

Request for Qualifications for

# Professional Engineering Services

RFP #13-2014



Submitted to:  
**Lexington-Fayette Urban County Government**

March 26, 2014

March 26, 2014

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

**Re: Proposal for Engineering Services  
RFP #13-2014**

Dear Ms. Maynard:

Parsons Brinckerhoff, Inc. is pleased to submit our proposal for the prequalifications for Professional Engineering Services to the Lexington-Fayette Urban County Government. We request prequalification in the following categories:

- Contract 1 – Roadway corridor and intersection design / planning, and
- Contract 6 – Traffic signal design.

We are excited to present our team, which includes a core group of well-known individuals who have worked on numerous projects throughout the Commonwealth of Kentucky, including the City of Lexington. Our team brings a wealth of experience to the Lexington-Fayette Urban County Government, especially in the areas in which we are requesting prequalification. Parsons Brinckerhoff has had an office in Lexington since 1998 and has been involved in many local projects during that time. Currently, we have active projects with the Lexington Area MPO and with Lextran.

Our team includes Thelen Associates, Inc., and Integrated Engineering, PLLC, a certified DBE. Thelen Associates will be responsible for any geotechnical engineering work that would be associated with any projects that may arise out of these contracts. Integrated Engineering will be responsible for field surveying and other miscellaneous services. We expect the services provided by Integrated Engineering to easily accomplish the DBE goals of the government. Both firms have offices in Lexington.

We thank you for the opportunity and very much look forward to working with you on many exciting projects in our City. Should you have any questions or concerns, feel free to contact me at 859-245-3867 or [sandlin@pbworld.com](mailto:sandlin@pbworld.com) at any time.

Sincerely,

**Parsons Brinckerhoff, Inc.**



Arlen Sandlin, PE  
Area Manager / Asst. Vice President



# Firm Qualifications



Parsons Brinckerhoff is a global consulting firm assisting public and private clients to plan, develop, design, construct, operate, and maintain thousands of critical infrastructure projects around the world. Founded in New York City in 1885, Parsons Brinckerhoff is a diverse company of more than 14,000 people in more than 150 offices on five continents. With a strong commitment to technical excellence, a diverse workforce, and service to our clients, we are currently at work on thousands of infrastructure projects, ranging from mega-projects that define an entire region to smaller, more local projects that keep a community moving forward. We serve both public and private clients, and offer skills and resources in strategic consulting, planning, engineering, program management, construction management, and operations and maintenance. We provide services for all modes of infrastructure, including transportation, power, energy, community development, water, mining and the environment.

Parsons Brinckerhoff has had a presence in Kentucky since 1986 and in Lexington since 1998. Our Lexington office, located in Hamburg, has served federal, state, regional, and local clients on a range of projects across Kentucky, including transportation, urban/community planning, and site development and restoration projects. Some of the major clients served during that time include:

- Kentucky Transportation Cabinet
- National Park Service
- US Army Corps of Engineers
- Kentuckiana Regional Planning and Development Agency
- Lexington Area Metropolitan Planning Organization
- Transit Authority of the River City
- Lexington-Fayette Urban County Government
- Lextran
- Blue Grass Airport
- Louisville Regional Airport Authority
- Louisville Metro
- Kentucky State Parks

Our work in Kentucky covers a broad range of services and projects for those clients, from small community planning projects to large-scale infrastructure projects such as the iconic William H. Natcher Bridge.

Our team is pursuing Contract 1 – Roadway Corridor and Intersection Design/Planning and Contract 6 – Traffic Signal Design. Our project team includes **Thelen Associates, Inc.**, and **Integrated Engineering, PLLC**, a certified DBE. Thelen Associates will be responsible for any geotechnical services required for any work associated with these contracts. Integrated Engineering will be responsible for surveying and miscellaneous design services.

**Thelen Associates** was established in 1971 and specializes in geotechnical engineering work. They have all the equipment necessary to perform drilling and laboratory testing services, as well geotechnical engineering. The firm has a Lexington office on Trade Street.

**Integrated Engineering** was established in 2006 and provides a broad range of engineering and surveying services. They have worked on various municipal and private development projects including transportation, sanitary sewer, stormwater, and many other types of projects. The firm is Lexington-based with an office just off Richmond Road.

Our proposed key personnel for these projects are almost all lifelong Kentuckians based in our Lexington Office. For Contract 1 – Roadway corridor and intersection design/planning, the following is a summary of our key members.

- **Arlen Sandlin** – Arlen is a transportation engineer and project manager, primarily for roadway projects in Kentucky. Arlen is a graduate of the University of Kentucky and has nearly 17 years of experience, all in the transportation industry. Arlen is a licensed Professional Engineer in the Commonwealth of Kentucky.



- **Steve Slade** – Steve is a transportation engineer and project manager, primarily for roadway projects in Kentucky. Steve is a graduate of the University of Kentucky and has over 30 years of experience, all in the transportation industry. Steve is licensed Professional Engineer and Land Surveyor in the Commonwealth of Kentucky.
- **Shawn Dikes** – Shawn is a transportation planner and project manager, primarily for roadway and transit planning projects. Shawn is a graduate of Georgia Tech and Virginia Tech and has over 20 years of experience on transportation planning projects. Shawn is a Certified Planner (AICP).
- **Lindsay Walker** – Lindsay is a transportation planner and engineer, primarily for roadway planning projects in Kentucky. Lindsay is a graduate of the University of Kentucky and has 12 years of experience, all in the transportation industry. Lindsay is a licensed Professional Engineer in the Commonwealth of Kentucky and a Certified Planner (AICP).
- **Aaron Detjen** – Aaron is a transportation engineer for roadway projects in Kentucky. Aaron is a graduate of the University of Kentucky and has 12 years of experience, all in the transportation industry. Aaron is a licensed Professional Engineer in the Commonwealth of Kentucky.

More-detailed resumes are included in the Key Personnel section of this proposal. A matrix identifying key personnel assignments on similar projects can be found in the Similar Projects section for Contract 1.

For Contract 6 – Traffic signal design, the following is a summary of our key members.

- **Scott Walker** – Scott is a transportation engineer and project manager, focusing on traffic engineering and transportation planning projects. He is a graduate of the University of Kentucky and has 12 years of experience, all in the transportation industry. Scott is a licensed Professional Engineer in the Commonwealth of Kentucky.
- **Anne Warnick** – Anne is a transportation engineer, focusing on traffic engineering and transportation planning projects. She is a graduate of the University of Kentucky and has 7 years of experience, all in the transportation industry. Anne is a licensed Professional Engineer in the Commonwealth of Kentucky.
- **Chris Barrow** – Chris is a transportation engineer, focusing on traffic engineering and transportation planning projects. He is a graduate of Georgia Tech and has 4 years of experience, all in the transportation industry.
- **John Brigham** – John is a transportation engineer and project manager, focusing on traffic engineering and transportation planning projects. He is a graduate of Thomas A. Edison State College and has 20 years of experience in the transportation industry.
- **Corrin Gulick** – Corrin is a transportation engineer, focusing on traffic engineering projects. She is a graduate of the University of Kentucky and has 7 years of experience, all in the transportation industry. Corrin is a former transportation engineer with the Kentucky Transportation Cabinet’s District 7, in Lexington. She is a licensed Professional Engineer in the Commonwealth of Kentucky.

More-detailed resumes are included in the Key Personnel section of this proposal. A matrix identifying key personnel assignments on similar projects can be found in the Similar Projects section for Contract 6.



# Contract 1 – Roadway Design/Planning



Our proposed key personnel for the Contract 1 – Roadway Design/Planning projects are lifelong Kentuckians based in our Lexington office.





**Client Name:** Kentucky Transportation Cabinet,  
District 5

**Client Contact:** Matt Bullock, PE

**Phone Number:** (502) 210-5400

**Email Address:** Matt.Bullock@ky.gov

**Similar Projects:**

I-64 & Hurstbourne Parkway Interchange\*

Watterson Trail

Breckenridge Lane Intersection Improvements\*

**Client Name:** Kentucky Transportation Cabinet,  
Planning

**Client Contact:** Mikael Pelfrey, PE

**Phone Number:** (502) 564-7183

**Email Address:** Mikael.Pelfrey@ky.gov

**Similar Projects:**

US 60 Traffic Study\*

Danville Small Urban Area Study\*

Centre College Traffic Management Plan\*

**Client Name:** Kentucky Transportation Cabinet,  
District 6

**Client Contact:** Mike Bezold, PE

**Phone Number:** (859) 341-2700

**Email Address:** Mike.Bezold@ky.gov

**Similar Projects:**

KY 1159\*

I-75 & KY 36 Interchange\*

**Client Name:** Kentucky Transportation Cabinet,  
District 7

**Client Contact:** Randy Turner

**Phone Number:** (859) 246-2355

**Email Address:** Randy.Turner@ky.gov

**Similar Projects:**

World Equestrian Games Traffic Management Plan  
and Ironworks Pike Improvements\*

**Client Name:** Kentucky Transportation Cabinet,  
District 6

**Client Contact:** Kevin Rust, PE

**Phone Number:** (859) 341-2700

**Email Address:** Kevin.Rust@ky.gov

**Similar Projects:**

KY 20 Widening\*

**Client Name:** Kentucky Transportation Cabinet,  
Division of Highway Design

**Client Contact:** Andre Johannes, PE

**Phone Number:** (502) 564-3280

**Email Address:** Andre.johannes@ky.gov

**Similar Projects:**

I-65 Widening

**Client Name:** Kentucky Transportation Cabinet,  
District 10

**Client Contact:** Jason Blackburn, PE

**Phone Number:** (606) 666-8841

**Email Address:** Jason.Blackburn@ky.gov

**Similar Projects:**

Mountain Parkway Widening

**Client Name:** Kentucky Transportation Cabinet,  
District 5

**Client Contact:** Tom Hall

**Phone Number:** (502) 210-5400

**Email Address:** Tom.Hall@ky.gov

**Similar Projects:**

US 60 Traffic Study\*

**Client Name:** Kentucky Transportation Cabinet,  
District 3

**Client Contact:** Joe Plunk, PE

**Phone Number:** (270) 746-7898

**Email Address:** Joseph.Plunk@ky.gov

**Similar Projects:**

I-65 & US 231 Interchange

**Client Name:** Kentucky Transportation Cabinet,  
District 3

**Client Contact:** Andrew Stewart, PE

**Phone Number:** (270) 746-7898

**Email Address:** Andrew.Stewart@ky.gov

**Similar Projects:**

I-65 & US 231 Interchange

**Client Name:** Kentucky Transportation Cabinet,  
Division of Planning

**Client Contact:** John Moore, PE

**Phone Number:** (502) 564-7183

**Email Address:** JohnW.Moore@ky.gov

**Similar Projects:**

I-65 Widening

\*Indicates similar projects described on the following pages of this proposal.





**Project Name:** Hurstbourne Parkway Interchange

**Project Location:** Jefferson County, Kentucky

**Date Services Provided:** 2000 - 2011

**Project Description:** Design for improvements to the interchange and Hurstbourne Parkway including the addition of turn lanes, a southbound through lane, and widening of the interchange ramps. Project is located in a highly urbanized area and was completed with minimal impacts to adjacent properties.

**Estimated Construction Cost:** \$4.5 Million

**Key Staff Roles:** Steve Slade – Project Manager, Arlen Sandlin – Project Engineer, Aaron Detjen – Project Engineer

**Project Name:** US 60 Traffic Study

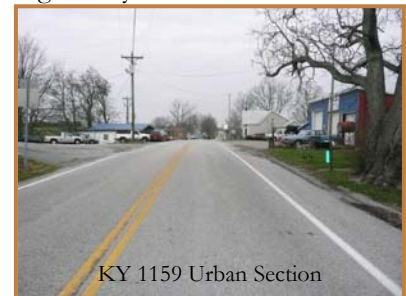
**Project Location:** Franklin County, Kentucky

**Date Services Provided:** 2013 - Current

**Project Description:** Planning study for improvements to US 60 (Versailles Road) in Frankfort between the interchange at I-64 and US 460. Project includes traffic analysis and a conceptual design study for modifications to intersections and access points along the highly-traveled corridor.

**Estimated Construction Cost:** Not yet known

**Key Staff Roles:** Shawn Dikes – Project Manager, Lindsay Walker – Transportation Planner, Arlen Sandlin – Project Engineer



KY 1159 Urban Section

**Project Name:** KY 1159

**Project Location:** Bracken County, Kentucky

**Date Services Provided:** 2011 - Current

**Project Description:** Design for improvements to 2.75 miles of rural and urban roadway. Project includes realignment and widening of both a rural section and urban section with curb and gutter and included coordination with 82 property owners along the corridor.

**Estimated Construction Cost:** \$18.0 Million

**Key Staff Roles:** Steve Slade – Project Manager, Arlen Sandlin – Project Engineer, Aaron Detjen – Project Engineer

**Project Name:** Danville Small Urban Area Study

**Project Location:** Boyle County, Kentucky

**Date Services Provided:** 2013 - Current

**Project Description:** Planning study for improvements within the urban area boundary of Danville. Project includes traffic and safety analysis, stakeholder involvement, and the development of proposed recommendations for a range of alternatives from spot improvements to corridor improvements.

**Estimated Construction Cost:** Not yet known

**Key Staff Roles:** Lindsay Walker – Project Manager, Shawn Dikes – Transportation Planner, Aaron Detjen – Project Engineer



KY 36 Proposed Roundabout

**Project Name:** I-75 & KY 36 Interchange

**Project Location:** Grant County, Kentucky

**Date Services Provided:** 2012 - Current

**Project Description:** Design for improvements to the interchange and KY 36 to accommodate anticipated increases to traffic volumes as a result of planned future development. Project includes the addition of lanes on the interchange ramps and additional through lanes, turn lanes, and other intersection improvements to KY 36, including a roundabout at one of the interchange terminals.

**Estimated Construction Cost:** \$8.8 Million

**Key Staff Roles:** Arlen Sandlin – Project Manager, Steve Slade – Project Engineer, Aaron Detjen – Project Engineer



**Project Name:** Centre College Traffic Management Plan

**Project Location:** Boyle County, Kentucky

**Date Services Provided:** 2012

**Project Description:** Project involved the development of a traffic management plan for the Vice-Presidential debate held in October 2012.

