE, WBE, VOSB and/or SDVOSB businesses interested in performing the solicited work with prompt access to the plans, specifications, scope of work, and requirements of the solicitation.
- ☐ Bidder made efforts to segment portions of the work to be performed by small businesses, DBEs, MBEs, WBEs, VOSBs and/or SDVOSBs, including dividing sub-bid/partnership opportunities into economically feasible units/parcels, to facilitate participation.

- ☐ Bidder negotiated in good faith with interested small, DBE, MBE, WBE, VOSB and/or SDVOSB businesses.
- ☐ Bidder provided adequate rationale for rejecting any small business', DBEs, MBEs, WBEs, VOSBs or SDVOSBs for lack of qualifications.
- ☐ Bidder offered assistance in obtaining bonding, insurance, financial, equipment, or other resources to small businesses, DBEs, MBEs, WBEs, VOSBs and/or SDVOSBs, in an effort to assist them in meeting project requirements.
- ☐ Bidder made efforts to expand the search for small businesses, DBEs MBEs, WBEs, VOSBs and/or SDVOSBs beyond the usual geographic boundaries.
- ☐ Bidder made other reasonable efforts to include small businesses, DBEs, MBEs, WBEs, VOSBs and/or SDVOSBs participation.

**4. Bidder/Proposer must include documentation, including the date each effort was made, the medium through which each effort was made, and the outcome of each effort with this form, regardless of the level of small, DBE, MBE, WBE, VOSB and/or SDVOSB participation. Examples of required documentation include copies of email communications, copies of newspaper advertisements, or copies of quotations received from interested small businesses, DBEs, MBEs, WBEs, VOSBs or SDVOSBs.**

 Click or tap here to enter text. 

**For detailed information regarding outreach efforts that satisfy the MBE Program's requirements, please see "Documentation Required for Good Faith Efforts and Outreach Plans" page.**

**Note: The Bidder/Proposer must be willing to report the identity of each subcontractor and the value of each subcontract to MBEP if awarded a contract from this procurement.**

**Failure to submit the documentation requested may be cause for rejection of the bid. Bidders may include any other documentation deemed relevant to this requirement, which is subject to review by the MBE Liaison. Documentation of Good Faith and Outreach Efforts must be submitted with the bid, regardless of the proposed level of SBes, DBEs, MBEs, WBEs, VOSBs and/or SDVOSBs participation in the procurement. If the Good Faith and Outreach Effort Form and associated documentation is not submitted with the bid response, the bid may be rejected.**

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

---

**Company**

---

**Company Representative**

---

**Date**

---

**Title**

4870-1925-6809, v. 1



## 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 and IonWave Q&A, 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.

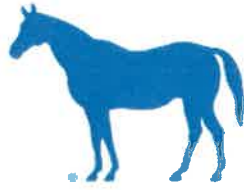
13. **Assignment of Contract:** The contractor shall not assign or subcontract any portion of the Contract without the express written consent of LFUCG. Any purported assignment or subcontract in violation hereof shall be void. It is expressly acknowledged that LFUCG shall never be required or obligated 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.
20. Contractor [or Vendor or Vendor's Employees] will not appropriate or make use of the Lexington-Fayette Urban County Government (LFUCG) name or any of its trade or service marks or property (including but not limited to any logo or seal), in any promotion, endorsement, advertisement, testimonial or similar use without the prior written consent of the government. If such consent is granted LFUCG reserves the unilateral right, in its sole discretion, to immediately terminate and revoke such use for any reason whatsoever. Contractor agrees that it shall cease and desist from any unauthorized use immediately upon being notified by LFUCG.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



# **LEXINGTON**

**REQUEST FOR**

**PROPOSALS FOR:**

**Town Branch Wastewater Treatment Plant  
Exterior Window Replacement Project  
Professional Services  
(Architectural Design Consultant)**

**Department of**

**Environmental Quality & Public Works**

**Division of Water Quality**

**July 2025**

## INTRODUCTION

The Lexington-Fayette Urban County Government (LFUCG) is seeking a proposal from consultants who are expertly qualified in the performance of professional design services relating to building envelope improvements and renovation projects.

The purpose of these services is to assess the current conditions, review the existing drawings, and perform full architectural services to provide new insulated replacement of the exterior windows for the administration building.

There are approximately 63 existing operable double pane exterior windows that need to be evaluated for replacement. Architectural services shall include all incidental design services to carry out the design intent of the project as outlined above.

This project is funded through the Division of Water Quality. Per the attached projected project schedule, we will complete the project well within those timelines. LFUCG Project Management Group will take care of all administrative tasks and reporting, so there will not be any additional administrative time beyond your typical project approach.

**The Town Branch Wastewater Treatment Plant is located at 301 Jimmie Campbell Drive – Lexington, KY 40504**

The Project shall consist of Two Stages:

- Stage 1: Design Stage
- Stage 2: Construction Administration Stage



## PROJECT NARRATIVE

This plant is located just inside New Circle Road off Old Frankfort Pike. It is near Town Branch Creek. The plant can treat up to 11 billion gallons of wastewater each year.

The plant, which opened in 1919, was one of the first sewage treatment plants in this part of the United States. The facility has been upgraded and expanded several times through the years. More upgrades are planned through 2026 as a part of Lexington's Consent Decree compliance measures.

Town Branch is designed to treat wastewater generated from approximately 60 percent of the city. The plant is designed for a flow of 30 million gallons daily but can treat a maximum daily flow of 64 million gallons.

The original building (not including the lab addition) is one-story totaling approximately 13,290sf. The facility also includes a kitchen, restrooms, lab, and offices for the Division of Water Quality.

The new exterior window units will need to replace the existing exterior window units in the current openings

The project may require some phased construction as the administration building shall remain

in operation throughout construction and is occupied 7 days/week. Design meetings with the LFUCG Division of Water Quality will be held to finalize the scope.

## SCOPE OF BASIC SERVICES

### General Requirements:

- a. **Design Schedule** - See Project Schedule attached. The Consultant shall review and agree to the design schedule. Proposed deviations to the attached schedule shall be submitted in writing and agreed on by both parties. Schedule deviations that result in a request for time extension from the consultant at no fault of the Owner shall be at the Owner's discretion.
- b. **Coordination** – the Consultant shall coordinate with the LFUCG Project Manager and other project consultants in all aspects of design and services. The Consultant shall provide written correspondence, copies of all documents, and all other project related items in the proper format as requested by the Owner. Unless authorized by the Owner, all project related communications shall be forwarded through the LFUCG Project Manager.
- c. **Deliverables** - All design submittals shall consist of (2) hard copies and (1) digital PDF copy at all submissions prior to the Bid Phase, and (3) hard copies and (1) digital PDF at the Final Submission for ready to advertise Bid Documents. Typical drawing sheet size to be 24"x 36" unless approved otherwise. Specifications, reports, and other supplemental documents shall be on 8-1/2" x 11" sheets unless approved otherwise. Supplemental drawings, revisions, and clarifications may be on 8-1/2" x 11" sheets, or 11" x 17" sheets. All other sheet sizes to be approved by LFUCG Project Manager. LFUCG Project Manager may request half size sets of drawings as a portion of the required amount of hard copy sets per each submission.
- d. **Owner Review Meetings/Presentation** - The Consultant shall be responsible for attending review meetings/presentations at the end of each design phase, and as otherwise noted in the RFP. Refer to the attached design schedule.
- e. **Value Engineering** - shall be performed at the end of each design phase as necessary to meet the project budget.
- f. **Authorization to Proceed** – Where multiple phases of work are outlined, the Consultant shall not proceed with the next phase or task of work until cost and timeline estimates are aligned with the Owner's budget and schedule. Authorization to commence with the next phase of work will be issued by letter from the Owner (LFUCG) after approval of previous design documents. Any work performed by the Consultant without this written authorization will be at the Consultant's risk and will be a voluntary contribution to the project.

## STAGE 1: Design Stage

The design stage of the project shall include all phases of design as outlined below. The consultant shall collect all necessary information, provide updates to the LFUCG Project Manager, acquire continual input from the Owner, evaluate and implement Owner's comments, and provide all deliverables as outlined by the RFP per the design schedule. It is the Consultant's



responsibility to communicate the design intent and full scope of work pertaining to their area of expertise. The consultant shall seek ongoing and continual input from the Owner throughout each phase of the project.

Due to the limited scope of the project, the consultant may combine the schematic design and design development phases into one phase with a single set of deliverables at the Design Development Phase.

#### **Phase 1: Schematic Design**

Schematic Design Documents shall consist of drawings and other documents necessary to convey the overall intent. Preliminary layouts and sizing of major components. Schematic Design services shall include review of existing building and site, existing drawings, and field verification as necessary to fulfill the design intent in regard to the work to be performed by the consultant. At the completion of the Schematic Design Phase the general design intent of the scope of work shall be expressed and evident.

#### **Phase 2: Design Development**

The Design Development Documents shall illustrate & describe the development of the approved Schematic Design Documents. The Design Development Documents shall include outline specifications that identify major materials and systems and establish in general their quality levels. At the completion of the Design Development Phase the design intent of the scope of work shall be evident, and all major building systems within the scope of work shall be expressed in a clear graphical and/or written manner.

#### **Design Development Deliverables:**

Two full hardcopy sets, and one digital set of submission items are due as indicated on the attached design schedule unless approved otherwise. Consultants are required to present the submission in person or by Zoom at an Owner's review meeting.

#### **Estimate of Probable Construction Cost.**

The Probable Construction Cost shall be itemized out with unit cost. If the consultant's Estimate of Probable Construction Cost is over an Owner provided construction budget/ approved construction cost from a previous phase, the consultant must include value engineering options, and written recommendations of how to reduce the cost to meet the provided budget.

#### **Outline Specification**

Outline specifications to include all major building, and/or project components & systems per division of work specific to the project. Identifies the major materials & systems and establishes in general their quality levels. Basis of design for major materials, components, and systems to be identified, and coordinated with the Owner. Include Cover Sheet, and full table of contents.

#### **Phase 3: Construction Documents**

The Construction Documents shall illustrate & describe the further development of the approved Design Development Documents. Construction Documents shall consist of documents including fully noted drawings and specifications that effectively communicate the complete design intent and full scope of work to be performed by the Consultant including all approved

alternates. Drawings and specifications shall be coordinated for quality and completeness. Completed construction documents shall convey the entire scope of work to be performed by the Consultant in a level of detail for quality construction that meets all applicable codes, regulations, and requirements.

**Construction Document Deliverables:**

- I. Two full hardcopy sets, and one digital set of submission items are due at the 98% submission as indicated on the attached design schedule unless approved otherwise. Consultants are required to present the submission in person or by Microsoft Teams at an Owner's review meeting.
- II. The consultant shall incorporate all applicable review comments, and coordinate with the LFUCG Project Manager & LFUCG Division of Procurement for submission of Ready to Advertise (RTA) Construction Documents. Consultants shall submit three full hard copy sets and one digital set of all submission items for the Final Construction Document Submission to be advertised.

**Phase 4: Bid Phase**

The Division of Procurement will be responsible for advertising the bid documents. All questions, requests, and correspondence shall be directed to LFUCG Division of Procurement during the Bid Phase. The consultant shall assist the Owner with clarifications, questions form bidders, and addenda pertaining to the scope of the project. The Pre-Bid Conference will be conducted by the Division of Procurement, LFUCG Project Manager and Consultant. The Bid Opening will also be conducted through the Division of Procurement and reviewed for recommendation to award by the Consultant. Consultant shall provide a certified bid tabulation, conduct checks with bidders' references, and provide a letter of award recommendation to the Owner.

**STAGE 2: Construction Administration Stage**

The Construction Administration Phase of the project shall start after the Bid Phase once the Owner has released the written Notice to Proceed (NTP) to the contractor. The Consultant shall continue to coordinate with the LFUCG Project Manager throughout the construction administration process, attend progress meetings as required, make site visits as required, and complete necessary observations, inspections, reports, and documentation pertaining to the scope of work to be performed by the Consultant. Duration of construction administration services will be based on both construction contract time, and completion of the original project scope. The Consultant will facilitate progress meetings, contractor coordination, distribution of meeting minutes, distribution of shop drawings, distribution of RFI's, processing change orders, final review and distribution of payment applications, etc. The Consultant shall be responsible for reviewing all necessary items in regard to the Consultant's scope of work and shall do so in a timely manner to avoid causing a project delay.

### **Phase 1: Construction Administration Phase**

Construction Administration shall be lead throughout the Construction Stage by the Consultant and shall be responsible for administering the construction contract, maintain consistent and precise documentation, facilitate the project close out with assistance from all consultants, and facilitate proper coordination between all parties. Minimum Construction Administration services to be performed by the Consultant shall include the following:

☐ **Meetings (Pre-Construction, Progress Meetings, Pre-Installation, etc.):**

Consultant shall attend all meetings upon request. Progress meetings and site observations shall be scheduled bi-weekly (every two weeks). Consultant shall attend all meetings and conduct site observation throughout construction pertaining to their scope of work, and upon request by the Project Architect. Consultant to submit written Field Reports to the Contractor and LFUCG Project Manager. Consultant shall be responsible for attending pre-installation meetings pertaining to their scope of work if applicable

☐ **Reviews:**

Pertaining to the scope of work to be performed by the Consultant, the Consultant shall review Schedule of Values (SOV), Contractor's Daily Logs, Payment Applications, Proposals, Change Order Documentation, RFIs, O&M Manuals, Closeout Documents, and all other correspondence pertaining to the Consultant's scope of work. Consultant shall review Submittals and RFI's within 10 calendar days of receipt unless authorized otherwise. The goal is to turn all submittals and RFI's around within ten (10) business days of receipt.

☐ **Inspections:**

Consultant shall inspect their full scope of work to assist in determining Substantial Completion. Consultant shall conduct a second inspection of their full scope of work to assist in determining Final Completion after all Punch List items have been corrected. Consultant shall provide both a Punch List, and a Back-Punch List containing completion dates for each punch-item.

☐ **Supplemental Drawings:**

Supplemental drawings shall be required to clearly communicate the full scope of work, when necessary, when not already shown in the construction documents, or when additional clarification is needed. Supplemental Drawings may be required for clarifications, RFI, ASI, WCPR, Change Orders, etc.

☐ **Record Drawings:**

The Consultant shall collect the Contractor's marked-up drawings (As Built Drawings) and will distribute the As Built Drawings to the Consultants per their scope of work. Consultant shall be responsible for digitally updating their scope of work, and shall provide one hard copy set, and a digital file containing both CAD and PDF format of the Record Documents.

**Construction Administration Deliverables:**

- I. Consultant shall submit Record Drawings/ Documents within (30) days of receipt of Contractor's structural mark-ups (As Built Drawings). Consultant shall provide: (1) PDF file of Architectural Drawings, (1) PDF File of Architectural specifications, CAD files of all drawings and specifications.

## SELECTION PROCESS

All responses to this Request of Proposal will be reviewed and evaluated per LFUCG Purchasing Procedures and Thresholds.

All costs associated with the preparation and responses, including presentation materials for interviews and site visits, if conducted, related to this RFP shall be borne solely by the consultant and at no cost to LFUCG.

## SCORING CRITERIA

	Total Points
Professional qualifications and experience of the team with architectural and engineering services throughout the design and construction phases.	20
Demonstrated understanding of the project requirements. Including past experience with similar projects and building systems.	25
Capacity of the team to perform the work within the time limitations. Illustrated by the current volume of work in progress.	15
Past record and performance on contracts with the LFUCG, other governmental agencies, and private industry with respect to such factors as cost control, quality of work, and ability to meet schedule requirements.	10
Degree of local employment to be provided by the person or firm in the performance of the contract by the person or firm.	10
Fee	20
<b>Final Technical Score</b>	<b>100</b>

Project Timeline For Town Branch Wastewater Treatment Plant Exterior Window Replacement Project		
Task	Duration	
<b>RFP Issued</b>	<b>1</b>	<b>Days</b>
<b>RPF - Responses Due</b>	<b>21</b>	<b>Days</b>
RFP Evaluation and A/E Recommendation	7	Days
N.T.P. & P.O.	7	Days
<b>Design</b>	<b>60</b>	<b>Days</b>
On-Site Review & Field Verification	18	Days
Schematic Design / Design Development Phase	35	Days
Final Design Development Deliverables Due	4	Days
Construction Document Phase	42	Days
<b>Construction Document 98% Submission</b>	<b>11</b>	<b>Day</b>
Owner Review of CD Phase	4	Days
Owner's Construction Documents' Comments Incorporated	4	Days
<b>100% Construction Documents Ready to Advertise Submission</b>	<b>1</b>	<b>Day</b>
<b>Advertisement &amp; Award</b>	<b>64</b>	<b>Days</b>
Compile Bid Documents	4	Days
Advertise for Bids	28	Days
Pre-Bid Meeting	1	Day
<b>Bids Due</b>	<b>1</b>	<b>Day</b>
Bid Review & Selection	3	Days
Approved in Legistar Date	0	Days
<b>Council WS</b>	<b>1</b>	<b>Day</b>
<b>Council 1st Reading (Double Reading Approval)</b>	<b>1</b>	<b>Day</b>
Construction Contract Execution/ P.O.	7	Days
<b>Anticipated Construction</b>	<b>210</b>	<b>Days</b>
Pre-Construction Meeting	1	Day
Construction	203	Days
<b>Substantial Completion</b>	<b>1</b>	<b>Day</b>
<b>Final Completion</b>	<b>7</b>	<b>Days</b>

## FORM OF PROPOSAL

### Consultant Design Services for the Town Branch Wastewater Treatment Plant Exterior

#### Window Replacement Project

#### Architectural Design

#### Consultant:

#### Request for Proposal Form of Proposal

Consultant: \_\_\_\_\_

Address: \_\_\_\_\_

General:

- 
- a. The undersigned Consultant, having read and examined the complete Request for Proposal and associated documents, affirms agreement to complete all work in accordance with the contract documents.

#### 2. Submittal Requirements:

- a. Cover letter stating interest in the project by an officer of the company who has authority to commit their firm to the proposed project.

#### 3. Lump Sum Pricing:

- a. All Lump Sum Pricing shall include all direct labor and supervision necessary to complete the item in a manner that meets or exceeds the customer's satisfaction. It shall also include the labor payroll costs, overhead (such as unemployment taxes, general liability insurance, rent, utilities, phones, supplies, administrative salaries, F.I.C.A. sick and vacations, etc. disposal fees, tool allowance, equipment, materials, travel/mileage, printing cost, profit, and all other costs used on the job.)
- b. Provide a firm Lump Sum Cost for providing the LFUCG with services as noted in the Request of Proposal.

#### Design Stage (Total Services Below)

\$ \_\_\_\_\_

Schematic / Design Development Phase:  
(percentage of total lump sum)

\$ \_\_\_\_\_  
\_\_\_\_\_ %

Construction Documents Phase:  
(percentage of total lump sum)

\$ \_\_\_\_\_  
\_\_\_\_\_ %

Bid Phase:  
(percentage of total lump sum)

\$ \_\_\_\_\_  
\_\_\_\_\_ %

#### Construction Administration Stage (Total of Services Below)

\$ \_\_\_\_\_

Construction Administration Phase:  
(percentage of total lump sum)

\$ \_\_\_\_\_  
\_\_\_\_\_ %

**Total Consulting Services**

\$ \_\_\_\_\_

4. **Payment for Additional Services:** Additional Services shall be compensated at the unit rates listed below. The LFUCG reserves the right to increase or decrease frequencies of unit cost. If Additional Services are requested, the base contract may be increased or decreased on the basis of the unit rates. No price adjustments will be made unless mutually agreed to in advance through the Change Order process to the contract. All Unit Pricing Hourly Rates shall include all direct labor, any supervision required, labor payroll costs, overhead (such as unemployment taxes, general liability insurance, rent, utilities, phones, supplies, administrative salaries, F.I.C.A., sick and vacations, etc.) disposal fees, tool allowance, equipment, materials, travel/mileage, printing cost, profit, and all other costs used on the job.

Title/Skill Level

Hourly Rate

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_\$/HR  
\_\_\_\_\_\$/HR  
\_\_\_\_\_\$/HR  
\_\_\_\_\_\$/HR  
\_\_\_\_\_\$/HR  
\_\_\_\_\_\$/HR  
\_\_\_\_\_\$/HR

- a. Additional Services may require procurement beyond the base contract. Procurement shall comply with the specifications set forth herein. The Consultant markup over the invoiced price shall be zero percent (0%).

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**Signature**

**Name**

---

**Title**

**Date**



## ATTACHMENT: B

### CONSULTANT SERVICES AGREEMENT

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**THIS IS AN AGREEMENT** made as of \_\_\_\_\_, 2025, between the LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT (**OWNER**) and \_\_\_\_\_ (**CONSULTANT**). **OWNER** intends to proceed with architectural/engineering design services as described in the attached Request for Proposal document. The services are to include the preparation of Schematic Design Documents through Construction Documents, Bidding, and Construction Administration for the construction of the **Town Branch Wastewater Treatment Plant Window Replacement Project** as contemplated in the **OWNER's** Request for Proposal No. 20-2025. The services are hereinafter referred to as the Project.

**OWNER** and **CONSULTANT** in consideration of their mutual covenants herein agree in respect of the performance of professional architectural/engineering services by **CONSULTANT** and the payment for those services by **OWNER** as set forth below.

**CONSULTANT** was selected by **OWNER** based upon its response to the Request for Proposal No. 20-2025.

**CONSULTANT** shall provide professional consulting services for **OWNER** in all phases of the Project described herein, serve as **OWNER'S** professional architectural and engineering representative for the Project as set forth below and shall give professional consultation and advice to **OWNER** during the performance of services hereunder.

#### **SECTION 1 - BASIC SERVICES OF CONSULTANT**

**CONSULTANT** shall perform professional services as hereinafter stated, which include customary architectural and engineering incidental thereto.

The following documents are incorporated by reference herein as if fully stated and are attached hereto as exhibits: RFP No. 20-2025. (**Exhibit "A"**), and Consultant's Response dated **July 23, 2025** (**Exhibit "B"**). To the extent there is conflict among their provisions, the provisions of this Agreement shall take precedence, followed by the provisions of Request for Proposal No. 20-2025. (**Exhibit "A"**).

After written authorization to proceed with the Evaluation and Recommendation Phase, **CONSULTANT** shall:

1. Notify the **OWNER** in writing of its authorized representative who shall act as Project Manager and liaison representative between the **CONSULTANT** and the **OWNER**.
2. On the basis of the "Selection Criteria" in the "Request for Proposal", attached in **Exhibit "A"**, conduct field surveys and gather other necessary data or information, prepare an evaluation and recommendation document consisting of design options and cost estimates as well as all required deliverables listed in the Request for Proposal. See **Exhibit "A"** for complete listing of all deliverables.

This Agreement (consisting of pages 1 to \_\_ inclusive), together with the Exhibits and schedules identified above, constitutes the entire Agreement between **OWNER** and **CONSULTANT** and supersedes all prior written or oral understandings. This Agreement and said Exhibits and schedules may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

The General Condition provisions of RFP No. 20-2025 are incorporated herein by reference as if fully stated.

## **SECTION 2 - ADDITIONAL SERVICES BY CONSULTANT**

- 2.1. The **OWNER** may desire to have the **CONSULTANT** perform work or render services in connection with this Project other than as provided by **Exhibit "A"** of this Agreement. Such work shall be considered as "Additional Services", subject to a change order, supplemental to this Agreement, setting forth the character and scope thereof and the compensation therefore. Work under such change order shall not proceed until the **OWNER** gives written authorization. Should the **OWNER** find it desirable to have previously satisfactorily completed and accepted plans or parts thereof revised, the **CONSULTANT** shall make such revisions as directed, in writing, by the **OWNER**. This work shall be considered as "Additional Services" and shall be paid as such.
- 2.2. All "Additional Services" are subject to prior written authorization of **OWNER** and necessary appropriations made by the Urban County Council.

## **SECTION 3 - OWNER'S RESPONSIBILITIES**

### **OWNER shall:**

- 3.1. Provide criteria and information as to **OWNER'S** requirements for the Project, including design objectives and constraints, space, capacity and performance requirements, flexibility and expandability, and any budgetary limitations.
- 3.2. Assist **CONSULTANT** by placing at its disposal available information pertinent to the Project.
- 3.3. Examine all studies, reports, sketches, drawings, specifications, proposals and other documents presented by **CONSULTANT**, and render in writing decisions pertaining thereto within a reasonable time so as not to delay the services of **CONSULTANT**.
- 3.4. Designate in writing a person to act as **OWNER'S** representative with respect to the services to be rendered under this Agreement. Such person shall have complete authority to transmit instructions, receive information, interpret and define **OWNER'S** policies and decisions with respect to materials, equipment, elements and systems pertinent to **CONSULTANT'S** services.

- 3.5. Give written notice to **CONSULTANT** whenever **OWNER** observes or otherwise becomes aware of any development that affects the scope or timing of **CONSULTANT'S** services, or any defect in the work of Contractor(s).
- 3.6. Furnish or direct **CONSULTANT** to provide necessary Additional Services as stipulated in Section Two (2) of this Agreement or other services as required.

#### **SECTION 4 - PERIOD OF SERVICES**

- 4.1. See Exhibit "A" for the project timeline/schedule.
- 4.2. The provisions of this Section Four (4) and the various rates of compensation for **CONSULTANT'S** services provided for elsewhere in this Agreement have been agreed to in anticipation of the orderly and continuous progress of the Project through completion.

If delays result by reason of acts of the **OWNER** or approving agencies or other causes, which are beyond the control of the **CONSULTANT**, an extension of time for such delay will be considered. If delays occur, the **CONSULTANT** shall within 14 days from the date of the delay apply in writing to the **OWNER** for an extension of time for such reasonable period as may be mutually agreed upon between the parties, and if approved, the Project schedule shall be revised to reflect the extension. Such extension of time to the completion date shall in no way be construed to operate as a waiver on the part of the **OWNER** of any of its rights in the Agreement. Section 6.5, under DISPUTES, of this Agreement, shall apply in the event the parties cannot mutually agree upon an extension of time.

In the event that the overall delay resulting from the above described causes is sufficient to prevent complete performance of the Agreement within two (2) months of the time specified therein, the Agreement fee or fees shall be subject to reconsideration and adjustment. Section 6.5 of this Agreement shall apply in the event the parties cannot mutually agree upon an adjustment of fee.

#### **SECTION 5 - PAYMENTS TO CONSULTANT**

##### **6.1 Methods of Payment for Services of CONSULTANT**

##### **5.1.1 For Basic Services.**

##### **Lump Sum Pricing**

In consideration of the architectural and engineering services described in this Loan Agreement and its exhibits, **OWNER** shall pay **CONSULTANT** the sum below stated, which sum shall include without limitation all direct labor and supervision necessary to complete the item in a manner that meets or exceeds the customer's satisfaction, labor payroll costs, overhead (such as unemployment taxes, general liability insurance, rent, utilities, phones, supplies, administrative salaries, F.I.C.A., sick and vacation leave, etc.), disposal fees, tool allowances, equipment fees, materials, profits, and all other costs used on, for, or in association with the job. The negotiated cost of services is represented in the Form of Proposal, and is summarized as follows:

<b><u>Design Stage (Total Services Below)</u></b>	<b>\$ _____</b>
Schematic Design Phase: (percentage of total services)	\$ _____ %
Design Development Phase: (percentage of total services)	\$ _____ %
Construction Documents Phase: (percentage of total services)	\$ _____ %
Bid Phase: (percentage of total services)	\$ _____ %
<b><u>Construction Administration Stage</u></b>	<b>\$ _____</b>
(percentage of total services)	_____ %
<b><u>Total Architectural/ Engineering Services</u></b>	<b>\$ _____</b>

#### 5.1.2. For Additional Services

"Additional Services" shall be paid for by the **OWNER** on the basis of the unit pricing below. In the event the **OWNER** and the **CONSULTANT** are unable to agree upon payment for "Additional Services", the amount of such payment shall be determined as set forth in Section 6.5, "DISPUTES" of this Agreement.

#### Unit Pricing

If Additional Services are requested, the base contract may be increased and/or decreased on the basis of these proposed unit rates. No price adjustments will be made, unless mutually agreed to in advance through the Change Order process to the contract, or as a result of temporary conditions (defined as 30 days or less from the date of the last invoice).

All Unit Pricing Hourly Rates shall include without limitation all direct labor and supervision necessary to complete the item in a manner that meets or exceeds the customer's satisfaction, labor payroll costs, overhead (such as unemployment taxes, general liability insurance, rent, utilities, phones, supplies, administrative salaries, F.I.C.A., sick and vacation leave, etc.), disposal fees, tool allowances, equipment fees, materials, profits, and all other costs used on, for, or in association with the job.

<u>Title/Skill Level</u>	<u>Hourly Rate</u>
<u>Principal Architect</u>	_____ \$/HR
<u>Project Architect</u>	_____ \$/HR
<u>Project Manager</u>	_____ \$/HR
<u>Project Associate</u>	_____ \$/HR
_____	_____ \$/HR
_____	_____ \$/HR

Additional Services may require procurement beyond the base contract. Procurement shall comply with the specifications set forth herein. The **CONSULTANT** markup over the invoiced price shall be   0   %

**1.7. Times of Payment.**

- 5.2.1.** For any month in which the **CONSULTANT** provides services in connection with this Agreement, the **CONSULTANT** shall submit to the **OWNER** a written statement reasonably identifying the percentage of each task, listed in Section 5.1.1., above, as may be amended by the parties from time to time, that has been completed to date, the total amount to be billed for each task, the amount previously billed for each task, and the total amount due and owing for each task at the time the statement is issued. Within thirty (30) days of the **OWNER's** receipt of such statement, the **OWNER** shall pay to the **CONSULTANT** all amounts due and owing as indicated thereon, unless the **OWNER** has in good faith contested the same.

**1.8. Other Provisions Concerning Payments.**

- 5.3.1.** In the event the Agreement is terminated by the **OWNER** without fault on the part of the **CONSULTANT**, the **CONSULTANT** shall be paid for the work performed or services rendered an amount bearing the same ratio to the total Agreement fee as the amount of work completed or partially completed and delivered to the **OWNER** is to the total amount of work provided for herein, as determined by mutual agreement between the **OWNER** and the **CONSULTANT**.
- 5.3.2.** In the event the services of the **CONSULTANT** are terminated by the **OWNER** for fault on the part of the **CONSULTANT**, the **CONSULTANT** shall be paid reasonable value of the work performed or services rendered and delivered, and the amount to be paid shall be determined by the **OWNER**.
- 5.3.3.** In the event the **CONSULTANT** shall terminate the Agreement because of gross delays caused by the **OWNER**, the **CONSULTANT** shall be paid as set forth in Section 5.3.1. above.

**SECTION 6 – ADDITIONAL GENERAL CONSIDERATIONS**

**1.15. Termination**

- 6.1.1.** The obligation to provide further services under this Agreement may be terminated by either party upon ten (10) days written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party, provided the non-terminating party fails to cure such default within ten (10) days of receiving notice of such default.
- 6.1.2.** The **OWNER** reserves the right to terminate the Agreement for any reason at any time upon seven (7) days written notice to the **CONSULTANT**.

**1.16. Ownership and Reuse of Documents.**

All documents, including hardcopies and original digital format, including but not limited to Drawings and Specifications, prepared by the **CONSULTANT** pursuant to this Agreement shall be delivered to and become the property of the **OWNER**. The **OWNER** shall have the right to reuse same without restriction or limitation, but without liability or legal exposure to **CONSULTANT**.