**Estimated Construction Cost:** Not applicable

**Key Staff Roles:** Shawn Dikes – Project Manager, Lindsay Walker – Transportation Planner

**Project Name:** Breckenridge Lane Intersection Improvements

**Project Location:** Jefferson County, Kentucky

**Date Services Provided:** 2006 - 2010

**Project Description:** Project included design for improvements at the intersection of Breckenridge Lane and Dutchmans Lane. Work included the development of final construction plans for turn lane modifications to provide additional storage capacity and improve operations.

**Estimated Construction Cost:** \$0.25 Million

**Key Staff Roles:** Arlen Sandlin – Project Manager, Steve Slade – Project Engineer, Aaron Detjen – Project Engineer



**Project Name:** Watterson Trail

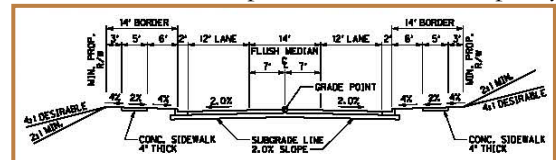
**Project Location:** Jefferson County, Kentucky

**Date Services Provided:** 2000 - Current

**Project Description:** Design for the widening of 2.0 miles of a rural 2-lane roadway to a 3-lane urban section with curb and gutter and a two-way left turn lane. Design addresses geometric deficiencies and provides additional capacity while minimizing impacts to adjacent properties.

**Estimated Construction Cost:** \$9.5M

**Key Staff Roles:** Steve Slade – Project Manager, Arlen Sandlin – Project Engineer, Aaron Detjen – Project Engineer



**Project Name:** World Equestrian Games Traffic Management Plan and Ironworks Pike Improvements

**Project Location:** Fayette County, Kentucky

**Date Services Provided:** 2008 - 2010

**Project Description:** Project included both a Traffic Management Plan and roadway design for improvements to Ironworks Pike as a result of the 2010 World Equestrian Games being held at the Kentucky Horse Park. Assisted with the development of the traffic management plan to handle a significant number of expected visitors to the area. Prepared design for improvements to Ironworks Pike including the addition of turn lanes and an additional through lane from the main entrance/exit of the park to the I-75 northbound interchange ramp.

**Estimated Construction Cost:** Various

**Key Staff Roles:** Steve Slade – Principal-in-Charge, Lindsay Walker – Transportation Planner, Arlen Sandlin – Project Engineer

**Project Name:** KY 20 Widening

**Project Location:** Boone County, Kentucky

**Date Services Provided:** 2002 - 2012

**Project Description:** Project included design for improvements to the I-275 / KY 212 Interchange and KY 20 in the vicinity of the Cincinnati / Northern Kentucky International Airport. Design included major widening of approximately 1.7 miles of KY 20 from a 2-lane rural roadway to a 5-lane typical section.

**Estimated Construction Cost:** \$51.0 Million

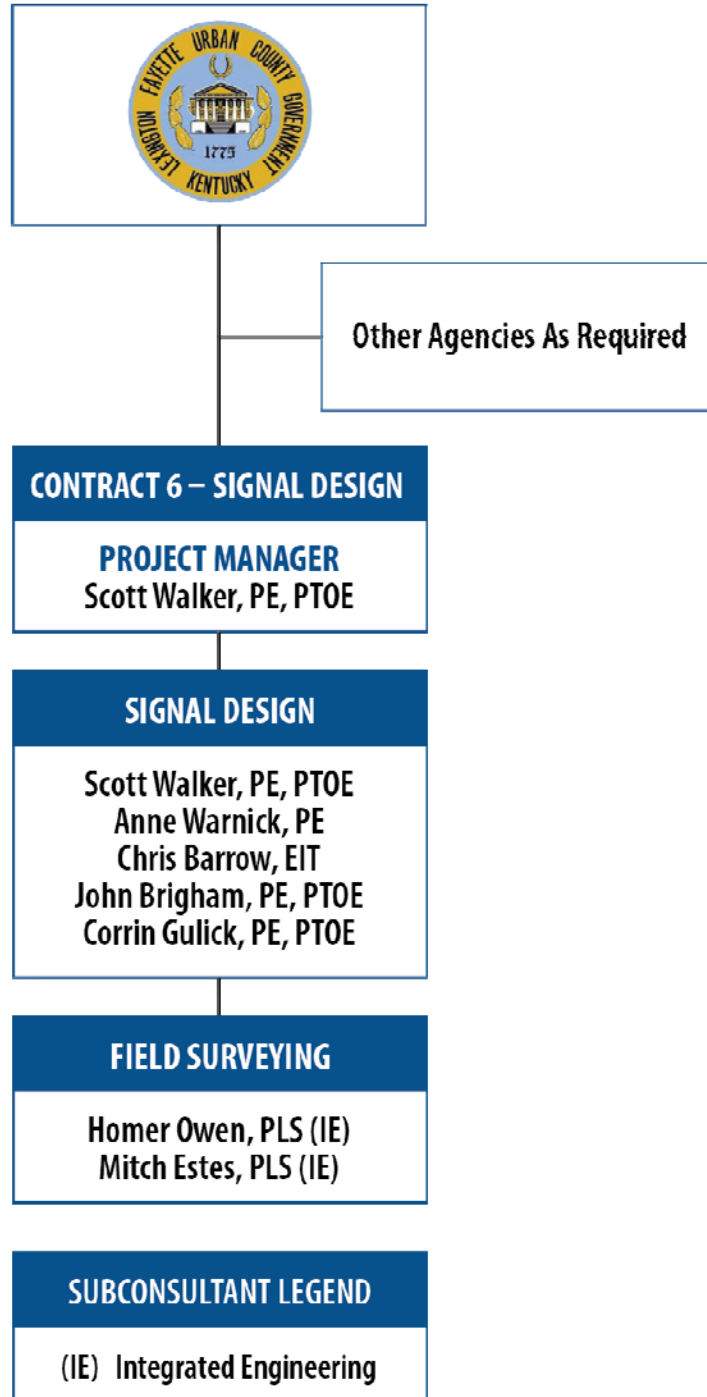
**Key Staff Roles:** Steve Slade – Project Manager, Arlen Sandlin – Project Engineer, Aaron Detjen – Project Engineer



# Contract 6 – Signal Design



Most of our proposed key personnel for the Contract 6 – Traffic Signal Design projects are lifelong Kentuckians based in our Lexington office.





**Client Name:** Kentucky Transportation Cabinet,  
Division of Traffic Operations

**Client Contact:** Ted Swanseger, PE

**Phone Number:** (502) 564-3020

**Email Address:** Ted.swansegar@ky.gov

**Similar Projects:**

Statewide Electrical Engineering On-Call\*

KY 20 and Aviation Blvd\*

I-65 and US 231 Interchange Reconstruction\*

**Client Name:** Kentucky Transportation Cabinet,  
District 3

**Client Contact:** Andrew Stewart, PE

**Phone Number:** (270) 746-7898

**Email Address:** Andrew.Stewart@ky.gov

**Similar Projects:**

I-65 & US 231 Interchange\*

**Client Name:** Kentucky Transportation Cabinet,  
District 6

**Client Contact:** James Minckley

**Phone Number:** (859) 341-2700

**Email Address:** James.Minckley@ky.gov

**Similar Projects:**

KY 20 Pedestrian Signal\*

**Client Name:** City of Cincinnati Department of  
Transportation & Engineering

**Client Contact:** John Brazina, P.E.

**Phone Number:** (513) 352-2326

**Email Address:** John.brazina@cincinnati-oh.gov

**Similar Projects:**

Cincinnati Streetcar\*

**Client Name:** Kentucky Transportation Cabinet,  
District 6

**Client Contact:** Kevin Rust, PE

**Phone Number:** (859) 341-2700

**Email Address:** Kevin.Rust@ky.gov

**Similar Projects:**

KY 20 Widening\*

**Client Name:** Kentucky Transportation Cabinet,  
District 3

**Client Contact:** Joe Plunk, PE

**Phone Number:** (270) 746-7898

**Email Address:** Joseph.Plunk@ky.gov

**Similar Projects:**

I-65 & US 231 Interchange\*

\*Indicates similar projects described on the following pages of this proposal.



**Project Name:** KYTC Statewide Electrical Engineering On-Call

**Project Location:** KYTC Districts 9, 10, 11 and 12

**Date Services Provided:** 2008 - 2009

**Project Description:** Parsons Brinckerhoff contracted with KYTC to re-design 8 signals, 2 in each of KYTC Districts 9, 10, 11 and 12. Traffic signals were re-designed in more urban areas, such as Ashland, as well as rural areas.

**Estimated Construction Cost:** Varies

**Key Staff Roles:** Scott Walker – Project Manager, Anne Warnick – Traffic Engineer

**Project Name:** KY 20 Pedestrian Signal

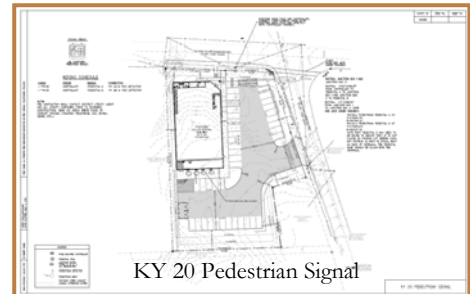
**Project Location:** Boone County, Kentucky

**Date Services Provided:** 2013

**Project Description:** Modified the existing traffic signal and intersection to account for a new pedestrian crossing at this intersection.

**Estimated Construction Cost:** \$10,000

**Key Staff Roles:** Anne Warnick – Project Manager, Corrin Gulick – Traffic Engineer



**Project Name:** KY 20 and Aviation Blvd.

**Project Location:** Boone County, Kentucky (KYTC District 6)

**Date Services Provided:** 2011

**Project Description:** As part of the I-275 and KY 212 interchange project, the signal at KY 20 and Aviation Blvd. was redesigned.

**Estimated Construction Cost:** \$51.0 Million (Total Project Costs)

**Key Staff Roles:** Steve Slade – Project Manager, Scott Walker – Traffic Engineer, Anne Warnick – Traffic Engineer

**Project Name:** Eastern Kentucky University Traffic Signal

**Project Location:** Richmond, KY

**Date Services Provided:** 2009-2010

**Project Description:** Due to the construction of a new performing arts center at EKU, a fourth leg was added to the KY 876 / Eastern Bypass and Memorial Coliseum intersection. This required the redesign of the existing traffic signal at the intersection, including pedestrian signals.

**Estimated Construction Cost:** \$70,000

**Key Staff Roles:** Scott Walker – Project Manager, Anne Warnick – Traffic Engineer

**Project Name:** I-65 and US 231 Interchange Reconstruction

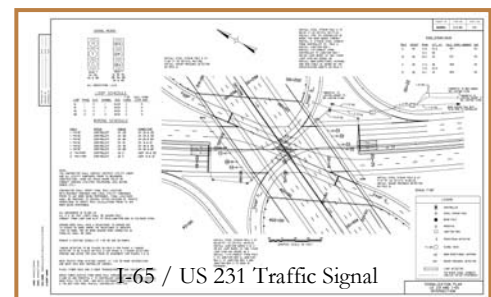
**Project Location:** Bowling Green, KY

**Date Services Provided:** 2012

**Project Description:** Parsons Brinckerhoff contracted with KYTC to redesign the US 231 and I-65 interchange in Bowling Green, KY. The new design concept was a single point urban interchange, which required the traffic signal at the interchange, as well as the signals on either side of the interchange along US 231 to be redesigned.

**Estimated Construction Cost:** \$23.0 Million

**Key Staff Roles:** Arlen Sandlin – Project Manager, Scott Walker – Traffic Engineer, Anne Warnick – Traffic Engineer





**Project Name:** Cincinnati Streetcar  
**Project Location:** Cincinnati, OH  
**Date Services Provided:** 2012-2013  
**Project Description:** As part of the Cincinnati Streetcar design, over 50 traffic signals in the Central Business District and Over the Rhine regions of Cincinnati were redesigned to allow for clearance of the catenary wires and poles that the streetcar would be using. Transit signal priority and queue jumps were implemented at several of the intersections, requiring the use of transit signals in the design in addition to vehicle and pedestrian signals.  
**Estimated Construction Cost:** \$148 Million  
**Key Staff Roles:** John Brigham – Project Manager, Anne Warnick – Traffic Engineer, Corrin Gulick – Traffic Engineer

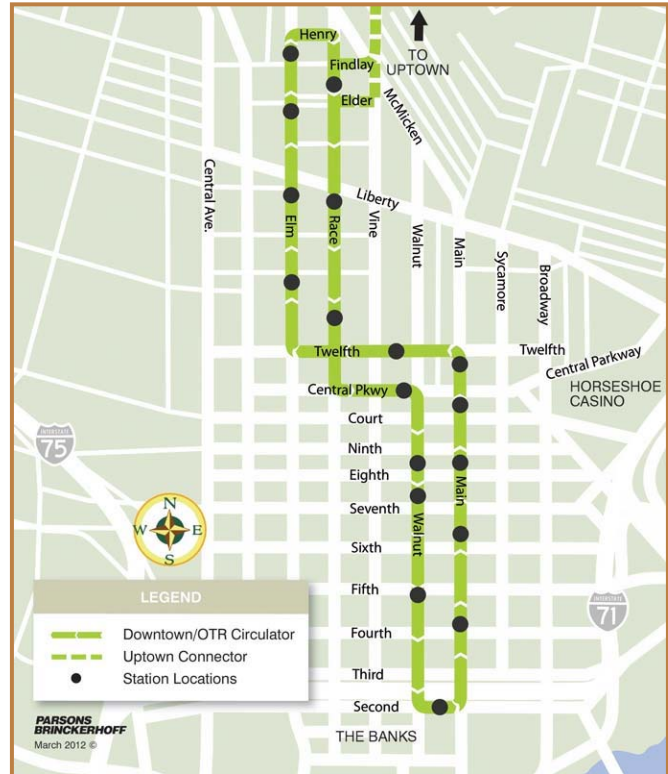
**Project Name:** Parsons Avenue Corridor Improvements  
**Project Location:** Columbus, OH  
**Date Services Provided:** 2013-2014  
**Project Description:** Project included the preparation of final construction drawings for improvements to the Parsons Avenue Corridor between Livingston Avenue and Hosack Street. The project included preparation of roadway resurfacing and drainage plans, traffic signal plans for seven intersections, traffic control plans and maintenance of traffic plans.