**1.17. Legal Responsibilities and Legal Relations.**

- 6.3.1.** The **CONSULTANT** shall familiarize himself with and shall at all times comply with all federal, state and local laws, ordinances, and regulations which in any manner affect the services of this Agreement.
- 6.3.2.** In performing the services hereunder, the **CONSULTANT** and its **CONSULTANTS**, employees, agents and representatives shall not be deemed or construed to be employees of **OWNER** in any manner whatsoever. Except as otherwise provided in this Agreement, the **CONSULTANT** shall be acting as an independent contractor. The **CONSULTANT** shall not hold itself out as, nor claim to be, an officer or employee of **OWNER** by reason hereof and shall not make any claim, demand or application to or for any right or privilege applicable to an officer or employee of **OWNER**. The **CONSULTANT** shall be solely responsible for any claims for wages or compensation by **CONSULTANT'S** employees, agents and representatives, including **CONSULTANTS**, and shall save, defend, and hold **OWNER** harmless therefrom.
- 6.3.3.** The parties hereto agree that causes of actions between the parties shall be governed by applicable provisions of the Kentucky Revised Statutes. Any action arising from or in relation to this Agreement shall be brought in Fayette County, Kentucky.

**1.18. Successors and Assigns.**

- 6.4.1.** **CONSULTANT** binds itself and its partners, successors, executors, administrators, assigns and legal representatives to this Agreement in respect to all covenants, agreements and obligations of this Agreement. **CONSULTANT** shall not assign any interest, obligation or benefit in this Agreement. **CONSULTANT** shall not assign any interest, obligation or benefit in this Agreement nor transfer any interest in the same, whether by assignment or novation, without prior written consent of **OWNER**.
- 6.4.2.** The **CONSULTANT** shall not subcontract more than fifty percent (50%) of the work, based upon dollar value, to be provided under this Agreement. The **CONSULTANT** shall obtain written approval prior to subletting or assigning any services contained in this Agreement, and consent to sublet or assign any part of this Agreement shall not be construed to relieve the **CONSULTANT** of any responsibility for compliance with the provisions of this Agreement.
- 6.4.3.** Nothing herein shall be construed to give any rights or benefits hereunder to anyone other than **OWNER** and **CONSULTANT**.

**1.19. Disputes.**

Except as otherwise provided in this Agreement, any dispute concerning the amount of

payment due the **CONSULTANT** or any dispute concerning any question of fact of any act to be performed under this Agreement, which is not disposed of by agreement between the Urban County Division of Central Purchasing and the **CONSULTANT**, shall be submitted to the Commissioner of the Department of General Services, Lexington-Fayette Urban County Government, for review. The decision of the Commissioner as to the determination of such dispute shall be final and conclusive unless determined by a court of competent jurisdiction to have been fraudulent, capricious, arbitrary or so grossly erroneous as necessarily to imply bad faith. Pending a final decision of a dispute hereunder, the **CONSULTANT** shall proceed diligently with the performance of the Agreement in accordance with the directions of the **OWNER**.

**1.20. Accuracy of CONSULTANT'S Work.**

The **CONSULTANT** shall be required to perform this Agreement in accordance with the degree of ordinary and reasonable skill and care usually exercised by professional architects and engineers prevailing at the time, place and under similar conditions as the services hereunder are rendered.

The **CONSULTANT** shall be responsible for the accuracy of all work, even though Drawings and Specifications have been accepted by the **OWNER**, and shall make any necessary revisions or corrections resulting from errors and/or omissions on the part of the **CONSULTANT**, without additional compensation. By submission of reports, soils and subsurface information, quantities estimates, calculations and Drawings and Specifications to the **OWNER**, the **CONSULTANT** has made a statement that, to the best of its belief and knowledge, the information is accurate. Failure on the part of **CONSULTANT** to provide the expected level of accuracy may be grounds for the **OWNER** to disqualify **CONSULTANT** from consideration for future **CONSULTANT** service agreements.

**1.21. Security Clause.**

The **CONSULTANT** certifies that it shall not at any time release or divulge any information concerning the services covered by this Agreement to any person or any public or private organization except the **OWNER** without prior approval of the **OWNER**.

**1.22. Access to Records.**

The **CONSULTANT** and its sub-**CONSULTANTS** shall maintain all books, documents, papers, and accounting records, and make such materials available at their respective offices at all reasonable times during the contract period and for three (3) years from the date of final payment under the contract for inspection by the **OWNER**, and copies thereof shall be furnished if requested. Failure to maintain such records for three (3) years after the date of final payment may be grounds for the **OWNER** to disqualify the **CONSULTANT** from consideration for future **CONSULTANT** service agreements.

### **1.23. Required Risk Management Provisions.**

The Risk Management Provisions of RFP No. 16-2018 are incorporated herein by reference as if fully stated. Copies of the required Certificates of Insurance shall be provided to **OWNER** as required therein.

## **SECTION 7 - EQUAL EMPLOYMENT OPPORTUNITY**

During the performance of this service agreement, the **CONSULTANT** agrees as follows:

- 7.1.** The **CONSULTANT** will not discriminate against any employee or application for employment because of race, color, religion, national origin, sex, age or handicap. The **CONSULTANT** will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, national origin, sex, age or handicap. Such action shall include but not be limited to the following: employment upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeships. The **CONSULTANT** agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this non-discrimination clause.
- 7.2** The **CONSULTANT** will, in all solicitations or advertisements for employees placed by or on behalf of the **CONSULTANT**, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, national origin, sex, age (between forty and seventy), or handicap.

## **SECTION 8 - SPECIAL PROVISIONS**

- 1.9.** This Agreement is subject to the following provisions.
- 8.1.2.** Pursuant to subparagraph 3.4 of this Agreement, **OWNER** has assigned the appropriate Lexington-Fayette Urban County Government employee (the "**OWNER'S Agent**"), as the authorized agent of **OWNER**, to monitor, direct and review the performance of work of the **CONSULTANT**. Documents, data, reports and all matters associated with carrying out this Agreement shall be addressed to the **OWNER'S Agent** or their designee. Questions by the **CONSULTANT** regarding interpretations of the terms, provisions and requirements under this Agreement shall be addressed to the **OWNER'S Agent** or their designee. The **CONSULTANT** shall look only to the **OWNER'S Agent** or their designee for direction in its performance under this Agreement; no other direction shall be binding upon **OWNER**. **OWNER** shall respond to written requests by **CONSULTANT** within thirty (30) days.



**IN WITNESS WHEREOF**, the parties hereto have made and executed this Agreement as of the day and year first above written.

**OWNER:**

**CONSULTANT:**

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**EXHIBIT B**

**CERTIFICATE OF INSURANCE**



## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
3/10/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER  
Higginbotham Insurance Agency, Inc.  
1700 Eastpoint Parkway  
P.O. Box 23790  
Louisville KY 40223

License# 2081754  
WESTPO400

INSURED  
West Point Engineers, LLC  
1941 Bishop Lane, Suite 400  
Louisville KY 40218

CONTACT NAME: Cheryl Clayton  
PHONE (A/C, H/A, Ext): 502-489-6242  
FAX (A/C, H/A):  
E-MAIL ADDRESS: CClayton@higginbotham.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A: Valley Forge Insurance Company	20508
INSURER B: American Casualty Company Of Reading,	20427
INSURER C: Travelers Casualty And Surety Company Of America	31194
INSURER D:	
INSURER E:	
INSURER F:	

### COVERAGES

CERTIFICATE NUMBER: 1435180542

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INVR LTR	TYPE OF INSURANCE	ADOL SUBR RND WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Pollution Liab GEN'L AGGREGATE LIMIT APPLIES PER POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y Y	B 7013135370	2/25/2025	2/25/2026	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 2,000,000 MED EXP (Any one person) \$ 1,000,000 PERSONAL & ADV INJURY \$ 10,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMPROP AGG \$ 4,000,000 \$
A	AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY HIRED AUTOS ONLY X HCPD UMBRELLA LIAB EXCESS LIAB DED RETENTION \$	Y Y	B 7013135370	2/25/2025	2/25/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ EACH OCCURRENCE \$ AGGREGATE \$ \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A	WC 7 13053297	12/22/2024	12/22/2025	X PER-STATUTE OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	Professional Liability	Y	108020714	4/1/2025	4/1/2026	Per Claim Aggregate 2,000,000 2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

### CERTIFICATE HOLDER

For Information Only  
For Information Only  
For Information Only  
United States

### CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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ACORD 25 (2016/03)

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## **EXHIBIT C**

### **PROPOSAL OF ENGINEERING SERVICES AND RELATED MATTERS**

**West Point Engineers LLC (WPE) Response to:**

**RFP #20-2025 Architectural Design Consultant Services: Window  
Replacement**

**Lexington, KY**

**1 August 2025**



**POC**

**Sarah Bitner**

**[sarahbitner@westpointengineers.com](mailto:sarahbitner@westpointengineers.com)**

**765-635-0216**

*This response includes data that shall not be disclosed outside the Government and shall not be duplicated, used, or disclosed in whole or in part for any purpose other than to evaluate this response. If, however, a contract is awarded to this offeror as a result of, or in connection with, the submission of this data, the Government shall have the right to duplicate, use, or disclose the data to the extent provided in the resulting contract. This restriction does not limit the Government's right to use information contained in the data if it is obtained from source without restriction. The data subject to this restriction are contained in all sheets of this response.*



The structure of this document is as follows:

1. Firm Profile
2. Capabilities statement
3. Professional Qualifications
4. Understanding of Project
5. Capacity
6. Past Performance
7. Local Employment
8. Fee
9. Required Forms

### **1. WPE Company Profile**

**Point of Contact:** Sarah Bitner; Director of Marketing, WPE

**Phone Number:** (765) 635-0216

**Email Address:** [sarahbitner@westpointengineers.com](mailto:sarahbitner@westpointengineers.com)

**Mailing Address:** 1941 Bishop Lane, Suite 400 Louisville, KY 40218

**Company Name:** West Point Engineers LLC (WPE)

**UEI:** DEJEN69ZLAX5

**DUNS number:** 792397866; **CAGE Code:** 742E0

**Office Locations:** Louisville, KY – MAIN

Herndon, VA, Brandon, FL, Katy, TX, Fort Payne, AL, Sunfield, MI – BRANCHES

**Company Size:** WPE is a SMALL BUSINESS in all NAICS codes

**Designations, Certifications:** SBA certified SDVOSB

**NAICS Codes:** 5413, 541310, 541320, 541330, 541340, 541600, 541611, 541990, and more.



## 2. Capabilities Statement

### **Company Overview**

West Point Engineers (WPE) is a Service-Disabled Veteran Owned Small Business (SDVOSB) and a proud veteran owned company. Founded in 2006 WPE's focus is on providing innovative and unmatched design services across all industries.

West Point Engineers is the only Kentucky AND Federal Certified Service Disabled Veteran Owned Small Business Architecture or Engineering Firm.



### **Mission**

At WPE, our mission is to leverage our expertise in Architecture and Engineering to contribute to the betterment of society's infrastructure. As a SDVOSB, we are driven by a commitment to excellence and innovation, aiming to provide top-tier design, project management, and engineering solutions across various sectors. With a focus on delivering outstanding results, we dedicate ourselves to enhancing the built environment, all while maintaining our dedication to serving military, veteran, and community needs.

### **Goal**

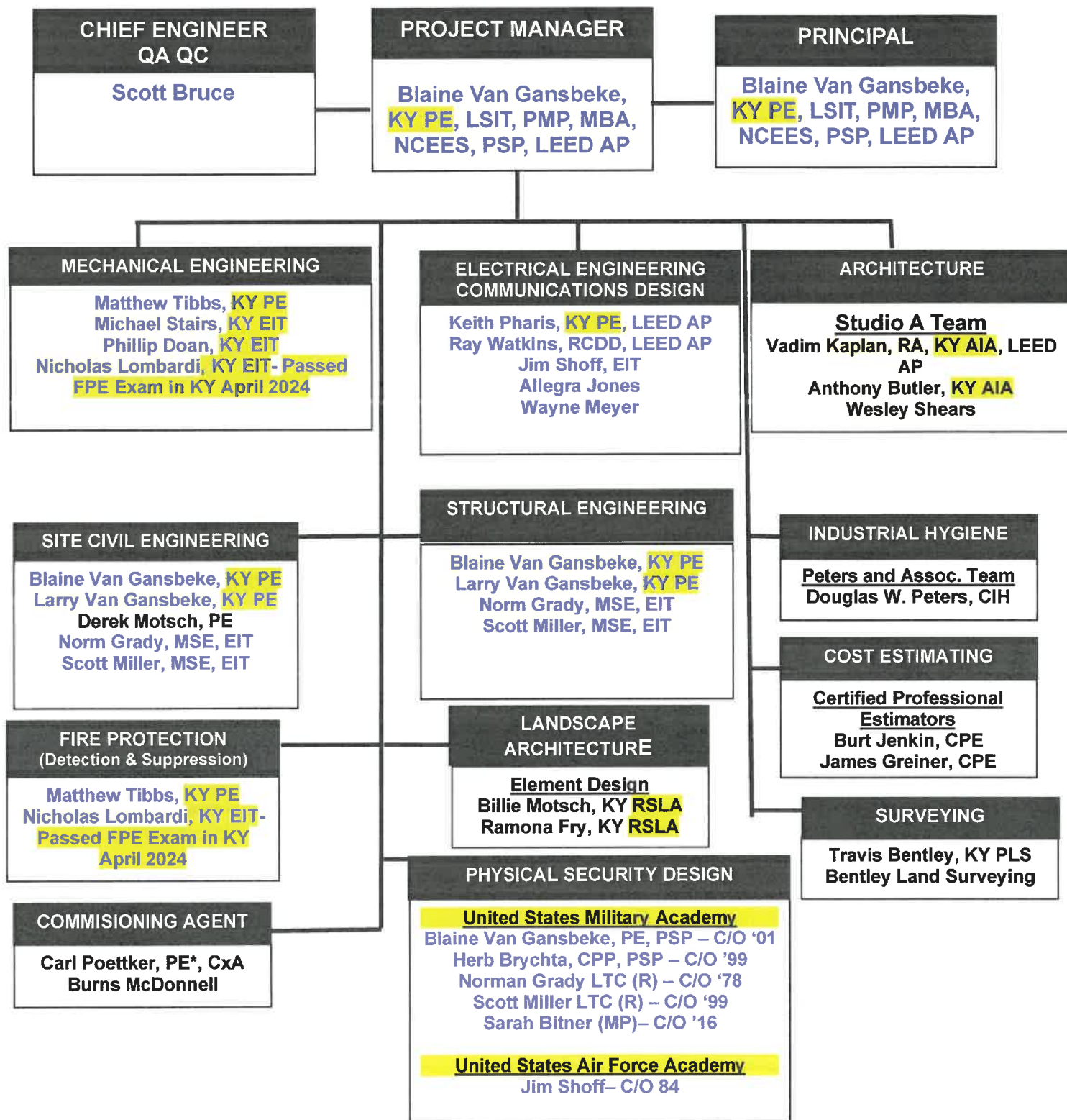
At WPE, our aspiration is to excel as a prominent player in engineering endeavors with a profound impact on healthcare infrastructure and broader societal development. By leveraging our expertise and nurturing innovation, we are dedicated to shaping the foundation that supports healthier communities and drives positive change. Through the delivery of cutting-edge Architecture and Engineering solutions, our goal is to contribute significantly to the advancement of projects, ensuring excellence, sustainability, and enduring value for healthcare and society at large.

### **About Us**

At WPE, we envision a future where our commitment to excellence and service leads the way in transforming the infrastructure of our nation. With a focus on Architecture and Engineering Design, Project Management, and Force Protection Design, we are driven by our passion for continuous improvement and our commitment to serving our communities. WPE is especially committed to serving Veterans and the DoD community. WPE is poised to play a pivotal role in shaping the future of infrastructure in our communities; embodying the values of integrity, excellence, and service in every endeavor we undertake.



## 1. Professional Qualifications





**Military Veteran Design Team**

**Jim Bush- Retired Air Force National Guard Stationed at Louisville International Airport**

**Jim Shoff, US Air Force Academy Graduate, Electrical Engineer, Helicopter and Drone Pilot**

**Craig McGuffey- Retired US Navy**

**Sarah Bittner, MBA, Female Veteran, Military Police Officer at Fort Knox, West Point Graduate**

**Norman Gray, LTC (R ) 30 years active duty US Army Corps of Engineers, West Point Graduate and  
Former West Point Structural Engineering Instructor**

**Scott Miller, LTC (R ) 24 years active duty US Army Corps of Engineers, West Point Graduate and Certified  
Army Scuba Diver**

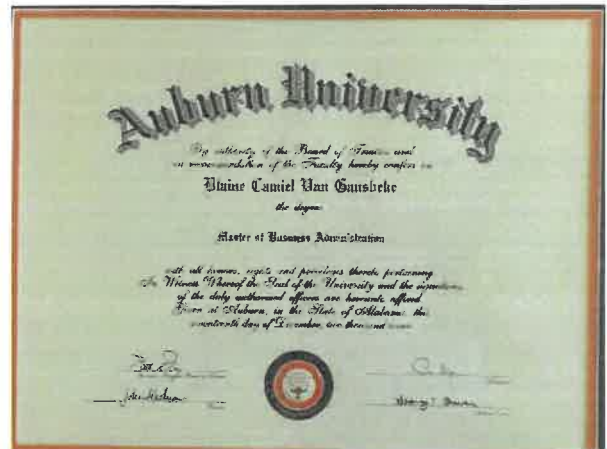
**Herb Brychta, PSP, CPP- West Point Graduate/ Security Specialist US Army Veteran**

**Blaine Van Gansbeke, PE, PSP- US Army Corps of Engineer Veteran West Point Graduate**

## E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

<b>12. NAME</b> <b>Blaine Van Gansbeke, KY PE, PMP, PSP,</b> <b>KY LSIT, MBA, NCEES Certified</b>	<b>13. ROLE IN THIS CONTRACT</b> <b>Firm Principal/ Structural/Site Civil</b> <b>Engineer/Project Manager/Physical</b> <b>Security Specialist</b>	<b>14. YEARS EXPERIENCE</b> <table border="1"> <tr> <td>a. TOTAL</td> <td>b. WITH CURRENT FIRM</td> </tr> <tr> <td>19</td> <td>15</td> </tr> </table>		a. TOTAL	b. WITH CURRENT FIRM	19	15			
a. TOTAL	b. WITH CURRENT FIRM									
19	15									
<b>15. FIRM NAME AND LOCATION (City and State)</b> <b>West Point Engineers - Louisville, KY; Herndon, VA; Dallas, PA, Branden, FL; Sunfield, MI; Katy, TX; Fort Payne, AL; Westport, CT</b>										
<b>16. EDUCATION (DEGREE AND SPECIALIZATION)</b> BS Civil Engineering with specialization in Structural Civil Engineering, West Point Military Academy MBA, Auburn Lowder	<b>17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)</b> Kentucky, Florida, Michigan, Ohio, Indiana, New York, Louisiana, Virginia, Texas, Pennsylvania, North Carolina- Professional Engineer Civil Engineering; ASIS Certified Physical Security Professional									
<b>18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)</b> An industry leader in Federal Design, Mr. Van Gansbeke has been an industry leader in his field for years. He is a federal design expert with years of experience designing projects for the Corps of Engineers, the VA, Residential and Commercial Clients. His certifications, professional licenses, and work experience set him apart from his peers. Bronze Star Recipient.										
<b>19. RELEVANT PROJECTS</b>										
<table border="1"> <tr> <td data-bbox="99 682 982 772"> <b>(1) TITLE AND LOCATION (City and State)</b>  <b>Project #518-22-109 Building #3 Renovation of Kitchens and Computer Suite</b> </td> <td colspan="2" data-bbox="982 682 1562 772"> <b>(2) YEAR COMPLETED</b>  <table border="1"> <tr> <td>PROFESSIONAL SERVICES</td> <td>CONSTRUCTION (If applicable)</td> </tr> <tr> <td>2022-2024</td> <td></td> </tr> </table> </td> </tr> </table>				<b>(1) TITLE AND LOCATION (City and State)</b> <b>Project #518-22-109 Building #3 Renovation of Kitchens and Computer Suite</b>	<b>(2) YEAR COMPLETED</b> <table border="1"> <tr> <td>PROFESSIONAL SERVICES</td> <td>CONSTRUCTION (If applicable)</td> </tr> <tr> <td>2022-2024</td> <td></td> </tr> </table>		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	2022-2024	
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2022-2024										
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<table border="1"> <tr> <td data-bbox="99 940 982 1031"> <b>(1) TITLE AND LOCATION (City and State)</b>  <b>AE - Replace HVAC B61 CLC Tuscaloosa, AL VA Medical Center</b> </td> <td colspan="2" data-bbox="982 940 1562 1031"> <b>(2) YEAR COMPLETED</b>  <table border="1"> <tr> <td>PROFESSIONAL SERVICES</td> <td>CONSTRUCTION (If applicable)</td> </tr> <tr> <td>2022-2025</td> <td></td> </tr> </table> </td> </tr> </table>				<b>(1) TITLE AND LOCATION (City and State)</b> <b>AE - Replace HVAC B61 CLC Tuscaloosa, AL VA Medical Center</b>	<b>(2) YEAR COMPLETED</b> <table border="1"> <tr> <td>PROFESSIONAL SERVICES</td> <td>CONSTRUCTION (If applicable)</td> </tr> <tr> <td>2022-2025</td> <td></td> </tr> </table>		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	2022-2025	
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By this  
Permit  
be it known that  
West Point Engineers

has met all the requirements of law and is hereby authorized  
to practice Engineering in the Commonwealth of Kentucky.

In witness whereof we have put our hand and seal  
this 11th day of August, 2006



Attest by the  
Secretary  
of the Board of Licensure  
for  
Professional Engineers and Land Surveyors

*[Signature]*  
Secretary







# E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME	13. ROLE IN THIS CONTRACT	14. YEARS EXPERIENCE	
		a. TOTAL	b. WITH CURRENT FIRM
Scott D. Miller LTC(R), MSE, EIT, PMP, PMI-ACP	Structural Civil Engineer/Physical Security Specialist	24	2

## 15. FIRM NAME AND LOCATION (City and State)

West Point Engineers - Louisville, KY; Herndon, VA; Dallas, PA, Brandon, FL; Sunfield, MI; Katy, TX; Fort Payne, AL; Westport, CT

## 16. EDUCATION (DEGREE AND SPECIALIZATION)

Bachelor of Science in Civil Engineering, United States Military Academy (USMA), West Point;  
Master of Science in Civil Engineering, Missouri University of Science and Technology (M S&T)  
US Army Engineer Officer Basic Course Fort Leonard Wood MO

## 17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)

The University of the State of New York Intern Engineer (EIT Certificate # 078887)

## 18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)

Project Management Institute (PMI) Project Management Professional (PMP # 3457029)

## 19. RELEVANT PROJECTS

(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
<b>Project #518-22-109 Building #3 Renovation of Kitchens and Computer Suite</b>	2022-2024	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Provide all professional architectural and engineering (A/E) services necessary to develop complete construction drawings, specifications, cost estimates, project phasings, site visits and construction period administration associated with a full building renovation. The project will also address sustainability and energy efficiency by replacing failing HVAC systems		
Check if project performed with current firm		
<b>AE - Replace HVAC B61 CLC Tuscaloosa, AL VA Medical Center</b>	2022-2025	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE The A/E team, including architects, engineers, surveyors, and professional consultants shall provide design services for the development of specifications and drawings to repair or replace parts of the Chilled Water System of Building 61.		
Check if project performed with current firm		
<b>Biomed Correct Air Deficiencies and Renovate Biomed Space Birmingham, AL VA Medical Center</b>	2024-2025	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE The purpose of this project is to provide new fire alarm, voice evacuation, mass notification and non emergency paging within buildings containing patients. Non-patient buildings shall be fire alarm only New fire alarm junction boxes, conduit system (Electrical Metallic Tubing) and wiring were located throughout the various buildings on campus. The new conduit system was painted red in color.		
Check if project performed with current firm		
<b>Chillicothe Ohio VA Medical Center A/E B26 Chiller Replacement</b>	2023-2025	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE This project will replace an existing chiller at building 26 which has exceeded its useful life. This project will also install a second chiller at building 26 to serve as a redundant backup source of chilled water. This project will install a new direct buried chilled water supply and return system to connect the new chillers installed building 26 to the existing single chiller at building 27 for redundancy.		
Check if project performed with current firm		

### 31E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME	13. ROLE IN THIS CONTRACT	14. YEARS EXPERIENCE	
		a. TOTAL	b. WITH CURRENT FIRM
<b>Norman M. Grady MSE, EIT, LTC (R)</b>	<b>Senior Structural Engineer/Physical Security Specialist</b>	31	3

**15. FIRM NAME AND LOCATION** *(City and State)*

**West Point Engineers - Louisville, KY; Herndon, VA; Dallas, PA, Branden, FL; Sunfield, MI; Katy, TX; Fort Payne, AL; Westport, CT**

**16. EDUCATION** *(DEGREE AND SPECIALIZATION)*

**University of Texas • PhD Studies** (completed all coursework), **Civil Engineering -Structures**  
**University of Texas • Master of Science in Engineering, Computational Mechanics** (Finite Elements Analysis) **US Military Academy – West Point, NY • Bachelor of Science, Engineering Mechanics**

**17. CURRENT PROFESSIONAL REGISTRATION** *(STATE AND DISCIPLINE)*

**Engineer-in-Training, Commonwealth of Virginia**

**18. OTHER PROFESSIONAL QUALIFICATIONS** *(Publications, Organizations, Training, Awards, etc.)*

**CERTIFICATIONS:** US Government Security Clearance (Secret, with prior Top Secret-SCI w/Polygraph - Expired) Contracting Officer Representative, Defense Intelligence Agency

**PROFESSIONAL AFFILIATIONS:** Society of American Military Engineers (Life Member, 2004 Past Post President, Chicago Post); National Society of Professional Engineers (2005 National Conference Keynote Speaker, Chicago; IL; 2006 FE Refresher Course Instructor, Alexandria, VA); Army Engineer Association (Life Member)

Military Officers Association of America (Life Member) **Instructor Structural Engineering- United States Military Academy @ West Point;**  
 Retired Army Corps Of Engineer Officer

#### 19. RELEVANT PROJECTS

(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
<b>Replace Elevators Building 200 &amp; 200E VA Medical Center Togus, Maine</b>	2022	
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span> a. The Architect/Engineer to provide all professional architectural and engineering (A/E) services necessary to develop complete drawings, specifications, cost estimates, construction schedules, project phasing, investigations, site visits, and construction period services associated with providing a complete construction design package to evaluate and replace, if required, all elevator equipment (Elevators 1, 2, 3, 4, and 5) in building 200 and 200E but excludes elevator 6 in building 200E.		
<b>Replace/Upgrade Medical Gas System VA Medical Center Birmingham, AL VAMC</b>	2022	
b. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span> The Architect/Engineer (A/E) shall provide professional technical services, including construction period and commissioning services for the complete design for Project No. 521-21-106, Replace/Upgrade Medical Gas System. The purpose of this project is to address identified failing plumbing facility conditions. Project will correct specific identified failing FCA issues associated with medical gases that are in need of correction.		
<b>Project #502-21-104-A/E Replace Building 7 Roof</b>	2022	
c. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <span style="float: right;"><input checked="" type="checkbox"/> Check if project performed with current firm</span> The Architectural/Engineering Consultant (A/E) shall provide all architectural and engineering services necessary to prepare complete contract documents consisting of specifications, drawings, and any other documents for bidding purpose and A/E construction period services for preparation of construction documents, cost estimates and other items as indicated to accomplish the replacement of the roof and gutters for building 7.		

## E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME <b>Charles James (Jim) Shoff, EIT</b>	13. ROLE IN THIS CONTRACT <b>Electrical Engineer</b>	14. YEARS EXPERIENCE	
		a. TOTAL <b>37</b>	b. WITH CURRENT FIRM <b>2</b>
15. FIRM NAME AND LOCATION (City and State) <b>West Point Engineers - Louisville, KY; Herndon, VA; Dallas, PA; Brandon, FL; Sunfield, MI; Katy, TX; Fort Payne, AL; Westport, CT</b>			
16. EDUCATION (DEGREE AND SPECIALIZATION) <b>Bachelor of Science in Electrical Engineering, United States Air Force Academy, Colorado Springs, CO</b>		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) <b>EIT, Colorado</b>	

## 18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)

PMO lead personally responsible for successful delivery on a multitude of Federal projects/programs to include:

Federal Aviation Administration, United States Air Force (USAF), US Courts, Defense Finance and Accounting Service (Prime Contractor PM), Boeing Aircraft Company (Prime PM), The Centers for Medicare & Medicaid Services, The U.S. Department of Veterans Affairs  
Projects / Programs managed include incorporating various complex solutions while enhancing the overall customer experience.

## 19. RELEVANT PROJECTS

(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
<b>Project #518-22-109 Building #3 Renovation of Kitchens and Computer Suite</b>	<b>2022-2024</b>	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		
a. Provide all professional architectural and engineering (A/E) services necessary to develop complete construction drawings, specifications, cost estimates, project phasings, site visits and construction period administration associated with a full building renovation. The project will also address sustainability and energy efficiency by replacing failing HVAC systems		
Check if project performed with current firm		
<b>AE - Replace HVAC B61 CLC Tuscaloosa, AL VA Medical Center</b>	<b>2022-2025</b>	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		
b. The A/E team, including architects, engineers, surveyors, and professional consultants shall provide design services for the development of specifications and drawings to repair or replace parts of the Chilled Water System of Building 61.		
Check if project performed with current firm		
<b>Biomed Correct Air Deficiencies and Renovate Biomed Space Birmingham, AL VA Medical Center</b>	<b>2024-2025</b>	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		
c. The purpose of this project is to provide new fire alarm, voice evacuation, mass notification and non emergency paging within buildings containing patients. Non-patient buildings shall be fire alarm only New fire alarm junction boxes, conduit system (Electrical Metallic Tubing) and wiring were located throughout the various buildings on campus. The new conduit system was painted red in color.		
Check if project performed with current firm		
<b>Chillicothe Ohio VA Medical Center A/E B26 Chiller Replacement</b>	<b>2023-2025</b>	
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE		
d. This project will replace an existing chiller at building 26 which has exceeded its useful life. This project will also install a second chiller at building 26 to serve as a redundant backup source of chilled water. This project will install a new direct buried chilled water supply and return system to connect the new chillers installed building 26 to the existing single chiller at building 27 for redundancy.		



# **E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT**

(Complete one Section E for each key person.)

12. NAME	13. ROLE IN THIS CONTRACT	14. YEARS EXPERIENCE	
		a. TOTAL	b. WITH CURRENT FIRM
Larry Van Gansbeke, KY PE, MBA	Chief Engineer Structural/Site Civil Engineer/ Blast Protection Structural Engineer	42	15

## 15. FIRM NAME AND LOCATION (City and State)

West Point Engineers - Louisville, KY; Herndon, VA; Dallas, PA, Branden, FL; Sunfield, MI; Katy, TX; Fort Payne, AL; Westport, CT

## 16. EDUCATION (DEGREE AND SPECIALIZATION)

BS Civil Engineering with specialization in Structural  
Civil Engineering, Michigan State University  
MBA, University of Louisville

## 17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)

Kentucky #10397, Michigan, Professional Engineer  
Civil Engineering

## 18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)

40 Years of Structural Engineering, Civil Engineering, Project Management, and Construction Management of  
Green Energy Projects of more than \$250 million.

## 19. RELEVANT PROJECTS

	(1) TITLE AND LOCATION (City and State) <b>Project #518-22-109 Building #3 Renovation of Kitchens and Computer Suite</b>	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2022-2024	CONSTRUCTION (If applicable)
a.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Provide all professional architectural and engineering (A/E) services necessary to develop complete construction drawings, specifications, cost estimates, project phasings, site visits and construction period administration associated with a full building renovation. The project will also address sustainability and energy efficiency by replacing failing HVAC systems		Check if project performed with current firm
	(1) TITLE AND LOCATION (City and State) <b>AE - Replace HVAC B61 CLC Tuscaloosa, AL VA Medical Center</b>	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2022-2025	CONSTRUCTION (If applicable)
b.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE The A/E team, including architects, engineers, surveyors, and professional consultants shall provide design services for the development of specifications and drawings to repair or replace parts of the Chilled Water System of Building 61.		Check if project performed with current firm
	(1) TITLE AND LOCATION (City and State) <b>Biomed Correct Air Deficiencies and Renovate Biomed Space Birmingham, AL VA Medical Center</b>	(2) YEAR COMPLETED	
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	(1) TITLE AND LOCATION (City and State) <b>Chillicothe Ohio VA Medical Center A/E B26 Chiller Replacement</b>	(2) YEAR COMPLETED	
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d.	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE This project will replace an existing chiller at building 26 which has exceeded its useful life. This project will also install a second chiller at building 26 to serve as a redundant backup source of chilled water. This project will install a new direct buried chilled water supply and return system to connect the new chillers installed building 26 to the existing single chiller at building 27 for redundancy.		Check if project performed with current firm



**E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT**  
(Complete one Section E for each key person.)

<b>12. NAME</b> <b>Wayne Meyer</b>	<b>13. ROLE IN THIS CONTRACT</b> <b>Electrical Designer</b>	<b>14. YEARS EXPERIENCE</b> <table style="width:100%; border-collapse: collapse;"> <tr> <td style="width:50%; border-bottom: 1px solid black; text-align: center;"><small>a. TOTAL</small></td> <td style="width:50%; border-bottom: 1px solid black; text-align: center;"><small>b. WITH CURRENT FIRM</small></td> </tr> <tr> <td style="text-align: center;">31</td> <td style="text-align: center;">1</td> </tr> </table>		<small>a. TOTAL</small>	<small>b. WITH CURRENT FIRM</small>	31	1
<small>a. TOTAL</small>	<small>b. WITH CURRENT FIRM</small>						
31	1						

**15. FIRM NAME AND LOCATION** *(City and State)*  
**West Point Engineers - Louisville, KY; Herndon, VA; Dallas, PA; Brandon, FL; Sunfield, MI; Katy, TX; Fort Payne, AL; Los Angeles, CA; Westport, CT; Phoenix, AZ**

<b>16. EDUCATION</b> <i>(DEGREE AND SPECIALIZATION)</i> BS, Electrical Design for Construction, Anoka Vocational Technical Institute, Anoka, MN	<b>17. CURRENT PROFESSIONAL REGISTRATION</b> <i>(STATE AND DISCIPLINE)</i>  
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**18. OTHER PROFESSIONAL QUALIFICATIONS** *(Publications, Organizations, Training, Awards, etc.)*  
 Member of Institute of Electrical and Electronics Engineers (IEEE)  
 Member Illumination Engineers Society (IES), Minnesota Chapter

<b>19. RELEVANT PROJECTS</b>						
<b>(1) TITLE AND LOCATION</b> <i>(City and State)</i> <b>Remove Old Switchgear – Building 108, James H. Quillen VA Medical Center, Mountain Home, TN</b>	<b>(2) YEAR COMPLETED</b> <table style="width:100%; border-collapse: collapse;"> <tr> <td style="width:50%; border-bottom: 1px solid black; text-align: center;"><small>PROFESSIONAL SERVICES</small></td> <td style="width:50%; border-bottom: 1px solid black; text-align: center;"><small>CONSTRUCTION (If applicable)</small></td> </tr> <tr> <td style="text-align: center;">2014-2015</td> <td style="text-align: center;">2015</td> </tr> </table>		<small>PROFESSIONAL SERVICES</small>	<small>CONSTRUCTION (If applicable)</small>	2014-2015	2015
<small>PROFESSIONAL SERVICES</small>	<small>CONSTRUCTION (If applicable)</small>					
2014-2015	2015					
<b>(3) BRIEF DESCRIPTION</b> <i>(Brief scope, size, cost, etc.) AND SPECIFIC ROLE</i> <span style="float: right;"><small>Check if project performed with current firm</small></span> a. Electrical Designer for this project, design for the removal of existing pad-mounted switchgear at the exterior of existing Building 108. The new full design removes all of the existing switchgear and integral enclosure and replaces it with a new above-grade junction box at the location of the existing incoming feeders for splicing the two sets of 3#500Kcmil and 1#4 ground. The new junction box will be mounted to the existing concrete pad.						
<b>(1) TITLE AND LOCATION</b> <i>(City and State)</i> <b>Correct Electrical Deficiencies, Veterans Affairs Medical Center, Bay Pines, Florida</b>	<b>(2) YEAR COMPLETED</b> <table style="width:100%; border-collapse: collapse;"> <tr> <td style="width:50%; border-bottom: 1px solid black; text-align: center;"><small>PROFESSIONAL SERVICES</small></td> <td style="width:50%; border-bottom: 1px solid black; text-align: center;"><small>CONSTRUCTION (If applicable)</small></td> </tr> <tr> <td style="text-align: center;">2012-2015</td> <td style="text-align: center;">2014-2015</td> </tr> </table>		<small>PROFESSIONAL SERVICES</small>	<small>CONSTRUCTION (If applicable)</small>	2012-2015	2014-2015
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2012-2015	2014-2015					
<b>(3) BRIEF DESCRIPTION</b> <i>(Brief scope, size, cost, etc.) AND SPECIFIC ROLE</i> <span style="float: right;"><small>Check if project performed with current firm</small></span> b. Electrical Designer for the design of a full set of construction documents that will upgrade and improve security camera systems at the West 10th Street facility (Building 1) and at the Veteran House on Cold Spring Road (Building 42).						
<b>(1) TITLE AND LOCATION</b> <i>(City and State)</i> <b>Upgrade Security Camera Systems, Richard L. Roudebush Veterans Affairs Medical Center, Indianapolis, IN</b>	<b>(2) YEAR COMPLETED</b> <table style="width:100%; border-collapse: collapse;"> <tr> <td style="width:50%; border-bottom: 1px solid black; text-align: center;"><small>PROFESSIONAL SERVICES</small></td> <td style="width:50%; border-bottom: 1px solid black; text-align: center;"><small>CONSTRUCTION (If applicable)</small></td> </tr> <tr> <td style="text-align: center;">2013-2015</td> <td style="text-align: center;">2014-2015</td> </tr> </table>		<small>PROFESSIONAL SERVICES</small>	<small>CONSTRUCTION (If applicable)</small>	2013-2015	2014-2015
<small>PROFESSIONAL SERVICES</small>	<small>CONSTRUCTION (If applicable)</small>					
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<b>(3) BRIEF DESCRIPTION</b> <i>(Brief scope, size, cost, etc.) AND SPECIFIC ROLE</i> <span style="float: right;"><small>Check if project performed with current firm</small></span> c. Electrical Designer for the design of a full set of construction documents that will upgrade and improve security camera systems at the West 10th Street facility (Building 1) and at the Veteran House on Cold Spring Road (Building 42).						
<b>(1) TITLE AND LOCATION</b> <i>(City and State)</i> <b>Install PIV Card Readers, Richard L. Roudebush Veterans Affairs Medical Center, Indianapolis, IN</b>	<b>(2) YEAR COMPLETED</b> <table style="width:100%; border-collapse: collapse;"> <tr> <td style="width:50%; border-bottom: 1px solid black; text-align: center;"><small>PROFESSIONAL SERVICES</small></td> <td style="width:50%; border-bottom: 1px solid black; text-align: center;"><small>CONSTRUCTION (If applicable)</small></td> </tr> <tr> <td style="text-align: center;">2013-2015</td> <td style="text-align: center;">2014-2015</td> </tr> </table>		<small>PROFESSIONAL SERVICES</small>	<small>CONSTRUCTION (If applicable)</small>	2013-2015	2014-2015
<small>PROFESSIONAL SERVICES</small>	<small>CONSTRUCTION (If applicable)</small>					
2013-2015	2014-2015					
<b>(3) BRIEF DESCRIPTION</b> <i>(Brief scope, size, cost, etc.) AND SPECIFIC ROLE</i> <span style="float: right;"><small>Check if project performed with current firm</small></span> d. Electrical Designer for the design of a full set of construction documents to upgrade and improve the PIV Card readers at this VA. Paradigm evaluated the existing PIV Card system to ensure compliance with the security requirements as outlined in the Department of Veterans Affairs VA Handbook 00730/2 and the "Mission Critical Physical Design Manual for VA Facilities."						

# E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

<b>12. NAME</b> <b>Anthony M. Butler, Kentucky AIA</b>	<b>13. ROLE IN THIS CONTRACT</b> <b>Project Architect &amp; Interior Designer</b>	<b>14. YEARS EXPERIENCE</b> <table border="1"> <tr> <td>a. TOTAL</td> <td>b. WITH CURRENT FIRM</td> </tr> <tr> <td>18</td> <td>8</td> </tr> </table>		a. TOTAL	b. WITH CURRENT FIRM	18	8
a. TOTAL	b. WITH CURRENT FIRM						
18	8						
<b>15. FIRM NAME AND LOCATION (City and State)</b> Studio A Architecture, Inc. Louisville, Kentucky							
<b>16. EDUCATION (DEGREE AND SPECIALIZATION)</b> Masters of Architecture, 1996 - Washington University in St. Louis Bachelor of Science in Architecture 1992 - The Ohio State University	<b>17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)</b> Missouri - 2002015346 (Architecture), Alabama - 7748 (Arch), Tennessee - 00102654 (Arch), Ohio - 13386 (Arch), Texas - 21964 (Arch), Florida - AR97202 (Arch), Georgia - RA001626 (Arch), Kansas - A6944 (Arch.), <b>Kentucky - 7090</b> (Arch), Louisiana - 7089 (Arch) Maryland - 20913 (Arch), Massachusetts - 32475 (Arch) Michigan - 130163015 (Arch), North Carolina - 13591 (Arch) North Dakota - 2321 (Arch), New York - 44450 (Arch) South Carolina - 9904 (Arch), Virginia - 401019578 (Arch) West Virginia - 4423 (Arch) Illinois - 001.0190160 (Arch) Colorado - ARC.00407340 (Arch)						
<b>18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)</b> American Institute of Architects - AIA - 30274286 NCARB - 65217							

## 19. RELEVANT PROJECTS

(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
<b>a.</b> <b>New CLC Adult Day Care Center St. Cloud, MN Veterans Affairs Medical Center</b>	2019-2021	2021
<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <input checked="" type="checkbox"/> Check if project performed with current firm Studio A Architecture and West Point Engineers team members designed the Adult Day Care Center at the St. Cloud VAMC. This is a standalone new building in the CLC. Project includes geotechnical design, surveying, landscape architecture, civil engineering, mechanical engineering, electrical engineering, architecture, structural engineering, fire protection design, etc.		
<b>b.</b> <b>Renovate CLC Recreation &amp; Dining Area, James J. Peters VA Medical Center, Bronx, New York</b>	2016	VA Defunded
<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <input checked="" type="checkbox"/> Check if project performed with current firm This design provided a large upgrade to the Bronx NY VAMC's CLC center including enclosing a sunroom, renovating the multi-purpose room in the CLC, designing a new kitchen for the CLC, and renovating the restrooms for ADA accessibility		
<b>c.</b> <b>Century Villa Healthcare, Century Fields Retirement Community, Greentown, IN</b>	2006	2006-2007
<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <input checked="" type="checkbox"/> Check if project performed with current firm Project Architect on the renovation/ addition to existing Retirement Community. Responsible for overall project design and production as well as consultant coordination. The project included partial renovation of existing Skilled Care areas as well as addition of new Skilled Care Private pay wing with separate dining and Lounge areas, addition of new Chapel and Maintenance/ Storage areas and as creation of independent living cottages. Project cost around \$2,500,000.		
<b>d.</b> <b>Atlanta Veterans Affairs Medical Center Construct New 4TH Floor Community Living Center Residential Service Decatur, Georgia</b>	2019	
<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <input checked="" type="checkbox"/> Check if project performed with current firm Studio A Architects are providing Architectural, Structural, Mechanical, Plumbing, and Electrical Engineering to design the vertical addition of the entire physical building foot-print (approximately 23,500sq. ft.)		

# E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME	13. ROLE IN THIS CONTRACT	14. YEARS EXPERIENCE	
		a. TOTAL	b. WITH CURRENT FIRM
Vadim Kaplan, <b>KY AIA</b>	Architect	22	11

## 15. FIRM NAME AND LOCATION (City and State)

Studio A Architecture, Inc. - Louisville, Kentucky

## 16. EDUCATION (DEGREE AND SPECIALIZATION)

Master of Architecture, MARHI, Moscow, Russia, 1989

## 17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)

**Kentucky - 4299 (Architecture)**

Indiana - AR0000030 (Architecture)

## 18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)

American Institute of Architects - AIA - #30108796; Over 40 years' experience medical planning

LEED AP - GBCI Number: 10054451

## 19. RELEVANT PROJECTS

(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
<b>Atlanta Veterans Affairs Medical Center Construct New 4TH Floor Community Living Center Residential Service Decatur, Georgia</b>	2019-Present	
<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <input checked="" type="checkbox"/> Check if project performed with current firm Studio A Architects are providing Architectural, Structural, Mechanical, Plumbing, and Electrical Engineering to design the vertical addition of the entire physical building foot-print (approximately 23,500sq. ft.)		
<b>Project #502-21-104-A/E Replace Building 7 Roof Pineville Louisiana Veterans Affairs Medical Center</b>	2021	
<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <input checked="" type="checkbox"/> Check if project performed with current firm The Architectural/Engineering Consultant (A/E) shall provide all architectural and engineering services necessary to prepare complete contract documents consisting of specifications, drawings, and any other documents for bidding purpose and A/E construction period services for preparation of construction documents, cost estimates and other items as indicated to accomplish the replacement of the roof and gutters for building 7. AE must consider that the replacement of the roof and gutters may result in revisions to supporting structural components.		
<b>Renovate CLC Recreation &amp; Dining Area, James J. Peters VA Medical Center, Bronx, New York</b>	2016	On Hold
<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <input checked="" type="checkbox"/> Check if project performed with current firm This design provided a large upgrade to the Bronx NY VAMC's CLC center including enclosing a sunroom, renovating the multi-purpose room in the CLC, designing a new kitchen for the CLC, and renovating the restrooms for ADA accessibility.		
<b>New CLC Adult Day Cay Center St. Cloud, MN Veterans Affairs Medical Center</b>	2019	
<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <input checked="" type="checkbox"/> Check if project performed with current firm Studio A Architecture and West Point Engineers team members designed the Adult Day Care Center at the St. Cloud VAMC. This is a standalone new building in the CLC. Project includes geotechnical design, surveying, landscape architecture, civil engineering, mechanical engineering, electrical engineering, architecture, structural engineering, fire protection design, etc.		



# E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME <b>Keith A. Pharis, KY PE, LEED AP</b>	13. ROLE IN THIS CONTRACT <b>Electrical Engineer &amp; MEP Director</b>	14. YEARS EXPERIENCE	
		a. TOTAL <b>29</b>	b. WITH CURRENT FIRM <b>10</b>
15. FIRM NAME AND LOCATION (City and State) <b>West Point Engineers - Louisville, KY; Herndon, VA; Dallas, PA; Branden, FL; Sunfield, MI; Katy, TX; Fort Payne, AL; Westport, CT</b>			
16. EDUCATION (DEGREE AND SPECIALIZATION) <b>Bachelor of Science in Electrical Engineering, University of Louisville J.B. Speed School of Engineering</b>		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) <b>Kentucky #20714, Indiana #PE10910700, Tennessee #00113096, West Virginia #20188, California #17740, Florida #62929, Nevada #17595, Georgia #PE030637</b>	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) <b>LEED accredited professional</b>			

## 19. RELEVANT PROJECTS

	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
a.	<b>Project #518-22-109 Building #3 Renovation of Kitchens and Computer Suite</b>	<b>2022-2024</b>	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Provide all professional architectural and engineering (A/E) services necessary to develop complete construction drawings, specifications, cost estimates, project phasings, site visits and construction period administration associated with a full building renovation. The project will also address sustainability and energy efficiency by replacing failing HVAC systems		
b.	<b>AE - Replace HVAC B61 CLC Tuscaloosa, AL VA Medical Center</b>	<b>2022-2025</b>	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE The A/E team, including architects, engineers, surveyors, and professional consultants shall provide design services for the development of specifications and drawings to repair or replace parts of the Chilled Water System of Building 61.		
c.	<b>Biomed Correct Air Deficiencies and Renovate Biomed Space Birmingham, AL VA Medical Center</b>	<b>2024-2025</b>	<b>2021</b>
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE The purpose of this project is to provide new fire alarm, voice evacuation, mass notification and non emergency paging within buildings containing patients. Non-patient buildings shall be fire alarm only New fire alarm junction boxes, conduit system (Electrical Metallic Tubing) and wiring were located throughout the various buildings on campus. The new conduit system was painted red in color.		
d.	<b>Chillicothe Ohio VA Medical Center A/E B26 Chiller Replacement</b>	<b>2023-2025</b>	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE This project will replace an existing chiller at building 26 which has exceeded its useful life. This project will also install a second chiller at building 26 to serve as a redundant backup source of chilled water. This project will install a new direct buried chilled water supply and return system to connect the new chillers installed building 26 to the existing single chiller at building 27 for redundancy.		

# E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME	13. ROLE IN THIS CONTRACT	14. YEARS EXPERIENCE	
		a. TOTAL	b. WITH CURRENT FIRM
Ray Watkins, RCDD, LEED AP	IT Designer RCDD/Physical Security Designer/ Electrical Designer	33	3

## 15. FIRM NAME AND LOCATION (City and State)

West Point Engineers - Louisville, KY; Herndon, VA; Dallas, PA, Branden, FL; Sunfield, MI; Katy, TX; Fort Payne, AL; Westport, CT

## 16. EDUCATION (DEGREE AND SPECIALIZATION)

Sullivan College of Technology and Design  
Associates Degree

## 17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)

BICSI RCDD – 222893. LEED accredited professional,

## 18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)

## 19. RELEVANT PROJECTS

(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
<b>Project #518-22-109 Building #3 Renovation of Kitchens and Computer Suite</b>	2022-2024	2022
<p>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</p> <p>a. Provide all professional architectural and engineering (A/E) services necessary to develop complete construction drawings, specifications, cost estimates, project phasings, site visits and construction period administration associated with a full building renovation. The project will also address sustainability and energy efficiency by replacing failing HVAC systems</p>		
Check if project performed with current firm		
(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
<b>AE - Replace HVAC B61 CLC Tuscaloosa, AL VA Medical Center</b>	2022-2025	2022
<p>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</p> <p>b. The A/E team, including architects, engineers, surveyors, and professional consultants shall provide design services for the development of specifications and drawings to repair or replace parts of the Chilled Water System of Building 61.</p>		
Check if project performed with current firm		
(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
<b>Biomed Correct Air Deficiencies and Renovate Biomed Space Birmingham, AL VA Medical Center</b>	2024-2025	2022
<p>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</p> <p>c. The purpose of this project is to provide new fire alarm, voice evacuation, mass notification and non emergency paging within buildings containing patients. Non-patient buildings shall be fire alarm only New fire alarm junction boxes, conduit system (Electrical Metallic Tubing) and wiring were located throughout the various buildings on campus. The new conduit system was painted red in color.</p>		
Check if project performed with current firm		
(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION
<b>EHRM INFRASTRUCTURE UPGRADES PROJECT NO. 612-20-703 VA NORTHERN CALIFORNIA HEALTH CARE SYSTEM – EAST BAY DIVISION Mare Island Medical Center (VAMC) Building 201 CA VA Outpatient Clinic</b>	2022	2022
<p>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</p> <p>d. Electrical RCDD and senior electrical designer for a complete EHRM upgrade project at the above VA location Design includes campus wide EHRM upgrade, Physical Security design and data closet upgrades.</p>		
Check if project performed with current firm		

# E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

<b>12. NAME</b> <b>Allegra C. Jones</b>	<b>13. ROLE IN THIS CONTRACT</b> <b>Senior Electrical Engineer</b>	<b>14. YEARS EXPERIENCE</b> <table border="1"> <tr> <td>a. TOTAL</td> <td>b. WITH CURRENT FIRM</td> </tr> <tr> <td>18</td> <td>1</td> </tr> </table>		a. TOTAL	b. WITH CURRENT FIRM	18	1	
a. TOTAL	b. WITH CURRENT FIRM							
18	1							
<b>15. FIRM NAME AND LOCATION (City and State)</b> <b>West Point Engineers - Louisville, KY; Herndon, VA; Dallas, PA, Brandon, FL; Sunfield, MI; Katy, TX; Fort Payne, AL; Los Angeles, CA; Westport, CT; Phoenix, AZ</b>								
<b>16. EDUCATION (DEGREE AND SPECIALIZATION)</b> Bachelor's of Science in Electrical Engineering, University of Kentucky		<b>17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)</b>						
<b>18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)</b> Power Systems; Electrical Engineering; Electronics; Transmission Operations; Power Generation; Regulatory Compliance; Verbal/Oral Presentation; Preventive Maintenance; Schematic and Drawing review								
<b>19. RELEVANT PROJECTS</b>								
<table border="1"> <tr> <td data-bbox="99 531 979 814" rowspan="2"> <b>(1) TITLE AND LOCATION (City and State)</b>  <b>Biomed Correct Air Deficiencies and Renovate Biomed Space Birmingham, AL VA Medical Center</b>  <b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b>            a. The purpose of this project is to provide new fire alarm, voice evacuation, mass notification and non emergency paging within buildings containing patients. Non-patient buildings shall be fire alarm only New fire alarm junction boxes, conduit system (Electrical Metallic Tubing) and wiring were located throughout the various buildings on campus. The new conduit system was painted red in color.         </td> <td colspan="2" data-bbox="979 531 1565 552"> <b>(2) YEAR COMPLETED</b> </td> </tr> <tr> <td data-bbox="979 552 1286 625"> <b>PROFESSIONAL SERVICES</b>            2024-2025         </td> <td data-bbox="1286 552 1565 625"> <b>CONSTRUCTION (If applicable)</b> </td> </tr> </table>				<b>(1) TITLE AND LOCATION (City and State)</b> <b>Biomed Correct Air Deficiencies and Renovate Biomed Space Birmingham, AL VA Medical Center</b> <b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> a. The purpose of this project is to provide new fire alarm, voice evacuation, mass notification and non emergency paging within buildings containing patients. Non-patient buildings shall be fire alarm only New fire alarm junction boxes, conduit system (Electrical Metallic Tubing) and wiring were located throughout the various buildings on campus. The new conduit system was painted red in color.	<b>(2) YEAR COMPLETED</b>		<b>PROFESSIONAL SERVICES</b> 2024-2025	<b>CONSTRUCTION (If applicable)</b>
<b>(1) TITLE AND LOCATION (City and State)</b> <b>Biomed Correct Air Deficiencies and Renovate Biomed Space Birmingham, AL VA Medical Center</b> <b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> a. The purpose of this project is to provide new fire alarm, voice evacuation, mass notification and non emergency paging within buildings containing patients. Non-patient buildings shall be fire alarm only New fire alarm junction boxes, conduit system (Electrical Metallic Tubing) and wiring were located throughout the various buildings on campus. The new conduit system was painted red in color.	<b>(2) YEAR COMPLETED</b>							
	<b>PROFESSIONAL SERVICES</b> 2024-2025	<b>CONSTRUCTION (If applicable)</b>						
<table border="1"> <tr> <td data-bbox="99 814 979 1077" rowspan="2"> <b>(1) TITLE AND LOCATION (City and State)</b>  <b>Chillicothe Ohio VA Medical Center A/E B26 Chiller Replacement</b>  <b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b>            b. This project will replace an existing chiller at building 26 which has exceeded its useful life. This project will also install a second chiller at building 26 to serve as a redundant backup source of chilled water. This project will install a new direct buried chilled water supply and return system to connect the new chillers installed building 26 to the existing single chiller at building 27 for redundancy.         </td> <td colspan="2" data-bbox="979 814 1565 835"> <b>(2) YEAR COMPLETED</b> </td> </tr> <tr> <td data-bbox="979 835 1286 909"> <b>PROFESSIONAL SERVICES</b>            2023-2025         </td> <td data-bbox="1286 835 1565 909"> <b>CONSTRUCTION (If applicable)</b> </td> </tr> </table>				<b>(1) TITLE AND LOCATION (City and State)</b> <b>Chillicothe Ohio VA Medical Center A/E B26 Chiller Replacement</b> <b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> b. This project will replace an existing chiller at building 26 which has exceeded its useful life. This project will also install a second chiller at building 26 to serve as a redundant backup source of chilled water. This project will install a new direct buried chilled water supply and return system to connect the new chillers installed building 26 to the existing single chiller at building 27 for redundancy.	<b>(2) YEAR COMPLETED</b>		<b>PROFESSIONAL SERVICES</b> 2023-2025	<b>CONSTRUCTION (If applicable)</b>
<b>(1) TITLE AND LOCATION (City and State)</b> <b>Chillicothe Ohio VA Medical Center A/E B26 Chiller Replacement</b> <b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> b. This project will replace an existing chiller at building 26 which has exceeded its useful life. This project will also install a second chiller at building 26 to serve as a redundant backup source of chilled water. This project will install a new direct buried chilled water supply and return system to connect the new chillers installed building 26 to the existing single chiller at building 27 for redundancy.	<b>(2) YEAR COMPLETED</b>							
	<b>PROFESSIONAL SERVICES</b> 2023-2025	<b>CONSTRUCTION (If applicable)</b>						
<table border="1"> <tr> <td data-bbox="99 1077 979 1398" rowspan="2"> <b>(1) TITLE AND LOCATION (City and State)</b>  <b>University Of Kentucky Per Diem Professional Consulting Services-Chandler Nitrogen Generator HA699, Lexington KY</b>  <b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b>            c. Provide services to design the replacement of both existing nitrogen generator compressor stations with new single multi-compressor unit that is located on the 6th floor of the UK Chandler Hospital near the central lab. Existing nitrogen generator to be reused with new compressor station. The project shall be phased in to minimize equipment requiring nitrogen downtime. Equipment was selected by the University of Kentucky staff to be Powerex LSH05A4 compressor station and Nano NXC 0046 cycling refrigerated air dryer.         </td> <td colspan="2" data-bbox="979 1077 1565 1098"> <b>(2) YEAR COMPLETED</b> </td> </tr> <tr> <td data-bbox="979 1098 1286 1171"> <b>PROFESSIONAL SERVICES</b>            2024-2025         </td> <td data-bbox="1286 1098 1565 1171"> <b>CONSTRUCTION (If applicable)</b> </td> </tr> </table>				<b>(1) TITLE AND LOCATION (City and State)</b> <b>University Of Kentucky Per Diem Professional Consulting Services-Chandler Nitrogen Generator HA699, Lexington KY</b> <b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> c. Provide services to design the replacement of both existing nitrogen generator compressor stations with new single multi-compressor unit that is located on the 6th floor of the UK Chandler Hospital near the central lab. Existing nitrogen generator to be reused with new compressor station. The project shall be phased in to minimize equipment requiring nitrogen downtime. Equipment was selected by the University of Kentucky staff to be Powerex LSH05A4 compressor station and Nano NXC 0046 cycling refrigerated air dryer.	<b>(2) YEAR COMPLETED</b>		<b>PROFESSIONAL SERVICES</b> 2024-2025	<b>CONSTRUCTION (If applicable)</b>
<b>(1) TITLE AND LOCATION (City and State)</b> <b>University Of Kentucky Per Diem Professional Consulting Services-Chandler Nitrogen Generator HA699, Lexington KY</b> <b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> c. Provide services to design the replacement of both existing nitrogen generator compressor stations with new single multi-compressor unit that is located on the 6th floor of the UK Chandler Hospital near the central lab. Existing nitrogen generator to be reused with new compressor station. The project shall be phased in to minimize equipment requiring nitrogen downtime. Equipment was selected by the University of Kentucky staff to be Powerex LSH05A4 compressor station and Nano NXC 0046 cycling refrigerated air dryer.	<b>(2) YEAR COMPLETED</b>							
	<b>PROFESSIONAL SERVICES</b> 2024-2025	<b>CONSTRUCTION (If applicable)</b>						

# E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME <b>Matthew B. Tibbs, KY PE</b>	13. ROLE IN THIS CONTRACT <b>Senior Mechanical Engineer/Fire Protection</b>	14. YEARS EXPERIENCE	
		a. TOTAL 36	b. WITH CURRENT FIRM 3

## 15. FIRM NAME AND LOCATION (City and State)

**West Point Engineers - Louisville, KY; Herndon, VA; Dallas, PA; Brandon, FL; Sunfield, MI; Katy, TX; Fort Payne, AL; Westport, CT**

## 16. EDUCATION (DEGREE AND SPECIALIZATION)

**BS Mechanical Engineering, University of Memphis**

## 17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)

**PE: TN, AL, AR, FL, GA, ID, IA, KA, KY #24358, LA, MS, MO, NC, SC, UT, WI, & WY. NCEES Certified**

## 18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)

**NIOSH 582**

## 19. RELEVANT PROJECTS

	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
a.	<b>Project #518-22-109 Building #3 Renovation of Kitchens and Computer Suite</b>	2022-2024	2013
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Provide all professional architectural and engineering (A/E) services necessary to develop complete construction drawings, specifications, cost estimates, project phasings, site visits and construction period administration associated with a full building renovation. The project will also address sustainability and energy efficiency by replacing failing HVAC systems		
b.	<b>AE - Replace HVAC B61 CLC Tuscaloosa, AL VA Medical Center</b>	2022-2025	2018
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE The A/E team, including architects, engineers, surveyors, and professional consultants shall provide design services for the development of specifications and drawings to repair or replace parts of the Chilled Water System of Building 61.		
c.	<b>Biomed Correct Air Deficiencies and Renovate Biomed Space Birmingham, AL VA Medical Center</b>	2024-2025	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE The purpose of this project is to provide new fire alarm, voice evacuation, mass notification and non emergency paging within buildings containing patients. Non-patient buildings shall be fire alarm only New fire alarm junction boxes, conduit system (Electrical Metallic Tubing) and wiring were located throughout the various buildings on campus. The new conduit system was painted red in color.		
d.	<b>Chillicothe Ohio VA Medical Center A/E B26 Chiller Replacement</b>	2023-2025	Ongoing
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE This project will replace an existing chiller at building 26 which has exceeded its useful life. This project will also install a second chiller at building 26 to serve as a redundant backup source of chilled water. This project will install a new direct buried chilled water supply and return system to connect the new chillers installed building 26 to the existing single chiller at building 27 for redundancy.		