**Estimated Construction Cost:** \$1.05 Million  
**Key Staff Roles:** John Brigham – Project Manager, Corrin Gulick – Traffic Engineer

**Project Name:** Fairfield, Ohio Traffic Signal Designs  
**Project Location:** Fairfield, OH  
**Date Services Provided:** 2010

**Project Description:** Project included the preparation of traffic signal improvements for the intersection of Mack Road at Shearwater Drive and Port Union Road at Thunderbird Lane for the City of Fairfield, Ohio. Work tasks included: preparation of plans and specifications for two new traffic signals. Work elements included signal design and timing plans; addition of communication and interface equipment at the various intersections. Plans included the use of mast arm poles, a Nema controller and LED traffic signal heads. A cost estimate was completed for the signal.

**Estimated Construction Cost:** \$300,000  
**Key Staff Roles:** John Brigham – Project Manager





# Local Office Involvement





Prime Consultant	Location (City, State)	Date office Established	Total Number of Employees	No. of Employees expected to work on DOE projects
Headquarters	New York, NY	1885	628	0
Local Office	Lexington, KY	1998	21	10
PM Location	Lexington, KY	1998	-	-
<b>Subconsultants</b>				
Name:	Integrated Engineering			
Service Provided	Surveying and Miscellaneous Roadway Design Services			
Headquarters	Lexington, KY	2006	15	3
Local Office	Lexington, KY	2006	15	3
Name:	Thelen Associates			
Service Provided	Geotechnical Engineering			
Headquarters	Erlanger, KY	1971	90	10
Local Office	Lexington, KY	2009	8	8



# DBE Involvement



## DBE Involvement

Parsons Brinckerhoff has a strong program for identifying Disadvantaged Business Enterprise (DBE) teaming partners and utilizing them for aspects of our projects. We routinely mentor and help DBE firms further their work and experience levels and we will utilize assignments under this contract to continue this effort.

Our team includes a strategically selected local subconsultant: **Integrated Engineering, PLLC**, who is a certified DBE firm. Integrated Engineering was established in 2006 and provides a broad range of engineering and surveying services. They have worked on various municipal and private development projects including transportation, sanitary sewer, stormwater, and many other types of projects. The firm is Lexington-based with an office near Richmond Road.

Parsons Brinckerhoff has worked successfully with Integrated Engineering in the past, most recently on the Mountain Parkway widening project in Eastern Kentucky.

Integrated Engineering will provide surveying services for Contracts 1 and 6 to support the design and planning efforts. IE will enable our team to surpass the DBE goal of 10%. We will also seek innovative ways to utilize their staff during our assignments as the opportunity arises.



# Key Personnel



## ARLEN C. SANDLIN, PE

Project Manager/ Contract 1

### Location

Lexington, KY

### Years of Experience

17

### Education

MBA, Business Administration, University of Kentucky, 2008

BS, Civil Engineering, University of Kentucky, 1997

### Professional Registrations

Professional Engineer: Kentucky, 2001 (22065)

### Key Qualifications

Arlen Sandlin, a Transportation Engineer in Parsons Brinckerhoff's Lexington, Kentucky office, serves as Project Engineer and Project Manager for transportation projects. His experience on highway projects ranges from small urban developments to major arterials and interstate highways. Arlen has training and experience with Context Sensitive Design for highways and bridges to minimize and/or mitigate human and environmental impacts that a project may include. He is involved with every phase of the highway design process, including preliminary planning studies, alignment studies, public involvement, field surveys, drainage design, geometric design, structure layout, maintenance of traffic, right-of-way engineering, utility relocation, and final plan development.

### Relevant Experience

- Interstate 65 Widening and Reconstruction, Hardin County, Kentucky: project engineer for preliminary and final design of widening of approximately nine miles of an existing rural interstate highway to a six-lane facility, including reconfiguration of a diamond interchange to increase capacity and improve access control. Major tasks included preliminary and final roadway design, drainage design, field survey coordination, maintenance of traffic, right-of-way, and plan preparation.
- Watterson Trail Widening and Realignment, Jefferson County, Kentucky: project engineer and deputy project manager for widening and realignment of a two-mile section of an existing two-lane urban collector through an area of dense commercial and industrial development to a three-lane curb and gutter section with a new storm sewer system. Major tasks included preliminary alignment studies, public involvement, final roadway design, drainage design, field survey coordination, maintenance of traffic, right-of-way, and plan preparation.
- US 68, Marion County, Kentucky: project engineer for design of a five-mile section of two-lane rural collector. The project will correct numerous deficiencies in both horizontal and vertical alignment and provide for a 55-mph design speed. Major tasks included preliminary alignment studies, preliminary roadway design, field survey coordination, maintenance of traffic, right-of-way, plan preparation, and quality control.
- Interstate 64 and Hurstbourne Parkway Interchange, Jefferson County, Kentucky: project engineer for preliminary and final design for reconstruction of a directional interchange and other improvements to mitigate congestion in a densely developed urban area. Project involved development of VISSIM traffic models that were used to evaluate the benefits of various alternates and ramp configurations. Major tasks included development of preliminary alignments including one flyover ramp, roadway design, field survey coordination, preliminary bridge layout, right-of-way, and plan preparation. Estimated construction costs for this project were \$3.5 million.





## STEVE SLADE, PE, PLS

Roadway Design

### Location

Lexington, KY

### Years of Experience

31

### Education

BS, Civil Engineering, University of Kentucky, 1983



### Professional Registrations

Professional Engineer: Kentucky, 1987 (15049); West Virginia, 1988 (10393); Tennessee, 1993 (23286); Ohio, 1993 (57044); Indiana, 1993 (19300329)

Professional Land Surveyor: Kentucky, 1991 (3042); West Virginia, 1995 (1226)

### Key Qualifications

Steve Slade is a Vice President for Parson Brinckerhoff's Lexington, Kentucky office and serves as Senior Project Manager for transportation and other civil engineering related projects. He has extensive experience in the planning, design, and project management of major highway projects, site developments, military facilities, and flood control projects. For the Commonwealth of Kentucky he has managed the preliminary and/ or final design phases for nearly \$2 billion of successful projects.

### Relevant Experience

- Interstate 64 and Hurstbourne Parkway Interchange, Louisville, Kentucky: project manager for preliminary and final engineering design and the environmental assessment for improvements to a major interchange to increase capacity. Various alternatives and levels of improvements were studied and analyzed using VISSIM traffic models. Alternatives included directional ramps (\$60 million), SPUI (single point urban interchange) (\$24 million), and DCD (double crossover diamond interchange) (\$27 million). Project included extensive evaluation of traffic forecasts. The DCD was recommended by the project team based on the costs versus benefits derived. Another option for practical design to minimize the costs as much as possible was also developed and ultimately selected for the final design. This included ramp widening, dual left turn lanes, etc. Construction costs for the practical design were estimated to be \$3.5 million.
- US 68, Marion County, Kentucky: project manager for preliminary and final design of a 14-mile section of 2-lane rural major collector. The project involves realignment and complete reconstruction to correct geometric deficiencies and provide for a 55-mph design speed. The corridor has over 200 parcels, which property owner coordination was critical to the success of the project. Construction cost is estimated to be \$24 million.
- Ring Road Extension, Elizabethtown, Kentucky: project manager for design of new diamond interchange with the Western Kentucky Parkway. Scope of work included study of a future extension and a second interchange with Interstate 65. Construction costs were estimated to be \$19 million.
- KY 22, Bridge Over Kentucky River, Gratz, Kentucky: project manager for preliminary and final design and environmental assessment of new approaches for KY 22 with a new multi-span bridge over the Kentucky River. The project included minimizing and mitigating environmental impacts to cultural historic resources and archaeological sites. Construction costs were \$10.5 million.



## SHAWN P. DIKES, AICP

Roadway Planning

### Location

Lexington, KY

### Years of Experience

20

### Education

Master of City Planning (MCP), Transportation and Land Use, Georgia Institute of Technology, 1994  
BA, Urban Affairs and Planning, Virginia Polytechnic Institute and State University, 1991



### Professional Registrations

Certified Planner: American Institute of Certified Planners (AICP), 1996 (012056)

### Key Qualifications

Shawn Dikes is a Senior Transportation Planning Project Manager for Parsons Brinckerhoff's practice in Kentucky and provides client marketing and business leadership in the Louisville region. Shawn is also a supervising multimodal transportation planner. He has led or made significant contributions to local and national level transportation planning projects such as: transportation corridor studies, transit alignment and scoping studies, multimodal alternatives analysis studies, transportation demand management (TDM) studies, environmental impact statements, transportation feasibility studies, transit operations and facility plans, congestion management studies, as well as bicycle and pedestrian facility plans.

### Relevant Experience

- US 119 Corridor Study, Bell County and Harlan County, Kentucky: project manager for a highway corridor study examining the need for and feasibility of new longer-term corridor improvements along 32-mile stretch of US 119 in southeastern Kentucky. Shawn led a multi-disciplined team of engineers, planners and environmental specialists who examined the traffic/ transportation needs for new improvements focusing on sustainable solutions that address problems with safety, travel time reliability, access and mobility.
- Somerset Small Urban Area (SUA) Study, Pulaski County, Kentucky: project manager for a highway based area study examining the needs for and feasibility of new local, short, and longer-term transportation system improvements in and around Somerset, Kentucky. Shawn led a multi-disciplined team of engineers, planners and environmental specialists who examined the traffic/ transportation needs for these new improvements.
- US 27 to I-75 Corridor Scoping Study, Fayette, Jessamine and Madison County, Kentucky: project manager for a highway corridor scoping study examining the need for and feasibility of a new highway connector between US 27 and I-75 in the fast growing Lexington region. Shawn led a multi-disciplined team of engineers, planners and environmental specialists who analyzed the traffic/ transportation need for the connection as well as the full range of environmental affects and the range of funding and financing options, including tolls, public/ private partnerships and other options.
- Billtown Road Scoping Study, Jefferson County, Kentucky: project manager for a corridor level scoping study for a two-lane major arterial in metro Louisville. Shawn led an interdisciplinary team developing multimodal solutions to address congestion, safety, geometric design and other issues in a rapidly growing corridor. Solutions include short range intersection improvement such as turning lanes, traffic signalization and improved pedestrian and bicycle facilities. Long-range improvements focused on establishing an ultimate number of lanes and on implementing corridor wide improvements.



## LINDSAY A. WALKER, PE, PTOE, AICP

Roadway Planning

### Location

Lexington, KY

### Years of Experience

11

### Education

MS, Civil Engineering, University of Kentucky, 2002

BS, Civil Engineering, University of Kentucky, 2001



### Professional Registrations

Professional Engineer: Kentucky, 2008 (26121); Tennessee, 2009 (112943)

Professional Traffic Operations Engineer (PTOE), 2009 (2628)

American Institute of Certified Planners (AICP), 2011 (025307)

### Key Qualifications

Lindsay Walker has experience as a transportation planner/ traffic engineer on a wide range of planning and engineering projects. Lindsay's specific skills include corridor planning, traffic operations analysis, alternatives development and evaluation, public involvement, crash analysis, and traffic forecasting. Her responsibilities have also included quality control/ subconsultant review, data collection, and extensive report writing. Her project experience includes the following:

### Relevant Experience

- US 119 Corridor Study, Bell and Harlan Counties: deputy project manager for this project which involved the examination of the need for and feasibility of various spot improvements along the US 119 corridor from Pineville in Bell County to Harlan in Harlan County. While performing the study on a short schedule (6 months), a blend of planning and highway design was performed to facilitate the project.
- Somerset Small Urban Area Study, Pulaski County, Kentucky: deputy project manager for this project which involved an examination of transportation issues related to safety and congestion in the city and its surrounding area. This project involved multiple meetings with local officials/ agencies/ stakeholders as well as the KYTC district office to determine specific community needs which was then coupled with a detailed technical analysis focusing on traffic operations and an in-depth analysis of existing crash data. The crash data was particularly important evaluation criterion for this project as numerous areas were identified as a high crash location. Based on this data, a range of alternatives was developed and prioritized for use in future project planning. Each project is documented on a separate project sheet for use in separating out individual projects for further evaluation/ completion.
- Billtown Road (KY 1819) Scoping Study, Jefferson County, Kentucky: deputy project manager for this project which involved the assessment of existing conditions for 14 intersections along Billtown Road. Using the HCS+ software, operations improvements were identified for each intersection ranging from traffic signal additions, adding turn lanes, and safety assessments. As part of this study, Lindsay conducted/ oversaw a speed study, crash assessment, existing conditions analysis and alternate development.
- Taylorsville Road (KY 155) Scoping Study, Jefferson County, Kentucky: transportation planner for an assessment of existing traffic and safety issues for five intersections along Taylorsville Road.





## AARON J. DETJEN, PE

Roadway Design

### Location

Lexington, KY

### Years of Experience

11

### Education

BS, Civil Engineering, University of Kentucky, 2001

### Professional Registrations

Professional Engineer: Kentucky, 2007 (25097)

### Key Qualifications

Aaron Detjen is a transportation engineer in Parsons Brinckerhoff's Lexington, Kentucky office. His experience on highway projects ranges from small urban developments to major arterials and interstate highways. Aaron also has training and experience with Context Sensitive Design for highways and bridges to minimize and/or mitigate human and natural environmental impacts that a project may include. Aaron is involved with every phase of the highway design process, including preliminary planning studies, alignment studies, public involvement, field surveys, drainage design, geometric design, maintenance of traffic, right of way engineering, erosion control plan development, final plan development, and preparing construction cost estimates.