## E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

<b>12. NAME</b> <b>Michael Stairs, EIT</b>	<b>13. ROLE IN THIS CONTRACT</b> <b>Mechanical Engineer and Plumbing Designer</b>	<b>14. YEARS EXPERIENCE</b> <table border="1"> <tr> <td>a. TOTAL</td> <td>b. WITH CURRENT FIRM</td> </tr> <tr> <td>7</td> <td>3</td> </tr> </table>		a. TOTAL	b. WITH CURRENT FIRM	7	3
a. TOTAL	b. WITH CURRENT FIRM						
7	3						
<b>15. FIRM NAME AND LOCATION (City and State)</b> <b>West Point Engineers - Louisville, KY; Herndon, VA; Dallas, PA, Branden, FL; Sunfield, MI; Katy, TX; Fort Payne, AL; Westport, CT</b>							
<b>16. EDUCATION (DEGREE AND SPECIALIZATION)</b> Bachelor of Science in Mechanical Engineering, BSE University of Evansville		<b>17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)</b> EIT, Kentucky					
<b>18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)</b>							

## 19. RELEVANT PROJECTS

(1) TITLE AND LOCATION (City and State)		(2) YEAR COMPLETED	
<b>Project #518-22-109 Building #3 Renovation of Kitchens and Computer Suite</b>	<b>PROFESSIONAL SERVICES</b> 2022-2024	<b>CONSTRUCTION (If applicable)</b>	
<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> Provide all professional architectural and engineering (A/E) services necessary to develop complete construction drawings. specifications. cost estimates. project phasings. site visits and construction period administration associated with a full building renovation. The project will also address sustainability and energy efficiency by replacing failing HVAC systems			
Check if project performed with current firm			
<b>AE - Replace HVAC B61 CLC Tuscaloosa, AL VA Medical Center</b>	<b>PROFESSIONAL SERVICES</b> 2022-2025	<b>CONSTRUCTION (If applicable)</b> 2016	
<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> The A/E team, including architects, engineers, surveyors, and professional consultants shall provide design services for the development of specifications and drawings to repair or replace parts of the Chilled Water System of Building 61.			
Check if project performed with current firm			
<b>Biomed Correct Air Deficiencies and Renovate Biomed Space Birmingham, AL VA Medical Center</b>	<b>PROFESSIONAL SERVICES</b> 2024-2025	<b>CONSTRUCTION (If applicable)</b> 2018	
<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> The purpose of this project is to provide new fire alarm, voice evacuation, mass notification and non emergency paging within buildings containing patients. Non-patient buildings shall be fire alarm only New fire alarm junction boxes, conduit system (Electrical Metallic Tubing) and wiring were located throughout the various buildings on campus. The new conduit system was painted red in color.			
Check if project performed with current firm			
<b>Chillicothe Ohio VA Medical Center A/E B26 Chiller Replacement</b>	<b>PROFESSIONAL SERVICES</b> 2023-2025	<b>CONSTRUCTION (If applicable)</b>	
<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> This project will replace an existing chiller at building 26 which has exceeded its useful life. This project will also install a second chiller at building 26 to serve as a redundant backup source of chilled water. This project will install a new direct buried chilled water supply and return system to connect the new chillers installed building 26 to the existing single chiller at building 27 for redundancy.			



## E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME <b>Phillip Doan, KY EIT</b>	13. ROLE IN THIS CONTRACT <b>Mechanical Engineer</b>	14. YEARS EXPERIENCE	
		a. TOTAL <b>2</b>	b. WITH CURRENT FIRM <b>2</b>
15. FIRM NAME AND LOCATION (City and State) <b>West Point Engineers - Louisville, KY; Herndon, VA; Dallas, PA; Brandon, FL; Sun field, MI; Katy, TX; Fort Payne, AL; Westport, CT</b>			
16. EDUCATION (DEGREE AND SPECIALIZATION) <b>Bachelor of Science in Mechanical Engineer, University of Louisville</b>		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)			

## 19. RELEVANT PROJECTS

	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
a.	<b>Project #518-22-109 Building #3 Renovation of Kitchens and Computer Suite</b>	<b>2022-2024</b>	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Provide all professional architectural and engineering (A/E) services necessary to develop complete construction drawings, specifications, cost estimates, project phasings, site visits and construction period administration associated with a full building renovation. The project will also address sustainability and energy efficiency by replacing failing HVAC systems		
b.	<b>AE - Replace HVAC B61 CLC Tuscaloosa, AL VA Medical Center</b>	<b>2022-2025</b>	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE The A/E team, including architects, engineers, surveyors, and professional consultants shall provide design services for the development of specifications and drawings to repair or replace parts of the Chilled Water System of Building 61.		
c.	<b>Biomed Correct Air Deficiencies and Renovate Biomed Space Birmingham, AL VA Medical Center</b>	<b>2024-2025</b>	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE The purpose of this project is to provide new fire alarm, voice evacuation, mass notification and non emergency paging within buildings containing patients. Non-patient buildings shall be fire alarm only New fire alarm junction boxes, conduit system (Electrical Metallic Tubing) and wiring were located throughout the various buildings on campus. The new conduit system was painted red in color.		
d.	<b>Chillicothe Ohio VA Medical Center A/E B26 Chiller Replacement</b>	<b>2023-2025</b>	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE This project will replace an existing chiller at building 26 which has exceeded its useful life. This project will also install a second chiller at building 26 to serve as a redundant backup source of chilled water. This project will install a new direct buried chilled water supply and return system to connect the new chillers installed building 26 to the existing single chiller at building 27 for redundancy.		

## E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

<b>12. NAME</b> <b>Nicholas Lombardi, KY EIT,</b> <b>FPE Passed April 2025</b>	<b>13. ROLE IN THIS CONTRACT</b> <b>Mechanical Engineer</b>	<b>14. YEARS EXPERIENCE</b> <table border="1"> <tr> <td>a. TOTAL</td> <td>b. WITH CURRENT FIRM</td> </tr> <tr> <td>2</td> <td>2</td> </tr> </table>		a. TOTAL	b. WITH CURRENT FIRM	2	2
a. TOTAL	b. WITH CURRENT FIRM						
2	2						
<b>15. FIRM NAME AND LOCATION</b> (City and State) <b>West Point Engineers - Louisville, KY; Herndon, VA; Dallas, PA; Brandon, FL; Sunfield, MI; Katy, TX; Fort Payne, AL; Westport, CT</b>							
<b>16. EDUCATION</b> (DEGREE AND SPECIALIZATION) Bachelor of Science in Mechanical Engineering University of Toledo; Minor in Marketing		<b>17. CURRENT PROFESSIONAL REGISTRATION</b> (STATE AND DISCIPLINE) N/A					
<b>18. OTHER PROFESSIONAL QUALIFICATIONS</b> (Publications, Organizations, Training, Awards, etc.) Awarded the University of Toledo 2023 Most Outstanding Engineer for Campus and Community Contributions Passed FPE April 2025							

## 19. RELEVANT PROJECTS

(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
<b>Project #518-22-109 Building #3 Renovation of Kitchens and Computer Suite</b>	<b>PROFESSIONAL SERVICES</b> 2022-2024	<b>CONSTRUCTION</b> (If applicable)
<b>a.</b> (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Provide all professional architectural and engineering (A/E) services necessary to develop complete construction drawings, specifications, cost estimates, project phasings, site visits and construction period administration associated with a full building renovation. The project will also address sustainability and energy efficiency by replacing failing HVAC systems		
<b>b.</b> (1) TITLE AND LOCATION (City and State) <b>AE - Replace HVAC B61 CLC Tuscaloosa, AL VA Medical Center</b>		
<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> The A/E team, including architects, engineers, surveyors, and professional consultants shall provide design services for the development of specifications and drawings to repair or replace parts of the Chilled Water System of Building 61.		
<b>c.</b> (1) TITLE AND LOCATION (City and State) <b>Biomed Correct Air Deficiencies and Renovate Biomed Space Birmingham, AL VA Medical Center</b>		
<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> The purpose of this project is to provide new fire alarm, voice evacuation, mass notification and non emergency paging within buildings containing patients. Non-patient buildings shall be fire alarm only New fire alarm junction boxes, conduit system (Electrical Metallic Tubing) and wiring were located throughout the various buildings on campus. The new conduit system was painted red in color.		
<b>d.</b> (1) TITLE AND LOCATION (City and State) <b>Chillicothe Ohio VA Medical Center A/E B26 Chiller Replacement</b>		
<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> This project will replace an existing chiller at building 26 which has exceeded its useful life. This project will also install a second chiller at building 26 to serve as a redundant backup source of chilled water. This project will install a new direct buried chilled water supply and return system to connect the new chillers installed building 26 to the existing single chiller at building 27 for redundancy.		

# E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME	13. ROLE IN THIS CONTRACT	14. YEARS EXPERIENCE	
<b>Burt Jenkins</b>	<b>Senior Cost Analyst</b>	a. TOTAL 26	b. WITH CURRENT FIRM 4
15. FIRM NAME AND LOCATION (City and State) Certified Professional Estimators Decatur, GA			
16. EDUCATION (DEGREE AND SPECIALIZATION) Bachelor of Science (Construction Technology), 1991 Appalachian State University		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) NC Wetlands Recovery OSHA, ASU compliance for Alternative Energy and Materials	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) NC Wetlands Recovery OSHA, ASU compliance for Alternative Energy and Materials			
19. RELEVANT PROJECTS			
(1) TITLE AND LOCATION (City and State) <b>Project #518-22-109 Building #3 Renovation of Kitchens and Computer Suite</b>		(2) YEAR COMPLETED PROFESSIONAL SERVICES 2022-2024 CONSTRUCTION (If applicable) 2017	
a. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Provide all professional architectural and engineering (A/E) services necessary to develop complete construction drawings, specifications, cost estimates, project phasings, site visits and construction period administration associated with a full building renovation. The project will also address sustainability and energy efficiency by replacing failing HVAC systems		Check if project performed with current firm	
(1) TITLE AND LOCATION (City and State) <b>AE - Replace HVAC B61 CLC Tuscaloosa, AL VA Medical Center</b>		(2) YEAR COMPLETED PROFESSIONAL SERVICES 2022-2025 CONSTRUCTION (If applicable)	
b. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE The A/E team, including architects, engineers, surveyors, and professional consultants shall provide design services for the development of specifications and drawings to repair or replace parts of the Chilled Water System of Building 61.		Check if project performed with current firm	
(1) TITLE AND LOCATION (City and State) <b>Biomed Correct Air Deficiencies and Renovate Biomed Space Birmingham, AL VA Medical Center</b>		(2) YEAR COMPLETED PROFESSIONAL SERVICES 2024-2025 CONSTRUCTION (If applicable)	
c. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE The purpose of this project is to provide new fire alarm, voice evacuation, mass notification and non emergency paging within buildings containing patients. Non-patient buildings shall be fire alarm only New fire alarm junction boxes, conduit system (Electrical Metallic Tubing) and wiring were located throughout the various buildings on campus. The new conduit system was painted red in color.		Check if project performed with current firm	
(1) TITLE AND LOCATION (City and State) <b>Chillicothe Ohio VA Medical Center A/E B26 Chiller Replacement</b>		(2) YEAR COMPLETED PROFESSIONAL SERVICES 2023-2025 CONSTRUCTION (If applicable)	
d. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE This project will replace an existing chiller at building 26 which has exceeded its useful life. This project will also install a second chiller at building 26 to serve as a redundant backup source of chilled water. This project will install a new direct buried chilled water supply and return system to connect the new chillers installed building 26 to the existing single chiller at building 27 for redundancy.		Check if project performed with current firm	

# **E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT**

(Complete one Section E for each key person.)

12. NAME Douglas W. Peters, CIH, CSP	13. ROLE IN THIS CONTRACT Certified Industrial Hygienist, Certified Safety Professional	14. YEARS EXPERIENCE	
		a. TOTAL 39	b. WITH CURRENT FIRM 27

<b>15. FIRM NAME AND LOCATION (City and State)</b> <b>Douglas W. Peters and Associates, Inc., d.b.a. Environmental Health Management - Louisville, KY</b>
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<b>16. EDUCATION (DEGREE AND SPECIALIZATION)</b> BS Chemical Engineering, University of Kentucky BA Chemistry, Eastern Kentucky University	<b>17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)</b> Certified Industrial Hygienist, #5399 Certified Safety Professional, # 11729 -Licensed Asbestos Building Inspector & Management Planner Kentucky #78589, Indiana #196607054 -Licensed Asbestos Project Designer, Kentucky #78590 -Licensed Lead Project Designer, Kentucky #43-005, Risk Assessor – 41-037
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<b>18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)</b> 39 Years of industrial hygiene, safety, and environmental services and project management.
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## **19. RELEVANT PROJECTS**

(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
<b>AHERA Asbestos Inspections, Robley Rex VA Medical Center, 800 Zorn Ave., Louisville, KY</b>	<b>PROFESSIONAL SERVICES</b> <b>2008-2023</b>	<b>CONSTRUCTION (If applicable)</b>
<b>a</b> (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Managed, performed, and reviewed all professional asbestos inspection services necessary to develop and complete the facility's Asbestos Management Plan.	X Check if project performed with current firm	
(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
<b>Asbestos and Indoor Air Quality Project Manager, Designer Bullitt County Public Schools, Shepherdsville, Kentucky</b>	<b>PROFESSIONAL SERVICES</b> <b>1997-2023</b>	<b>CONSTRUCTION (If applicable)</b>
<b>b</b> (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Asbestos Abatement from Roby and Overdale Elementary Schools; Evaluation of Asbestos, Lead, and Microbial Contamination After Flooding at Riverview School; 1994 – 2023 and 2006 Asbestos AHERA Inspections, District-Wide; Indoor Air Quality Investigation at Hebron Middle School, Mt. Washington Elementary, Bullitt Lick Middle School, Bullitt Central High School. \$2,000.00 to \$155,000.00.	X Check if project performed with current firm	
(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
<b>Asbestos Periodic Inspections at Lexington VA Medical Centers, Lexington, KY</b>	<b>PROFESSIONAL SERVICES</b> <b>2010-2023</b>	<b>CONSTRUCTION (If applicable)</b>
<b>c</b> (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Performed asbestos inspections of all facilities at the VA Medical Centers in Lexington, KY. Areas were inspected for asbestos. Inventoried asbestos materials into computer database. Evaluated hazard risks. Hazard risks were evaluated as to their effect to personnel as well as building property. Update existing Asbestos Management Plan and databases, \$5,000.00/year.	X Check if project performed with current firm	
(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
<b>d</b> Project Manager and Environmental Services Consultant, Louisville <b>Metro Government</b>	<b>PROFESSIONAL SERVICES</b> <b>2005-2023</b>	<b>CONSTRUCTION (If applicable)</b>
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Project Description: Asbestos, Lead Paint, Mold Inspection, project design, and project management. Asbestos inspection, project design, and air monitoring \$100,000.00/year. Lead Paint, Inspection, Project design, and clearance testing, \$200,000.00/year. Indoor air quality testing, industrial hygiene testing, \$50,000.00/year	X Check if project performed with current firm	



**E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT**  
(Complete one Section E for each key person.)

<b>12. NAME</b> <b>Scott Bruce</b>	<b>13. ROLE IN THIS CONTRACT</b> <b>Quality Assurance Manager</b>	<b>14. YEARS EXPERIENCE</b> <table style="width:100%; border-collapse: collapse;"> <tr> <td style="width:50%; border-bottom: 1px solid black; text-align: center;">a. TOTAL</td> <td style="width:50%; border-bottom: 1px solid black; text-align: center;">b. WITH CURRENT FIRM</td> </tr> <tr> <td style="text-align: center;">32</td> <td style="text-align: center;">4</td> </tr> </table>		a. TOTAL	b. WITH CURRENT FIRM	32	4
a. TOTAL	b. WITH CURRENT FIRM						
32	4						

**15. FIRM NAME AND LOCATION** *(City and State)*  
**West Point Engineers -** Louisville, KY; Herndon, VA; Dallas, PA; Brandon, FL; Sunfield, MI; Katy, TX; Fort Payne, AL; Los Angeles, CA; Westport, CT; Phoenix, AZ

<b>16. EDUCATION</b> <i>(DEGREE AND SPECIALIZATION)</i> Attended Columbus State - Project Manager   OSHA 30 Trainer   Bowser Morning Building Investigation   Primavera P3   Primavera P6 - CBA inc.   Teamwork - Certified   MS Project   Const. Quality Management U.S Army Corps of Engineers   3M Fire Protection	<b>17. CURRENT PROFESSIONAL REGISTRATION</b> <i>(STATE AND DISCIPLINE)</i>
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**18. OTHER PROFESSIONAL QUALIFICATIONS** *(Publications, Organizations, Training, Awards, etc.)*  
 Experienced in large scale multiphase projects with hundreds of personnel on site. Team leading Clients through the Design process. QC of final Bid Docs and then onto the Construction phase all while maintaining the larger capital project scope. Most of my projects are renovation in nature and require a close working relationship with the Client / Design Team and the Building Professional. Multiple VA Construction Projects completed.

<b>19. RELEVANT PROJECTS</b>						
<b>(1) TITLE AND LOCATION</b> <i>(City and State)</i> <b>Project #518-22-109 Building #3 Renovation of Kitchens and Computer Suite</b>	<b>(2) YEAR COMPLETED</b> <table style="width:100%; border-collapse: collapse;"> <tr> <td style="width:50%; border-bottom: 1px solid black; text-align: center;">PROFESSIONAL SERVICES</td> <td style="width:50%; border-bottom: 1px solid black; text-align: center;">CONSTRUCTION (If applicable)</td> </tr> <tr> <td style="text-align: center;">2022-2024</td> <td></td> </tr> </table>		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	2022-2024	
PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)					
2022-2024						
a. <b>(3) BRIEF DESCRIPTION</b> <i>(Brief scope, size, cost, etc.) AND SPECIFIC ROLE</i> Provide all professional architectural and engineering (A/E) services necessary to develop complete construction drawings, specifications, cost estimates, project phasings, site visits and construction period administration associated with a full building renovation. The project will also address sustainability and energy efficiency by replacing failing HVAC systems	Check if project performed with current firm					
<b>(1) TITLE AND LOCATION</b> <i>(City and State)</i> <b>AE - Replace HVAC B61 CLC Tuscaloosa, AL VA Medical Center</b>	<b>(2) YEAR COMPLETED</b> <table style="width:100%; border-collapse: collapse;"> <tr> <td style="width:50%; border-bottom: 1px solid black; text-align: center;">PROFESSIONAL SERVICES</td> <td style="width:50%; border-bottom: 1px solid black; text-align: center;">CONSTRUCTION (If applicable)</td> </tr> <tr> <td style="text-align: center;">2022-2025</td> <td></td> </tr> </table>		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	2022-2025	
PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)					
2022-2025						
b. <b>(3) BRIEF DESCRIPTION</b> <i>(Brief scope, size, cost, etc.) AND SPECIFIC ROLE</i> The A/E team, including architects, engineers, surveyors, and professional consultants shall provide design services for the development of specifications and drawings to repair or replace parts of the Chilled Water System of Building 61.	Check if project performed with current firm					
<b>(1) TITLE AND LOCATION</b> <i>(City and State)</i> <b>Biomed Correct Air Deficiencies and Renovate Biomed Space Birmingham, AL VA Medical Center</b>	<b>(2) YEAR COMPLETED</b> <table style="width:100%; border-collapse: collapse;"> <tr> <td style="width:50%; border-bottom: 1px solid black; text-align: center;">PROFESSIONAL SERVICES</td> <td style="width:50%; border-bottom: 1px solid black; text-align: center;">CONSTRUCTION (If applicable)</td> </tr> <tr> <td style="text-align: center;">2024-2025</td> <td></td> </tr> </table>		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	2024-2025	
PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)					
2024-2025						
c. <b>(3) BRIEF DESCRIPTION</b> <i>(Brief scope, size, cost, etc.) AND SPECIFIC ROLE</i> The purpose of this project is to provide new fire alarm, voice evacuation, mass notification and non emergency paging within buildings containing patients. Non-patient buildings shall be fire alarm only New fire alarm junction boxes, conduit system (Electrical Metallic Tubing) and wiring were located throughout the various buildings on campus. The new conduit system was painted red in color.						
<b>(1) TITLE AND LOCATION</b> <i>(City and State)</i> <b>Chillicothe Ohio VA Medical Center A/E B26 Chiller Replacement</b>	<b>(2) YEAR COMPLETED</b> <table style="width:100%; border-collapse: collapse;"> <tr> <td style="width:50%; border-bottom: 1px solid black; text-align: center;">PROFESSIONAL SERVICES</td> <td style="width:50%; border-bottom: 1px solid black; text-align: center;">CONSTRUCTION (If applicable)</td> </tr> <tr> <td style="text-align: center;">2023-2025</td> <td></td> </tr> </table>		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	2023-2025	
PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)					
2023-2025						
d. <b>(3) BRIEF DESCRIPTION</b> <i>(Brief scope, size, cost, etc.) AND SPECIFIC ROLE</i> This project will replace an existing chiller at building 26 which has exceeded its useful life. This project will also install a second chiller at building 26 to serve as a redundant backup source of chilled water. This project will install a new direct buried chilled water supply and return system to connect the new chillers installed building 26 to the existing single chiller at building 27 for redundancy.						

**E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT**  
(Complete one Section E for each key person.)

<b>12. NAME</b> <b>Travis Bentley, KY PLS</b>	<b>13. ROLE IN THIS CONTRACT</b> <b>Land Surveyor</b>	<b>14. YEARS EXPERIENCE</b> <table style="width:100%; border-collapse: collapse;"> <tr> <td style="width:50%; border-bottom: 1px solid black; text-align: center;">a. TOTAL</td> <td style="width:50%; border-bottom: 1px solid black; text-align: center;">b. WITH CURRENT FIRM</td> </tr> <tr> <td style="text-align: center;">25</td> <td style="text-align: center;">10</td> </tr> </table>		a. TOTAL	b. WITH CURRENT FIRM	25	10
a. TOTAL	b. WITH CURRENT FIRM						
25	10						
<b>15. FIRM NAME AND LOCATION (City and State)</b> <b>Bentley Land Surveying - Louisville, KY</b>							
<b>16. EDUCATION (DEGREE AND SPECIALIZATION)</b>		<b>17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)</b> Kentucky PLS					
<b>18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)</b>							

19. RELEVANT PROJECTS							
a.	<b>(1) TITLE AND LOCATION (City and State)</b> <b>Fort Eustis, Virginia Company Operations Facility Norfolk District USACE</b>	<b>(2) YEAR COMPLETED</b> <table style="width:100%; border-collapse: collapse;"> <tr> <td style="width:50%; border-bottom: 1px solid black; text-align: center;">PROFESSIONAL SERVICES</td> <td style="width:50%; border-bottom: 1px solid black; text-align: center;">CONSTRUCTION (If applicable)</td> </tr> <tr> <td style="text-align: center;">2010</td> <td style="text-align: center;">2010</td> </tr> </table>		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	2010	2010
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)					
	2010	2010					
<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> Land Surveyor for a Fort Eustis Company Operation Facility at Fort Eustis, VA as part of a design/build team with QBS Construction for the Norfolk District Corps of Engineers. LEED Silver Certifiable. \$16 Million USACE Design/Build							
X Check if project performed with current firm							
b.	<b>(1) TITLE AND LOCATION (City and State)</b> <b>Demolish Existing High School and Design New Fort Knox High School Fort Knox, Kentucky USACE Louisville District</b>	<b>(2) YEAR COMPLETED</b> <table style="width:100%; border-collapse: collapse;"> <tr> <td style="width:50%; border-bottom: 1px solid black; text-align: center;">PROFESSIONAL SERVICES</td> <td style="width:50%; border-bottom: 1px solid black; text-align: center;">CONSTRUCTION (If applicable)</td> </tr> <tr> <td style="text-align: center;">2007</td> <td style="text-align: center;">2008</td> </tr> </table>		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	2007	2008
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)					
	2007	2008					
<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> Land Surveyor for a New High School at Fort Knox, KY as part of a design/build team with Barton Malow Construction for the Louisville District Corps of Engineers							
X Check if project performed with current firm							
c.	<b>(1) TITLE AND LOCATION (City and State)</b> <b>Lexington Veterans Affairs Medical Center, Lexington, Kentucky</b>	<b>(2) YEAR COMPLETED</b> <table style="width:100%; border-collapse: collapse;"> <tr> <td style="width:50%; border-bottom: 1px solid black; text-align: center;">PROFESSIONAL SERVICES</td> <td style="width:50%; border-bottom: 1px solid black; text-align: center;">CONSTRUCTION (If applicable)</td> </tr> <tr> <td style="text-align: center;">2014</td> <td style="text-align: center;">2015</td> </tr> </table>		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	2014	2015
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)					
	2014	2015					
<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> Land Surveyor to survey 40 acres at the Lexington, Kentucky VAMC for Blaine Van Gansbeke.							
X Check if project performed with current firm							
d.	<b>(1) TITLE AND LOCATION (City and State)</b> <b>Site Improvements, Lexington Cooper Drive VA Medical Center, Lexington, Kentucky</b>	<b>(2) YEAR COMPLETED</b> <table style="width:100%; border-collapse: collapse;"> <tr> <td style="width:50%; border-bottom: 1px solid black; text-align: center;">PROFESSIONAL SERVICES</td> <td style="width:50%; border-bottom: 1px solid black; text-align: center;">CONSTRUCTION (If applicable)</td> </tr> <tr> <td style="text-align: center;">2013</td> <td></td> </tr> </table>		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	2013	
	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)					
	2013						
<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> Land Surveyor to survey 4 acres at the Lexington, Kentucky VAMC for Blaine Van Gansbeke.							
X Check if project performed with current firm							

# **E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT**

(Complete one Section E for each key person.)

<b>12. NAME</b> <b>Billie J. Motsch, KY RLA</b>	<b>13. ROLE IN THIS CONTRACT</b> <b>Landscape Designer</b>	<b>14. YEARS EXPERIENCE</b>	
		<b>a. TOTAL</b> 18	<b>b. WITH CURRENT FIRM</b> 10
<b>15. FIRM NAME AND LOCATION (City and State)</b> Element Design Lexington, Kentucky			
<b>16. EDUCATION (DEGREE AND SPECIALIZATION)</b> Bachelor of Science Landscape Architecture		<b>17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)</b>	

## **18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)**

### **19. RELEVANT PROJECTS**

	<b>(1) TITLE AND LOCATION (City and State)</b>	<b>(2) YEAR COMPLETED</b>	
		<b>PROFESSIONAL SERVICES</b>	<b>CONSTRUCTION (If applicable)</b>
<b>a.</b>	<b>Building Entrance Improvements and Basement Renovation-Veterans Affairs Medical Center Wilkes-Barre PA</b>	2012-2013	2014
	<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> Check if project performed with current firm Landscape Architect for the upgrade of the main hospital entrance and renovation of the first floor. Project includes the expansion and renovation of the existing police station on the first floor. New building entrance canopy and entrance doors. New heated walkway entering the building and new landscape architecture were provided as part of the scope of work.		
<b>b.</b>	<b>Ft. Pickett Regional Training Institute, Phase I and 2 , Blackstone, VA</b>	2008	2010
	<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> Check if project performed with current firm This project is Phase I of a two-phase design/build for the new Regional Training Institute for the Virginia National Guard at Fort Pickett, Virginia. This 56 acre site will provide as a training center for National Guard and Reservists across the U.S. It includes a Regimental headquarters, an Officer Candidate School, an Auditorium and an Education Center. Scope includes site design & planning, site components of anti-terrorism force protection, civil engineering of storm drainage, site grading, sanitary sewers, landscape plan and LEED support for site related credits. Size: 56 acre site; Cost: \$23M; Role: Project Manager, Landscape Designer		
<b>c.</b>	<b>Fort Eustis, Virginia Company Operations Facility Design/Build</b>	2009	2009
	<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> Check if project performed with current firm Civil Engineer of Record for this USACE Norfolk District Design/Build 75,000SF project for KBJ Architects. Responsible for civil force protection design, sanitary sewer design, storm sewer design, detention basin design, parking lot design, grading and grading plan. Project certified LEED Silver. Size \$12 million		
<b>d.</b>	<b>Veterans Affairs Medical Center Lexington, Kentucky AE Demolish Buildings 5,6,7,8,23,24,38,45,100, Water Reservoir &amp; Structure 44</b>	2013	2014
	<b>(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> Check if project performed with current firm Landscape Architect for a recently completed the design of a large demolition project at the Lexington Leestown Road VAMC. The Detailed Scope of Work Includes: Utility Locates Across half of the Campus, Topographic Survey of half of the Campus, Demolition of a Sanitary Sewer Lift Station, demolition of a Domestic Water Reservoir and a Domestic Water Pump Station, demolition of seven buildings and new landscaping to cover up where demolished buildings were located.		

# E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

<b>12. NAME</b> <b>Herbert Brychta, PSP, CPP</b>	<b>13. ROLE IN THIS CONTRACT</b> <b>Physical Security Specialist</b>	<b>14. YEARS EXPERIENCE</b> <table border="1"> <tr> <td>a. TOTAL</td> <td>b. WITH CURRENT FIRM</td> </tr> <tr> <td>24</td> <td>5</td> </tr> </table>		a. TOTAL	b. WITH CURRENT FIRM	24	5
a. TOTAL	b. WITH CURRENT FIRM						
24	5						
<b>15. FIRM NAME AND LOCATION (City and State)</b> <b>West Point Engineers - Louisville, KY; Herndon, VA; Dallas, PA, Branden, FL; Sunfield, MI; Katy, TX; Fort Payne, AL; Westport, CT</b>							
<b>16. EDUCATION (DEGREE AND SPECIALIZATION)</b> John Jay College of Criminal Justice New York, NY 2018 Master of Science – Security Management United States Military Academy West Point, NY 1999 Computer Science Major	<b>17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)</b> ASIS Certified Protection Professional (CPP) 2020 Cert #23310;-ASIS Physical Security Professional (PSP) 2015 Cert #18396;- ISC <sup>2</sup> Certified Information Systems Security Professional (CISSP) 2015 Cert #523057; Lockmasters Security Institute Tactical Entry 2013;Federal Law Enforcement Training Center Physical Security Training Program 2012; United States Marine Corps Anti-Terrorism Officer Level Two 2012; Lockmasters Security Institute Physical Security Specialist 2011;- FEAC Certified Enterprise Architect 2010						
<b>18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.)</b> A strong leader with extensive and progressively responsible experience in Security, Anti-Terrorism, Project Management, and IT Infrastructure. Flexible and adaptable to mission changes and emerging requirements. Regarded as a calm, collected leader who empowers subordinates. Decorated Combat Veteran							
<b>19. RELEVANT PROJECTS</b>							
<b>(1) TITLE AND LOCATION (City and State)</b> <b>Access Control Upgrades Jesse Brown VA Medical Center</b> <b>VA Medical Center</b>	<b>(2) YEAR COMPLETED</b> <table border="1"> <tr> <td>PROFESSIONAL SERVICES</td> <td>CONSTRUCTION (If applicable)</td> </tr> <tr> <td>2021</td> <td>2021</td> </tr> </table>			PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	2021	2021
PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)						
2021	2021						
<b>a. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <span style="float: right;">Check if project performed with current firm</span> Led a team of engineers and low voltage designers. Designed replacement access control and alarm system for the main hospital and 9 subordinate clinics in the greater Chicago area. Client stated, “this is my best running project.”							
<b>(1) TITLE AND LOCATION (City and State)</b> <b>MILCON/UMMC PLANNING CHARRETTE REPORT I</b> <b>Access Control Anti-Terrorism/Anti-Force Options Cavalier</b> <b>Space Force Station, North Dakota</b>	<b>(2) YEAR COMPLETED</b> <table border="1"> <tr> <td>PROFESSIONAL SERVICES</td> <td>CONSTRUCTION (If applicable)</td> </tr> <tr> <td>2024</td> <td></td> </tr> </table>			PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	2024	
PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)						
2024							
<b>b. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <span style="float: right;">Check if project performed with current firm</span> Lead security designer for PCR study and preliminary design of new access control point at the Cavalier Space Force Station. Reviewed existing threat information, conducted complete risk assessment, site survey, and Unified Facilities Criteria compliance analysis. Interviewed installation leadership and ATPF personnel. Produced 6 distinct design courses of action (3 for guardhouse, 3 for overwatch) to facilitate decision making.							
<b>(1) TITLE AND LOCATION (City and State)</b> <b>Physical Security Assessments of Multiple Veterans Affairs</b> <b>Medical Center</b>	<b>(2) YEAR COMPLETED</b> <table border="1"> <tr> <td>PROFESSIONAL SERVICES</td> <td>CONSTRUCTION (If applicable)</td> </tr> <tr> <td>2015-2022</td> <td></td> </tr> </table>			PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)	2015-2022	
PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)						
2015-2022							
<b>c. (3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE</b> <span style="float: right;">X Check if project performed with current firm</span> Conducted security compliance surveys of major VA hospital campuses in Cleveland, Dayton, Cincinnati, Chillicothe, Memphis, Nashville, Murfreesboro, and Kansas City. Surveyed multiple subordinate clinics. Prepared reports suitable for inclusion in facility master plans. Generated policy waivers as requested.							



# E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME	13. ROLE IN THIS CONTRACT	14. YEARS EXPERIENCE	
		a. TOTAL	b. WITH CURRENT FIRM
Sarah M. Bitner, MBA	Physical Security Specialist	7	2

## 15. FIRM NAME AND LOCATION (City and State)

West Point Engineers - Louisville, KY; Herndon, VA; Dallas, PA, Brandon, FL; Sun field, MI; Katy, TX; Fort Payne, AL; Westport, CT

## 16. EDUCATION (DEGREE AND SPECIALIZATION)

Bachelor's of Science in English United States Military Academy; MBA University of Kansas

## 17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)


## 18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.

Budget Management, Contract Specialist, Physical Security, Project Management, Risk Intelligence and Continuity of Operations; former Active Duty Army Military Police Officer

## 19. RELEVANT PROJECTS

	(1) TITLE AND LOCATION (City and State)	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable)
a.	<b>Project #518-22-109 Building #3 Renovation of Kitchens and Computer Suite</b>	2022-2024	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Provide all professional architectural and engineering (A/E) services necessary to develop complete construction drawings, specifications, cost estimates, project phasings, site visits and construction period administration associated with a full building renovation. The project will also address sustainability and energy efficiency by replacing failing HVAC systems		
b.	<b>AE - Replace HVAC B61 CLC Tuscaloosa, AL VA Medical Center</b>	2022-2025	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE The A/E team, including architects, engineers, surveyors, and professional consultants shall provide design services for the development of specifications and drawings to repair or replace parts of the Chilled Water System of Building 61.		
c.	<b>Biomed Correct Air Deficiencies and Renovate Biomed Space Birmingham, AL VA Medical Center</b>	2024-2025	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE The purpose of this project is to provide new fire alarm, voice evacuation, mass notification and non emergency paging within buildings containing patients. Non-patient buildings shall be fire alarm only New fire alarm junction boxes, conduit system (Electrical Metallic Tubing) and wiring were located throughout the various buildings on campus. The new conduit system was painted red in color.		
d.	<b>Chillicothe Ohio VA Medical Center A/E B26 Chiller Replacement</b>	2023-2025	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE This project will replace an existing chiller at building 26 which has exceeded its useful life. This project will also install a second chiller at building 26 to serve as a redundant backup source of chilled water. This project will install a new direct buried chilled water supply and return system to connect the new chillers installed building 26 to the existing single chiller at building 27 for redundancy.		

## 2. Understanding of Project: Past Experience

F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT (Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)		20. EXAMPLE PROJECT KEY NUMBER <b>1</b>
<b>21. TITLE AND LOCATION (City and State)</b> <b>PROJECT #521-22-102 REPLACE WINDOWS PHASE 3</b> <b>Birmingham, AL VA Medical Center</b>		<b>22. YEAR COMPLETED</b> <b>PROFESSIONAL SERVICES</b> 2022-2023 <b>CONSTRUCTION (If applicable)</b>
<b>23. PROJECT OWNER'S INFORMATION</b>		
<b>a. PROJECT OWNER</b> <b>Birmingham, AL VA Medical Center</b>	<b>c. POINT OF CONTACT NAME</b> Joseph Osborn	<b>c. POINT OF CONTACT TELEPHONE NUMBER</b> (205) 554-2000 ext 2901
<b>24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT</b> <b>Contract #36C24724B0007 Project #521-22-119 Construction Budget: \$6,230,000 AE Fee: \$755,009.91</b> The project is located in the Main Hospital, Building 1, on the campus of the Birmingham VA Healthcare System, located at 700 19th Street South, Birmingham, AL 35233. Building 1 is a twelve-story concrete framed structure constructed in 1949 and opened to patients in 1952. The hospital provides both inpatient and outpatient services to military veterans that live in north central Alabama and surrounding areas. The hospital currently provides 139 beds for inpatient care. This project consists of a complete replacement of all windows on the BVAHCS main campus and at the TR House, located at 1301 26th Street N. Birmingham, AL 35234. This replacement is to include all windows, the replacement of any damaged framing, associated with the replacement, repair of any wall damage associated with the existing windows leaking, and appropriate window flashing. The Architect/Engineer (A/E) shall provide professional technical services for the complete design for Project No. 521-22-119, Replace Windows. The construction budget has been established at \$6,230,000. Required documents typically include schematics, preliminary plans, working drawings, specifications, cost estimates, construction documents (final drawings, specifications, and cost estimate.), and asbuilt drawings. The A/E shall prepare design and construction documents and provide construction period services for the full scope of this project. The design shall include mechanical, electrical, low voltage, architectural, and any other necessary upgrades to meet current VA and industry standards. The work will require staged construction, in order to minimize impacts to the Medical Center. The A/E shall include provisions in the construction documents for staged construction in order to maintain Medical Center operations during construction.		
		
<b>RELEVANCE</b> <b>Replacement of 300 windows at the Birmingham VAMC</b>		
<b>25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT</b>		
<b>a. (1) FIRM NAME</b> West Point Engineers & Studio A Architects	<b>(2) FIRM LOCATION (City and State)</b> Louisville, KY	<b>(3) ROLE</b> Architecture and Engineering Services

**F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT**

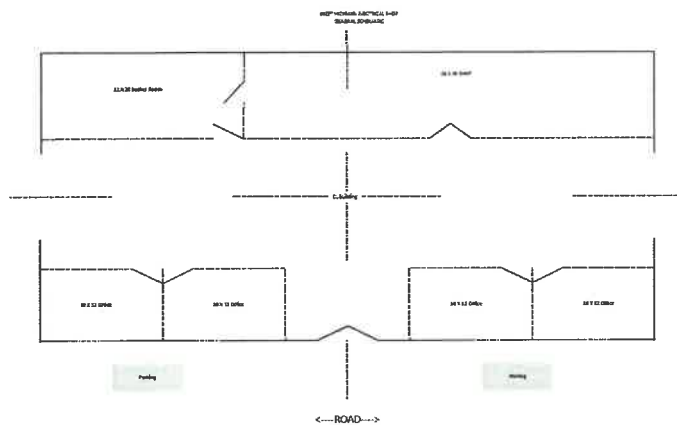
(Present as many projects as requested by the agency, or 10 projects, if not specified.  
Complete one Section F for each project.)

20. EXAMPLE PROJECT KEY NUMBER

2

<b>21. TITLE AND LOCATION (City and State)</b> <b>Design Services for Water Quality Maintenance Electrical Shop</b>		<b>22. YEAR COMPLETED</b>	
		<b>PROFESSIONAL SERVICES</b> 2015-2016	<b>CONSTRUCTION (If applicable)</b> 2016
<b>23. PROJECT OWNER'S INFORMATION</b>			
<b>a. PROJECT OWNER</b> Lexington-Fayette Urban County Government Jessamine County Kentucky		<b>b. POINT OF CONTACT NAME</b> Central Purchasing	
		<b>c. POINT OF CONTACT TELEPHONE NUMBER</b> (859)-258-3320	
<b>24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size, and cost.)</b>			

The Lexington- Fayette County Government hired our design team to design a metal maintenance building at the West Hickman Sewage Treatment Plant outside of Lexington, Kentucky. Our team of licensed mechanical, electrical, civil, structural and architects successfully designed this building and supported its construction. The building as 40' by 60'.



**Request for Proposal  
New Electrical Maintenance Shop  
West Hickman Wastewater Treatment Plant  
Lexington-Fayette Urban County Government**

**Background / General Project Description**

The Lexington Fayette Urban County Government (LFUCG) operates and maintains the multiple structures located at 645 West Hickman Plant Road in Nicholasville, Kentucky. LFUCG desires to construct a new electrical shop with the following general specifications:

- Pre-engineered metal building (Arco Building Systems or equivalent)
- Single story structure, 60 foot width by 40 foot depth dimensions
- Concrete floor with compressive strength for intended use
- Insulated for its intended use
- Overhead garage doors located on each gable end of the building, minimum 12 foot height
- Single 36-inch standard entry door
- Four (4) heated / cooled offices, each office measuring 10 foot by 12 foot with a single exterior window
- Heated / cooled workshop area measuring 12 foot by 40 foot / equipped with incinerator's sink
- Heated / cooled bath area measuring 12 foot by 20 foot and equipped with urinal, toilet stall, sink, showers, and four lockers
- Heat only for remaining area
- Electrical specifications:
  - o 400 amp,
  - o transformer
  - o 480 volt, 3 phase, 42 space panel
  - o 120/208 volt, 3 phase, 42 space panel
- Sidewalk and driveway / parking area as shown in Exhibit A

**RELEVANCE**

**New Windows**

**25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT**

<b>a. (1) FIRM NAME</b> Paradigm Engineers Original Design Firm. Members of West Point Engineers Performed the Design. Blaine Van Gansbeke Engineer of Record	<b>(2) FIRM LOCATION (City and State)</b> Louisville, KY	<b>(3) ROLE</b> Engineering
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**F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT**

(Present as many projects as requested by the agency, or 10 projects, if not specified.  
Complete one Section F for each project.)

20. EXAMPLE PROJECT KEY NUMBER

2

**21. TITLE AND LOCATION (City and State)**

**Design Services for Water Quality Maintenance  
Electrical Shop**

**22. YEAR COMPLETED**

PROFESSIONAL SERVICES  
2015-2016

CONSTRUCTION (If applicable)  
2016

**23. PROJECT OWNER'S INFORMATION**

**a. PROJECT OWNER**

Lexington-Fayette  
Urban County Government  
Jessamine County Kentucky

**b. POINT OF CONTACT NAME**

Central Purchasing

**c. POINT OF CONTACT TELEPHONE NUMBER**

(859)-258-3320

**24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size, and cost.)**



**25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT**

	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
a.	Paradigm Engineers Original Design Firm. Members of West Point Engineers Performed the Design. Blaine Van Gansbeke Engineer of Record	Louisville, KY	Engineering

**F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT**

(Present as many projects as requested by the agency, or 10 projects, if not specified.  
Complete one Section F for each project.)

20. EXAMPLE PROJECT KEY NUMBER

**3**

**21. TITLE AND LOCATION (City and State)**

**Tuckpoint & Seal Ambulatory Care Addition of Building 1**

**22. YEAR COMPLETED**

PROFESSIONAL SERVICES  
2022-2025

CONSTRUCTION (If applicable)  
2025

**23. PROJECT OWNER'S INFORMATION**

**a. PROJECT OWNER**

**Columbia, MO VA Medical Center**

**c. POINT OF CONTACT NAME**

**Daniel P. Schmidt**

**c. POINT OF CONTACT TELEPHONE NUMBER**

**573-814-6000 ext.52448**

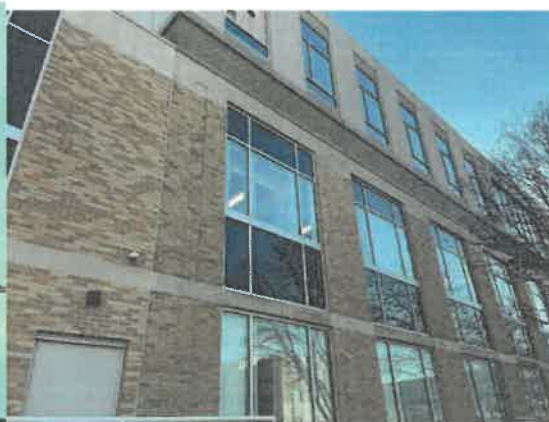
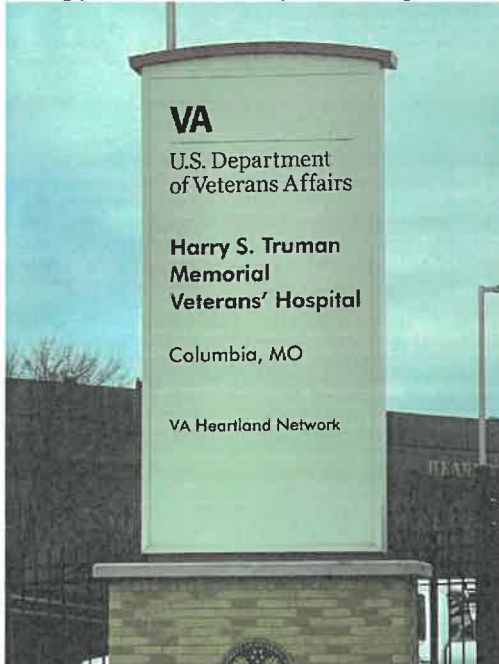
**24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT**

*Project Number: # 589A4-23-103 -; AE Fee: \$100K Construction Size \$550,000k*

The Architect-Engineer (A/E) shall Design Services for Construction Project No. 589A4-23-103, Tuckpoint & Seal Ambulatory Care Addition of Building 1.

**Project Information:**

This project will replace all caulk joints on the exterior of the ACA building. This includes full removal of existing sealants and re-sealing of those joints with the A/E specified sealants. This project will include tuck point of all failing grout/mortar joints on the exterior of the ACA building. This project will also fix the seal of all windows/store fronts on the exterior of the ACA building where required, or full replacement of window/storefront if required. The sealing or replacement of any exterior utility infrastructure that is supposed to have environment-controlled encasement, this shall include but not limited to junction boxes, doghouses, etc. This project does not include the full replacement of the roofs associated with the ACA but shall include resealing of joints and patching if required. The project will remove/replace any damaged flashing or install additional flashing where deemed flashing is required. The general scope of this construction project is to fully seal the exterior of the ACA building to provide protection from all environmental factors. The ACA building includes all exterior areas north of the original Building 1 construction and shall include but not limited to the circle drive car port and canopy, ambulance bay, and all glass store fronts associated with the entrance vestibules.



**RELEVANCE**

**Replace Windows**

**25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT**

**(1) FIRM NAME**

**a. West Point Engineers & Studio A Architects**

**(2) FIRM LOCATION (City and State)**

**Louisville, KY**

**(3) ROLE**

**Architecture and Engineering Services**

21. TITLE AND LOCATION (City and State)

**New Entrance Building, VA Medical Center  
Lebanon, PA**

22. YEAR COMPLETED

PROFESSIONAL SERVICES  
2012-2017

CONSTRUCTION (If applicable)  
2017

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER

**VA Medical Center, Lebanon, PA**

b. POINT OF CONTACT NAME

Laura Harding

c. POINT OF CONTACT TELEPHONE NUMBER

717-228-5938

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size, and cost.)

Contract Number: # VA24412C0498-; AE Fee: \$238K; Construction Size \$5.5 Million

The West Point Engineers team designed a new entrance that connects the south entrance of building 1 to the new entrance of the surgery building 104. The scope of work includes all design disciplines and involves the following:

- Extensive construction coordination will be provided, as the entrances to these areas will need to remain operational
- Stringent phasing plan reflecting proper work times and coordination with the hospital
- New entrance area will be aesthetically inviting and convenient, connecting two buildings
- New windows
- New main and side doors
- Enhanced force protection measures via anti-ram barrier planters, benches, CCTV and anti-blast systems
- HVAC system with VAV systems w/ DDC control are required
- Patient privacy enhanced through concealed waiting area
- Planetree principles utilized throughout
- LEED design principles followed



**RELEVANCE**

- Construction phasing to avoid disruption to pedestrian traffic flow- entrances will remain operational
- Phasing reflects proper work times and hospital coordination
- New Windows



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
a. Paradigm Engineers Original Design Firm. Members of West Point Engineers Performed the Design. Blaine Van Gansbeke Engineer of Record	Louisville, KY	Architecture, Engineering and Construction Period Services



F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S  
QUALIFICATIONS FOR THIS CONTRACT

20. EXAMPLE PROJECT KEY NUMBER

4

21. TITLE AND LOCATION (City and State)

New Entrance Building, VA Medical Center  
Lebanon, PA

22. YEAR COMPLETED

PROFESSIONAL SERVICES  
2012-2017

CONSTRUCTION (If applicable)  
2017

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER

VA Medical Center, Lebanon, PA

b. POINT OF CONTACT NAME

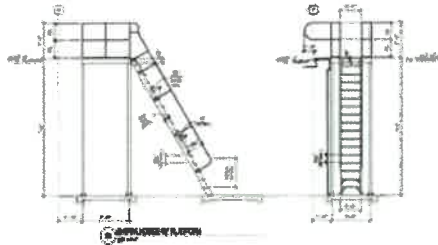
Laura Harding

c. POINT OF CONTACT TELEPHONE NUMBER

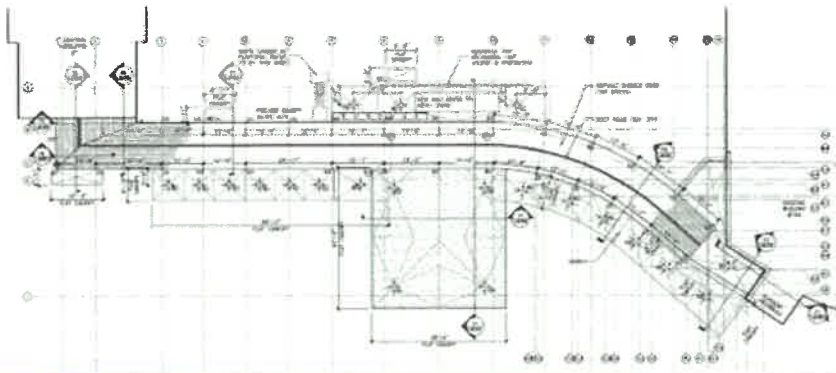
717-228-5938

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size, and cost.)

Contract Number: # VA24412C0498-; AE Fee: \$238K; Construction Size \$5.5 Million



Architectural drawings showing a cross-section and a plan view of a building structure. The drawings include dimensions and labels for various components, such as walls, floors, and roof sections. The plan view shows a complex layout with multiple rooms and corridors, while the cross-section shows the vertical structure and roof profile.



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
a. Paradigm Engineers Original Design Firm. Members of West Point Engineers Performed the Design. Blaine Van Gansbeke Engineer of Record	Louisville, KY	Architecture, Engineering and Construction Period Services

## 21. TITLE AND LOCATION (City and State)

**New Adult Day Cay Center(Community Living Center) St. Cloud, MN Veterans Affairs Medical Center**

## 22. YEAR COMPLETED

PROFESSIONAL SERVICES  
2017-2024

CONSTRUCTION (If applicable)  
2023

## 23. PROJECT OWNER'S INFORMATION

## a. PROJECT OWNER

**St. Cloud, MN Veterans Affairs Medical Center**

## b. POINT OF CONTACT NAME

Sue Poirier

## c. POINT OF CONTACT TELEPHONE NUMBER

320.255.6346

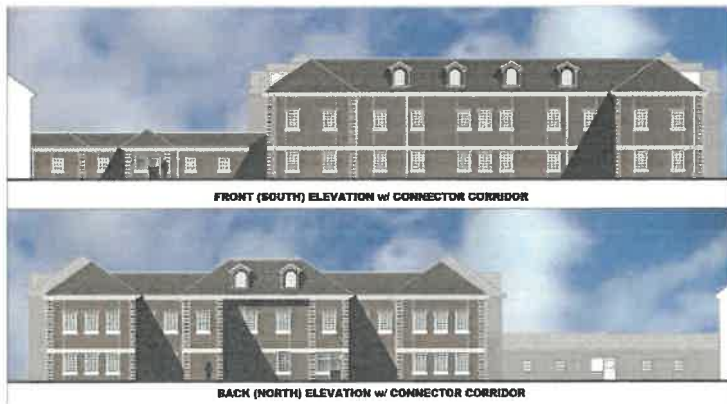
## 24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT

*Contract Number: #VA26315C0137-; AE Fee: \$986K; Construction Size \$9.5 Million*

Studio A Architecture and the West Point Engineers Team designed an Adult Day Care Center at the St. Cloud VAMC.

Project includes geotechnical design, surveying, landscape architecture, civil engineering, mechanical engineering, electrical engineering, architecture, structural engineering, fire protection design, etc.

This project is a standalone new building that blends into the existing campus. This project is currently under design.

**RELEVANCE**

- Design of an entire new building
- Structural design, civil design, mechanical design, electrical design, interior design geotechnical design
- New Windows



## 25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
a. Paradigm Engineers and Studio A Architects Original Design Firm. Members of West Point Engineers Performed the Design. Blaine Van Gansbeke Engineer of Record	Louisville, KY	Project Management, Architecture and Master Planning



F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S  
QUALIFICATIONS FOR THIS CONTRACT

20. EXAMPLE PROJECT KEY NUMBER

5

21. TITLE AND LOCATION (City and State)

**New Adult Day Care Center(Community Living Center)**  
**St. Cloud, MN Veterans Affairs Medical Center**

22. YEAR COMPLETED

PROFESSIONAL SERVICES  
2017-2024

CONSTRUCTION (If applicable)  
2023

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER

**St. Cloud, MN Veterans Affairs Medical  
Center**

b. POINT OF CONTACT NAME

Sue Poirier

c. POINT OF CONTACT TELEPHONE NUMBER

320.255.6346

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
a.	Paradigm Engineers and Studio A Architects Original Design Firm. Members of West Point Engineers Performed the Design. Blaine Van Gansbeke Engineer of Record	Louisville, KY	Project Management, Architecture and Master Planning

**F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT**

(Present as many projects as requested by the agency, or 10 projects, if not specified.  
Complete one Section F for each project.)

20. EXAMPLE PROJECT KEY NUMBER

**6**

**21. TITLE AND LOCATION (City and State)**

**USA Cares National Headquarters and Call Center-  
Radcliff, KY**

**22. YEAR COMPLETED**

**PROFESSIONAL SERVICES  
2015-2017**

**CONSTRUCTION (If applicable)**

**23. PROJECT OWNER'S INFORMATION**

**a. PROJECT OWNER**

**USA Cares**

**c. POINT OF CONTACT NAME**

**Peter Giusti**

**c. POINT OF CONTACT TELEPHONE NUMBER**

**270-872-4422 x102**

**24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT**

Our team members volunteered its services to design the New Headquarters and Call Center for the USA Cares Veterans Group. This Veterans Group helps veterans in needs with emergency funding. This new headquarters was designed to be close to Fort Knox, KY where many soldiers needed assistance but the new call center made it capable of providing services to veterans nationwide.



**RELEVANCE**

**New Windows**

Our team members performed the full civil design, structural design, electrical design, architectural and mechanical design for this new 13600 sq ft headquarters and call center. **\$5.5 million**



**25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT**

	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
a.	Paradigm Engineers Original Design Firm. Members of West Point Engineers Performed the Design. Blaine Van Gansbeke Engineer of Record	Louisville, KY	Project Management, Architecture and Engineering



## 21. TITLE AND LOCATION (City and State)

**New ICU/Surgery/Medical Unit Design, VA Medical Center, Lebanon, PA**

## 22. YEAR COMPLETED

PROFESSIONAL SERVICES  
2013-2017

CONSTRUCTION (If applicable)  
2017

## 23. PROJECT OWNER'S INFORMATION

## a. PROJECT OWNER

**Lebanon VA Medical Center**

## b. POINT OF CONTACT NAME

Thaddeus Kocuba

## c. POINT OF CONTACT TELEPHONE NUMBER

(717) 228-6050

## 24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (Include scope, size, and cost.)

*Contract Number: # VA24412C0517-; AE Fee: \$737K; Construction Size \$7.5 Million*

Our team designed a full set of construction documents to construct two new floors of a medical building at the Lebanon VAMC for a new \$7,800,000 Intensive Care Unit, Surgery Unit, and Medical Unit.

The scope of work includes the following:

- Complete new structural design for two new floors of a medical building on campus
- Complete new electrical design for two new floors
- Complete new HVAC system design for two new floors
- Complete Architecture and Interior design
- Extensive design charrette review with the end users nurses, physicians etc.
- Provide a full set of construction documents that will house an 11-Bed ICU Unit and a 16-Bed Medical Surgical Unit
- All patient rooms will be private with private bathrooms. Adequate spaces for all functions will be provided, and will include design for Architectural, Structural, mechanical, electrical, etc. One half of the below interstitial space will be constructed, as along with a connection to Building 1. 2
- Elevators will be included in the design. Extensive construction coordination will be needed, as this will be constructed as the 2nd and 3rd floor of an existing surgery center.
- A LEED Silver Rating Certifiable Rating is being sought. Planetree Philosophy utilized throughout.

**RELEVANCE**

- **Completely new VA Surgery Center**
- **Included new structural, electrical and HVAC system design for 2 new floors**
- **Extensive design charrette review**
- **New Windows**



## 25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
a. Paradigm Engineers Original Design Firm. Members of West Point Engineers Performed the Design. Blaine Van Gansbeke Engineer of Record	Louisville, KY	Project Management, Engineering, QA/QC, Construction Management

## 21. TITLE AND LOCATION (City and State)

**Salt Lake City Veterans Affairs Medical Center**  
**Salt Lake City, UT Extensive Genomics Lab**

## 22. YEAR COMPLETED

PROFESSIONAL SERVICES  
2015-2024

CONSTRUCTION (If applicable)

## 23. PROJECT OWNER'S INFORMATION

## a. PROJECT OWNER

**Veterans Affairs Medical Center**

## c. POINT OF CONTACT NAME

Tracy Jackson

## c. POINT OF CONTACT TELEPHONE NUMBER

303.372.7044

## 24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT

*Contract Number: #VA25915C0123-; AE Fee: \$633K; Construction Size \$9.5 Million*

This project design will support the new construction (an addition to Building 2 (abbreviated B.02)) of approximately 13,000 SF. The space consists of specialized environmental control space to accommodate the Salt Lake City Genomic Medicine Center with accompanying support functions. The Construction Limitation for this project is \$8,000,000 with 20% deducts in the cost estimate.

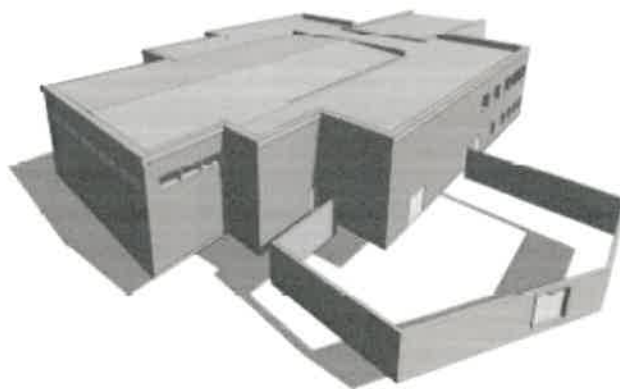
This project design will support the new construction (an addition to Building 2 (abbreviated B.02)) of approximately 13,000 SF of specialized environmental control space to accommodate the Salt Lake City Genomic Medicine Center with accompanying support functions (e.g., mechanical, electrical, storage, support, etc.). The design will provide site utilities, entrance, and roadways work to accommodate project.

The project design will address replacement and expansion of utility systems necessary to make the remodeled space energy efficient by current VA standards. The project design will analyze state-of-the-art bio bank and genomic medicine technology to ensure the most viable building service systems are constructed to support the robotics, low temperature equipment, size, and sophistication of research equipment to fill this new space. The design will provide storage and recovery of the samples critical to ongoing research designed to improve the health of veterans well after the samples are taken.

The design will provide for the vertical transportation and delivery dock required to support the Genomic Medicine program. The AE team will analyze associated parking serving the Genomic Medicine program and provide appropriate resolution. The project design will address security standards as appropriate to safe guard Genomic Medicine functions/activities. The project design will provide a new wing attached to the existing B.02 west end, to mimic the existing addition on the East end of B.02, Research Center consisting of ultra freezer(s), associated informatics support offices, support laboratories, and telemedicine service. The new wing will be designed so that it has the ability to vertically expand by two (2) floors in future phases. The project design will provide an addition constructed in accordance with the sustainability, energy, security, seismic and research requirements applied to VA Medical Center construction. Design is to incorporate seismic standards consistent with TIL. Project includes full site utilities design with new gas, new water, new storm sewer, new sanitary sewer, new retaining wall design, new sidewalks and parking.

**RELEVANCE**

- **Construction Support**
- **Laser Survey Measurements**
- **Update Corporate Standards**
- **Physical Security**
- **New Windows**
- **Structural Studies**
- **Geotechnical Studies (AMEC FW)**
- **Full Civil Design**
- **Seismic Structural Design**



## 25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
a. Paradigm Engineers Original Design Firm. Members of West Point Engineers Performed the Design. Blaine Van Gansbeke Engineer of Record	Louisville, KY	Project Management, Mechanical Engineering, Structural Engineering

## 21. TITLE AND LOCATION (City and State)

**Renovate CLC Recreation & Dining Area, James J. Peters VA Medical Center, Bronx, New York**

## 22. YEAR COMPLETED

PROFESSIONAL SERVICES  
2014-2024CONSTRUCTION (If applicable)  
2024

## 23. PROJECT OWNER'S INFORMATION

## a. PROJECT OWNER

**VA Medical Center**

## c. POINT OF CONTACT NAME

Jessica Molinari

## c. POINT OF CONTACT TELEPHONE NUMBER

(718) 584-9000

## 24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT

Contract Number: # VA24314C0218-; AE Fee: \$190K; Construction Size \$2.5 Million

Our team members provided architecture and engineering services to renovate the dining area and recreation space on the First Floor of Building 106, Community Living Center (CLC). The design objective is to enhance the "Community Living" experience by incorporating design elements that will create a more residential, informal communal environment. Scope includes:

## 1. Sunroom

- Remove existing sunroom assembly – replace with aluminum storefront window unit units with insulated glazing and new vestibule with automatic entrance doors at opening in the former covered arcade wall openings.
- Install new standing seam metal roof, with gutter and downspout.
- Remove existing tile flooring and wood benches.
- Install new partition wall assembly over exposed masonry work – perimeter walls to be insulated.
- Install new floor and suspended acoustical ceiling system.

## 2. Restrooms

- Replace existing toilets with ADA fixtures with motion sensor flush valve.
- Replace existing wall mounted sinks with countertop mounted sinks with motion sensor faucet and mixing valves.
- Add new toilet stall grab bars (per ADA requirements), toilets and urinal screens.
- Add motion sensor hand dryers
- Replace existing base board heater with more efficient unit
- Replace urinal flush valves with motion sensor fixtures.

## 3. CLC Room

- Remove existing aluminum storefront window separating sunroom and CLC space.
- Removal of the following: existing casework, VCT flooring, glass block wall assembly, suspended ceiling assembly, lighting all existing wall finish décor.
- Existing housekeeping, recreational therapy office, operable partition wall and dietitian room to be removed.
- Install electric door hold openers for CLC entrance door (to be coordinate with existing fire alarm system) – revise existing egress hardware as required.

## 4. Lighting

Remove existing fluorescent lighting – replace with a "multi-layered" lighting scheme (combination emergency, task and decorative lighting). All lighting to be on dimmers (except EM lighting)

## 5. Kitchen/Dining

- VA to consult with kitchen consultant on the alternate design solutions for a "Fresh food" station and "cooking class room in kitchen area.
- Provide full-size refrigerator, storage for trash collection and food warming cart(s).