### Relevant Experience

- Interstate 64 and Hurstbourne Parkway Interchange, Jefferson County, Kentucky: project engineer for preliminary and final engineering design and the environmental assessment for reconstruction of a directional interchange and other improvements to mitigate congestion. Task manager for contract modification to study and develop Practical Solutions to reduce construction cost of original design. Project involved development of VISSIM traffic models to evaluate benefits of various alternates and ramp configurations. Major tasks included construction cost estimates and plan preparation. Initial construction costs were estimated to be \$44 million. Estimated Practical Solutions construction costs were \$3.5 million.
- 2010 World Equestrian Games, Kentucky Horse Park Internal Roadway Improvements, Fayette County, Kentucky: lead project engineer and deputy project manager for design of access road to bus staging area. Major tasks included project area site reconnaissance, alignment development, drainage design, cost estimates, and plan preparation. Estimated construction costs were \$800,000.
- KY 1973 (Iron Works Pike), Fayette County, Kentucky: project engineer and lead drainage engineer for improvements to Iron Works Pike related to the World Equestrian Games, including the addition of lanes, the provision of full-width paved shoulders, and the design of a bus turnaround. Major tasks included drainage design, erosion control plan development, plan development, cost estimates, and plan development. Estimated construction costs were \$2 million.
- Watterson Trail Widening and Realignment, Jefferson County, Kentucky: project engineer and lead drainage engineer for study and development of preliminary and final plans for 2-mile segment of urban collector through an area of commercial and industrial development. Project consists of 3-lane curb and gutter typical section with a new storm sewer system. Major tasks included drainage design, erosion control plan development, right of way, and plan preparation. Estimated construction costs are \$7 million.





## K. SCOTT WALKER, JR., PE, PTOE

Project Manager/ Contract 6

### Location

Lexington, KY

### Years of Experience

12

### Education

BS, Civil Engineering, University of Kentucky, 2001

### Professional Registrations

Professional Engineer: Kentucky, 2006 (24777)

Professional Traffic Operations Engineer (PTOE) (2629)



### Key Qualifications

Scott Walker, a lead traffic engineer at Parsons Brinckerhoff, has 12 years of experience as project manager on projects encompassing traffic engineering, traffic signal design, travel demand models, traffic forecasting, traffic impact studies, traffic engineering and data collection and transportation planning. He specializes in the joint application of subregional modeling and microsimulation to solve mesoscopic-level transportation challenges.

### Relevant Experience

- US 27/ Nicholasville Road Alternative Analysis, Fayette and Jessamine County, Kentucky: deputy project manager for an alternative analysis considering transit alternatives along US 27/ Nicholasville Road in Fayette and Jessamine County, Kentucky. Alternatives ranged from the enhancement of existing services to the consideration of a new route along a fixed guideway.
- KY 1973 (Iron Works Pike), Fayette County, Kentucky: project manager for the widening of Iron Works Pike, which included adding a westbound lane from the Kentucky Horse Park entrance to Interstate 75, strengthening the roadway's existing shoulders and implementing other safety improvements. Mr. Walker developed an IMR to support design efforts for the interchange improvements. District 7 of the KYTC initiated this effort to improve traffic conditions for the 2010 World Equestrian Games.
- Kentucky Horse Park Internal Roadway Design, Fayette County, Kentucky: project manager for the various design elements within the Kentucky Horse Park, including the design of a new roadway to connect Iron Works Pike to the proposed bus staging area that served the 2010 World Equestrian Games. Another task involved improvements to the existing parking lots within the Horse Park. The client was District 7 of the KYTC.
- Statewide Electrical On-Call Contract, Eastern Kentucky: project manager for the design of eight traffic signals in the Eastern Kentucky counties of Boyd, Mason, Perry, Breathitt, Whitley, Floyd and Lawrence Counties. The signals were designed as part of an on-call engineering services contract for Districts 9 – 12 of the KYTC. Tasks included field visits and submitting plan sheets to each district for a total of four plan submittals.
- Eastern Kentucky University Business and Technology Phase 2 Traffic Impact Study, Madison County, Kentucky: project manager for a study of the traffic impacts resulting from the expansion of the business and technology building on the campus of Eastern Kentucky University. The expansion included a proposed 2,000-seat performing arts center. The project scope included the development of plans for a re-built traffic signal at a key intersection.



## ANNE M. WARNICK, PE

Roadway Planning/ Signal Design

### Location

Lexington, KY

### Years of Experience

7

### Education

MS, Civil Engineering, University of Kentucky, 2007

BS, Civil Engineering, University of Kentucky, 2005

### Professional Registrations

Professional Engineer: Kentucky, 2010 (27718)

### Key Qualifications

Anne Warnick has experience in various aspects of traffic and transportation engineering. This includes traffic signal and lighting design, simulation model development, traffic forecasting, traffic engineering and data collection, and corridor planning projects. Anne's experience while at Parsons Brinckerhoff includes:

### Relevant Experience

- KY 20 & Aviation Boulevard Intersection, Boone County, Kentucky, KYTC – District 6: Parsons Brinckerhoff contracted with KYTC to redesign the interchange at I-275 and KY 212, and to widen KY 212 and KY 20. Five signals were redesigned, and Anne was responsible for redesigning the signal at the intersection of KY 20 and Aviation Boulevard, as well as finalizing the other four signal plans that were designed in a previous phase of the project.
- I-65 & US 231 Interchange, Warren County, Kentucky, KYTC – District 3: Parsons Brinckerhoff contracted with KYTC to redesign the interchange at I-65 and US 231. A single point urban interchange (SPUI) was chosen as the preferred alternative. Anne designed the traffic signal for the new SPUI, as well as redesigned the traffic signals at the intersections on either side of the interchange.
- Cincinnati Streetcar Project, Cincinnati, Ohio: as part of a project to add a streetcar line from the Central Business District to the Over the Rhine area in Cincinnati, traffic signals were redesigned for 51 intersections. In the Central Business District this involved simply adding and removing signal boom bays to allow for adequate clearance of the streetcar line. In the Over the Rhine area, all new equipment was used, including poles, controllers, signal heads, etc.
- Eastern Kentucky University Business & Technology Phase 2 Traffic Impact Study – Madison County, Kentucky: Parsons Brinckerhoff conducted a traffic impact study for the expansion of the business and technology building on the campus of Eastern Kentucky University. The development also considered the construction of a 2,000 seat performing arts center. As part of the study, Parsons Brinckerhoff developed plans for a re-built traffic signal at a key intersection within the study area.
- Statewide Electrical On-Call Contract, Eastern Kentucky: Boyd, Mason, Perry, Breathitt, Whitley, Floyd and Lawrence Counties: this project involved redesigning the traffic signals at eight separate intersections in various KYTC Districts (Districts 9, 10, 11 and 12). Anne worked on pole, cabinet and signal head placement, as well as design for all eight signals.





## CHRISTOPHER P. BARROW, EIT

Roadway Planning/ Signal Design

### Location

Lexington, KY

### Years of Experience

4 Years

### Education

MS, Civil Engineering, Georgia Institute of Technology, 2010

BS, Civil Engineering, Georgia Institute of Technology, 2009

### Professional Registrations

Engineer-In-Training: Georgia, 2009 (EIT024515)

### Key Qualifications

Christopher Barrow, an engineer II at Parsons Brinckerhoff for nearly a year, has over four years of total experience, including governmental experience working for the State of Georgia at Atlanta's Transportation Management Center (TMC). His experience encompasses traffic engineering, ramp meter operations, traffic operations, operational improvements, ITS devices, regional traffic signal operations, incident management, data collection, data analysis and performance measures. He specializes in understanding the challenges faced by local government agencies regarding maintenance for optimal system performance, ramp meter operations and the use of ITS device to better enhance the flow of traffic.

### Relevant Experience

- Danville Small Urban Area Study, KYTC – District 7, Boyle County Kentucky: examination of transportation issues related to safety and congestion in the city and its surrounding area. Tasks included: coordination with local officials/ agencies/ stakeholders as well as the KYTC district office to determine community needs, detailed technical analysis focusing on traffic operations and existing crash data, project prioritization of short and long term projects for future planning and individual project sheets documenting concerns and estimated cost of treatments to improve operations and safety.
- US 60 Traffic Study, KYTC – District 5, Franklin County, Kentucky: corridor study examining various traffic operations and construction possibilities to enhance safety, improve capacity, and help traffic movement along the US 60 corridor from US 460 to I-64. Tasks include: detailed technical analysis focusing on traffic operations and existing crash data, documenting existing conditions inventory and reviewing/identifying possible operational issues and quick fixes in spot segments along the corridor.
- GDOT Remote Monitoring Fulton, DeKalb, Cobb, Coweta, Gwinnett and Forsyth Counties, Georgia, Georgia DOT – Traffic Management Center: as lead traffic engineer of this project, Mr. Barrow was responsible for monitoring and modifying timing parameters for the ramp metering system in Metropolitan Atlanta. The work consists of remote monitoring, changing of timing parameters, reviewing Intersection Video Detection System (IVDS) data, trouble ticket submission, and configuration as requested of 175 ramp meters in Metro Atlanta.
- I-75 Improvements, Finley, Ohio: as a traffic engineer, supported the development of existing lighting demolition, proposed lighting plan, circuit diagrams and schematics diagrams for two Freeway to Arterial (I-75 at S.R. 12/ / U.S. 68 at S.R. 313) and one Freeway to Freeway interchange (I-75 to U.S. 68) for ODOT.





## JOHN T. BRIGHAM, PE, PTOE

Signal Design

### Location

Cincinnati, OH

### Years of Experience

24

### Education

MBA, Brenau University, 1994

BS, Electrical Engineering Technology, Thomas A. Edison State College, 1988

Associates of Applied Science, Electronics, Kentucky State University, 1986



### Professional Registrations and Certifications

Professional Engineer: Ohio, 2002, (#66883); Pennsylvania, 2004, (063137); Oregon, 2002 (67074PE); Texas (114977)

Professional Traffic Operations Engineer: 2013, (1220)

### Key Qualifications

John Brigham's experience includes signing/stripping plans, access management, traffic safety studies, traffic impact studies, traffic signal and signal system design/timing and construction observation, Safe Routes to School travel plans, cost estimating, signal warrant analysis, capacity analysis, roadway improvement projects, roadway geometric plans, access management, accident analysis, traffic safety studies, speed studies, intelligent transportation systems, neighborhood traffic management, roundabouts, bicycle and pedestrian facilities and programs, origin-destination studies, parking studies, maintenance of traffic plans, and complex lighting design. John is also proficient in using a variety of traffic and civil engineering software including programs for analyzing intersection capacity, designing signal system timing plans, analyzing alternative roadway networks, and preparing signal design plans.

### Relevant Experience

- Parsons Avenue Corridor Improvements, Columbus, Ohio: project manager for preparation of final construction drawings for improvements to the Parsons Avenue Corridor between Livingston Avenue and Hosack Street. The project will convert the corridor from an existing four-lane section to a three-lane section with full time parking on one side. The project included preparation of roadway resurfacing and drainage plans, traffic signal plans for seven intersections, traffic control plans and maintenance of traffic plans.
- Cincinnati Streetcar Project, City of Cincinnati, Ohio: task leader responsible for preparing signal plans, details, notes, and quantities. System timing was also prepared using VISSIM. Fifty-one traffic signals were redesigned in the Central Business District to accommodate the streetcar. 170 controllers were utilized in an interconnected system. Transit signals were used at various intersections for queue jumps, allowing the streetcar to move first and change lanes as needed. Prepared signing and striping plans. Lighting plans were prepared to replace existing street lights that were affected by the project.
- Traffic Signal Design, Fairfield, Ohio: project manager to prepare traffic signal improvements for the intersection of Mack Road at Shearwater Drive and Port Union Road at Thunderbird Lane for the City of Fairfield, Ohio. Work tasks included: preparation of plans and specifications for two new traffic signals. Work elements included signal design and timing plans; addition of communication and interface equipment at the various intersections. Plans included the use of mast arm poles, a Nema controller and LED traffic signal heads. A cost estimate was completed for the signal. Work also included collection of all field and traffic data and data input using Synchro.



## CORRIN GULICK, PE, PTOE

Signal Design

### Location

Cincinnati, OH

### Years of Experience

7

### Education

BS, Civil Engineering, University of Kentucky, 2006

### Professional Registrations

Professional Engineer: Ohio, 2013, (#78141); Kentucky, 2011, (#27658)

Professional Traffic Operations Engineer, 2011, (#3177)

### Key Qualifications

Corrin Gulick has experience in traffic and transportation engineering that includes signing/stripping plans, traffic signal and signal system design, traffic signal timing and optimization, accident analysis, traffic analysis, microsimulation modeling, traffic impact studies, safety studies, travel plans, speed studies, warrant analysis, and complex lighting design. She was previously the traffic and permits engineer for the Kentucky Transportation Cabinet for KYTC District 7 (Lexington).

### Relevant Experience

- IL 171, Will/Cook County, Illinois: traffic engineer responsible for all traffic related tasks on this project. This included plan preparation and design of new interconnected signals, temporary signals, and the striping/signing plans. This project required specific coordination with an adjacent project that involved realignment of one of the signalized intersections.
- Austin District Signals, Austin, Texas: traffic engineer on a project including field review and rebuilds of three diamond and three standard signalized intersections. Ms. Gulick was responsible for plan preparation, design, and estimates for the six signals.
- Parsons Avenue, Columbus, Ohio: traffic engineer responsible for sight distance analysis, and signal design of seven intersections between Livingston Avenue and Hosack Street. The project will convert the corridor from an existing four-lane section to a three lane section with full time parking on one side of the street.
- I-65 Widening, Harden County and Larue County, Kentucky: traffic engineer responsible for high mast lighting design on I-65 at the interchanges of KY 84, KY 224 and KY 728 for the Kentucky Transportation Cabinet.
- US 131 at Stadium Drive, Kalamazoo County, Michigan: engineer responsible for conventional lighting design and calculations for the Michigan Department of Transportation.
- Ivy Point Boulevard, Union Township, Ohio: traffic engineer responsible for decorative lighting design for approximately one mile of new roadway. The new roadway served as a connection from the new children's hospital to the existing Ivy Point Boulevard. This project required careful attention to aesthetics and coordination with utilities and proposed landscaping design.
- HAN 75-14.39, Findlay, Ohio: traffic engineer responsible for interstate lighting design and plan preparation on this 4.83 mile project. The design includes a combination of high mast, conventional and underpass and roundabout lighting. The lighting on Lima Avenue was constrained by the airspace requirements set by the adjacent airport.