**RELEVANCE**

- **Renovation of dining area and recreation space**
- **HVAC services, including installation of a new return air fan and riser**
- **Restroom renovations to comply with ADA requirements**
- **Replace Windows**

## 25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
a. Paradigm Engineers & Studio A Architects Original Design Firm. Members of West Point Engineers Performed the Design. Blaine Van Gansbeke Engineer of Record	Louisville, KY	Architecture and Engineering Services



## 21. TITLE AND LOCATION (City and State)

Kentucky National Guard - Mobile Public Affairs  
Detachment- Vault Restoration  
Boone National Guard Post, Frankfort, Kentucky

## 22. YEAR COMPLETED

PROFESSIONAL SERVICES  
2025

CONSTRUCTION (If applicable)

## 23. PROJECT OWNER'S INFORMATION

## a. PROJECT OWNER

Commonwealth of Kentucky Department of  
Military Affairs

## c. POINT OF CONTACT NAME

Jacob Huber

## c. POINT OF CONTACT TELEPHONE NUMBER

502-382-7352

## 24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT

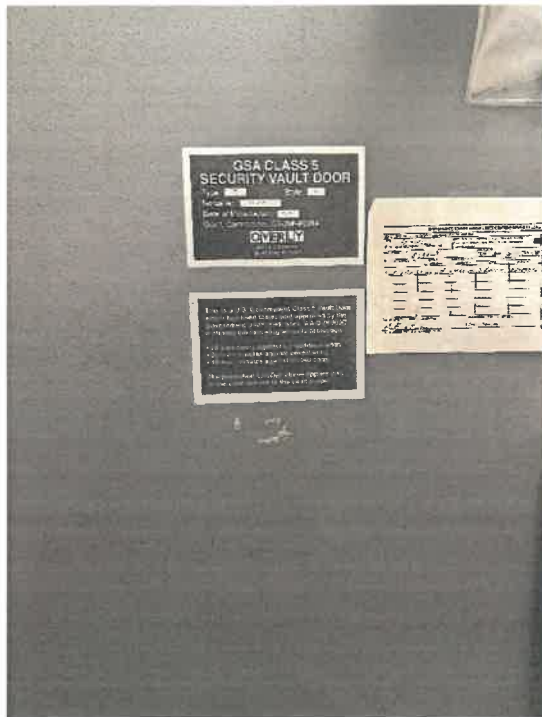
Master Agreement # 2500000279; Delivery Order: 2500024163 AE Fee: \$50,000; Construction Size \$175,000

The Commonwealth of Kentucky has employed West Point Engineers to perform a full site investigation, design, and construction period services for the Kentucky National Guard - Mobile Public Affairs Detachment- Vault Restoration at the Boone National Guard Post, Frankfort, Kentucky.

West Point Engineers was tasked to upgrade the existing Kentucky National Guard Arms Rooms Vault to meet specification : Army Regulation 190-11 Military Police Physical Security of Arms, Ammunition, and Explosives.

We assisted the National Guard with locating and ordering a new arms room door that met Army Regulation 190-11.

We designed a structural steel plating system to reinforce the Arms Room Vault from top to bottom.



## 25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
	West Point Engineers	Louisville, KY	Engineering Services

21. TITLE AND LOCATION (City and State)

Kentucky National Guard – Design for Secure  
Room Lexington National Guard Armory,  
Lexington, Kentucky

22. YEAR COMPLETED

PROFESSIONAL SERVICES  
2025

CONSTRUCTION (If applicable)

23. PROJECT OWNER'S INFORMATION

a. PROJECT OWNER

Commonwealth of Kentucky Department of  
Military Affairs

c. POINT OF CONTACT NAME

Jacob Huber

c. POINT OF CONTACT TELEPHONE NUMBER

502-382-7352

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT

Master Agreement # 2500000279; Delivery Order: XX AE Fee: \$75,000; Construction Size \$500,000

The Commonwealth of Kentucky has employed West Point Engineers to perform a full site investigation, design, and construction period services for the Kentucky National Guard – Design for Secure Room Lexington National Guard Armory, Lexington, Kentucky

West Point Engineers was tasked to perform the following:

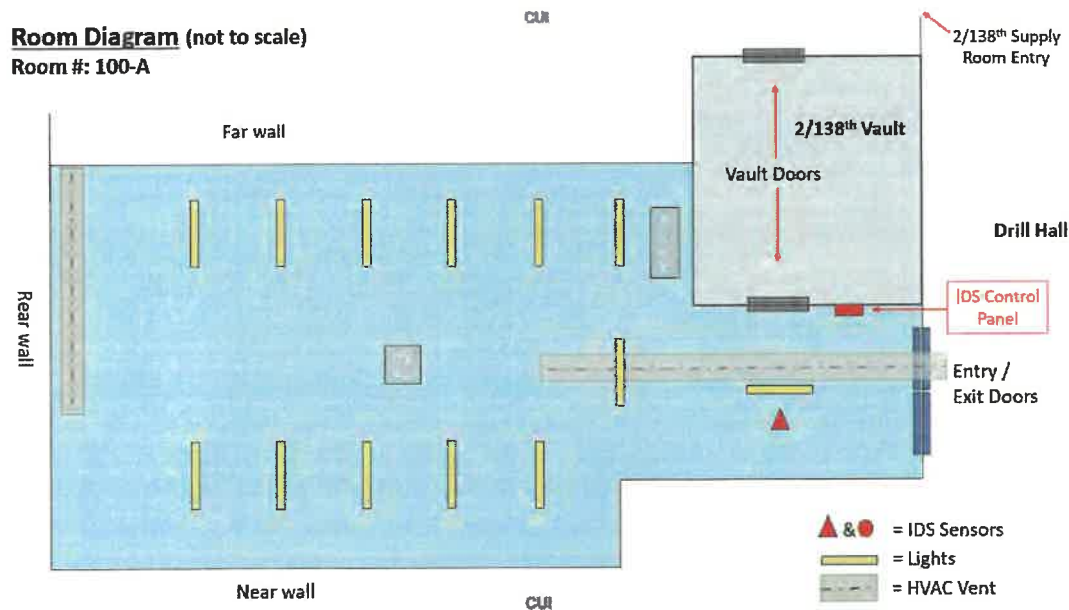
**Former Supply Room** – Request is to use supply area as a new command systems and operations area Open Storage.

- Conducted initial PHYSEC inspection with G2, G6, CFMO, and 138th representatives
- Requirements for Secure Rooms must meet the minimum standards set IAW AR 380-5, para 6-13, b. (1)-(5).

Our mission is to do a full civil, structural, mechanical and electrical upgrade to bring the Former Supply Room to a new Secure Room

**Room Diagram** (not to scale)

Room #: 100-A



25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
West Point Engineers	Louisville, KY	Engineering Services



## 21. TITLE AND LOCATION (City and State)

**Joint Force Headquarters (Boone National Guard Center, Frankfort Kentucky) Emergency Operation Center Generator Replacement**

## 22. YEAR COMPLETED

PROFESSIONAL SERVICES  
2025

CONSTRUCTION (If applicable)

## 23. PROJECT OWNER'S INFORMATION

## a. PROJECT OWNER

**Commonwealth of Kentucky Department of Military Affairs**

## c. POINT OF CONTACT NAME

Jacob Huber

## c. POINT OF CONTACT TELEPHONE NUMBER

502-382-7352

## 24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT

Master Agreement # DO-2500029297; Delivery Order: 000001 AE Fee: \$150,000; Construction Size \$1 million

The Department of Military Affairs has hired West Point Engineers to performing the following tasks at the **Joint Force Headquarters (Boone National Guard Center, Frankfort Kentucky)**

1. Demolish and remove the existing automatic switchgear and 3 existing 200 KW Backup KW backup Generators
2. Remove the existing underground diesel storage tanks in the parking lot.
3. Design a new concrete pad and new 400KW generator with fuel tank and put outside the building
4. Design a new Automatic Transfer Switch for the new 400KW backup generator
5. Remove underground fresh water storage tanks from the Emergency Operation Center



## 25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
	West Point Engineers	Louisville, KY	Engineering Services

## 21. TITLE AND LOCATION (City and State)

University Of Kentucky Per Diem Professional  
Consulting Services-Chandler Nitrogen Generator  
HA699, Lexington KY

## 22. YEAR COMPLETED

PROFESSIONAL SERVICES  
2024-2025

CONSTRUCTION (If applicable)

## 23. PROJECT OWNER'S INFORMATION

## a. PROJECT OWNER

Capital Project Management Division

## c. POINT OF CONTACT NAME

Laura Sidwell

e. POINT OF CONTACT TELEPHONE  
NUMBER

859-257-5914

[laura.sidwell@uky.edu](mailto:laura.sidwell@uky.edu)

## 24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT

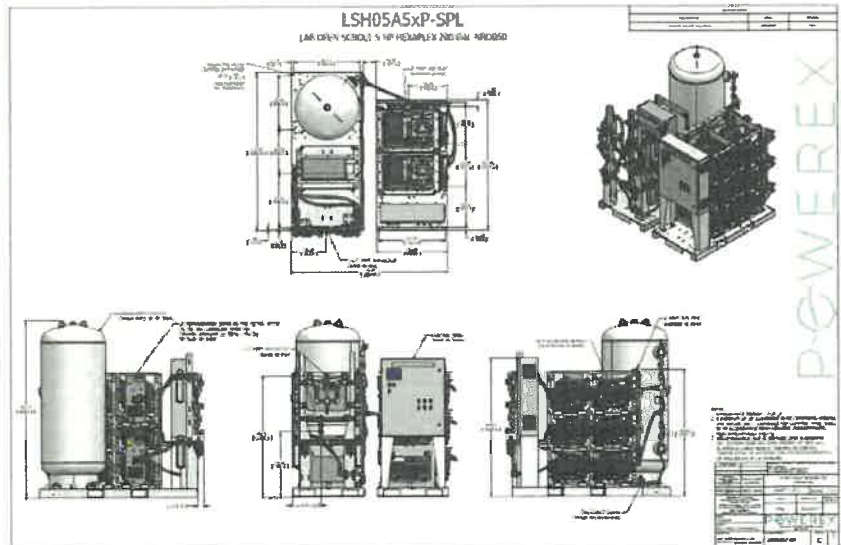
Construction Size: \$6,840.00; Project #: FPM 2840.0

Provide services to design the replacement of both existing nitrogen generator compressor stations with new single multi-compressor unit that is located on the 6<sup>th</sup> floor of the UK Chandler Hospital near the central lab. Existing nitrogen generator to be reused with new compressor station. The project shall be phased in to minimize equipment requiring nitrogen downtime. Equipment was selected by the University of Kentucky staff to be Powerex LSH05A4 compressor station and Nano NXC 0046 cycling refrigerated air dryer.

Work to include, but is not limited to:

- Demo of existing compressed air and nitrogen piping.
- Remove existing equipment in phases to minimize nitrogen outage.
- Disconnect and relocate electrical connections and instrumentation.
- Facilitate installation of new nitrogen generator compressor station.
- Concrete floor and epoxy coating repairs.

Design should be implemented using high quality and high efficiency components to ensure equipment and system reliability and longevity. This design is required to meet the University of Kentucky requirements and specifications. Work will include but not limited to mechanical, electrical and other specialty consultants required pertinent to the project requirements within the constraints of the construction budget. The design will include a phasing plan to reduce the impact of the Chandler Hospital patients and staff.



## 25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

	(1) FIRM NAME	(2) FIRM LOCATION (City and State)	(3) ROLE
a.	West Point Engineers	Louisville, KY	Architecture and Engineering Services

### 3. Capacity

West Point Engineers has more than enough capacity to accomplish this project! Here are some federal projects we are currently working on nationwide.

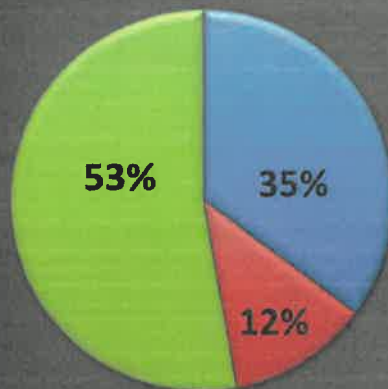
Asheville NC	Expand LRS Patient Education System	65%
Asheville NC	Exterior Abatement of Buildings 14,15	65%
Bedford, MA	Bedford, MA - Building Envelope Building 2	65%
Birmingham, AL	BioMed Correct Air Deficiencies and Renovate BioMed Space	65%
Columbus, OH	Parking Garage Post Tendon Beam Repair	65%
Dublin, GA	Renovate Urgent Care	95%
Fayetteville, NC	Refurbish D-Wing Elevators	65%
Indianapolis, IN	Renovate Space to Meet Hazardous Storage Room Requirements	95%
Lexington, KY	UK - Nitrogen Tank Install	65%
New York, NY	Manhattan VAMC Modernize Elevators	65%
Perry Point, MD	PPVAMC Building 9 Demo	95%
Portland, OR and Vancuever, WA	Update Security Cameras	65%
Roseburg, OR	Correct APU Ligature Risks	75%
Roseburg, OR	Renovate BLDG 71 (Kitchen)	65%
Spokane, WA	Repair Sanitary Waste Piping	65%
Pineville, LA	Replace Roof on Emergency Generator Building	10%
San Juan, PR	Upgrade Building Automation System	0%
Altoona, PA	Replace Patient Lifts	0%
Lexington, KY	UK-OR Light	0%
Lexington, KY	UK-Air Compressor	0%
Salisbury, NC	Extend Chiller Water	10%
Ann Arbor, MI	Upgrade Elevators	25%
Birmingham, AL	Replace/Upgrade Medical Gas System	Awaiting Construction
Birmingham, AL	Birmingham Windows	Awaiting Construction
Chillicothe, OH	AE B26 Chiller Replacement	Awaiting Construction
Cincinnati, OH	Fire Sprinklers	Awaiting Construction
Columbia, MO	Tuckpoint and Seal Ambulatory Care Addition of Building 1	Awaiting Construction
Dublin, GA	Correct Critical Roof and Exterior Wall Deficiencies	Awaiting Construction
Fayetteville, AR	Replace Cladding Sterilizing Building	Awaiting Construction
Indianapolis, IN	Sanitary Pipe in Interstitial Space in Indianapolis, IN	Awaiting Construction
Montgomery, AL	Site Modification for Omnia Max for OR	Awaiting Construction
Tuscaloosa, AL	Tuscaloosa CLC HVAC	Awaiting Construction
Bedford, MA	Building 78 Roof Replacement - A/E	In Construction Period Services
Boston, MA	Boston (Jamaica Plain VAMC) OR Floors	In Construction Period Services
Fayetteville, NC	Replace Fire Alarm System	In Construction Period Services
Montgomery, AL	Montgomery Reroof	In Construction Period Services
Pineville, LA	Replace Roof for Building 7	In Construction Period Services
Togus, ME	A/E Replace Elevators Building 200 & 200E	In Construction Period Services
Tuscaloosa, AL	Tuscaloosa Controls	In Construction Period Services
Augusta, GA	Improve Campus Landscaping	In Construction Period Services
Bronx, NY	JJPVMC Bronx Modify SCI for Negative Air Pressure a	In Construction Period Services
Montgomery, AL	Site Modification Symbia EVO	In Construction Period Services



Provide the available capacity of key disciplines by clearly presenting workload percentages for each key discipline and/or key team member

	Current Percentage Used	Current Percentage Available
<b>Architect-</b> Steve Dickerson, Valerie Wright, Richard Tracey, Lisa Galdis, Bill Watson	47%	53%
<b>Physical Security Specialists-</b> B. Van Gansbeke PE, Bitner, Myszka, Grady, Shoff, Miller	47%	53%
<b>Structural Engineer-</b> L. Van Gansbeke, B. Van Gansbeke, Norman Grady	26%	74%
<b>Quality Assurance-</b> L. Van Gansbeke	47%	53%
<b>Project Manager -</b> B. Van Gansbeke	47%	53%
<b>Plumbing -</b> Matthew Tibbs, Stairs,, Doan, Lombardi,	22%	78%
<b>Mechanical Engineer-</b> Matthew Tibbs, House, Stairs, Doan, Lombardi	22%	78%
<b>Industrial Hygienist-</b> Douglas W. Peters, CIH	47%	53%
<b>Fire Protection Engineer</b> Matthew Tibbs	47%	53%
<b>Electrical Engineer-</b> Keith Pharis, D. Sherman, Shoff, Watkins	28%	72%
<b>Civil Engineer-</b> L. Van Gansbeke, B. Van Gansbeke, Grady, Miller	40%	60%
<b>Estimator -</b> Burt Jenkins, James Greiner	47%	53%
<b>Registered Communications Distribution Designer (RCDD)</b> Ray Watkins, RCDD	47%	53%

## 2025 WPE & Subs Present Workload Capacity/Availability



- Percent Capacity in Active Design
- Percent Projects in Construction Admin
- Available Capacity for Immediate New Work

#### 4.Past Performance: CPARS provided by Veterans Affairs

INCOMPLETE-RATED

Architect-Engineer

**Name/Address of Contractor:**

Vendor Name: WEST POINT ENGINEERS, LLC

Division Name:

Street: 1941 BISHOP LN STE 400

City: LOUISVILLE

State: KY Zip: 402181969

Country: USA

CAGE Code:

Unique Entity ID (SAM): DEJEN69ZLAX5

Product/Service Code: C1DZ Principal NAICS Code: 541330

**Evaluation Type:** Interim

**Contract Percent Complete:** 75

**Period of Performance Being Assessed:** 06/22/2022 - 06/21/2023

**Contract Number:** 36C24722C0125 **Business Sector & Sub-Sector:** Architect-Engineer

**Contracting Office:** 247-NETWORK CONTRACT OFFICE 7 (36C247) **Contracting Officer:** JOYCE POWERS **Phone Number:** 404-321-6111

**Location of Work:**

Tuscaloosa VAMC, AL

**Date Signed:** 06/15/2022 **Period of Performance Start Date:** 06/22/2022

**Est. Ultimate Completion Date/Last Date to Order:** 06/14/2027 **Estimated/Actual Completion Date:**

**Funding Office ID:** 36C679

**Base and All Options Value :** \$107,823 **Action Obligation:** \$107,823

**Complexity:** Medium **Termination Type:** None

**Extent Competed:** Full and Open Competition after Exclusion of Sources **Type of Contract:** Firm Fixed Price

**Key Subcontractors and Effort Performed:**

**Unique Entity ID (SAM):**

**Effort:**

**Unique Entity ID (SAM):**

**Effort:**

**Unique Entity ID (SAM):**

**Effort:**

**Project Number:** 679-22-105

**Project Title:**

679-22-105 Replace HVAC B61 CLC

**Contract Effort Description:**

The A/E team, including architects, engineers, surveyors, and professional consultants shall provide design services for the development of specifications and drawings to repair or replace parts of the Chilled Water System of Building 61. Work shall include but is not limited to the replacement of the failing chillers, pumps, associated piping/controls, and equipment serving the building.

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[https://cpars.cpars.gov/cpars/app/appviewevaluation\\_input.action?id=3231678&requestType=P](https://cpars.cpars.gov/cpars/app/appviewevaluation_input.action?id=3231678&requestType=P)

1/3

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If the budget allows replacing the 4 five ton air handlers units (AHU) in the attic. If there is budget remaining after the 4 AHU, replace the main duct trunks. This Project does not include plumbing and/or hydronic piping, other than that required to interface to chiller and air handlers. This Project does not include replacement of VAV's or their associated controls. This Project does not include upgrade of air flows to meet ASHRAE 62.1 - 2016 (or later) Indoor Air Quality; the one the building was designed to it the one that will be used. The FCA deficiencies to be corrected within this project include FCAs: 339382. All work to conform to the International Mechanical Code and VHA HVAC Design Guidelines.

**Small Business Subcontracting:**

Does this contract include a subcontracting plan? No

Date of last Individual Subcontracting Report (ISR) / Summary Subcontracting Report (SSR): N/A

Evaluation Areas	Past Rating	Rating
Quality:	N/A	Satisfactory
Schedule:	N/A	Very Good
Cost Control:	N/A	Very Good
Management:	N/A	Very Good
Small Business Subcontracting:	N/A	Very Good
Regulatory Compliance:	N/A	Satisfactory
Other Areas:		
(1) :		N/A
(2) :		N/A
(3) :		N/A

**Variance (Contract to Date):**

Current Cost Variance (%): Variance at Completion (%):

Current Schedule Variance (%):

**Assessing Official Comments:**

QUALITY: The firm's performance met contractual requirements. The contractual performance of the element or sub-element contains some minor problems for which corrective actions taken by the Contractor appear, or were, satisfactory.

SCHEDULE: The firm's performance met contractual requirements and exceeds some to the Government's benefit. The contractual performance of the element or sub-element being evaluated was accomplished with some minor problems for which corrective actions taken by the Contractor were effective. The firm kept their word throughout the design process with minor delay.

COST CONTROL: The firm performance met contractual requirements and exceeds some to the Government's benefit. The contractual performance of the element or sub-element being evaluated was accomplished with some minor problems for which corrective actions taken by the Contractor were effective. The firm kept the cost under control with additional efforts that benefit us.

MANAGEMENT: the firm met contractual requirements and exceeds some to the Government's benefit. The contractual performance of the element or sub-element being evaluated

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2/3

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**CONTRACTOR PERFORMANCE ASSESSMENT REPORT (CPAR)**

INCOMPLETE-RATED

Architect-Engineer

**Name/Address of Contractor:**

Vendor Name: WEST POINT ENGINEERS, LLC

Division Name:

Street: 1541 BISHOP LN STE 400

City: LOUISVILLE

State: KY Zip: 402181969

Country: USA

CAGE Code:

Unique Entity ID: DEJEN69ZLAX5

Product/Service Code: CLCA Principal NAICS Code: 541330

Evaluation Type: Interim

Contract Percent Complete: 30

Period of Performance Being Assessed: 09/22/2022 - 12/13/2023

Contract Number: 36C24122C0091 Business Sector &amp; Sub-Sector: Architect-Engineer

Contracting Office: 241-NETWORK CONTRACT OFFICE DL (36C241) Contracting Officer: CASEY PRIDHAM Phone Number: (781) 687-3743

Location of Work:

200 Springs Road, Bedford, MA 01730-1114

Date Signed: 05/20/2022 Period of Performance Start Dates: 09/20/2022

Est. Ultimate Completion Date/Last Date to Order: 04/30/2023 Estimated/Actual Completion Date: 12/31/2024

Funding Office ID: 36C518

Base and All Options Value: \$1,617,150 Action Obligations: \$1,617,150

Complexity: Low Termination Type: None

Extent Completed: Completed under SAP Type of Contract: Firm Fixed Price

Key Subcontractors and Effort Performed:

Unique Entity ID:

Effort:

Unique Entity ID:

Effort:

Unique Entity ID:

Effort:

Project Number: 518-22-109

Project Title:

A/E Renovate Kitchens Building 3

Contract Effort Description:

A/E Renovate Kitchens Building 3

Small Business Subcontracting:

Does this contract include a subcontracting plan? No

Date of Last Individual Subcontracting Report (ISR)/Summary Subcontracting Report (SSR): N/A

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1/3



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Evaluation Areas	Past Rating	Rating
Quality:	N/A	Satisfactory
Schedule:	N/A	N/A
Cost Control:	N/A	N/A
Management:	N/A	Very Good
Small Business Subcontracting:	N/A	Very Good
Regulatory Compliance:	N/A	Very Good
Other Areas:		
(1) BUSINESS RELATIONS:		Very Good
(2) :		N/A
(3) :		N/A

**Variance (Contract to Date):**

Current Cost Variance (%): Variance at Completion (%):

Current Schedule Variance (%):

**Assessing Official Comments:**

**QUALITY:** Contractor provided deliverables at the contractually required times. Deliverables met all requirements with no significant weaknesses identified.

**MANAGEMENT:** Contractor ensured all requirements were met by deadline dates by keeping and sharing an updated project schedule. Contractor was proactive on potential risk issues by researching solutions and presenting them before they impacted the project.

**SMALL BUSINESS SUBCONTRACTING:** Met all of the negotiated subcontracting goals and met at least one of the other socio-economic goals.

**REGULATORY COMPLIANCE:** The contractor ensured that all applicable codes and requirements were met. Communicated the minimum requirements and provided recommendations for increases that would meet new and upcoming codes.

**OTHER AREAS:** Contractor provided constant email and phone contact to update project status and address any questions. Was able to minimize impact on project due to constant communication.

**ADDITIONAL/OTHER:** The contractor ensured that we were satisfied with the work they were producing.

**RECOMMENDATION:**

Given what I know today about the contractor's ability to perform in accordance with this contract or order's most significant requirements, I would recommend them for similar requirements in the future.

**Name and Title of Assessing Official:**

Name: CASEY PRIDHAM

Title: Contracting Officer

Organization: VHA

Phone Number: 603-666-4213 Email Address: casey.pridham@va.gov

Date: 12/21/2023

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2/3



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**CONTRACTOR PERFORMANCE ASSESSMENT REPORT (CPAR)**

INCOMPLETE-RATED

Architect-Engineer

**Name/Address of Contractor:**

Vendor Name: WEST POINT ENGINEERS, LLC

Division Name:

Street: 2509 HAWTHORNE AVE

City: LOUISVILLE

State: KY Zip: 402052624

Country: USA

CAGE Code:

Unique Entity ID (SAM): DEJEN69ZLAX5

Product/Service Code: C10Z Principal NAICS Code: 541330

Evaluation Type: Interim

Contract Percent Complete: 90

Period of Performance Being Assessed: 04/05/2022 - 11/03/2022

Contract Number: 36C25622C0009 Business Sector &amp; Sub-Sector: Architect-Engineer

Contracting Office: 256-NETWORK CONTRACT OFFICE 16 (36C256) Contracting Officer: BETH DOOK Phone Number: 2283547576

Location of Work:

Date Signed: 11/15/2021 Period of Performance Start Date: 11/15/2021

Est. Ultimate Completion Date/Last Date to Order: 12/30/2023 Estimated/Actual Completion Date: 12/30/2023

Funding Office ID: 36C502

Base and All Options Value: \$524,736 Action Obligation: \$524,736

Complexity: Medium Termination Type: None

Extent Competed: Full and Open Competition after Exclusion of Sources Type of Contract: Firm Fixed Price

Key Subcontractors and Effort Performed:

Unique Entity ID (SAM):

Effort:

Unique Entity ID (SAM):

Effort:

Unique Entity ID (SAM):

Effort:

Project Number: 502-21-104

Project Title:

Replace Building 7 Roof

Contract Effort Description:

Provide Architect/Engineer professional services to include site investigation, cost estimates, construction period services, and construction site visits.

Small Business Subcontracting:

Does this contract include a subcontracting plan? No

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Date of last Individual Subcontracting Report (ISR) / Summary Subcontracting Report (SSR): N/A

Evaluation Areas	Past Rating	Rating
Quality:	Satisfactory	Very Good
Schedule:	Satisfactory	Very Good
Cost Control:	Satisfactory	Very Good
Management:	Satisfactory	Very Good
Small Business Subcontracting:	N/A	Very Good
Regulatory Compliance:	N/A	Very Good
Other Areas:		
(1):		N/A
(2):		N/A
(3):		N/A

## Variance (Contract to Date):

Current Cost Variance (%): 16 Variance at Completion (%):

Current Schedule Variance (%): 0

## Assessing Official Comments:

**QUALITY:** Only very minor errors with design documents that were very quickly corrected by the AE. After submitting the 65% design, the Project Manager called me to point out a couple of errors on the design drawings. The revised corrected documents were submitted within the same day as the scheduled design submission date. AE has been very transparent about any possible issues with work quality and has always provided a quick turnaround on resolving concerns from the VA.

**SCHEDULE:** Met all scheduled dates for design submissions. West Point also provided a quick turnaround on a request from the VA to submit final bid documents instead of proceeding to submit a 100% design after the 95% design submission.

**COST CONTROL:** Came in 16% under budget for the total construction cost even with the rising cost for skilled labor and materials.

**MANAGEMENT:** No issues with West Point's management. Project Manager was very communicative and helpful during the design process. PM has been incredibly responsive to any questions or concerns from the VA.

**SMALL BUSINESS SUBCONTRACTING:** Employed subcontractors from a Minority Owned Business and a Woman Owned Small Business for Architectural Engineering services and Cost Estimating, respectively.

**REGULATORY COMPLIANCE:** Addressed all concerns about the applicable versions of codes and standards being referenced in the design documents for an existing structure (main hospital).

**ADDITIONAL/OTHER:** No additional comments.

## RECOMMENDATION:

Given what I know today about the contractor's ability to perform in accordance with this contract or order's most significant requirements, I would recommend them for similar requirements in the future.

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**CONTRACTOR PERFORMANCE ASSESSMENT REPORT (CPAR)**

INCOMPLETE-RATED

Architect-Engineer

**Name/Address of Contractor:**

Vendor Name: WEST POINT ENGINEERS LLC

Division Name:

Street: 1941 BISHOP LN

City: LOUISVILLE

State: KY Zip: 402181922

Country: USA

CAGE Code: 742E0

Unique Entity ID: DEJEN69ZLAX5

Product/Service Code: C1JZ Principal NAICS Code: 541330

**Evaluation Type:** Final**Contract Percent Complete:** 100**Period of Performance Being Assessed:** 10/04/2024 - 03/26/2025**Contract Number:** FA465924C0011 **Business Sector & Sub-Sector:** Architect-Engineer**Contracting Office:** FA4659 319 CONS PK **Contracting Officer:** COLE KIRBY **Phone Number:** 701-747-6232**Location of Work:**

Cavalier Space Force Station, North Dakota, USA

**Date Signed:** 09/27/2024 **Period of Performance Start Date:** 10/04/2024**Est. Ultimate Completion Date/Last Date to Order:** 03/26/2025 **Estimated/Actual Completion Date:** 03/26/2025**Funding Office ID:** F2AG10**Base and All Options Value :** \$53,073 **Action Obligation:** \$53,073**Complexity:** Medium **Termination Type:** None**Extent Competed:** Full and Open Competition after Exclusion of Sources **Type of Contract:** Firm Fixed Price**Key Subcontractors and Effort Performed:****Unique Entity ID:****Effort:****Unique Entity ID:****Effort:****Unique Entity ID:****Effort:****Project Number:** EGYN221009**Project Title:**

Access Control Anti-Terrorism Anti-Force Options Study

**Contract Effort Description:**

Principal Features: Planning Charrette Report I (PCR I): The PCR I shall include a complete assessment of the current Anti-Terrorism and Anti-Force (AT/AF) conditions of the Access Control Point (ACP) at Building 711 (B711) on Cavalier

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Space Force Station (SFS), in order to provide a basis for feasible options that will enable the ACP to meet current DoD AT/AF requirements. Additionally, a Traffic Study is required for submittal of the AF Form DD1319 to AFCEC for consideration as a feasible design project. Performance period for this project is 180 days.

**Small Business Subcontracting:**

Does this contract include a subcontracting plan? No

Date of last Individual Subcontracting Report (ISR) / Summary Subcontracting Report (SSR): N/A

Evaluation Areas	Past Rating	Rating
Quality:	N/A	Satisfactory
Schedule:	N/A	Satisfactory
Cost Control:	N/A	N/A
Management:	N/A	Satisfactory
Small Business Subcontracting:	N/A	N/A
Regulatory Compliance:	N/A	N/A
Other Areas:		
(1) SITE INVESTIGATIONS:		Satisfactory
(2) MEETING COORDINATION:		Satisfactory
(3) :		N/A

**Variance (Contract to Date):**

Current Cost Variance (%): Variance at Completion (%):

Current Schedule Variance (%): 0

**Assessing Official Comments:**

QUALITY: Performance meets contractual requirements. The report was provided and needed some revisions which were provided.

SCHEDULE: Performance meets contractual requirements. The schedule was extended so they could provide some additional revisions.

COST CONTROL: N/A as this is a firm-fixed price contract.

MANAGEMENT: Performance meets contractual requirements. They didn't realize that they needed to engage with their electrical sub to provide more information, but they did meet that part of the requirement as well as the others.

SMALL BUSINESS SUBCONTRACTING: N/A as the contractor is a small business concern.

REGULATORY COMPLIANCE: There were no regulatory requirements for this task.

OTHER AREAS: West Point Engineers were able to get good information from their site visits and traffic study to support the documentation of the options available to the Government for the installation entry control facility. Meetings were on time and notes were distributed before end-of-day.

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## CONTRACTOR PERFORMANCE ASSESSMENT REPORT (CPAR)

INCOMPLETE-RATED

Architect-Engineer

## Name/Address of Contractor:

Company Name: PARADIGM ENGINEERS AND CONSTRUCTORS, PLLC

Division Name:

Street Address: 200 ENVOY CIR # 201

City: LOUISVILLE

State/Province: KY Zip Code: 402991808

Country: USA

CAGE Code:

DUNS Number: 829606297

PSC: C1AZ NAICS Code: 541330

Evaluation Type: Final

Contract Percent Complete:

Period of Performance Being Assessed: 07/01/2015 - 06/17/2016

Contract Number: FA810114D0003 0001 Business Sector &amp; Sub-Sector: Architect-Engineer

Contracting Office: FA8101 AFSC PZIO Contracting Officer: DUTIN LASHLEY Phone Number: 405-739-3251

Location of Work:

BLDG 9001 - CHEMICAL STORAGE AREA

Award Date: 07/01/2014 Effective Date: 07/01/2014

Completion Date: 06/17/2016 Estimated/Actual Completion Date: 06/17/2016

Total Dollar Value: \$177,028 Current Contract Dollar Value: \$177,028

Complexity: Medium Termination Type: Convenience

Competition Type: Full and Open Competition after Exclusion of Sources Contract Type: Firm Fixed Price

Key Subcontractors and Effort Performed:

DUNS:

Effort:

DUNS:

Effort:

DUNS:

Effort:

Project Number: WWYK110160

Project Title:

REPAIR/RENOVATE CHEMICAL STORAGE AREA, B9001

Contract Effort Description:

Design to construct chemical storage area to include separate areas for corrosive/caustic materials, flammable/combustible materials, delivery area, and office area. Utilities to include necessary heating and cooling needs and fire suppression systems.

Small Business Utilization:

Does this contract include a subcontracting plan? No

Date of last Individual Subcontracting Report (ISR) / Summary Subcontracting Report (SSR): N/A

Evaluation Areas

Past Rating

Rating

Quality:

Satisfactory

Very Good

Schedule:

Very Good

Very Good

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1/2

7/12/2016

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Cost Control:	Very Good	Very Good
Management:	Satisfactory	Very Good
Utilization of Small Business:	N/A	Very Good
Regulatory Compliance:	Very Good	Very Good
Other Areas:		
(1) :		N/A
(2) :		N/A
(3) :		N/A

Variance (Contract to Date):

Current Cost Variance (%): Variance at Completion (%):

Current Schedule Variance (%):

Assessing Official Comments:

ADDITIONAL/OTHER: .....

RECOMMENDATION:

Given what I know today about the contractor's ability to perform in accordance with this contract or order's most significant requirements, I would recommend them for similar requirements in the future.

Name and Title of Assessing Official:

Name: SHARLA FLOWERS-BRANDON

Title: Contracting Officer

Organization: OC-ALC/PKQAB

Phone Number: 405-739-3515 Email Address: sharla.flowers-brandon@tinker.af.mil

Date: 07/11/2016

Contractor Comments:

Name and Title of Contractor Representative:

Name:

Title:

Phone Number: Email Address:

Date:

Review by Reviewing Official:

Name and Title of Reviewing Official:

Name:

Title:

Organization:

Phone Number: Email Address:

Date:

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2/2



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CONTRACTOR PERFORMANCE ASSESSMENT REPORT (CPAR)

INCOMPLETE-RATED

Architect-Engineer

Name/Address of Contractor:

Vendor Name: WEST POINT ENGINEERS, LLC

Division Name:

Street: 2509 HAWTHORNE AVE

City: LOUISVILLE

State: KY Zip: 402052624

Country: USA

CAGE Code:

Unique Entity ID (SAM): DEJEN69ZLAX5

Product/Service Code: C1DA Principal NAICS Code: 541310

Evaluation Type: Interim

Contract Percent Complete:

Period of Performance Being Assessed: 04/30/2021 - 04/29/2022

Contract Number: 36C24621C0045 Business Sector & Sub-Sector: Architect-Engineer

Contracting Office: 246-NETWORK CONTRACTING OFFICE 6 (36C246) Contracting Officer: WAYNE GOODMOND Phone Number: 910.824.9189

Location of Work:

Date Signed: 03/31/2021 Period of Performance Start Date: 04/30/2021

Est. Ultimate Completion Date/Last Date to Order: 03/31/2025 Estimated/Actual Completion Date: 11/30/2022

Funding Office ID: 36C565

Base and All Options Value : \$360,623 Action Obligation: \$360,623

Complexity: Medium Termination Type: None

Extent Competed: Full and Open Competition after Exclusion of Sources Type of Contract: Firm Fixed Price

Key Subcontractors and Effort Performed:

Unique Entity ID (SAM):

Effort:

Unique Entity ID (SAM):

Effort:

Unique Entity ID (SAM):

Effort:

Project Number:

Project Title:

AE Design Replace Fire Alarm System

Contract Effort Description:

Provide professional engineering services to include conceptual drawings, investigative surveys and reports, planning, consultation and visits, design work, preparation of contract drawings and specifications, preparation of cost estimates and provision of construction period services as necessary for all demolition, modification, construction, inspection, testing and certification for all construction components for project 565-201, Replace Fire Alarm System. The new Fire Alarm System will replace the existing system throughout all buildings located at the Fayetteville VAMC located at 2300 Ramsey St, Fayetteville, NC.

Small Business Subcontracting:

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Does this contract include a subcontracting plan? No

Date of last Individual Subcontracting Report (ISR) / Summary Subcontracting Report (SSR): N/A

Evaluation Areas	Past Rating	Rating
Quality:	N/A	Satisfactory
Schedule:	N/A	Satisfactory
Cost Control:	N/A	Satisfactory
Management:	N/A	Satisfactory
Small Business Subcontracting:	N/A	N/A
Regulatory Compliance:	N/A	Satisfactory
Other Areas:		
(1) :		N/A
(2) :		N/A
(3) :		N/A

Variance (Contract to Date):

Current Cost Variance (%): Variance at Completion (%):

Current Schedule Variance (%):

#### Assessing Official Comments:

QUALITY: The quality of the contractors work on project has been deemed to be satisfactory

SCHEDULE: The contractor maintained their contract schedule in a hospital environment with many challenges.

COST CONTROL: The contractor has cost control measures that meet the contract requirements.

MANAGEMENT: The management team put in place to meet contract requirements have proved to be knowledgeable of the project and hospital needs. Their work has been deemed to be satisfactory.

REGULATORY COMPLIANCE: The contractor has met all regulatory requirements of the contract and thus deemed to be satisfactory.

ADDITIONAL/OTHER: I would recommend the contractor for a like scope of work in the future.

#### RECOMMENDATION:

Given what I know today about the contractor's ability to perform in accordance with this contract or order's most significant requirements, I would recommend them for similar requirements in the future.

#### Name and Title of Assessing Official:

Name: Wayne Goodmond

Title: Contract Specialist

Organization: RPO East - NCO 6

Phone Number: 910.824.9189 Email Address: wayne.goodmond@va.gov

Date: 10/26/2022

#### Contractor Comments:

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## CONTRACTOR PERFORMANCE ASSESSMENT REPORT (CPAR)

INCOMPLETE-RATED

Architect-Engineer

## Name/Address of Contractor:

Vendor Name: WEST POINT ENGINEERS, LLC

Division Name:

Street: 1941 BISHOP LN STE 400

City: LOUISVILLE

State: KY Zip: 402181969

Country: USA

CAGE Code: 742E0

Unique Entity ID: DEJEN69ZLAX5

Product/Service Code: C1DA Principal NAICS Code: 541330

Evaluation Type: Interim

Contract Percent Complete: 65

Period of Performance Being Assessed: 07/10/2023 - 03/01/2024

Contract Number: 36C24723C0095 Business Sector &amp; Sub-Sector: Architect-Engineer

Contracting Office: 247-NETWORK CONTRACT OFFICE 7 (36C247) Contracting Officer: CHRISTOPHER NASH JENKINS Phone Number: 478-595-2784

Location of Work:

Date Signed: 07/28/2023 Period of Performance Start Date: 07/10/2023

Est. Ultimate Completion Date/Last Date to Order: 03/01/2024 Estimated/Actual Completion Date: 05/03/2024

Funding Office ID: 36C557

Base and All Options Value: \$306,062 Action Obligation: \$217,516

Complexity: Low Termination Type: None

Extent Competed: Full and Open Competition after Exclusion of Sources Type of Contract: Firm Fixed Price

Key Subcontractors and Effort Performed:

Unique Entity ID:

Effort:

Unique Entity ID:

Effort:

Unique Entity ID:

Effort:

Project Number: 557-20-103

Project Title:

Renovate Urgent Care

Contract Effort Description:

This project will engage an Architectural/Engineering firm to provide Schematic Design, Design Development, Contract Drawings, Specifications, Construction Cost Estimates, and Construction Period Services. Services will provide for the renovation and modernization of the existing 5,384 sq.ft. of Urgent Care space in building 5A.

Small Business Subcontracting:

Does this contract include a subcontracting plan? No

Date of last Individual Subcontracting Report (ISR) / Summary Subcontracting Report (SSR): N/A

Evaluation Areas

Past Rating

Rating

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Quality:	N/A	Satisfactory
Schedule:	N/A	Satisfactory
Cost Control:	N/A	N/A
Management:	N/A	Satisfactory
Small Business Subcontracting:	N/A	N/A
Regulatory Compliance:	N/A	Satisfactory
Other Areas:		
{1} :		N/A
{2} :		N/A
{3} :		N/A

**Variance (Contract to Date):**

Current Cost Variance (%): Variance at Completion (%):

Current Schedule Variance (%):

**Assessing Official Comments:**

QUALITY: Satisfactory

SCHEDULE: Satisfactory

MANAGEMENT: Satisfactory

REGULATORY COMPLIANCE: Satisfactory

ADDITIONAL/OTHER: Satisfactory

**RECOMMENDATION:**

Given what I know today about the contractor's ability to perform in accordance with this contract or order's most significant requirements, I would recommend them for similar requirements in the future.

**Name and Title of Assessing Official:**

Name: Christopher Nash Jenkins

Title: Contracting Officer

Organization: Department of Veteran Affairs

Phone Number: Email Address: christopher.jenkins@va.gov

Date: 03/04/2024

**Contractor Comments:****Name and Title of Contractor Representative:**

Name:

Title:

Phone Number: Email Address:

Date:

**Review by Reviewing Official:****Name and Title of Reviewing Official:**

Name:

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**CONTRACTOR PERFORMANCE ASSESSMENT REPORT (CPAR)****Architect-Engineer****Name/Address of Contractor:**

Vendor Name: WEST POINT ENGINEERS, LLC

Division Name:

Street: 1941 BISHOP LN STE 400

City: LOUISVILLE

State: KY Zip: 402181969

Country: USA

CAGE Code:

Unique Entity ID (SAM): DEJEN69ZLAX5

Product/Service Code: C221 Principal NAICS Code: 541310

Evaluation Type: Interim

Contract Percent Complete: 2

Period of Performance Being Assessed: 09/28/2022 - 10/25/2022

Contract Number: 36C25022C0265 Business Sector &amp; Sub-Sector: Architect-Engineer

Contracting Office: 250-NETWORK CONTRACT OFFICE 10 (36C250) Contracting Officer: TURNER, LUKE Phone Number: 513-559-3712

Location of Work:

Bldg 1, WTS on the campus of the Richard L. Roudebush VAMC.

Date Signed: 09/28/2022 Period of Performance Start Date: 09/28/2022

Est. Ultimate Completion Date/Last Date to Order: 02/05/2023 Estimated/Actual Completion Date: 04/02/2023

Funding Office ID: 36C583

Base and All Options Value : \$364,794 Action Obligation: \$364,794

Complexity: Medium Termination Type: None

Extent Competed: Full and Open Competition after Exclusion of Sources Type of Contract: Firm Fixed Price

Key Subcontractors and Effort Performed:

Unique Entity ID (SAM):

Effort:

Unique Entity ID (SAM):

Effort:

Unique Entity ID (SAM):

Effort:

Project Number: 583-23-102

Project Title:

Replace Sanitary Lines Project

Contract Effort Description:

Replace the existing sanitary piping within the 3rd and 5th floor A-wing interstitial spaces of Bldg 1, WTS.

Small Business Subcontracting:

Does this contract include a subcontracting plan? No

Date of last Individual Subcontracting Report (ISR) / Summary Subcontracting Report (SSR): N/A

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Evaluation Areas	Past Rating	Rating
Quality:	N/A	Very Good
Schedule:	N/A	Very Good
Cost Control:	N/A	Satisfactory
Management:	N/A	Exceptional
Small Business Subcontracting:	N/A	Satisfactory
Regulatory Compliance:	N/A	Satisfactory
Other Areas:		
(1) NONE:		Satisfactory
(2) :		N/A
(3) :		N/A

**Variance (Contract to Date):**

Current Cost Variance (%): Variance at Completion (%):

Current Schedule Variance (%):

**Assessing Official Comments:**

QUALITY: Thus far WPE, Inc. has shown the ability to provide high quality work.

SCHEDULE: Thus far WPE, Inc. have shown the ability to provide a detailed, accurate schedule that is workable and realistic.

COST CONTROL: No issues thus far with cost control.

MANAGEMENT: Thus far the project has been exceptionally well managed. WPE, Inc. have shown that they have a very good plan with regard to the new design.

SMALL BUSINESS SUBCONTRACTING: No issues.

REGULATORY COMPLIANCE: No issues.

OTHER AREAS: No issues.

ADDITIONAL/OTHER: Thus far WPE, Inc. has been great to work with and seem to have a very good plan for the new design. The design work is expected to begin very soon.

**RECOMMENDATION:**

Given what I know today about the contractor's ability to perform in accordance with this contract or order's most significant requirements, I would recommend them for similar requirements in the future.

**Name and Title of Assessing Official:**

Name: LUKE TURNER

Title: Contract Specialist

Organization: NCO 10

Phone Number: (513) 559-3712 Email Address: luke.turner@va.gov

Date: 11/02/2022

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## **5. Local Employment**

Address of the office(s) where the principal amount of Work of this Project will be performed.

West Point Engineers, PLLC	1941 Bishop Lane, Suite 400 Louisville, KY 40218	Full AE Services- <b>Kentucky Certified SDVOSB</b>
Studio A, LLC	2330 Frankfort Ave, Louisville, KY 40206	Architecture- <b>Minority Owned Business</b>
Certified Professional Estimators	Decatur, GA	Cost Estimating
Element Design	366 South Broadway Lexington, KY 40508	Landscape Architecture and Civil Engineering <b>Kentucky Certified WBE</b>

**FORM OF PROPOSAL**

**Consultant Design Services for the Town Branch Wastewater Treatment Plant Exterior Window  
Replacement Project**  
**Architectural Design Consultant:**  
**Request for Proposal Form of  
Proposal**

**Consultant:** West Point Engineers, PLLC

**Address:** 1941 Suite 400 Bishop Lane Louisville, Kentucky 40218

**General:**

- a. The undersigned Consultant, having read and examined the complete Request for Proposal and associated documents, affirms agreement to complete all work in accordance with the contract documents.

**2. Submittal Requirements:**

- a. Cover letter stating interest in the project by an officer of the company who has authority to commit their firm to the proposed project.

**3. Lump Sum Pricing:**

- a. All Lump Sum Pricing shall include all direct labor and supervision necessary to complete the item in a manner that meets or exceeds the customer's satisfaction. It shall also include the labor payroll costs, overhead (such as unemployment taxes, general liability insurance, rent, utilities, phones, supplies, administrative salaries, F.I.C.A. sick and vacations, etc. disposal fees, tool allowance, equipment, materials, travel/mileage, printing cost, profit, and all other costs used on the job.)
- b. Provide a firm Lump Sum Cost for providing the LFUCG with services as noted in the Request of Proposal.

<b><u>Design Stage (Total Services Below)</u></b>	<b><u>\$29,000</u></b>
Schematic / Design Development Phase: (percentage of total lump sum)	<u>\$10,000</u> <u>34%</u> %
Construction Documents Phase: (percentage of total lump sum)	<u>\$9000</u> <u>31%</u> %
Bid Phase: (percentage of total lump sum)	<u>\$5000</u> <u>17%</u> %
<b><u>Construction Administration Stage (Total of Services Below)</u></b>	<b><u>\$5000</u></b>
Construction Administration Phase: (percentage of total lump sum)	<u>\$5000</u> <u>17</u> %
<b><u>Total Consulting Services</u></b>	<b><u>\$34,000</u></b>

4. **Payment for Additional Services:** Additional Services shall be compensated at the unit rates listed below. The LFUCG reserves the right to increase or decrease frequencies of unit cost. If Additional Services are requested, the base contract may be increased or decreased on the basis of the unit rates. No price adjustments will be made unless mutually agreed to in advance through the Change Order process to the contract. All Unit Pricing Hourly Rates shall include all direct labor, any supervision required, labor payroll costs, overhead (such as unemployment taxes, general liability insurance, rent, utilities, phones, supplies, administrative salaries, F.I.C.A., sick and vacations, etc.) disposal fees, tool allowance, equipment, materials, travel/mileage, printing cost, profit, and all other costs used on the job.

**Design Team Billable Rates 2025:**

	Year 1	Year 2	Year 3	Year 4	Year 5
<b>Principal</b>	\$250	\$255	\$260	\$265	\$270
<b>Project Manager</b>	\$200	\$205	\$210	\$215	\$220
<b>Assistant Project Manager</b>	\$185	\$190	\$195	\$200	\$205
<b>QA/QC</b>	\$185	\$190	\$195	\$200	\$205
<b>Principal Architect</b>	\$225	\$230	\$235	\$240	\$245
<b>Senior Architect</b>	\$195	\$200	\$205	\$210	\$215
<b>Project Architect</b>	\$195	\$200	\$205	\$210	\$215
<b>Architect Intern</b>	\$137	\$142	\$147	\$152	\$157
<b>Senior Civil Engineer</b>	\$185	\$190	\$195	\$200	\$205
<b>Civil Engineer</b>	\$185	\$190	\$195	\$200	\$205
<b>Senior Mechanical Engineer</b>	\$225	\$230	\$235	\$240	\$245
<b>Mechanical Engineer</b>	\$185	\$190	\$195	\$200	\$205
<b>Mechanical Engineer Intern</b>	\$150	\$155	\$160	\$165	\$170
<b>Senior Electrical Engineer</b>	\$225	\$230	\$235	\$240	\$245
<b>Electrical Engineer</b>	\$195	\$200	\$205	\$210	\$215
<b>Electrical Designer</b>	\$175	\$180	\$185	\$190	\$195
<b>Senior Fire Protection Engineer</b>	\$265	\$270	\$275	\$280	\$285
<b>Registered Fire Protection Engineer</b>	\$225	\$230	\$235	\$240	\$245
<b>Certified Industrial Hygienist</b>	\$195	\$200	\$205	\$210	\$215
<b>Senior Industrial Hygienist</b>	\$185	\$190	\$195	\$200	\$205
<b>Industrial Hygienist</b>	\$185	\$190	\$195	\$200	\$205
<b>Biotechnical Engineer</b>	\$185	\$190	\$195	\$200	\$205
<b>Electrical Engineer Intern</b>	\$170	\$175	\$180	\$185	\$190
<b>Specification Writer</b>	\$185	\$190	\$195	\$200	\$205
<b>Certified Physical Security Specialist</b>	\$225	\$230	\$235	\$240	\$245
<b>Physical SecurityTech/Site Surveyor</b>	\$225	\$230	\$235	\$240	\$245
<b>ADD Designer</b>	\$145	\$150	\$155	\$160	\$165
<b>Senior Field Engineer</b>	\$185	\$190	\$195	\$200	\$205
<b>Field Engineer</b>	\$180	\$185	\$190	\$195	\$200
<b>Accounting/Administrative</b>	\$85	\$90	\$95	\$100	\$105
<b>Senior Cost Estimator/Scheduler</b>	\$185	\$190	\$195	\$200	\$205
<b>Cost Estimator/Scheduler</b>	\$225	\$230	\$235	\$240	\$245
<b>Historical Preservation</b>	\$185	\$190	\$195	\$200	\$205

- a. Additional Services may require procurement beyond the base contract. Procurement shall comply with the specifications set forth herein. The Consultant markup over the invoiced price shall be zero percent (0%).



Blaine Van Gansbeke, PE

Signature

Name

Owner

1 August 2025

Title

Date

## ATTACHMENT: B

### CONSULTANT SERVICES AGREEMENT

**THIS IS AN AGREEMENT** made as of West Point Engineers, 2025, between the LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT (**OWNER**) and Blaine Van Gansbeke, PE (**CONSULTANT**). **OWNER** intends to proceed with architectural/engineering design services as described in the attached Request for Proposal document. The services are to include the preparation of Schematic Design Documents through Construction Documents, Bidding, and Construction Administration for the construction of the **Town Branch Wastewater Treatment Plant Window Replacement Project** as contemplated in the **OWNER's** Request for Proposal No. 20-2025. The services are hereinafter referred to as the Project.

**OWNER** and **CONSULTANT** in consideration of their mutual covenants herein agree in respect of the performance of professional architectural/engineering services by **CONSULTANT** and the payment for those services by **OWNER** as set forth below.

**CONSULTANT** was selected by **OWNER** based upon its response to the Request for Proposal No. 20-2025.

**CONSULTANT** shall provide professional consulting services for **OWNER** in all phases of the Project described herein, serve as **OWNER'S** professional architectural and engineering representative for the Project as set forth below and shall give professional consultation and advice to **OWNER** during the performance of services hereunder.

#### **SECTION 1 - BASIC SERVICES OF CONSULTANT**

**CONSULTANT** shall perform professional services as hereinafter stated, which include customary architectural and engineering incidental thereto.

The following documents are incorporated by reference herein as if fully stated and are attached hereto as exhibits: RFP No. 20-2025. (**Exhibit "A"**), and Consultant's Response dated **July 23, 2025** (**Exhibit "B"**). To the extent there is conflict among their provisions, the provisions of this Agreement shall take precedence, followed by the provisions of Request for Proposal No. 20-2025. (**Exhibit "A"**).

After written authorization to proceed with the Evaluation and Recommendation Phase, **CONSULTANT** shall:

1. Notify the **OWNER** in writing of its authorized representative who shall act as Project Manager and liaison representative between the **CONSULTANT** and the **OWNER**.
2. On the basis of the "Selection Criteria" in the "Request for Proposal", attached in **Exhibit "A"**, conduct field surveys and gather other necessary data or information, prepare an evaluation and recommendation document consisting of design options and cost estimates as well as all required deliverables listed in the Request for Proposal. See **Exhibit "A"** for complete listing of all deliverables.

This Agreement (consisting of pages 1 to \_\_\_ inclusive), together with the Exhibits and schedules identified above, constitutes the entire Agreement between **OWNER** and **CONSULTANT** and supersedes all prior written or oral understandings. This Agreement and said Exhibits and schedules may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

The General Condition provisions of RFP No. 20-2025 are incorporated herein by reference as if fully stated.

## **SECTION 2 - ADDITIONAL SERVICES BY CONSULTANT**

- 2.1. The **OWNER** may desire to have the **CONSULTANT** perform work or render services in connection with this Project other than as provided by **Exhibit "A"** of this Agreement. Such work shall be considered as "Additional Services", subject to a change order, supplemental to this Agreement, setting forth the character and scope thereof and the compensation therefore. Work under such change order shall not proceed until the **OWNER** gives written authorization. Should the **OWNER** find it desirable to have previously satisfactorily completed and accepted plans or parts thereof revised, the **CONSULTANT** shall make such revisions as directed, in writing, by the **OWNER**. This work shall be considered as "Additional Services" and shall be paid as such.
- 2.2. All "Additional Services" are subject to prior written authorization of **OWNER** and necessary appropriations made by the Urban County Council.

## **SECTION 3 - OWNER'S RESPONSIBILITIES**

### **OWNER shall:**

- 3.1. Provide criteria and information as to **OWNER'S** requirements for the Project, including design objectives and constraints, space, capacity and performance requirements, flexibility and expandability, and any budgetary limitations.
- 3.2. Assist **CONSULTANT** by placing at its disposal available information pertinent to the Project.
- 3.3. Examine all studies, reports, sketches, drawings, specifications, proposals and other documents presented by **CONSULTANT**, and render in writing decisions pertaining thereto within a reasonable time so as not to delay the services of **CONSULTANT**.
- 3.4. Designate in writing a person to act as **OWNER'S** representative with respect to the services to be rendered under this Agreement. Such person shall have complete authority to transmit instructions, receive information, interpret and define **OWNER'S** policies and decisions with respect to materials, equipment, elements and systems pertinent to **CONSULTANT'S** services.
- 3.5. Give written notice to **CONSULTANT** whenever **OWNER** observes or otherwise becomes aware of any development that affects the scope or timing of **CONSULTANT'S** services, or any defect in the work of Contractor(s).
- 3.6. Furnish or direct **CONSULTANT** to provide necessary Additional Services as stipulated in Section Two (2) of this Agreement or other services as required.



## **SECTION 4 - PERIOD OF SERVICES**

- 4.1. See Exhibit "A" for the project timeline/schedule.
- 4.2. The provisions of this Section Four (4) and the various rates of compensation for **CONSULTANT'S** services provided for elsewhere in this Agreement have been agreed to in anticipation of the orderly and continuous progress of the Project through completion.

If delays result by reason of acts of the **OWNER** or approving agencies or other causes, which are beyond the control of the **CONSULTANT**, an extension of time for such delay will be considered. If delays occur, the **CONSULTANT** shall within 14 days from the date of the delay apply in writing to the **OWNER** for an extension of time for such reasonable period as may be mutually agreed upon between the parties, and if approved, the Project schedule shall be revised to reflect the extension. Such extension of time to the completion date shall in no way be construed to operate as a waiver on the part of the **OWNER** of any of its rights in the Agreement. Section 6.5, under DISPUTES, of this Agreement, shall apply in the event the parties cannot mutually agree upon an extension of time.

In the event that the overall delay resulting from the above described causes is sufficient to prevent complete performance of the Agreement within two (2) months of the time specified therein, the Agreement fee or fees shall be subject to reconsideration and adjustment. Section 6.5 of this Agreement shall apply in the event the parties cannot mutually agree upon an adjustment of fee.

## **SECTION 5 - PAYMENTS TO CONSULTANT**

### **5.1 Methods of Payment for Services of CONSULTANT**

#### **5.1.1 For Basic Services.**

##### Lump Sum Pricing

In consideration of the architectural and engineering services described in this Loan Agreement and its exhibits, **OWNER** shall pay **CONSULTANT** the sum below stated, which sum shall include without limitation all direct labor and supervision necessary to complete the item in a manner that meets or exceeds the customer's satisfaction, labor payroll costs, overhead (such as unemployment taxes, general liability insurance, rent, utilities, phones, supplies, administrative salaries, F.I.C.A., sick and vacation leave, etc.), disposal fees, tool allowances, equipment fees, materials, profits, and all other costs used on, for, or in association with the job. The negotiated cost of services is represented in the Form of Proposal, and is summarized as follows:

<b><u>Design Stage (Total Services Below)</u></b>	<b>\$ <u>29000</u></b>
Schematic Design Phase: (percentage of total services)	\$ <u>10000</u> <u>34</u> %
Design Development Phase: (percentage of total services)	\$ <u>9000</u> <u>31</u> %
Construction Documents Phase: (percentage of total services)	\$ <u>5000</u> <u>17</u> %
Bid Phase: (percentage of total services)	\$ <u>5000</u> <u>17</u> %
<b><u>Construction Administration Stage</u></b>	<b>\$ <u>5000</u></b>
(percentage of total services)	<u>14.7</u> %

**5.1.2. For Additional Services**

"Additional Services" shall be paid for by the **OWNER** on the basis of the unit pricing below. In the event the **OWNER** and the **CONSULTANT** are unable to agree upon payment for "Additional Services", the amount of such payment shall be determined as set forth in Section 6.5, "DISPUTES" of this Agreement.

**Unit Pricing**

If Additional Services are requested, the base contract may be increased and/or decreased on the basis of these proposed unit rates. No price adjustments will be made, unless mutually agreed to in advance through the Change Order process to the contract, or as a result of temporary conditions (defined as 30 days or less from the date of the last invoice).

All Unit Pricing Hourly Rates shall include without limitation all direct labor and supervision necessary to complete the item in a manner that meets or exceeds the customer's satisfaction, labor payroll costs, overhead (such as unemployment taxes, general liability insurance, rent, utilities, phones, supplies, administrative salaries, F.I.C.A., sick and vacation leave, etc.), disposal fees, tool allowances, equipment fees, materials, profits, and all other costs used on, for, or in association with the job.

	Year 1-2025	Year 2	Year 3	Year 4	Year 5
<b>Principal</b>	\$250	\$255	\$260	\$265	\$270
<b>Project Manager</b>	\$200	\$205	\$210	\$215	\$220
<b>Assistant Project Manager</b>	\$185	\$190	\$195	\$200	\$205
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<b>Industrial Hygienist</b>	\$185	\$190	\$195	\$200	\$205
<b>Geotechnical Engineer</b>	\$185	\$190	\$195	\$200	\$205
<b>Electrical Engineer Intern</b>	\$170	\$175	\$180	\$185	\$190
<b>Specification Writer</b>	\$185	\$190	\$195	\$200	\$205
<b>Certified Physical Security Specialist</b>	\$225	\$230	\$235	\$240	\$245
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<b>CADD Designer</b>	\$145	\$150	\$155	\$160	\$165
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<b>Field Engineer</b>	\$180	\$185	\$190	\$195	\$200
<b>Accounting/Administrative</b>	\$85	\$90	\$95	\$100	\$105
<b>Senior Cost Estimator/Scheduler</b>	\$185	\$190	\$195	\$200	\$205
<b>Cost Estimator/Scheduler</b>	\$225	\$230	\$235	\$240	\$245
<b>Historical Preservation</b>	\$185	\$190	\$195	\$200	\$205

Additional Services may require procurement beyond the base contract. Procurement shall comply with the specifications set forth herein. The **CONSULTANT** markup over the invoiced price shall be 0 %

### 1.5. Times of Payment.

**5.2.1.** For any month in which the **CONSULTANT** provides services in connection with this Agreement, the **CONSULTANT** shall submit to the **OWNER** a written statement reasonably identifying the percentage of each task, listed in Section 5.1.1., above, as may be amended by the parties from time to time, that has been completed to date, the total amount to be billed for each task, the amount previously billed for each task, and the total amount due and owing for each task at the time the statement is issued. Within thirty (30) days of the **OWNER's** receipt of such statement, the **OWNER** shall pay to the **CONSULTANT** all amounts due and owing as indicated thereon, unless the **OWNER** has in good faith contested the same.

#### **1.6. Other Provisions Concerning Payments.**

**5.3.1.** In the event the Agreement is terminated by the **OWNER** without fault on the part of the **CONSULTANT**, the **CONSULTANT** shall be paid for the work performed or services rendered an amount bearing the same ratio to the total Agreement fee as the amount of work completed or partially completed and delivered to the **OWNER** is to the total amount of work provided for herein, as determined by mutual agreement between the **OWNER** and the **CONSULTANT**.

**5.3.2.** In the event the services of the **CONSULTANT** are terminated by the **OWNER** for fault on the part of the **CONSULTANT**, the **CONSULTANT** shall be paid reasonable value of the work performed or services rendered and delivered, and the amount to be paid shall be determined by the **OWNER**.

**5.3.3.** In the event the **CONSULTANT** shall terminate the Agreement because of gross delays caused by the **OWNER**, the **CONSULTANT** shall be paid as set forth in Section 5.3.1. above.

### **SECTION 6 – ADDITIONAL GENERAL CONSIDERATIONS**

#### **1.6. Termination**

**6.1.1.** The obligation to provide further services under this Agreement may be terminated by either party upon ten (10) days written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party, provided the non-terminating party fails to cure such default within ten (10) days of receiving notice of such default.

**6.1.2.** The **OWNER** reserves the right to terminate the Agreement for any reason at any time upon seven (7) days written notice to the **CONSULTANT**.

#### **1.7. Ownership and Reuse of Documents.**

All documents, including hardcopies and original digital format, including but not limited to Drawings and Specifications, prepared by the **CONSULTANT** pursuant to this Agreement shall be delivered to and become the property of the **OWNER**. The **OWNER** shall have the right to reuse same without restriction or limitation, but without liability or legal exposure to **CONSULTANT**.