# Attachments



Lexington-Fayette Urban County Government  
DEPARTMENT OF FINANCE & ADMINISTRATION

Jim Gray  
Mayor

William O'Mara  
Commissioner

**ADDENDUM #1**

RFP Number: **#13-2014**

Date: March 3, 2014

Subject: **Request for Qualifications for  
Professional Engineering Services**

Please address inquiries to:  
Theresa Maynard (859) 258-3320

**TO ALL PROSPECTIVE BIDDERS:**

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

*Paragraph two on page one should read as follows and agree with the date on the website:*

"Sealed proposals will be received in the Division of Central Purchasing, Room 338, Government Center, 200 East Main Street, Lexington, KY, 40507, until **2:00 PM**, prevailing local time, on **March 26, 2014.**"

*Paragraph one on page two should read as follows:*

**Deadline for questions after the Pre-proposal meeting shall be Tuesday, MARCH 12<sup>th</sup>, 2014 at 2:00 PM local time.**

Todd Slatin, Director  
Division of Central Purchasing

All other terms and conditions of the RFP and specifications are unchanged. This letter should be signed, attached to and become a part of your RFP.

COMPANY: Parsons Brinckerhoff, Inc.

ADDRESS: 1792 Alysheba Way, Suite 230, Lexington, Ky. 40509

SIGNATURE OF PROPOSER: Arlen Sandel





Lexington-Fayette Urban County Government  
DEPARTMENT OF FINANCE & ADMINISTRATION

Jim Gray  
Mayor

William O'Mara  
Commissioner

**ADDENDUM #2**

RFP Number: **#13-2014**

Date: March 7, 2014

Subject: **Request for Qualifications for  
Professional Engineering Services**

Please address inquiries to:  
Theresa Maynard (859) 258-3320

**TO ALL PROSPECTIVE BIDDERS:**

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

*Disregard Addendum #1 issued on this page earlier today, March 7, 2014. That addendum was for RFP #14-2014 Request for Qualifications – Supplemental Legal Services and posted to the page for RFP #13-2014 in error.*

Todd Slatin, Director  
Division of Central Purchasing

All other terms and conditions of the RFP and specifications are unchanged. This letter should be signed, attached to and become a part of your RFP.

COMPANY: Parsons Brinckerhoff, Inc.

ADDRESS: 1792 Alysheba Way, Suite 230, Lexington, Ky. 40509

SIGNATURE OF PROPOSER: Arlen Sander



Lexington-Fayette Urban County Government  
DEPARTMENT OF FINANCE & ADMINISTRATION

Jim Gray  
Mayor

William O'Mara  
Commissioner

**ADDENDUM #3**

RFP Number: **#13-2014**

Date: March 17, 2014

Subject: **Request for Qualifications for  
Professional Engineering Services**

Please address inquiries to:  
Theresa Maynard (859) 258-3320

**TO ALL PROSPECTIVE BIDDERS:**

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

- Sign in sheets from March 10<sup>th</sup>, 2014 Pre-Proposal Meeting attached
- Questions and Answers attached

Todd Slatin, Director  
Division of Central Purchasing

All other terms and conditions of the RFP and specifications are unchanged. This letter should be signed, attached to and become a part of your RFP.

COMPANY: Parsons Brinckerhoff, Inc.

ADDRESS: 1792 Alysheba Way, Suite 230, Lexington, Ky. 40509

SIGNATURE OF PROPOSER: Arlen Sandt

### SIGN-IN SHEET

RFP #13-2014 Request for Qualifications for Professional Engineering Services  
 March 10<sup>th</sup>, 10:00 am 101 E Vine St, Lexington KY 40507

Representative	Company Name	Phone #	Email Address
Theresa Maynard	LFUCG – Central Purchasing	258-3320	theresam@lexingtonky.gov
CHASE WRIGHT	STRAND	225-8500	chase.wright@strand.com
Mark Astin	strand	225-8500	Mark.Astin@strand.com
MICHAEL DAVIS	STRAND ASSOCIATES	225.8500	mike.davis@strand.com
Fred Eastridge	ECSI, LLC	233-2103	feastridge@engr-services.com
Arlen Sandlin	Parsons Brinckerhoff	245-3867	sandlin@pbworld.com
Paul PARSEN	THELEN ASSOCIATES	226-0761	PPARSEN@thelensoc.com
Laura Mize	Lockner	224-4476	LMize@kwlockner.com
ABBIE JONES	ABBIE JONES CONSULTING	859.559.3443	abbie@abbie-jones.com
Greg Isaacs	Palmer	859 389 9293	g.isaacs@palmer.net.com
Kevin Damron	Palmer	859.537.6657	kdamron@palmer.net.com
MIKE MERRIMAN	S&ME	859-293-5518	MMERRIMAN@S&MEINC.COM
Megan Kendall	Bell Engineering	859-278-5412	mkendall@hkbell.com
David Schrader	Bell Engineering	859-278-5412	dschrader@hkbell.com
Justin Anderson	HDR ENGINEERING	859-583-0792	Justin.anderson@hdrinc.com
Jihad Hallany	Vision Engineering	859-559-0516	Jhallany@visionengr.com
Ethan Buell	BFMJ, INC	859.278.5050	e.buell@bfmj.com
Nicole Povelich	BFMJ Structural Eng	859-278-5050	n.povelich@bfmj.com
BRAD FRAZIER	LFUCG ENG	859-258-3410	bfrazier@lexingtonky.gov
Jason Ainslie	L.F. Gregg	859-252-7558	jainslie@legregg.com
WALTER BOWMAN	W. Bowman Assoc.	859 619 0129	walbowman@twc.com





## Questions for RFP #13-2014

Is it possible to expand somewhat on what each contract will entail. For example, contract 2 could be construed to merely entail negotiation and acquisition of properties which would not require professional engineering services. It could also be construed to require Professional surveying services. Please expand if possible.

ANSWER: At this point, the Contract descriptions must be general and fairly broad. But as an individual project is brought forward, a more detailed scope of required services will be developed for that project.

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Is the proposal to be submitted as a single proposal or individual proposals for each contract?

ANSWER: The responses shall be a single proposal with a section for each Contract being responded to by the vendor, and clearly titled as a response to the Contract number, 1 through 8. Vendors may respond to one, some, or all Contract 1 through 8.

A listing acknowledging which of the Contract numbers the vendor's response contains shall be listed in the Table of Contents of the Vendor's Response.

If the SOQ is to be submitted as a single SOQ, should submit resumes in one tab/section for all the SOQ's or submit resumes for each individual Contract with the section covering that Contract.

ANSWER: If the vendor response contains sections for more than one of the Contracts number 1 through 8, they need to only include one set of resumes. The response for each individual Contract shall contain an organizational chart showing the individuals involved in that particular Contract response, and whose resume is included in the resume section of the total Response.

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During the pre-proposal meeting, it was mentioned that regardless of the number of contracts you were requesting prequalification on, one document was to be submitted for all. Section 4 (page 4) of the RFQ states that each firm responding to this RFQ shall submit individual SOQ's for each project category for which they request to be prequalified. Are we to submit 1 document (with 1 master hardcopy, 7 duplicates and 1 electronic version) including information on all contracts prequalification is being requested on or are we to submit individual documents (with 1 master hardcopy, 7 duplicates and 1 electronic version) for each contract we are requesting prequalification on?

ANSWER: ONE document with sections for each contract you are responding to, with them listed in the Table of Contents. (see above)

If 1 document is to be submitted for all contracts prequalification is being requested on, are the page limits for contract specific information then multiplied by the number of contracts? For example, if we plan on submitting on 3 contracts, are we then allowed 3 pages for list of clients for which similar work has been performed in order to discuss 3 contracts or is it still a limit of 1 page? Does the same apply for qualifications for the specific type of contract, project team and list of similar projects?

ANSWER: It is still a limit of 1 page per contract response, and the same applies for qualifications, you may list the team on each section you're responding to, but you only need to submit the resumes once. (see above)

- 
1. What forms are actually required for this qualifications package? **Specifically:**
    - a. If our firm meets the DBE goal with our subconsultant partner(s), are we still required to fill out the Good Faith Efforts form?
    - b. Are the MWDBE substitution, MWDBE quote summary form, or subcontractor monthly payment report needed for this proposal or are they documents that would be used once under contract/letter agreement? Please confirm whether these forms should be included with our qualifications package.

ANSWER: If the vendor meets the goals for the project, firms are still required to return the Good Faith Efforts form and check all the things they did to find MWBEs for the job. The Quote Summary Form is part of the documentation needed if the vendor does not meet the goals for the project. It is not a required form for submittals. The Substitution Form and the Monthly Payment Report are documents that will be used by the company selected to work on the project.

2. Do the one-page resumes count against the 6-page count in section 3 Project Team? May we include these resumes as an appendix?

ANSWER: If the organizational chart varies between Contracts, provide individual charts with each Contract section. The Project Team Section (No. 3) should be held to 6 pages maximum.

3. Please confirm how many copies are needed. Page 35 of the RFP PDF says "six (8)" (contradicts), while RFP PDF page 37 indicates a total resulting in 8.

ANSWER: Re: Page 35: There are a total of EIGHT contracts being solicited in this RFQ.

The Proposer must submit one (1) master (hardcopy), (1) electronic version in PDF format on a flashdrive or CD and seven (7) duplicates (hardcopies) of their proposal for evaluation purposes.

4. Is there a maximum letter agreement/assignment amount for projects released under this contract? In other words, is it possible that LFUCG will need to advertise some projects separately from these contracts that exceed a certain dollar amount?

ANSWER: No fee cap has been set for total project assignments to any single consultant, nor has a project dollar limit been set. However, we anticipate that projects of considerable size which will utilize federal funding will need to have separate, individual RFQ's. At the other extreme, in the case of a very small project with an anticipated small consulting fee (for instance say less than \$20,000), LFUCG reserves the right to simply offer the work to the firm at the top of the list rather than ask three firms to expend inordinate resources in working up bids.

## GENERAL PROVISIONS

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

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

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



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

A. Termination for Cause

- (1) LFUCG may terminate a contract because of the contractor's failure to perform its contractual duties
- (2) If a contractor is determined to be in default, LFUCG shall notify the contractor of the determination in writing, and may include a specified date by which the contractor shall cure the identified deficiencies. LFUCG may proceed with termination if the contractor fails to cure the deficiencies within the specified time.
- (3) A default in performance by a contractor for which a contract may be terminated shall include, but shall not necessarily be limited to:
  - (a) Failure to perform the contract according to its terms,

- conditions and specifications;
- (b) Failure to make delivery within the time specified or according to a delivery schedule fixed by the contract;
  - (c) Late payment or nonpayment of bills for labor, materials, supplies, or equipment furnished in connection with a contract for construction services as evidenced by mechanics' liens filed pursuant to the provisions of KRS Chapter 376, or letters of indebtedness received from creditors by the purchasing agency;
  - (d) Failure to diligently advance the work under a contract for construction services;
  - (e) The filing of a bankruptcy petition by or against the contractor; or
  - (f) Actions that endanger the health, safety or welfare of the LFUCG or its citizens.

#### B. At Will Termination

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

13. **Assignment of Contract:** The contractor shall not assign or subcontract any portion of the Contract without the express written consent of LFUCG. Any purported assignment or subcontract in violation hereof shall be void. It is expressly acknowledged that LFUCG shall never be required or obligated to consent to any request for assignment or subcontract; and further that such refusal to consent can be for any or no reason, fully within the sole discretion of LFUCG.
14. **No Waiver:** No failure or delay by LFUCG in exercising any right, remedy, power or privilege hereunder, nor any single or partial exercise thereof, nor the exercise of any other right, remedy, power or privilege shall operate as a waiver hereof or thereof. No failure or delay by LFUCG in exercising any right, remedy, power or privilege under or in respect of this Contract shall affect the rights, remedies, powers or privileges of LFUCG hereunder or shall operate as a waiver thereof.
15. **Authority to do Business:** The Respondent must be a duly organized and authorized to do business under the laws of Kentucky. Respondent must be in good standing and have full legal capacity to provide the services specified under this Contract. The Respondent must have all necessary right and lawful authority to enter into this Contract for the full term hereof and that proper corporate or other action has been duly taken authorizing the Respondent to enter into this

Contract. The Respondent will provide LFUCG with a copy of a corporate resolution authorizing this action and a letter from an attorney confirming that the proposer is authorized to do business in the State of Kentucky if requested. All proposals must be signed by a duly authorized officer, agent or employee of the Respondent.

16. **Governing Law:** This Contract shall be governed by and construed in accordance with the laws of the Commonwealth of Kentucky. In the event of any proceedings regarding this Contract, the Parties agree that the venue shall be the Fayette County Circuit Court or the U.S. District Court for the Eastern District of Kentucky, Lexington Division. All parties expressly consent to personal jurisdiction and venue in such Court for the limited and sole purpose of proceedings relating to this Contract or any rights or obligations arising thereunder. Service of process may be accomplished by following the procedures prescribed by law.
17. **Ability to Meet Obligations:** Respondent affirmatively states that there are no actions, suits or proceedings of any kind pending against Respondent or, to the knowledge of the Respondent, threatened against the Respondent before or by any court, governmental body or agency or other tribunal or authority which would, if adversely determined, have a materially adverse effect on the authority or ability of Respondent to perform its obligations under this Contract, or which question the legality, validity or enforceability hereof or thereof.
18. Contractor understands and agrees that its employees, agents, or subcontractors are not employees of LFUCG for any purpose whatsoever. Contractor is an independent contractor at all times during the performance of the services specified.
19. If any term or provision of this Contract shall be found to be illegal or unenforceable, the remainder of the contract shall remain in full force and such term or provision shall be deemed stricken.



Signature



Date

## AFFIRMATIVE ACTION PROGRAMS

**Plan Effective Date:** 8/1/2013

**Plan Expiration Date:** 7/31/2014

**EEO Administrator:** Martha M. Alongi  
Americas EEO Officer / Human Resources

**Approved by:** Martha M. Alongi  
Americas EEO Officer / Human Resources

**Establishment's Name:** Parsons Brinckerhoff  
PB,CIN - Parsons Brinckerhoff CINCINNATI

**Establishment's Address:** 312 ELM STREET  
CINCINNATI, OH 45202

**Parsons Brinckerhoff**

**AFFIRMATIVE ACTION PROGRAM**

**For**

**MINORITIES AND FEMALES**

## **CONFIDENTIAL TRADE SECRET MATERIALS**

The material set forth in this program is deemed to be confidential commercial and financial data, the public disclosure of which could cause substantial competitive harm to PB Americas, Inc. (hereinafter “the Company” or “PB Americas”). In addition, all statistical components of this program, including any and all data pertaining to employee compensation, workforce structure (including the ratios between and among job groups and EEO-1 categories), the organizational profile (i.e., organizational display and/or workforce analysis), final availability and placement rate goals, job group analysis report, identification of problem areas and supporting information pertaining to employment activity, determinations of adverse impact and determinations of problems in workforce distribution and employment policies and practices, or the analyses of any of the foregoing, are deemed to constitute trade secrets, operations information, confidential statistical data and other confidential commercial and financial data within the meaning of the Freedom of Information Act (FOIA), 5 U.S.C. § 552 et. seq., Title VII of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000e et. seq., the Trade Secrets Act, 18 U.S.C. § 1905, and 44 U.S.C. § 3508, the disclosure of which is prohibited by law and would subject the individual making the disclosure to criminal and/or civil sanctions. This material has not been disclosed to the public, and should not be, since such disclosure could cause substantial competitive harm to PB Americas. Therefore, in accordance with 29 C.F.R. § 70.26(c) – (e), we expect that PB Americas will be notified in writing by the agency prior to disclosure of any request for information pertaining to all or any part of this program, and that the Company shall be given an opportunity to present its objections to disclosure.

# Parsons Brinckerhoff

## AFFIRMATIVE ACTION PROGRAM FOR MINORITIES AND FEMALES

### TABLE OF CONTENTS

	<u>Page</u>
<b>I. Equal Employment Opportunity (EEO) Policy Statement</b>	<b>5</b>
<b>II. Designation of Responsibility for Implementation</b>	
<b>A. Designation of Responsibilities of EEO Officer</b>	<b>7</b>
<b>B. Responsibilities of Management</b>	<b>8</b>
<b>III. Identification of Problem Areas</b>	<b>9</b>
<b>IV. Accomplishment of Prior Year Placement Goals</b>	<b>12</b>
<b>V. Development and Execution of Action-Oriented Programs</b>	<b>14</b>
<b>VI. Internal Audit and Reporting Systems</b>	<b>16</b>

**I. Equal Employment Opportunity (EEO) Policy Statement**

The EEO Policy statement on the following page is posted on our company's bulletin board as well as placed where applicants can view it.



**Parsons Brinckerhoff**  
**EQUAL OPPORTUNITY POLICY STATEMENT**

Parsons Brinckerhoff is firmly committed to Equal Employment Opportunity (EEO) and to compliance with all Federal, State and local laws that prohibit employment discrimination on the basis of age, race, color, gender, national origin, religion, disability, protected veteran status and other protected classifications. This policy applies to all employment decisions including, but not limited to, recruiting, hiring, training, promotions, pay practices, benefits, disciplinary actions and terminations.

As a government contractor, Parsons Brinckerhoff is also committed to taking affirmative action to hire and advance minorities and women as well as qualified individuals with disabilities and covered veterans.

We invite employees who are disabled or protected veterans and who wish to be included under our Affirmative Action Program to self-identify as such with Officer their HR representative. This self-identification is strictly voluntary and confidential and will not result in retaliation of any sort.

Employees of and applicants to Parsons Brinckerhoff will not be subject to harassment, intimidation, threats, coercion, or discrimination because they have engaged or may engage in filing a complaint, assisting in a review, investigation, or hearing or have otherwise sought to obtain their legal rights related to any Federal, State, or local law regarding EEO for qualified individuals with disabilities or qualified protected veterans.

As CEO of Parsons Brinckerhoff, I am committed to the principles of Affirmative Action and Equal Employment Opportunity. In order to ensure dissemination and implementation of equal employment opportunity and affirmative action throughout all levels of the company, I have selected Martha M. Alongi as the EEO Officer for Parsons Brinckerhoff. One of the EEO Officer's duties will be to establish and maintain an internal audit and reporting system to allow for effective measurement of the company's programs.

In furtherance of Parsons Brinckerhoff's policy regarding Affirmative Action and Equal Employment Opportunity, Parsons Brinckerhoff has developed a written Affirmative Action Program which sets forth the policies, practices and procedures which the company is committed to applying in order to ensure that its policy of non-discrimination and affirmative action for qualified individuals with disabilities and qualified protected veterans is accomplished. This Affirmative Action Program for qualified individuals with disabilities and qualified protected veterans is available for inspection by any employee or applicant for employment upon request, between 8:00 am to 5:00 pm at the Human Resources department. Any questions should be directed to me, your supervisor, or Martha M. Alongi, EEO Officer.

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George J. Pierson  
CEO

8/1/2013

## **II. Establishment of Responsibilities for Implementation of the Written Affirmative Action Program (41 CFR 60-2.17(a))**

### **A. Designation of Responsibilities of EEO Officer (41 CFR 60-2.17(a))**

The EEO Officer has the primary management responsibility, authority, and resources for ensuring full compliance with the provisions of E.O. 11246, as amended, and its implementing regulations. The EEO Officer's appointment and a description of the position's basic responsibilities have been communicated to all levels of personnel in the company. The responsibilities of the EEO Officer include, but are not necessarily limited to, the following:

1. Developing EEO policy statements, Affirmative Action Programs, and internal and external communication procedures;
2. Assisting in the identification of AAP/EEO problems;
3. Assisting management in arriving at effective solutions to AAP/EEO problems;
4. Designing and implementing an internal audit and reporting system that:
  - a. Measures the effectiveness of Parsons Brinckerhoff's program;
  - b. Determines the degree to which AAP goals and objectives are met; and
  - c. Identifies the need for remedial action;
5. Keeping Parsons Brinckerhoff's management informed of equal opportunity progress and reporting potential problem areas within the company through reports;
6. Reviewing the company's AAP for qualified minorities and women with management to ensure that the policy is understood and is followed in all personnel activities;
7. Auditing the contents of the company's bulletin board to ensure compliance information is posted and up-to-date; and
8. Serving as liaison between Parsons Brinckerhoff and enforcement agencies.

**B. The Responsibilities of the Company's Management to Ensure Implementation of the AAP (41 CFR 60-2.17(a))**

In implementing this written Affirmative Action Program, the responsibilities of the company's supervisors and managers working with the EEO Officer include, but are not necessarily limited to, the following:

1. Communicating relevant information regarding the Company's Equal Employment Opportunity Policy to the employees that they supervise.
2. Assisting in the identification of problem areas, formulating solutions, and establishing departmental goals and objectives when appropriate;
3. Reviewing the qualifications of all applicants and employees to ensure qualified individuals are treated in a nondiscriminatory manner when hiring, promotion, transfer, and termination actions occur; and
4. Reviewing the job performance of each employee to assess whether personnel actions are justified based on the employee's performance of his or her duties and responsibilities.
5. Seeking to prevent harassment of employees.

### **III. Identification of Problem Areas (41 CFR 60-2.17(b))**

Parsons Brinckerhoff performs in-depth analysis of its total employment process to determine if there are areas where minority and/or female groups may face impediments to equal opportunity. The following analyses are conducted in order to reveal any potential problem areas:

- 1. Placement Goals:** An analysis of incumbency versus availability is performed to determine whether there are problems of minority or female utilization. Whenever a problem exists, as defined by the methodology Parsons Brinckerhoff uses, Placement Goals are set (see the Placement Goals report which follows this section).

For job groups that have Placement Goals, steps will be taken to encourage and increase the percentage of qualified females and/or minorities applying for positions both externally and internally. These steps may include, as appropriate, but are not limited to the following:

1. Recruiting at colleges and universities with a significant percentage of minority and female students;
2. Publishing job advertisements in newspapers and/or magazines that target females and/or minorities;
3. Offering mentorship programs for female and minority employees;
4. Offering job training to females and minorities currently employed by the company in order to increase their chances of advancing within the company;
5. Offering tuition reimbursement to employees to obtain training that will increase their chances of advancing within the company;
6. Using recruitment companies that specifically target females and minorities; and
7. Continuing to use the services of their State Employment Service.

- 2. Review of Employment Decisions:** Review of employment decisions is made in order to determine whether or not females/minorities are selected at a less favorable rate than males/non-minorities.

**Review of Hires/Promotions:** Whenever females/minorities are selected at a lower rate than males/non-minorities, a review of the applicant flow is conducted to determine possible reasons why females/minorities were not selected at a more favorable rate. If the company is attracting fewer than expected females/minorities that fit the qualifications for the job groups, good faith efforts will be put into place to attempt to improve the applicant flow of qualified females/minorities.

**Review of Terminations:** For non-voluntary terminations, if females/minorities are being terminated at a higher rate than males/non-minorities, a review of the employee files will be made to ensure that the company is applying its policies and procedures for termination equally for protected as well as non-protected classes.

- 3. Compensation:** Compensation is reviewed at least annually in order to determine if there are significant discrepancies in pay when comparing female to male rates of pay and minorities versus non-minorities rates of pay. If discrepancies do exist, a thorough review is conducted to determine if the difference in pay is justified due to appropriate factors. If the difference in pay cannot be justified, Parsons Brinckerhoff will put a plan in place to address the issue.

## **Placement Goals Report**

**Plan:** PB,CIN - Parsons Brinckerhoff CINCINNATI

*There were no areas of underutilization in the Affirmative Action Program.  
Therefore, no placement goals were set.*

**IV. Accomplishment of Prior Year Placement Goals (41 CFR 60-1.40(c)) 41 CFR 60-1.12(b), -2.1(c) and -2.16**

The company developed action-oriented programs (see Section V) designed to accomplish the established goals and objectives, thereby enhancing employment and advancement opportunities in the company for females and minorities. The results of the prior year's Affirmative Action Program are identified on the following report.

## **Goal Attainment Report**

**Plan:** PB,CIN - Parsons Brinckerhoff CINCINNATI

*There were no areas of underutilization in the prior year's Affirmative Action Program.  
Therefore, no placement goals were set.*



**V. The Development and Execution of Action-Oriented Programs (41 CFR 60-2.17(c))**

Action programs have been instituted to eliminate identified problem areas and to help achieve specific Affirmative Action goals. These programs may include, but are not limited to, the following:

1. Conducting annual analyses of job descriptions to ensure they accurately reflect job functions;
2. Making job descriptions available to recruiting sources and available to all members of management involved in the recruiting, screening, selection and promotion processes;
3. Evaluating the total selection process to ensure freedom from bias through:
  - a. Reviewing job applications and other pre-employment forms to ensure information requested is job-related;
  - b. Evaluating selection methods that may have a disparate impact to ensure that they are job-related and consistent with business necessity;
  - c. Training personnel and management staff on proper interview techniques; and
  - d. Training in EEO for management and supervisory staff.
4. Using techniques to improve recruitment and increase the flow of qualified applicants, including minority and female applicants. Parsons Brinckerhoff may undertake the following actions:
  - a. Include the phrase "Equal Opportunity/Affirmative Action Employer" or other acceptable tagline in all printed employment advertisements;
  - b. Place help wanted advertisements in local minority news media and women's interest media;
  - c. Disseminate information on job opportunities to organizations representing minorities, women and employment development agencies when job opportunities occur; Additionally, the Conference of Minority Transportation Officials, The Women's Transportation Seminar, the Society of Women Engineers, the National Society of Black Engineers and the National Society of Hispanic Professional Engineers are attended as possible sources for qualified applicants.
  - d. Encourage all employees to refer qualified applicants;
  - e. Actively recruit at secondary schools, junior colleges, colleges and universities with predominantly minority or female enrollments; and
  - f. Request employment agencies to refer qualified minorities and women.

5. Preparing a self-audit of the company's compensation practices;
6. Ensuring that all employees are given equal opportunity for promotion. This is achieved by:
  - a. Posting promotional opportunities;
  - b. Offering counseling to assist employees in identifying promotional opportunities, training and educational programs to enhance promotions and opportunities for job rotation or transfer; and
  - c. Evaluating job requirements for promotion.
  - d. The Company has a performance management process called "Realizing Your Potential (RYP)". Employees are encouraged to identify developmental opportunities that may advance their careers while at PB and discuss them with their manager on an annual basis.
  - e. The Company has a tuition assistance program. Regular employees are encouraged to extend their knowledge and training through formal education programs. Financial assistance is available to reimburse a portion of the costs of approved courses of study. To qualify for inclusion under this policy, courses must be:
    - i. • Approved in advance by the employee's supervisor and the Training Manager. The employee's work responsibilities and academic load must be compatible.
    - ii. • Directly related and of assistance to the employee's work for the Company.
    - iii. • Undertaken outside normal working hours at accredited institutions, including public school systems, or colleges and universities.

## **VI. Internal Audit and Reporting Systems (41 CFR 60-2.17(d))**

The company believes that one of the most important elements in effectively implementing a written Affirmative Action Program is an adequate internal audit and reporting system. Through this system, the total program can be monitored for effectiveness, and management can be kept informed. Parsons Brinckerhoff's audit and reporting system is designed to:

1. Measure the effectiveness of the AAP/EEO program;
2. Document personnel activities;
3. Identify problem areas where remedial action is needed; and
4. Determine the degree to which Parsons Brinckerhoff's AAP goals and objectives have been attained.

The following personnel activities are reviewed, as necessary and desirable, to ensure nondiscrimination and EEO for all individuals without regard to their race, color, gender, religion, national origin:

1. Recruitment, advertising, and job application procedures;
2. Hiring, promotion, upgrading, layoff, recall from layoff;
3. Rates of pay and any other forms of compensation including fringe benefits;
4. Job assignments, job classifications, job descriptions, and seniority lists;
5. Sick leave, leaves of absence, or any other leave;
6. Training, attendance at professional meetings and conferences; and
7. Any other term, condition, or privilege of employment.