#### **1.8. Legal Responsibilities and Legal Relations.**

**6.3.1.** The **CONSULTANT** shall familiarize himself with and shall at all times comply with all federal, state and local laws, ordinances, and regulations which in any manner affect the services of this Agreement.

**6.3.2.** In performing the services hereunder, the **CONSULTANT** and its **CONSULTANTS**, employees, agents and representatives shall not be deemed or construed to be employees of **OWNER** in any manner whatsoever. Except as otherwise provided in this Agreement, the **CONSULTANT** shall be acting as an independent contractor. The **CONSULTANT** shall not hold itself out as, nor claim to be, an officer or employee of **OWNER** by reason hereof and shall not make any claim, demand or application to or for any right or privilege applicable to an officer or employee of **OWNER**. The **CONSULTANT** shall be solely responsible for any claims for wages or compensation by **CONSULTANT'S** employees, agents and representatives, including **CONSULTANTS**, and shall save, defend, and hold **OWNER** harmless therefrom.

**6.3.3.** The parties hereto agree that causes of actions between the parties shall be governed by applicable provisions of the Kentucky Revised Statutes. Any action arising from or in relation to this Agreement shall be brought in

**1.9. Successors and Assigns.**

**6.4.1. CONSULTANT** binds itself and its partners, successors, executors, administrators, assigns and legal representatives to this Agreement in respect to all covenants, agreements and obligations of this Agreement. **CONSULTANT** shall not assign any interest, obligation or benefit in this Agreement. **CONSULTANT** shall not assign any interest, obligation or benefit in this Agreement nor transfer any interest in the same, whether by assignment or novation, without prior written consent of **OWNER**.

**6.4.2. The CONSULTANT** shall not subcontract more than fifty percent (50%) of the work, based upon dollar value, to be provided under this Agreement. The **CONSULTANT** shall obtain written approval prior to subletting or assigning any services contained in this Agreement, and consent to sublet or assign any part of this Agreement shall not be construed to relieve the **CONSULTANT** of any responsibility for compliance with the provisions of this Agreement.

**6.4.3. Nothing** herein shall be construed to give any rights or benefits hereunder to anyone other than **OWNER** and **CONSULTANT**.

**1.10. Disputes.**

Except as otherwise provided in this Agreement, any dispute concerning the amount of payment due the **CONSULTANT** or any dispute concerning any question of fact of any act to be performed under this Agreement, which is not disposed of by agreement between the Urban County Division of Central Purchasing and the **CONSULTANT**, shall be submitted to the Commissioner of the Department of General Services, Lexington-Fayette Urban County Government, for review. The decision of the Commissioner as to the determination of such dispute shall be final and conclusive unless determined by a court of competent jurisdiction to have been fraudulent, capricious, arbitrary or so grossly erroneous as necessarily to imply bad faith. Pending a final decision of a dispute hereunder, the **CONSULTANT** shall proceed diligently with the performance of the Agreement in accordance with the directions of the **OWNER**.

**1.11. Accuracy of CONSULTANT'S Work.**

The **CONSULTANT** shall be required to perform this Agreement in accordance with the degree of ordinary and reasonable skill and care usually exercised by professional architects and engineers prevailing at the time, place and under similar conditions as the services hereunder are rendered.

The **CONSULTANT** shall be responsible for the accuracy of all work, even though Drawings and Specifications have been accepted by the **OWNER**, and shall make any necessary revisions or corrections resulting from errors and/or omissions on the part of the **CONSULTANT**, without additional compensation. By submission of reports, soils and subsurface information, quantities estimates, calculations and Drawings and Specifications to the **OWNER**, the **CONSULTANT** has made a statement that, to the best of its belief and knowledge, the information is accurate. Failure on the part of **CONSULTANT** to provide the expected level of accuracy may be grounds for the **OWNER** to disqualify **CONSULTANT** from consideration for future **CONSULTANT** service agreements.

**1.12. Security Clause.**

The **CONSULTANT** certifies that it shall not at any time release or divulge any information concerning the services covered by this Agreement to any person or any public or private organization except the **OWNER** without prior approval of the **OWNER**.

**1.13. Access to Records.**

The **CONSULTANT** and its sub-**CONSULTANTS** shall maintain all books, documents, papers, and

accounting records, and make such materials available at their respective offices at all reasonable times during the contract period and for three (3) years from the date of final payment under the contract for inspection by the **OWNER**, and copies thereof shall be furnished if requested. Failure to maintain such records for three (3) years after the date of final payment may be grounds for the **OWNER** to disqualify the **CONSULTANT** from consideration for future **CONSULTANT** service agreements.

#### **1.14. Required Risk Management Provisions.**

The Risk Management Provisions of RFP No. 16-2018 are incorporated herein by reference as if fully stated. Copies of the required Certificates of Insurance shall be provided to **OWNER** as required therein.

### **SECTION 7 - EQUAL EMPLOYMENT OPPORTUNITY**

During the performance of this service agreement, the **CONSULTANT** agrees as follows:

- 7.1.** The **CONSULTANT** will not discriminate against any employee or application for employment because of race, color, religion, national origin, sex, age or handicap. The **CONSULTANT** will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, national origin, sex, age or handicap. Such action shall include but not be limited to the following: employment upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeships. The **CONSULTANT** agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this non-discrimination clause.
- 7.2** The **CONSULTANT** will, in all solicitations or advertisements for employees placed by or on behalf of the **CONSULTANT**, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, national origin, sex, age (between forty and seventy), or handicap.

### **SECTION 8 - SPECIAL PROVISIONS**

- 1.8.** This Agreement is subject to the following provisions.
- 8.1.2.** Pursuant to subparagraph 3.4 of this Agreement, **OWNER** has assigned the appropriate Lexington-Fayette Urban County Government employee (the "**OWNER'S** Agent"), as the authorized agent of **OWNER**, to monitor, direct and review the performance of work of the **CONSULTANT**. Documents, data, reports and all matters associated with carrying out this Agreement shall be addressed to the **OWNER'S** Agent or their designee. Questions by the **CONSULTANT** regarding interpretations of the terms, provisions and requirements under this Agreement shall be addressed to the **OWNER'S** Agent or their designee. The **CONSULTANT** shall look only to the **OWNER'S** Agent or their designee for direction in its performance under this Agreement; no other direction shall be binding upon **OWNER**. **OWNER** shall respond to written requests by **CONSULTANT** within thirty (30) days.

**IN WITNESS WHEREOF**, the parties hereto have made and executed this Agreement as of the day and year first above written.

**OWNER:**

**CONSULTANT:**

Blaine Van Gansbeke

**7. Required Forms**



### AFFIDAVIT

Comes the Affiant, Alaine Van Gansbeke, and after being first duly sworn, states under penalty of perjury as follows:

1. His/her name is Alaine Van Gansbeke and he/she is the individual submitting the proposal or is the authorized representative of West Point Engineers, 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.

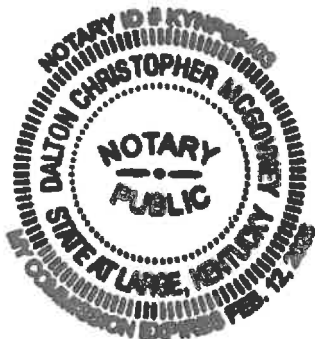


STATE OF Kentucky

COUNTY OF Jefferson

The foregoing instrument was subscribed, sworn to and acknowledged before me  
by Alaine Von Gonshele on this the 8<sup>th</sup> day  
of August, 2025.

My Commission expires: 02/12/28

  
NOTARY PUBLIC, STATE AT LARGE

## EQUAL OPPORTUNITY AGREEMENT

### Standard Title VI Assurance

The Lexington Fayette-Urban County Government, (hereinafter referred to as the "Recipient") hereby agrees that as a condition to receiving any Federal financial assistance from the U.S. Department of Transportation, it will comply with Title VI of the Civil Rights Act of 1964, 78Stat.252, 42 U.S.C. 2000d-4 (hereinafter referred to as the "Act"), and all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, U.S. Department of Transportation, Subtitle A, Office of the Secretary, (49 CFR, Part 21) Nondiscrimination in Federally Assisted Program of the Department of Transportation – Effectuation of Title VI of the Civil Rights Act of 1964 (hereinafter referred to as the "Regulations") and other pertinent directives, no person in the United States shall, on the grounds of race, color, national origin, sex, age (over 40), religion, sexual orientation, gender identity, veteran status, or disability be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the Recipient receives Federal financial assistance from the U.S. Department of Transportation, including the Federal Highway Administration, and hereby gives assurance that will promptly take any necessary measures to effectuate this agreement. This assurance is required by subsection 21.7(a) (1) of the Regulations.

### 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.*

  
\_\_\_\_\_  
Signature

*West Point Engineers*  
\_\_\_\_\_  
Name of Business

# **WORKFORCE ANALYSIS FORM**

Name of Organization: West Point Engineers

Categories	Total	White (Not Hispanic or Latino)		Hispanic or Latino		Black or African- American (Not Hispanic or Latino)		Native Hawaiian and Other Pacific Islander (Not Hispanic or Latino)		Asian (Not Hispanic or Latino)		American Indian or Alaskan Native (not Hispanic or Latino)		Two or more races (Not Hispanic or Latino)		Total	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Administrators			1														
Professionals		10				1	1			1							
Superintendents																	
Supervisors																	
Foremen																	
Technicians																	
Protective Service																	
Para-Professionals																	
Office/Clerical			1														
Skilled Craft																	
Service/Maintenance																	
<b>Total:</b>		10	2			1	1			1							

Prepared by: Sarah Bher, Director of Marketing Date: 8 / 1 / 25  
 (Name and Title) Revised 2015-Dec-15

**DIRECTOR, DIVISION OF PROCUREMENT  
LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT  
200 EAST MAIN STREET  
LEXINGTON, KENTUCKY 40507**

**NOTICE OF REQUIREMENT FOR AFFIRMATIVE ACTION TO ENSURE EQUAL  
EMPLOYMENT OPPORTUNITIES AND DBE CONTRACT PARTICIPATION**

The Lexington-Fayette Urban County Government has a Certified Minority and Women Business Enterprise seventeen percent (17%) minimum goal including minimum subgoals of five percent (5%) for Minority Business Enterprises (MBE) and a subgoal of twelve percent (12%) for Women Business Enterprises (WBE); a three (3%) minimum goal for Certified Veteran-Owned Small Businesses and/or Certified Service- Disabled Veteran Owned Businesses; and a goal of utilizing Disadvantaged Business Enterprises (DBE), where applicable, for government contracts.

For assistance in locating certified DBEs, MBEs, WBEs, VOSBs and/or VOSBs, contact Sherita Miller at 859/258-3320 or by writing the address listed below:

**Sherita Miller, MPA, CPSD  
Minority Business Enterprise Liaison  
Division of Procurement  
Lexington-Fayette Urban County Government  
200 East Main Street  
Lexington, Kentucky 40507  
[smiller@lexingtonky.gov](mailto:smiller@lexingtonky.gov)  
859-258-3323**

Firm Submitting Proposal: West Point Engineers

Complete Address: 1941 Bishop Lane suite 400 Canineville 40218  
Street City Zip

Contact Name: Sarah Bidner Title: Director of Marketing

Telephone Number: 765-635-0216 Fax Number: \_\_\_\_\_

Email address: Sarah.bidner@westpointengineers.com





# LEXINGTON

## MINORITY BUSINESS ENTERPRISE PROGRAM

Sherita Miller, MPA, CPSD  
Minority Business Enterprise Liaison  
Division of Procurement  
Lexington-Fayette Urban County Government  
200 East Main Street  
Lexington, KY 40507  
[smiller@lexingtonky.gov](mailto:smiller@lexingtonky.gov)  
859-258-3323

**OUR MISSION:** The mission of the Minority Business Enterprise Program (MBEP) 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 economic viability of Lexington-Fayette Urban County Government.

To that end the urban county council adopted and implemented Resolution 272-2024 – a Certified Minority and Women Business Enterprise seventeen percent (17%) minimum goal including minimum subgoals of five percent (5%) for Minority Business Enterprises (MBE) and a subgoal of twelve percent (12%) for Women Business Enterprises (WBE); a three (3%) minimum goal for Certified Veteran-Owned Small Businesses and/or Certified Service- Disabled Veteran Owned Businesses; and a goal of utilizing Disadvantaged Business Enterprises (DBE), where applicable, for government contracts.

The resolution states the following definitions shall be used for the purposes of reaching these goals:

***Certified Disadvantaged Business Enterprise (DBE)*** – a business in which at least fifty-one percent (51%) is owned, managed and controlled by a person(s) who is socially and economically disadvantaged as define by 49 CFR subpart 26.

***Certified Minority Business Enterprise (MBE)*** – a business in which at least fifty-one percent (51%) is owned, managed and controlled by an ethnic minority (i.e. Black American, Asian American, Hispanic American, Native American)

***Certified Women Business Enterprise (WBE)*** – a business in which at least fifty-one percent (51%) is owned, managed and controlled by a woman.

***Certified Veteran-Owned Small Business (VOSB)*** – a business in which at least fifty-one percent (51%) is owned, managed and controlled by a veteran who served on active duty with the U.S. Army, Air Force, Navy, Marines or Coast Guard.

***Certified Service -Disabled Veteran Owned Small Business (SDVOSB) – a business in which at least fifty-one percent (51%) is owned, managed and controlled by a disabled veteran who served on active duty with the U.S. Army, Air Force, Navy, Marines or Coast Guard.***

The term “Certified” shall mean the business is appropriately certified, licensed, verified, or validated by an organization or entity recognized by the Division of Procurement as having the appropriate credentials to make a determination as to the status of the business.

The following certifications are recognized and accepted by the MBEP:

Kentucky Transportation Cabinet (KYTC), Disadvantaged Business Enterprise (DBE)  
Kentucky Minority and Women Business Enterprise (MWBE)  
Women’s Business Enterprise National Council (WBENC)  
National Women Business Owners Corporation (NWBOC)  
National Minority Supplier Development Council (NMSDC)  
Tri-State Minority Supplier Development Council (TSMSSDC)  
U.S. Small Business Administration Veteran Small Business Certification (VetCert)  
Kentucky Service- Disabled Veteran Owned Small Business (SDVOSB)

To comply with Resolution 272-2024, prime contractors, minority and women business enterprises, veteran owned small businesses, and service-disabled veteran owned small businesses must complete monthly contract compliance audits in the Diverse Business Management Compliance system, <https://lexingtonky.diversitycompliance.com/>

A list of organizations that certify and/or maintain lists of certified businesses (i.e. DBE, MBE, WBE, VOSB and/or SDVOSB) is available upon request by emailing, Sherita Miller, [smiller@lexingtonky.gov](mailto:smiller@lexingtonky.gov).



## LEXINGTON

### LFUCG MWDBE PARTICIPATION FORM

Bid/RFP/Quote Reference # 20-2025

The MWDBE and/or veteran 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 the Division of Procurement for approval immediately. Failure to submit a completed form may cause rejection of the bid.

MWBE Company, Name, Address, Phone, Email	DBE/MBE WBE/VOSB/SDVOS B	Work to be Performed	Total Dollar Value of the Work	% Value of Total Contract
1. West Point Engineers	SDVOSB	Engineering		80%
2. Studio A	MBE	Architecture		15%
3. Element Design	WBE	Landscape Architecture		5%
4.				

The undersigned company representative submits the above list of MDWBE and veteran 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.

West Point Engineers  
Company

[Signature]  
Company Representative

8/1/25  
Date

Director of Marketing  
Title



**LEXINGTON**

**LFUCG MWDBE SUBSTITUTION FORM**  
**Bid/RFP/Quote Reference # 20-2025**

The substituted MWDBE and/or veteran subcontractors listed below have agreed to participate on this Bid/RFP/Quote. These substitutions were made prior to or after the job was in progress. These substitutions were made for reasons stated below and are now being submitted to the Division of Procurement for approval. By the authorized signature of a representative of our company, we understand that this information will be entered into our file for this project. **Note: Form required if a subcontractor is being substituted on a contract.**

SUBSTITUTED DBE/MBE/WBE/VOSB Company Name, Address, Phone, Email	DBE/MBE/WBE/VOSB/SDVOSB Formally Contracted/ Name, Address, Phone, Email	Work to Be Performed	Reason for the Substitution	Total Dollar Value of the Work	% Value of Total Contract
1.					
2.					
3.					
4.					

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

West Point Engineers  
Company

[Signature]  
Company Representative

Date

8/1/25

Director & Mahady

Title



**LEXINGTON**

## **DOCUMENTATION REQUIRED FOR GOOD FAITH EFFORTS AND OUTREACH PLANS**

As affirmed in Resolution Number 272-2024, the Urban County Council has adopted an annual aspirational goal of utilizing at least seventeen percent (17%) of public funds spend from certain discretionary agreements with certified Minority Business Enterprises (MBEs) and certified Woman Business Enterprises (WBEs); utilizing at least three percent (3%) of public funds from certain discretionary agreements with Certified Veteran-Owned Small Business and Certified Service-Disabled Veteran-Owned Small Businesses (VOSBs); and utilizing Disadvantaged Business Enterprises (DBEs) where applicable. Bidders should make every effort to achieve these goals.

Therefore, as an element of the responsiveness of the bid, all Bidders are required to submit documentation of their good faith and outreach efforts to ensure all businesses, including small and disadvantaged businesses such as minority-, woman-, and veteran-owned businesses, have an equal opportunity to compete for and participate in the performance of any subcontracts resulting from this procurement. Examples of good faith and outreach efforts that satisfy this requirement to encourage the participation of, DBEs, MBEs, WBEs, VOSBs and/or SDVOSBs include:

1. Advertised opportunities to participate in the contract in at least two (2) publications of general circulation media; trade and professional association publications; small and minority business or trade publications; and publications or trades targeting minority, women, and disadvantaged businesses not less than fifteen (15) days prior to the deadline for submission of bids to allow, DBEs, MBEs, WBEs, VOSBs and/or SDVOSBs to participate.
2. Attended LFUCG Procurement Economic Inclusion Outreach event(s) within the past year to meet new small businesses, DBEs, MBEs, WBEs, VOSBs and/or SDVOSBs to partner with on LFUCG contracts and procurements.
3. Attended pre-bid/pre-proposal meetings that were scheduled by LFUCG to inform small businesses, DBEs, MBEs, WBEs, VOSBs and/or SDVOSBs of subcontracting opportunities.
4. Sponsored Economic Inclusion event to provide networking opportunities for prime contractors and small businesses, DBEs, MBEs, WBEs, VOSBs and/or SDVOSBs.

5. Requested a list of certified small, DBE, MBE, WBE, VOSB and/or SDVOSB subcontractors or suppliers from LFUCG and showed evidence of contacting the companies on the list(s).
6. Contacted organizations that work with small, DBE, MBE, WBE, and VOSB companies for assistance in finding certified DBEs, MBEs, WBEs, VOSB and/or SDVOSBs to work on this project. Those contacted and their responses must be a part of the bidder's outreach efforts documentation.
7. Sent written notices, by certified mail, email, or facsimile, to qualified, certified small businesses, DBEs, MBEs, WBEs, VOSBs and/or SDVOSBs soliciting their participation in the contract not less than seven (7) days prior to the deadline for submission of bids to allow them to participate effectively.
8. Followed up initial solicitations by contacting small businesses, DBEs, MBEs, WBEs, VOSBs and/or SDVOSBs via tailored communications to determine their level of interest.
9. Provided the interested small businesses, DBEs, MBEs, WBEs, VOSBs and/or SDVOSBs with adequate and timely information about the plans, specifications, and requirements of the contract.
10. Selected portions of the work to be performed by small businesses, DBEs, MBEs, WBEs, VOSBs and/or SDVOSBs in order to increase the likelihood of subcontracting participation. This includes, where appropriate, breaking out contract work items into economically feasible units to facilitate small, DBE, MBE, WBE, VOSB and/or SDVOSB participation, even when the prime contractor may otherwise perform these work items with its own workforce.
11. Negotiated in good faith with interested small businesses, DBEs, MBEs, WBEs, VOSBs and/or SDVOSBs, not rejecting them as unqualified without sound reasons based on a thorough investigation of their capabilities. Any rejection must be so noted in writing with a description as to why an agreement could not be reached.
12. Included documentation of quotations received from interested small businesses, DBEs, MBEs, WBEs, VOSBs and/or SDVOSBs that were not used due to uncompetitive pricing or were rejected as unacceptable and/or copies of responses from firms indicating that they would not be submitting a bid.
  - a. Bidder has to submit sound reasons why the quotations were considered unacceptable. The fact that the bidder has the ability and/or desire to perform the contract work with its own forces will not be considered a sound reason for rejecting a small business', DBE's MBE's, WBE's, VOSB's and/or SDVOSB's quote. Nothing in this provision shall be



construed to require the bidder to accept unreasonable quotes in order to satisfy the participation goals.

13. Made an effort to offer assistance to or refer interested small businesses, DBEs, MBEs, WBEs, VOSBs and/or SDVOSBs to obtain the necessary equipment, supplies, materials, insurance and/or bonding to satisfy the work requirements of the bid proposal.
14. Made efforts to expand the search for small businesses, DBEs, MBEs, WBEs, VOSBs and/or SDVOSBs beyond the usual geographic boundaries.
15. Other – any other evidence that the bidder submits that may demonstrate that the bidder has made reasonable efforts to include small, DBE, MBE, WBE, VOSB and/or SDVOSB participation.

Bidder must document, with specificity, each of the efforts it made to include small businesses, DBEs, MBEs, WBEs, VOSBs and/or SDVOSBs as subcontractors in the procurement, including the date on which each effort was made, the medium through which each effort was made, and the outcome of each effort.

**Note:** Failure to submit the documentation requested in this section may be cause for rejection of bid. Bidders may include any other documentation deemed relevant to this requirement which is subject to review by the MBE Liaison. Documentation of Good Faith and Outreach Efforts must be submitted with the Bid, regardless of the proposed level of small, DBE, MBE, WBE, VOSB and/or SDVOSB participation in the procurement. If the Good Faith and Outreach Effort documentation is not submitted with the bid response, the bid may be rejected.

#### OUTREACH EFFORTS EVALUATION

Outreach efforts demonstrated by the bidder or respondent will be evaluated on a pass/fail basis.



## ATTACHMENT A – SMALL AND DISADVANTAGED, MINORITY-, WOMEN-, AND VETERAN-OWNED BUSINESS OUTREACH PLAN

Proposer Name: West Gold Engineers Date: 8/1/25  
Project Name: Windows Replacement Project Number: 20-2025  
Contact Name: Sarah Bitner Telephone: 763-133-0216  
Email: Sarah.bitner@westgoldengineers.com

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

To that end, small and disadvantaged businesses, including minority-, woman-, veteran-, and service-disabled veteran-owned businesses, must have an equal opportunity to be utilized in the performance of contracts with public funds spent from certain discretionary agreements. By submitting its offer, Bidder/Proposer certifies that it has taken, and if there are further opportunities will take, reasonable steps to ensure that small and disadvantaged businesses, including minority-, woman-, veteran-, and service-disabled veteran-owned businesses, are provided an equal opportunity to compete for and participate in the performance of any subcontracts resulting from this procurement.

The information submitted in response to this clause will not be considered in any scored evaluation. Failure to submit this form may cause the bid or proposal to be rejected.

Is the Bidder/ Proposer a certified firm? Yes ☒ No ☐

If yes, indicate all certification type(s):

DBE ☐

MBE ☐

WBE ☐

SBE ☐

VOSB/SDVOSB ☒

and supply a copy of the certificate and/or certification letter if not currently listed on the city's Minority Business Enterprise Program's (MBEP) certified list.

1. Include a list of firms that Bidder/ Proposer has had a contractual relationship with within the last two years that are minority-owned, woman-owned, veteran-owned or small businesses, regardless of their certification status.

Click or tap here to enter text.

**2. Does Bidder/Proposer foresee any subcontracting opportunities for this procurement?**

Yes ☒ No ☐

If no, please explain why in the field below. Do not complete the rest of this form and submit this first page with your bid and/or proposal. Click or tap here to enter text.

If yes, please complete the following pages and submit all pages with your bid and/or proposal.

**Describe the steps Bidder/Proposer took to solicit small and disadvantaged businesses, including MBEs, WBEs, VOSBs, and SDVOSBs, for subcontracting opportunities for this procurement.**

**3. Check the good faith and outreach efforts the Bidder/Proposer used to encourage the participation of small and disadvantaged businesses including, MBEs, WBEs, VOSBs and SDVOSBs:**

- ☐ Bidder placed advertisements in search of prospective small businesses, DBEs, MBEs, WBEs, VOSBs and/or SDVOSBs for the solicitation.
- ☐ Bidder attended LFUCG Procurement Economic Inclusion Outreach event(s) within the past year.
- ☐ Bidder attended pre-bid and/or pre-proposal meetings for this solicitation.
- ☐ Bidder sponsored an Economic Inclusion Outreach event.
- ☐ Bidder requested a list of certified small, DBE, MBE, WBE, VOSB and/or SDVOSB subcontractors or suppliers from LFUCG.
- ☐ Bidder contacted organizations that work with small, DBE, MBE, WBE, VOSB and/or SDVOSB companies.
- ☐ Bidder sent written notices to certified small, DBE, MBE, WBE, VOSB and SDVOSB businesses.
- ☐ Bidder followed up to initial solicitations with interested small, DBE, MBE, WBE, VOSB and/or SDVOSB.
- ☒ Bidder provided small, DBE, MBE, WBE, VOSB and/or SDVOSB businesses interested in performing the solicited work with prompt access to the plans, specifications, scope of work, and requirements of the solicitation.
- ☒ Bidder made efforts to segment portions of the work to be performed by small businesses, DBEs, MBEs, WBEs, VOSBs and/or SDVOSBs, including dividing sub-bid/partnership opportunities into economically feasible units/parcels, to facilitate participation.

- ☐ Bidder negotiated in good faith with interested small, DBE, MBE, WBE, VOSB and/or SDVOSB businesses.
- ☐ Bidder provided adequate rationale for rejecting any small business', DBEs, MBEs, WBEs, VOSBs or SDVOSBs for lack of qualifications.
- ☐ Bidder offered assistance in obtaining bonding, insurance, financial, equipment, or other resources to small businesses, DBEs, MBEs, WBEs, VOSBs and/or SDVOSBs, in an effort to assist them in meeting project requirements.
- ☐ Bidder made efforts to expand the search for small businesses, DBEs MBEs, WBEs, VOSBs and/or SDVOSBs beyond the usual geographic boundaries.
- ☐ Bidder made other reasonable efforts to include small businesses, DBEs, MBEs, WBEs, VOSBs and/or SDVOSBs participation.

**4. Bidder/Proposer must include documentation, including the date each effort was made, the medium through which each effort was made, and the outcome of each effort with this form, regardless of the level of small, DBE, MBE, WBE, VOSB and/or SDVOSB participation. Examples of required documentation include copies of email communications, copies of newspaper advertisements, or copies of quotations received from interested small businesses, DBEs, MBEs, WBEs, VOSBs or SDVOSBs.**

Click or tap here to enter text.

**For detailed information regarding outreach efforts that satisfy the MBE Program's requirements, please see "Documentation Required for Good Faith Efforts and Outreach Plans" page.**

**Note: The Bidder/Proposer must be willing to report the identity of each subcontractor and the value of each subcontract to MBEP if awarded a contract from this procurement.**

**Failure to submit the documentation requested may be cause for rejection of the bid. Bidders may include any other documentation deemed relevant to this requirement, which is subject to review by the MBE Liaison. Documentation of Good Faith and Outreach Efforts must be submitted with the bid, regardless of the proposed level of SBEs, DBEs, MBEs, WBEs, VOSBs and/or SDVOSBs participation in the procurement. If the Good Faith and Outreach Effort Form and associated documentation is not submitted with the bid response, the bid may be rejected.**

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

West Point Engineers

Company

8/1/25

Date

[Signature]

Company Representative

Director of Marketing

Title

## **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 and IonWave Q&A, 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.
20. Contractor [or Vendor or Vendor's Employees] will not appropriate or make use of the Lexington-Fayette Urban County Government (LFUCG) name or any of its trade or service marks or property (including but not limited to any logo or seal), in any promotion, endorsement, advertisement, testimonial or similar use without the prior written consent of the government. If such consent is granted LFUCG reserves the unilateral right, in its sole discretion, to immediately terminate and revoke such use for any reason whatsoever. Contractor agrees that it shall cease and desist from any unauthorized use immediately upon being notified by LFUCG.

  
\_\_\_\_\_  
Signature

8/1/25  
\_\_\_\_\_  
Date



202-205-8800 | [sba.gov](https://sba.gov)  
409 3rd St. SW, Washington DC 20416

Feb. 6, 2024

WEST POINT ENGINEERS LLC  
SAM UEB: DEJEN69ZLAX5  
1941 BISHOP LN  
LOUISVILLE, KY 40218

**Veteran: Elaine Van Gansbeke**

Dear WEST POINT ENGINEERS LLC:

I am writing to inform you that WEST POINT ENGINEERS LLC has been recertified by the Veteran Small Business Certification (VetCert) Program at SBA. Your certification confirms your continued eligibility to compete for set-aside contracting opportunities, as well as other benefits, as a Service-Disabled Veteran-Owned Small Business (SDVOSB).

**What you need to know:**

- WEST POINT ENGINEERS LLC is certified as a Service-Disabled Veteran-Owned Small Business (SDVOSB) and publicly listed at [veterans.certify.sba.gov](https://veterans.certify.sba.gov).
- Your recertification is valid for three (3) years from the date of your prior expiration.
- You may visit [SBA's website](https://sba.gov) to download [SBA-approved digital icons](https://sba.gov) that indicate your certification status.
- SBA may conduct a program examination at your office or work site during your certification period to verify the accuracy of your certification.
- You may apply for recertification 120 days prior to your expiration date by logging in to your Veteran Small Business Certification profile.

**What to do if your business changes:**

You must inform SBA of any changes to the business that could affect its eligibility for the program, such as:

- a closure
- a change to the firm's ownership, business structure, or control
- filing of a bankruptcy
- a change in a Veteran-owner's active duty status

You can inform SBA of changes through the VetCert website at [veterans.certify.sba.gov](https://veterans.certify.sba.gov). Failure to report eligibility changes within 30 days of the change could result in:

- Civil and criminal penalties
- A referral to the Debarment and Suspension Committee
- Decertification and removal from the Veteran Small Business Certification Program

Please keep a copy of this letter to confirm WEST POINT ENGINEERS LLC continued program eligibility. Thank you for your service to our country and for continuing to serve the United States through small business ownership.

Sincerely,

John B. Perkins  
Director Veteran Small Business Certification Program



*All SBA programs and services are extended to the public on a nondiscriminatory basis.*



**Andy Beshear**  
GOVERNOR

**FINANCE AND ADMINISTRATION CABINET  
OFFICE OF EEO & CONTRACT COMPLIANCE**

200 Mero Street, 5th Floor  
Frankfort, Kentucky 40622  
Phone: (502) 564-2874  
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**Holly M. Johnson**  
SECRETARY

**Singer Buchanan**  
EXECUTIVE DIRECTOR

May 29, 2024

Blaine Van Gansbeke  
West Point Engineers, PLLC  
1941 Bishop Lane Suite 400  
Louisville, KY 40218

Subject: Service-Disabled Veteran-Owned Small Business Program

Dear Blaine Van Gansbeke:

This letter acknowledges that West Point Engineers, PLLC has been certified as a Service-Disabled Veteran-Owned Small Business by the Commonwealth of Kentucky. The certification expires: May 30, 2027.

In order to legally conduct business in Kentucky most businesses are required to register with the Kentucky Secretary of State and the Department of Revenue. The Kentucky One Stop Business portal contains valuable information about business registration, licenses and permits, insurance requirements, etc. To access the portal, go to: <https://onestop.ky.gov/Pages/default.aspx>.

Sincerely,

*Singer Buchanan*

Singer Buchanan  
Executive Director