The following documents may be maintained as a component of Parsons Brinckerhoff's internal audit process:

1. An applicant flow log;
2. Summary data of external job offers and hires, promotions, resignations, terminations;
3. Summary data of applicant flow;

4. Employment applications; and
5. Records pertaining to Parsons Brinckerhoff's compensation system.

Parsons Brinckerhoff's audit system includes periodic review of employment decisions.

Managers and supervisors are asked to report any current or foreseeable EEO problem areas and are asked to outline their suggestions/recommendations for solutions. If problem areas arise, the manager or supervisor is to report problem areas immediately to the EEO Officer. During the reporting cycle, the following occurs:

1. The EEO Officer and/or HR Manager will discuss any problems relating to significant rejection ratios, EEO charges, etc., with management; and
2. The EEO Officer and/or HR Manager will report the status of the company's AAP goals and objectives to management. The EEO Officer and/or HR Manager will recommend remedial actions for the effective implementation of the AAP.

**Parsons Brinckerhoff**

**AFFIRMATIVE ACTION PROGRAM**

**For**

**QUALIFIED INDIVIDUALS WITH DISABILITIES  
AND QUALIFIED PROTECTED VETERANS**

# Parsons Brinckerhoff

## AFFIRMATIVE ACTION PROGRAM FOR QUALIFIED INDIVIDUALS WITH DISABILITIES AND QUALIFIED PROTECTED VETERANS

### TABLE OF CONTENTS

	<u>Page</u>
<b>I. Policy Statement</b>	<b>3</b>
<b>II. Review of Personnel Processes</b>	<b>5</b>
<b>III. Physical and Mental Qualifications</b>	<b>6</b>
<b>IV. Reasonable Accommodation to Physical and Mental Limitations</b>	<b>7</b>
<b>V. Harassment Prevention Procedures</b>	<b>8</b>
<b>VI. External Dissemination of Policy, Outreach and Positive Recruitment</b>	<b>9</b>
<b>VII. Internal Dissemination of Policy</b>	<b>11</b>
<b>VIII. Audit and Reporting Systems</b>	<b>13</b>
<b>IX. Responsibility for Implementation</b>	
<b>A. Responsibilities of EEO Officer</b>	<b>14</b>
<b>B. Responsibilities of Management</b>	<b>15</b>
<b>X. Training</b>	<b>16</b>

## **I. Policy Statement**

Under the Affirmative Action obligations imposed by Section 503 of the Rehabilitation Act of 1973 and Vietnam Era Veterans' Readjustment Assistance Act of 1974 (VEVRAA), as amended, it is the policy of the company to provide Equal Employment Opportunities and to advance in employment qualified individuals with a disability as well as qualified protected veterans. This policy is designed to employ and advance all qualified individuals with a disability and qualified protected veterans at all levels of employment, including the executive level. The company's policy of providing Equal Employment Opportunities to qualified persons with a disability and qualified protected veterans shall apply to all employment practices including, but not limited to: upgrading, demotion or transfer, layoff or termination, rates of pay or other forms of compensation, and selection for training. The company attempts to comply with all of the rules, regulations, and relevant orders of the Secretary of Labor and the Office of Federal Contract Compliance Programs (OFCCP), issued pursuant to Section 503 of the 1973 Rehabilitation Act and the 1974 Vietnam Era Veterans' Readjustment Assistance Act, as amended.

The company's Affirmative Action Program for qualified persons with a disability and qualified protected veterans is reviewed and updated annually. If there are any significant changes in the company's procedure, or if employee rights or benefits are modified as a result of an annual updating, these changes are communicated to employees and to applicants for employment.

On a strictly voluntary basis, the company invites all qualified protected veterans who are either employees or applicants for employment, and employees who have a disability, and who wish to benefit under the company's Affirmative Action Program to identify themselves to either their immediate supervisor or to the EEO Officer. Any individual who identifies himself/herself will not be subjected to any form of harassment or retaliation based on his/her status or self-identification. Further, this self-identification will be kept confidential.

Employees and applicants shall not be subjected to harassment, intimidation, threats, coercion or discrimination because they have engaged in or may engage in any of the following activities: (1) filing a complaint; (2) assisting or participating in an investigation, compliance review, hearing, or any other activity related to the administration of Section 503 of the Rehabilitation Act of 1973, as amended, VEVRAA, as amended, or any other Federal, State or local law requiring equal opportunity for disabled persons or qualified protected veterans or; (3) opposing any act or practice made unlawful by Section 503 of the Rehabilitation Act of 1973, VEVRAA or its implementing regulations in this part or any other Federal, State or local law requiring equal opportunity for disabled persons or for qualified protected veterans; or (4) exercising any other right protected by Section 503 of the Rehabilitation Act of 1973, or its implementing regulations in this part or any other right protected by VEVRAA or its implementing regulations in this part.



## **II. Review of Personnel Processes**

Parsons Brinckerhoff reviews annually its personnel processes to determine whether its present procedures ensure careful, thorough and systematic consideration of the qualifications of known qualified individuals with disabilities and qualified protected veterans. This review covers all procedures related to the filling of job vacancies either by hire or by promotion, as well as all training opportunities offered or made available to employees.

In determining the qualifications of veterans, Parsons Brinckerhoff limits its consideration of a qualified protected veteran's military record, including discharge papers, to only that portion of the record, which is relevant to the specific job qualifications for which the veteran is being considered.

Based upon Parsons Brinckerhoff's review of its personnel processes, Parsons Brinckerhoff will modify the personnel processes when necessary, and will include the development of new procedures in this Affirmative Action Program to ensure Equal Employment Opportunity.

### **III. Physical and Mental Qualifications**

The physical and mental job qualifications of all jobs have been reviewed and are reviewed as new ones are established to ensure that, to the extent that such qualification requirements tend to screen out qualified individuals with disabilities and qualified disabled veterans, job qualifications are consistent with business necessity and the safe performance of the job.

No qualification requirements were identified which had a screening effect. All job qualification requirements were found to be job-related and consistent with business necessity and safety.

Parsons Brinckerhoff will continue to review physical and mental job qualification requirements whenever a job is vacated and the company intends to fill it through hiring, promotion or transfer and will conduct a qualifications review whenever job duties change.

If at any time Parsons Brinckerhoff should inquire into an employee's physical or mental condition or should conduct a medical examination prior to a change in employment status, Parsons Brinckerhoff affirms that information obtained as a result of the inquiry will be kept confidential, except as otherwise provided for in Section 503 of the Rehabilitation Act of 1973 regulations. The results of the examination or inquiry will be used in accordance with the aforementioned regulations:

1. Supervisors, managers, and company officials may be informed regarding restrictions and accommodations for the work or duties of individuals with a disability.
2. Employees familiar with first aid may be informed, where and to the extent appropriate, if an individual with a disability might require emergency treatment.
3. OFCCP officials investigating compliance with either the 1973 Rehabilitation Act or VEVRAA, as amended.

#### **IV. Reasonable Accommodation to Physical and Mental Limitations**

It is the company's policy to make a reasonable accommodation to the physical and mental limitations of any employee with a disability and qualified applicants with a disability unless his/her accommodation imposes an undue hardship on the company's business (41 C.F.R. – 741.44(d); 250-44(d)). In determining the extent of the company's accommodation obligations, the following factors, among others, are considered:

1. the effect such accommodations will have on the conduct of business
2. the financial costs and related expenses and
3. factors related to business necessity and the safe performance of the job.

Each applicant or employee is dealt with on an individual basis. Reasonable accommodations are made whenever possible and ongoing efforts include revision of facilities to make them accessible. In all new construction or remodeling of facilities, special care will be taken to insure that architectural barriers to individuals with disabilities are avoided to the greatest extent possible. The company makes every effort to provide suitable employment for those employees who become disabled while employed by us.

## **V. Harassment Prevention Procedures**

Employees of and applicants to Parsons Brinckerhoff will not be subject to harassment, intimidation, threats, coercion, or discrimination because they have engaged or may engage in filing a complaint, assisting in a review, investigation, or hearing or have otherwise sought to obtain their legal rights related to any Federal, State, or local law regarding EEO for qualified individuals with disabilities or qualified protected veterans. Managers and supervisors are responsible for maintaining an environment free of harassment. Any employees or applicants who feel that they have been subject to harassment, intimidation, threats, coercion, or discrimination because of their disability or status as a qualified protected veteran should contact the EEO Officer for assistance. This policy is posted for employees and applicants to view.

## **VI. External Dissemination of Policy, Outreach, and Positive Recruitment**

After reviewing and determining that the Affirmative Action policies of the company provide the required Affirmative Action for the employment and the advancement of qualified individuals with a disability and qualified protected veterans, the company may undertake the following outreach and positive recruitment activities:

1. Notify all subcontractors, vendors and suppliers of Parsons Brinckerhoff's EEO and AA policy regarding the employment of qualified individuals with disabilities and qualified protected veterans.
2. Inform all recruiting sources, including the State Employment Service, employment agencies, educational institutions and social service agencies of the company's policy concerning the employment of qualified individuals with disabilities and qualified protected veterans and have been advised to actively recruit and refer qualified persons for job opportunities.
3. List all suitable employment openings with the appropriate local office of the State Employment Service except as follows: executive and top management; positions to be filled internally; positions lasting less than 3 days.
4. Establish and maintain meaningful contacts with organizations of/for individuals with disabilities, sheltered workshops, vocational rehabilitation agencies and Veteran's service organizations serving covered Veterans. Representatives from these sources receive information on job openings, job descriptions and worker specifications.
5. All prospective employees are informed of the company's affirmative action program through the posting of the policy statement in the applicant area of the employment function.
6. Employees with disabilities and covered Veterans will be included where appropriate when employees are pictured in consumer, promotional, or help wanted advertising.
7. Consider holding formal briefing sessions to invite representatives from recruitment sources and placement agencies to tour the facility, discuss current and prospective position openings, job descriptions and required qualifications and explanations of the company's selection procedures.
8. Consider participating in local job fairs sponsored by support groups for qualified individuals with disabilities and qualified protected veterans.

9. Include the Equal Employment Opportunity clause concerning the employment of qualified individuals with disabilities and qualified protected veterans in all nonexempt subcontracts and purchase orders.

## **VII. Internal Dissemination of Policy**

In an effort to promote positive Affirmative Action for qualified individuals with a disability and qualified protected veterans, the company has developed internal communications that foster understanding, acceptance, and support among the company's executive, management, and supervisory personnel. Additionally, all other company employees have been notified and encouraged to take the necessary action to aid the company in meeting its Affirmative Action obligations. The company has informed its employees and applicants for employment of its commitment to engage in Affirmative Action to increase the employment opportunities for qualified individuals with a disability and qualified protected veterans.

The company realizes that a strong outreach program is ineffective without the adequate internal support from management personnel and other employees. In order to ensure greater employee cooperation and participation in the company's Affirmative Action efforts, Parsons Brinckerhoff has adopted and disseminated an internal policy. This policy's dissemination may include but is not limited to the following:

1. Copies of our AAP for Individuals with Disabilities and Qualified Protected Veterans will be made available for inspection to any employee or applicant upon request to promote understanding, acceptance and support.
2. Policies are re-emphasized to managers and supervisors annually.
3. Parsons Brinckerhoff's Affirmative Action policy and the EEO poster are posted on bulletin boards located throughout our facilities and work areas.
4. All employees who believe they are a qualified individual with a disability, as defined in Section 503 of the Rehabilitation Act of 1973, as amended, or who are a qualified protected veteran under the EEO provisions of VEVRAA, as amended, have been invited to identify themselves if they wish to benefit under this Affirmative Action Program. Such invitation has been posted on bulletin boards throughout the facility and work areas.

5. All employees may be advised annually of the company's policy and encouraged to aid in Parsons Brinckerhoff's Affirmative Action efforts to ensure a fair and effective program.
6. Briefing sessions may be conducted annually for managers and supervisors to review the applicable regulations and to discuss such Affirmative Action measures as training and reasonable accommodation.
7. When making internal Equal Opportunity audits, implementation of this Affirmative Action Program will be reviewed.
8. Articles (and pictures) regarding accomplishments of employees who are qualified individuals with disabilities and qualified protected veterans may be included in company and/or facility publications whenever available.
9. The policy is communicated and/or distributed to all employees.



## **VIII. Audit and Reporting Systems**

The company has designed and implemented audit and reporting systems that:

1. Measure the effectiveness of the company's programs;
2. Document personnel activities;
3. Identify problem areas where remedial action is needed; and
4. Determine the degree to which Parsons Brinckerhoff's AAP goals and objectives have been attained.

The following activities are reviewed at least annually to ensure freedom from stereotyping qualified individuals with disabilities and qualified protected veterans in any manner, including that which may limit their access to any job for which they are qualified:

1. Recruitment, advertising, and job application procedures;
2. Hiring, promotion, upgrading, layoff, recall from layoff;
3. Rates of pay and any other forms of compensation including fringe benefits;
4. Job assignments, job classifications, job descriptions, and seniority lists;
5. Sick leave, leaves of absence, or any other leave;
6. Training, attendance at professional meetings and conferences; and
7. Any other term, condition, or privilege of employment.

Parsons Brinckerhoff's audit system includes periodic reports documenting Parsons Brinckerhoff's efforts to achieve its EEO/AAP responsibilities. Managers and supervisors are asked to report any current or foreseeable EEO problem areas and are asked to outline their suggestions/recommendations for solutions. During the reporting, the following occurs:

1. The EEO Officer and/or HR Manager will discuss any problems relating to significant rejection ratios, EEO charges, etc., with management; and
2. The EEO Officer and/or HR Manager will report the status of the company's AAP goals and objectives to management. The EEO Officer and/or HR Manager will recommend remedial actions for the effective implementation of the AAP.

## **IX. Responsibility for Implementation**

**A. Responsibilities of EEO Officer:** The EEO Officer is responsible for the overall execution, implementation and monitoring of the Affirmative Action Program for qualified persons with a disability and qualified protected veterans with the support of all management.

Those responsibilities shall include, but not be limited to, the following:

1. The development of the AAP for individuals with disabilities and qualified protected veterans, policy statements, personnel policies and procedures, internal and external communication of the policy, and monitoring the effectiveness of these actions;
2. Reviewing all personnel actions, policies, and procedures to ensure compliance with Parsons Brinckerhoff's Affirmative Action obligations;
3. Reviewing the qualifications of all applicants and employees to ensure qualified individuals are treated in a nondiscriminatory manner when hiring, promotion, transfer and termination actions occur;
4. Assisting in the identification of problem areas and the development of solutions to those problems;
5. Monitoring the effectiveness of the program on a continuing basis through the development and implementation of an internal audit- and reporting- system that measures the effectiveness of the program.
6. Keeping management informed of equal opportunity progress and problems within the company through, at a minimum, periodic reports;
7. Providing department managers with a copy of the AAP for Qualified Individuals with Disabilities and Qualified Protected Veterans and reviewing the program with them on an annual basis to ensure knowledge of their responsibilities for implementation of the program;
8. Reviewing the company's AAP for qualified individuals with disabilities and qualified protected veterans with all managers and supervisors at all levels to ensure that the policy is understood and is followed in all personnel activities;

9. Auditing the contents of company bulletin boards annually to ensure that compliance information is posted and is up-to-date;
10. Serving as a liaison between Parsons Brinckerhoff and enforcement agencies; and
11. Serving as a liaison between Parsons Brinckerhoff and organizations for individuals with disabilities and protected veterans.

**B. Responsibilities of Managers and Supervisors:** Managers and supervisors are advised annually of their responsibilities under the company's AAP for qualified individuals with disabilities and qualified protected veterans and of their obligations to:

1. Attend affirmative action orientation and/or training sessions.
2. Review the company's Affirmative Action policy for qualified individuals with disabilities and qualified protected veterans with subordinate managers and supervisors to ensure that they are aware of the policy and understand their obligation to comply with it in all personnel actions;
3. Assist in the identification of problem areas, formulate solutions, and establish departmental goals and objectives when necessary;
4. Review the qualifications of all applicants and employees to ensure qualified individuals are treated in a nondiscriminatory manner when hire, promotion, transfer, and termination actions occur; and
5. Review all employees' performance to ensure that non-discrimination is adhered to in all personnel activities.
6. Prevent harassment of employees for any reason.

## **X. Training**

All personnel involved in the recruitment, screening, selection, promotion, disciplinary, and related processes shall be trained to ensure that the commitments in the company's Affirmative Action Program are implemented.

The Company has a performance management process called "Realizing Your Potential (RYP)". Employees are encouraged to identify developmental opportunities that may advance their careers while at PB and discuss them with their manager on an annual basis.

The Company has a tuition assistance program. Regular employees are encouraged to extend their knowledge and training through formal education programs. Financial assistance is available to reimburse a portion of the costs of approved courses of study. To qualify for inclusion under this policy, courses must be:

1. Approved in advance by the employee's supervisor and the Training Manager. The employee's work responsibilities and academic load must be compatible.
2. Directly related and of assistance to the employee's work for the Company.
3. Undertaken outside normal working hours at accredited institutions, including public school systems, or colleges and universities.

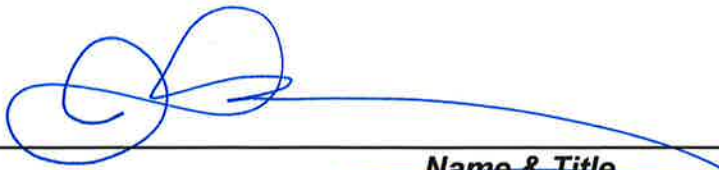
**WORKFORCE ANALYSIS FORM**

**Name of Organization:** Parsons Brinckerhoff, Inc.

**Date:** 03 / 18 / 2014

Categories	Total	White		Latino		Black		Other		Total	
		M	F	M	F	M	F	M	F	M	F
<b>Administrators</b>	1943	1306	272	54	23	43	18	188	39	1591	352
<b>Professionals</b>	1733	754	458	67	56	41	37	196	124	1058	675
<b>Superintendents</b>	0	0	0	0	0	0	0	0	0	0	0
<b>Supervisors</b>	0	0	0	0	0	0	0	0	0	0	0
<b>Foremen</b>	0	0	0	0	0	0	0	0	0	0	0
<b>Technicians</b>	961	546	130	83	23	48	13	98	20	775	186
<b>Protective Service</b>	0	0	0	0	0	0	0	0	0	0	0
<b>Para-Professionals</b>	0	0	0	0	0	0	0	0	0	0	0
<b>Office/Clerical</b>	460	29	255	5	61	4	64	7	35	45	415
<b>Skilled Craft</b>	0	0	0	0	0	0	0	0	0	0	0
<b>Service/Maintenance</b>	0	0	0	0	0	0	0	0	0	0	0
<b>Total:</b>	5097	2635	1115	209	163	136	132	489	218	3469	1628

**Prepared by:** \_\_\_\_\_

  
**Name & Title**  
 Lloyd Graham, Senior Vice President

## AFFIDAVIT

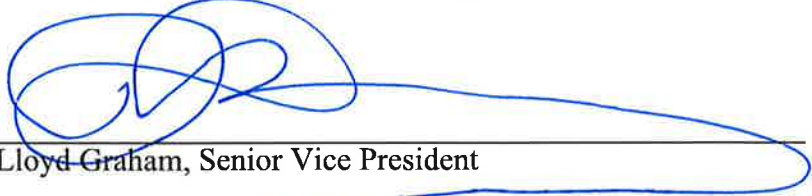
Comes the Affiant, Lloyd Graham, and after being first duly sworn, states under penalty of perjury as follows:

1. His/her name is Lloyd Graham and he/she is the individual submitting the proposal or is the authorized representative of Parsons Brinckerhoff, Inc., the entity submitting the proposal (hereinafter referred to as "Proposer").
2. Proposer will pay all taxes and fees, which are owed to the Lexington-Fayette Urban County Government at the time the proposal is submitted, prior to award of the contract and will maintain a "current" status in regard to those taxes and fees during the life of the contract.
3. Proposer will obtain a Lexington-Fayette Urban County Government business license, if applicable, prior to award of the contract.
4. Proposer has authorized the Division of Central Purchasing to verify the above-mentioned information with the Division of Revenue and to disclose to the Urban County Council that taxes and/or fees are delinquent or that a business license has not been obtained.
5. Proposer has not knowingly violated any provision of the campaign finance laws of the Commonwealth of Kentucky within the past five (5) years and the award of a contract to the Proposer will not violate any provision of the campaign finance laws of the Commonwealth.
6. Proposer has not knowingly violated any provision of Chapter 25 of the Lexington-Fayette Urban County Government Code of Ordinances, known as "Ethics Act."

**Continued on next page**

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

Further, Affiant sayeth naught.



\_\_\_\_\_

Lloyd Graham, Senior Vice President

STATE OF New York

COUNTY OF New York

The foregoing instrument was subscribed, sworn to and acknowledged before me  
by Lloyd Graham on this the 18th day  
of March, 2014.

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



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

CARY M. SIEGEL  
Notary Public, State of New York  
No. 24-4805703  
Qualified in Kings County  
Certificate Filed in New York County  
Commission Expires January 31, 2015

## EQUAL OPPORTUNITY AGREEMENT

### The Law

- Title VII of the Civil Rights Act of 1964 (amended 1972) states that it is unlawful for an employer to discriminate in employment because of race, color, religion, sex, age (40-70 years) or national origin.
- Executive Order No. 11246 on Nondiscrimination under Federal contract prohibits employment discrimination by contractor and sub-contractor doing business with the Federal Government or recipients of Federal funds. This order was later amended by Executive Order No. 11375 to prohibit discrimination on the basis of sex.
- Section 503 of the Rehabilitation Act of 1973 states:  
*The Contractor will not discriminate against any employee or applicant for employment because of physical or mental handicap.*
- Section 2012 of the Vietnam Era Veterans Readjustment Act of 1973 requires Affirmative Action on behalf of disabled veterans and veterans of the Vietnam Era by contractors having Federal contracts.
- Section 206(A) of Executive Order 12086, Consolidation of Contract Compliance Functions for Equal Employment Opportunity, states:

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

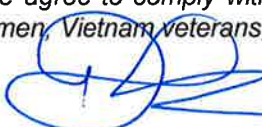
\*\*\*\*\*

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

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

### Bidders

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

  
\_\_\_\_\_  
Signature Lloyd Graham, Senior Vice President      Parsons Brinckerhoff, Inc.      March 18, 2014  
\_\_\_\_\_  
Name of Business





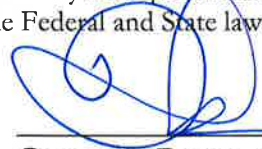
**LFUCG MWDBE PARTICIPATION FORM**  
**Bid/RFP/Quote Reference # 13-2014**

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

<b>MWDBE Company, Name, Address, Phone, Email</b>	<b>Work to be Performed</b>	<b>Total Dollar Value of the Work</b>	<b>% Value of Total Contract</b>
1. Integrated Engineering, PLLC	Surveying	TBD	At least 10%
2.			
3.			
4.			

The undersigned company representative submits the above list of MWDBE 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.

Parsons Brinckerhoff, Inc.  
**Company**  
March 18, 2014  
**Date**

  
**Company Representative** Lloyd Graham  
**Senior Vice President**  
**Title**

**LFUCG STATEMENT OF GOOD FAITH EFFORTS**

**Bid/RFP/Quote #** 13-2014

By the signature below of an authorized company representative, we certify that we have utilized the following Good Faith Efforts to obtain the maximum participation by MWDBE business enterprises on the project and can supply the appropriate documentation.

\_\_\_\_\_ 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 MWDBE firms to participate.

\_\_\_\_\_ Included documentation of advertising in the above publications with the bidders good faith efforts package

\_\_\_\_\_ Attended LFUCG Central Purchasing Economic Inclusion Outreach event

X Attended pre-bid meetings that were scheduled by LFUCG to inform MWDBEs of subcontracting opportunities

\_\_\_\_\_ Sponsored Economic Inclusion event to provide networking opportunities for prime contractors and MWDBE firms

\_\_\_\_\_ Requested a list of MWDBE subcontractors or suppliers from LFUCG Economic Engine and showed evidence of contacting the companies on the list(s).

\_\_\_\_\_ Contacted organizations that work with MWDBE companies for assistance in finding certified MWDBE firms to work on this project. Those contacted and their responses should be a part of the bidder's good faith efforts documentation.

\_\_\_\_\_ Sent written notices, by certified mail, email or facsimile, to qualified, certified MWDBEs 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.

\_\_\_\_\_ Followed up initial solicitations by contacting MWDBEs to determine their level of interest.

X Provided the interested MWDBE firm with adequate and timely information about the plans, specifications, and requirements of the contract.

X Selected portions of the work to be performed by MWDBE firms in order to increase the likelihood of meeting the contract goals. This includes, where appropriate, breaking out contract work items into economically feasible

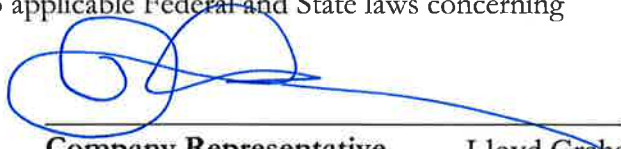
units to facilitate MWDBE participation, even when the prime contractor may otherwise perform these work items with its own workforce

- Negotiated in good faith with interested MWDBE firms not rejecting them as unqualified without sound reasons based on a thorough investigation of their capabilities. Any rejection should be so noted in writing with a description as to why an agreement could not be reached.
- Included documentation of quotations received from interested MWDBE firms which 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.
- 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 MWDBE quote. Nothing in this provision shall be construed to require the bidder to accept unreasonable quotes in order to satisfy MWDBE goals.
- Made an effort to offer assistance to or refer interested MWDBE firms to obtain the necessary equipment, supplies, materials, insurance and/or bonding to satisfy the work requirements of the bid proposal
- Made efforts to expand the search for MWBE firms beyond the usual geographic boundaries.
- Other - any other evidence that the bidder submits which may show that the bidder has made reasonable good faith efforts to include MWDBE participation.

Failure to submit any of the documentation requested in this section may be cause for rejection of bid. Bidders may include any other documentation deemed relevant to this requirement. Documentation of Good Faith Efforts are to be submitted with the Bid, if the participation Goal is not met.

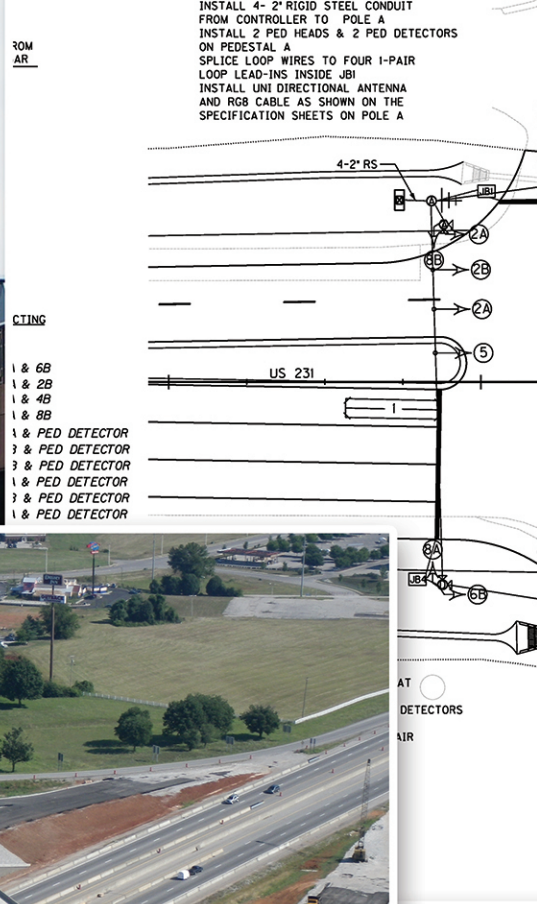
The undersigned acknowledges that all information is accurate. Any misrepresentations may result in termination of the contract and/or be subject to applicable Federal and State laws concerning false statements and claims.

Parsons Brinckerhoff, Inc.  
Company

  
Company Representative Lloyd Graham

March 18, 2014  
Date

Senior Vice President  
Title



**PARSONS  
BRINCKERHOFF**

1792 Alysheba Way, Suite 230  
Lexington, KY 40509